

**CUMBRIA POLICE AUTHORITY
ACCOMMODATION WORKING GROUP**

Minutes of a Meeting of the Accommodation Working Group held at 2 p.m.,
on Monday 8 May 2006 at Barrow Police Station, Barrow.

PRESENT

Mrs L L Shaw (Chair)

Mr R Cole
Mrs C A Egan
Mr R Watson

Mr W Smith
Mrs P Halfpenny
Mrs L Slavin

Also Present:

Acting Assistant Chief Constable, Mr P Kirkbride
Director of Finance and Resources, Mr M Thompson,
Administration Manager, Mrs L Rowbotham,
Member of Lancashire Police Authority, Mr G Roper

The Chair of the Working Group welcomed Mr Roper, a Member of
Lancashire Police Authority, to the meeting.

28. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr C Alcock, Clerk & Chief
Executive and Mr P Robinson, Estates and Facilities Manager,

29. DISCLOSURE OF PERSONAL INTERESTS

In relation to agenda item 6 on the agenda - "Carlisle BCU Headquarters –
Update":- the following declared a personal but not prejudicial interest:

Mrs L L Shaw as her husband was a Member of Cumbria County Council.

Mrs C A Egan as her husband was an officer with Carlisle City Council

Mr R Cole, Mrs P Halfpenny, Mr W Smith and Mr R. Watson as Members of
Cumbria County Council.

The Acting Assistant Chief Constable apologised to the Chair and Members
for the late submission of reports which had been caused by a combination of
factors. He assured them that measures had been put in place in order that
this did not occur again.

30. MINUTES

The Minutes of the meeting of the Accommodation Working Group held on 13 December 2006 had been circulated with the agenda for the meeting.

RESOLVED, that the Minutes of the Accommodation Working Group held on 13 December 2006 be approved as a correct record and signed by the Chair.

31. THE SAFER DETENTION AND HANDLING OF PERSONS IN POLICE CUSTODY – ACCOMMODATION ISSUES

The Constabulary's Director of Finance and Resources presented the report from the Acting Chief Constable which set out the main impacts on the estates function arising from the Home Office/ACPO guidance on safer detention and handling of persons in police custody. He informed Members that the report included a table setting out management issues and any action required.

Members discussed the contents of the report and the action plan and it was agreed that dates for completion for each of the items should be included.

RESOLVED, that

- (i) the contents of the report be noted, and
- (ii) an amended report, to include completion dates for each item included in the action plan, be submitted to the Accommodation Working Group.

32. ESTATES RESOURCING - UPDATE

The Director of Finance & Resources presented the report to Members which sought to update them on the position relating to the professional staffing base of the Estates team. He reported that it had been difficult to fill the vacant posts because of the current shortage of professionally qualified staff but as a result of the recent recruitment process the post of Estates Maintenance Officer had been filled with effect from 6 February although a second post was still vacant. The possibility of seconding an officer from Lancashire Constabulary was also discussed.

RESOLVED, that the contents of the report be noted.

33. CARLISLE BCU HEADQUARTERS - UPDATE

The Acting ACC gave a verbal report to Members which updated them on the current situation regarding the Carlisle BCU Headquarters. Planning

permission for the site at Durranshill was still awaited and the leasehold agreement was being progressed with Carlisle City Council. If the necessary permissions were obtained it was anticipated that the proposed custody unit on the Durranshill site would be completed by 20 November 2006.

He informed Members that additional funding for the project was still being sought from the Home Office and meetings were being arranged in London to discuss this issue.

Members requested that a further update report be submitted to the next meeting of the Accommodation Working Group.

RESOLVED, that

- (a) the contents of the verbal report be noted; and
- (b) a further report be submitted to the 21 September 2006 of the Accommodation Working Group.

34. DISABILITY DISCRIMINATION ACT

The Director of Finance & Resources presented an update report to Members which set out the completed works and work in progress from the approved Capital Fund Programme. He commented on the various projects in the reports and Members raised several points to which he responded.

A phased programme of DDA works to public areas, including public counters had been undertaken. The work was ongoing with adaptations of the counters taking place at Barrow, Whitehaven and Penrith.

Members had visited the Custody Suite at Barrow Police Station before the commencement of the meeting and had noted that the lower desk area in the custody facility left staff open to abuse/violence and asked about the possibility of a glass screen being fitted as a solution. They also noted that the new modular custody suite at Carlisle would not have a low desk area.

The Director of Finance and Resources updated Members on the works being undertaken in order to comply with both Health and Safety requirements and DDA legislation. The work included traffic segregation works and the force Health and Safety officer had been involved with the work.

RESOLVED, that the contents of the report be noted.

35. WORKINGTON POLICE STATION – CAR PARKING

The Director of Finances & Resources presented a report to Members on the current car parking practices at Workington Police Station.

A meeting had been arranged and attended by the Chair of the Working Group, the Workington Mayor and the Area Commander at which the inappropriate use of disabled parking bays, obstruction of pavements and

parking in a nearby lay-by were discussed, together with suggested options for the resolution of the problem.

Members discussed the report and the various measures suggested to solve the issue, which included both short and medium term solutions. They agreed that the current situation was unacceptable and that strong enforcement of parking at Workington Police Station should be undertaken by the BCU Commander.

RESOLVED, that

- (a) the contents of the report be noted; and
- (b) a further report be submitted to the Accommodation Working Group on 21 September setting out proposals for the provision of a disabled parking bay at Workington Police Station.

36. ESTATES STRATEGY

The Director of Finance & Resources presented the report and the enclosed current Estates Strategy to Members. The Strategy was previously presented to Members in April 2005 for approval and subsequently in November 2005 because of the proposed amalgamation with Lancashire Constabulary work was deferred until more information on the amalgamations were known.

Members discussed the Estates Strategy and asked that the document include protective services requirements.

RESOLVED, that

- (a) the contents of the report be noted; and
- (b) the Estates and Asset Register be amended to include the information discussed by Members.

37. SILLOTH POLICE STATION - UPDATE

The Director of Finance presented a report, by the Acting Chief Constable, to Members which gave them an update on the sale of the former police station in Silloth. He informed them that offers to purchase the property had been received, the highest bid had been accepted and work was ongoing to complete the sale.

It was anticipated that occupation of the LPT accommodation located at the Fire Station in Silloth would take place on 1 June 2006.

Members agreed that this had been a satisfactory outcome.

RESOLVED, that the contents of the report be noted

Note: Mr R Cole left the meeting.

38. ESTATE MAINTENANCE PLAN 2006/2007

The Director of Finance & Resources presented a report by the Acting Chief Constable which contained details of the Constabulary Estates maintenance plan for the current year. The planned maintenance work is based on the outcome of the force-wide survey carried out in 2002 and Appendix 1 showed a detailed breakdown of the plan for the financial year. The breakdown included the location of the property, works required, an estimated cost and a grading which showed the condition of the property.

Members discussed the contents of the report and Appendix in detail and raised various queries to which the Director of Finance & Resources responded.

RESOLVED, that the contents of the report be noted.

39. HSE INSPECTION

The Acting ACC gave a verbal report to Members on the outcome of a recent Health and Safety Executive Inspection. The report highlighted weakness in the management of health and safety in several key areas.

An improvement notice had been received for Ulverston Police Station and it had been decided to survey the estate for similar problems.

He reported that although the Health and Safety Adviser is leaving the Constabulary shortly it is hoped to continue with the work until a successor is appointed.

RESOLVED, that the contents of the verbal report be noted.

40. LPT ACCOMMODATION, WELCH ROAD - UPDATE

The Director of Finance & Resources presented a report from the Acting Chief Constable which discussed the provision of further car parking at Welsh Road LPT site. Parking for vehicles was limited and as the site currently accommodates in excess of forty-five officers it was felt that steps should be taken to provide further car parking. Agreement in principle had been reached with Carlisle Housing Association who owned the building to enable the development of the grass area to the front of the property, they had no funds available to carry out the works and for the project to proceed the cost of the work would need to borne by the Authority.

Members discussed the report and raised various points to which the Director of Finance & Resources responded. Members were concerned that the

additional car parking should be used for operational police vehicles only and not for staff parking.

The costs for the additional car parking would amount to approximately £9,000 and Members agreed to recommend to the next meeting of the Police Authority that this project be agreed.

RESOLVED, that

- (a) the contents of the report be noted;
- (b) it be reported to the next meeting of the Police Authority that Members recommended the project for additional car parking at Welch Road be progressed; and
- (c) a further report be submitted to the Accommodation Working Group containing detailed costings and an assurance that the extra car parking would be used for operational vehicles.

41. ASSET REGISTER

The Director of Finance & Resources presented a report which sought to update Members on the Asset Register which contained information relating to operational police stations and police houses.

Members found the report very interesting and discussed the contents. They asked that any 'listed' building be marked on the Register.

RESOLVED, that

- (a) the contents of the report be noted; and
- (b) any 'listed' buildings contained within the Register be identified.

42. CONSTABULARY HQ ACCOMMODATION GROUP

The Acting ACC presented a verbal report to Members on the plans to further develop accommodation at Police Headquarters. Any future proposals would be submitted to the Working Group for approval.

The Director of Finance & Resources informed Members that during the work being carried out on the hostel building some asbestos had been found which might delay the timetable. Members requested that the information should be included on the Asbestos Register.

RESOLVED, that the contents of the verbal report be noted.

43. SCHEDULE OF ITEMS CONSIDERED BY THE WORKING GROUP

The Chair, with the approval of the Members, decided that consideration of this item would be undertaken after the meeting.

RESOLVED, that consideration of the Schedule of Items Considered by the Working Group be carried out by the Chair after the meeting.

44. WORKINGTON PFI COMPLEX

The Director of Finance & Resources introduced an extra item to the agenda regarding the Workington PFI Complex. The purpose of the report was to advise members that the Company established to operate the PFI complex in Workington was being taken over. The Authority and Constabulary have limited rights of veto in respect of whom the company is sold to, and the appropriate diligence checks were now being undertaken with PFI legal advisors to ensure that a transfer could take place.

Members noted that a further report would be submitted to the Police Authority either when the ownership formally changes or the sale is vetoed.

RESOLVED, that the contents of the report be noted.

45. ANY OTHER BUSINESS

Members had visited Millom Police Station during the morning and had found it informative. The condition of the building, which adjoined the disused Courts building, gave cause for concern and Members asked that action be taken to remedy this. They requested that an update report be submitted to the next meeting of the Accommodation Working Group.

RESOLVED, that a further report be submitted to the next meeting of the Accommodation Working Group.

46. DATE OF NEXT MEETING:

Members noted that the next meeting of the Accommodation Working Group was scheduled for Thursday 21 September 2006. It was suggested that visits to LPT accommodation in Carlisle, to include the Durranshill site, be arranged before the commencement of the meeting at 2 p.m.

The Chair extended an invitation to Mr Roper from Lancashire Police Authority to attend the meeting in September.

The meeting ended at 4.05 p.m.