

**POLICE AND CRIME COMMISSIONER FOR
WEST MERCIA**



RECORD OF DECISION

TITLE: Evesham Community Contact Centre – Lease extension for DWP

Ref: PCC/D/2020/23

EXECUTIVE SUMMARY

DWP were due to vacate Evesham Community Contact Centre at the end of November 2020 and relocate to their new accommodation, however due to COVID-19, the build works on their new accommodation has been delayed and therefore their relocation date has moved to January 2021.

DWP have therefore requested that their lease is extended to end January 2021.

PROPOSAL

This proposal is to grant DWP a 2-month lease extension for the Evesham Community Contact Centre.

**APPROVAL OF
West Mercia Police and Crime Commissioner**

I hereby approve the above proposal.

Signed

PART 1 – NON-CONFIDENTIAL/EXEMPT FACTS AND FIGURES

SUPPORTING REPORT

DWP have been tenants to the Police and Crime Commissioner for West Mercia since April 2019. DWP were to due move out of the Evesham Community Contact Centre at the end of November 2020, however due to COVID-19, works to their new accommodation have been delayed and will not be ready until January 2021.

DWP have requested a lease extension for the period of 2 months to enable the lease to expire at the end of January 2021. They will continue to pay a rental and service charge for this period, as agreed with DWP.

There is no adverse impact or risk to the Police and Crime Commissioner or to West Mercia Police as a result of this proposal.

FINANCIAL COMMENTS

The recommendation is that DWP will continue to pay rent and service charge for the 2-month extension at the value of:

- Rental - £4,500 per month.
- Service Charge - £5,863 per month

The invoices will be raised and paid monthly, with invoices to be raised on: 31st December 2020 and 31st January 2021.

LEGAL CONSIDERATIONS

By virtue of schedule 11, paragraph 14 of the Police Reform and Social Responsibility Act 2011 the Police and Crime Commissioner may do anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of commissioner. That includes: entering into contracts and other agreements (whether legally binding or not) and acquiring and disposing of property (including land).

PUBLIC ACCESS TO INFORMATION

Information in this form is subject to the Freedom of Information Act 2000 (FOI Act) and other legislation. Part 1 of this form will be made available on the West Mercia Police and Crime Commissioner's website. Any facts and advice that should not be made automatically available on request are not included in Part 1 but instead in the separate Part 2 report.

OFFICER APPROVAL

Chief Executive Officer

Signature *Andy Champness* Date 15th December 2020