

## REQUEST FOR DMPC DECISION – PCD 155

**Title: Front Counter relocation from Paddington Green to Church Street**

### Executive Summary:

This paper requests approval for the permanent relocation of the front counter from Paddington Green Police Station to new premises at 88 Church Street, London NW8 8ET, and the transfer to 80A Church St for the Safer Neighbourhood (Northern Team), which is also located at Paddington Green Police Station. The new premises will be acquired on a leasehold basis from Westminster City Council.

The MPS will also be procuring a multi-disciplinary professional services team to prepare the necessary pre-construction design services and the procurement of a main contractor for the construction services to carry out the refit of Church Street to deliver new facility.

### Recommendation:

The DMPC is asked to

1. To approve the permanent relocation of the front counter and Safer Neighbourhood (Northern Team) from Paddington Green Police Station to new premises at 80A and 88 Church Street.
2. Approve the initiation of a procurement exercise to allow the necessary pre-construction design services to be carried by letting a contract for a multi-disciplinary professional services team (further details are in the Part 2).
3. Approve the procurement of a main contractor and contract award for construction services to deliver the Church Street facility (further details are in the Part 2).

### Deputy Mayor for Policing and Crime

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.

**Signature**

*Spencer Henderson*

**Date**

*23/8/17*

## **PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC**

### **Decision required – supporting report**

#### **1. Introduction and background**

- 1.1 In March 2016, approval was given for the sale of surplus land at Paddington Green and the funding for the development of a new building on the retained part of the site including the construction of a new front counter. The front counter and the Safer Neighbourhood (Northern Team) would both need to be relocated to temporary premises while the Paddington Green site is being redeveloped.
- 1.2 The MPS has now decided to permanently relocate the front counter and the Safer Neighbourhood (Northern Team) to premises owned freehold by Westminster City Council (WCC). The location at 80A and 88 Church Street is more central than Paddington Green.
- 1.3 The permanent move to Church Street will remove the need to find temporary accommodation for the front counter and the Safer Neighbourhood (Northern Team).

#### **2. Issues for consideration**

- 2.1. The relocation of the front counter and the Safer Neighbourhood (Northern Team) is supported by WCC and the Borough Commander. WCC is hopeful the relocation will assist in the regeneration of this part of the borough and discussions are ongoing with WCC to explore the potential for an element of shared community use of the facility.
- 2.2. These are discussed further in the Part 2.

#### **3. Financial Comments**

- 3.1. The running costs are estimated to be £112,000 and will be met from the existing budget provision.
- 3.2. The cost of fitting out the new facilities at Church Street is provided for in the capital programme. The funding will be used to cover the pre-construction design services and the procurement of a main contractor for the construction.
- 3.3. These are discussed further in the Part 2.

#### **4. Legal Comments**

- 4.1. In carrying out its functions, MOPAC may, under paragraph 7, Schedule 3 of the Police Reform and Social Responsibility Act 2011 ("the Act") "do anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of Office". This includes, entering into contracts and other agreements, in addition to acquiring and disposing of property (including land). MOPAC has the power to dispose of surplus properties (including land) under paragraph 7 (2) (b) of Schedule 3 of the "the Act".

#### **5. Equality Comments**

- 5.1. Future investment in the estate will ensure full compliance with the Equalities Act 2010 with regards to the provision of accommodation. Facilities for staff working in all buildings will be enhanced over time as investment is focused on those assets core to operations.

5.2. The equality and diversity implications for redevelopments are addressed within the Equality Impact Assessment (EIA) for the Corporate Real Estate Programme (CRE). The CRE EIA considers moves generally and advocates that building specific EIAs are conducted on a case by case basis. The User Output Specification addresses equality/diversity including reference to those with caring responsibilities/disability, seeking out guidance from HR in order that issues can be managed locally.

5.3. The User Output Specification also asks questions regarding accessibility in order to feed into design and requirements for specialist kit (OH chairs, ICT software, raised desks, etc.). Property Services Department have aligned issues of equality/diversity within existing processes for relocating staff within the MPS Estate.

## **6. Background/supporting papers**

6.1. None.

**Public access to information**

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOIA) and will be made available on the MOPAC website following approval.

If immediate publication risks compromising the implementation of the decision it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

**Part 1 Deferral:**

Is the publication of Part 1 of this approval to be deferred? NO

**Part 2 Confidentiality:** Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **Part 2** form – Yes

If yes, for what reason: EXEMPT under Article 2(2)(a) of the Elected Local Policing Bodies (Specified Information) Order 2011.

**ORIGINATING OFFICER DECLARATION:**

	<i>Tick to confirm statement (✓)</i>
<b>Head of Unit:</b> The Head of Strategic Finance and Resource Management has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.	✓
<b>Legal Advice:</b> The MPS legal team has been consulted on the proposal.	✓
<b>Financial Advice:</b> The Strategic Finance and Resource Management Team has been consulted on this proposal.	✓
<b>Equalities Advice:</b> No Equalities and Diversity issues identified.	✓

**OFFICER APPROVAL****Chief Executive Officer**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

Signature

R. Lawrence

Date

23/8/17

**INVESTMENT ADVISORY BOARD**

**9<sup>th</sup> FEBRUARY 2017**

**REQUEST FOR APPROVAL FOR THE PERMANENT RELOCATION OF THE FRONT COUNTER  
FROM PADDINGTON GREEN POLICE STATION TO THE GROUND FLOOR, 88 CHURCH STREET,  
LONDON, NW8 8ET**

**A report by the Interim Director of Property Services**

**SUMMARY**

As part of the Metropolitan Police Service/Mayor's Office for Policing And Crime (MPS / MOPAC) Estates Transformation programme and in support of the One Met Model, this report requests approval for the permanent relocation of the front counter from Paddington Green Police Station to new premises on the ground floor of 88 Church Street, London NW8 8ET.

Subject to approval to the relocation, the new premises will be acquired leasehold from the freeholder Westminster City Council. Ancillary accommodation will also be acquired from Westminster City Council at 80A Church Street on a separate lease to provide accommodation for the Safer Neighbourhood (Northern Team) currently based at Paddington Green Police Station. The relocation of the front counter and Safer Neighbourhood team will support the sale of the Paddington Green Police Station site.

**A. RECOMMENDATIONS - That the Investment Advisory Board:**

- 1. Note the DMPC (ref: DMPCD 2016-36) approved the provision of a temporary front counter and Safer Neighbourhood (SN) facility in the Paddington Green area and the construction and of the permanent front counter and SN facility as part of the redeveloped Paddington Green site;**
- 2. Approve the permanent relocation of the Front Counter at Paddington Green Police Station to new premises at 88 Church Street;**
- 3. Approve necessary pre-construction design services (included within the total budget provision previously approved for the redevelopment of Paddington Green ref: DMPCD 2016-36) with procurement of a multi-disciplinary professional services team by way of a compliant route to market recommended by the MPS Director of Strategic Procurement;**
- 4. Approve the procurement of a main contractor and contract award for construction services (included within the total budget provision previously approved for the redevelopment of Paddington Green ref: DMPCD 2016-36) to deliver the Church Street facility, via a compliant route to market approved by MPS Director of Strategic Procurement;**
- 5. Delegate contract award for the design and construction services to the Director of Strategic procurement;**

6. **Note that subject to approval of the relocation of the front counter the Director of Property Services will acquire the new premises at 88 and 80A Church Street under delegated authority on a leasehold basis on the terms outlined in Exempt Appendix 1 of this report;**
7. **Note the proposed acquisition is a permanent solution avoiding the need for temporary provision. The proposed relocation of the front counter accords with MOPAC's draft Public Access and Engagement Strategy.**

## **B. SUPPORTING INFORMATION**

1. DMPC Decision 2016-36 of 17<sup>th</sup> March 2016 approved the sale of surplus land at Paddington Green and the funding for the development of a new building on a retained part of the site including construction of the front counter on the retained land. Temporary front counter and safer neighbourhood facilities to be provided in the Paddington Green area during the construction period.
2. The approved decant strategy allowed for the Safer Neighbourhood (Northern Team) and for a standard two booth daytime front counter to be relocated to temporary premises until the new permanent facility was completed or to a more operationally suitable location if one could be identified.
3. A search was undertaken to identify potential premises to accommodate the front counter and safer neighbourhood facilities. The search identified a vacant retail unit suitable as a front counter replacement on the ground floor of 88 Church Street. The property is owned freehold by Westminster City Council and lies approximately 350m North East from the existing Paddington Green Police Station. The location sits more centrally within the area it serves than the current front counter and both the Borough Commander and Westminster City Council are supportive of the permanent relocation of the front counter to this location. Westminster City Council are hopeful that the relocation will assist in regenerating this part of the borough and discussions are ongoing with Westminster City Council exploring the potential for an element of shared community use of the facility.
4. Accommodation suitable for the Safer Neighbourhood (Northern Team) was identified at 80A Church Street. This office accommodation is located in the same building as 88 Church Street but is accessed via a separate entrance. It is not intended that this accommodation would have public access.
5. Permanent relocation of the front counter and SN accommodation to Church Street will remove the need for the acquisition and fit out of a temporary solution.
6. The other approved decant solutions from Paddington Green remain unchanged and include the relocation of the Emergency Response and Patrol Team (ERPT) to Kilburn Police Station. It has been proposed to the WCC Church Street regeneration team that the MPS/MOPAC will work with them to consider opportunities to relocate the ERPT from Kilburn within the wider regeneration zone when they develop the masterplan for the area. This is likely to be in the next estate strategy period after 2021.
7. The MPS Portfolio and Investment Board approved the permanent relocation of the Front Counter and Safer Neighbourhood (Northern Team) from Paddington Green Police Station to new premises at Church Street on 10<sup>th</sup> January 2017.

## **C. OTHER ORGANISATIONAL & COMMUNITY IMPLICATIONS**

### **Equality and Diversity Impact**

1. Future investment in the estate will ensure full compliance with the Equalities Act 2010 with regards to the provision of accommodation. Facilities for staff working in all buildings will be enhanced over time as investment is focused on those assets core to operations.
2. The equality and diversity implications for redevelopments are addressed within the Equality Impact Assessment for the Corporate Real Estate Programme. The CRE EIA considers moves generally and advocates that building specific EIAs are conducted on a case by case basis. The User Output Specification addresses equality / diversity including reference to those with caring responsibilities / disability, seeking out guidance from HR in order that issues can be managed locally. The User Output Specification also asks questions regarding accessibility in order to feed into design and requirements for specialist kit (OH Chairs, ICT software, raised desks, etc). PSD have aligned issues of equality / diversity within existing processes for relocating staff within the MPS Estate. This approach has been shared / approved by DCFD.

### **Financial Implications**

#### **Capital**

3. Exempt Appendix 2 sets out the capital implications of the proposals including details of how these will be funded.

#### **Revenue**

4. The running costs are estimated to be £112K, and will be met from the existing budget provision.

### **Legal Implications**

5. Section 6 of the Police Reform and Social Responsibility Act 2011 ("the Act") provides the MOPAC must secure the maintenance of the Metropolitan Police Service, and secure that the Metropolitan Police is efficient and effective.
6. In carrying out its functions, the MOPAC may, under paragraph 7, Schedule 3 of "the Act" "do anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of the Office". This includes, entering into contracts and other agreements, in addition to acquiring and disposing of property (including land). The MOPAC has the power to dispose of surplus properties (including land) under paragraph 7 (2) (b) of Schedule 3 of the "the Act".
7. The Commissioner may also do anything which is calculated to facilitate, or is conducive or incidental to acquiring and disposing of property (apart from land) but only with the consent of MOPAC under paragraph 4 (2) (b) of Schedule 4 of "the Act".
8. Under the terms of the current MOPAC scheme of Consent and Delegation the Director of Property Services has delegated authority to acquire or renew a leasehold with a value below £500,000 over the initial lease period or 5 years whichever is the lesser.

### **Risk (including Health and Safety) Implications**

9. The property Services Compliance Team is involved at relevant stages to input, advise, monitor and report upon compliance with statutory regulations and approved codes of practice. The

Team is involved with ensuring the satisfactory health and safety performance of the MPS Estate in respect of corporate and local health and safety policies, legal compliance, standards and audit. The Compliance Team works across business groups, MPS departments, external enforcing bodies (e.g. Health and Safety Executive, Environment Agency etc.) and the MPS Strategic Health and Safety Committee, on health and safety matters, as necessary.

### Environmental Implications

10. The table below indicates the expected environmental implications;

	Higher	Lower	No Impact
Level of energy use and associated carbon dioxide emissions		✓	
Level of water consumption		✓	
Level of waste generation/waste requiring disposal			✓
Level of travel and transport and associated emissions			✓
Raw material use and finite resources (use of recycled materials and sustainable alternatives)			✓

**Report author:** Andrew Denniss – Senior Asset Manager, Property Services

### Abbreviations:

CRE	Corporate Real Estate
MOPAC	Mayor's Office for Policing And Crime
PSD	Property Services Department