

To: Police & Crime Commissioner

From: Colin Luscombe: Director of Estate

Date: 28 April 2016

Histon Police Stations

1.0 Purpose

- 1.1 To seek approval to lease the first floor of Histon Police Station to Cambridgeshire & Peterborough NHS Foundation Trust (CPFT).

2.0 Background

- 2.1 Histon Police Station was constructed in 2000 as a purpose built freehold station and provides office accommodation and a secure yard.



- 2.2 At the Estates Sub Group on 10th March 2016 it was agreed that a short term letting opportunity may be available for Histon Police Station. Longer term the building would be required as a consequence of the enhanced policing requirements of the planned development at Northstowe. This proposed short term letting of the whole building created a number of logistical and operational issues for the Local Policing Team.

- 2.3 On 31st March CPFT contacted the Constabulary to enquire about shared occupancy. This approach was supported by the Estates Sub Group on 6th April.

3 Engagement

- 3.1 The proposed letting of the first floor was discussed with the Area Commander and his Business Manager who concluded that the current police functions could be provided from the ground floor of the building.
- 3.2 As the proposal had no impact on service delivery and that the local community will not be adversely affected public engagement is not

considered necessary.

- 3.3 The Area Commander has engaged with staff and minor adaptations are being undertaken to the building to ensure that accommodation remains fit for purpose.
- 3.4 The Chief Officer Group of the Constabulary have been engaged and have provided their support to the proposal.
- 3.5 The Estates Sub Group and Chief Officer Board recognise that the inclusive rent to a partner organisation provides value for money.

4 Proposed Letting

- 3.1 An initial enquiry was raised by the local neighbourhood community nursing team manager who had heard that the Police may have surplus space at Histon.
- 3.2 CPFT require accommodation for 23 workstations for a team of 30-35 district nurses to stream through. Following a site meeting it was established that this could be delivered from the first floor of the building.
- 3.3 The first floor letting would require minor reconfiguration of the ground floor to ensure suitable accommodate for the Local Policing Team and a plan has been agreed with the Area Commander.
- 3.4 The following heads of terms have been agreed with CPFT:
 - Use: Office for Community Nursing Team.
 - Term: Lease to expire on 31st March 2020
 - Break Clause: Landlord and Tenant rolling breaks at six months notice in writing following the first anniversary
 - Rent: £34,600pa inclusive payable quarterly in advance (£8,650 per calendar qtr)
 - Rent review: On 31st March 2018 Market rent
 - Repairs & Maintenance: Tenant internal (non structural), Landlord external & common/shared spaces
 - ICT: PCFT to provide an N3 line for data and telephony
 - Car Parking: Shared use of the secure car park
- 3.5 The shared occupancy by a partner organisation (Making Assets Count) has the added advantage of not requiring planning consent, marketing or legal fees.

4. Recommendation

- 4.1 It is recommended that the Police & Crime Commissioner approves the letting of the first floor of Histon Police Station to Cambridgeshire & Peterborough NHS Foundation Trust (CPFT) and signs the Decision Notice.

Bibliography

Source Document(s)	Contact Officer	Location
Estate Management – Property Files	Elly McKee (Estates Management Surveyor) or 01480 422423 Colin Luscombe (Director of Estates OPCC)	Cambridgeshire Constabulary