

Office Lease

14 March 2017

Request for Information.

Thank you for your request received on 14 February in which you asked:

I am writing to you under the Freedom of Information Act 2000 to request the following information:

- 1. Can you confirm the date the lease was signed for Michelle Brown AM's regional office in Flintshire?*
- 2. When exactly did the Assembly start paying the rental cost?*
- 3. How often are payments made? Weekly, monthly or quarterly?*
- 4. How much does the rental cost?*
- 5. In total, how much has the Assembly paid for Michelle Brown's office rental, as correct on the date of the FOI response?"*

We have provided the answers to your request below:

- 1. Can you confirm the date the lease was signed for Michelle Brown AM's regional office in Flintshire?*

We cannot confirm when the lease was signed as we are not required to keep a copy. However, we can confirm that the first payment was made in October 2016.

The office is not yet occupied. This is because work necessary to ensure its security, was carried out incorrectly. Remedial work is yet to be undertaken.

- 2. When exactly did the Assembly start paying the rental cost?*

October 2016.

- 3. How often are payments made? Weekly, monthly or quarterly?*

Bae Caerdydd
Caerdydd
CF99 1NA

Cardiff Bay
Cardiff
CF99 1NA

Ffôn/Tel: 0300 200 6544

E-bost/Email: Assembly-Accessstoinformation@Cynulliad.Cymru
Assembly-Accessstoinformation@assembly.wales

Quarterly.

4. How much does the rental cost?

£2027.93 has been paid for the period of 24 October 2016 – 25 March 2017. No other payments/claims have been processed yet for work/utilities.

Your request has been considered according to the principles set out in the Code of Practice on Public Access to Information. The code is published on our website at http://www.assemblywales.org/abthome/about_us-commission_assembly_administration/abt-foi/abt-foi-cop-pub.htm

If you have any questions regarding this response please contact me. If you feel you have cause for complaint, please follow the guidance at the end of this letter.

Yours sincerely

**Freedom of Information Manager
National Assembly for Wales**

Cause for concern or complaint with your FOI response?

If you believe that I have not applied the Code correctly or have not followed the relevant laws, you may make a formal complaint to the Chief Executive and Clerk at the National Assembly for Wales, Cardiff Bay. Details of the Assembly's complaints principles are set out in the Code of Practice on Complaints available on the Internet at <http://www.assembly.wales/en/help/contact-the-assembly/con-complaint/Pages/con-complaint-procedure.aspx>. Please advise me if you wish to receive a printed copy.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF