

**3. LEASE: CATHERINE FRANCES SPARROW –
CANTERBURY PROVINCIAL COUNCIL BUILDINGS**

RR 10066

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| Officer responsible Property Manager | Author Asset Officer, Lindsay Fleming |
| Corporate Plan Output: 8.9.24 – Canterbury Provincial Council Building – Restricted Asset | |

The purpose of this report is to obtain the Council’s approval to re-lease an area in the Canterbury Provincial Council Building to the existing tenant, as the current tenant has expressed interest in renewing the lease.

INTRODUCTION

Leasing of this area of the building is in keeping with the Council’s objective to ensure that properties within the Commercial Property portfolio are fully utilised.

The Christchurch City Council took control of the Canterbury Provincial Council Building on 1 July 1993 from the Canterbury Regional Council.

Management of the building, including the authority to lease, is covered under the Canterbury Provincial Council Buildings Vesting Act 1928, including the Vesting Amendment Act 1988.

PREMISE DESCRIPTION

The Canterbury Provincial Council Building is situated on the corner of Durham, Gloucester and Armagh Streets. The proposed leased office area is on the first floor of the Armagh Street frontage.

The office itself is approximately 10m² and forms part of the Armagh Street tower with stone walls on the four sides.

The Property Unit is currently requesting Resource Consent and Building Consent approvals for structural strengthening of this part of the Provincial Building. Provision in the new lease will be made to allow the vacating of the office space for a nine month to one year period while construction work is carried out. The cost of vacating the building and finding temporary premises will be the tenant’s cost and responsibility.

Catherine Sparrow leased the office in July 1993 for two terms of four years each with the current lease expiring 1 July 2001.

Catherine Sparrow has requested an additional two terms of four years to be added to the existing lease.

The reason for the application being made some two years in advance is due to her forthcoming trip overseas. The trip is for one year and she wishes to resume her legal practice in the building on her return. In the meantime, while she is away the office will be sub-leased, with Council approval, and thus the income stream to the Council will not be affected.

LESSEE'S POSITION

Catherine Sparrow is a practising barrister. Since her tenancy commenced in 1993 all rents and outgoing charges have been fully paid. She has shown respect for the building and works in well with the other tenants of the Provincial Building.

COMMENTS

The Deed of Lease document will be prepared by Karilyn Shutt, the Council's Solicitor and will be similar to the current leases already in place for the eight other tenants of the building. Special attention will also be included in the lease to preserve the integrity of the buildings and to comply with the conservation plan.

This lease application has also the approval of the appointed Advisory Committee and Chairperson of the Council's appointed Management Committee – EPPU Manager, John Dryden.

- Recommendation:**
1. That the Council lease room 128 to Catherine Frances Sparrow on the terms and conditions described above.
 2. That the Property Manager be authorised to administer the lease under the terms of the lease documents and general practices at the time.