

## **Revaluation 2010**

### **Public Buildings Committee**

#### **Practice Note 16 Valuation of Police Stations**

##### **1.0 Introduction**

- 1.1 This Practice Note deals with the valuation of Police Stations. These subjects will have been purpose built or may have been adapted by significant structural works to fulfill the specific purposes of an operational police station.

##### **2.0 Basis of Valuation**

- 2.1 Subjects covered by this Practice Note are valued on the Contractor's Basis.
- 2.2 Police Stations in commercial locations where there is adequate rental evidence for buildings which are similar in size and general character may, if considered appropriate, have their values derived by application of the Comparative Basis. Before adopting this method however the valuer should be satisfied that the police station, in its existing state, is sufficiently comparable with the let subjects, e.g. offices. The presence of cells or other specialised accommodation may not in itself rule out use of the Comparative Basis but will be a factor in deciding whether this method is appropriate.
- 2.3 Where property is occupied by a police force primarily for administrative office purposes or for garage workshops, etc, such subjects are not covered by this Practice Note and should be valued by reference to the appropriate Practice Note.

##### **3.0 Survey and Measurement**

- 3.1 Buildings should be measured and areas calculated on a gross external basis for each floor.
- 3.2 Where a subject is of older construction e.g. stone, and has thicker than normal walls the area should be adjusted on a floor by floor basis in accordance with SAA Public Buildings Committee Practice Note 4 (Contractor's Basis Valuations, Adjustment of Areas, External Works' Costs, Allowances and Land) to adjust the floor area to the modern equivalent.
- 3.3 Site area should be calculated together with the areas of any car parks, roadways, and other paved or landscaped surfaces. Measurements and details of boundary walls, fences and any other items in the nature of external works, civil works or plant and machinery should also be noted.

## 4.0 Categorisation

### 4.1 Police Stations fall into the following categories:-

#### 1. Force Headquarters

The main administration and command centre of a police force which will often include a control room, training facilities and shooting range. A Divisional Headquarters or Sub Divisional Station may be incorporated.

Typically in excess of 5,000m<sup>2</sup>.

#### 2. Divisional Headquarters

An area headquarters in the charge of a superintendent or chief superintendent responsible for a number of sub divisions. A Sub Divisional Station may be incorporated.

Typically in excess of 3,000m<sup>2</sup>.

#### 3. Sub Divisional Station

This is the centre of localised operations and will be commanded by an inspector or an officer up to the rank of superintendent with responsibility for several sections.

Typically 800 – 2,000m<sup>2</sup>.

#### 4. Section Station

A local police station which accommodates a section in the charge of a sergeant.

Typically 200 – 500m<sup>2</sup>

#### 5. Rural Station or Post

This generally comprises an office which is an integral part of or is attached to the officer's living accommodation. Only likely to be found in remote locations.

Typically less than 50m<sup>2</sup>.

## 5.0 Specification

5.1 A Police Station is essentially an office which, due to its particular function is of a specialist nature and will normally have a secure area containing cells. There will be adequate amenity accommodation e.g. locker and drying rooms, showers, canteen and kitchen. Larger stations may have recreational and fitness facilities, shooting ranges, vehicle maintenance workshops and garages.

5.2 Floor layout is planned according to function and the need for ease of access/security e.g. charge bar and detention facilities, beat and traffic sections will normally be located on the ground floor with command and administration offices generally located on upper floors. The operational ground floor is typically larger than the upper floors which are normally served by a lift.

- 5.3 Smaller stations are usually single storey, of cavity brick or timber frame construction with roughcast, dry render or facing brick finish in more recent buildings; roofs are of slate or concrete tiles.
- 5.4 Larger stations will be steel or concrete framed, on two or more floors, with brick or concrete panelled walls. Modern stations will be of attractive appearance with facing brick or other decorative finish and perhaps feature glazing bands to upper floors. Ground floor operational areas however will have limited window areas which will be security glazed. Roofs will be tiled or of profiled metal sheet. Floors will be concrete.
- 5.6 Cell areas will be of brick or dense blockwork with reinforced concrete floor and roof slabs. Internal walls will be brick or block in secure areas but may be of lighter stud partitioning in offices. Internal finishes and fittings will be durable and functional to withstand 24 hour operational service requirements. Divisional and Force HQ buildings may have higher quality external and internal finishes.
- 5.7 Central heating will be provided but cell areas and enclosed secure rooms will generally have combined mechanical ventilation and heating. Basic emergency lighting/power may be provided in smaller stations. Larger stations will have generators rated to full operational power requirements.
- 5.8 Security is paramount. The main entrance allows controlled public access but there will be a separate entrance for police use giving access to the cell area. Controlled doors, CCTV and alarm systems will be in use. The structure may be designed to resist the effects of explosive devices but careful planning and attention to detail will have incorporated security features without producing a "Fortress" appearance.
- 5.9 There will normally be an adequate surfaced yard for operational and impounded vehicles and perhaps limited staff parking. The yard will be enclosed by a security fence or wall and controlled gates and there may be an additional secure compound at the cell block for transfer of prisoners to/from vehicles. The main parking area for staff/visitors will normally be provided outside the secure area. External lighting and CCTV systems will normally be present. Some landscaped areas are normal but limited in extent so that sight lines are unobstructed. Any excess undeveloped site will usually be laid out in grass.
- 5.10 Larger police stations may also have fuel pumps and tanks and vehicle washing equipment. Telecommunications masts may also be present.

## **6.0 Building and External Works Costs**

- 6.1 The available cost evidence was analysed in terms of SAA Basic Principles Committee Practice Note 2 (Contractor's Basis Valuations). The unit cost rates derived reflect a Scottish Mean location factor, a £3 million contract size and a tone date of 1 April 2008.

## 7.0 Valuation

- 7.1 Buildings should be valued in accordance with SAA Basic Principles Committee Practice Note 2 (Contractor's Basis Valuations). Recommended unit cost rates are noted below. The recommended rates exclude professional fees and external works.
- 7.2 External works should be valued in accordance with SAA Public Buildings Committee Practice Note 4 (Contractor's Basis Valuations, Adjustment of Areas, External Works' Costs, Allowances and Land).
- 7.3 Adjustments in respect of contract size and additions for professional fees should be made in accordance with the recommendations contained in SAA Basic Principles Committee Practice Note 2 (Contractor's Basis Valuations).
- 7.4 Age, obsolescence and other allowances should be made in accordance with SAA Public Buildings Committee Practice Note 4 (Contractor's Basis Valuations, Adjustment of Areas, External Works' Costs, Allowances and Land).
- 7.5 Land value should be determined by reference to local evidence and SAA Public Buildings Committee Practice Note 4 (Contractor's Basis Valuations, Adjustment of Areas, External Works' Costs, Allowances and Land).
- 7.6 The Estimated Replacement Cost and the Adjusted Replacement Cost are derived as indicated in Sections 8 and 9 below.

## 8.0 Estimated Replacement Cost

### 8.1 Buildings

The following unit cost rates per square metre should be applied to the gross external area of police station buildings, adjusted where appropriate in accordance with section 3.2 above, including plant rooms, shooting ranges, garages and workshops.

	Category	Unit Cost Rate/m <sup>2</sup>
1	Force Headquarters	£1,650
2	Divisional Headquarters	£1,650
3	Sub Divisional Station	£1,500
4	Section Station	£1,325
5	Rural Station or Post	£850

Where garages and workshops are extensive in area (more than 10% of the total) and of basic construction, the unit cost rate per square metre applied to these buildings may be reduced by up to 50% of the appropriate building rate. In these circumstances consideration of local valuation evidence or rates derived from other SAA Practice Notes for similar buildings may be of assistance.

Basic open fronted car port shelters and canopies should be valued at 25% of the appropriate building rate.

## 8.2 External Works

These should be valued in accordance with SAA Public Buildings Committee Practice Note 4 (Contractor's Basis Valuations, Adjustment of Areas, External Works' Costs, Allowances and Land).

## 9.0 Adjusted Replacement Cost

### 9.1 Age and Obsolescence

Age and obsolescence allowances should be applied to the estimated replacement cost derived above in accordance with SAA Public Buildings Committee Practice Note 4 (Contractor's Basis Valuations, Adjustment of Areas, External Works' Costs, Allowances and Land).

### 9.2 Functional Obsolescence

The affected parts of buildings without lifts should be granted an allowance to reflect functional obsolescence as indicated below.

2 storeys	- 5%
3 Storeys	- 10%
4 storeys	- 15%

The above allowances should not be aggregated but applied in sequence to provide the Adjusted Replacement Cost of a particular item.

## 10.0 Plant and Machinery

10.1 Buildings' unit cost rates are deemed to include appropriate service plant and machinery provision, including power back up, lifts and security systems.

10.2 Radio masts, underground fuel tanks and other items of plant that are rateable in terms of plant and machinery legislation should be added at appropriate cost based values.

## 11.0 Land

11.1 Land value should be determined by reference to local evidence and SAA Public Buildings Committee Practice Note 4 (Contractor's Basis Valuations, Adjustment of Areas, External Works' Costs, Allowances and Land Value).

## **12.0 Decapitalisation Rate**

12.0 All subjects referred to in this Practice Note should be valued at the appropriate statutory decapitalisation rate.

## **13.0 End Adjustment**

13.1 Any factors or circumstances which might affect the value of the occupation of the Lands and Heritages as a whole should be reflected at this stage.