

## North Warwickshire Local Centre

### North Warwickshire Local Centre

### Options Assessment

#### Introduction

1. An opportunity has arisen for the County to take accommodation at the North Warwickshire Borough Council offices in Atherstone. The Chief Executives of both Authorities are keen to explore this as an option. The following paper outlines the current options available within the existing property footprint weighing the benefits and issues for each scheme.
2. To complete this, an outline assessment of need has been completed but any agreed proposal would need a fully worked up set of plans to be fully accepted.
3. Due to time pressures, Physical Assets prepared an initial options study in January/February focusing on 3 options. Initial feedback was received from People Group and further information was requested and obtained from NWBC. The options were then considered at the Atherstone Project Board meeting on 26<sup>th</sup> April 2013. Physical Assets had requested a decision on these options from People Group, but it was agreed to defer a decision at the Project Board Meeting on the basis that none of the options offered a single building solution, which is People Group's preferred Local Centre format. However, assuming no single building option is found after further research, a slight preference for Option 3 was expressed.
4. It was agreed that a further Project Board Meeting would be scheduled in approximately 3 weeks, and Physical Assets requested to undertake a search for options outside the WCC portfolio, extending the options study to include any properties found, along with consideration of The Shortwoods former CSS Centre at Dordon. People group would also clarify staff data and provide Mosaic data on customers accessing their services in North Warwickshire to ensure that the location of any centre best meets customer need.
5. Taking into consideration the revised data provided by People Group, including Mosaic data, Options 2 or 3 still appear to be the most reasonable, although Option 4 (Shortwoods) and Option 5, a new development 17-19 Long Street, Atherstone, could provide a deliverable single building solution, although there are significant issues with both these options. Given the flexibility we need to build into any solution moving forward, until the full implications of the next Comprehensive Spending Review are yet to be made clear, Option 3 appears to meet the requirements the most and People Group GLT is therefore asked to agree for this to be the People Group preferred option in recommendation to Resources.
6. People Group are asked to confirm that given reducing staff numbers and funding pressures, that Option 3 offers the most flexible and cost effective option and operating a separate site for assessment can be managed..

#### Purpose

7. The identification of a suitable building/property option to accommodate the People Group services in the north of the County to achieve planned service delivery and rationalisation of property holdings to reduce revenue costs.

8. A proposal for closer working with the Borough Council has been under consideration for some time and one of the options within this appraisal enable the WCC Local Centre to be incorporated within the NWBC Council House.

### Summary

9. The conclusion of this study is that there is unlikely to be significant difference in revenue or capital cost with any of the first 3 options considered, but the capital cost of Option 4 is significantly higher, although there is on-going revenue saving with this option. The service and operating benefits achieved within Option 3 might make this the preferred option, subject to People Group Service agreement to locate the assessment centre in a separate location to the main office staff/local centre (Atherstone Centre).
10. The NWBC Council House floor being offered should accommodate the other services required and Local Centre office staff requirements. NWBC has offered flexibility in the size of the accommodation leased, and the floor area could be reduced if either our detailed space planning, or possibly any reduction in staff determines that this is necessary. Option 3 may therefore offer the greatest flexibility and offers increased linkage of services with NWBC.

### The Need - People Group Service Requirements /Staff Data

11. People Group Business Transformation team have collected updated data from the People Group services occupying buildings in Atherstone and checked where any new service provision might have been envisaged within a new Local Centre. This has been checked again following the Project Board on 26<sup>th</sup> April.
12. The data collected shows that there are less staff than when an earlier “high level” assessment in early 2012. Whilst this data provides an indication of requirements, it is advised that further data checking would need to be undertaken, particularly to assess occasional/hot-desking requirements from services without a permanent base in North Warwickshire.
13. The update undertaken after the project board 26<sup>th</sup> April, now suggests that there are total staff of 82/83 (taking account of advice from Targeted Youth that on 2/3 members of staff will now need to be accommodated due to staff reductions) and Full Time equivalents are now 75/76 (increased from 76 Staff and 70FTE but this includes 7 ACL staff not shown previously). Adopting new accommodation standards between 58 and 64 workstations are required (subject to final confirmation) and plus a suggested 4 to 6 hot-desks for visitors and 4/5 desks to accommodate Localities and Partnership Team/Family Intervention.
14. Maximum workstations required on this basis would be say 66 to 74 desks. However, it is known that a decision on ACL’s future is imminent, which could impact on this allocation.
15. The Emergency Duty team wish to locate more centrally (Nuneaton Local Centre) in Warwickshire and therefore they will not need to be accommodated within any new accommodation provision (11 staff).
16. This team has already indicated that it would not require space within the Local Centre, requiring accommodation only within assessment space (and therefore has not been included in the specified data requirements).
17. Based on the original Local Centre specification we would need to provide:
  - 17.1. At least one large meeting room meeting rooms capable of holding up to 25 people
  - 17.2. Two, team sized meeting rooms.
  - 17.3. At least three interview rooms.

18. The satellite space would need to provide at least 2 contact rooms which, on average, facilitate up to 40 contacts a week.
19. Emergency Duty Team have the requirement of 24/7 access 365 days of the year and the requirement for overnight accommodation incorporate into their space.
20. People Group have prepared a supporting paper detailing updated service requirements which are not thought to contain needs which cannot be met by the options under consideration but this will require further clarification/detailed assessment at the next stage.

### **Assessment of NWBC Office Accommodation (Space Planning)**

21. An initial space plan has been prepared which maximises desks within the space NWBC are offering on the 2<sup>nd</sup> floor of the Council House. See attached plan (pg7) 462 sq m in the main wing and 47 sq m in adjacent wing. Total 509 sq m.
22. A revised plan demonstrates that maximum 70 desks could be accommodated in the main wing, with the provision of 3 small interview rooms and a larger 10 seat meeting room.
23. Therefore, assuming the data collected above is accurate, all office staff should be accommodated within the main wing, including hot-desks. This also assumes that Assessment Space is located in another location within Atherstone as the main Council House building is not considered suitable for this service delivery.
24. The service groups have indicated that additional area offered of 47 sq m could be best used as a larger meeting room, with priority use by WCC, or this may be partly required to accommodate specific storage requirements.
25. Other meeting rooms available within the NWBC offices which would be available to WCC service teams are as quoted below:

“With regard to meeting rooms I have attached the proposed layouts again so you can appreciate their locations and size. WCC would have the same access to all meeting rooms as NWBC staff. The room bookings operate on a 'first come first served basis' although NWBC Board, Full Council meetings and Planning/Environmental Health Enquires will have priority.

In the Civic Suite we have the Council Chamber which has a formal seating layout with approx. 130 seats. Adjacent, we have the Committee Room with a large meeting table seating 20 and a further 16 seats around the room. There is an ante room that allows access to both the Committee Room and the Chamber and has a serving hatch into the kitchen.

The Training Suite on the small projection wing currently has a Training Room that seats 20, and a Resources Room that seats 4 around a table but about 10 on soft seating. There is a tea point in the Training Suite. This overall space will remain but it may be reconfigured into more flexible meeting areas with an additional meeting room.

The One Stop Shop has two interview/meeting rooms that seat 4 in each room and a movable dividing wall that allows it to be converted into a larger meeting area to seat 8 people. A further secure single interview room is also provided in this area.

Old Bank House also has a meeting room that seats 10 which we have no plans to change and you will also be available to you on the same booking arrangements (no public, visitors or WCC Councillors - staff/NWBC Councillors only).”

## Options

26. Refer to table of options with cost estimates below

Option	Property(s)	Revenue (Yr1)	Revenue (Full Yr)	Capital
1	Warwick House & Arden Hill	£223,783	£193,820	£54,434
2	Warwick House & Atherstone Centre	£200,551	£170,820	(£111,800)
3	NWBC Offices & Atherstone Centre	£218,223	£145,715	(£112,325)
4	Shortwoods, Dordon	£177,365	£116,316	£227,241
5	17-19 Long Street	£145,365	£200,000	(£73,700)

(\*\*) 12-13 Budget

27. From a financial perspective Option 3 is the most economically advantageous with on-going revenue costs of £145,715 and an initial capital gain of £112,325. Given the uncertainty regarding scope of services this option also now offers the most flexibility.

28. The lease at Warwick House expires on 20.06.14. Therefore the opportunity to re-negotiate exists and this may present an opportunity to negotiate an improved financial position, although this will depend on being in a strong negotiating position with the Landlord. This would really necessitate negotiating a new lease prior to any announcement being made that WCC intend to retain this property and preferably the Landlord should believe he is in a competitive situation if the best terms are to be realised.

29. The exact details of any tenancy within NWBC offices still need to be confirmed together with the rent payable, at present the rent is indicated at £16/ft<sup>2</sup>, but there is a possibility that the service charge element could reduce if utilities are metered separately.

30. People Group asked Property Services to consider whether Arden Hill could accommodate the local Centre requirement. Maintaining the existing meeting and assessment rooms in Arden Hill (which may be insufficient if other teams move in), adopting WCC usual accommodation standards of 6.25 sq m per desk, within the existing layout/individual rooms, a total of 44 desks can be accommodated in Arden Hill and an additional 8 desks might be accommodated in the Cottage. The total of 52 desks is 20 short of the current need of 72 desks required for all People Group, based on the collected data.

### 31. Option 1:

32. Service groups do not move and retain/stay in existing buildings. Dispose of Atherstone Centre.

#### 33. Issues

33.1. Local Centre is not created.

33.2. Lease renewal at Warwick House June 2014 – uncertainty.

33.3. Accommodation at Arden Hill and Warwick House oversized – may be able to reduce accommodation at that time (reduce to one floor).

33.4. Modern & Flexible working and co-location is not achieved – buildings do not suit this model.

33.5. Warwick House needs some refurbishment which would be pointless without MFW works being incorporated – therefore option 2 would be need to be operated.

33.6. Future costs of repair including new boiler/whole system at Arden Hill could be substantial.

#### 34. Benefits

34.1. No disruption to service.

34.2. Assessment space is kept on the same site as offices.

34.3. Capital costs limited but sale of Atherstone Centre possible.

34.4. Staffing of reception at separate satellite centre

### 35. Option 2

36. Retain Warwick House and undertake refurbishment and MFW works to increase number of desks to accommodate all staff from Arden Hill, utilising the Atherstone Centre for assessments and disposal of Arden Hill.

#### 37. Issues

37.1. Warwick House not space planned but should accommodate over 60 desks (best estimate 64 desks) if some MFW/open plan offices created but it has not been established whether the 66-74 desks required could be accommodated if full open plan. The building is very narrow and not very efficient in space planning terms because of this.

37.2. Double move for staff. Need to decant office workers from Warwick House whilst works undertaken, including taking internal walls out (block construction).

37.3. Does not achieve co-location with NWBC.

37.4. May need to agree new lease on Warwick House before undertaking such substantial works.

37.5. Separate location for assessment centre required – possible increased staffing.

37.6. Likely to have limited meeting rooms and may need to use Atherstone Centre as well for meeting rooms.

#### 38. Benefits

38.1. Warwick House established WCC site.

38.2. Within 100 yards of Atherstone Centre for assessment space.

38.3. Atherstone Centre could accommodate all assessment centre requirements.

38.4. 14 car spaces included in lease, proximity of parking for key/duty staff being a key service need

38.5. Ownership of local centre management arrangements

38.6. Staffing of reception at separate assessment centre

### 39. Option 3

40. Move all staff from Arden Hill and Warwick House to NWBC Council House offices, with addition of Atherstone Centre used for assessment space. Dispose of Warwick House at lease end June 2014 and sell Arden Hill.

#### 41. Issues

- 41.1. Firm up basis of lease from NWBC but offered all-inclusive basis – would want this to be for say 5 years, but services costs might be subject to increase. Firm up parking for key/duty staff
- 41.2. Separate location for assessment centre required – possible increased staffing.
- 41.3. Length of commitment not agreed – but may be possible to reduce size if services reduce space requirements. Some flexibility to decrease office size depending on current service reviews would also be useful.
- 41.4. Alignment of provision with NWBC day to day operation.
- 41.5. Availability of meeting rooms – shared with NWBC.
- 41.6. Confidentiality issues in meeting spaces open to public access
- 41.7. Customer access to meeting space may be limited by Landlord.
- 41.8. Access to hot desk and staff space outside NWBC normal operating hours

#### 42. Benefits

- 42.1. Co- location with NWBC and all WCC teams together.
- 42.2. MFW adopted in new offices – NWBC building has efficient rectangular floor space which fits the MFW model.
- 42.3. Benefit from access to NWBC meeting rooms as well as rooms to be incorporated into WCC office floor.
- 42.4. Staff will be able to move directly into NWBC offices and Warwick House before Warwick House lease end and Arden Hill can be disposed of to realise a capital receipt.
- 42.5. Atherstone Centre is in reasonable order and should not require substantial work to convert to assessment space, although detailed appraisal of requirements needs to be undertaken. Boiler replacement already in Property budget.
- 42.6. Atherstone Centre within walking distance. Possible site to locate some of parking needs. Also free long stay car park in Atherstone.
- 42.7. Atherstone Centre could probably accommodate the Emergency Duty Team if necessary (not now required).
- 42.8. Staffing of reception at separate satellite centre.

### 43. Option 4

44. Move all staff from Arden Hill and Warwick House to Shortwoods (former CSS Centre) Dordon, also to incorporate the children's service assessment space. Dispose of Warwick House at lease end June 2014 and sell Arden Hill and Atherstone Centre.

45. Shortwoods is a former adult day care centre, which is owned by WCC and recently declared surplus. It is a single storey building on a secure self-contained site within a predominantly residential area.

46. Proposed office area incl meeting 512.64 sq m and assessment space 126.58 sq m. Gross internal area 1018 sq m.

#### 47. Issues

- 47.1. Customer number and Mosaic data suggests that around 35% of customers in North Warwickshire come from Atherstone and whilst Polesworth/Dordon has the second largest concentration at 20% accessibility will be compromised.
- 47.2. Warwickshire County Council may still need to retain a front door/presence in Atherstone which could duplicate staff as Shortwoods is not a prominent location.
- 47.3. The Centre is located in a residential area, with access from a narrow street, which further affects accessibility and may be difficult to find for customers. A number of bus routes run through Dordon but reliability/frequency requires further investigation to ensure that this is a realistic option.

## Appendix A

- 47.4. On-site parking will be essential as adjacent roads are not suitable for parking. The current provision of approximately 20 spaces could be increased by a further 10- 15 spaces with the loss of garden/landscaped area (assuming planning consent is obtained). This would still be substantially short of needs for staff and visitor parking and therefore other parking would need to be identified.
- 47.5. The capital cost of converting the building to provide a mixture of office accommodation and assessment space would be very high and would include a substantial electrical re-fit for the offices to be created.
- 47.6. The office accommodation will be quite deep plan with natural lighting from a single side.
- 47.7. Capital cost beyond budget.

### 48. Benefits

- 48.1. Single building option.
- 48.2. All services are located together (assessment space on same site as offices).
- 48.3. Modern building in reasonably good condition.
- 48.4. Lowest on-going revenue costs.
- 48.5. Timescales/program easily managed as within portfolio.

### 49. Option 5

- 50. Move all staff from Arden Hill and Warwick House to 17-19 Long Street, also to incorporate the children's service assessment space on the ground floor. Dispose of Warwick House at lease end June 2014 and sell Arden Hill and Atherstone Centre.
- 51. 17-19 Long Street is a proposed development with planning consent for retail on the ground floor, first floor offices and second floor apartments, but the developer Arragon Properties would be prepared to modify the design and provide office space on all three floors (ground floor including assessment space, possibly with separate access to the street).
- 52. Total net area approximately 11,500 sq ft 1,068 sq m.

### 53. Issues

- 53.1. High revenue cost (potentially £50,000 more than Option 3)
- 53.2. Negotiations with commercial developer required. Only preliminary discussions held and limited detail known.
- 53.3. Substantial design changes and planning consent needs to be varied, but should be achievable.
- 53.4. Impact on relationship with NWBC.
- 53.5. Future rent reviews could increase revenue cost although landlord has suggested fixed increases.
- 53.6. Minimal parking on-site
- 53.7. Will be difficult to deliver before Warwick House lease end and therefore extension of lease may need to be negotiated.
- 53.8. Fit-out likely to be more expensive than NWBC offices as creating assessment space and meeting rooms, but will depend on what can negotiate with the developer as his base fit-out.

### 54. Benefits

- 54.1. New building large enough to accommodate requirements on a single site.
- 54.2. Prominent town centre location close to the Library – identifiable location.
- 54.3. Possibility of separate entrance to Assessment space.

**55. Conclusion**

56. Based on the data available and assessing the current pros / cons either Option 3 appears to be the most reasonable. Given the flexibility we need to build into any solution moving forward, until the full implications of the next Comprehensive Spending Review are made clear, Option 3 appears meet the our requirements.
57. This paper will be considered in conjunction with a further detailed assessment of the requirements of the Assessment Centre for Children's Services. People Group/Project Board are asked to confirm that this can be operated from a separate site from the main offices, as proposed in Option 3.



### Revised Option for Assessment Centre

#### 1. Introduction/Background

- North Warwickshire Local Centre, combining offices within NWBC's office building and assessment centre within the Atherstone Centre, was previously approved by PRP Board.
- Solicitors are now working on the licence agreement with NWBC and this should soon be completed. Base fit-out is now underway with Wates NWBC's contractors for the agreed fixed figure and Overbury's will be installing furniture when Wates have completed. This element is on budget and will be ready in advance of occupation at the end of May.
- The Atherstone Centre conversion was put on hold due to the expensive refurbishment cost of over £200,000, which could easily have risen to £300,000, plus furniture cost, due to the age, nature and condition of the property. This is in addition to over £100,000 proposed to be spent by property on maintenance which was to include a complete new heating system and rewiring (now postponed).
- The proposal to refurbish/convert the Atherstone Centre was put on hold whilst the Asset Strategy team undertook some further appraisal work, looking at other options. We were made aware of the proposed move of the Job Centre, also into NWBC's Council House, and on investigation we have established that their lease ends in September, although they are planning to move out in May. Their existing premises 120 Long Street, is right opposite NWBC Council House and public car park in the main street of Atherstone.

#### 2. New Assessment Centre Option - 120 Long Street (existing Job Centre)

Inspected by Julian Humphreys, Mark Herbert and David Jacobs on 5<sup>th</sup> Feb. Photographs – see below.

Headline details are as follows:

The overall net internal areas are:

GF 1509 sq ft

FF 2036 sq ft

Total 3345 sq ft (this compares against the Atherstone Centre 3690 sq ft)

- 9 car spaces at rear
- Built in 1989
- Planning use on GF A1/A2 (includes retail) and assume B1 office upstairs.
- Current lease ends on 9th September 2014.
- Current rent £23,750 set at rent review 2009 (£7.10 per sq ft overall - agent broke down to £7.50 GF and £7 first floor))
- Rates payable £13,031. (Rateable value £31,250)
- Other running costs say £6 per sq ft (£20,700 p.a)
- Total running cost would therefore be £56,851 per annum

The Landlord is a private/family pension fund.

#### 120 Long Street - Proposed Terms

Negotiations have been undertaken with the Landlord's agent to establish terms and these have been agreed subject to People Group North Project Board and Asset Strategy Board approval. (People Group North Project Board Approval was granted on 28<sup>th</sup> February 2014).

The main terms will be:

- FR&I lease for 10/15 years with 6 year tenant break option and also yr 11. Rent reviews every 5 years.
- Rent £23,750 pa exclusive
- 12 month's rent free period in lieu of a contribution to fitting out, from the date of occupation.
- WCC will undertake building fit-out – additional period for fitting out rent free.

Pat Elliott the local Service Manager for Children's team has been consulted and shown an initial layout proposal. They were able to give an in principle confirmation of the suitability of the building and subject to some further development, the layout will work. New partitioned assessment rooms will need to be created, largely on the ground floor, but this initial plan satisfies the main requirements and design adopted within the Atherstone Centre proposal and Children's team are very positive about this option.

Initial costing's and appraisal's undertaken and preliminary cost of fit-out/ around £230,000, includes furniture cost.

Whilst this is a leasehold property, revenue costs are estimated to be only marginally higher, and subject to the Atherstone Centre being declared surplus, this option should release the Atherstone Centre site for disposal and therefore improves upon capital receipts expectations. The slightly increased revenue costs are balanced by increased capital receipt. In addition a significant saving of over £100,000 is made from the Property maintenance budget by not installing a new boiler and rewiring the Atherstone Centre. Also, ongoing maintenance costs could be substantially higher with this aging facility.

A comparison of the existing, original and proposed revenue and capital position is set out below. This allows funding for the potential relocation of the Youth Provision. A detailed breakdown for the previous and new proposal is also attached to this report.

<b>North Warwickshire Local Centre – Options Summary</b>			
<b>Option</b>	<b>Property(s)</b>	<b>Revenue (Full Yr)</b>	<b>Capital</b>
1 Current (D)	Warwick House & Arden Hill	£193,820	£54,434
2 Original selected (D)	NWBC Offices & Atherstone Centre	£145,715	(£112,325)
3 Revised proposal (C)	NWBC Offices & 120 Long Street	£148,678	(£137,738)

From a financial perspective the revised proposal (3), as outlined in **Appendix C**, becomes the most economically advantageous with on-going revenue costs of £148,678 and an initial capital gain of £137,738.,

### **120 Long Street – Other Benefits/issues**

- Location ideal – opposite Public (2 hours free) Car Park and NWBC office.
- Central location – public transport
- Modern building, economic to run and maintain. Much less risk.
- Serious concerns about escalation of refurbishment/fit-out costs on the Atherstone Centre.
- Workable layout with more normal height ceilings/more user friendly.
- Larger hot-desking area could accommodate other requirements.

### 3. Property Disposals

Warwick House lease end 19.6.2014.

Arden Hill – Cabinet approval for disposal obtained and marketing has commenced. Tender date 23<sup>rd</sup> May 2014.

Atherstone Centre will become surplus and could be declared surplus subject to Cabinet approval.

### 4. Programme

As covered under Data/Coms – proposed move dates are now:

Warwick House – 31<sup>st</sup> May

Arden Hill – 14<sup>th</sup> June (excl assessment activities) unless Virgin Media connection is not installed by this date.

120 Long Street - Job Centre are understood to be vacating to occupy space in NWBC office Ground Floor in May and it is possible that their lease could be surrendered at this time, if WCC have entered into agreement with the Landlord. If possession can be gained by the end of May for fitting out works, then assuming contract details can be finalised by then, occupation by the end of September might be feasible, but if possession cannot be gained until September (when the Job Centre lease ends), the space may not be ready for occupation until the December/January.

### 4. Conclusions / Decisions

Board to note progress and confirm as follows:

- a) The Board supports and approves 120 Long Street alternative.
- b) The Boards supports and confirms financial model.
- c) The Board support capital investment based on current estimates.

120 Long Street – photo's



Front view of 120 Long Street – from Public Car Park in Long Street/Woolpack Way



GF open plan office looking towards rear.



First floor open plan office looking towards front of building.



Rear of building form car parking area (9 car spaces)

North Warwickshire Local Centre Final Solution						
NWBC Offices Council House, 120 Long Street Assessments & Dispose Arden Hill & Warwick House & Atherstone Centre						
Property and Revenue costs	£	Desc.	13-14	14-15	Full Yr	Note
Warwick House rent (Net area if made open plan 483 sq m)		Warwick House rent (Net area if made open plan 483 sq m)	36,000			
Unit 2 (area 59.4 sq m)		Unit 2 (area 59.4 sq m)	5,600			
Warwick House Rates (incl Unit2)		Warwick House Rates (incl Unit2)	16,144			
Warwick House Run/Maint		Warwick House Run/Maint	30,000			
<b>Warwick House total</b>			<b>87,744</b>	<b>21,936</b>		<b>3months 14-15 Lease end 20.6.14</b>
<b>Arden Hill residual</b>			<b>57,740</b>	<b>43,305</b>		<b>- assumes move out end Dec 2014</b>
<b>Arden Hill Cottage total</b>			<b>15,185</b>	<b>7,592</b>		<b>- Moved out Sept 2014</b>
<b>Partnership Building (2045)</b>			<b>-</b>	<b>-</b>		<b>- Costs paid by tenant</b>
NWBC Offices (all inclusive) 519.3 sq m (5,589 sq ft) say £16.43psf incl Elec. (main area 462 sq m)	91,827					Reviewed annually RPI
Rent £44,717.96 and Service charge £42,649.76						
<b>NWBC Council House total</b>	<b>91,827</b>		<b>-</b>	<b>69,468</b>	<b>91,827</b>	<b>6 months rent free 14-15</b>
120 Long Street rent	23,750					
Rates	13,031					
Running cost (say £6 per sq ft)	20,070					
<b>120 Long Street total</b>	<b>56,851</b>		<b>-</b>	<b>16,550</b>	<b>56,851</b>	<b>Lease commenced 16.9.14 Rent free to 1.2.16</b>
<b>Atherstone Centre</b>			<b>13,511</b>	<b>13,511</b>		<b>Allow full year before sale but ADHOC may reduce this.</b>
<b>Total Revenue Costs Per Annum</b>	<b>148,678</b>		<b>£160,669</b>	<b>£172,362</b>	<b>£ 148,678</b>	<b>Full yr is new local centre complete</b>
NWBC office furniture - Overbury & NWBC contractors specialist fitting out.	-239,409	Final account figure				
120 Long Street fit out cost including furniture/security.	-384,853					
Moving Costs	-30,000					
Youth Provision - retained Ratcliffe Centre	0					Youth have own funding for improvements and Property maintenance to fund new Boiler/Electrics.
	<b>-654,262</b>					
Sale Arden Hill & Cottage (2044 & 2200)	523,200	includes fee deducted 4%				Unconditional sale now agreed. 55 South Street £400,000 & 57 South Street (cottage) £145,000
Sale Partnership Centre (2045)	0					
Sale Atherstone Centre	268,800	includes fee deducted 4%				As in capital budget
<b>Total Capital Receipts</b>	<b>792,000</b>					
<b>SURPLUS</b>	<b>137,738</b>					