

Executive Summary

Report to the Board of Directors

Being Held on 15 December 2020

Subject	Sealing of contract documents relating to: Lease renewal for North of England Pathology Screening Education Centre (NEPSEC) at Unit 3, Wakefield Office Village, Silkwood Park, Wakefield
Supporting TEG Member	Sandi Carman, Assistant Chief Executive
Author	Maria Madgwick, Senior Commissioning and Property Manager
Status¹	A

PURPOSE OF THE REPORT

To seek approval and thereafter to apply the common seal of the Trust to the Lease renewal for the North of England Pathology Screening Education Centre (NEPSEC) at Unit 3, Wakefield Office Village, Silkwood Park, Wakefield.

KEY POINTS

- In January 2016 TEG approval was given for a 5 year lease of these premises for NEPSEC (formerly East Pennine Cytology Training Centre). That lease expires at the end of February 2021.
- Significant works to the premises were carried out in 2016, at the expense of STH, to make the internal layout of the premises suitable.
- Unit 3 is a 2 storey modern, open plan building with air conditioning. It comes with 20 parking spaces and there is a significant amount of overspill parking at the nearby hotel and gym.
- The proposal is for a further 5 year lease at a rent of £30,000 pa exclusive of business rates, service charge, and vat. The tenant is responsible for full repairs on the property but there is no obligation to put the property into a better state of repair at the end of the lease and this will be evidenced by a schedule of condition prepared at our expense, which will be attached to the lease.
- There is an option to break at year 3 as requested by the service.
- The landlord will implement insurance and we will be required to pay an equitable proportion of the reasonable annual premium as additional rental.
- The service charge figure is £11,852 pa.
- Each party will pay its own legal fees. We will pay the landlords solicitor £50 plus VAT for the registration fee.

IMPLICATIONS²

AIM OF THE STHFT CORPORATE STRATEGY 2017-2020		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	✓
2	Provide Patient Centred Services	
3	Employ Caring and Cared for Staff	
4	Spend Public Money Wisely	✓
5	Deliver Excellent Research, Education & Innovation	

RECOMMENDATIONS

The Board of Directors is asked to approve the application of the common seal of the Trust to the contract documents relating to the lease renewal for the North of England Pathology Screening Education Centre (NEPSEC) at Unit 3, Wakefield Office Village, Silkwood Park, Wakefield.

APPROVAL PROCESS

Meeting	Date	Approved Y/N
Trust Executive Group	2/12/2020	Y
Board of Directors	15/12/2020	

¹ Status: A = Approval
A* = Approval & Requiring Board Approval
D = Debate
N = Note

² Against the five aims of the STHFT Corporate Strategy 2017-20