

**STRATEGIC GOVERNANCE BOARD**  
**4<sup>TH</sup> DECEMBER 2014**  
**REPORT OF THE CHIEF CONSTABLE & TREASURER**

**4A: JOINT POLICE & FIRE HEADQUARTERS**

**1. PURPOSE OF THE REPORT**

- 1.1 To seek approval to work in partnership with the Derbyshire Fire Authority and Derbyshire Fire and Rescue Service to build a Joint Headquarters on the Butterley Hall Site.

**2. BACKGROUND**

- 2.1 In October 2013, the Police & Crime Commissioner (PCC) and Derbyshire Fire Authority agreed to commission a joint project for a new headquarters building for both organisations
- 2.2 Since that time the two organisations have worked closely together on this project:-
- a. Appointing a joint design team
  - b. Establishing a joint board (terms of reference attached)
  - c. Agreeing clear principles for closer working between the two organisations
- 2.3 During the last 12 months the project itself has progressed well under the oversight of a joint project board involving Police and Fire representatives.

- a. A fully worked up specification has now been produced
- b. Fire and Police have jointly agreed that staff carrying out similar functions will be working next to one another across the new building
- c. Planning approval for the new building has been obtained
- d. Staff in both organisations have been consulted on the layout of the new building.
- e. A range of site investigations have been carried out in preparation for the new building.
- f. A select list for the main contract has also been agreed.

2.4 During this time other work has been taking place to formalise the legal arrangements for the joint headquarters. This has required considerable negotiation to meet both the needs of the Police and Fire Service to ensure that:

- a. The fire service have an asset to reflect their considerable investment in the project
- b. There is a fair sharing of costs between the two organisations that takes into account the different numbers of staff that each organisations will put into the building
- c. Some account is taken of the value of land and on site facilities that Commissioner is providing for the Fire Service on this site.
- d. The Police Service have some control (a veto) over any potential future tenants on the Headquarters site.
- e. The Fire Service have agreed that all their staff working on this site will be vetted in accordance with the Police's requirements.

- 2.5 Both organisations are also seeking funding from their respective innovation funds to help contribute towards the cost of the new building. The Fire Service have already obtained funding of some £1.5m and the Commissioner is submitting a bid for £3m from the Home Office Innovation Fund.
- 2.6 The level of joint working between the two organisations has been considerable and is encouraging for the future. In particular the two estates teams have worked very closely on this project and are now co-located on the headquarters site.
- 2.7 The table below shows the projected timescales for the project, which is expected to be completed by the December 2016, with occupation taking place in early 2017.

|                                     |                         |
|-------------------------------------|-------------------------|
|                                     |                         |
| Tendering Period for Enabling Works | October – November 2014 |
| Enabling works period               | January – March 2014    |
| Tendering period for Major contract | January – February 2015 |
| Commencement of Main Contract       | End April 2015          |
| Completion of Main Contract         | December 2016           |
| Occupation of New Building          | End February 2017       |

- 2.8 The good progress that has been made now means that both organisations are now in a position to formally progress this project by:
- a. Establishing a limited liability partnership (DPFP LLP) to manage the project and the ongoing ownership of the joint headquarters
  - b. Let the contract for the initial enabling works that are required to redirect services and prepare the site prior to the main build contract.

- 2.9 Further confidential information relating to both of the above issues has already been provided separately to the Commissioner, which sets out:-
- a. The terms of the contract with the LLP
  - b. Details of the recommended award of the contract for the enabling works.

### **3. RECOMMENDATIONS**

- 3.1 That the Commissioner agrees to the creation of the DPFP LLP as the vehicle to build the new headquarters in partnership with Derbyshire Fire Authority.
- 3.2 That the Commissioner notes that the LLP will then be the responsible body for awarding all contracts associated with the new Police and Fire Headquarters.

### **IMPLICATIONS**

**All implications are assessed and scored to the table below.**

**HIGH – supporting explanation and narrative required and to be contained within the report**

**MEDIUM – narrative to be contained within the report at the discretion of the author**

**LOW – no narrative required**

|                      | LOW | MEDIUM | HIGH |
|----------------------|-----|--------|------|
| Crime & Disorder     |     | x      |      |
| Environmental        |     | x      |      |
| Equality & Diversity |     | x      |      |
| Financial            |     |        | x    |
| Health & Safety      |     | x      |      |
| Human Rights         | x   |        |      |
| Legal                |     |        | x    |
| Personnel            |     | x      |      |
| Risk                 |     |        | x    |

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Environmental – as part of the planning requirements Derbyshire Police has undertaken an environmental impact assessment

Equality and Diversity – a full equality impact assessment has been produced for this project.

Financial – separate details have been provided to the Commissioner setting out the funding implications for this project. A bid for innovation funding has also been submitted.

Health and Safety – the force health and safety manager is represented on the project board and has been fully involved in the design and specification of the new building.

Legal – further detail has been provided to the Commissioner on the legal implications of the LLP agreement and the Force’s legal team have been heavily involved in the establishment of the LLP.

Personnel – initial consultation and discussion has taken place with staff. Staff associations are part of the project board and a user group of both police and fire representatives has been established.

Risk – in view of the scale of the project, this clearly presents a significant risk to both the Commissioner, Derbyshire Constabulary, Derbyshire Fire Authority and

Derbyshire Fire & Rescue Service. This project is managed by a project board using Prince 2 methodology and involving representative from Fire and Police at both a senior level and an experienced technical level. The project board also reports to the Joint Police and Fire Board.