

Committee: Capital Buildings Committee	Date: 4 October 2018
Subject: Police Accommodation Working Party – Terms of Reference	Public
Report of: Town Clerk	For Information
Report Author: George Fraser, Committee and Members Services Officer	

Summary

The Police Committee recently created a Police Accommodation Working Party, intended to act as an informal platform for Members to be updated on key issues surrounding the Police Accommodation programme.

The Police Committee subsequently requested that the Capital Buildings Committee, amongst others, be sighted on that Working Party's agreed terms of reference, in view of the Capital Buildings Committee's roles and responsibilities in relation to the Police Accommodation programme.

Recommendation

Members are recommended to note the report.

Main Report

1. At its meeting on 12 July 2018, the Police Committee agreed to delegate authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to create a Police Accommodation Working Party.
2. The Working Party is intended provide an informal platform for Members to be updated on key issues surrounding the Police Accommodation Programme. Its amended terms of reference were formally agreed by the Police Committee following its first meeting on 20 September 2018, as follows:

i. Constitution

A working party of the Police Committee, consisting of:

- a. Chairman and Deputy Chairman of the Police Committee;*
- b. Police Committee Members who are also Members of the Capital Buildings Committee;*
- c. Commissioner of the City of London Police;*
- d. City Surveyor (or nominated deputy);*
- e. Chamberlain (or nominated deputy);*
- f. Town Clerk (or nominated deputy);*
- g. Police Accommodation Programme Director (City of London Police);*

h. Director of Estates and Support Services (City of London Police)

ii. Quorum

The quorum consists of any five members.

iii. Frequency of Meetings

The working party is proposed to meet initially on a monthly basis before moving to bimonthly as agreed appropriate by its members.

iv. Terms of Reference

To be responsible for:

- a. Reviewing the requirements proposed by the Force for the new police station;*
- b. Reviewing the requirements proposed by the Force for the different strands of the decant;*
- c. Challenging the requirements to ensure that they are sufficient to meet the current and future needs of the Force, while representing value for money; and*
- d. Defining the Force requirements for sign-off by the Police Committee prior to submission to the Capital Buildings Committee.*
- e. Ensuring that the Capital Buildings committee is fully informed of the dependencies and that these are reflected in the overall accommodation programme.*
- f. Ensuring that the disposal strategy does not compromise operational requirements and that contingencies are appropriately considered.*

Recommendation

3. Members are recommended to note the report.

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