

**Nottinghamshire Police and Crime Commissioner**  
**Notice of Decision**



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<b>For Decision or Information</b>	Decision
<b>Date received*:</b>	05.03.19
<b>Ref*:</b>	2019.008

\*to be inserted by Office of PCC

**TITLE:** Integrated Offender Management (IOM) Relocation

**EXECUTIVE SUMMARY:**

The Police City IOM team currently share accommodation with DNLR CRC, Nottinghamshire City Youth Justice and National Probation service. The requirement to move has resulted from the rent being increased on Castlegate House for the financial year 2019/2020. A review of the financial contribution of each partner has been made, resulting in proposals to make the contributions equitable/pro-rata between each agency, rendering the property no longer within budget for the partnership. In addition, the building is larger than required and no longer meets the partnership needs.

The IOM partnership will vacate Castlegate House, before the 31st March 2019 having given six months notice. There has been an extensive search for new premises both within the partnership's current estates and the private rental market.

Nottingham City Youth Justice Service took the decision to identify accommodation for their team within the current Nottingham City Council estate. Police, DNLR CRC and NPS have remained committed to maintaining co-location, within the budget constraints.

A property at Unit 4, Castle Quay, Castle Boulevard, Nottingham has now been identified and is available from July 2019. This will require all partners to be temporarily accommodated at alternate buildings between April and July 2019.

The proposed premises offer a significant annual revenue cost saving of £65K to the police, whilst achieving a fair financial contribution from the two key partners Police and DNLR CRC. There are non-cashable savings that will be delivered as a result of the contribution made by National Probation Service to provide reception facilities and offender interview rooms in their nearby premises on the Castle Quay estate.

**INFORMATION IN SUPPORT OF DECISION: (e.g report or business case)**

The current net cost to the Police of Castlegate House is approximately £100,000 per year after contributions from DNLR CRC and Youth Justice Service are taken into account. The annual revenue costs at Castle Quay are estimated at between £48,000 - £58,000 and the Police will pay 60% with DNLR CRC paying the remaining 40%. Therefore the Police share will be a maximum of £35,000 per year, representing a minimum saving of £65,000 per year.

The one off costs of building alteration works and IT works to make the premises suitable for use by the Police are estimated at £20,000, of which DNLR CRC will contribute 50%.

Further details are included in the attached Confidential Business Case.

**FINANCIAL INFORMATION** (please include if is it capital or revenue or both. What the split is and the totals being requested. Is this a virement/ something already budgeted for or something that requires additional funding. Are there any savings that can be offered up/or achieved)

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The total project costs are set out above.

It is requested that £20,000 be allocated from the PCC budget for 2019/20 to cover the costs as described above.

Signature:  
Chief Finance Officer

Date: 5<sup>th</sup> March 2019.

Is any of the supporting information classified as non-public or confidential information\*\*?

Yes

X

No

If yes, please state under which category number from the guidance\*\*

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**DECISION:**

1. To enter into a 3 year lease of Unit 4, Castle Quay, Castle Boulevard, Nottingham and grant a sub-lease to DNLR CRC to enable them to share the building.
2. To agree expenditure of £20,000 to make the building suitable for Police and partnership requirements and to make appropriate provision in the 2019/20 PCC budget.

**OFFICER APPROVAL**

I have been consulted about the proposal and confirm that the appropriate advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signature:  
Chief Executive

Date:

7/3/19.

**DECLARATION:**

I confirm that I do not have any disclosable pecuniary interests in this decision and I take the decision in compliance with the Code of Conduct for the Nottinghamshire Office of the Police and Crime Commissioner. Any interests are indicated below:

The above request has my approval.

Signature:

Date:

Nottinghamshire Police and Crime Commissioner

\*\* See guidance on non public information