



# CABINET MEMBER DECISION

## Decision:

**That authorisation is given for the Strategic Director, Development and Growth to enter into a lease of the Second Floor, The Maltings, Wharf Road, Grantham, NG31 6BH on the terms set out in report PD0059 for a maximum of 2 years with the ability to terminate the lease on the first anniversary of the term upon giving 3 months written notice.**

### **(1) Details of Decision**

To seek authorisation for the Strategic Director, Development and Growth to enter into a lease of the second floor, The Maltings, Wharf Road, Grantham, NG31 6BH on the terms set out in report number PD059 for a maximum of 2 years with the ability to terminate the lease on the first anniversary of the term upon giving 3 months written notice.

### **(2) Considerations/Evidence**

As part of the Council's overall plans for the St Peter's Hill redevelopment Project in Grantham, the Council needs to secure suitable and well located office space to decant staff from parts of the existing office accommodation to allow for remodeling and refurbishment. The Maltings, Wharf Road, Grantham has been identified for this purpose. It is located close to existing staff parking on the adjacent Morrisons site and is close to the bus and train stations.

The building will also be used to establish, support and promote the identity of the Invest SK team as part of the Council's focus on economic development and regeneration priorities.

### **(3) Reasons for Decision:**

The Leader of the Council recognised in his speech to Council on 20<sup>th</sup> April 2017 that if we truly want to retain and recruit the very best staff then we need to ensure we provide them with the environment and the equipment to support them in their roles.

The Leader also confirmed to Full Council his intention that the Council offices would remain in the centre of Grantham supporting the local economy, and it was requested that an "urgent review of the type of IT support provided" was undertaken, and that plans for a "major overhaul of the Council building" were started.

A report will be taken to Cabinet on 12 October 2017 setting out the principles for the remodelling of the St Peter's Hill Council Offices as part of the overall St Peter's Hill Redevelopment Programme.

On 9<sup>th</sup> October 2017 Councilor Matthew Lee, Leader of the Council, is holding an economic summit at which the Council will outline the scope and scale of its ambition for the district. The Invest SK team and brand will be a key part of delivering this ambition.

Securing a short term lease of these premises will therefore support the Council in the aims set out in 3.1 to 3.4 above.

The terms of the lease are:

**Lease:** A new Internal Repairing & Insuring lease

**Term:** 2 Years

**Rent:** £37,325 per annum (£9.50 per ft<sup>2</sup>)

**Option To Break:** The tenant may determine the lease on the first anniversary of the term upon giving 3 months written notice.

**User:** Offices

**Service Charges:** The tenant will pay, as rent, a fair and reasonable proportion of the costs incurred by the Landlord in providing common services. These are 26.755% of the costs incurred which amounted to £1,578.86 for year to 30.06.17. No extraordinary expenses are planned or anticipated for the current year.

**Commencement Date:** As soon as practically possible

**Insurance Premium:** The apportioned annual premium attributable to this suite for the current year is £513.22 (annual renewal each January).

**Costs:** Each party to be responsible for their own legal and other professional costs incurred in creating the lease.

**VAT:** All sums quotes are exclusive of VAT which is payable at the prevailing rate.

An existing revenue budget allocated within the current financial year has been identified to cover costs associated with leasing these premises. This includes set up costs of establishing IT and telephony connectivity and fixtures of approximately £20k.

## **Conflicts of Interest**

**(Any conflict of interest declared by any other Cabinet Member consulted in relation to the decision to be recorded).**

NONE

## **Dispensations**

**(Any dispensation granted by the Monitoring Officer in respect of any declared conflict of interest to be noted).**

NONE

## **Decision taken by:**

Name: Councillor Kelham Cooke  
Deputy Leader also Cabinet Member for Business Transformation and Commissioning

**Date of Decision:** 09 October 2017

**Date of Publication of Record of Decision:** 10 October 2017

**Date decision effective** (i.e. 5 days after the date of publication of record of decision unless subject to call-in by the Chairman of an Overview and Scrutiny Committee or any 5 members of the Council from any political groups):

18 October 2017