



ORIGINATOR: HEAD OF ESTATES & FACILITIES

DECISION NO. 15 – 2014

REASON FOR SUBMISSION: FOR DECISION

SUBMITTED TO: POLICE & CRIME COMMISSIONER

SUBJECT: LANDMARK HOUSE OPERATING AGREEMENT

SUMMARY:

This proposed agreement between Suffolk County Council and OPCCS is designed to cover the management of the Landmark House facility and supplements the separate Pre-Procurement Agreement and Deed which covered the acquisition, design and fitting out of the site and buildings.

Approval to enter into this agreement is now sought.

RECOMMENDATION:

The PCC is recommended to give approval to entering into the agreement.

APPROVAL BY: POLICE & CRIME COMMISSIONER

The Recommendation is approved.

Signature *Tim Pannone*

Date *28/04/2014*

DETAIL OF THE SUBMISSION

1. KEY ISSUES FOR CONSIDERATION:

- 1.1 Landmark House was jointly acquired and further developed as a shared facility by Suffolk County Council and Suffolk Police Authority.
- 1.2 The proposed Operating Agreement provides the formal basis for ongoing management of the facility and covers various supporting arrangements including the Facilities Management Level Agreement and Landmark House User's Guide. The proposed agreement also covers the general operation of the facility, budgetary matters, best value and value for money considerations, responsibilities in respect of ICT, insurance and certain operational matters. Provision is made for variations and/or termination should either be required as well as a dispute resolution procedure is also contained.
- 1.3 The proposed agreement has been considered by the Head of Estates, Chief Constable's Chief Finance Officer and the Chief Executive and is recommended for approval.

2. FINANCIAL IMPLICATIONS:

- 2.1 The agreement covers the arrangements for managing budgetary and other financial matters.

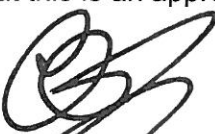
3. OTHER IMPLICATIONS AND RISKS:

- 3.1. The report does not impact upon the PCC's Risk Register and there are no issues of any significance that would necessitate alteration of the Register.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	Yes and the PCC's Chief Executive has also been consulted.
Has the PCC's Chief Finance Officer been consulted?	No – not required.
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	Yes – all matters addressed as required.
Have human resource implications been considered?	Yes – the operation of the agreement is being absorbed within existing Constabulary staffing resources.
Is the recommendation consistent with the objectives in the Police and Crime Plan?	Yes
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	Yes
Has communications advice been sought on areas of likely media interest and how they might be managed?	Yes
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	Yes

APPROVAL TO SUBMIT TO THE DECISION-MAKER

(this approval is required only for submissions to the PCC).

Chief Executive I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the PCC.	
Signature: 	Date: 28/4/14.

