| Police Scotland logo | Freedom of Information ResponseOur reference: FOI 24-2891Responded to: xx December 2024 |
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Your recent request for information is replicated below, together with our response.

## Could I please have a list of all of the outstanding repairs and maintenance costs at Greenock Police Station.

## Please detail what repairs/maintenance are/is required, how much they are estimated to cost and when the issue was reported.

Q1 and Q2 have been answered together for ease and to avoid duplication.

In response to your request for information, Table 1 provides a list of outstanding repairs (outstanding is defined as a fault which has been reported to Estates but has not yet been completed).

I would ask you to note that there are many reasons why a fault remains outstanding for some time and without context the recording process may give a false impression that a fault has not been attended.

To clarify, all faults are attended and assessed based on severity and within a set timescale.

Depending on circumstance, the job management process allows for further investigation, parts to be ordered etc., in which case the fault is made safe but the job remains open on the system until it is fully completed. This means that some jobs listed are underway and work is ongoing.

Approximate costs are provided if held - where either these or final costs are unknown, in terms of Section 17 of the Act, this letter represents a formal notice that information is not held.

The requested information held for jobs outstanding in 2024/25 is attached (Outstanding Works 24-25)

The table below also provides a brief summary of the outstanding repairs at time of request:

*Table 1: Outstanding repairs – Greenock Police Station*

*2024/25 to date - extracted on 05 December 2024*

| **Description** | **Date Raised** | **Approx Costs:** |
| --- | --- | --- |
| Door repair | 20/11/2024  | Not held |
| Removal of overgrown shrubs | 20/11/2024  | Not held |
| Disconnect hard wired water cooler  | 19/11/2024  | Not held |
| Window repair | 13/11/2024  | Not held |
| Sink repair | 12/11/2024  | Not held |
| Repairs to stop occurrence of bird nesting | 11/11/2024  |  £350.00  |
| CCTV maintenance | 11/11/2024  |  £250.00  |
| Asbestos survey  | 07/11/2024  |  £2,373.80  |
| Installation of light fittings | 06/11/2024  |  £89.10  |
| Material required for remedials | 05/11/2024  |  £448.24  |
| Lighting repair | 05/11/2024  |  £74.25  |
| Door repair | 30/10/2024  |  £250.00  |
| Service fire extinguishers  | 29/10/2024  |  £250.00  |
| Repair leaking pipe | 29/10/2024  |  £364.83  |
| Repair leaking radiator  | 29/10/2024  |  £106.95  |
| Repair in carwash (water) | 21/10/2024  |  £250.00  |
| Lighting repair | 21/10/2024  |  £21.95  |
| Fire alarm maintenance (buzzing) | 17/10/2024  |  £140.77  |
| Flooring repair  | 15/10/2024  |  £ 502.89  |
| Corrective works | 04/10/2024  |  £1,032.41  |
| Repair in carwash (power) | 02/10/2024 |  £43.90  |
| Corrective works | 01/10/2024  |  £705.65  |
| Fire alarm maintenance ( buzzer) | 25/09/2024  |  £197.40  |
| Repair to toilet | 25/09/2024  |  £106.95  |
| Repair extractor fan (shower) | 25/09/2024  |  £213.51  |
| Repair shower room door  | 25/09/2024  |  £53.03  |
| Repair extractor fan (kitchen)  | 17/09/2024  |  £92.33  |
| Intercom repair | 17/09/2024  |  £71.05  |
| Lock repair | 13/09/2024  |  £66.00  |
| Toiler repair | 13/09/2024  |  £163.36  |
| Lighting repair | 10/09/2024  |  £1,818.95  |
| Power generator maintenance / fuel | 06/09/2024  |  £2,372.08  |
| Clean garage floor  | 04/09/2024  |  £665.61  |
| Toilet repair | 04/09/2024  |  £205.94  |
| Fire alarm maintenance | 02/09/2024  |  £140.77  |
| Garage maintenance / repairs | 22/08/2024  |  £1,907.77  |
| Air con unit repair | 22/08/2024  |  £4,317.62  |
| Toilet(s) repair | 30/07/2024  |  £482.57  |
| Garage maintenance / repairs | 05/07/2024  |  £2,203.77  |
| Auto dialler maintenance | 02/07/2024  |  £205.00  |
| Lock repair | 20/06/2024  |  £136.54  |
| Toilet repair | 05/06/2024  |  £419.95  |
| Water damage repair | 30/05/2024  |  £250.00  |
| Water pipe repair | 15/05/2024  |  £609.02  |
| Supply and fit monitor controller  | 07/05/2024  |  £317.89  |
| Build storage racking  | 03/05/2024  |  £382.54  |
| Flat roof repair | 01/05/2024  |  £2,301.94  |
| Fire alarm maintenance | 22/04/2024 |  £250.00  |
| Various toilet / floor / plaster repairs  | 22/03/2024  |  £767.13  |
| Repairs to drains | 06/03/2024  |  £1,114.83  |
| Installation of light fitting | 27/02/2024  |  £111.13  |
| Lighting repair | 30/01/2024  |  £116.36  |
| Installation of light fittings | 08/01/2024  |  £1,008.36  |
| Electronic gate repair | 03/06/2023  |  £6,215.87  |

## Please could you provide me with the same details for all repair and maintenance work logged at Greenock Police Station for 2019/20, 2020/21, 2021/22, 2022/23, 2023/24 and 2024/25 YTD (please detail both work that is still outstanding and work that is completed and indicate whether it is outstanding or completed).

The requested information for years 2019/20 up to 2023/24 is provided in attached excel document (Information 19-20 to 23-24) .

The requested information for jobs completed in 2024/25 is attached (Completed Works 24-25) and summarised in table 2 below:

*Table 2: Completed repairs – Greenock Police Station*

*2024/25 to date - extracted on 05 December 2024*

| **Job Details** |  **Total Costs (incl. VAT)** |
| --- | --- |
| Alarm system repair |  £ 322.83  |
| Custody lift repaired  |  £ 7,225.98  |
| CCTV repairs |  £ 176.45  |
| 2 x lighting installed repaired |  £ 1,012.70  |
| Keypad door repair |  £ 491.40  |
| Electrical socket repair |  £ 176.45  |
| Door repair |  £ 278.97  |
| Toilet repair |  £ 634.29  |
| Electronic gate repair |  £ 479.94  |
| Plaster repaired |  £ 438.78  |
| Panic strip repair |  £ 176.45  |
| Lift repair |  £ 176.45  |
| Door repair |  £ 181.95  |
| Fire alarm repair |  £ 176.45  |
| Keypad door repair |  £ 242.45  |
| Door repair |  £ 187.45  |
| Door repair |  £ 176.45  |
| Blowdown and Sumps - both need emptied and some signs of oil, advised to get them both cleaned out fully |  £ 3,868.26  |
| Replace 3 x faulty LED lights  |  £ 326.83  |
| Electrical socket repair |  £ 528.60  |
| Colorifier fittings should be replaced, |  £ 1,249.46  |
| Lighting repairs |  £ 758.52  |
| Door repairs |  £ 210.33  |
| Lift repairs |  £ 176.45  |
| Lift repairs |  £ 304.89  |
| CCTV repairs |  £ 227.30  |
| Fire alarm maintenance |  £ 400.81  |
| Panic strip repair |  £ 176.45  |
| Panic strip repair |  £ 334.98  |
| Blocked sink / drain |  £ 176.45  |
| Repair to plaster walls |  £ 239.97  |
| Lighting repair |  £ 215.22  |
| Electronic gate repair |  £ 2,886.20  |
| Door repair |  £ 176.45  |
| Repair to hoses / car washing unit  |  £ 161.71  |
| Blocked drain repaired |  £ 4,176.16  |
| Resecure shower rail  |  £ 209.16  |
| CCTV maintenance |  £ 622.24  |
| Fire alarm maintenance |  £ 176.45  |
| Fire alarm maintenance |  £ 544.81  |
| Repair thermostat / air conditioning |  £ 176.45  |
| Toilet / radiator panel repaired/ replaced |  £ 2,594.78  |
| Radiator / heating control repaired |  £ 874.50  |
| Repair leaking garage downpipe  |  £ 176.45  |
| Remove dead legs on pipework – H&S risk |  £ 1,210.98  |
| Door repair |  £ 295.29  |
| Repair to boiler room pipework |  £ 874.50  |
| Survey potholes in rear yard and install linear drainage system on front of old productions garage to divert rainwater to external drain.  |  £ 5,735.81  |
| Traction Lifts Replacement battery charger required to be supplied and fitted |  £ 199.75  |
| Toilet repair |  £ 306.38  |
| Supply and fit 6 light bulbs leave spare 220v - 240v - 50hz |  £ 150.69  |
| Lift repairs |  £ 261.14  |
| Lift repairs |  £ 176.45  |
| Survey / service fire extinguishers  |  £ 176.45  |
| Survey / service fire extinguishers |  £ 37.55  |
| Door repair |  £ 176.45  |
| Repairs to hot water |  £ 147.16  |
| Bird excrement needs specialised cleaning to remove from handrails etc, stairs etc.  |  £ 265.95  |
| Toilet repair |  £ 176.45  |
| Toilet repair |  £ 502.47  |
| Plasterwork repair |  £ 307.61  |
| Numerous bulbs / lighting issues throughout building |  £ 1,846.17  |
| Repair/make good, damaged plaster  |  £ 224.09  |
| Toilet repair |  £ 225.51  |
| Repair extractor fan in the kitchen  |  £ 536.74  |
| Toilet repair |  £ 662.28  |
| Tap repair |  £ 253.94  |
| Replace right hand side calorifier drain valve. |  £ 191.76  |
| Panic strip required  |  £ 1,411.34  |
| Radiators thermostat to be fitted.  |  £ 241.86  |
| Lighting repair |  £ 244.29  |
| Repair/replace broken toilet seat  |  £ 176.45  |
| Newly installed generator requires diesel  |  £ 721.86  |
| Supply 2 x monitors at charge bar  |  £ 967.36  |
| Toilet(s) repair |  £ 216.32  |
| Toilet(s) repair |  £ 438.07  |
| Fire Alarm System maintenance |  £ 504.74  |
| Personal Attack/affray Alarm System repair |  £ 238.57  |
| Replace faulty LED lights  |  £ 597.15  |
| Repair outside lighting |  £ 1,208.29  |
| Fire alarm control panel maintenance |  £ 176.45  |
| Lift repair |  £ 176.45  |
| Repair outside lighting |  £ 917.10  |
| Digital door lock repair |  £ 361.42  |
| Lighting repair on stairwell  |  £ 409.05  |
| Paint repair |  £ 255.85  |
| Custody lift repair |  £ 176.45  |
| Faulty alert button  |  £ 247.42  |
| Door repair (keypad operated)  |  £ 783.58  |
| Toilet repair |  £ 210.97  |
| No hot water in the whole building  |  £ 195.04  |
| Toilet repair |  £ 535.88  |
| Replace faulty LED light |  £ 195.84  |
| Lift repairs |  £ 210.33  |
| Door repairs |  £ 255.85  |
| Lighting repair |  £ 253.99  |
| Lift repair - new drive required (upgraded version supplied and fitted) |  £ 10,427.97  |
| Door repair |  £ 212.75  |
| Update to door codes |  £ 581.61  |
| Toilet repair |  £ 258.21  |
| 1 x emergency light repair |  £ 24.94  |
| Fire Alarm System maintenance |  £ 30.51  |
| Floor paint repair |  £ 208.21  |
| Clear empty bird nests / clean area |  £ 176.45  |
| Electrical Remedial works to ensure compliance as per recent Electrical Installation Condition Report |  £ 10,660.16  |
| Lighting repair |  £ 176.45  |
| Toilet repair |  £ 217.34  |
| CCTV camera maintenance |  £ 247.42  |
| Clear drain - carpark |  £ 217.34  |
| Increase size of monitor for CCTV |  £ 176.45  |
| External waste pipe repair |  £ 176.45  |
| Leaking pipe repair |  £ 135.68  |
| 1. Yale lock fitted on internal door
2. Repair/replace key pads on 2 x external doors
 |  £ 301.78  |
| Paint repairs |  £ 478.16  |
| Toilet repair |  £ 200.98  |

In terms of the attached documents I would advise that some information has been redacted.

That information is held by Police Scotland, but I am refusing to provide it in terms of section 16(1) of the Act on the basis that the following exemptions apply:

**Section 30(c) - Prejudice to the effective conduct of public affairs**

Minor redaction in terms of the removal of individuals’ names, specific job titles, direct email addresses and telephone numbers etc.

It is assessed that disclosure would serve to disrupt the well-established processes which members of the public are encouraged to use when contacting Police Scotland, thus prejudicing our ability to effectively manage such contact appropriately.

Whilst there is a public interest in better informing the public as to the internal mechanisms used within the force, this must be balanced with the need to ensure that the appropriate channels are used for contact and that internal telephone numbers and mailboxes are not compromised in any way.

Persons who wish to contact the police should use the information published on our website: [Contact Police Scotland - Police Scotland](https://www.scotland.police.uk/contact-us/)

**Section 33(1)(b) - Commercial Interests**

Such information will not be disclosed as it is considered to be commercially sensitive. Disclosure would give a competitive advantage to companies in any future tender process.

**Section 35(1)(a) - Prevention of Crime**

Disclosure of this level of detail would amount to a security risk and thereby endanger Police Scotland staff and officer safety. To explain, details of some repairs highlight potential vulnerabilities which could be exploited either by those attempting to gain entry to the property or by those in police custody.

**Public Interest Test**

Public awareness and accountability would favour a disclosure on this subject as it would contribute to the public debate surrounding the efficient and effective use of resources by the Service. However, in contrast, there is no public interest in disclosing information which is likely to damage the efficient and effective conduct of the police service in relation to its law enforcement role, or which is likely to have an adverse impact upon public safety.

Accordingly, I consider that the decision must fall in favour of preventing crime and safeguarding the health and safety of police employees and the public, therefore, on balance, the public interest in disclosing the information requested is outweighed by that in maintaining the exemptions detailed above.

**Section 38(1) (b) - Personal Information.**

Personal data is defined in Article 4 of the General Data Protection Regulation (GDPR) as:

‘Information relating to an identified or identifiable natural person (“data subject”); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person’

Section 38(2A) of the Act provides that personal data is exempt from disclosure where disclosure would contravene any of the data protection principles set out at Article 5(1) of the GDPR which states that:

‘Personal data shall be processed lawfully, fairly and in a transparent manner in relation to the data subject’

Article 6 of the GDPR goes on to state that processing shall be lawful only if certain conditions are met. The only potentially applicable condition is Article 6(1) (f) which states:

‘Processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data.

Whilst I accept that you may have a legitimate interest with regards the disclosure of this information and that disclosure may well be necessary for that purpose, I am nonetheless of the view that those interests are overridden by the interests or fundamental rights and freedoms of the data subject(s).

## Please also provide me with the total amount spent on repairs and maintenance in each of the years requested.

*Table 3: Total costs in each reporting period*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **19/20** | **20/21** | **21/22** | **22/23** | **23/24** | **24/25 (YTD)** |
| Repairs | £25,505 | £25,850 | £179,854 | £52,947 | £297,143 | £86,703 |
| Planned Maintenance | £6,900 | £9,041 | £15,824 | £15,824 | £18,812 | £29,538 |
| Total  | £32,405 | £34,892 | £195,679 | £68,772 | £315,955 | £116,242 |

* Please note, repairs & maintenance costs ceased being recharged to particular properties from August 2019 until March 2021.  We believe this may have been as a result of changes in personnel during Finance Transformation.
* The process to recharge to the properties was restarted during 2021/22 with effect from April 2021 with Estates providing the coding to Finance.

## Please also provide an estimate of the backlog maintenance cost , i.e. the cost that would be incurred to bring the whole station up to the state-of-the-art standard of a brand-new building.

## The table below describes the data we hold from the condition survey of Greenock which describes categories of maintenance required.

## Completion of all this work would bring the building up to lower quartile B condition but it would not be considered to be " the state-of-the-art standard of a brand-new building". In this respect Section 17 (Information Not Held) will apply.

Data is from 2020/2021 surveys – estimated total costs at time of request are £6,105,368.

*Table 4: Projected maintenance costs*

|  |  |
| --- | --- |
| **Element** | **Estimated cost** |
| Roof Structure | £ 65,000.00 |
| Roof Coverings (incl. glazed roof lights) | £ 350,000.00 |
| Roof Insulation | £ 41,500.00 |
| Roof Drainage (incl. rainwater goods and pipes) | £ 46,000.00 |
| Roof Parapets, handrails etc. | £ 43,500.00 |
| Roof Frame | £ 170,000.00 |
| Roof Other | £ 60,000.00 |
| Floor finishes | £ 145,000.00 |
| Stair Treads & risers | £ 100,000.00 |
| Stair Walls & Soffit finish | £ 180,000.00 |
| Stair Handrails | No data held – Sect 17 applies |
| Demountable suspended ceilings | £ 105,000.00 |
| External Wall structure and foundations | £ 635,000.00 |
| External wall linings/finishes | £ 157,500.00 |
| External Door Framing | £ 59,000.00 |
| External Door Glazing | £ 12,500.00 |
| External Door Ironmongery, access controls etc | £ 10,000.00 |
| Window Framing | £ 267,500.00 |
| Window Glazing | Included above |
| Window Ironmongery and access controls | £ 40,000.00 |
| Cast in-situ external steps & ramps | £ 35,000.00 |
| External fire escape stairs | No data held – Sect 17 applies |
| Permanent maintenance equipment - ladders etc. | £ 60,000.00 |
| Canopies etc. | £ 51,500.00 |
| Structure of internal walls and foundations | £ 50,000.00 |
| Linings/finishes on internal walls | £ 225,000.00 |
| Internal linings/finishes on external walls | £ 40,000.00 |
| Internal Doors | £ 466,000.00 |
| Fire Doors | £ 52,000.00 |
| Internal Door Glazing | No data held – Sect 17 applies |
| Toilet Fixtures & fittings (wash basins, toilets etc.) | £ 154,000.00 |
| Toilet Waste Plumbing | £ 106,632.00 |
| Kitchen Fittings | £ 55,000.00 |
| Kitchen Waste Plumbing | £ 8,000.00 |
| Heat source and equipment i.e. boilers etc. | £ 468,160.00 |
| Heating distribution (radiators/pipes) | Included above |
| Heating controls | Included above |
| Calorifiers, hot water storage tanks & distribution systems | £ 117,040.00 |
| Cold water Storage tanks & distribution systems | £ 117,040.00 |
| Gas storage and distribution | £ 3,914.00 |
| Ventilation including specialist systems | £ 234,080.00 |
| Air-conditioning plant, systems, controls | No data held – Sect 17 applies |
| Electrical power Wiring | £ 468,160.00 |
| Electrical Fittings (incl. outlets, conduit and trunking) | Included above |
| Generation and distribution equipment | Included above |
| Light fittings and switching | £ 438,900.00 |
| Lighting Wiring | Included above |
| Emergency Lighting | Included above |
| Bells, installed telephone and IT cabling | £ 6,300.00 |
| Panic alarms | No data held – Sect 17 applies |
| Lifts and hoists | £ 34,000.00 |
| Lightning protection | £ 1,056.00 |
| Redecorations - Main Building | £ 70,000.00 |
| Redecorations - Portacabin | No data held – Sect 17 applies |
| Asbestos materials within various areas. | No data held – Sect 17 applies |
| Roads and car parks Physical condition | £ 135,086.00 |
| Traffic management/Separation of vehicles & pedestrians | £ 25,000.00 |
| Paths  | £ 15,000.00 |
| Ramps, stairs and steps | £ 15,000.00 |
| Perimeter security/fence  | £ 50,000.00 |
| Free-standing walls (incl. retaining walls)  | £ 30,000.00 |
| Surface water drainage systems | £ 6,000.00 |
| Bin stores and other minor structures | No data held – Sect 17 applies |
| External lighting | No data held – Sect 17 applies |
| Landscaping and planting | £ 80,000.00 |

If you require any further assistance please contact us quoting the reference above.

You can request a review of this response within the next 40 working days by email or by letter (Information Management - FOI, Police Scotland, Clyde Gateway, 2 French Street, Dalmarnock, G40 4EH). Requests must include the reason for your dissatisfaction.

If you remain dissatisfied following our review response, you can appeal to the Office of the Scottish Information Commissioner (OSIC) within 6 months - [online](http://www.itspublicknowledge.info/Appeal), by email or by letter (OSIC, Kinburn Castle, Doubledykes Road, St Andrews, KY16 9DS).

Following an OSIC appeal, you can appeal to the Court of Session on a point of law only.

This response will be added to our [Disclosure Log](http://www.scotland.police.uk/access-to-information/freedom-of-information/disclosure-log) in seven days' time.

Every effort has been taken to ensure our response is as accessible as possible. If you require this response to be provided in an alternative format, please let us know.