

**OFFICE OF THE POLICE AND CRIME COMMISSIONER
FOR HUMBERSIDE
DECISION RECORD**

Decision Record Number: 3/2013

**Title: BRANSHOLME POLICE STATION -
MODERNISATION AND REMODELLING WORKS**

Executive Summary:

The remodelling of Bransholme Police Station is a key part of the Humberside Police Estates Strategy. The refurbished facility will provide a more efficient use of the building and site, accommodating two Neighbourhood Police Teams (NPTs) and Crime Management teams from Tower Grange Police Station.

The project facilitates the withdrawal from Tower Grange Police Station in the east of Hull, enabling its disposal as part of estate rationalisation and modernisation, as well as the reduction of overall estate running costs.

The project at Bransholme Police Station has been procured using the YORbuild Framework, with compliant tenders having been received from three construction companies. The accompanying Tender Report has been prepared by YORbuild and provides a clear recommendation on contractor appointment.

The Decision Record is required in accordance with the new Corporate Governance Framework. Approval by the PCC is needed to enable the award of the construction contract and to progress with the project works on site.

Recommendation(s):

It is recommended that the PCC approve the award of building contract to George Houlton & Sons Limited, at a cost of £709,891.04, to carry out remodelling works at Bransholme Police Station, Hull.

Police and Crime Commissioner for Humberside

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 my code of conduct. Any such interests are recorded below.

The above request has my approval.

Signature

Matthew Crow

Date

30/1/2013

**POLICE AND CRIME COMMISSIONER
FOR HUMBERSIDE**

DECISION RECORD: SUPPORTING REPORT FOR DECISION

Title: Bransholme Police Station, Hull - Modernisation & Remodelling Works

Date: 30 January 2013

1. **Purpose:** This Decision Record is to obtain approval to proceed with the appointment of the contractor to undertake the modernisation and remodelling of Bransholme Police Station.
2. **Issue:** Approval to appoint the contractor to undertake the remodelling works is required in accordance with the extant Corporate Governance Framework.

The existing station at Bransholme is included in wider estate rationalisation plans for D Division and the North Bank and is in line with the Estates Strategy. The PCC has had a general briefing on both of these issues from the assistant Chief Officer (Support) and Director of Estates. The existing building is home for two Neighbourhood Policing Teams (NPT) and, until recently, an Incident Response Team (IRT) which has now relocated to the Clough Road Police Station. The works not only deliver the required modernisation of the existing building but also facilitate the relocation of the Major Incident Team from Tower Grange Police Station which is intended for disposal. This is part of the planned estate rationalisation which follows on directly from the completion of the Clough Road Police Station project.

The remodelling works have been tendered through the YORbuild Contractors Framework Agreement. The tender recommended for approval is within the pre-tender estimate prepared by Estates Services. In order to complete the works within the project programme and avoid delays in returning/relocating staff to the refurbished building, there is a need to award the contract and commence on site as soon as possible for completion by August 2013.

3. **Recommendation:** To approve the award of building contract to George Houlton & Sons Limited, for the sum of £709,891.04, to carry out remodelling works at Bransholme Police Station, Hull.
4. **Background:** Bransholme Police Station is located near the busy North Point Centre in Bransholme. It is considered by D Division to be an ideal and visible location for policing the area in which there continues to be population and related infrastructure growth. The site was developed in the 1960s with the main building having been extended and altered several times in the last two decades. The

services and fabric of the building have reached the end of their designed life and are in need of replacement and major repair. The backlog maintenance on the site and buildings has been estimated at £286,455 over the next five years. The building is not energy efficient (DEC rating of 102) and the internal layout restricts the effectiveness of the building to deliver modern policing requirements.

Bransholme Police Station is the operational base of two NPT's and formerly the base for one of the two Incident Resolution Teams (IRT) for Hull. The IRT has been relocated to Clough Road Police Station as part of the wider centralisation of operations across D Division. This provided the opportunity to address the building maintenance and internal planning issues, including space utilisation and I.T. services, providing a facility fit for modern policing and extending significantly the useful life of the building. Bransholme Police Station will remain a significant operational hub for the Force for the foreseeable future.

The relocation of IRT provides the required space to relocate the Major Incident Team from Tower Grange Police Station, allowing the latter to be vacated and disposed of. The relocation of the IRT vehicles also provided the opportunity to repair and remodel the car park and external drainage. This work (Phase 1) began on site on 21st January.

The Phase 2 remodelling includes for extensive internal alterations, window and door replacement, replacement of mechanical and electrical systems, new energy efficient boilers, improved alarm and CCTV systems and an upgraded I.C.T. system to meet current needs. The scheme also includes for a small extension incorporating office, waiting and consulting rooms which can be used by the public or partners. External works include landscaping to the existing courtyard and the removal and planting of shrubs and trees as required by the Local Authority Planning function.

The work has been tendered through mini-competition within the YORbuild Contractors Framework where three contractors provided full tender responses. One response was rejected due to it being deemed a qualified response. The contract price being recommended falls within the project budget established in the capital programme, and is close to the estimated budget cost.

The current programme indicates that the works are planned to commence in mid February, subject to approval, with an anticipated completion of mid August. This will enable relocations to take place during August and September 2013.

The project is in line with the objectives of the Estates Strategy, capital programme and wider estate rationalisation which has the specific intention of reducing the area of the estate and the realisation of substantial recurrent revenue cost savings.

Following assessment by the Estates Service, the preferred tender is seen as providing value for money and, through the Employment and Skills Planning requirements of the YORbuild framework, it will use the local supply chain to carry out the works wherever possible. The recommended main contractor is also based in Hull.

- 5. Options:** The overall objective is to deliver the ambitions of the Estates Strategy which are to provide a modern, 'fit for purpose' estate, which uses the built estate efficiently. This includes having appropriate levels of space utilisation, reducing energy consumption, consolidating accommodation and identifying opportunities for shared and community use.

The existing site is considered to be operationally necessary and in an ideal location for policing Bransholme. Options explored have therefore been based on the extent of works to be undertaken.

Option 1: To undertake car park works and minimal building alterations. This would not improve the efficiency of the building significantly and would meet few of the Estate Strategy standard requirements. The building would also be suitable to accommodate the crime investigation staff from Tower Grange, effectively halting or delaying its disposal and subsequent running cost reductions.

Option 2: Undertake the full refurbishment of the building and site. This would meet standards requirements and provide a modern and fit for purpose facility. Running costs will be reduced, as will the overall area of the estate. The staff can be relocated, allowing a more efficient use of the building and assists in the vacation of Tower Grange, its disposal thereby reducing annual running costs and realising a modest capital receipt. Option 2 was accepted as the preferred option through the Strategic Business Case for asset management (prepared by Turner and Townend in 2009) and subsequently agreed through the Estates Strategy 2010 and capital programme.

- 6. Risks/Implications:** There are project risks associated with the building works. Costs will be controlled through the QS/contractor and YB framework. The Project will have risk assessments as part of the Project Management process, led by members of the Force's Estates Service, to remove, mitigate or notify of risk. This will include the role of CDM Co-ordinator as required by the Construction (Design and Management) Regulations. The in house team will also control costs, certify contract payments and provide professional consultancy services to ensure the contract and project is delivered correctly. The YORbuild Framework includes undertaking financial checks to assess the financial stability of the preferred contractor, thereby reducing financial risk.
- 7. Financial Comments:** The project is included within the existing capital programme as part of the MTFS. The ACO(S) and Head of Finance are fully aware

of the project. Financial control will be managed through the Estates Service, which has a good track record of project delivery and control.

8. **Legal Comments:** The legal issues identified are those normally associated with a building works contract. The site and building is owned by the PCC.
9. **Equality Comments:** Access into and around the building will be improved for all building users. Disabled facilities are included to ensure regulatory compliance.
10. **Next steps:** Approval to proceed and implementation of the building works contract. Development of Communications Plan for the project as part of the project management process.
11. **Background/Supporting Papers:** Estates Strategy 2010-20. Tender Evaluation