



**Philip Seccombe
Police and Crime
Commissioner
for Warwickshire**

Decision Application WPC20147 ATHERSTONE SNO LEASE RENEWAL/RELOCATION

Application Date:	11 th August 2020	Name of Applicant:	Marie Bird Senior Estates Surveyor PPL
Application Decision Reference: WPC20147			
1. Summary of the application			
<p>This application is for the approval to enter into a new lease within North Warwickshire Borough Council's (NWBC) main offices. The decision notice was approved on the 19th March for the relocation from its existing premises at Old Bank House, also owned by the landlord, and is referred to as background documents. The decision notice included the refurbishment of the new office space to include all Place Partnership Project Management fees and Police ICT costs.</p>			
2. Background information:			
<p>Atherstone SNO is currently located within the Old Bank House, a North Warwickshire Borough Council owned building, leased by the Force and is due to expire on 27 January 2021. The space does not meet the needs of the team. NWBC has provided the option of an alternative larger floorspace of 100sqm within the main building than the current 70sqm at Old Bank House.</p> <p>The current rent for Old Bank House is £14,978 pa for the floorspace and 4 marked car spaces. The rent includes repairs and cleaning of the area and other outgoings such as rates. The proposed rent is on broadly the same terms £19,000 pa, this is for the larger area and includes 6 vehicle parking spaces. There is a storage hut also included in the lease. The landlord will allow access to the new space with effect from 1st September and the new rent will take effect from 1st October 2020, and will replace the old lease (avoiding any double overheads). The SNO team can move into the new area when the new space is refurbished. The property would need to be vacated by the current expiry – end of Jan 2021.</p>			
3. Whether additional information/report is attached to support this decision application			
YES / NO			
List of additional information/report			

a) previous DN 19 March 2020 Atherstone SNO relocation

4. Expected benefits (non financial)

The new space will provide a better working environment for staff.

5. Impact of not approving the application

The current space is no longer suitable for the SNO team. The current lease is due to expire in January 2021.

6. Costs

Revenue: The current revenue costs of the leased space in the Old Bank House will be removed but replaced with cost for the lease of the space within the Civic Centre Building.

Capital: covered in the previous DN and is appended to this report.

7. Savings:

There are no direct cashable savings arising from this relocation, but the co-location with the Council has proved savings with the shared use of Council meeting space and the central shower room. However, staff and officers will be able to work more effectively and efficiently in the new location with other shared use benefits.

8. Equality and Diversity Implications:

All current equality and diversity policies apply to this project

9. Treasurer's comments

The capital cost of this project will be financed from the identified budget in the capital programme for 2020/21. The 2020/21 budget for this work is £0.105m. The capital programme was approved as part of the budget in February 2020 and is fully financed.

The additional annual revenue costs of £4,022 for the increased rent will create a part year cost pressure in 2020/21 on the annual budget (for the period from 1st October 2020 when the new lease terms come into effect). The increased rental payments will be built into the budget for 2021/22 and across the MTFP.

10. Legal/Monitoring Officer comments

The police have made an operational case for this move, the current base being unsuitable for occupation. This project has been going on for some time and the police are keen to relocate the SNT team. The project fits in with the Force's wider estate plan.

Decision of the Police and Crime Commissioner

Agreed.

PCC Signature:

A handwritten signature in black ink, appearing to read "Paul Jones". The signature is written in a cursive style with a large initial 'P' and 'J'.

Date of Decision: 19th August 2020