



To: Sir Graham – Police and Crime Commissioner for Cambridgeshire

From: Colin Luscombe – Director of Estates OPCC

Date: 29 April 2014

Operational Planning Support Unit: Buildings 200/201 Alconbury Airfield

1.0 Purpose

1.1 To seek approval to renew the lease of Building 200/201 Alconbury Airfield for continued use by the Operational Planning Support Unit (OPSU).

2.0 Background

2.1 This property was first occupied by the Force in March 2005 under a 3 year lease at an initial rent of £10,000 per annum. The premises were taken on as a shell and significant fitting out works were carried out by the police prior to occupation.

2.2 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 3 years with no security of tenure. This is coupled with a standard landlords break clause giving 3 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.

2.3 Lease renewals have been implemented 3 yearly as required.

2.4 Main heads of terms for the current lease renewal as agreed with Urban & Civic are outlined below:

- Landlord: Urban & Civic Alconbury
- Tenant: Office of the Police and Crime Commissioner for Cambridgeshire.
- Demise: Buildings 200/201 Alconbury Airfield and associated external areas (as existing).

- Term: 3 years from 1 April 2014 contracted out of the '1954 Act' (no security of tenure).
- Rent: £12,500 per annum including maintenance charge for external/communal areas.
- Repairs/Insurance: Tenant responsible for all repairs and insurance.
- Use: Police Training.
- Break Clause: Either party has the option to break on 3 month's notice at any time.
- Each party to bear their own legal costs incurred in the preparation of the new lease.

3.0 Summary

- 3.1 This is an opportunity to continue to occupy training/exercise facilities at a reasonable cost and in an accessible location.
- 3.2 Chief Superintendent Mike Colbourne (1090 Beds) has confirmed the on-going requirement for this facility.
- 3.3 On the 1st April 2014 the Force Executive Board confirmed the continued requirement for 200/201 Alconbury Airfield and supported an OPCC Decision Notice to take a further 3 year lease from 1 April 2014 on the basis of the main terms outlined in 2.4 above.

4.0 Recommendation

- 4.1 The PCC is asked to approve a further 3 year lease from 1 April 2014 at a rent of £12,500pa.

BIBLIOGRAPHY

Source Document (s)	Contact Officer	Location
Estate Management – Property Files	Colin Luscombe (Director of Estates) or Elly McKee (Estates Management Surveyor) 01480 422679 (CL) or 01480 422423 (EM)	Cambridgeshire Police & Crime Commissioner, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA