

<b>Committee</b> Port Health and Environmental Services Committee – For Decision	<b>Date:</b> <b>5<sup>th</sup> March 2019</b>
<b>Subject:</b> The Walbrook Wharf offices fronting Upper Thames Street – 3 <sup>rd</sup> Floor to be declared surplus	<b>Public</b>
<b>Report of:</b> Carolyn Dwyer, Director of The Built Environment	<b>For Decision</b>
<b>Report author:</b> Zahur Khan, Transportation & Public Realm Director.	

### **Summary**

The purpose of this report is to advise the Port Health and Environmental Services committee that DBE vacated the 3<sup>rd</sup> floor of Walbrook Wharf, Upper Thames Street on 17<sup>th</sup> December 2018 and to seek Committee authority to declare the 3<sup>rd</sup> floor surplus to DBE's operational requirements.

### **Recommendation(s)**

Port Health & Environmental Services Committee Members are asked to:

- Declare the 3<sup>rd</sup> floor offices at Walbrook Wharf, Upper Thames Street surplus to operational requirements.

### **Main report**

#### **Background**

1. The Walbrook Wharf Asset Management Plan and Walbrook Wharf Medium Term Strategy objectives are to achieve vacant possession of the Upper Thames Street offices to allow for lettings to third parties for income generation. These objectives are further supported by the Corporate Asset Management Strategy 2017/2018 objectives of reducing operational asset running costs and creating added value revenue opportunities.

2. The 3<sup>rd</sup> floor forms part of the expected substantial net saving overall given total gross projected income and savings over the term of the proposed letting for all vacated offices.
3. On 1 November 2018, Corporate Asset Sub Committee (CASC) approved the terms of a proposed letting of the 2<sup>nd</sup> – 5<sup>th</sup> floors for a lease expiring in March 2027.

### **Progress to date**

4. Whilst options are being progressed for the Corporation staff occupying the 4<sup>th</sup> and 5<sup>th</sup> floors to be relocated within Guildhall, the 3<sup>rd</sup> floor offices were fully vacated by 17<sup>th</sup> December, with all affected DBE staff relocated to 1<sup>st</sup> floor of North Wing, Guildhall.
5. A small number of Corporation staff have been located within the retained parts of the depot site to the rear of the Upper Thames Street offices to ensure effective on-going liaison with the cleansing and waste management contractors and delivery of the Walbrook Wharf depot operations.
6. M&CP staff are still occupying the 4<sup>th</sup>- 5<sup>th</sup> floors. A further report will be submitted to this Committee in due course to request approval to declare these floors surplus to requirements, allowing the proposed letting arrangements to be completed.

### **Conclusion**

The Walbrook Wharf 3<sup>rd</sup> floor offices have been vacated and may now be declared surplus to the Port Health and Environmental Services operational requirements.

### **Appendices**

none

### **Background papers**

none

Jim Graham  
Assistant Director DBE, Cleansing.  
0207 332 4972  
Jim.graham@cityoflondon.gov.uk