

Decision ID: **PCCDJ 000823 2025**

Decision title

To complete a new licence to occupy office space on the Second Floor, Queen Elizabeth II Court, Sussex Street, Winchester SO23 8UJ.

Executive summary

As a result of difficulties with the heating system in Mottisfont Court in Tower Street, Winchester it is not going to be practical to heat the first and second floors to an acceptable standard over the winter months. Therefore, it is proposed to take a licence of office space for approximately 113 work stations on the second floor of Queen Elizabeth II Court, Sussex Street, Winchester SO23 8UJ. Staff will be relocated from the first and second floors of Mottisfont Court into second floor of Queen Elizabeth II Court.

The licensor is Hampshire County Council. The licence will be for an initial term of four months commencing on 01 December 2025. After the initial term, either party will be able to terminate the licence at any time on giving not less than one months' notice. The licence fee will be £23,542 per month and will include business rates, Gov Wi-Fi, heating, lighting, utilities, furniture, IT equipment, storage cupboards and building management provided by the licensor's facilities management team. There will also be a right to use the common kitchens, shower and WC's on the second floor. There will be a right to use meeting rooms and a drop in space on a bookable basis. OPCC will clean the office space.

Recommendation(s)

That authority be given to proceed to complete a new licence on the terms above.

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Police and Crime Commissioner Approval

I hereby **approve** the recommendation above.

Signature:



Name: **Donna Jones**
Police and Crime Commissioner for Hampshire and the Isle of Wight.

Date: **20.10.2025**