

PFCC Decision Report

Report reference number: PFCC/017/22

Classification: OFFICIAL

Title of report: Capital Funding - Grays 3rd Floor Re-Modelling

Area of county / stakeholders affected: Countywide

Report by: Patrick Duffy – Head of Estates

Chief Officer: ACO Mark Gilmartin – Director of Support Services

Date of report: 4th January 2022

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1. Executive Summary

This decision report provides a recommendation to the PFCC to invest £440,657 of capital funding in the refurbishment of the 3rd floor of Grays Police Station. The project will enable the re-location of teams and an increase in officer numbers to be based at the station, including improved welfare facilities and improved accessibility. The PFCC is requested to enter into a design and build contract with the main contractor in order to deliver the project within 10 weeks.

2. Recommendations

The first recommendation to the PFCC is to proceed with the investment of £440,657 of capital funding in the re-modelling and refurbishment of a floor of Grays Police Station.

The second recommendation is that the PFCC enters into a JCT Design and Build Contract, 2016 Edition (DB 2016) with the main contractor to undertake the construction.

3. Background to the Proposal

There is a requirement to re-locate the Community Policing Team (CPT) from South Ockendon Police Station in addition to accommodating the additional officers from the national Police Uplift Programme (PUP) in Grays Police Station. Options were being explored around refurbishing an underutilised floor of the station that was predominantly an old bar area to facilitate an open plan office environment. Following consideration of a number of site constraints including structural and condition of the existing welfare facilities, it was considered to be more economical to undertake the refurbishment of this area at the same time as the installation of an accessible WC and additional accessible facilities.

Although this decision report is in part facilitation for re-locating staff from South Ockendon Police Station, it is not the formal decision to dispose of that property, which will follow the existing approval process via a separate decision report at the appropriate time.

Following a bid against available in-year funds £300,000 was allocated to the project. Due to the tight delivery timescales the project was tendered through the Essex Construction Framework 2 as a design and build contract with a delivery period of 10 weeks' construction.

4. Proposal and Associated Benefits

The proposal is to refurbish a floor of Grays Police Station into an open plan office environment and hot desk facility to support the increased officers needing to re-locate to the station, in addition to refurbishing the existing kitchen and welfare facilities.

The proposal will support the re-location of staff to facilitate the disposal of South Ockendon Police Station which has been on the disposal list for a number of years. The disposal has been delayed due to a number of factors, the Airwave mast, ABE suite and the Community Policing Team (CPT) being based there. The ABE suite was closed following a review of force wide provision and plans are afoot for the mast to be re-located by our third-party provider. The CPT is required to re-locate back to Grays Police Station following implementation of the target operating model.

The spatial pressures on the station have been affected by the overall increase in officers and the requirement for our PUP allocation of circa 22 officers to be based at Grays Police Station. In addition to the existing space and use of the 3rd floor being relatively low, this presents an opportunity to maximise the estate provision.

The proposal will support the Estate Strategy, Diversity, Equality & Inclusion Strategy and general staff morale. Welfare facilities across the estate were identified as a key area of concern raised by staff at the previous Chief Constable's Roadshows and more recently following the requests received for funding from the force revenue underspend. The proposal will improve staff morale, facilitate the police officer growth allocated to the station, increase our welfare accessibility and promote our agile / flexible working policies. The proposal also underpins our ambition to maximise the use of our estate.

5. Options Analysis

Maintain the status quo - If the investment is not undertaken, our ability to maximise the use of our estate and re-locate additional teams to Grays Police Station would be delayed and impact on the disposal of South Ockendon Police Station, which will achieve capital funding.

Utilise other stations for staff - The PUP officers associated with the recommendation within this decision report are geographical resources alongside the re-location of the CPT from South Ockendon, and principally provide public policing services throughout Thurrock. In addition, this has been identified as the optimum location for collaborative teams.

6. Consultation and Engagement

The recommendation has not formally been consulted on with staff associations and this is not deemed to be required. Consultation has been undertaken with external contributors associated with the national PUP.

7. Strategic Links

The proposal aligns to two of the 12 Police and Crime Plan priorities; Supporting our Officers and Staff, and Increasing Collaboration.

8. Police operational implications

The recommendation is supported by Essex Police Chief Officers. Undertaking the proposal facilitates the re-location of our CPT into the same building as officers and staff within our Community Safety Partnership Hub and supports the additional national PUP allocation.

The 3rd floor will be out of use for the duration of the project, however within the station are alternative toilet and tea making facilities. There will be a temporary canteen facility provided next to the building within the car park for staff use.

9. Financial implications

The proposed scheme has been allocated £300,000 of available in-year funding. Following the procurement exercise the most economically advantageous tender was returned at £440,657. The additional £140,657 will be funded by the overall capital programme.

The original estimates were based on refurbishing the underutilised bar area only. Following consideration of a number of site constraints including structural and condition of the existing welfare facilities, it was considered to be more economical to undertake the refurbishment of this area at the same time as the installation of an accessible WC and additional accessible facilities.

10. Legal implications

Following approval of the decision report the PFCC is required to enter into a JCT design and build contract with the main contractor appointed to undertake the refurbishment and re-modelling project. An unsigned copy of the contract is included within Section 16.

11. Staffing implications

The recommendation is to undertake the construction project that will facilitate staff and officer moves including new officer postings to Grays Police Station. These will be undertaken in accordance with the existing policies and approval process around business cases for change.

The project is being overseen by existing resource within the Estates team and Strategic Change team with the support of an external Quantity Surveyor.

12. Equality, Diversity and Inclusion implications

An Equality Impact Assessment has not been completed for the proposal. However, work is ongoing with the staff support networks to consult on estates related projects and improvements addressing accessibility within our projects. The proposed project improves staff facilities by the addition of an accessible WC, accessible work tops and sink facilities within the staff kitchen as well as automated doors.

13. Risks and Mitigations

Risks of undertaking the proposal:

The proposal is being undertaken as a design and build contract which is a relatively low risk procurement option for the PFCC in terms of cost and time, particularly given that the procurement has now been completed. The construction industry is still facing material delays which may impact on the project, however the Estates team will work with the appointed contractor to mitigate any time delays by sourcing alternative materials if required.

If the recommendation is not agreed to proceed:

There is currently insufficient space within Grays Police Station to facilitate the ambition to re-locate teams and the national PUP allocation. Alternative locations may need to be considered which in turn may have an impact on achieving the capital receipt for South Ockendon Police Station and the geographic effectiveness of the officers.

14. Governance Boards

Strategic Board – 14th December 2022: Proposal to allocate available in-year funds to multiple schemes including this recommendation.

Chief Officer Group – 26th January 2022: Recommendation to allocate capital funding for the project following procurement being undertaken.

Extraordinary Strategic Board – 4th February 2022: Approval of the recommendation subject to the formal signing of this decision report.

15. Links to Future Plans

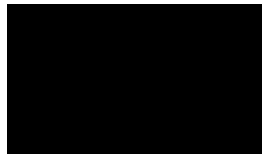
The proposal links into the long-term investment strategy across our estate, providing improved facilities fit for modern policing. Grays Police Station has seen very little investment for a number of years, the last notable projects being the custody upgrade in 2007 and the replacement lift in 2019.

16. Background Papers and Appendices

Stage 2 Capital Bid – OFFICIAL SENSITIVE (not for publishing)



Unsigned Construction Contract – OFFICIAL (not for publishing)



Report Approval

The report will be signed off by the PFCC’s Chief Executive and Chief Finance Officer prior to review and sign off by the PFCC / DPFCC.

Chief Executive / M.O. Sign: 

Print: P. Brent-Isherwood

Date: 4 February 2022

Chief Finance Officer Sign: .....

Print: Julia Berry.....

Date: 4 February 2022.....

Publication

Is the report for publication? YES NO

If ‘NO’, please give reasons for non-publication (Where relevant, cite the security classification of the document(s). State ‘None’ if applicable)

But please see “Redaction” section below

If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

Redaction

If the report is for publication, is redaction required:

1. Of Decision Sheet? YES NO 2. Of Appendix? YES NO

If 'YES', please provide details of required redaction:

Appendices are not for publication – The Stage 2 Capital Bid is marked in accordance with the official Government Security Classification as OFFICIAL SENSITIVE and the contract is protected by copyright.

Date redaction carried out:

Chief Finance Officer / Chief Executive Sign Off – for Redactions only

If redaction is required, the Treasurer or Chief Executive is to sign off that redaction has been completed.

Sign:

Print:

Chief Executive / Chief Finance Officer

Decision and Final Sign Off

I agree the recommendations to this report:

Sign: 

Print: Roger Hirst

PFCC

Date signed: 4 February 2022

I do not agree the recommendations to this report because:

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.....
.....

Sign:

Print:

PFCC/Deputy PFCC

Date signed: