



South Wiltshire University Technical College (UTC)

Memorandum of Understanding

1. Purpose and Scope

This memorandum of understanding is a clear statement of intent by four public bodies serving the residents and employers of South Wiltshire. The memorandum sets out formally the parties' commitment to working together to facilitate the opening of South Wiltshire UTC in fully refurbished premises at the current Salisbury Police Station Wilton Road site at the start of September 2015. The memorandum defines and formalises the relationship between the parties and sets out their roles and responsibilities within the partnership.

This memorandum of understanding is a voluntary arrangement and is not to be legally binding. The memorandum is independent of any legally binding agreements that will be signed by any one or more of the organisations in order to deliver their part of the overall project.

2. Governance

The deliverance of the actions necessary to deliver the parties' commitments will be overseen by nominated senior representatives from:

- Wiltshire Police
- The Police and Crime Commissioner for Wiltshire and Swindon
- Wiltshire Council
- South Wiltshire UTC Ltd.

3. Key Elements in the Process

The partners understand and agree that delivery of a fully-operational UTC on the Wilton Road site by the beginning of September 2015 will require the following key elements.

1. Transfer of ownership of an identified section of the Wilton Road site from Wiltshire Police to Wiltshire Council.
2. Identification of suitable replacement locations for all policing services and operations.
3. The granting of leases to the Police and Crime Commissioner of the properties Wiltshire Police will occupy to provide policing services in Salisbury to replace the Wilton Road site.
4. The relocation of policing services and operations from the Wilton Road site by the beginning of August 2014 (with the specific exception of the custody suite).
5. Vacation of the custody suite as an operational facility by the beginning of January 2015.
6. The issuing of a leasing agreement by Wiltshire Council to the UTC enabling it to operate on the site for a period of 125 years on terms agreed with representatives of the Education Funding Agency.



4. Specific Commitments and Responsibilities

Wiltshire Council is committed to:

- concluding an agreement in a timely manner¹ for the purchase of the relevant section of the site at a price to be agreed with the Police & Crime Commissioner;
- supporting Wiltshire Police in the timely identification of appropriate temporary and long-term locations for policing services and operations;
- timely agreement of heads of terms for a lease on the Wilton Road site with representatives of the Education Funding Agency;
- agreeing with Wiltshire Police the precise dates necessary to achieve the landmark dates set out in Section 3 and consulting with the UTC on the implications of those;
- concluding, in a timely manner, agreements with the Police & Crime Commissioner for the granting of leases to the PCC for Council properties Wiltshire Police will occupy in place of the Wilton Road site; and
- concluding in a timely manner the agreement of a lease for the use of the site by the UTC from 2015.

Wiltshire Police is committed to:

- timely identification of appropriate temporary and long-term locations for policing services and operations, in conjunction with Wiltshire Council;
- providing, on request, necessary and reasonable access for the UTC's nominated contractors and Wiltshire Council representatives to all areas of the site in advance of the transfer of ownership; and
- agreeing with the UTC a phased timescale for the vacation of the site that enables completion of all necessary refurbishment and construction work before the UTC opens in September 2015.

The Police and Crime Commissioner for Wiltshire and Swindon is committed to

- agreeing with Wiltshire Council and the UTC the boundaries of the section of the Wilton Road site to be released for transfer of ownership;
- approving in a timely manner an agreement for the purchase by Wiltshire Council of the relevant section of the site at an agreed price;
- co-ordinating clear and agreed communications that maximise public understanding of and support for the change of use of the Wilton Road site;
- providing clarity in response to public questions relating to the section of the Wilton Road site that will not be transferred; and
- concluding, in a timely manner, agreements with Wiltshire Council for the granting of leases to the PCC for Council properties Wiltshire Police will occupy in place of the Wilton Road site.

¹ In this document, the definition of "a timely manner" is within a timeframe that supports and ensures that the landmark dates set out in Section 3 are achieved.



South Wiltshire UTC is committed to:

- providing access to all survey and investigation work undertaken on its behalf to help facilitate the transfer of ownership of the relevant section of the site; and
- working closely with Wiltshire Police's operational officers to minimise any disruption to the delivery of policing services in advance of the transfer of ownership.

5. Partnership Values

The partnership envisaged by this memorandum of understanding will be based on:

- mutual respect and trust;
- mutual understanding of each other's responsibilities and statutory duties;
- a shared understanding of the strategic importance of the UTC to young people and employers;
- a shared commitment to providing excellent services to the community;
- a desire to make the best use of public resources; and
- a commitment to openness and transparency.

6. Communications

The parties agree to share appropriate information and maintain effective joint communications in order to inform, and improve understanding of the proposals among, the public, the wider set of stakeholders and interested parties.

7. Key Organisation Contacts

The key contacts for ensuring the implementation of the proposals are as follows:

- Wiltshire Council: Mark Stone, Transformation Director.
- Wiltshire Police: Mike Veale, Deputy Chief Constable.
- Office of the Police and Crime Commissioner for Wiltshire and Swindon: Kieran Kilgallen, Chief Executive.
- South Wiltshire UTC: Gordon Aitken, Project Manager.

8. Acceptance

We the undersigned, as authorised signatories of the parties, have read and accept the terms of the memorandum of understanding.

Jane Scott, Leader, Wiltshire Council

Patrick Geenty, Chief Constable, Wiltshire Police

Angus Macpherson, Police and Crime Commissioner for Wiltshire and Swindon

Di Dale, Chair, South Wiltshire UTC Limited

Date: