

APPENDIX 1

London Borough of Hammersmith & Fulham
Valuation & Property Services
6th Floor, Hammersmith Town Hall Extension
King Street
London W6 9JU

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Web: www.lbhf.gov.uk



19th August 2010

Sue Hardy
Director of Estates
NHS Hammersmith and Fulham
1 Hammersmith Broadway
London
W6 9DL

O/R: VPS/IH

Subject to Contract

Dear Ms Hardy,

Town Hall Extension, King Street, W6 9JU – 4th Floor Offices

With reference to the above.

I set out below the terms and conditions that I am prepared to recommend to the Assistant Director of Building and Property Services, that you be granted a lease of the above mentioned premises.

1. The premises known as 4th Floor Office accommodation, Town Hall Extension, King Street W6, as shown edged red on the attached plan.
2. The lease to be granted to Hammersmith & Fulham Primary Care Trust whose offices are located at 1 Hammersmith Broadway, London W6 9DL.
3. The lease to be for a term expiring 31st March 2013 with exclusion from Section 24-28 of the Landlord & Tenant Act 1954.
4. The lease to contain a mutual break clause subject to 9 months written notice in advance, such notice not to be served within 12 months of the commencement date.
5. The rent is **£359,532** per annum inclusive payable quarterly in advance on the usual quarter days. The rent payable to be inclusive of all outgoings including

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business rates, utilities, general maintenance, etc. and will also include the provision of workstations as per item 7 below.

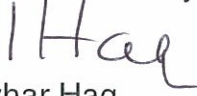
6. The tenant will be required to enter into a separate agreement to cover data and telephony charges.
7. The tenant will be permitted to use the 120 workstations currently located on the 4th Floor. Each workstation will comprise of a desk, chair and pedestal. The desks will remain the property of the landlord and the tenant will be required to hand them back to the landlord upon expiry of the lease in good condition. Should any part of the workstation be damaged, the tenant will be required to replace with a matching item at their own cost.
8. The commencement date will be 1st November 2010.
9. The total floor area of the premises is **10,318 sqft (958 sqm)**.
10. The proposed use to be for a use with class B1 of the Town & Country Planning (Use Classes) Order 1987.
11. The tenant will have access to premises during the hours of 0730 – 1930 Mondays to Fridays (excluding Bank Holidays). Should access be required outside of the specified times, the tenant will be required to notify the landlord at least 2 business days in advance and will be required to pay an additional charge to facilitate this.
12. The tenant to enter into a formal lease to be prepared by the Council's Solicitors with each party responsible for their own costs.
13. The landlord reserves a right of way across the area demised to the tenant between points **A** and **B** as shown on the attached plan. Access is required as a means of escape in the case of an emergency.
14. The tenant in common with the landlord shall have shared use of the communal facilities on the 4th Floor (Kitchen & W.C). The tenant will have access to the communal w.c's located on the 3rd and 5th Floor along with all other area used to access the 4th Floor.

In order to proceed on the above basis, please complete the acceptance part of this letter and return the duplicate copy to me as soon as possible.

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If you require any additional information or further clarification please give me a call on the above number.

Yours sincerely



Izhar Haq

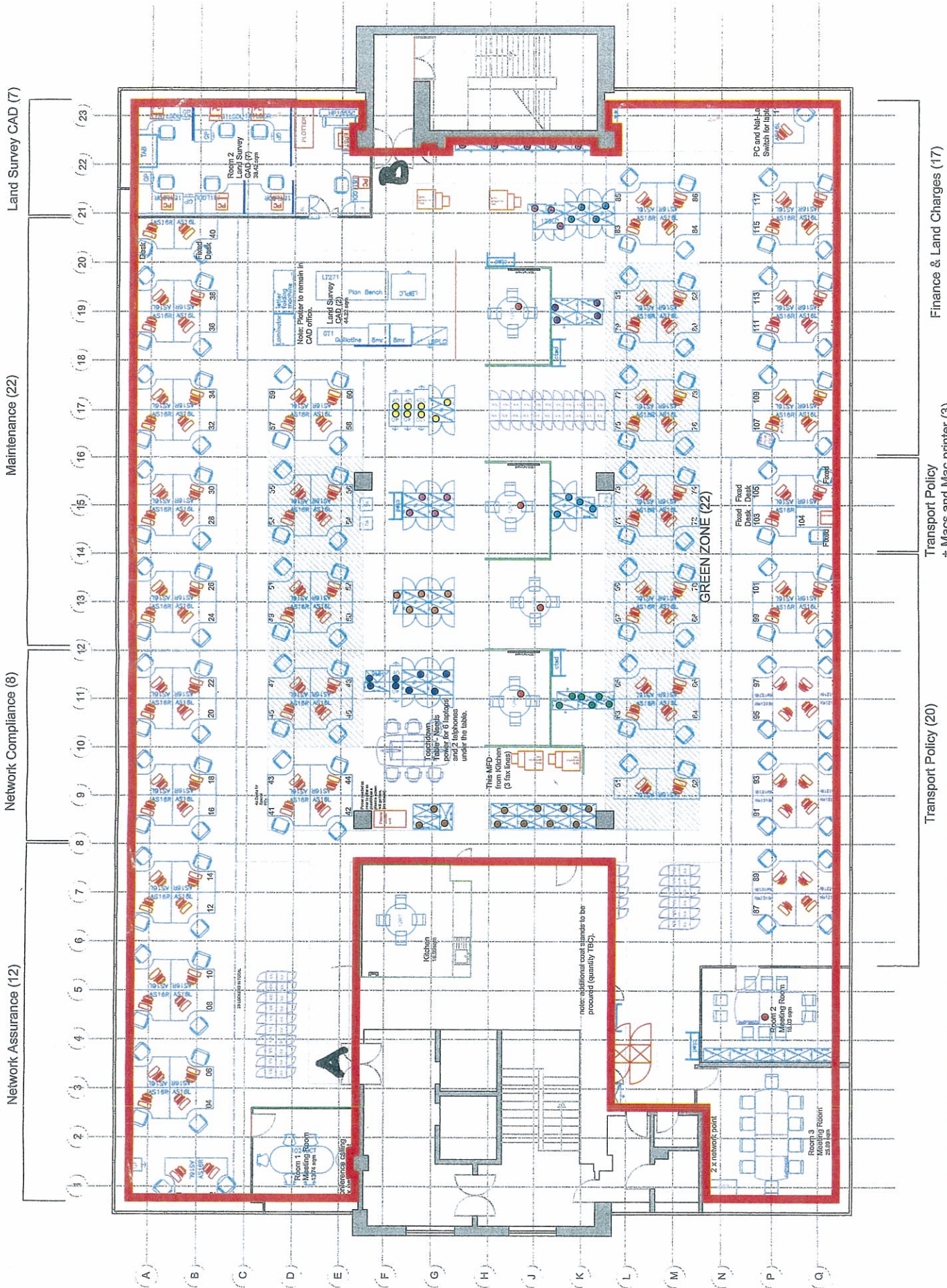
For Head of Asset Strategy and Portfolio Services

I hereby agree to the Terms and Conditions set out above.

Name: **Date:**.....

Signature:..... **Contact No:**.....

Position:.....



Finance & Land Charges (17)

Transport Policy + Macs and Mac printer (3)

Transport Policy (20)

FOURTH FLOOR PROPOSED LAYOUT (REV.8 - 05/01/2010)

HAMMERSMITH TOWN HALL EXTENSION

Scale 1:100 @ A2

958.63 sq m