



To: Planning & Property Policy Board

On: 26th January 2016

Report by: Director of Finance & Resources

Heading: Museum Store Premises at 7 High Street, Paisley.

1. Summary

- 1.1 This report seeks approval to enter into a lease of the lower ground floor store at 7 High Street, Paisley for the purpose of establishing a publicly accessible Museum Store.
-

2. Recommendations

It is recommended that the Board:-

- 2.1 Grant authority to the Head of Property Services and the Head of Corporate Governance to enter into a lease of the lower ground floor at 7 High Street, Paisley, based on the main terms and conditions contained in this report.
-

3. Background

- 3.1 "Paisley Town Centre Asset Strategy aims to tell the story of Paisley's proud past to visitors from across the world." (Paisley The Untold Story, Paisley Town Centre Asset Strategy & Action Plan, 2014).

This project forms a central part not only to the telling of the story of Paisley (through making the Council's Museums' collections accessible in a central town centre location), but is also integral to the development of the signature project (creation of a new and expanded museum).

3.2 The objectives for the store project are:

- a) To develop a fit for purpose museum store.
- b) To enhance the town centre of Paisley and to create a multifunctional store which not only stores museums' collections but makes them accessible to the public.
- c) To create a museums service delivery point half way between the cultural and visitor attractions of the Abbey and Town Hall at the east of the city centre and the Museum and University at the west end of the city centre.
- d) To use currently empty prime town centre property.

3.3 The Council plans to relocate the museum collections storage facility from Whitehaugh Barracks into the lower ground floor of the former Littlewoods store at 7 High Street, Paisley. Conditions at the Barracks are not fit for purpose and provide no opportunity for those collections not on display at the museum to be viewed by the public. The project will make them available for controlled public access, with the opportunity of using vacant town centre space for this purpose, therefore contributing to increased footfall in the town centre.

3.4 The vacant space is owned by Associated British Foods and, as reported to the Economy & Jobs Board on 18 November 2015, a licence to occupy has been entered into to allow the Council's design team access to develop the refurbishment proposals. Following the Economy & Jobs Board's approval to draw £3.7m from the approved Regeneration Fund resources to support the delivery of the museum store project, it is now appropriate to enter into a lease of the lower ground floor at the former Littlewoods store.

4 Proposed Terms and Conditions of Lease

4.1 The Council will take on a new Lease of the lower ground floor within the former Littlewoods store at 7 High Street, Paisley. The lease will be from Associated British Foods Ltd and on full repairing and insuring terms for a period of 20 years.

4.2 In addition the Council will have an option to take on the first floor prior to any other interested party being granted a lease. This lease will be on commercial terms appropriate at the time.

- 4.3 The Council lease for the lower ground floor will be £1 if asked, unless there is a sub-tenant, at which point a market rent will be payable but this should be recoverable from the sub-tenant. It will be required to meet its proportionate share of recurring management /service charge costs, in terms of the maintenance of common areas which is estimated to be less than £20,000 per annum.
- 4.4 Each party will bear their own legal and professional expenses incurred in concluding the transaction.
- 4.5 The Council are undertaking significant alteration and improvement works to the lower ground floor. Normal commercial lease terms require all of these works to be removed on expiry of the lease, at the tenants cost, so that the lower ground floor is restored to its current shell and core condition. However the Council's lease will include provision for certain of these improvement works to be excluded from the reinstatement provisions (new doors at ground floor; new lift; new staircase etc).
- 4.6 The Council will require planning consent for change of use (from retail to museum store) and for installation of external signage. The Council will also require Planning Consent for any painted or sculptural features placed on the building facade, which may be carried out to enhance Paisley High Street.
- 4.7 Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance and the Head of Property Services to protect the Council's interest.
-

Implications of the Report

1. **Financial** – No rental will be payable unless recoverable from a sub-tenant. There will, however, be a recurring management / service charge throughout the life of the lease and it is anticipated that the council's contribution should be less than £20k but a budget will need to be allocated for this charge. The Council are also obliged to clean and re-paint surfaces every five years.

Capital expenditure on fit out works to be finalised, but will be met from the Museum Store budget of £3,7m approved at the Jobs and Economy Board on 18th November 2015.

Reinstatement costs will also be incurred at the end of the lease as noted in 4.5 above.

2. **HR & Organisational Development – None**
3. **Community Planning – Jobs and Economy** - Provision of this store will deliver economic regeneration to Paisley High Street, and support new business development and local employment opportunities.
4. **Legal** – Lease agreement to be concluded.
5. **Property/Assets** – As per this report.
6. **Information Technology** – The proposal will require appropriate IT for the service and to provide educational interaction.
7. **Equality & Human Rights -**
 - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because no groups or individuals have any involvement currently at the property. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – none.
9. **Procurement** – Any contractual arrangements required will be made in accordance with the Council's statutory requirements in respect of the EU regulatory framework and the Council's Standing Orders and Financial Regulations..
10. **Risk** – none.
11. **Privacy Impact** – none.

Author: Margaret Law, tel. 0141 618 4697,
email margaret.law@renfrewshire.gov.uk

7 High Street, Paisley

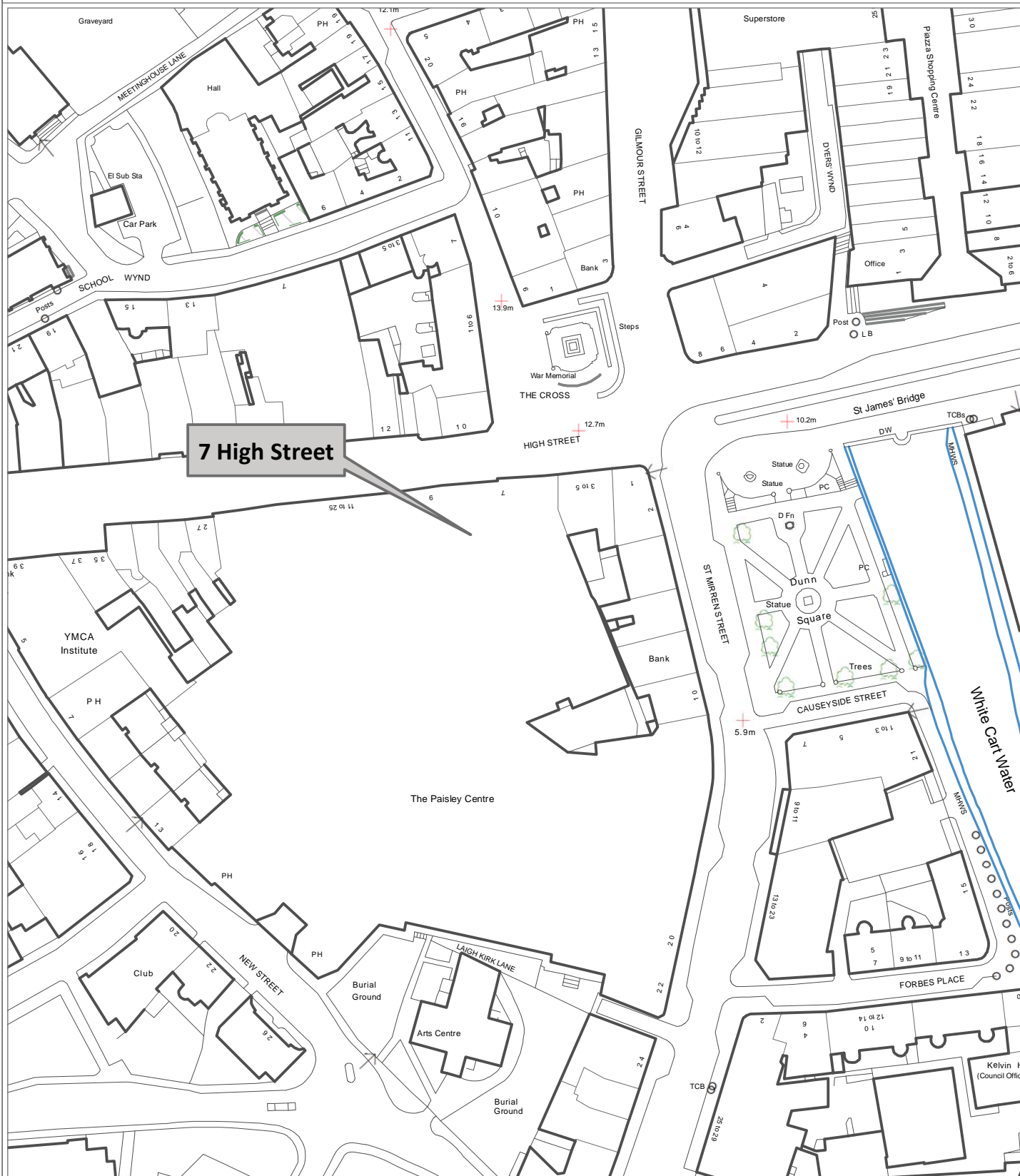
Location Plan Ref. E2430



1:1,500

User: howardhaughj2

Date: 14/12/2015



Notes: