

To: Surrey Police Authority

Date: 6th February 2012

**By: Paul Bundy
Head of Finance**

Title: Estate Strategy Update

Purpose of Report/Issue:

To update members regarding progress with the Estate Strategy.

Summary:

The report provides a brief update on progress with the various elements of the Estate Strategy approved by the Authority in February 2010.

Recommendation(s) -

For Noting.

1 Front counters and Neighbourhood Team Co-location

1.1 The broad proposal for co-location of front counter facilities and Safer Neighbourhood Teams with Borough Councils was presented to the Authority in February 2010. Progress to date on a borough by borough basis is as follows:

2 Waverley

2.1 The Godalming Neighbourhood Team has been co-located within the Borough Council premises since September 2010. Formalities for the lease of additional office space and parking have now been completed and the Neighbourhood Support Team moved from Farnham into the Waverley offices on 11th January 2012. The front counter facility moved from the Police Station to the Borough Council offices in May.

2.2 In Haslemere terms have now been agreed to lease space for the local Neighbourhood Team within the Waverley Borough Council Locality Office close to Lion Green. Following completion of legal formalities and IT works, it is anticipated that the Police Post will be ready to go-live in April/May.

- 2.3 An alternative location for a Police Post in Cranleigh has been identified at the Leisure Centre and an application has been submitted to the Planning Authority for change of use. Subject to approval of this, it is anticipated that the Post will be ready to go live in May/June.
- 2.4 Options for an alternative Police Post for the Farnham Neighbourhood Team will be sought in the near future. In the meantime the team will continue to work from the Police Station.

3 Spelthorne

- 3.1 The Neighbourhood team moved into the Borough Council offices on 8th November 2010. The front counter service will remain at Staines Police Station.
- 3.2 In Sunbury, a local Police Post opened at The Walled Garden, in lower Sunbury on 5th January 2012.
- 3.3 In Ashford, a Police Post opened at Brooklands College in October 2011.

4 Surrey Heath

- 4.1 The Neighbourhood team moved into the Borough Council Offices on 25th October 2010. The front counter service moved from Camberley Police Station to the Borough Council offices in April 2011.
- 4.2 An alternative location for a police post has been identified in Bagshot High Street above the library. Formalities are complete but occupation of the offices has been delayed due to a problem with the roof of the building that has caused water to leak into the premises. Surrey Heath Borough Council is in the process of assessing the work required to rectify the problem.
- 4.3 An additional informal 'drop-in' post has also been agreed at West End Village Hall.

5 Guildford

- 5.1 The Neighbourhood team moved into the Borough Council offices on 1st December 2010. The front counter service will remain at the Police Station.
- 5.2 Agreement has been reached with Guildford Borough Council for a Police Post to be established at Japonica Court in Ash. Following completion of formalities and IT works, it is anticipated that the Post will open in April/May.
- 5.3 A new Police Post has been operational in East Horsley since March 2011, providing a base for the Neighbourhood Teams covering Ripley and the villages to the east of the borough.

6 Reigate and Banstead

- 6.1 Whilst the Neighbourhood Support Team has been based within an annexe at the Borough Council offices for some time, the opportunity to lease alternative space within the main building is being explored. Whilst initially good progress was made, matters have been on hold for some time while the council assess the impact of internal changes on the options available.
- 6.2 Horley Police Station adjoins a large site proposed for development. Following agreement by SPA, negotiations have commenced with a view to the police station site forming part of the wider development and an alternative Police Post being provided as part of that development.
- 6.3 Options for an alternative base in Banstead will be sought within the near future. Notice has now been given to terminate the contract for the O2 equipment currently sited at Banstead.

7 Epsom and Ewell

- 7.1 Suitable space for the neighbourhood team and the front counter service has been agreed within the Borough Council Offices and legal formalities and building works are almost complete. Delays are currently being experienced with the work required from BT to enable telephone and IT connectivity but it is hoped the team will be able to move in within the near future.
- 7.2 The Borough is compact and no additional Police Posts are proposed.

8 Elmbridge

- 8.1 Suitable space at Elmbridge Borough Council has now been agreed for the neighbourhood team and the front counter. Subject to completion of the building and IT works required, a go-live date of May/June is anticipated.
- 8.2 In Walton, an alternative Police Post is proposed within the Community Hub being established in the former library building. This is due to open in January 2013. In addition, plans are underway to establish a Police Post in St Johns in a property owned by Elmbridge Housing Trust. EHT are in the process of submitting an application to the Planning Authority for change of use.
- 8.3 Agreement has been reached to lease premises for a Police Post from the Environment Agency at Molesey Lock and formalities are almost complete. It is anticipated the post will go-live in February.
- 8.4 In Cobham, suitable accommodation for a Police Post has been identified within the fire station and formal negotiations have now commenced with Surrey County Council (SCC).

9 Mole Valley

- 9.1 The Neighbourhood team moved into the District council offices at Pippbrook in November 2011 and the front counter service followed on 16th Jan 2012.
- 9.2 In Leatherhead, a Police Post has been established on a business estate which provides very suitable facilities. It is well located in a police 'vital site' and a short walk from the town and the rail station. The Police Post has been operational since October 2011.

10 Woking

- 10.1 Plans for an additional front counter at Woking are now underway and final costs for the work required are awaited. (The front counter at Woking Police Station will remain open).
- 10.2 A Police Post within the St Mary Centre in Byfleet has been operational since August 2011.

11 Runnymede

- 11.1 The neighbourhood team have been co-located with the Borough Council at Addlestone for some time.
- 11.2 Options for an alternative Police Post in Egham will soon be sought. The station will remain open until after the Olympics.

12 Tandridge

- 12.1 There is insufficient space available within the Tandridge District Council offices in Oxted to accommodate the full neighbourhood teams. It is now proposed to retain Caterham Police Station and discussions are underway with the council regarding the potential co-location of Community Safety partners with neighbourhood staff within Caterham Police Station. Opportunities to include SCC services are also being explored before plans are finalised.
- 12.2 A Police Post for the Oxted neighbourhood team has been operating within the District Council Offices since June 2011.
- 12.3 A Police Post in the Community Centre in Lingfield has been live since March 2011 and is proving very popular with the local community.

13 Operating Bases and Headquarters Sites

- 13.1 The broad plan for 2 main Headquarters sites at Mount Browne and Woking together with 3 main operating bases at Guildford, Staines and Reigate were outlined in February 2010. The current RPU base at Godstone will also be retained.

- 13.2 A detailed plan for the accommodation of teams across these sites has now been developed and was approved by the Strategic Change Board at the end of July 2010.
- 13.3 Implementation of the plan is well progressed involving the re-location of some 320 police staff and 350 police officers across the force. All affected staff have been briefed and formal collective consultation procedures have been taken forward on a phased basis.
- 13.4 The plan involves work to alter existing buildings to create more open plan accommodation to make the most efficient use of space. Principles have been applied regarding greater use of 'hot desking' practices, open plan offices, a restriction on individual offices for managers, and shared use of meeting rooms, again in the interest of efficiency.
- 13.5 Recent moves include Roads Policing Unit moving from Chertsey to Staines Police Station and Collision Investigation Unit from Chertsey to Woking, freeing up the traffic centre for sale. Finance Dept have re-located from Guildford to Mount Browne to work alongside HR colleagues. The Enterprise team have moved from Godalming to Guildford and the Diversity team from Godalming to Mount Browne, freeing up Godalming Police Station for sale.

Equalities Implications

All estate plans as they develop will take full account of the requirements of the DDA and of other minority groups. Access to faith rooms and facilities for female officers and staff will be fully considered as plans progress. An Equalities Impact Assessment has been completed.

Risks

The risk of adverse public reaction to plans to dispose of police stations is being managed through local consultation activity and communication plans.

The risk of poor market conditions could hamper the sale of police stations and impact upon timescales or income generated.

Human Rights:

The contents of this report have been considered and no human rights implications have been identified.

Attachments –

Background papers - n/a

JUDY GAVAN, 18th Jan 2012

Contact details –

Name: Judy Gavan

Job Title: Estate Strategy Manager

Telephone number: 01483 632660

Email address: gavan9563@surrey.pnn.police.uk
