

**CITIZENS ADVICE BUREAU, HUNTINGDON
(Report by the Head of Legal and Estates)**

1. PURPOSE

The purpose of this report is to consider a request for the District Council to act as a guarantor of a lease to the Citizens Advice Bureau (CAB) of premises in All Saints Passage Huntingdon.

2. BACKGROUND

2.1 In 2002 the Huntingdon Branch of the CAB relocated from their premises in George Street Huntingdon to the current premises in All Saints Passage. A 10 year Lease at a rent of £10,000 per annum with a review in 2007 was signed by the then Chairman of the Management Committee and the Honorary Secretary on behalf of the CAB.

2.2 Until recently the CAB had operated as an unincorporated charitable association. These arrangements have now been dissolved and the assets and liabilities transferred to a company limited by guarantee. However the CAB still remains a registered charity.

3. CURRENT POSITION

3.1 In the light of their change in status the Landlord requires the lease to be assigned to the new limited company. In relation to the St Neots CAB, the District Council has acted as a guarantor for the lease of premises in New Street since 2001. Approval has recently been granted for the assignment of this Lease to the new company under which the District Council would continue to act as guarantor.

3.2 Currently the Chairman and Honorary Secretary are personally liable for the Huntingdon premises in the event of CAB defaulting under the terms of the lease. The Landlord has insisted on a guarantor and in the circumstances it is suggested that the District Council should act as the guarantor for the Huntingdon office lease.

4. IMPLICATIONS

4.1 The two CAB offices receive substantial grant funding from the District Council which is monitored through a service level agreement. Following a recent inspection by the CAB audit inspection team, temporary changes in service and operation procedures that impacted on the organisation's service level agreement with the District Council were agreed. As a consequence, there are no undue concerns about the quality of the service which will of course continue to be monitored as part of the service level agreement.

5. RECOMMENDATION

- 5.1 Cabinet are recommended to agree to the District Council acting as guarantor for the lease of the premises in All Saints Passage Huntingdon.

BACKGROUND INFORMATION

Correspondence on Estates file H/274/10

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