



Cambridgeshire
Police & Crime
Commissioner

To: Business Coordination Board

From: Chief Executive

Date: 24 March 2015

LEASE: OPERATIONAL PLANNING SUPPORT UNIT – BUILDING 3055, ALCONBURY AIRFIELD, HUNTINGDON

1. Purpose

1.1 The purpose of this report is to seek the approval of the Business Coordination Board (“the Board”) for a new lease of Building 3055 Alconbury Airfield for additional storage and training space for the Operational Planning Support Unit (OPSU).

2. Recommendation

2.1 The Board is recommended to approve the grant of the lease for three years from 1st April 2015 on the basis of the main terms outlined in 3.3 below.

2.2 The Police and Crime Commissioner (“the Commissioner”) signs the Decision Notice to approval the lease.

3. Background

3.1 The subject property is located close to the existing OPSU facility at Buildings 200/201. This has been identified by the collaborative Joint Protective Services Unit (JPS) (of Cambridgeshire Constabulary, Bedfordshire Police and Hertfordshire Constabulary) as a suitable facility for additional storage and training needs resulting from the required relocation of the facility at Hitchin (see plan below).



3.2 Due to the long term redevelopment plans for the Airfield the Landlords (initially Alconbury Developments, now Urban & Civic) introduced a general policy of granting a maximum lease term of three years with no security of tenure. This is coupled with a standard landlords break clause giving three months' notice at any time (sometimes after the first year of the term). This provides them with flexibility to secure vacant possession if/when required. There are no immediate plans for the redevelopment of the site of this building, **however it should be noted that we may be required to leave on three months' notice at any time.**

3.3 The main heads of terms for the new lease as agreed with Urban & Civic are essentially the same as those for Buildings 200/201 and are outlined below:

- Landlord: Urban & Civic Alconbury
- Tenant: Police and Crime Commissioner for Cambridgeshire.
- Demise: Buildings 3055 Alconbury Airfield (8300 sq ft) and associated external areas (adjacent hardstanding only). See plan above.
- Term: 3 years from 1st April 2015 contracted out of the '1954 Act' (no security of tenure).
- Rent: £22,825 per annum including maintenance charge for external/communal areas (Equates to £2.75 psf).
- Repairs/Insurance: Tenant responsible for all repairs and insurance (a schedule of condition will be required to record the current state of repair of the building and the Police and Crime Commissioner will not be responsible for putting the building in any better condition than that at the commencement of the lease).
- Use: Police Training and Storage.
- Break Clause: Either party has the option to break on 3 months' notice at any time.
- Each party to bear their own legal costs incurred in the preparation of the new lease.

4. Summary

4.1 This is an opportunity to combine the existing facilities in Hitchin and Alconbury whilst occupying training/exercise facilities at a reasonable cost and in an accessible location. A budget saving of £118,000pa has been forecast by JPS and Cambridgeshire's cost sharing has been set at 38.01%.

5. Recommendation

- 5.1 The Board is recommended to approve the grant of the lease for three years from 1st April 2015 on the basis of the main terms outlined in 3.3 above.
- 5.2 The Police and Crime Commissioner (“the Commissioner”) signs the Decision Notice to approval the lease.

BIBLIOGRAPHY

Source Documents	Estate Management – Property Files
Contact Officers	Elly McKee, Estates Management Surveyor, Cambridgeshire Constabulary Colin Luscombe, Director of Estates, Office of Police and Crime Commissioner