

## Briefing Note

### Forward Plan Select Committee

Meeting on 1<sup>st</sup> June 2004

#### **Cor 04/05/64      Chesterfield House, Park Lane, Wembley – Floors 5 and 6**

##### **Time Frame for Decision making process**

A report is being taken to the meeting of the Executive on 12 July 2004.

##### **Why Decision necessary and what prompted it**

The Council has a lease on the first, second, third and fourth floors of Chesterfield House, plus a separate lease on a ground floor shop unit which acts as a Reception / One-Stop-Shop type facility for Education Services, the users of the office space.

The Inland Revenue holds the lease on the remaining two floors in the building – the fifth and sixth floors – for a Local Tax Office. The Inland Revenue is moving its tax function to other facilities in Harrow and Wembley this summer and has instructed its PFI property partner, Mapley, to dispose of its lease.

The Council has the following requirement for (additional /replacement) office and training room space:

**Triangle House**: being CPOd this year to make way for a new access link road to Wembley Stadium and Quintain's development. Space to be replaced – 400 m<sup>2</sup>

**Social Services' Dollis Hill Training Centre**: lease expires this summer and non-renewable. Replacement training rooms required – minimum 100 m<sup>2</sup>

**Pensions Team**: need to relocate from inadequate facilities on 1<sup>st</sup> floor of Chesterfield House. Space needed 200 m<sup>2</sup>

**Social Services overcrowding in MGH and London Road**: it may be possible to move one or two teams / functions out of these buildings to alleviate space pressures in MGH and London Road

**Education Service extra staff**: (requirement under review) : initial indication is that space is needed for 50 additional staff in Chesterfield House. Better

space planning and reallocation of Pensions Team space will assist but likely additional space will also be required.

Negotiations have commenced with Mapley over an assignment of the lease to LB Brent.

Costs will be incurred in fitting out the 5<sup>th</sup> and 6<sup>th</sup> floors and move costs from other buildings. The compensation package for the loss of Triangle House, and the L & T Act compensation for the non-renewal of the Dollis Hill Training Centre will assist towards the total sum. The capital budget needed to fund the shortfall will be reported to the Executive.

**Nature of the decision to be taken / intended outcome**

To agree the terms for the assignment of Inland Revenue's lease to LB Brent and approve the cost of fitting out the new space.

**Contact**

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