

TEST VALLEY BOROUGH COUNCIL

HEAD OF SERVICE'S DECISION

Committee: Executive
Chairman: Councillor I Carr
Head of Service: Brian Nicholas, Head of Estates & Economic
Development Service

SUBJECT

PLOT 47 UNIT 2A DUKE CLOSE, WEST WAY, WALWORTH INDUSTRIAL
ESTATE, ANDOVER

REASON FOR URGENCY

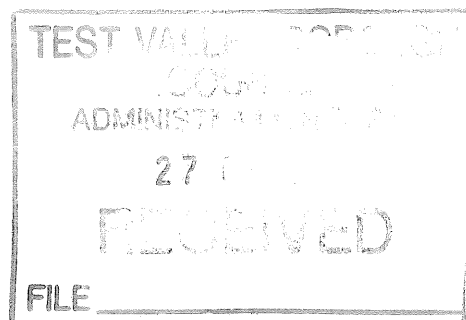
(After consultation with the Chief Executive)

Following the vacation of the unit by the previous tenant Saxon Pine (occupier for the last 10 years) in August 2004, this important end of terrace unit factory has been marketed to let by the Estates Service. The unit requires repair works to be completed to bring up to standard.

Heads of Terms are agreed to let the unit to Totally Active Ltd an existing Walworth Enterprise Centre Licensee who requires additional space urgently. The Company requires the premises by 1 December 2004. Totally Active Ltd will acquire a 3 year lease from the Council paying a base rent of £18,000 per annum with a two month rent free during the first year on terms to be agreed by the Officers.

Specialist Contractors will need to commence work immediately to meet the prospective tenants' deadline. The work will take at least 5 weeks. If we cannot complete the works by this deadline the tenant is likely to take alternative accommodation elsewhere.

The next available Executive for new reports will be 17 November 2004, leaving insufficient time for the proposed refurbishment works to be executed by 1 December 2004.



Following a detailed inspection of this now empty unit, a number of urgent building works are required to make this unit habitable. The repair/replacement works include:-

1. Replace missing metal bracing supports to roof construction,
2. Replace gas boiler and service heating installation to offices,
3. Upgrade and renew the existing toilet and kitchen facilities, to include the provision of disabled facilities,
4. Renew external glazed windows and doors to office reception with suitable secure UPVC replacement,
5. Upgrade and renew existing dangerous electrical installations.

Estimated total cost of works £17,000.

DECISION

(After consultation with the Chairman (or in his absence the Vice-Chairman), who has not requested that the matter be referred to a special meeting of the Committee).

Approval is given to the Council to grant a lease to Totally Active Ltd and spend £17,000 to refurbish the existing dilapidated 1960's unit factory.

Chief Executive's/
Director's Signature:

Date:

21/10/04

Chairman's/~~Vice~~ Chairman's
Signature:

Date:

21/10/04

Chairman's/Vice-Chairman's
(Overview & Scrutiny Committee)
Signature:

Date:

25th October 2004

Head of Service's
Signature:

Date:

27/10/04

Reported to Committee on

Date:

DISTRIBUTION

1. Chief Executive
2. Corporate Director (BS)
3. Corporate Director (CC)
4. Head of Legal Services
5. Head of Administration (original for report to

Committee)

BACKGROUND PAPER: