



**Barham Park Trust Committee
2 February 2017**

**Report from the Barham Park Trust
Property Adviser**

Ward Affected:
Sudbury

**Property Update, Barham Park Building Complex,
660 Harrow Road, Wembley**

1.0 SUMMARY

- 1.1 The purpose of this report is:
- 1.2 To update the Trust on the marketing outcome of Unit 1 The Card Room.
- 1.3 To update the Trust on granting the lease for Unit 2 The Snooker and Billiards Room (The Veterans).
- 1.4 To update the Trust on granting the lease for Unit 4 The Lounge.
- 1.5 To update the Trust on granting the lease for Unit 8 The Children's Centre.
- 1.6 To update the Trust on the position of Unit 7 the Mess Room.
- 1.7 To update the Trust on the installation of an integrated fire alarm system.
- 1.8 To update the Trust on the Maintenance Plan for the building complex.

2.0 RECOMMENDATIONS

- 2.1 There are no further recommendations to the 7th September 2016 Report from the Barham Park Trust Property Adviser.
- 2.2 A recommendation to the Barham Park Trust that * be approved as the preferred bidder for Unit 1 The Card Room

* (A recommendation will be made after the 26th January 2017 second stage presentation process).

3.0 DETAIL

- 3.1 The tender marketing of Unit 1 The Card room closed 17th October 2016. Four tenders were received. After a bid scoring exercise the lower two scored applicants were removed from the process, with the other two going through to a second stage presentation process on 26th January 2017. A decision will be made on the successful bidder thereafter.
- 3.2 The draft lease for Unit 2 the Snooker & Billiards Room (The Veterans) incorporating the revised equalities and diversity section has been sent to the Baham Park Veterans Club. They have yet to respond. A schedule of conditions for the property needs to be agreed.
- 3.3 The lease to The Friends of Barham Library completed on 7th October 2016.
- 3.4 The lease for Unit 8 the Children's Centre completed on 28th October 2016 with Barnados operating the service. The position on the £11,300 per annum rental payment needs to be resolved between Council Services.
- 3.5 As agreed at the last Barham Park Trust meeting the marketing of Unit 7 the Mess Room and Store, essentially a toilet and store area measuring 51 square meters, is on hold until the completion of all the outstanding leases at the Barham Park Buildings.
- 3.6 The integrated fire alarm system to service the 10 Units within the Barham Park Building Complex needs to be commissioned in line with the 7th September & 7th January 2016 approval by the Trust. The Council's Surveyor acting for the Trust has recently obtained revised CAD drawings of the buildings and will move forward with commissioning a Fire Officer to report on the type of system to be installed.
- 3.7 The Maintenance Plan for the Building Complex required a Mechanical & Electrical (M&E) Survey and a separate Conditions Survey (CS). As agreed at the 7th September 2016 Barham Park Trust meeting, Rider Levett Bucknall tender for both the Conditions and M & E Surveys combined at £2,247 was approved and the Councils Surveyor acting for the Trust will move forward with commissioning the surveys now that revised CAD drawing are available for the buildings.

4.0 FINANCIAL IMPLICATIONS

- 4.1 Unit 1 the Card Room is to be let on Full Repairing & Insuring terms as the property requires substantial works. Other Units at The Barham Park Buildings are on Internal Repairing & Insuring terms. Therefore there

should be a minimal impact on the overall service charge budget for the other Barham Park Buildings when the Card Room lease completes.

- 4.2 The lease completion of Unit 4 The Lounge on 7th October 2016 will generated a £7,000 per annum rental after an initial 7 months' rent free period.
- 4.3 The expenditure on the integrated fire alarm system previously reported at £13,250.60 needs to be undertaken at an early stage to ensure that the Units are aligned with the current legislation and the integrity of the building fabric is maintained.
- 4.4 The Maintenance Plan that includes the Condition and M & E Survey is anticipated to cost £2,247 as per tender from Rider Levett Bucknall.

5.0 LEGAL IMPLICATIONS

- 5.1 Legal Services have confirmed that the disposal or letting of Trust land to another charity for similar charitable purposes is not subject to the procedural requirements in the Charities Act 2011, (applicable to a disposal to any other third party or a connected person like the Council)
- 5.2 The statutory requirements relating to any other disposal or letting of land are summarised as follows.
 - 5.2.1 Any disposal or letting of Trust land for more than 7 years to a third party, (who is not a charity with similar purposes), can only be authorised by Trustees after considering a written report prepared by a qualified surveyor as to the marketing and the valuation of the land on the basis that the terms proposed for the disposal are the best that can be reasonably obtained. Subject to the proviso that a disposal to a connected person is subject to the consent of the Charitable Commission, which may specify additional requirements to those specified in this paragraph.
 - 5.2.2 Any disposal of recreational charity land or letting for more than two years to a third party or a connected person, (who is not a charity with similar purposes), must be notified in the local press and on site and provide at least one calendar month for people to make representations.

6.0 DIVERSITY IMPLICATIONS

- 6.1 There are no direct equalities implications arising from this report, other than the ones already mentioned above and in previous reports.

7.0 STAFFING/ACCOMMODATION IMPLICATIONS

7.1 None

8.0 BACKGROUND PAPERS

8.1 Charity commission guidance.

8.2 28th January 2015, 2nd July 2015, 8th October 2015 and 27th January 2016, 7th September 2016 Barham Park Trust Committee Reports.

8.3 British Standard Institute BS 5839-1: 2013 – Fire detection and fire alarm systems for buildings. Code of practice for design, installation, commissioning and maintenance of systems in non-domestic premises.

Contact Officers

Amin Soorma
Estate Surveyor
Resources Department
Amin.Soorma@Brent.gov.uk
0208 937 4202

Sarah Chaudhry
Head of Property
Resources Department
sarah.chaudhry@brent.gov.uk
020 8937 1705

SARAH CHAUDHRY
Head of Property