

**AUTHOR: Vicky Jenkins****SPONSOR: DCC Jon Stratford****DECISION NUMBER: 04/2020***(to be completed on approval)***SUBMITTED TO: Martin Surl, Police & Crime Commissioner for Gloucestershire****SUBJECT: Reopening of Lydney police station****EXECUTIVE SUMMARY:**

CGB was presented with a proposal to reopen Lydney police station.

Lydney used to be the base from which much of the Forest of Dean received their policing services. However, due to changes in the Operating Model in 2015, a previously refurbished Coleford police station took on this role as the hub for the Forest.

Lydney police station was retained by the Constabulary, although parts of the infrastructure (IT servers) were removed for security reasons.

In October 2019, the prospect of re-opening Lydney police station, as an additional operational base for the Forest, was raised.

As a result, an outline business case (OBC) has been developed which looks at the costs associated with reopening Lydney which are assessed as £187,494 (£215,618 including contingency costs at 15%)..

Operationally, it is thought that reopening Lydney police station would be something that would support the effectively delivery of policing in the Forest and would make best use of our estate. More work is required to determine exactly which functions would be based there.

**RECOMMENDATION:**

CGB approved the recommendation to reopen Lydney and due to the cost involved remitted the decision for agreement at PCC's Governance Board.

PCC Governance Board is asked to support the following recommendations:-

1. Confirm support for the proposal to reopen Lydney police station.
2. Agree a budget of £187,494 (£215,618 including contingency costs at 15%) required to reopen Lydney police station.
3. To agree that front counter services are not in scope due to the growth required to support this provision but that flexibility will be incorporated in the building to allow a review of this decision in the future.

The Constabulary will commit appropriate project resources to support the reopening should PCC Governance Board approve the recommendations.

**OUTCOME/APPROVAL BY:**

Signature:



Date: 24.03.20

**Police and Crime Commissioner for Gloucestershire**

**Public Access to Information**

*Information in this form and associated reports is subject to the Freedom of Information Act 2000 and the Elected Local Policing Bodies (Specified Information) Order 2011. Where it has been indicated that this is a decision of significant public interest, all of this form except Part Two will be made available on the website of the OPCC.*

*Any information that should not be automatically available on request should not be included in Part One but instead on a separate Part Two form.*

**Is this a decision of significant public interest?**

*This includes a decision with any impact on the community, expenditure in excess of £50,000, or any decision that would be of obvious interest to the media or the general public*

**Yes – due to the estimated value of works**

**Is there a Part Two form?**

*This section should only include information that, if published:*

- a) would, in the view of the chief officer of the police, be against the interests of national security;*
- b) might, in the view of the chief officer of police, jeopardise the safety of any person;*
- c) might, in the view of the chief officer of police, prejudice the prevention or detection of crime, the apprehension or prosecution of offenders, or the administration of justice; or*
- d) is prohibited by any enactment.*
- e) breaches commercial sensitivity*

**Record which section(s) applies and explain why.**

**No**

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>Comments including who has approved the report if applicable</b>
Has legal advice been sought on this submission if required?	No
Has the Chief Finance Officer been consulted, if required?	Yes
Have equality, diversity and human rights implications been considered, as appropriate?	No
How is the recommendation consistent with the objectives of the Police and Crime Plan?	Yes – this supports a number of strands of the PCP, including Accessibility and Accountability.
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	N/A
Has communications advice been sought on areas of likely media, community, staff or partner interest and how they might be managed?	No, but a communications plan will need to be developed

Have all relevant implications and risks been considered?	Yes in the OBC
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## **PART ONE – For publication**

### **1. Purpose of the report**

This paper presented to CGB set out the options and estimated cost of reopening Lydney police station.

Operationally, reopening the station is thought to be a positive initiative which will enhance the delivery of policing services within the Forest and contribute towards the Police and Crime Plan`s Accessibility and accountability strand.

CGB approved the recommendations.

### **2. Background**

For a number of years, Lydney Police station has been mothballed following changes to the operating model in 2015. The Constabulary/OPCC had sought to lease the property to third parties but to date no viable proposals have been made or progressed. The operating systems at the site (both FM and ICT) have been removed or drained down to protect assets and minimise risk of damage to the property whilst vacant.

Regular safety and health/safety checks have been made at site and the property remains in good condition and decorative order throughout. There will be some works required to bring the property back to full working order; including the installation of ICT (hardware and software provision). All of the ICT (Servers) were stripped out of the site when vacated in 2015 to protect force assets.

Following direction from COG/OPCC in October 2019, Estates undertook a scoping exercise to cost the implications for re-opening Lydney Police Station. Consultation undertaken at this stage included:

- Head of ICT – to ascertain ICT resource and technical requirements
- Estates – to review Facilities Management requirements
- Operational – to propose use of the site

An initial scoping paper (Appendix 1) and commissioning paper (Appendix 2) were developed based on the outcomes of these consultation activities.

The commissioning paper, considered by Planning for the Future, requested authority to proceed to Outline Business Case stage.

The Estates Programme was tasked with the development of the OBC 6 January 2020 for consideration at COG/OPCC 2 February 2020. Some progress has been made to further develop understanding of the proposal since then.

Consultation has taken place with the Incident Management Supt. The Front of House provision at the site has been considered and not recommended. Coleford Police Station serves this area and is open with front counter Monday – Saturday 0800 x 2000. Coleford Police Station is 7 miles from this site and given the rural nature of the location, the potential benefits of providing front counter services at both locations must be weighed against the growth in establishment that would be required to sustain the service. There may be an opportunity to revise this decision in the future and flexibility to include front counter at a later date will be considered in the works undertaken.

Full details of the proposal and associated costs are contained in the attached OBC.

### **3. Recommendation(s)**

#### **Option 1 – Do Nothing – not recommended**

This option represents no change from the current position.

Lydney Police station is currently part of the estate and some running costs are incurred.

Coleford Police Station is 7 miles from the site and provides a location for staff and front counter services.

The lease for the Police Point at Lydney has already been terminated.

This option represents no additional cost and no additional benefit.

#### **Option 2 – Reopen Lydney Police Station – preferred option**

This option would see Lydney police station being subjected to a variety of works which would be required to bring the property back to full working order – this would include ICT works.

Work is currently ongoing under the supervision of the ACC to determine which resources are most appropriate for relocating to Lydney.

The benefits of this option are the improved operational capability and accessibility and maximising the current estate to provide space for current staffing levels and for growth.

There would be an annual saving of £8,000 from the termination of the lease agreement for the current Lydney Police Point.

The full business benefits have not been scoped at this time.

The costs for this option are detailed in section 5 of the OBC (attached)

There are some risks to this option:

- Cost inflation - There is little cost certainty at this stage due to the requirement to confirm functions and staff to be located at the site and to confirm the works required and costs.
- There is a risk in adding a BT line to the MPLS contract as this will extend the contract again which ICT are seeking to avoid
- Availability of resources, particularly ICT and Estates, to complete the works. Both services are supporting major projects including but not limited to Berkeley and Bamfurlong decant and reprovision. There are also Business As Usual demands on the services. The delivery of the reopening of Lydney and/ or of other Estates projects and those requiring Estates and ICT resources could be negatively impacted.

If the decision is taken to undertake the work required to reopen Lydney, control measures would have to be put in place to deal with these risks.

#### 4. Financial and resource implications

Option 1 is cost neutral with no change compared to current spend.

Option 2 - full details of the works required and the estimated costs are listed in section 5 of the OBC attached.

In summary, these are estimated to be:-

Estimated cost of reprovision	£187,494
Plus recommended contingency (15%)	£28,124
Total	£215,618

#### 5. Risk assessment

Key risks:

- Unexpected/ escalating costs arising from Estates and ICT works as a result of surveys
- Impact on delivery of other Estates and ICT business and change projects reliant upon same resources

Opportunities:

- To create flexibility in the design of the space in order to be able to review functions and services provided at the site in the future

**6. Equality & Diversity impact assessment**

Section 149 of the Equality Act 2010 states that a public authority should carry out an assessment prior to implementing a policy or initiative, with a view to ascertaining its potential impact on equality. Nothing within this paper appears to fall within the remit of the Act.

**7. Environmental impact assessment**

There does not appear to be any obvious environmental impact.

Costs and emissions would be reduced by less travel to Lydney by occupying the site on a regular basis.

There is a drive to reuse and recycle existing furniture and equipment where possible.

**8. Consultation**

The CGB paper has been circulated for comments as per the CGB consultation matrix – feedback is contained with that paper.

**9. Discussed with Communications & Engagement**

Not at this stage.

**10. Conclusion**

Operationally, it is thought that reopening Lydney police station would be something that would support the effectively delivery of the Police and Crime plan by providing effective policing in the Forest and would make best use of our estate.

CGB has asked that more work is carried out to determine exactly which functions would be based there.

CGB supported the proposal and requests that PCC G approves the required budget to carry out the reopening.

<b>SPONSORING BOARD MEMBER APPROVAL</b>	
<b>Name: Jon Stratford</b>	
<b>Job title: Deputy Chief Constable</b>	
<b>Signature:</b>	
	<b>Date:</b>

## CHIEF EXECUTIVE APPROVAL

I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the PCC.



Signature:

Date: 20 February 2020

## Papers presented to CGB:-

### 1. CGB paper



10. Reopening of  
Lydney police station

### 2. Outline Business case



10. Reopening of  
Lydney police station