

SUBJECT:	Vacating Capswood
REPORT OF:	Cllr Trevor Egleton, Resources Portfolio Holder
RESPONSIBLE OFFICER	Director of Services
REPORT AUTHOR	Chris Marchant, Head of Environment
WARD/S AFFECTED	All

Purpose of Report

To seek Members' views on vacating the remainder of Capswood1 and the possibility of sub-leasing the space together with the potential costs and income.

RECOMMENDATION to Council that the sum of £115,000 be added to the approved Capital Programme to decant and refurbish the ground floor of Capswood1.

Background

The Cabinet, at the meeting on 25 April 2017, received a report (attached as a part II to the Council agenda) which asked Members to consider whether to vacate the remainder of Capswood 1 and the possibility of sub-leasing the space together with the potential costs and income. Having considered the report, the Cabinet resolved that:

- 1) Capswood1 be vacated completely within 2017;
- 2) the expenditure of £20,000 to market the ground floor space be approved;
- 3) the potential capital expenditure of £115,000 to decant and refurbish the ground floor of Capswood1 be approved and added to the Capital Programme, subject to the agreement of Council;
- 4) authority be delegated to the Head of Environment in consultation with the Portfolio Holder to negotiate a sub-lease for the ground floor of Capswood1 and to spend the £115,000 in point 3 above, subject to a letting being achieved; and
- 5) to undertake the tender process for works and refurbishments as soon as practicable.

And accordingly agreed to recommend to Council that the sum of £115,000 be added to the approved Capital Programme to decant and refurbish the ground floor of Capswood1.

Links to Council Policy Objectives

This matter contributes to the Council's objective of delivering cost-effective, customer focused services.

Next Step

If agreed, to undertake the tender process for works and refurbishments as soon as practicable.