Copy of Report approved at Private Board Session on 29 October 2026

Public Health Wales (PHW) NHS Trust
New/Extended and/or Renegotiated Leases

Division/Department	NHS Wales Performance & Improvement

The CEO and Chair are asked to approve and sign the following and supporting documentation as required namely:

- **Memorandum of Terms of Occupation relating to: *Part 1st Floor , Media Point, Mold Business Park, Mold CH7 1XY*** (for signature)

All documentation has been prepared and reviewed by NHS Wales Shared Services Legal and Risk Services with guidance, support and input provided by a Principal Property Surveyor at NHS Wales Shared Services Partnership - Specialist Estates Services (SES) in conjunction with Public Health Wales's Estates and Facilities Division.

Brief Description of Proposal:

This Memorandum forms a three yearn Estate Occupancy Agreement for for co-location at ***Part 1st Floor , Media Point, Mold Business Park, Mold CH7 1XY*** **.** Landlord is Digital Health and Care Wales. The premises shown edged red on the attached documentation i.e. comprises exclusive use of the internal areas of part of the 1st Floor of Media Point including a Managing Director's Office and 4 desk spaces with use of communal areas and onsite parking.

Summary:

The lease is for the following property:

- ***Part 1st Floor , Media Point, Mold Business Park, Mold CH7 1XY***
- ***Tenant –*** NHS Wales Performance & Improvement
- ***Rent -*** An annual rent of £15,200 including vat per annum and inclusive of service charge

Approved (29.10.26)

- ***Insurance –*** not required
- ***Service Charge –*** not applicable
- ***Additional Sums*** – None
- ***Rates and Taxes*****:** The tenant to maintain and keep in good decoration the whole of the interior of the leased premises
- ***MEES -*** The Tenant is not responsible for ensuring compliance with Minimum
- **Regulations**
  - ***Alternations*** – The Tenant must not alter the premises in any way
  - **Alienation:** The Tenant must not assign or sub-let the whole or any part of the premises
  - ***1954 (Regulation) –*** no exceptions specified

This Memorandum is confined to the Occupier. It does not constitute a tenancy nor create any other estate nor interest in the property. The Occupier may not seek to assign nor dispose of the benefit of this MOTO nor make any other arrangement concerning the use or occupation of the Space by anyone or anybody except with the permission of the Provider.

- ***Right of First refusal*** – not referenced
- ***Environmental Liability*** – not referenced
- ***Notice*** – 3 months' written notice to terminate at any time, in favour of the Tenant

Background:

As part of NHSW P & I's estate rationalisation the organisation is working in partnership with NHS Wales Shared Services Partnership - Specialist Estates Services (SES) to make use of co-location opportunities. Hybrid working has reduced the requirement for office accommodation, with small units across NHS Wales to reduce travel time and expenditure of staff the preferred option.

Fit out works are not required as the premise is fully furnished by the landlord.

The internal sign off of the decision to progress this lease has been made by the Senior Directors Team, NHS Wales Performance & Improvement.

Approved (29.10.26)

The documents requiring signature - • formalises the Memorandum arrangement between the landlord and Public Health Wales • formalises the agreed *lease* between NHS Wales Performance & Improvement and Digital Health & Care Wales
Duration of Memorandum: 3 Years commencing 1st September 2026.

Approved (29.10.26)