

Decision Record Template



**POLICE & CRIME
COMMISSIONER**
for Leicester,
Leicestershire & Rutland
Your Communities - Your Commissioner

Date of Decision: 13 November 2024

Lead Officer: Andrew Wroe – Head of Estates

Decision Record URN: EXE0033-24.

Title: **FHQ Memorial Garden Project**

Decision summary:

To accept a notional gift from the Mattioli Charitable Trust who will directly fund the memorial garden project.

Decision Sought:

To be completed by Lead Officer

PCC to agree the donation of a gift from the Mattioli Charitable Trust and enabling the progress of the project. A memorial garden committee has been set up to give governance and strategic direction to the project. This has culminated in the attached outline design working with the Mattioli Charitable Trust.

Note: If a request for a decision is from the Force, this section needs to show the decision-making process within the force, highlighting clear advice and clear recommendations and showing the support of the Chief Constable and/or Chief Officer Team.

Supporting information

1) Background information



Client Design



2202-CC-CDS

Plans and estimated budget attached. Presentation January, Leicestershire Police

2) Detail of additional information attached.

None

3) Expected benefits.

Delivering a memorial garden fit for the future.

4) Impact of not approving the application

The existing memorial garden will continue deteriorate and become not fit for purpose and not honour those remembered.

5) Financial implications (including any cost savings)

None in terms of financial implications related to the force. All costs underwritten by the Mattioli Charitable Trust. Based on the estimates given by the architects, the building costs will be about £200K. The design costs will be about £65K. However, Estates feel these costs are a bit light and are more likely to total £300K to £350K of which Mattoli will underwrite.

6) Consultations (Details of any consultations that have been carried out or reason as to why no consultations has taken place):

All consultations have taken place through the Memorial Garden Committee. Stakeholders to this group include a PCC representative, Chief Constable, Force Archivists, Mattioli Charitable Trust, the designers, Corp Comms, Estates, Procurement and other interested parties.

7) Collaboration (is there an opportunity to collaborate with partners)

Collaboration will take place with the Mattioli Charitable Trust, the CDS Group (the designers) and the eventually appointed contractors.

8) Equality, Diversity & Human Rights implications

No implications.

9) Legal comments

The OPCC CFO agreed to reassure the committee that the gift of the memorial garden was not in breach of the Corporate Governance Framework.

10) Publication

To be completed

It is appropriate to publish this record of decision made by the Police and Crime Police and Crime Commissioner: Yes

It is appropriate to publish the contents of the supporting papers:

No. The design and costings may be commercially sensitive.

It is appropriate to publish details of the decision by the Police and Crime Police and Crime Commissioner for Leicestershire: This is a decision for the OPCC.

Reasons for any non-Publication (referencing appropriate legislation):

Information in this form is subject to the Freedom of Information Act 2000 (FOI Act) and other legislation. Unless the information provided is covered by an exemption and stated to be either confidential or partly confidential, the information contained in the form will be published on the OPCC website.

Chief Finance Officer:

Comments: Supported.

I have been consulted about the proposal and confirm that financial advice has been taken into account in the preparation of this report and assurances sought have been outlined within the report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Police and Crime Commissioner for Leicester, Leicestershire and Rutland.

Signature

Name: Kira Knott

Date:25/11/2024

Chief Executive and Monitoring Officer:

Comments: Click here to enter text

I have been consulted about the proposal and confirm that legal and equalities advice have been taken into account in the preparation of this report and assurances sought have been outlined in this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Police and Crime Commissioner for Leicester, Leicestershire and Rutland.

Signature

Name Claire Trewartha

Date 18/11/2025

Police and Crime Police and Crime Commissioner for Leicestershire:

Having received the advice set out above and reviewed relevant documentation my decision in regard of this matter is:

Approved

I confirm that my register of interests' declaration is up to date and that none of my interests preclude me from making this decision.

Signature: Rupert Matthews

Date:18/11/2024

Name of Police and Crime Commissioner: