

DECISION NO: PCCG-2013-129

OFFICE OF POLICE AND CRIME COMMISSIONER

TITLE: Licence arrangement for Bargoed Town Council to utilise part of Bargoed Police Station.

DATE: 18th January 2014

TIMING: Routine


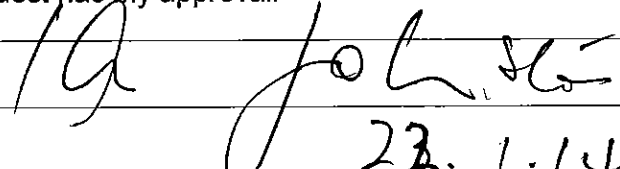
PURPOSE: For decision

1.	<u>RECOMMENDATION</u> It is recommended that the Commissioner agrees to request that Bargoed Town Council enter into an agreement to occupy part of the Bargoed Police Station on the terms set out in this report.
2.	<u>INTRODUCTION & BACKGROUND</u> The Commissioner supports the sharing of Bargoed Police Station with Bargoed Town Council. This will enable the Town Council to operate from a recognised Civic Building in the centre of the town. The building was constructed in 1899 and currently accommodates the local policing team who utilise only 10% of the available space (566sqm). The annual cost of running the site is £17,000. Consideration for alternative use has been explored in the past two years and has not proved successful so the approach by the Town Council is welcome. The former Gymnasium area within the Station has been identified as the most suitable space for the Town Council, totalling 57.4sqm (10% of the available space). The station officers and senior LPU Commander has been consulted and agreed to this area being made available for the Council. The Town Council members have visited the site and confirmed this would be acceptable.
3.	<u>ISSUES FOR CONSIDERATION</u> Discussion and site visits have been progressed with the Town Council and the accommodation is confirmed as suitable, subject to enabling refurbishment works. The following points are noted: <ul style="list-style-type: none">• The area would be secure and access to the policing area restricted;• A toilet will be installed; and• The area will be re-decorated, including new flooring. There is no disabled access and the Town Council has taken this into consideration and confirmed that the site will not be used for public meetings. This will be included in the licence agreement.

	<p>Telephony and network lines will need to be sourced by the Town Council.</p> <p>The total cost of the refurbishment that will be undertaken is £15,000 and will initially be funded by the Commissioner.</p> <p>The Town Council wish to take an agreement for a period of 10 years with a break clause at year 5. This area will be secured for use only by the Town Council. The Town Council only intend to use the premises for a limited period each day from Monday to Friday. The Town Clerk works part time (one day a week) and the Council meets only once a month.</p> <p>The District Valuer has reported a valuation for rent, as required by the Scheme of Governance. The findings are provided in the report at Appendix 1. However, the valuation is based on fulltime use of that part of the premises (currently empty). As the Town Council only require the premises for limited periods, at most 20% utilisation, the Commissioner is asked to consider a rent, including payment towards utilities and contribution to the refurbishment costs of £2,000.00 per annum.</p>
4.	<p><u>NEXT STEPS</u></p> <p>To proceed to a lease agreement between with Bargoed Town Council and to commence the enabling refurbishment works which are expected to complete by March 2014.</p> <p>The Town Council will be able to utilise the building from April 2014.</p>
5.	<p><u>FINANCIAL CONSIDERATIONS</u></p> <p>The investment in enabling refurbishment works of £15,000 will provide suitable accommodation for Bargoed Town Council to utilise and share the site in a secure setting for a period of at least 10 years.</p> <p>An annual rent of £2,000.00, will be consistent with the estimate provided by the District Valuer, will cover the Town Council share of utility charges and will also provide payback of 9 years on the enabling refurbishment investment.</p>
6.	<p><u>PERSONNEL CONSIDERATIONS</u></p> <p>Staff will have minor disruption due to the enabling work which is expected to take 2 months.</p> <p>Staff will need to be aware they are sharing a site with a partner agency.</p> <p>Current site sharing arrangements require staff to be vetted as they will be working on police sites and utilising shared areas (i.e. meeting rooms and canteen). As the area will be completely segregated it is suggested that vetting will not be necessary.</p>
7.	<p><u>LEGAL IMPLICATIONS</u></p> <p>A lease/ licence document will be prepared for agreement.</p>
8.	<p><u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u></p> <p>This project/proposal has been considered against the general duty to promote equality, as stipulated under the Single Equality Scheme and has been</p>

	<p>assessed not to discriminate against any particular group.</p> <p>In preparing this report, consideration has been given to the requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.</p>
9.	<p><u>RISK</u></p> <p>The enabling refurbishment works will provide suitable accommodation for the Town Council and minimise risk to the delivery of operational policing from the site.</p> <p>The Town Council will take responsibility for ensuring they adhere to all legislative requirements.</p>
10.	<p><u>PUBLIC INTEREST</u></p> <p>This report will be made available on the OPCC website.</p>
11.	<p><u>CONTACT OFFICER</u></p> <p>Shelley Bosson, Chief Executive.</p>
12.	<p><u>ANNEXES</u></p> <p>District Valuers report dated 19th November 2013.</p>

For OPCC use only

Consultation:	Tick to confirm (if applicable)
Financial The Chief Finance Officer has been consulted on this proposal.	✓
OPCC (insert name) The Chief Executive has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	✓
Legal The legal team have been consulted on this proposal.	N/A
Equalities The Equalities Officer has been consulted on this proposal.	N/A
Chief Executive/ Deputy Chief Executive: I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.	
Signature: 	
Date: 22nd January 2014	
Police and Crime Commissioner for Gwent I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below. The above request has my approval.	
Signature: 	
Date: 22.1.14	

Mr Kieran McHugh
Gwent Police Authority
Police Headquarters
Croesyceiliog
CWMBRAN
NP44 2XJ

HEDDLUGWENT POLICE

21 NOV 2013

ESTATES DEPARTMENT

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Date : 19 November 2013

IN CONFIDENCE

Dear Kieran

Gwent Police Authority

Valuation Advice Regarding a Bid Received In Relation To Bargoed Police Station and Subsequently a Request for Valuation Advice Regarding a Rent for Part of Bargoed Police Station, Hanbury Road, Bargoed CF81 8XA

I refer to your instructions of the 21 January 2013 to consider a bid received for the above police premises and my confirmation of instruction letter dated the 22 January 2013. However over the course of the original valuation my instructions changed as Gwent Police decided to retain the police station at Bargoed and let a small part of it to Bargoed Town Council. My report and valuation on the revised instruction is as follows.

Background

Although originally considered surplus to requirements, it has now been decided to retain Bargoed Police Station and to let part of the former gym on the Ground Floor, which is self contained to Bargoed Town Council. My valuation advice is to assist you in arriving at an all inclusive rent for the property as identified on the attached plan, submitted for identification purposes only. As the police premises are well known to you, an abbreviated report has been undertaken.

Situation

Bargoed Police Station is situated at the junction of Cross Street and Hanbury Road, Bargoed in the town centre. Bargoed is located to the north of Caerphilly County Borough Council and has good communications by road on the A469 or by rail with a direct line to Cardiff Station. Vehicular access to the police station and car parking area is from Cross Street, Bargoed.

Description

The police station is a Grade II listed building with the original ground floor space having been built in 1899. Originally a court with cells, the accommodation was extended in 1904 to become a police station with offices incorporating accommodation over two floors with an attic.

The elevations are of traditional construction with rendering to the rear and a stone/ashlar finish to the front elevation under a slate roof.

Inspection

The property was inspected both internally and externally on the 30 January 2013.

Access

The property has access from an adopted road maintainable at public expense.

Statutory Notices

None of which I am aware and I have assumed that there are none.

Easements, Restrictive Covenants and Other Restrictions

None of which I am aware and I have assumed that there are none.

Fixed Charges or Outgoings

None of which I am aware and I have assumed that there are none.

Town and Country Planning

I have made no formal enquires to the local planning authority. Accordingly for the purposes of this valuation, I have specifically assumed that the subject premises enjoy a valid planning permission for the use for which it has been deployed.

Tenure

No title deeds or leases have inspected with regard to the tenure of the subject property. I have been advised that the property is held freehold with vacant possession.

Proposed Lease Details

Gwent Police propose to let the accommodation as shown on the attached plan, comprising 57.4m², for a term of ten years from a date current with a five year break clause and rent review. The rent is to be an inclusive rent to include all services, and with Gwent Police undertaking all repairs. I understand from the police authority that they will decorate the accommodation and lay new carpets in the office.

VAT

All figures are exclusive of VAT where applicable.

Costs

Each party to bear their own costs arising from the lease.

Opinion of Value

I am of the opinion that the market rent for the accommodation described above and shown on the attached plan is in the sum of **£4,500 (four thousand, five hundred pounds)** per annum excluding the cost of all services which will be addition to this figure.

The basis is Market Rent, which is defined as:

"The estimated amount for which a property would be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion."

It should be noted that the Market rent basis of value is normally be used to indicate the amount for which a vacant property may be let, or for which a let property may re-let when the existing lease terminates. Market Rent is not a suitable basis for settling the amount of rent payable under a rent review provision in a lease, where the actual definitions and assumptions have to be used in the assessment.

Date of Valuation

The date of valuation is the date of this report.

Currency

Unless otherwise stated, all prices or values are stated in pounds sterling.

Validity

This report remains valid for three months from its date unless market circumstances change or further or better information comes to light, which would cause us to revise our opinion.

RICS Professional Standards / Status of Valuer

The valuation is compliant with the International Valuation Standards and has been prepared in accordance with the RICS Valuation - Professional Standards, current Edition. If agreed departures from these Standards have been required in accordance with any instruction received from you, these will be specifically identified and detailed in this report.

In accordance with RICS requirements it is confirmed that the valuation has been carried out by a RICS Registered Valuer who has the appropriate knowledge, skills and understanding to undertake the valuation competently.

The valuation has been carried out by myself in the capacity of an external valuer.

Disclosure of any Material Involvement

We are satisfied that accepting this instruction will not give rise to a conflict of interest.

DVS has had no previous involvement with the property.

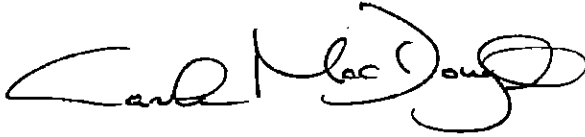
Publication

The client will not make available to any third party or reproduce the whole or any part of the report, nor make any reference to it, in any publication without our prior written approval of the form and context in which the disclosure may be made.

Responsibility

The valuation report should only be used for the purpose stated therein, and no responsibility is accepted to any Third Party who may seek to rely on the content of the report unless previously agreed.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Carole MacDougall'. The signature is fluid and cursive, with the first name 'Carole' written in a simple, slightly slanted script, and the last name 'MacDougall' written in a more complex, cursive style with several loops and flourishes.

Carole MacDougall MA MRICS
Senior Surveyor
RICS Registered Valuer
DVS