
Review of Existing Rents and Leases

**Report by Service Director Regulatory Services & Service Director
Assets & Infrastructure**

Chambers Institution Trust

20 November 2019

1 PURPOSE AND SUMMARY

- 1.1 This report is to provide Members with an overview of existing rents and leases for the Chambers Institution Trust.**
- 1.2 The Council's Estate Management and Legal Services have been reviewing the leases in place between the Trust and its tenants, and has provided a summary of these leases and their rental provisions in Appendix A together with floorplans showing the occupation of each floor of the property.

2 RECOMMENDATIONS

- 2.1 I recommend to the Chambers Institution Trust that:**
 - (i) it notes the information contained within Appendix A;**
 - (ii) it instructs the Council's Estate Manager to proceed with formal rent reviews and a review of the service charge of those premises where they are due;**

3 BACKGROUND

- 3.1 Following a tour of the building complex, and noting that parts of the building were vacant and that some leases were provided rent-free, the Members instructed officers to provide them with a review of the existing leases and rents.

4. REVIEW OF EXISTING LEASES AND RENTS

- 4.1 The information contained in Appendix A to this report provides Members with information on how the various parts of the building are split to provide for individual lets, what type of lease is in place (i.e. direct lease with the Trust of a sub-lease which the trustees have consented to), the details of the tenant, the period of lease, the amounts of any rent and service charge, and the provisions to review the same.
- 4.2 The review has shown that the Trust has a direct landlord and tenant relationship with five different parties. The Council leases premises on the ground floor, including the Burgh Hall, and the library and museum space on the first, second and third floor. The Council, in turn, sub-leases part of the ground floor to the Peebles and District Citizens Advice Bureau. The office space formerly occupied by Visit Scotland was also subject to a sub-lease with the Council, and the Council is currently in discussions with a prospective tenant to take over that office space.
- 4.3 Live Borders manage the Burgh Hall, Library and Museum space on behalf of the Council under a Service Provision Agreement which is in place until 31 March 2036.
- 4.3 The existing leases between the Trust and its tenants directly have provisions for rent review and a review of the service charge.

5 IMPLICATIONS

5.1 Financial

If a formal rent review is undertaken, there may be an increase in the rental income for the Trust.

5.2 Risk and Mitigations

There are no risks to the Trust in accepting or rejecting the recommendation.

5.3 Acting Sustainably

There are no economic, social or environmental effects in accepting or rejecting the recommendation

4.4 Equalities

It is anticipated that there are no adverse equality implications arising from the proposals contained in this report.

5.4 Carbon Management

There are no effects on carbon emissions in accepting or rejecting the recommendation.

5.5 Rural Proofing

This is not a new policy matter.

5.6 Changes to Scheme of Administration or Scheme of Delegation

There are no changes required to the Council Schemes of Administration or Delegation

6 CONSULTATION

The Chief Financial Officer, the Chief Legal Officer, the Head of Audit and Risk, the Clerk to the Council are being consulted and further comments will be reported at the meeting.

Approved by

Director of

Signature

Author(s)

Name	Designation and Contact Number
Emma Moir	Solicitor
Neil Hastie	Property Services Manager

Background Papers: Nil

Previous Minute Reference: Nil

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