

## Smith, Julia JTST:EX

---

**From:** Jacobs, Murray JTST:EX  
**Sent:** January-19-12 10:45 AM  
**To:** Frost, Fiona DBC:EX  
**Cc:** Greene, Maria DBC:EX  
**Subject:** RE: BC House Original Lease

Hi Fiona - sure, you can send the originals to my attention. Thanks.

Murray

Murray Jacobs

Chief Financial Officer & Director of Crown Initiatives Finance & Administrative Services Ministry of Jobs, Tourism and Innovation 3rd Floor, 800 Johnson Street Victoria, B.C. V8W 9W1

phone: (250) 356-6950 fax: (250) 387-1590

email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

-----Original Message-----

From: Frost, Fiona JTI:EX

Sent: Wednesday, January 18, 2012 4:15 PM

To: Jacobs, Murray JTI:EX

Cc: Greene, Maria JTI:EX; 'acohen@fladgate.com'

Subject: BC House Original Lease

Importance: High

Hi Murray

We have received the original document for this - should I be sending this to you. Am thinking Finance should hold the originals - just not sure who I should be sending it to. Please advise.

Allen - Just confirming safe receipt of the BC House lease as per your cover letter dated January 9, 2012.

Thank you,

Fiona Frost

Coordinator, Europe & South Pacific

Tourism British Columbia

Ministry of Jobs, Tourism & Innovation

12th Floor, 510 Burrard Street

Vancouver BC V6C 3A8

T (604) 660-2902

F (604) 660-3383

[fiona.frost@gov.bc.ca](mailto:fiona.frost@gov.bc.ca)

Consumer: [www.HelloBC.com](http://www.HelloBC.com)

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**Eddisons**

Our ref      kc/a/bch/general  
Your ref

Stephen Marguet  
Executive Director, Real Estate Strategy  
Real Estate Management  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Labour, Citizens' Services and Open Government  
3<sup>rd</sup> Floor, W319A - 4000 Seymour Street  
Victoria, BC  
Canada V8W 9V1

Alhambra House  
27-31 Charing Cross Road  
London WC2H 0AU

Telephone 0870 703 7000

Fax 0870 703 6999  
Email [property@eddisons.com](mailto:property@eddisons.com)  
[eddisons.com](http://eddisons.com)

8 December 2011

**BY RECORDED DELIVERY**

Dear Stephen,

**Part 3<sup>rd</sup> Floor, British Columbia House, 1/3 Regent Street London, SW1**

I refer to my email to you today and enclose herewith:

1. Counterpart agreement for letting. This requires two authorised signatories of The Government and Province of British Columbia, to sign on Page 8. The agreement should **NOT** be dated
2. Statutory declaration dealing with the exclusion of the Landlord & Tenant Act 1954 from the letting. An authorised officer, of TGPBC should complete probably before a notary public.

As the current lease is due to expire on the 31<sup>st</sup> December, once received please can you complete and I suggest you return to Allen directly by DHL or another courier? His address is as follows:

Allen Cohen  
Partner  
Fladgate LLP  
16 Great Queen Street  
London  
WC2B 6DG

Should you have any queries please do not hesitate to contact me.

Yours sincerely



Kabir Choudhury  
[Kabir.choudhury@eddisons.com](mailto:Kabir.choudhury@eddisons.com)  
0207 484 8210

Cc Allen Cohen, Fladgate LLP

Encs

**RECEIVED**

**DEC 13 2011**

**REAL ESTATE DEPT.**

CHARTERED SURVEYORS

Birmingham

Bradford

Bristol

Huddersfield

Leeds

London

J11-2014-00068

Page 2

## Statutory Declaration Prior to Agreement Excluding Security of Tenure

(name of declarant) | MURRAY JACOBS

(address) of 3RD FL., 800 JOHNSON STREET,  
VICTORIA, B.C.  
CANADA

do solemnly and sincerely declare that -

(name of tenant) 1. K The Government of the Province of British Columbia  
(address of premises) propose(s) to enter into a tenancy of premises at  
Part 3rd Floor, 1-3 Regent Street, London

for a term commencing on  
a date to be agreed between the parties

(name of landlord) 2. ~~XX~~The tenant propose(s) to enter into an agreement with  
The Crown Estate Commissioners on behalf of Her Majesty the Queen

that the provisions of sections 24 to 28 of the Landlord and Tenant Act 1954  
(security of tenure) shall be excluded in relation to the tenancy.

3. The landlord has served on ~~XX~~the tenant a notice in the form, or substantially  
in the form, set out in Schedule 1 to the Regulatory Reform (Business Tenancies)  
(England and Wales) Order 2003. The form of notice set out in that Schedule  
is reproduced below.

4. ~~XXXX~~The tenant has read the notice referred to in paragraph 3 above and  
accept(s) the consequences of entering into the agreement referred to in  
paragraph 2 above.

(as appropriate) 5. I am duly authorised by the tenant to make this declaration.]

To: CARE OF: BRITISH COLUMBIA HOUSE  
3RD FLOOR, 1/3 REGENT STREET  
LONDON, SW1Y 4LR [Name and address of tenant]  
From: THE CROWN ESTATE COMMISSIONERS  
ON BEHALF OF HER MAJESTY THE QUEEN  
OF 16 NEW BURLINGTON PLACE LONDON, SW1 2HX [Name and address of landlord]

### IMPORTANT NOTICE

You are being offered a lease without security of tenure. Do not commit yourself to the lease unless you have read this message carefully and have discussed it with a professional adviser.

Business tenants normally have security of tenure - the right to stay in their business premises when the lease ends.

If you commit yourself to the lease you will be giving up these important legal rights.

- You will have no right to stay in the premises when the lease ends.
- Unless the landlord chooses to offer you another lease, you will need to leave the premises.
- You will be unable to claim compensation for the loss of your business premises, unless the lease specifically gives you this right.
- If the landlord offers you another lease, you will have no right to ask the court to fix the rent.

It is therefore important to get professional advice - from a qualified surveyor, lawyer or accountant - before agreeing to give up these rights.

If you want to ensure that you can stay in the same business premises when the lease ends, you should consult your adviser about another form of lease that does not exclude the protection of the Landlord and Tenant Act 1954.

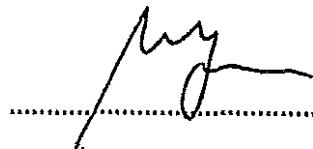
If you receive this notice at least 14 days before committing yourself to the lease, you will need to sign a simple declaration that you have received this notice and have accepted its consequences, before signing the lease.

But if you do not receive at least 14 days notice, you will need to sign a "statutory" declaration. To do so, you will need to visit an independent solicitor (or someone else empowered to administer oaths).

Unless there is a special reason for committing yourself to the lease sooner, you may want to ask the landlord to let you have at least 14 days to consider whether you wish to give up your statutory rights. If you then decided to go ahead with the agreement to exclude the protection of the Landlord and Tenant Act 1954, you would only need to make a simple declaration, and so you would not need to make a separate visit to an independent solicitor.

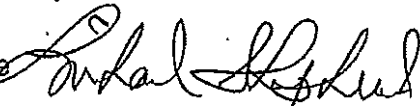
AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

DECLARED at VICTORIA, B.C.  
this 16 day of DECEMBER, 2011



signature of person  
before whom  
declaration  
is made)

Before me



A commissioner for oaths or A solicitor empowered to administer oaths or (as appropriate)

**MICHAEL SHEPHERD**  
BARRISTER & SOLICITOR  
MINISTRY OF ATTORNEY GENERAL

**Counterpart  
Agreement for Letting**  
Part 3<sup>rd</sup> Floor, 1 - 3 Regent  
Street, London

Dated

2011

Her Majesty the Queen (1)

The Crown Estate Commissioners (2)

The Government of the Province of British Columbia (3)



**BURGES  
SALMON**

The Crown Estate  
16 New Burlington Place  
London  
W1S 2HX

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DATE

2011

PARTIES

- (1) HER MAJESTY THE QUEEN;
- (2) THE CROWN ESTATE COMMISSIONERS; and
- (3) THE GOVERNMENT OF THE PROVINCE OF BRITISH COLUMBIA of 1 – 3 Regent Street, London SW1Y 4LR

Part A - Definitions

In this agreement the following expressions have the meanings given next to them:  
we the Crown Estate Commissioners.

the Queen Her Majesty the Queen and anyone who becomes King or Queen after her.

you The Government of the Province of British Columbia

building 1—3 Regent Street, London, SW1Y 4LR

business hours 8.30am to 7pm on any day except Saturdays, Sundays, bank holidays and public holidays.

conduits pipes, drains, sewers, gutters, flues, ducts, wires, cables, optic fibres and other means of transporting water, soil, gas, air, smoke, electricity, light, information and so on, and all related structures and equipment.

facilities facilities and systems provided for the building and people who work in or visit it, including any security and surveillance systems, fire-prevention and fire-alarm equipment, sprinklers and firefighting equipment and communication facilities.

occupier's handbook a booklet that sets out rules and information about using the offices and shared areas. We may update this from time to time to improve the way we manage the building and shared areas.

premises the part of the third floor of the building you use outlined in red on the attached plan. This includes:

- finishes on the inside walls, floor slabs and ceiling slabs dividing the premises from other parts of the building;
- inside walls that are not load-bearing (that is, they do not support the main weight of the building);
- finishes on inside load-bearing walls, columns, floor slabs and ceiling slabs in the premises;
- doors, door frames, windows and window frames, including any glass;
- conduits and facilities in the premises which only serve the premises;

	<ul style="list-style-type: none"> <li>• raised floors and suspended ceilings and the voids (that is, the empty areas) below and above them;</li> <li>• ceilings and floorboards (if any);</li> <li>• our fixtures and fittings (for example, light fittings, air-conditioning equipment, radiators and so on); and</li> <li>• floor coverings.</li> </ul>
rent	£39,634 (Thirty Nine Thousand Six Hundred and Thirty Four Pounds) a year or £9,908.50 (Nine Thousand Nine Hundred and Eight Pounds and Fifty Pence) every rent day.
rent days	25 March, 24 June, 29 September and 25 December.
rent start date	1 <sup>st</sup> January 2012
services	<p>any services we reasonably provide, including (without limitation):</p> <ul style="list-style-type: none"> <li>• maintaining the structure and outside of the building and the shared areas and shared conduits and facilities;</li> <li>• providing reception and security facilities for the building;</li> <li>• providing and maintaining security and surveillance equipment;</li> <li>• providing and maintaining adequate heating and lighting to the shared areas and, if appropriate, the premises;</li> <li>• providing and maintaining appropriate hot and cold water, towels, soap and other supplies to the toilets in the shared areas; and</li> <li>• insuring the building against such risks as we deem necessary (including, without limitation, loss of rent).</li> </ul>
service charge	a fair and reasonable share as conclusively decided by us of the total reasonable costs (which shall include, without limitation, the fee of any managing agent used by us in relation to the management of the building or provision of the services provided that for the purposes of the service charge such annual fee shall never exceed 10% of the annual cost (excluding the managing agent's fees) of the provision of the services) of providing the services
shared areas	entrance halls, passages, staircases, lifts, lift shafts, toilets, service roads, yards, loading bays and other areas provided for you and other people working in or visiting the premises to use.
term	The period from and including 1 January 2012 to and including 23 June 2012.

## **Part B - Letting and rights**

1 We let the premises to you at the rent set out in part A for the term set out in part A.

2 You have the following rights.

- You can use the shared areas for their intended purpose during business hours (or outside business hours in line with any occupier's handbook).
- You can use the shared conduits and facilities that serve the premises.
- You can display your name or business name on a shared signboard in the entrance hall or other appropriate place in the shared areas as shown in any occupier's handbook.

We may change or end any of these rights, or temporarily remove them. However, if we do, we will, replace them with other similar rights if this is appropriate.

3 We have the right to enter the premises:

- to inspect, clean, repair, alter, connect to or replace conduits or facilities or install new conduits or facilities;
- to inspect, clean, repair, alter or replace other parts of the building;
- to meet our legal responsibilities;
- to show the premises to other people who may want to rent or buy the premises; or
- for other reasonable purposes.

We may also give permission for someone acting on our behalf to enter the premises for the same purposes and we or they may, if appropriate, bring workmen and appliances on to the premises.

Before we enter the premises, or before someone we give permission to enter the premises does so, we will give you reasonable notice (except in an emergency), and we will repair any damage we or they cause to the premises as soon as possible.

We also have the right to deal with neighbouring property as we think fit (or authorise others to do so), including building nearby or rebuilding, altering, improving or redeveloping neighbouring property, even if light or air to the premises is affected.

## **Part C - Your responsibilities**

You agree to do the following.

### **Rent and Service Charge**

1 You must pay the rent for the coming three months by banker's order on the rent days. The first rent payment, which will be £9,908.50 payable for the period from and including the rent start date to but excluding the next rent day, is due on the rent start date.

2 You must pay to us on demand the service charge.

### **Interest on missed rent payments**

- 3 You must pay interest at 3% a year above the base rate from time to time of our clearing bank on any rent or other payment you have missed, from the date the rent or other payment was due to the date you pay it.

### **Rates and other outgoings**

- 4 You must pay promptly all business rates, water rates, sewerage charges, rates, taxes, impositions and other outgoings, and pay all bills for water, electricity, phones and any other services you use at the premises.

### **Repairing the premises**

- 5 You must keep the premises in the same repair and condition as at 1 April 2011 (as recorded on a schedule of condition attached to this agreement) and you must make sure that you keep them properly cleaned. This does not apply to damage which can be covered by insurance or fair wear and tear.

### **Notice to repair**

- 6 If we give you notice that you have not carried out repairs, you must start the repairs within one month (or immediately in an emergency) and carry them out as quickly as possible. If you fail to do so, we can carry them out and charge you (as a debt) the reasonable cost of doing so.

### **Alterations**

- 7 You must not change or add to the premises or any other part of the building. However, you may fit, alter or remove partition walls that are not part of the structure if you first get our permission in writing. We will not unreasonably withhold our permission. If we give permission, you must keep to all relevant planning laws, health and safety laws and other laws.

### **Signs**

- 8 You must not display any signs outside (or which can be seen from outside) the premises.

### **Use**

- 9 You must use the premises only as offices.
- 10 You must not do anything which is dangerous, offensive, illegal or immoral or which is or may become a nuisance or annoyance to people who own, live or work in any neighbouring property.
- 11 You must not do anything that may make the insurance of the premises or the building invalid (or partly invalid) against fire or other risks, or increase the ordinary premium for that insurance.
- 12 You must not live or sleep in the premises or hold public meetings in them.
- 13 You must not block any conduits or overload them.
- 14 You must keep to the rules set out in any occupier's handbook and make sure that everyone working at or visiting the premises also keeps to those rules.

### **Insurance**

- 15 You must observe the terms of any insurance policy effected by us relating to the premises or the building.

### **Legal duties**

- 16 You must not do anything that makes us or the Queen liable under a legal duty.

### **Agreement applies only to you**

- 17 You must not transfer this agreement to anyone else or sublet or in any other way allow anyone else to occupy or use the premises or any part of the premises Provided That nothing in this agreement shall prevent any ministry within The Government of the Province of British Columbia sharing occupation of the premises subject to no landlord and tenant relationship being created and such ministry within The Government of the Province of British Columbia shall have no legal right to occupy the premises or any part thereof.

### **Costs**

- 18 You must pay us all reasonable costs and expenses connected with recovering missed rent or other payments from you and enforcing any of your responsibilities in this agreement you have failed to carry out.

### **Make good losses**

- 19 You must pay us all sums to compensate us and the Queen in full for any liability, loss, damage and expense we and the Queen sustain as a result of you failing to carry out any of your responsibilities in this agreement.

### **End of the term**

- 20 At the end of the term (however it ends), you must:
- make sure there is nobody left in the premises, carry out any necessary repairs and clean the premises in line with this agreement, and remove your possessions and any rubbish; and
  - remove any partitions that you put up and remove any of your fixtures and fittings, signs, furniture and other goods, and repair any damage caused in doing so.

### **Part D - Quiet enjoyment**

We agree that you are entitled to use the premises without us interfering. Exercising our rights under this agreement is not interfering.

### **Part E - Services**

- 21 We agree to provide during business hours the services we reasonably consider necessary for the building to be managed to a standard we reasonably consider appropriate. However, from time to time we may decide to withhold, add to, or change the services if we think this is necessary so we can manage the building more effectively.
- 22 Neither we nor the Queen are liable to you for any failure or interruption in any of the services caused by:
- equipment breaking down which needs to be maintained, repaired, cleaned or replaced;
  - materials or fuel running out;
  - strikes; or
  - anything else beyond our control.

## **Part F - General terms**

### **Ending this agreement**

#### **1.1 You may end this agreement:**

- (a) on 25 March 2012, 30 April 2012 or 31 May 2012 by giving us at least one month prior written notice. You must have paid all rents due to that date and leave the premises and remove your possessions and belongings from the premises by such date.

#### **1.2 We may end this agreement by entering any part of the premises whenever you are at least 14 days late in paying the rent (whether or not we have formally demanded that you pay it) or you have failed to carry out any of your responsibilities in this agreement. If we end this agreement, you will still be liable for any of your responsibilities in this agreement you have failed to carry out and will still have to pay us any money you owe.**

#### **1.3 When this agreement ends and however it ends (unless it is as a result of a circumstance in clause 1.2 above) we will repay to you all monies which you have paid to us for the period after the end of the agreement within 5 working days of the agreement ending.**

### **Suspending or reducing the rent**

#### **23 If all or part of the premises cannot be used as normal or are inaccessible because of damage by fire or other causes, we will suspend or reduce the rent as appropriate until the premises can be used normally again and are accessible. However, this does not apply if the problem is caused by you or anyone who is in the premises with your permission. We may end this agreement immediately by giving you notice in writing if:**

- the premises or any other parts of the building are damaged or destroyed by fire or other causes; and
- repairs are likely to take longer than three months.

### **No implied rights**

#### **24 Section 62 Law of Property Act 1925 does not apply to this agreement. Nothing contained or implied in this agreement operates expressly or implicitly to give you any easement, right, privilege, liberty or advantage, except the rights you have under B2 above.**

### **Giving notice**

#### **25 If we or you give notice under this agreement, it must be by personal courier or recorded-delivery post.**

### **Our address**

#### **26 Whenever you send us notice (including notices in proceedings) you must send it to our office at, 16 New Burlington Place, London, W1S 2HX (or to any other address we give you in writing).**

### **Other people**

#### **27 You must not allow anyone else to do the things you have agreed not to do in this agreement.**

### **Our legal responsibilities**

- 28 We carry out our responsibilities in this agreement under the powers of the Crown Estate Act 1961, so we have no personal liability.

#### **VAT**

- 29 All amounts you pay under this agreement do not include value added tax (VAT). So, we will add VAT to these amounts if appropriate and you must pay it.

#### **No Immunity**

- 30 You warrant to us that as at the date of this agreement you do not enjoy the benefit of any crown, government, diplomatic or similar immunity which would prevent us from enforcing the terms of this agreement against you. You agree and acknowledge that if you have the benefit of any such immunity either now or in the future, you will not seek to rely on that immunity if we seek to enforce your obligations in this agreement

#### **Rights of others**

- 31 If anyone has any rights under the Contracts (Rights of Third Parties) Act 1999, this does not apply to this agreement. As a result, no-one else can enforce any rights under this agreement, other than you and us, but any third party rights which exist or are available independently of that Act are preserved.

#### **English law**

- 32 This agreement is governed by English law. Any disputes will be dealt with by the English courts.

#### **Part G - Not a secure tenancy**

- 33 We and you agree that Sections 24 to 28 of the Landlord and Tenant Act 1954 do not apply to this agreement. This means that you will not have security of tenure (the right to stay in the premises when this agreement ends) and is more fully explained in the notice mentioned in the next paragraph.

- 34 Before you entered into this agreement, or (if earlier) you entered into a contract which bound you to do so, we served you a notice in the way (or as near as) shown in Schedule 1 to The Regulatory Reform (Business Tenancies) (England and Wales) Order 2003.

- 35 Before you entered into this agreement, or (if earlier) you entered into a contract which bound you to do so, you or a person you authorised to do so made a statutory declaration in the way (or as near as) shown in Schedule 2 to the order referred to in 2 above. By doing so you acknowledge that you have read the notice referred to in 2 above and have accepted its consequences (the rights you give up by not having security of tenure).

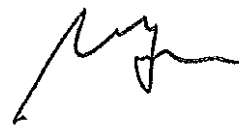
Signed as a deed on (but not before) the date of this agreement.

Executed as a deed by  
The Government of the  
Province of British Columbia  
by two authorised signatories:

)  
)  
)  
)



Authorised signatory



Authorised signatory

## Smith, Julia JTST:EX

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**From:** Greene, Maria DBC:EX  
**Sent:** January-11-12 3:50 PM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Campbell, Tracy JTST:EX  
**Subject:** RE: British Columbia House Handover

s13, s17

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Jobs, Tourism & Innovation  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

[Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



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**From:** Jacobs, Murray JTI:EX  
**Sent:** Wednesday, January 11, 2012 10:29 AM  
**To:** Greene, Maria JTI:EX  
**Cc:** Campbell, Tracy JTI:EX  
**Subject:** FW: British Columbia House Handover

Hi Maria,

s13, s17

We'll follow up with Nik at SSBC to figure this out.

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Jobs, Tourism and Innovation  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590

email: Murray.Jacobs@gov.bc.ca

---

**From:** Greene, Maria JTI:EX  
**Sent:** Tuesday, January 10, 2012 11:58 AM  
**To:** Jacobs, Murray JTI:EX  
**Subject:** FW: British Columbia House Handover

s17

Thanks Murray.

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Jobs, Tourism & Innovation  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

[Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



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**From:** Kabir Choudhury [mailto:kabir.choudhury@eddisons.com]  
**Sent:** Friday, November 18, 2011 1:47 AM  
**To:** Regenvanu, Nik SSBC:EX; 'Anil Sehgal'  
**Cc:** Melanie Fern; Marguet, Stephen R SSBC:EX; Greene, Maria JTI:EX  
**Subject:** RE: British Columbia House Handover

Nik & Anil,

s16, s17

31.12.11, being the expiry of the currently lease.

All charges for the part 3<sup>rd</sup> floor offices have been paid to  
s16, s17

s16, s17

s16, s17

s13

s13

Please advise.

Regards

Kabir Choudhury BSc(Hons) DipSurv MRICS  
Director - Commercial Property Management  
Eddisons

Direct Line 0207 484 8302  
Mobile Number s22

---

Alhambra House | 27-31 Charing Cross Road | London | WC2H 0AU  
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24/7 Helpdesk (Repairs & Maintenance) 0870 990 9613

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---

**From:** Regenvanu, Nik SSBC:EX [mailto:Nik.Regenvanu@gov.bc.ca]  
**Sent:** 17 November 2011 18:26  
**To:** Kabir Choudhury; 'Anil Sehgal'; Greene, Maria JTI:EX  
**Cc:** Melanie Fern; Marguet, Stephen R SSBC:EX  
**Subject:** RE: British Columbia House Handover

Hi Kabir and Anil,

I confirm that all the mentioned entities (British Columbia Trade & Tourism/British Columbia Buildings Corporation/the Government of the Province of British Columbia) are all part of the Province of British Columbia. s17

s17

If you have any further questions please let me know.

Thanks

Nik

*Nik Regenvanu*  
Senior Financial Analyst, Budgeting & Financial Analysis Branch  
Corporate Services Division

---

Ministry of Labour, Citizens' Services and Open Government  
3350 Douglas Street  
Phone: 250.952.8566 Fax: 250.952.8687  
E-mail: [Nik.Regenvanu@gov.bc.ca](mailto:Nik.Regenvanu@gov.bc.ca)

---

**From:** Kabir Choudhury [mailto:kabir.choudhury@eddisons.com]  
**Sent:** Thursday, November 17, 2011 3:23 AM  
**To:** Anil Sehgal  
**Cc:** Regenvanu, Nik SSBC:EX; Melanie Fern  
**Subject:** RE: British Columbia House Handover

Hi Anil,

We are looking into your requests and will revert back soon.

In respect of your query, I would confirm that British Columbia Trade & Tourism and British Columbia Buildings Corporation are essentially the same as the Government of the Province of British Columbia

s13

s13

s13

Regards

**Kabir Choudhury** BSc(Hons) DipSurv MRICS  
Director - Commercial Property Management  
Eddisons

Direct Line 0207 484 8302  
Mobile Number s22

---

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---

**From:** Anil Sehgal [mailto:[anil.sehgal@bnpparibas.com](mailto:anil.sehgal@bnpparibas.com)]  
**Sent:** 15 November 2011 17:39  
**To:** Kabir Choudhury  
**Subject:** RE: British Columbia House Handover

Hi Kabir, I hope are well.

not responsive

Also can you confirm whether British Columbia Trade & Tourism and British Columbia Buildings Corporation are essentially the same as the Government of the Province of British Columbia

s16

s16

Many thanks in advance,

Anil



**BNP PARIBAS**  
**REAL ESTATE**

Real Estate for a changing world

Anil Sehgal MSc MRICS

Senior Surveyor

**BNP Paribas Real Estate UK**  
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Fax : +44 (0) 207 930 2641  
Mob : s22  
[realestate.bnpparibas.co.uk](http://realestate.bnpparibas.co.uk)



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## Hall, Jane M CSCD:EX

---

**From:** Greene, Maria DBC:EX  
**Sent:** August-06-12 5:20 AM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** Fwd: EXTENDED LEASE  
**Attachments:** ADDENDUNDUM TO Lease for British Columbia.doc; ATT00001.htm

Hi Murray. Will this suffice as an addendum for the uk lease (temporary office)?

Begin forwarded message:

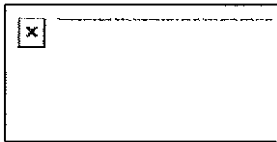
**From:** Maggi Smit <[maggi@gofishingworldwide.co.uk](mailto:maggi@gofishingworldwide.co.uk)>  
**Date:** 3 August, 2012 10:27:25 AM PDT  
**To:** "Greene, Maria JTI:EX" <[Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)>  
**Cc:** "XT:Petter, Louise JTI:IN" <[lpetter@tourismbc.co.uk](mailto:lpetter@tourismbc.co.uk)>  
**Subject:** EXTENDED LEASE

From Maggi  
To Maria

Would the attached be in order for extending the lease until November?

Best wishes  
Maggi

**Maggi Smit**



2 Oxford House | 24 Oxford Road North | London W4 4DH  
Tel: (+44) 020 8742 1556 | Fax: (+44) 020 8747 4331  
website: [www.gofishingworldwide.com](http://www.gofishingworldwide.com) | email: [maggi@gofishingworldwide.co.uk](mailto:maggi@gofishingworldwide.co.uk)  
*Please consider the environment before printing this email*

Page 21 redacted for the following reason:

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s16, s17

## Smith, Julia JTST:EX

---

**From:** Cockburn, Derek P CSCD:EX  
**Sent:** October-24-11 10:04 AM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** FW: BC House - Lease Extension - lawyer to review

Murray,

Do you also agree with Maria's perspective. Please let me know and I will respond back to her.

Derek

---

**From:** Greene, Maria JTI:EX  
**Sent:** Monday, October 24, 2011 9:55 AM  
**To:** Cockburn, Derek P CSCD:EX; Mason, Hazel CSCD:EX  
**Subject:** FW: BC House - Lease Extension - lawyer to review

Hi Derek. I spoke to Dorothy about her comments below and also spoke to Cheryl Sampson at Share Services BC who I was working with on this up until it was handed to our Ministry to finalize. Dorothy said none of these items below are "make/break" the deal. Cheryl said that we are only extending the term of the contract and should not be going back to make changes to the lease. The original lease is a 99 year lease. It was all reviewed by lawyers when initially drawn up.

s13, s17

Are you ok if we proceed on this basis?

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Jobs, Tourism & Innovation  
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s14

Pages 23 through 25 redacted for the following reasons:

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s14

**From:** Mason, Hazel CSCD:EX  
**Sent:** Monday, October 17, 2011 8:25 AM  
**To:** Cockburn, Derek P CSCD:EX  
**Subject:** BC House - Lease Extension - lawyer to review

Derek I spoke with Murray about having our lawyer look at this before Grant McKay signs it off – would you forward this document to whomever that is? (asap is good – let me know the timing pls)

Hi Maria,

I enclose the Heads of Terms that I propose to forward to The Crown Estate's agent. I would hope that it will be agreed in its current draft by The Crown Estate.

Please can you confirm you are happy with this, before I issue?

Regards

**Kabir Choudhury BSc(Hons) DipSurv MRICS**  
Director - Commercial Property Management  
Eddisons

Direct Line                    0207 484 8302  
Mobile Number                s22

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**Smith, Julia JTST:EX**

---

**From:** Greene, Maria DBC:EX  
**Sent:** October-07-11 4:23 PM  
**To:** Jacobs, Murray JTST:EX; Mason, Hazel CSCD:EX  
**Cc:** Farkas, George CSCD:EX  
**Subject:** RE: BC House - Lease renewal costs - fyi

I have advised Reg and Grant that I was working on an extension to March 31.

s13, 16, s17

s16, s17, s13

Your feedback is appreciated. Thanks!

**Maria Greene**  
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**From:** Jacobs, Murray TTI:EX  
**Sent:** Friday, October 7, 2011 3:50 PM  
**To:** Mason, Hazel CSCD:EX; Greene, Maria JTI:EX  
**Cc:** Farkas, George CSCD:EX  
**Subject:** RE: BC House - Lease renewal costs - fyi

I think Grant should sign as ADM responsible, but suggest he review with Dana first

s13

S13

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Jobs, Tourism and Innovation  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Mason, Hazel CSCD:EX  
**Sent:** Friday, October 7, 2011 2:50 PM

**To:** Greene, Maria JTI:EX; Jacobs, Murray TTI:EX  
**Subject:** Re: BC House - Lease renewal costs - fyi

I think Murray Jacobs should sign as the Chief Financial Officer and he knows the history. Murray do you agree?

**From:** Greene, Maria JTI:EX  
**Sent:** Friday, October 07, 2011 01:55 PM  
**To:** Mason, Hazel CSCD:EX  
**Subject:** RE: BC House - Lease renewal costs - fyi

Hi Hazel, we will have to sign the lease which is made out to GOVT of BC.

s13

s13, s16

**Maria Greene**  
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**From:** Mason, Hazel CSCD:EX  
**Sent:** Friday, October 7, 2011 1:52 PM  
**To:** Greene, Maria JTI:EX  
**Subject:** Re: BC House - Lease renewal costs - fyi

Ok - so they will be sending you an invoice and we can consider this done?

**From:** Greene, Maria JTI:EX  
**Sent:** Friday, October 07, 2011 01:50 PM  
**To:** Mason, Hazel CSCD:EX  
**Subject:** RE: BC House - Lease renewal costs - fyi

Good question. Seem reasonable to me

s13

s13

**Maria Greene**  
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**From:** Mason, Hazel CSCD:EX  
**Sent:** Friday, October 7, 2011 12:29 PM  
**To:** Greene, Maria JTI:EX  
**Subject:** Re: BC House - Lease renewal costs - fyi

Are these fees in keeping with what you expected?

---

**From:** Greene, Maria JTI:EX  
**Sent:** Friday, October 07, 2011 08:50 AM  
**To:** Mason, Hazel CSCD:EX  
**Subject:** FW: BC House - Lease renewal costs - fyi

Hi. See below.

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
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**From:** Kabir Choudhury [mailto:kabir.choudhury@eddisons.com]  
**Sent:** Friday, October 7, 2011 8:45 AM  
**To:** Greene, Maria JTI:EX; Stuart Cooper  
**Cc:** LPetter@TourismBC.co.uk  
**Subject:** RE: BC House

Dear Maria,

s13, 14, 16, s17

Regards

**Kabir Choudhury** BSc(Hons) DipSurv MRICS  
Director - Commercial Property Management  
Eddisons

Direct Line            0207 484 8302  
Mobile Number            s22

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**From:** Greene, Maria JTI:EX [mailto:Maria.Greene@gov.bc.ca]  
**Sent:** 05 October 2011 00:42  
**To:** Stuart Cooper  
**Cc:** Kabir Choudhury; 'LPetter@TourismBC.co.uk'  
**Subject:** RE: BC House

Hi. Yes, we are fine with the terms outlined below. Good to hear it says Government of BC. Thank you!

**Maria Greene**  
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Ministry of Jobs, Tourism & Innovation  
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**From:** Stuart Cooper [mailto:Stuart.Cooper@eddisons.com]  
**Sent:** Tuesday, October 4, 2011 9:17 AM  
**To:** Greene, Maria JTI:EX  
**Cc:** Kabir Choudhury; LPetter@TourismBC.co.uk  
**Subject:** RE: BC House

Maria

Thank you for your note. I am I correct in assuming the terms are agreeable as recommended?

s13

s13

The actual lease on the office is in the name of Govt of BC.

s13

s13

Dealing with your second query, no change in my view, early November would be fine to revisit this.

Stuart

Stuart Cooper BSc (Hons) MRICS  
Associate Director  
Eddisons

Direct Line 0207 484 8303  
Mobile Number s22

---

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**From:** Greene, Maria JTI:EX [Maria.Greene@gov.bc.ca]  
**Sent:** 04 October 2011 06:37  
**To:** Stuart Cooper  
**Cc:** Kabir Choudhury; 'LPetter@TourismBC.co.uk'  
**Subject:** Re: BC House

Hi Stuart and Kabir. Thank you for your email with good news regarding the lease extension. It is my understanding from Cheryl Sampson that we have to draw up a new lease with our Ministry as of Jan 1 as the lease with Shared Services technically end Dec 31. I have contacted Suki Samra re assisting us through the legal processes required.

Regarding timing for a move I think we still want to target March/April. Would this affect your timing of viewing properties in November ? s22 I have cc'd her on this email for further comment. not responsive

Maria  
Regards,

Maria Greene  
Market Development Manager, Europe and S. Pacific  
Tourism British Columbia  
Ministry of Job, Tourism and Innovation  
510 Burrard St, 12th Fl. Vancouver, BC  
Phone 604-660-4708  
Maria.Greene@gov.bc.ca

---

**From:** Stuart Cooper [mailto:Stuart.Cooper@eddisons.com]  
**Sent:** Thursday, September 29, 2011 07:06 AM  
**To:** Greene, Maria JTI:EX  
**Cc:** Kabir Choudhury <kabir.choudhury@eddisons.com>  
**Subject:** BC House

Maria

I am writing to provide you with an update on BC House.

s16

s16

s16, s17

The impact of this is that you would be able to move within Spring/early Summer and this would hopefully be a better time TBC.

Not Responsive

Please would you let Kabir and I know that you are comfortable with our proposals.

Thank you.

Stuart

**Stuart Cooper BSc (Hons) MRICS**  
Associate Director  
Eddisons

Direct Line 0207 484 8303  
Mobile Number s22

---

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## Smith, Julia JTST:EX

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**From:** Mason, Hazel CSCD:EX  
**Sent:** September-28-11 4:38 PM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** FW: British Columbia House - Third Floor

---

**From:** Mason, Hazel CSCD:EX  
**Sent:** Wednesday, September 28, 2011 3:26 PM  
**To:** Greene, Maria JTI:EX  
**Subject:** RE: British Columbia House - Third Floor

s13, s17

---

**From:** Greene, Maria JTI:EX  
**Sent:** Wednesday, September 28, 2011 12:54 PM  
**To:** Jacobs, Murray TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** FW: British Columbia House - Third Floor

N/R

N/R

s16, s13

s16, s13

discussion/feedback.

s16, s13

Just seems easier but again, open to

### Maria Greene

Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Jobs, Tourism & Innovation  
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**From:** Sampson, Cheryl A SSBC:EX  
**Sent:** Monday, September 26, 2011 2:53 PM  
**To:** Greene, Maria JTI:EX  
**Subject:** British Columbia House - Third Floor

Hi Maria – attached for your records is a copy of the agreement for the 3<sup>rd</sup> floor space at BC House.

s13, s16

s13, s16

Regarding the attached agreement, please note item #5 – Repairing the Premises; Item 20 – End of Term; and attached to the Agreement is the Schedule of Condition, which has pictures to show the condition, etc., of the space.

Thanks. If you have any questions, please call.

Cheryl Sampson  
Senior Lease Manager, Real Estate Management  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Labour, Citizens' Services & Open Government  
Telephone: (250) 952-8622  
Fax: (250) 952-8288  
Website: [www.accommodationandrealstate.gov.bc.ca](http://www.accommodationandrealstate.gov.bc.ca)

**Agreement for Letting**  
Part 3<sup>rd</sup> Floor, 1 – 3 Regent  
Street, London

Dated 1 April 2011

Her Majesty the Queen (1)  
The Crown Estate Commissioners (2)  
The Government of the Province of British Columbia  
(3)



**BURGESS  
SALMON**

The Crown Estate  
16 New Burlington Place  
London  
W1S 2HX

Reference: PO No. 3050518 -  
1171/C3145.346/PP:4570328.1/sadt

## TABLE OF CONTENTS

Part A - Definitions	1
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Part C - Your responsibilities	4
Part D - Quiet enjoyment	6
Part E - Services	6
Part F - General terms	6
Part G - Not a secure tenancy	8

DATE

1 April

2011

**PARTIES**

- (1) HER MAJESTY THE QUEEN;
- (2) THE CROWN ESTATE COMMISSIONERS; and
- (3) THE GOVERNMENT OF THE PROVINCE OF BRITISH COLUMBIA of 1 – 3 Regent Street, London SW1Y 4LR

**Part A - Definitions**

In this agreement the following expressions have the meanings given next to them:

we	the Crown Estate Commissioners.
the Queen	Her Majesty the Queen and anyone who becomes King or Queen after her.
you	The Government of the Province of British Columbia
building	1 – 3 Regent Street, London SW1Y 4LR
business hours	8.30am to 7pm on any day except Saturdays, Sundays, bank holidays and public holidays.
conduits	pipes, drains, sewers, gutters, flues, ducts, wires, cables, optic fibres and other means of transporting water, soil, gas, air, smoke, electricity, light, information and so on, and all related structures and equipment.
facilities	facilities and systems provided for the building and people who work in or visit it, including any security and surveillance systems, fire-prevention and fire-alarm equipment, sprinklers and firefighting equipment and communication facilities.
occupier's handbook	a booklet that sets out rules and information about using the offices and shared areas. We may update this from time to time to improve the way we manage the building and shared areas.
premises	<p>the part of the third floor of the building you use outlined in red on the attached plan. This includes:</p> <ul style="list-style-type: none"><li>• finishes on the inside walls, floor slabs and ceiling slabs dividing the premises from other parts of the building;</li><li>• inside walls that are not load-bearing (that is, they do not support the main weight of the building);</li></ul>

- finishes on inside load-bearing walls, columns, floor slabs and ceiling slabs in the premises;
- doors, door frames, windows and window frames, including any glass;
- conduits and facilities in the premises which only serve the premises;
- raised floors and suspended ceilings and the voids (that is, the empty areas) below and above them;
- ceilings and floorboards (if any);
- our fixtures and fittings (for example, light fittings, air-conditioning equipment, radiators and so on); and
- floor coverings.

rent

£39,634 (Thirty Nine Thousand Six Hundred and Thirty Four Pounds) a year or £9,908.50 (Nine Thousand Nine Hundred and Eight Pounds and Fifty Pence) every rent day.

rent days

25 March, 24 June, 29 September and 25 December.

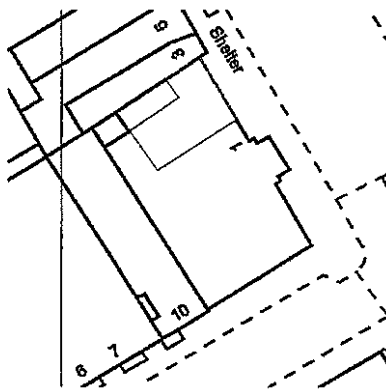
rent start date

1 April 2011.

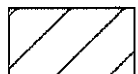
services

any services we reasonably provide, including (without limitation):

- maintaining the structure and outside of the building and the shared areas and shared conduits and facilities;
- providing reception and security facilities for the building;
- providing and maintaining security and surveillance equipment;
- providing and maintaining adequate heating and lighting to the shared areas and, if appropriate, the premises;
- providing and maintaining appropriate hot and cold water, towels, soap and other supplies to the toilets in the shared areas; and
- insuring the building against such risks as we deem necessary (including, without limitation, loss of rent)

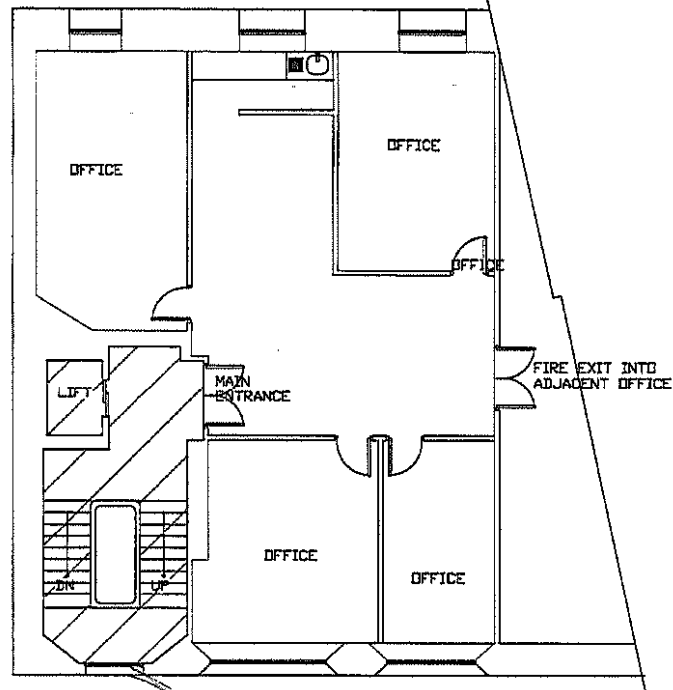


EXTRACT FROM ORDNANCE SURVEY SHOWING LOCATION ONLY

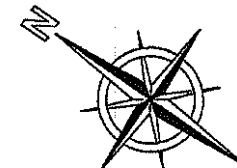
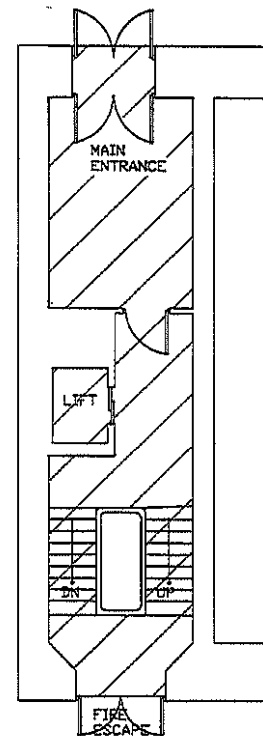


AREAS HATCHED IN BLUE ARE COMMON PARTS, SHARED WITH OTHERS

THIRD FLOOR PLAN



GROUND FLOOR PLAN



A.K. Drawing Services Ltd.  
75 Parkway Avenue  
London E17 5BJ  
tel 01985-425446  
020 8921 6000  
john.klement@akworld.com

Date: 2nd February 2011

Drafted by:  
J. Klement LLB (Hons) Grad Dip

Project:

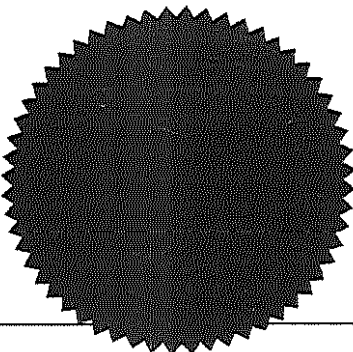
License/ title plan

Property details:  
Third floor office  
British Columbia House  
1-3 Regent Street  
London SW1Y 4NR

Drawing no: RS-1-3

Drawing scale: H100 @ A3

ANTHEA HARRIES  
Authorised by the Crown Estate Commissioners



service charge	a fair and reasonable share as conclusively decided by us of the total reasonable costs (which shall include, without limitation, the fee of any managing agent used by us in relation to the management of the building or provision of the services provided that for the purposes of the service charge such annual fee shall never exceed 10% of the annual cost (excluding the managing agent's fees) of the provision of the services) of providing the services
shared areas	entrance halls, passages, staircases, lifts, lift shafts, toilets, service roads, yards, loading bays and other areas provided for you and other people working in or visiting the premises to use.
term	the period from and including 1 April 2011 to and including 31 December 2011.

#### **Part B - Letting and rights**

- 1 We let the premises to you at the rent set out in part A for the term set out in part A.
- 2 You have the following rights.
  - You can use the shared areas for their intended purpose during business hours (or outside business hours in line with any occupier's handbook).
  - You can use the shared conduits and facilities that serve the premises.
  - You can display your name or business name on a shared signboard in the entrance hall or other appropriate place in the shared areas as shown in any occupier's handbook.

We may change or end any of these rights, or temporarily remove them. However, if we do, we will, replace them with other similar rights if this is appropriate.

- 3 We have the right to enter the premises:
  - to inspect, clean, repair, alter, connect to or replace conduits or facilities or install new conduits or facilities;
  - to inspect, clean, repair, alter or replace other parts of the building;
  - to meet our legal responsibilities;
  - to show the premises to other people who may want to rent or buy the premises; or
  - for other reasonable purposes.

We may also give permission for someone acting on our behalf to enter the premises for the same purposes and we or they may, if appropriate, bring workmen and appliances on to the premises.

Before we enter the premises, or before someone we give permission to enter the premises does so, we will give you reasonable notice (except in an emergency), and we will repair any damage we or they cause to the premises as soon as possible.

We also have the right to deal with neighbouring property as we think fit (or authorise others to do so), including building nearby or rebuilding, altering, improving or redeveloping neighbouring property, even if light or air to the premises is affected.

### **Part C - Your responsibilities**

You agree to do the following.

#### **Rent and Service Charge**

- 1 You must pay the rent for the coming three months by banker's order on the rent days. The first rent payment, which will be £9,121.25 payable for the period from and including the rent start date to but excluding the next rent day, is due on the rent start date.
- 2 You must pay to us on demand the service charge.

#### **Interest on missed rent payments**

- 3 You must pay interest at 3% a year above the base rate from time to time of our clearing bank on any rent or other payment you have missed, from the date the rent or other payment was due to the date you pay it.

#### **Rates and other outgoings**

- 4 You must pay promptly all business rates, water rates, sewerage charges, rates, taxes, impositions and other outgoings, and pay all bills for water, electricity, phones and any other services you use at the premises.

#### **Repairing the premises**

- 5 You must keep the premises in the same repair and condition as at the date of this agreement (which is recorded on a schedule of condition attached to this agreement) and you must make sure that you keep them properly cleaned. This does not apply to damage which can be covered by insurance or fair wear and tear.

#### **Notice to repair**

- 6 If we give you notice that you have not carried out repairs, you must start the repairs within one month (or immediately in an emergency) and carry them out as quickly as possible. If you fail to do so, we can carry them out and charge you (as a debt) the reasonable cost of doing so.

#### **Alterations**

- 7 You must not change or add to the premises or any other part of the building. However, you may fit, alter or remove partition walls that are not part of the structure if you first get our permission in writing. We will not unreasonably withhold our permission. If we give permission, you must keep to all relevant planning laws, health and safety laws and other laws.

### **Signs**

- 8 You must not display any signs outside (or which can be seen from outside) the premises.

### **Use**

- 9 You must use the premises only as offices.
- 10 You must not do anything which is dangerous, offensive, illegal or immoral or which is or may become a nuisance or annoyance to people who own, live or work in any neighbouring property.
- 11 You must not do anything that may make the insurance of the premises or the building invalid (or partly invalid) against fire or other risks, or increase the ordinary premium for that insurance.
- 12 You must not live or sleep in the premises or hold public meetings in them.
- 13 You must not block any conduits or overload them.
- 14 You must keep to the rules set out in any occupier's handbook and make sure that everyone working at or visiting the premises also keeps to those rules.

### **Insurance**

- 15 You must observe the terms of any insurance policy effected by us relating to the premises or the building.

### **Legal duties**

- 16 You must not do anything that makes us or the Queen liable under a legal duty.

### **Agreement applies only to you**

- 17 You must not transfer this agreement to anyone else or sublet or in any other way allow anyone else to occupy or use the premises or any part of the premises. Provided That nothing in this agreement shall prevent any ministry within The Government of the Province of British Columbia sharing occupation of the premises subject to no landlord and tenant relationship being created and such ministry within The Government of the Province of British Columbia shall have no legal right to occupy the premises or any part thereof.

### **Costs**

- 18 You must pay us all reasonable costs and expenses connected with recovering missed rent or other payments from you and enforcing any of your responsibilities in this agreement you have failed to carry out.

### **Make good losses**

- 19 You must pay us all sums to compensate us and the Queen in full for any liability, loss, damage and expense we and the Queen sustain as a result of you failing to carry out any of your responsibilities in this agreement.

### **End of the term**

- 20 At the end of the term (however it ends), you must:

- make sure there is nobody left in the premises, carry out any necessary repairs and clean the premises in line with this agreement, and remove your possessions and any rubbish; and
- remove any partitions that you put up and remove any of your fixtures and fittings, signs, furniture and other goods, and repair any damage caused in doing so.

#### **Part D - Quiet enjoyment**

We agree that you are entitled to use the premises without us interfering. Exercising our rights under this agreement is not interfering.

#### **Part E - Services**

- 1 We agree to provide during business hours the services we reasonably consider necessary for the building to be managed to a standard we reasonably consider appropriate. However, from time to time we may decide to withhold, add to, or change the services if we think this is necessary so we can manage the building more effectively.
- 2 Neither we nor the Queen are liable to you for any failure or interruption in any of the services caused by:
  - equipment breaking down which needs to be maintained, repaired, cleaned or replaced;
  - materials or fuel running out;
  - strikes; or
  - anything else beyond our control.

#### **Part F - General terms**

##### **Ending this agreement**

- 1.1 We may end this agreement by entering any part of the premises whenever you are at least 14 days late in paying the rent (whether or not we have formally demanded that you pay it) or you have failed to carry out any of your responsibilities in this agreement. If we end this agreement, you will still be liable for any of your responsibilities in this agreement you have failed to carry out and will still have to pay us any money you owe.
- 1.2 When this agreement ends and however it ends (unless it is as a result of a circumstance in clause 1.1 above) we will repay to you all monies which you have paid to us for the period after the end of the agreement within 5 working days of the agreement ending.

##### **Suspending or reducing the rent**

- 3 If all or part of the premises cannot be used as normal or are inaccessible because of damage by fire or other causes, we will suspend or reduce the rent as appropriate until the premises can be used normally again and are accessible. However, this does not apply if the problem is caused by

you or anyone who is in the premises with your permission. We may end this agreement immediately by giving you notice in writing if:

- the premises or any other parts of the building are damaged or destroyed by fire or other causes; and
- repairs are likely to take longer than three months.

**No implied rights**

- 4 Section 62 Law of Property Act 1925 does not apply to this agreement. Nothing contained or implied in this agreement operates expressly or implicitly to give you any easement, right, privilege, liberty or advantage, except the rights you have under B2 above.

**Giving notice**

- 5 If we or you give notice under this agreement, it must be by personal courier or recorded-delivery post.

**Our address**

- 6 Whenever you send us notice (including notices in proceedings) you must send it to our office at, 16 New Burlington Place, London, W1S 2HX (or to any other address we give you in writing).

**Other people**

- 7 You must not allow anyone else to do the things you have agreed not to do in this agreement.

**Our legal responsibilities**

- 8 We carry out our responsibilities in this agreement under the powers of the Crown Estate Act 1961, so we have no personal liability.

**VAT**

- 9 All amounts you pay under this agreement do not include value added tax (VAT). So, we will add VAT to these amounts if appropriate and you must pay it.

**No immunity**

- 10 You warrant to us that as at the date of this agreement you do not enjoy the benefit of any crown, government, diplomatic or similar immunity which would prevent us from enforcing the terms of this agreement against you. You agree and acknowledge that if you have the benefit of any such immunity either now or in the future, you will not seek to rely on that immunity if we seek to enforce your obligations in this agreement

**Rights of others**

- 11 If anyone has any rights under the Contracts (Rights of Third Parties) Act 1999, this does not apply to this agreement. As a result, no-one else can enforce any rights under this agreement, other than you and us, but any third party rights which exist or are available independently of that Act are preserved.

**English law**

- 12 This agreement is governed by English law. Any disputes will be dealt with by the English courts.

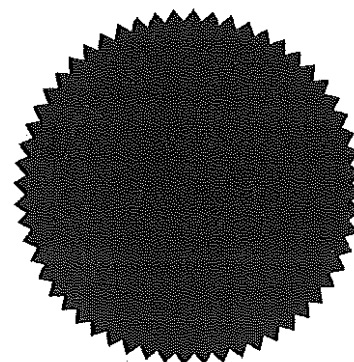
**Part G - Not a secure tenancy**

- 1 We and you agree that Sections 24 to 28 of the Landlord and Tenant Act 1954 do not apply to this agreement. This means that you will not have security of tenure (the right to stay in the premises when this agreement ends) and is more fully explained in the notice mentioned in the next paragraph.
- 2 Before you entered into this agreement, or (if earlier) you entered into a contract which bound you to do so, we served you a notice in the way (or as near as) shown in Schedule 1 to The Regulatory Reform (Business Tenancies) (England and Wales) Order 2003.
- 3 Before you entered into this agreement, or (if earlier) you entered into a contract which bound you to do so, you or a person you authorised to do so made a statutory declaration in the way (or as near as) shown in Schedule 2 to the order referred to in 2 above. By doing so you acknowledge that you have read the notice referred to in 2 above and have accepted its consequences (the rights you give up by not having security of tenure).

*Anthea Harries*

Signed as a deed on (but not before) the date of this agreement.

The official seal of the )  
Crown Estate Commissioners )  
placed here was confirmed as authentic by: )



**ANTHEA HARRIES**  
Authorised by the Crown Estate Commissioners

Executed as a deed by )  
The Government of the )  
Province of British Columbia )  
by two authorised signatories: )

Authorised signatory

Authorised signatory

## **SCHEDULE OF CONDITION**

**Part Third Floor  
British Columbia House  
1/3 Regent Street  
London  
SW1Y**

Prepared on behalf of  
**Government and Province  
of British Columbia**

Inspection date: 10 February 2011

Prepared by Louise Knowles MRICS

Eddisons Commercial Ltd  
Alhambra House  
27-31 Charing Cross Road  
London  
WC2H 0AU

## CONTENTS

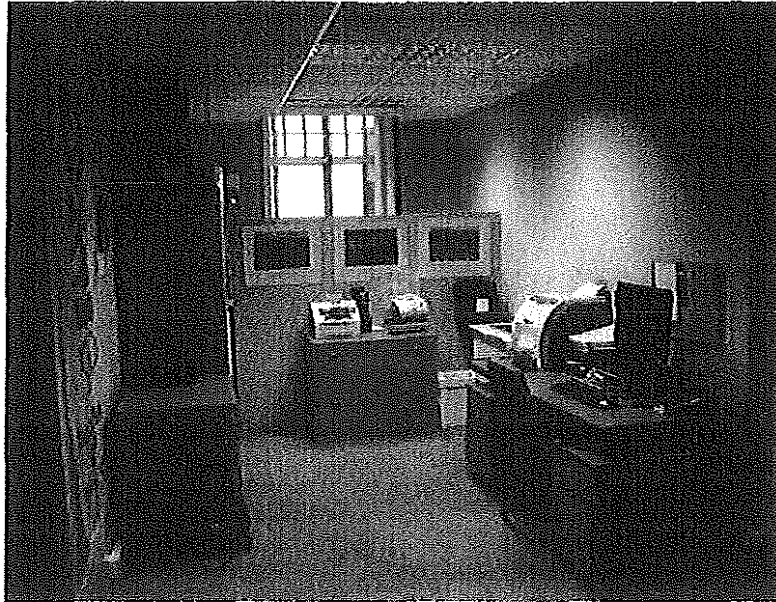
Section 1.0	Introduction
Section 2.0	Schedule of photographs
Section 3.0	Declaration
Appendices	
A	Indicative Layout Drawing

## 1.0 INTRODUCTION

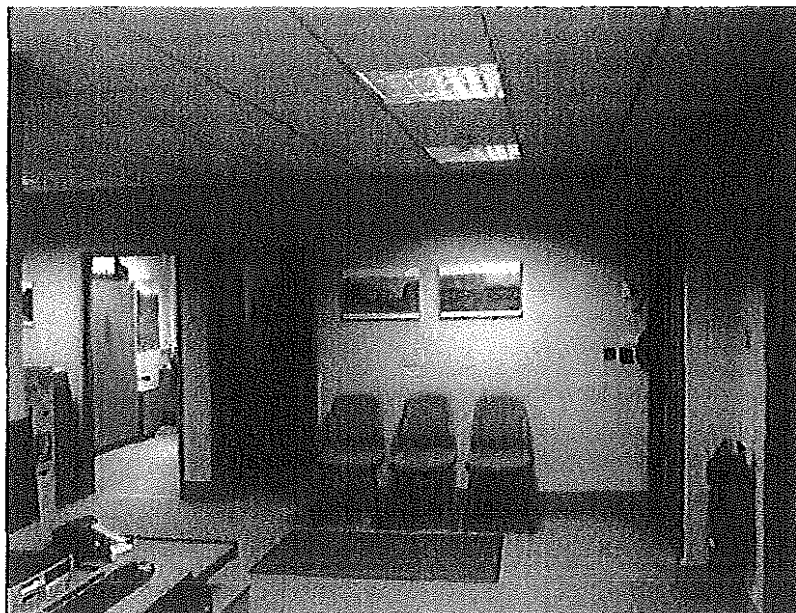
- 1.1 We were instructed to prepare a photographic schedule of condition on behalf of the Government and Province of British Columbia relating to the part third floor office within the premises known as 1/3 Regent Street, London, SW1Y.
- 1.2 Our inspection was made on 10 February 2011. The premise was occupied at the time of our inspection.
- 1.3 For the purpose of this schedule of condition the front elevation is deemed to face due east.
- 1.4 Our inspection was limited to a visual inspection of those areas that were readily accessible to us. This did not involve the movement of any goods or materials, furniture, lifting of carpet, disturbance of any fixtures and fittings, nor did we undertake any opening up.
- 1.5 Certain areas were obstructed by furniture, fittings and equipment making a complete inspection impractical.
- 1.6 We have not undertaken any inspections or tests in respect of the services installations.
- 1.7 Drawings are included at Appendix A. They provide an indicative layout only and are utilised to reference photographs to zones of the building.

2.0 SCHEDULE OF PHOTOGRAPHS

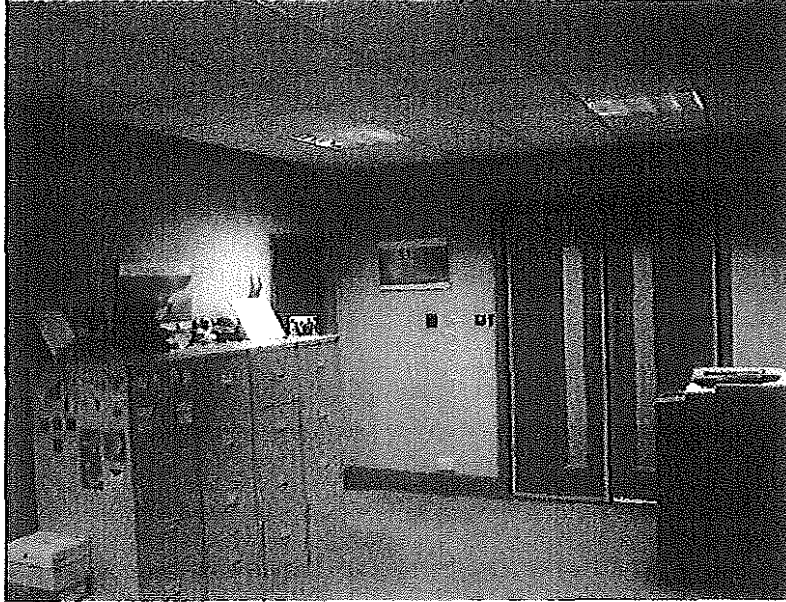




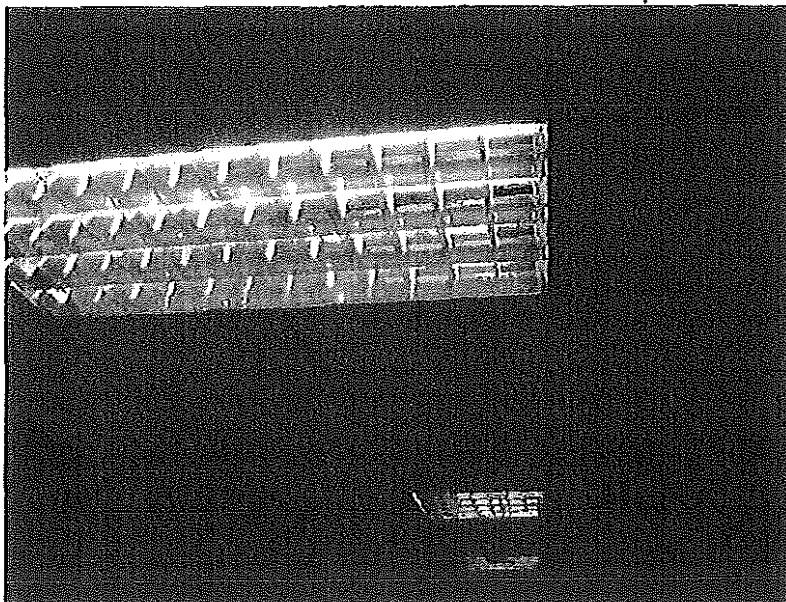
1 General view within office 1



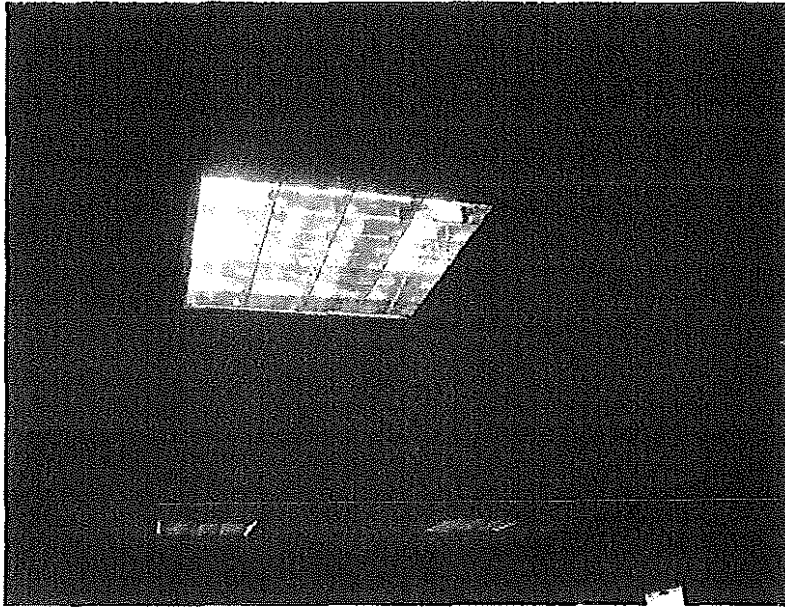
2. General view within office 1



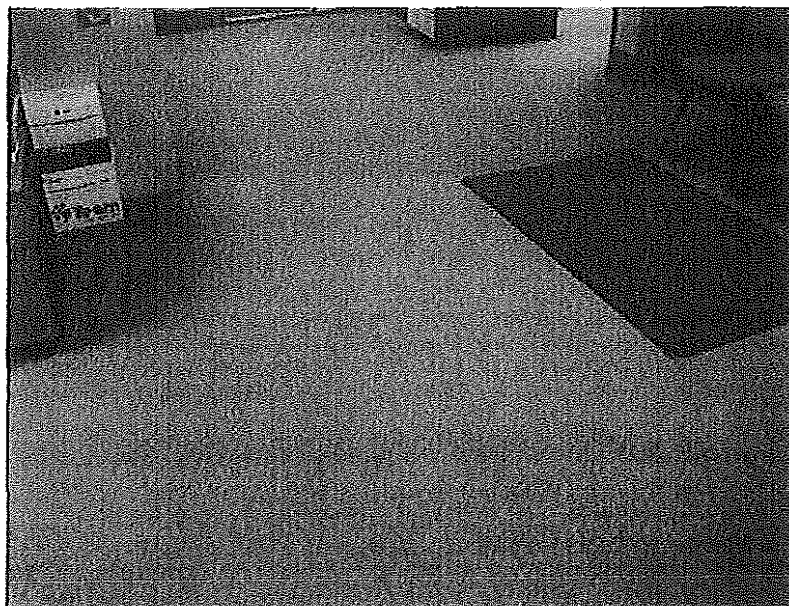
3. General view within office 1



4. Suspended ceiling within office 1 generally in satisfactory condition.



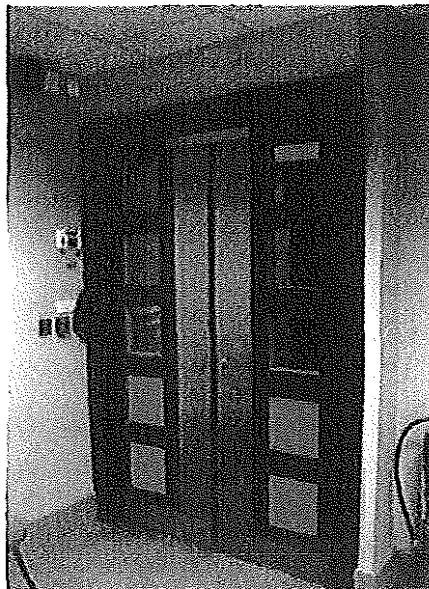
5. Suspended ceiling within office 1 generally in satisfactory condition.



6. Carpet finish within office 1 generally in satisfactory condition although pile is worn and discoloured, marks are also evident in isolated locations.



- 7 Carpet finish within office 1 generally in satisfactory condition although pile is worn and discoloured, marks are also evident in isolated locations.



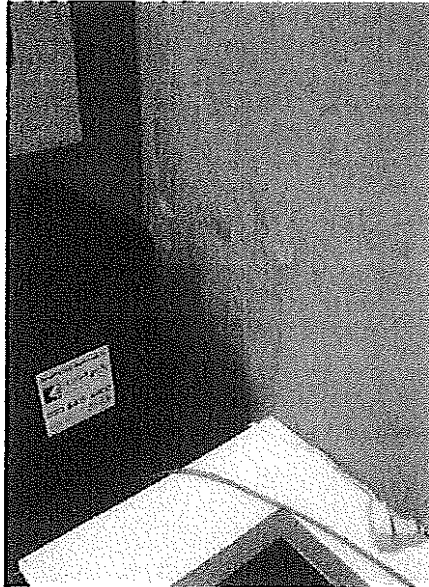
8. Office entrance doors generally in satisfactory condition.



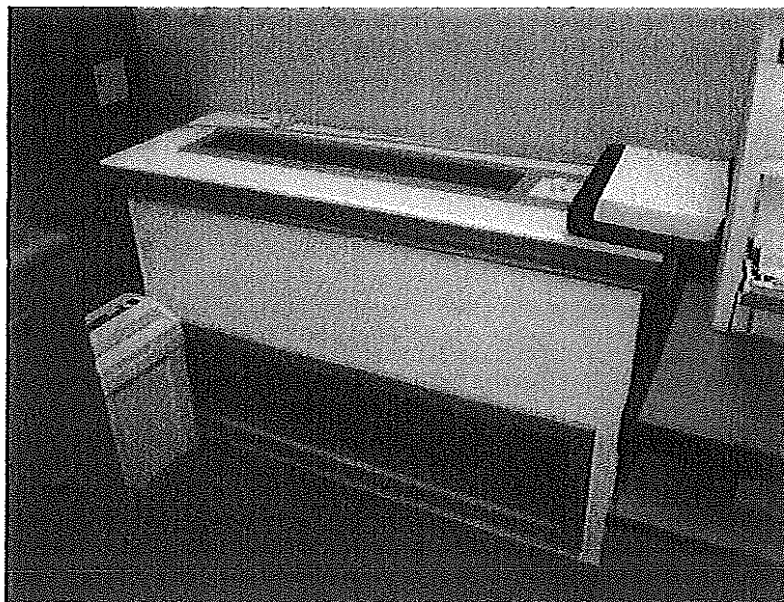
9. Fire exit doors generally in satisfactory condition.



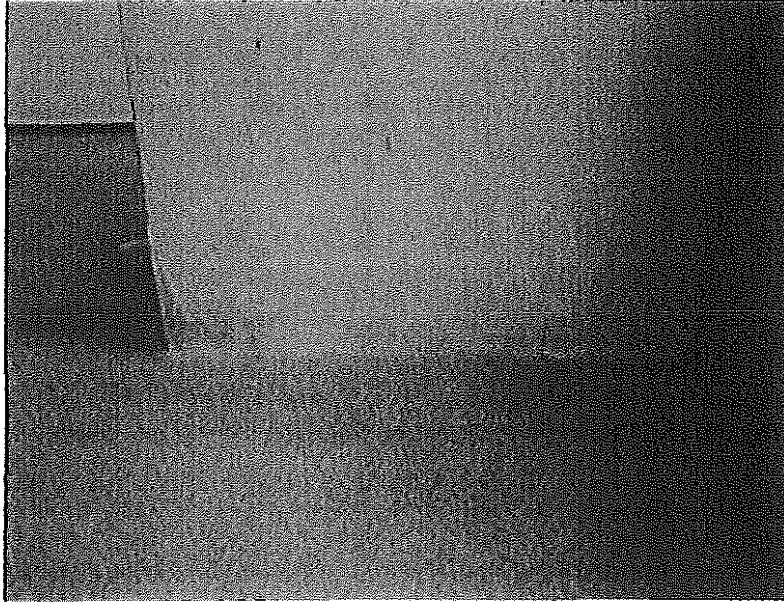
10. Low level paintwork on door frames and skirting's generally scuffed, chips also evident in isolated locations. Generally wallpaper is lightly soiled and marked at low level.



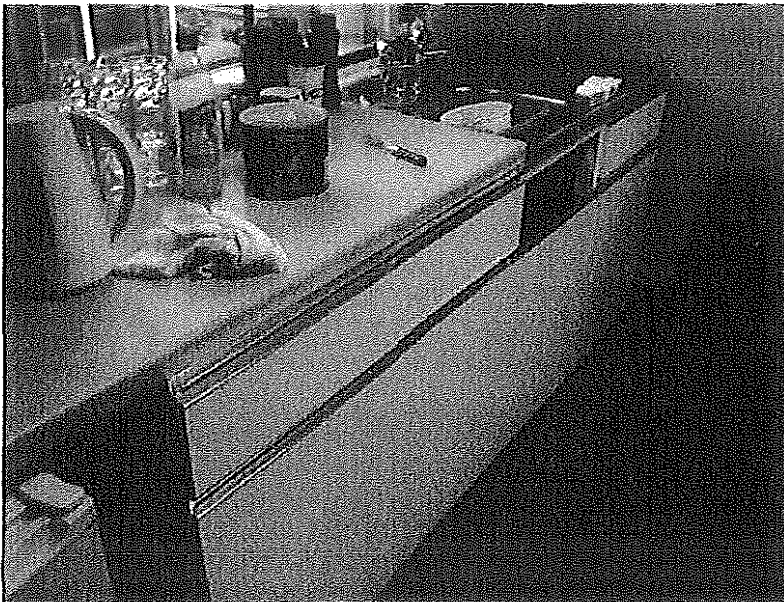
11 Damage and soiling evident to wallpaper finish where fixture removed (right hand side of partition separating office 1 and tea point).



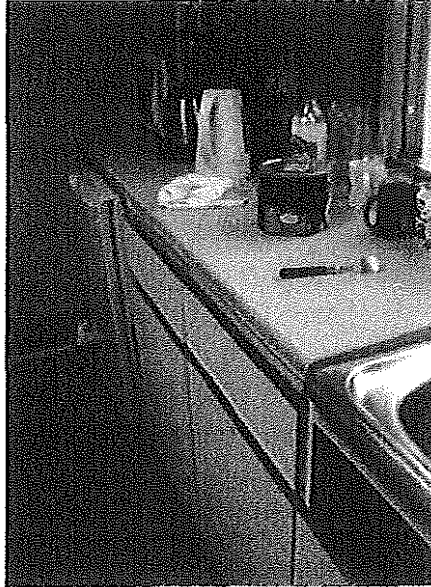
12. Radiator casing within office 1 generally in satisfactory condition. Scuff marks evident to wallpaper finish (right hand side above radiator casing).



13. Surface soiling and damage evident to wallpaper finish at low level on partition separating office 1 and tea point.



14. Tea point in satisfactory condition, drawer front is missing below the sink unit.



15. General view of tea point.



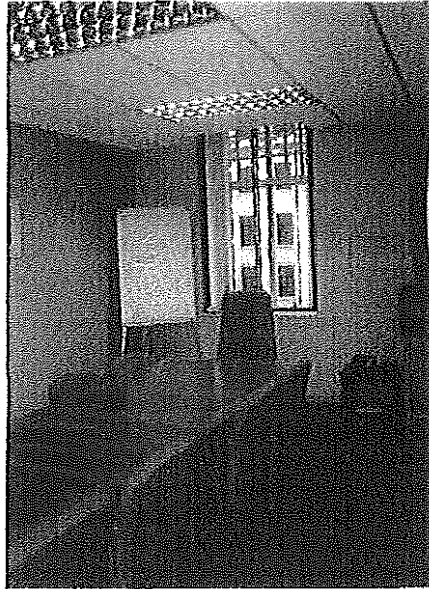
16. Paintwork to window with tea point generally in poor decorative order



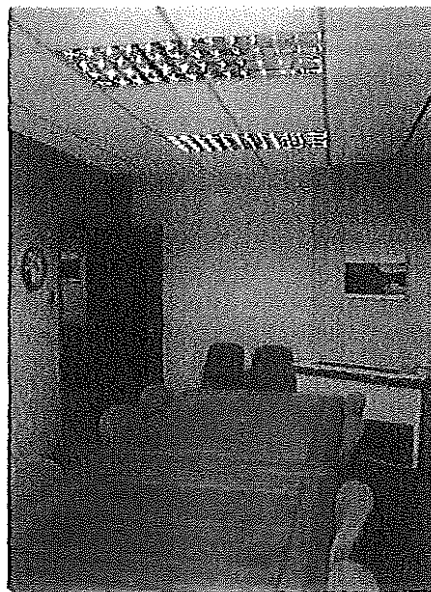
17 Secondary glazing within tea point misaligned.



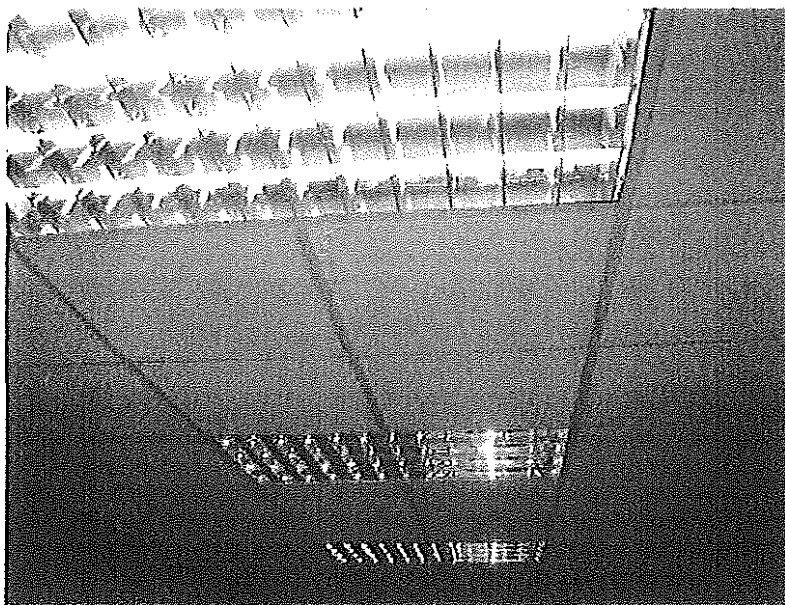
18. Carpet within tea point generally in a soiled condition, especially adjacent fridge and below cupboards. Scuff marks and surface soiling evident at low level on partition.



19. General view within office 2.



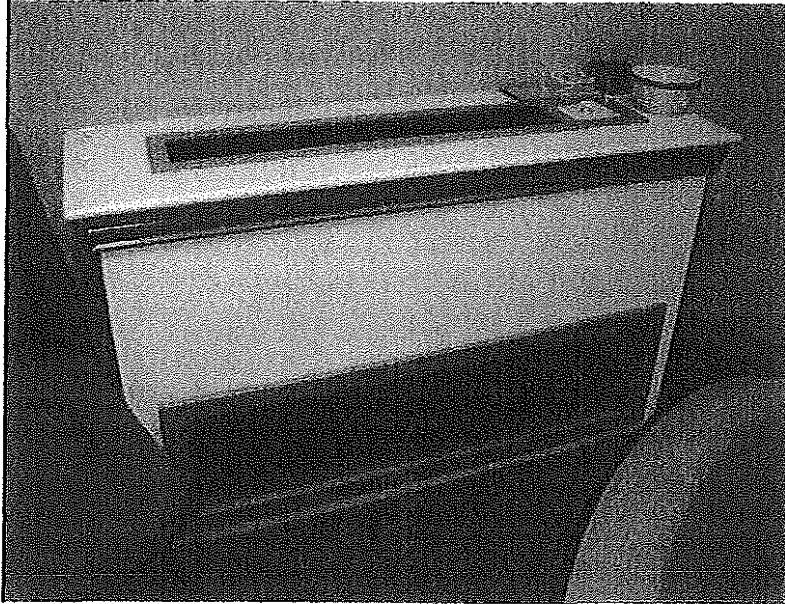
20 General view within office 2.



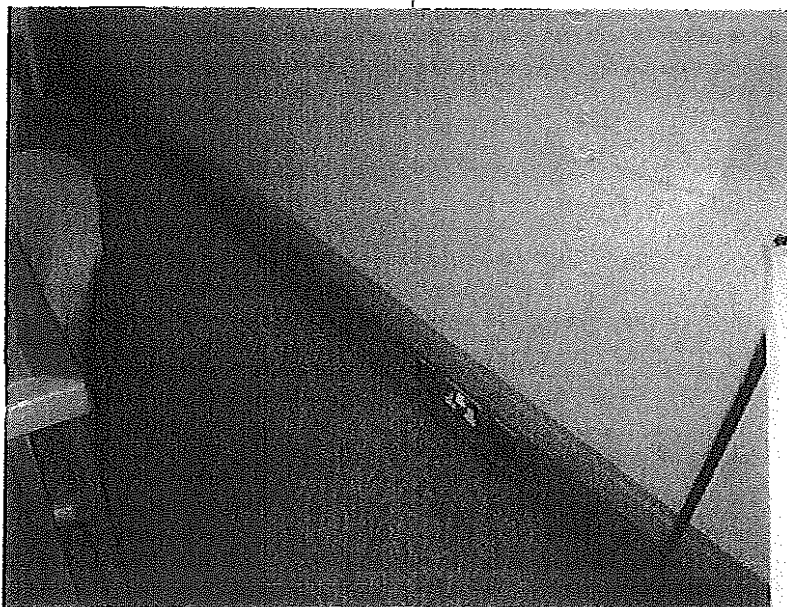
21 Suspended ceiling within office 2 generally in satisfactory condition.



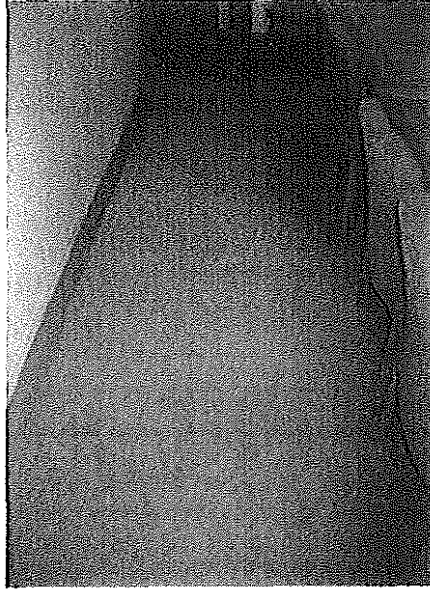
22 Secondary glazing within office 2 misaligned and paintwork to window in poor decorative order



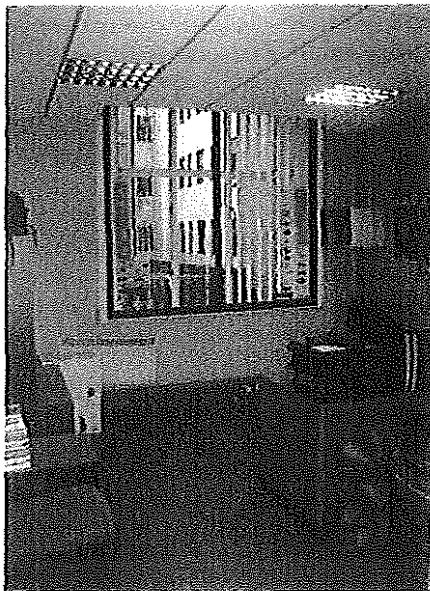
23. Radiator casing within office 2 generally in satisfactory condition.



24. Skirting trunking within office 2 generally in satisfactory condition. Minor scuff marks are evident to walls and trunking.



25. Carpet finish within office 2 generally in satisfactory condition although pile is worn and discoloured, spot marks are also evident in isolated locations.



26. General view of office 3.



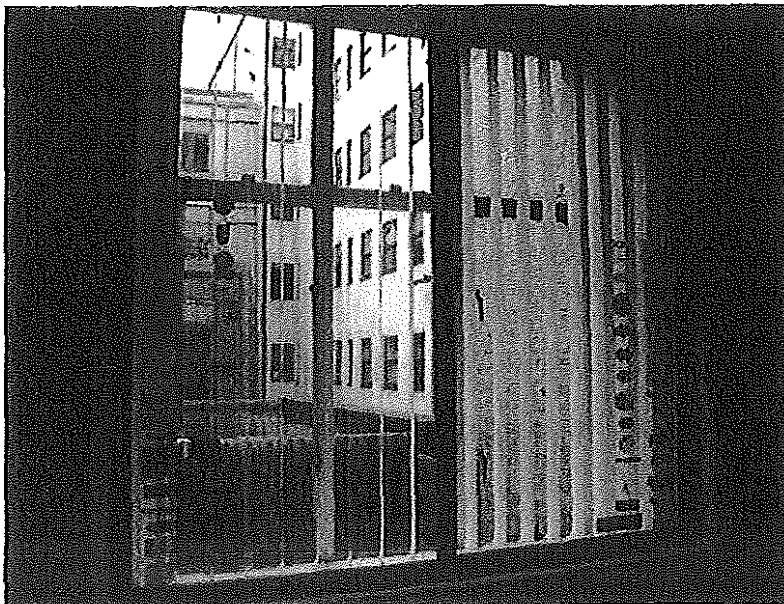
27 Suspended ceiling within office 3 generally in satisfactory condition.



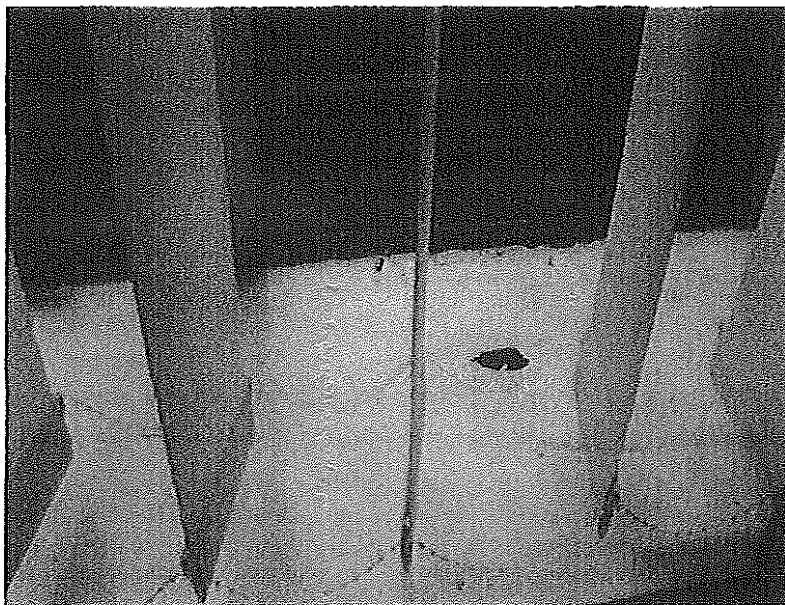
28. Carpet finish within office 3 generally in satisfactory condition although pile is worn and discoloured.



29. Wallpaper marked (left hand side of window) and lightly soiled above skirtings within office 3.  
Scuff marks also evident on skirting's.



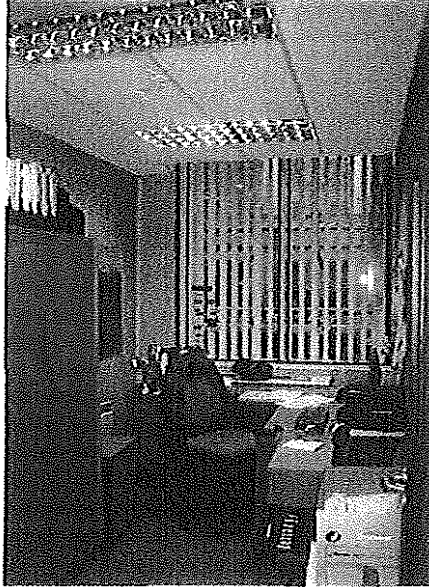
30 Secondary glazing within office 3 generally in satisfactory condition.



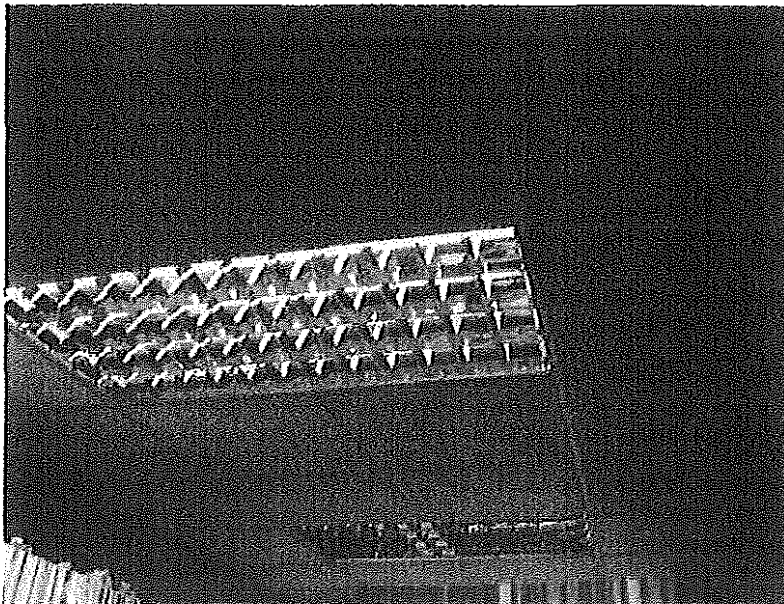
31 Window unit and sill generally in poor decorative order within office 3.



32. General view within office 3.



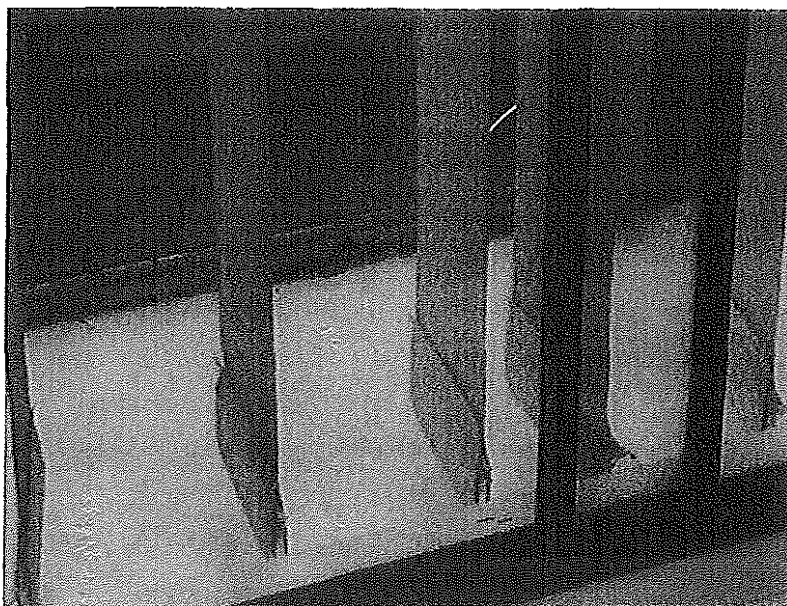
33. General view within office 4



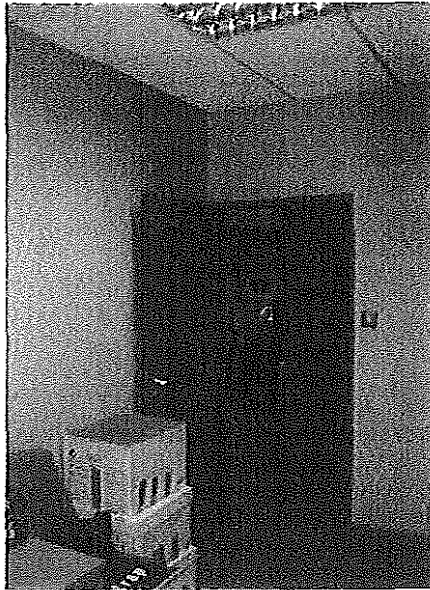
34. Suspended ceiling within office 4 generally in satisfactory condition.



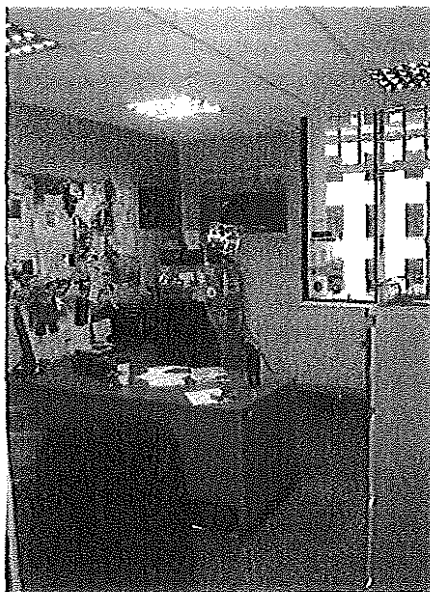
35. Carpet finish within office 4 generally in satisfactory condition although pile slightly worn and discoloured.



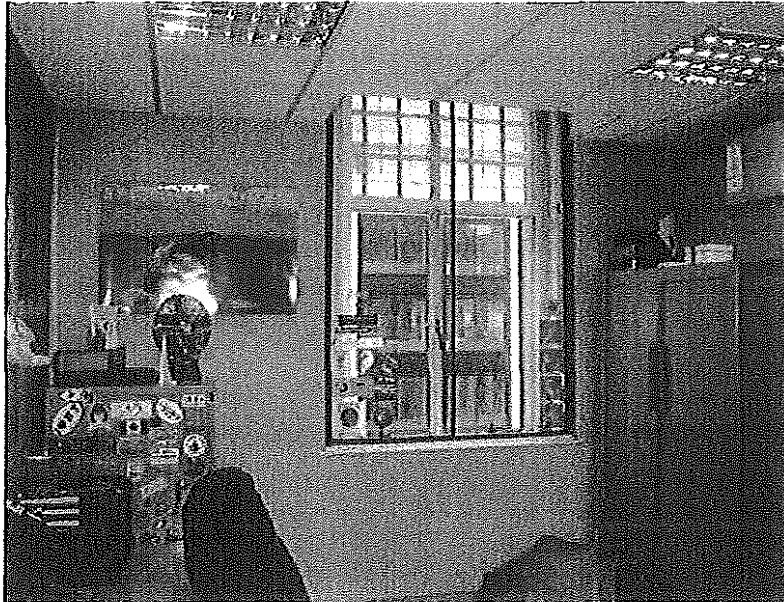
36. Paintwork on window unit generally in poor condition within office 4, cill also lightly soiled.



37 General view within office 4.



38. General view within office 5.



39. General view within office 5. Wallpaper marked below window unit.



40. Suspended ceiling within office 5 generally in satisfactory condition.



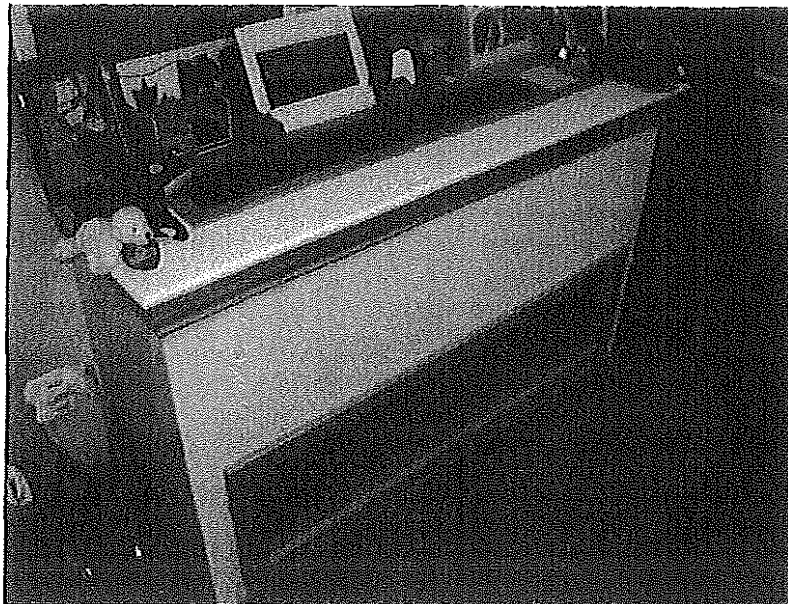
41 Paintwork to window unit within office 5 generally in poor order



42 General view within office 5.



43. Carpet finish within office 5 generally in satisfactory condition although pile slightly worn and discoloured.



44. Radiator casing within office 5 generally in satisfactory condition

3.0 DECLARATION

3.1 Duly authorised for and signed on behalf of [.....]

Signature: .....

Name: .....

Company: .....

Position: .....

Date: .....

3.2 Countersignature in agreement:

Duly authorised for and signed on behalf of The Crown Estate Commissioners

Signature: [Signature]

Name: Alex McKernie-Wain

Company: Praxis Salmon LLP

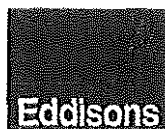
Position: Associate

Date: 1 April 2011



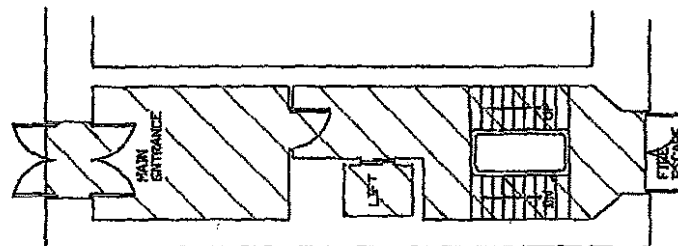
**APPENDIX A**

**INDICATIVE LAYOUT DRAWING**

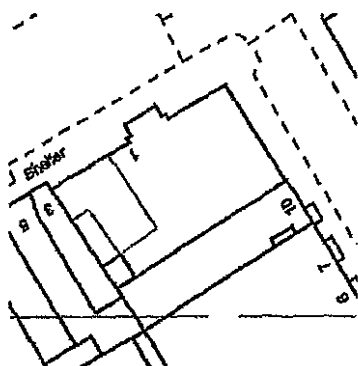
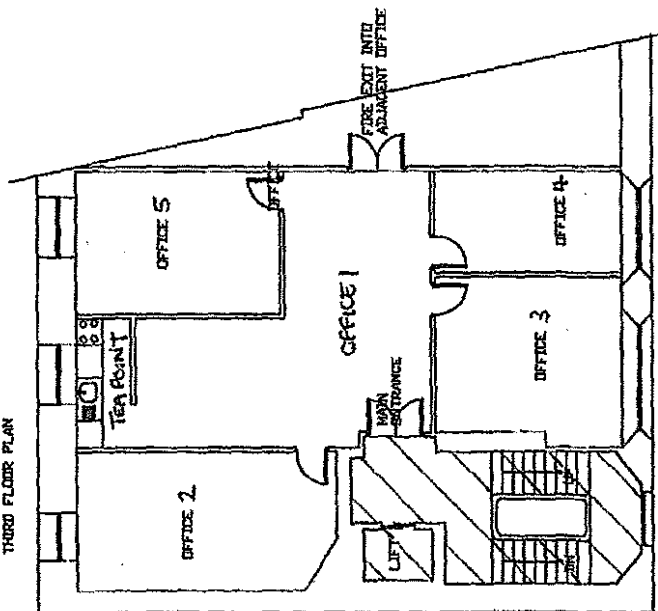




GROUND FLOOR PLAN



THIRD FLOOR PLAN



EXTRACT FROM ORDNANCE SURVEY SHOWING LOCATION ONLY



AREAS HATCHED IN BLUE ARE COMMON PARTS, SHARED WITH OTHERS

AK Urban Services Ltd  
75 Penton Avenue  
London SE1 9JL  
Tel 02035-105446  
020 8927 6000  
info@akurban.co.uk  
Date 2nd February 2011

Drawn by  
J. Russell (LUR/100) (Lead Dp)

Project:

Issued / title plan

Property details  
Hatched for other  
Project Client Name  
1-3 Regent Street  
London SW1Y 4NR

Drawn by: RS-15

Drawn by: 1000 @ A5

## Hall, Jane M CSCD:EX

---

**From:** Brouwer, Shauna CSNR:EX  
**Sent:** February-23-11 10:26 AM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** Do you have Fw: BC House - London

The email trail or recall?  
I can phone you after exec call  
S

**From:** Brown, D. Martyn TTI:EX  
**Sent:** Wednesday, February 23, 2011 09:00 AM  
**To:** Routledge, Cam TTI:EX; Mackay, Grant TTI:EX; Brouwer, Shauna CSCD:EX; Greene, Maria TTI:EX  
**Subject:** RE: BC House - London

I believe it's the latter. '

s17

Correct, Shauna?

**From:** Routledge, Cam TTI:EX  
**Sent:** Wednesday, February 23, 2011 8:58 AM  
**To:** Mackay, Grant TTI:EX; Brown, D. Martyn TTI:EX; Brouwer, Shauna CSCD:EX; Greene, Maria TTI:EX  
**Subject:** FW: BC House - London

FYI – this doesn't answer our move date – is it December 31<sup>st</sup>, 2011 at the end of the MTTI lease or August 17, 2012 under the newly revised Head Lease?

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Tuesday, February 22, 2011 6:56 PM  
**To:** Routledge, Cam TTI:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** RE: BC House - London

Cam

I had discussed this with Martyn Brown and have his email approval. You will not be re-locating by April 1, 2011. ' s17

You may want to check internally. Shawna has

email documentation on the arrangement. Thanks

Sarf Ahmed  
Assistant Deputy Minister  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Citizens' Services  
Work: 250-953-4338  
Cell: s17

## Hall, Jane M CSCD:EX

---

**From:** Greene, Maria DBC:EX  
**Sent:** February-22-11 3:59 PM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** BC House

Hi Murray – you'll see emails from Cam as new developments on this subject since yesterday.....mg

**Maria Greene**

Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



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---

**From:** Jacobs, Murray TTI:EX  
**Sent:** Tuesday, February 15, 2011 12:08 PM  
**To:** Greene, Maria TTI:EX  
**Cc:** Koorbatoff, Lisa SSBC:EX; Mason, Hazel CSCD:EX  
**Subject:** RE: seems decision is made FW: BC House

Hi Maria,

s22 I don't think Hazel and I need to be too involved. We need to be copied on the notes – Hazel for the overall space context, and me for any budgetary impacts. The main contacts will be SSBC and the program. Given the timelines, I think we need to let SSBC know our requirements asap, so they can get someone working on this in London.

Lisa – are you the SSBC point person on this file now, or who should we work with?

s13

s13

Thanks.

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Greene, Maria TTI:EX  
**Sent:** Tuesday, February 15, 2011 11:24 AM  
**To:** Jacobs, Murray TTI:EX  
**Cc:** Koorbatoff, Lisa SSBC:EX  
**Subject:** Re: seems decision is made FW: BC House

s22            The plan is to acquire new space and before I left 10 days ago asked Cam who needs to be engaged to initiate this as it will take a while and the lease expires end of year s13

s13  
s13            (ie an office or workspace). Maria

Maria Greene  
Market Development Manager, Europe/South Pacific  
Ministry of Tourism, Culture and The Arts  
Phone 604-660-4708  
Maria.Greene@gov.bc.ca  
Sent by Blackberry

**From:** Jacobs, Murray TTI:EX  
**Sent:** Tuesday, February 15, 2011 11:20 AM  
**To:** Greene, Maria TTI:EX  
**Cc:** Koorbatoff, Lisa SSBC:EX  
**Subject:** RE: seems decision is made FW: BC House

Hi Maria,

After playing telephone tag with Lisa for the past couple weeks, we finally touched base this morning. The SSBC person on this file has been away for awhile, so Lisa's not fully up-to-speed on the London situation. Lisa was wondering if the plan was to acquire new space in London s13 I thought the plan was to get new office space, but I don't think I've seen this confirmed anywhere. not responsive Thanks.

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: Murray.Jacobs@gov.bc.ca

**From:** Greene, Maria TTI:EX  
**Sent:** Tuesday, January 18, 2011 11:24 AM  
**To:** Jacobs, Murray TTI:EX  
**Subject:** RE: seems decision is made FW: BC House

Hi Murray. s22 I spoke to a Lisa Koorbatoff who talked about a ministry consumption report & s17 Would you be able to speak to them because I'm not familiar with the consumption report for the Ministry. I'm waiting to hear back from Grant on next steps so we can start looking for space in London for after Dec 31. Is that something Hazel would be involved in as well – not sure of who to bring into the loop. Sorry, full of questions!

**Maria Greene**  
Market Development Manager, Europe & South Pacific

Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



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**From:** Jacobs, Murray TTI:EX  
**Sent:** Tuesday, January 18, 2011 9:27 AM  
**To:** Greene, Maria TTI:EX  
**Subject:** FW: seems decision is made FW: BC House

Hi Maria,

I got your voice mail yesterday. Per my voice mail I just left with you. this is the latest I've seen regarding the London space

s13, s17

s13, s17

Do you want me to follow

up with SSBC, or are you dealing with them? Thanks.

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Brouwer, Shauna CSCD:EX  
**Sent:** Friday, December 24, 2010 9:51 AM  
**To:** Nelson, Carol TTI:EX  
**Cc:** Campbell, Tracy TTI:EX; Jacobs, Murray TTI:EX; Mason, Hazel CSCD:EX; MacAulay, Jim CSCD:EX  
**Subject:** seems decision is made FW: BC House

Shauna Brouwer, MBA  
Assistant Deputy Minister, Management Services  
Ministry of Community, Sport & Cultural Development  
Ministry of Tourism, Trade & Investment  
(& Minister Responsible for the Intergovernmental Relations Secretariat)  
Phone 250-387-9180 Fax 250-387-7973  
<mailto:shauna.brouwer@gov.bc.ca>



Please consider the environment before printing this e-mail



**From:** Brown, D. Martyn TTI:EX  
**Sent:** Thursday, December 23, 2010 11:20 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Cc:** Mackay, Grant TTI:EX; Brouwer, Shauna CSCD:EX  
**Subject:** Re: BC House

Agreed and confirmed. We will act on that basis.

Sent from my iPad

On 2010-12-23, at 11:08 PM, "Ahmed, Sarf SSBC:EX" <[Sarf.Ahmed@gov.bc.ca](mailto:Sarf.Ahmed@gov.bc.ca)> wrote:

Martyn

s13, s16, s17

Hope this is fine with you.

Thanks

Sent from my iPad

On 2010-12-23, at 12:16 PM, "Brown, D. Martyn TTI:EX" <[D.Martyn.Brown@gov.bc.ca](mailto:D.Martyn.Brown@gov.bc.ca)> wrote:

Great, let's talk at 4 today.

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Thursday, December 23, 2010 12:06 PM  
**To:** Brown, D. Martyn TTI:EX  
**Subject:** Re: BC House

Martyn

I can provide you an update on our negotiations with the UK Govt. If there is a good time to call you please let me know. I can do it any time after 1pm today or

tomorrow.

Thanks

**From:** Brown, D. Martyn TTI:EX  
**Sent:** Thursday, December 23, 2010 11:49 AM  
**To:** Ahmed, Sarf SSBC:EX  
**Subject:** BC House

s13, s17

Any update on the status of that space or  
options under consideration would be much appreciated to help us with our  
planning, which I believe is currently oriented around the December 31, 2011  
time frame.

## Hall, Jane M CSCD:EX

---

**From:** Routledge, Cam TTI:EX  
**Sent:** February-23-11 11:14 AM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** FW: BC House - London

Murray,

s13

Cam

**From:** Routledge, Cam TTI:EX  
**Sent:** Tuesday, February 22, 2011 3:29 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** BC House - London

Sarf,

s16, s17, s13

Regards,  
Cam

**Cam Routledge**  
Director, Consumer Marketing, Overseas  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-3769  
F 604-660-3383  
[cam.routledge@gov.bc.ca](mailto:cam.routledge@gov.bc.ca)

Consumer: [www.HelloBC.com](http://www.HelloBC.com)



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## Hall, Jane M CSCD:EX

---

**From:** Jacobs, Murray JTST:EX  
**Sent:** February-23-11 11:05 AM  
**To:** Routledge, Cam TTI:EX  
**Cc:** Greene, Maria DBC:EX; Brouwer, Shauna CSNR:EX  
**Subject:** RE: BC House - London  
**Attachments:** seems decision is made FW: BC House

Hi Cam,

Here is the last note I received on the subject.

s13, s17

s13, s17

Cam.

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

---

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Tuesday, February 22, 2011 6:56 PM  
**To:** Routledge, Cam TTI:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** RE: BC House - London

Cam  
I had discussed this with Martyn Brown and have his email approval. You will not be re-locating by April 1, 2011. s17  
You may want to check internally. Shawna has  
email documentation on the arrangement. Thanks

Sarf Ahmed  
Assistant Deputy Minister  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Citizens' Services  
Work: 250-953-4338  
Cell: s17

---

**From:** Routledge, Cam TTI:EX  
**Sent:** Tuesday, February 22, 2011 3:29 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** BC House - London

Sarf,

s13, s16, s17

Regards,  
Cam

Cam Routledge  
Director, Consumer Marketing, Overseas  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
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[cam.routledge@gov.bc.ca](mailto:cam.routledge@gov.bc.ca)

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## Hall, Jane M CSCD:EX

---

**From:** Brouwer, Shauna CSNR:EX  
**Sent:** February-25-11 11:09 AM  
**To:** Jacobs, Murray JTST:EX; Campbell, Tracy JTST:EX  
**Cc:** Brouwer, Shauna CSNR:EX  
**Subject:** New lease for MTTI at BC House, London

Tracy,

s12

If we did seems we are staying there until 2012.

Unless there is more correspondence?

**From:** Brouwer, Shauna CSCD:EX  
**Sent:** Wednesday, December 22, 2010 6:59 AM  
**To:** Mason, Hazel CSCD:EX  
**Subject:** Fw: New lease for MTTI at BC House, London

Who is the branch contact? Cam?

**From:** Campbell, Tracy TTI:EX  
**Sent:** Friday, December 17, 2010 05:03 PM  
**To:** Brouwer, Shauna CSCD:EX  
**Subject:** FW: New lease for MTTI at BC House, London

s12, 13

---

**From:** Jacobs, Murray TTI:EX  
**Sent:** Fri 12/17/2010 4:58 PM  
**To:** Campbell, Tracy TTI:EX  
**Subject:** FW: New lease for MTTI at BC House, London

-----  
**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Friday, December 17, 2010 4:58:23 PM  
**To:** Jacobs, Murray TTI:EX  
**Subject:** FW: New lease for MTTI at BC House, London  
**Auto forwarded by a Rule**

Murray

Are you able to help on this one      s22      ? thanks

Sarf Ahmed

Assistant Deputy Minister

Integrated Workplace Solutions

Shared Services BC

Ministry of Citizens' Services

Work: 250-953-4338

Cell. s17

---

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Friday, December 17, 2010 4:55 PM  
**To:** Brouwer, Shauna CSCD:EX  
**Cc:** Torgeson, Dyne D SSBC:EX  
**Subject:** FW: New lease for MTTI at BC House, London

Shauna

s13, s16, s17

We will appreciate your early response to conclude our negotiations.

Thanks

Sarf Ahmed

Assistant Deputy Minister

Integrated Workplace Solutions

Shared Services BC

Ministry of Citizens' Services

Work: 250-953-4338

Cell: s17

## Hall, Jane M CSCD:EX

---

**From:** Greene, Maria DBC:EX  
**Sent:** March-04-11 4:22 PM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Routledge, Cam TTI:EX; Brouwer, Shauna CSNR:EX; Campbell, Tracy JTST:EX; Mason, Hazel CSCD:EX; Greene, Maria DBC:EX  
**Subject:** RE: London Office - new space

Hi Murray. Thank you. I'm currently in London and will connect with Shom's team and SSBC next week via email.

s13

s13 Cam and I will discuss requirements and then get started on the process. Thank you!

---

**From:** Jacobs, Murray TTI:EX  
**Sent:** March 4, 2011 1:24 PM  
**To:** Greene, Maria TTI:EX  
**Cc:** Routledge, Cam TTI:EX; Brouwer, Shauna CSCD:EX; Campbell, Tracy TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** RE: London Office - new space

Hi Maria,

Yes, I think we need to get going on this. I trust that you and/or Cam are involved with Shom Sen's shop, not responsive  
not responsive - this may impact space

requirements/location/etc.

Please keep us in the loop. Thanks.

Murray

Murray Jacobs

Chief Financial Officer & Director of Crown Initiatives Finance & Administrative Services Ministry of Tourism, Trade and Investment 3rd Floor, 800 Johnson Street Victoria, B.C. V8W 9W1

phone: (250) 356-6950 fax: (250) 387-1590

email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

-----Original Message-----

**From:** Greene, Maria TTI:EX  
**Sent:** Friday, March 4, 2011 3:43 AM  
**To:** Jacobs, Murray TTI:EX  
**Cc:** Routledge, Cam TTI:EX  
**Subject:** London Office - new space

Hi Murray. Since we now know that we are vacating BC house Dec 31 we need to get moving on finding new space. I understand from a previous message that SSBC needs to be involved and will hold the lease/pay the rentNot Responsive

Not Responsive

Maria Greene

Market Development Manager, Europe/South Pacific Ministry of Tourism, Trade and Investment Phone 604-660-4708

[Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca) Sent by Blackberry

## Hall, Jane M CSCD:EX

---

**From:** Jacobs, Murray JTST:EX  
**Sent:** February-28-11 1:40 PM  
**To:** Campbell, Tracy JTST:EX  
**Subject:** FW: BC House - London

fyi

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

---

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Monday, February 28, 2011 1:39 PM  
**To:** Brown, D. Martyn TTI:EX; Brouwer, Shauna CSCD:EX  
**Cc:** Jacobs, Murray TTI:EX; Routledge, Cam TTI:EX; Greene, Maria TTI:EX; Mitrou, Shirley SSBC:EX  
**Subject:** Re: BC House - London

Hi Martyn

It is Dec 31, 2011 or earlier if you so require as agreed by us. Nothing has changed from my end to the commitment we made.

Hope this helps.

---

**From:** Brown, D. Martyn TTI:EX  
**Sent:** Monday, February 28, 2011 01:34 PM  
**To:** Brouwer, Shauna CSCD:EX; Ahmed, Sarf SSBC:EX  
**Cc:** Jacobs, Murray TTI:EX; Routledge, Cam TTI:EX; Greene, Maria TTI:EX  
**Subject:** Re: BC House - London

Sarf, can you just confirm our exit date?

Sent from my iPad

On 2011-02-25, at 11:27 AM, "Brouwer, Shauna CSCD:EX" <[Shauna.Brouwer@gov.bc.ca](mailto:Shauna.Brouwer@gov.bc.ca)> wrote:

The last note I have seen has us moving by December 31, 2011.

s17

s17

**From:** Jacobs, Murray TTI:EX  
**Sent:** Wednesday, February 23, 2011 11:05 AM  
**To:** Routledge, Cam TTI:EX  
**Cc:** Greene, Maria TTI:EX; Brouwer, Shauna CSCD:EX  
**Subject:** RE: BC House - London

Hi Cam,

Here is the last note I received on the subject.

s13, s17

s13, s17

s13, s17

Cam.

Murray

Murray Jacobs

Chief Financial Officer & Director of Crown Initiatives

Finance & Administrative Services

Ministry of Tourism, Trade and Investment

3rd Floor, 800 Johnson Street

Victoria, B.C. V8W 9W1

phone: (250) 356-6950 fax: (250) 387-1590

email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Tuesday, February 22, 2011 6:56 PM  
**To:** Routledge, Cam TTI:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** RE: BC House - London

Cam

I had discussed this with Martyn Brown and have his email approval. You will not be re-locating by April 1, 2011. s17

You may want to check internally. Shawna has email documentation on the arrangement.  
Thanks

Sarf Ahmed

Assistant Deputy Minister

Integrated Workplace Solutions

Shared Services BC

Ministry of Citizens' Services

Work: 250-953-4338

Cell: s17

---

**From:** Routledge, Cam TTI:EX  
**Sent:** Tuesday, February 22, 2011 3:29 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** BC House - London

Sarf,

s13, s16, s17

Regards,

Cam

**Cam Routledge**  
Director, Consumer Marketing, Overseas

Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-3769  
F 604-660-3383  
[cam.routledge@gov.bc.ca](mailto:cam.routledge@gov.bc.ca)

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Page 95 redacted for the following reason:

-----

not responsive

not responsive

---

**From:** Mackay, Grant TTI:EX  
**Sent:** Monday, May 9, 2011 4:43 PM  
**To:** Brouwer, Shauna CSCD:EX  
**Cc:** Jacobs, Murray TTI:EX; Greene, Maria TTI:EX; Routledge, Cam TTI:EX  
**Subject:** RE: Question FW: New space in London for Overseas Marketing group

Shauna,

Yes, this was all agreed to and re-confirmed with SSBC while MB was DM. There's no change to this position.

We need to vacate our current premises by December 31, 2011.

Not Responsive

Not Responsive

s13, s17, s16

Not Responsive

Maria Greene remains our Vancouver point person.

Our London point person to coordinate the move is Louise Petter. Louise can be reached at:

Email: [lpetter@tourismbc.co.uk](mailto:lpetter@tourismbc.co.uk)

Tel: 9-011-44-20-7930-6857 ext 203

Thanks, Grant

Grant Mackay  
Assistant Deputy Minister, Tourism Marketing  
Ministry of Jobs, Tourism and Innovation  
12th Floor, 510 Burrard Street  
Vancouver BC V6C 3A8  
T 604.660.6319  
F 604.660.3383  
[grant.mackay@gov.bc.ca](mailto:grant.mackay@gov.bc.ca)



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---

**From:** Brouwer, Shauna CSCD:EX  
**Sent:** Monday, May 9, 2011 10:15 AM  
**To:** Mackay, Grant TTI:EX  
**Cc:** Jacobs, Murray TTI:EX  
**Subject:** Question FW: New space in London for Overseas Marketing group

Not Responsive

Thx

Shauna

---

**From:** Koorbatoff, Lisa SSBC:EX  
**Sent:** Wednesday, May 4, 2011 4:09 PM  
**To:** Brouwer, Shauna CSCD:EX  
**Subject:** New space in London for Overseas Marketing group

Hi Shauna,

I've been working within SSBC to determine the process for acquiring space for the group that will be moving out of BC House by Dec. 31, 2011.

Maria Greene has been providing me with the info about what the program would need and I've been asked to reconfirm with you that JTI supports this group going out for new space once they vacate BC House.

s13

Are you able to confirm what the direction is from JTI regarding space for this group post Dec. 31, 2011?

Thanks,

Lisa

**Lisa Koorbatoff**

Director, Client Relations - Health, Education, Business & Economy

Client Services

---

Shared Services BC

Ministry of Labour, Citizens' Services & Open Government

w400 - 4000 Seymour Place, Victoria BC

Phone: 250.415.3133 Fax: 250.952-8293

Email: [lisa.koorbatoff@gov.bc.ca](mailto:lisa.koorbatoff@gov.bc.ca)

 Please consider the environment before printing this email.

## Hall, Jane M CSCD:EX

---

**From:** Grundy, Brad R CITZ:EX  
**Sent:** May-12-11 7:58 AM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Brouwer, Shauna CSNR:EX; Campbell, Tracy JTST:EX; Mason, Hazel CSCD:EX; Ahmed, Sarf MTIC:EX  
**Subject:** RE: Reply Question FW: New space in London for Overseas Marketing group

Murray,

Thank for the note. I had a brief chat with Sarf and think it best if you contact him directly.

s13

s13

Sarf can be reached at 953 4338.

Thanks,

Brad.

**From:** Jacobs, Murray TTI:EX  
**Sent:** Tuesday, May 10, 2011 10:06 PM  
**To:** Grundy, Brad R CITZ:EX  
**Cc:** Brouwer, Shauna CSCD:EX; Campbell, Tracy TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** FW: Reply Question FW: New space in London for Overseas Marketing group

Hi Brad,

not responsive

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Jobs, Tourism and Innovation  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Brouwer, Shauna CSCD:EX  
**Sent:** Tue, May 10, 2011 11:59 AM  
**To:** Jacobs, Murray TTI:EX; Mackay, Grant TTI:EX  
**Cc:** Campbell, Tracy TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** Reply Question FW: New space in London for Overseas Marketing group

**From:** Koorbatoff, Lisa SSBC:EX  
**Sent:** Tuesday, May 10, 2011 11:57 AM  
**To:** Brouwer, Shauna CSCD:EX  
**Cc:** Mitrou, Shirley SSBC:EX; Ahmed, Sarf SSBC:EX  
**Subject:** RE: Reply Question FW: New space in London for Overseas Marketing group

Hi Shauna,

Not Responsive

Not Responsive

s17

s17

Not Responsive

Not Responsive

Thanks,

Lisa

**Lisa Koorbatoff**

Director, Client Relations - Health, Education, Business & Economy

Client Services

---

Shared Services BC

Ministry of Labour, Citizens' Services & Open Government

w400 - 4000 Seymour Place, Victoria BC

Phone: 250.415.3133 Fax: 250.952-8293

Email: [lisa.koorbatoff@gov.bc.ca](mailto:lisa.koorbatoff@gov.bc.ca)

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---

**From:** Brouwer, Shauna CSCD:EX  
**Sent:** Monday, May 9, 2011 4:45 PM  
**To:** Koorbatoff, Lisa SSBC:EX  
**Subject:** Reply Question FW: New space in London for Overseas Marketing group

---

**From:** Mackay, Grant TTI:EX  
**Sent:** Monday, May 9, 2011 4:43 PM  
**To:** Brouwer, Shauna CSCD:EX  
**Cc:** Jacobs, Murray TTI:EX; Greene, Maria TTI:EX; Routledge, Cam TTI:EX  
**Subject:** RE: Question FW: New space in London for Overseas Marketing group

Shauna,

Yes, this was all agreed to and re-confirmed with SSBC while MB was DM. There's no change to this position.

We need to vacate our current premises by December 31, 2011.

Not Responsive

Not Responsive

-----  
s17, s13, s16

Not Responsive

Maria Greene remains our Vancouver point person.

Our London point person to coordinate the move is Louise Petter. Louise can be reached at:

Email: [lpetter@tourismbc.co.uk](mailto:lpetter@tourismbc.co.uk)

Tel: 9-011-44-20-7930-6857 ext 203

Thanks, Grant

Grant Mackay  
Assistant Deputy Minister, Tourism Marketing  
Ministry of Jobs, Tourism and Innovation  
12th Floor, 510 Burrard Street  
Vancouver BC V6C 3A8  
T 604.660.6319  
F 604.660.3383  
[grant.mackay@gov.bc.ca](mailto:grant.mackay@gov.bc.ca)



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## Hall, Jane M CSCD:EX

---

**From:** Greene, Maria DBC:EX  
**Sent:** June-06-11 10:46 AM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Mason, Hazel CSCD:EX; Campbell, Tracy JTST:EX  
**Subject:** RE: BC House and new London Office Space

s16, s17, s13

### **Maria Greene**

Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

**PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)**



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**From:** Jacobs, Murray TTI:EX  
**Sent:** Monday, June 6, 2011 10:34 AM  
**To:** Greene, Maria JTI:EX  
**Cc:** Mason, Hazel CSCD:EX; Campbell, Tracy TTI:EX  
**Subject:** RE: BC House and new London Office Space

Hi Maria,

s13, s17

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Jobs, Tourism and Innovation  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Greene, Maria JTI:EX  
**Sent:** Friday, June 3, 2011 9:20 AM  
**To:** Jacobs, Murray TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** BC House and new London Office Space

Hi. I just spoke to Lisa Koorbatoff – Director of Client Services at SSBC. Here's the update for today:

- not responsive s17
- Cheryl (Manager of Leasing) is working with some contacts in the UK to secure a real estate agents/company to source space for us based on our suggestions/requirements.
- 

s13, s17

s17

Keep you posted on this as I hear more.

Thanks.

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
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## Hall, Jane M CSCD:EX

---

**From:** Mason, Hazel CSCD:EX  
**Sent:** June-06-11 9:01 AM  
**To:** Campbell, Tracy JTST:EX; Jacobs, Murray JTST:EX  
**Subject:** RE: BC House and new London Office Space

Any recourse or how do you want to handle this? Should I set up a meeting with Lisa K.?

**From:** Campbell, Tracy TTI:EX  
**Sent:** Monday, June 6, 2011 8:56 AM  
**To:** Jacobs, Murray TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** RE: BC House and new London Office Space

s13, s17

**From:** Jacobs, Murray TTI:EX  
**Sent:** Monday, June 6, 2011 8:54 AM  
**To:** Campbell, Tracy TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** FW: BC House and new London Office Space

s13

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Jobs, Tourism and Innovation  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Greene, Maria JTI:EX  
**Sent:** Monday, June 6, 2011 8:50 AM  
**To:** Mason, Hazel CSCD:EX  
**Cc:** Jacobs, Murray TTI:EX  
**Subject:** RE: BC House and new London Office Space

Hi Hazel.

s17

s17

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
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**From:** Mason, Hazel CSCD:EX  
**Sent:** Monday, June 6, 2011 8:25 AM  
**To:** Greene, Maria JTI:EX  
**Cc:** Jacobs, Murray TTI:EX  
**Subject:** FW: BC House and new London Office Space

Maria, point below  
s17 Can we discuss?

s17

s17

**From:** Jacobs, Murray TTI:EX  
**Sent:** Saturday, June 4, 2011 11:09 PM  
**To:** Campbell, Tracy TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** FW: BC House and new London Office Space

s17

**From:** Greene, Maria JTI:EX  
**Sent:** Fri, June 3, 2011 9:20 AM  
**To:** Jacobs, Murray TTI:EX; Mason, Hazel CSCD:EX  
**Subject:** BC House and new London Office Space

Hi. I just spoke to Lisa Koorbatoff – Director of Client Services at SSBC. Here's the update for today:

- not responsive - s17
- Cheryl (Manager of Leasing) is working with some contacts in the UK to secure a real estate agents/company to source space for us based on our suggestions/requirements.
- 

s13, s17

s13, s17

s17

s17

Keep you posted on this as I hear more.

Thanks.

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

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## Hall, Jane M CSCD:EX

---

**From:** Greene, Maria DBC:EX  
**Sent:** July-28-11 12:33 AM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Krake, Reg JTI:EX; XT:Petter, Louise DBC:IN; Mason, Hazel CSCD:EX  
**Subject:** Fw: UK Office Move

Hi Murray. Please see below as an fyi. I have asked for clarification on the extension past Dec 31 and wtg to hear back just in case we need it. I seem to remember that when you and I talked recently about

s17

s17  
Is this correct? Can you pls

advise the amount if that's the case. Thanks for your help. Maria

Maria Greene

Market Development Manager, Europe/South Pacific

Ministry of Tourism, Trade and Investment

Phone 604-660-4708

Maria.Greene@gov.bc.ca

Sent by Blackberry

**From:** Sampson, Cheryl A SSBC:EX  
**Sent:** Wednesday, July 27, 2011 02:10 PM  
**To:** 'Louise Petter (Bourchier)' <LPetter@TourismBC.co.uk>  
**Cc:** Krake, Reg JTI:EX; Greene, Maria JTI:EX  
**Subject:** RE: UK Office Move

Hi Louise -- thanks for the email.

To answers your questions below:

s13, s17

s13, s17

they would say,

Not Responsive

We don't know what

Not Responsive

thanks

Cheryl Sampson  
Senior Lease Manager, Real Estate Management  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Labour, Citizens' Services & Open Government

Telephone: (250) 952-8622  
Fax: (250) 952-8288  
Website: [www.accommodationandrealstate.gov.bc.ca](http://www.accommodationandrealstate.gov.bc.ca)

**From:** Louise Petter (Bourchier) [mailto:LPetter@TourismBC.co.uk]  
**Sent:** Wednesday, July 27, 2011 7:18 AM  
**To:** Sampson, Cheryl A SSBC:EX  
**Cc:** Krake, Reg JTI:EX; Greene, Maria JTI:EX  
**Subject:** UK Office Move

Not Responsive

- Stuart advised that there is no longer an option for us to extend our stay in BC house and that we have to be out by 1 Jan. s13

Not Responsive

Kind regards Louise.

Louise Petter  
Manager - UK, Ireland and Scandinavia  
Tourism British Columbia  
3rd Floor, 3 Regent Street,  
London SW1Y 4NS  
T 44 (0)20 7930 6857 ext 203  
F 44 (0)20 7930 2012  
[LPetter@TourismBC.co.uk](mailto:LPetter@TourismBC.co.uk)

[www.BritishColumbia.travel](http://www.BritishColumbia.travel)

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## Hall, Jane M CSCD:EX

---

**From:** Jacobs, Murray JTST:EX  
**Sent:** February-28-11 1:36 PM  
**To:** Brouwer, Shauna CSNR:EX  
**Subject:** FW: BC House - London

Shauna - s17

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

---

**From:** Brown, D. Martyn TTI:EX  
**Sent:** Monday, February 28, 2011 1:34 PM  
**To:** Brouwer, Shauna CSCD:EX; Ahmed, Sarf SSBC:EX  
**Cc:** Jacobs, Murray TTI:EX; Routledge, Cam TTI:EX; Greene, Maria TTI:EX  
**Subject:** Re: BC House - London

Sarf, can you just confirm our exit date?

Sent from my iPad

On 2011-02-25, at 11:27 AM, "Brouwer, Shauna CSCD:EX" <[Shauna.Brouwer@gov.bc.ca](mailto:Shauna.Brouwer@gov.bc.ca)> wrote:

The last note I have seen has us moving by December 31, 2011.

s17

s17

---

**From:** Jacobs, Murray TTI:EX  
**Sent:** Wednesday, February 23, 2011 11:05 AM  
**To:** Routledge, Cam TTI:EX  
**Cc:** Greene, Maria TTI:EX; Brouwer, Shauna CSCD:EX  
**Subject:** RE: BC House - London

Hi Cam,

Here is the last note I received on the subject.

s13, s17

s13, s17 , Cam.

Murray

Murray Jacobs

Chief Financial Officer & Director of Crown Initiatives

Finance & Administrative Services

Ministry of Tourism, Trade and Investment

3rd Floor, 800 Johnson Street

Victoria, B.C. V8W 9W1

phone: (250) 356-6950 fax: (250) 387-1590

email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Tuesday, February 22, 2011 6:56 PM  
**To:** Routledge, Cam TTI:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** RE: BC House - London

Cam

I had discussed this with Martyn Brown and have his email approval. You will not be re-locating by April 1, 2011.

s17

You may want to check internally. Shawna has email documentation on the arrangement.  
Thanks

Sarf Ahmed

Assistant Deputy Minister

Integrated Workplace Solutions

Shared Services BC

Ministry of Citizens' Services

Work: 250-953-4338

Cell: s17

**From:** Routledge, Cam TTI:EX  
**Sent:** Tuesday, February 22, 2011 3:29 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Cc:** Greene, Maria TTI:EX; Jacobs, Murray TTI:EX  
**Subject:** BC House - London

Sarf,

s13, s16, s17

Regards,

Cam

Cam Routledge  
Director, Consumer Marketing, Overseas

Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8

T 604-660-3769  
F 604-660-3383  
[cam.routledge@gov.bc.ca](mailto:cam.routledge@gov.bc.ca)

Consumer: [www.HelloBC.com](http://www.HelloBC.com)



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## Smith, Julia JTST:EX

---

**From:** Ahmed, Sarf MTIC:EX  
**Sent:** September-26-11 12:59 PM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** FW: FYI FW: BC House London

I assume you are aware of this.

Sarf Ahmed  
Assistant Deputy Minister  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Labour, Citizens' Services and Open Government  
Work: 250-953-4338  
Cell: s17

---

**From:** Mitrou, Shirley SSBC:EX  
**Sent:** Monday, September 26, 2011 12:50 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Subject:** FYI FW: BC House London

---

**From:** Krieger, Brian JTI:EX  
**Sent:** Monday, September 26, 2011 12:02 PM  
**To:** Gill, Peter SSBC:EX  
**Subject:** BC House London

Hi Peter,

Not Responsive

Not Responsive As a result, we'd like to ask your team to stand down on our request for space at #3 Regent Street for the time being, and we will give you a formal and final response as soon as possible.

Regards,

Brian

Brian Krieger  
Director, Business Services & Olympic Legacy  
Trade & Investment Division

Ministry of Jobs, Tourism & Innovation

Province of British Columbia, Canada  
Direct: (1) 604 660-0220  
<http://trade.britishcolumbia.ca>

## Hall, Jane M CSCD:EX

---

**From:** Greene, Maria DBC:EX  
**Sent:** September-22-11 4:27 PM  
**To:** Mason, Hazel CSCD:EX  
**Cc:** Jacobs, Murray JTST:EX  
**Subject:** RE: New Lease in London

Hi Hazel. I spoke to Stuart this morning s22 a project manager (which they can provide based on our needs), lease extension which he will confirm with the crown estate and confirm with us. s16, s17  
s16, s17

I s16, s17 s13  
s13 I have advised that we might need to look at a larger space but first things first, confirm in writing the lease extension.

Don't worry about Cheryl's note because I have already spoken to Stuart to advise that I'm the contact for now. Cheryl did call and has offered to assist/answer questions if we run into issues and not sure how to handle.

Are you ok with this as above?

### Maria Greene

Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Jobs, Tourism & Innovation  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



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---

**From:** Mason, Hazel CSCD:EX  
**Sent:** Thursday, September 22, 2011 4:22 PM  
**To:** Greene, Maria JTI:EX  
**Cc:** Jacobs, Murray TTI:EX  
**Subject:** FW: New Lease in London

This email is a formality only but FYI – Maria are you OK to proceed with the 3 month extension negotiations with Stuart's help?

---

**From:** Sampson, Cheryl A SSBC:EX  
**Sent:** Thursday, September 22, 2011 3:50 PM  
**To:** Koobatoff, Lisa SSBC:EX; Mason, Hazel CSCD:EX  
**Cc:** Gill, Peter SSBC:EX; Marsh, John SSBC:EX; Mitrou, Shirley SSBC:EX  
**Subject:** RE: New Lease in London

Hi Hazel – further to our conversation this afternoon, just confirming

s17

s17

As we discussed, I will call Maria to let her know if she has any questions, needs some assistance, to call me.

Thanks

Cheryl Sampson  
Senior Lease Manager, Real Estate Management  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Labour, Citizens' Services & Open Government  
Telephone: (250) 952-8622  
Fax: (250) 952-8288  
Website: [www.accommodationandrealstate.gov.bc.ca](http://www.accommodationandrealstate.gov.bc.ca)

---

**From:** Koorbatoff, Lisa SSBC:EX  
**Sent:** Wednesday, September 14, 2011 9:24 AM  
**To:** Mason, Hazel CSCD:EX  
**Cc:** Gill, Peter SSBC:EX; Sampson, Cheryl A SSBC:EX; Marsh, John SSBC:EX; Mitrou, Shirley SSBC:EX  
**Subject:** New Lease in London

Hi Hazel,

Not Responsive


Please let me know if you have any questions.

Sincerely,  
Lisa

**Lisa Koorbatoff**  
Director, Client Relations - Health, Education, Business & Economy  
Client Services

---

Shared Services BC  
Ministry of Labour, Citizens' Services & Open Government  
W400 - 4000 Seymour Place, Victoria BC  
Phone: 250.415.3133 Fax: 250.952-8293  
Email: [lisa.koorbatoff@gov.bc.ca](mailto:lisa.koorbatoff@gov.bc.ca)

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## Hall, Jane M CSCD:EX

---

**From:** Routledge, Cam TTI:EX  
**Sent:** February-22-11 3:30 PM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** FW: Lease Options for BC House London, England  
**Attachments:** s16, s17 64758  
\_MIN\_DBN\_BC House in London UK (SENT\_MO).docx; ATT00002.htm

Murray – FYI in case you weren't copied.

**From:** Mackay, Grant TTI:EX  
**Sent:** Monday, February 21, 2011 4:10 PM  
**To:** Routledge, Cam TTI:EX  
**Subject:** FW: Lease Options for BC House London, England

Grant Mackay  
Assistant Deputy Minister, Consumer Marketing  
Ministry of Tourism, Trade and Investment  
12th Floor, 510 Burrard Street  
Vancouver BC V6C 3A8  
T 604.660.6319  
F 604.660.3383  
[grant.mackay@gov.bc.ca](mailto:grant.mackay@gov.bc.ca)



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**From:** Brown, D. Martyn TTI:EX  
**Sent:** Monday, February 21, 2011 3:55 PM  
**To:** Mackay, Grant TTI:EX  
**Subject:** Fwd: Lease Options for BC House London, England

Pls have a look ASAP and get back to me.

My position is that

s17, s13

s17, s13

I thought we had been intending to vacate as of Dec 31, 2011.

Sent from my iPad

Begin forwarded message:

**From:** "Harrison, Michael TTI:EX" <[Michael.Harrison@gov.bc.ca](mailto:Michael.Harrison@gov.bc.ca)>

**Date:** 21 February, 2011 2:13:50 PM PST

**To:** "Maranda, Pierrette IGRS:EX" <[Pierrette.Maranda@gov.bc.ca](mailto:Pierrette.Maranda@gov.bc.ca)>, "Brown, D. Martyn TTI:EX" <[D.Martyn.Brown@gov.bc.ca](mailto:D.Martyn.Brown@gov.bc.ca)>

**Subject:** Lease Options for BC House London, England

I wanted to share this with you in case you had any concerns or comments. Minister McNeil will sign off this week, thanks, mh

Pages 119 through 121 redacted for the following reasons:

-----

s16

s16, s17

**MINISTRY OF CITIZENS' SERVICES  
BRIEFING NOTE**

Ref: 64758

Date: February 17, 2011

I **PREPARED FOR:** Honourable Mary McNeil, Minister

**FOR DECISION**

**TOPIC:** British Columbia House (BC House) in London,  
United Kingdom (UK)

II **ISSUE:**

Early surrender of the 99-year land lease prior to its expiry

III **BACKGROUND:**

In 1913 the Province of British Columbia (Province) entered into a 99-year land lease with the (British) Crown Estate, as owner, to build and operate BC House. The Province is obligated to surrender the property back to the Crown Estate (TCE) in good and substantial repair on July 5, 2012.

Following discussion with TCE an opportunity has arisen to reduce the Province's financial exposure on BC House. Heads of Terms for the surrender of the land lease on April 1, 2011, and leaseback of part of the third floor for the Ministry of Tourism, Trade and Investment (MTTI) until August 17, 2012 are attached as Appendix 1. The Heads of Terms will be reviewed by our solicitors before formal approval by the Province.

IV **DISCUSSION:**

s16, s17, s13

s16, s17, s13

s16, s17, s13

s12, s13

s12, s13

s16, s17, s13

V      **OPTIONS:**

s16, s17, s13

## VI RECOMMENDATION

s16, s17, s13

## Hall, Jane M CSCD:EX

---

**From:** Greene, Maria DBC:EX  
**Sent:** January-26-11 6:38 AM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Mason, Hazel CSCD:EX  
**Subject:** Re: seems decision is made FW: BC House

Thanks to you both. Look fwd to Lisa's response.

Maria Greene

Market Development Manager, Europe/South Pacific

Ministry of Tourism, Culture and The Arts

Phone 604-660-4708

Maria.Greene@gov.bc.ca

Sent by Blackberry

---

**From:** Jacobs, Murray TTI:EX  
**Sent:** Tuesday, January 25, 2011 07:00 PM  
**To:** Greene, Maria TTI:EX  
**Cc:** Mason, Hazel CSCD:EX  
**Subject:** RE: seems decision is made FW: BC House

Hi Maria,

I wasn't successful in connecting with Lisa, so I just sent her an email and copied you and Hazel. Will be interesting to hear what she says.

s17

s12

s12

As for Hazel's involvement, she's supposed to be aware of all our space issues, even the overseas issues, so if you could copy her on your emails, that would be appreciated.

Murray

---

**From:** Greene, Maria TTI:EX  
**Sent:** Tuesday, January 18, 2011 11:24 AM  
**To:** Jacobs, Murray TTI:EX  
**Subject:** RE: seems decision is made FW: BC House

Hi Murray. s22 I spoke to a Lisa Koorbatoff who talked about a ministry consumption report s17

s17 Would you be able to speak to them because I'm not familiar with the consumption report for the Ministry. I'm waiting to hear back from Grant on next steps so we can start looking for space in London for after Dec 31. Is that something Hazel would be involved in as well – not sure of who to bring into the loop. Sorry, full of questions!

**Maria Greene**

Market Development Manager, Europe & South Pacific

Tourism British Columbia

Ministry of Tourism, Trade & Investment

12th Floor, 510 Burrard Street

Vancouver, BC V6C 3A8

T 604-660-4708  
F 604-660-3383

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**From:** Jacobs, Murray TTI:EX  
**Sent:** Tuesday, January 18, 2011 9:27 AM  
**To:** Greene, Maria TTI:EX  
**Subject:** FW: seems decision is made FW: BC House

Hi Maria,

I got your voice mail yesterday. Per my voice mail I just left with you, this is the latest I've seen regarding the London space.

s17, s13

s17, s13

Do you want me to follow

up with SSBC, or are you dealing with them? Thanks.

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Brouwer, Shauna CSCD:EX  
**Sent:** Friday, December 24, 2010 9:51 AM  
**To:** Nelson, Carol TTI:EX  
**Cc:** Campbell, Tracy TTI:EX; Jacobs, Murray TTI:EX; Mason, Hazel CSCD:EX; MacAulay, Jim CSCD:EX  
**Subject:** seems decision is made FW: BC House

Shauna Brouwer, MBA  
Assistant Deputy Minister, Management Services  
Ministry of Community, Sport & Cultural Development  
Ministry of Tourism, Trade & Investment  
(& Minister Responsible for the Intergovernmental Relations Secretariat)  
Phone 250-387-9180 Fax 250-387-7973  
<mailto:shauna.brouwer@gov.bc.ca>



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## Hall, Jane M CSCD:EX

---

**From:** Jacobs, Murray JTST:EX  
**Sent:** January-25-11 6:56 PM  
**To:** Koorbatoff, Lisa  
**Cc:** Greene, Maria DBC:EX; Campbell, Tracy JTST:EX; Mason, Hazel CSCD:EX  
**Subject:** FW: seems decision is made FW: BC House

Hi Lisa,

We've played some telephone tag the last week and a bit, so I'll just send you an email.

We're doing some planning with respect to our 2011/12 budget, and just wanted to confirm the financial impact of the London office.  
Jan 1, 2012?

s17

Can you confirm what happens effective

s17

s17

Isn't that how the new model is

supposed to work? Thanks.


Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Trade and Investment  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

---

**From:** Brouwer, Shauna CSCD:EX  
**Sent:** Friday, December 24, 2010 9:51 AM  
**To:** Nelson, Carol TTI:EX  
**Cc:** Campbell, Tracy TTI:EX; Jacobs, Murray TTI:EX; Mason, Hazel CSCD:EX; MacAulay, Jim CSCD:EX  
**Subject:** seems decision is made FW: BC House

Shauna Brouwer, MBA  
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Phone 250-387-9180 Fax 250-387-7973  
<mailto:shauna.brouwer@gov.bc.ca>

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**From:** Brown, D. Martyn TTI:EX  
**Sent:** Thursday, December 23, 2010 11:20 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Cc:** Mackay, Grant TTI:EX; Brouwer, Shauna CSCD:EX  
**Subject:** Re: BC House

Agreed and confirmed. We will act on that basis.

Sent from my iPad

On 2010-12-23, at 11:08 PM, "Ahmed, Sarf SSBC:EX" <[Sarf.Ahmed@gov.bc.ca](mailto:Sarf.Ahmed@gov.bc.ca)> wrote:

Martyn

s13, s16, s17

Hope this is fine with you.

Thanks

Sent from my iPad

On 2010-12-23, at 12:16 PM, "Brown, D. Martyn TTI:EX" <[D.Martyn.Brown@gov.bc.ca](mailto:D.Martyn.Brown@gov.bc.ca)> wrote:

Great, let's talk at 4 today.

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Thursday, December 23, 2010 12:06 PM  
**To:** Brown, D. Martyn TTI:EX  
**Subject:** Re: BC House

Martyn

I can provide you an update on our negotiations with the UK Govt. If there is a good time to call you please let me know. I can do it any time after 1pm today or tomorrow.

Thanks

**From:** Brown, D. Martyn TTI:EX  
**Sent:** Thursday, December 23, 2010 11:49 AM  
**To:** Ahmed, Sarf SSBC:EX  
**Subject:** BC House

s13, s17

s13, s17      Any update on the status of that space or options under consideration would be much appreciated to help us with our planning, which I believe is currently oriented around the December 31, 2011 time frame.

**Smith, Julia JTST:EX**

---

**From:** Greene, Maria DBC:EX  
**Sent:** December-20-10 1:49 PM  
**To:** Campbell, Tracy JTST:EX  
**Subject:** BC House - Briefing Note  
**Attachments:** Briefing Note BC House.docx

Hi Tracy. See attached. Maria.

**Maria Greene**

Market Development Manager, Europe & South Pacific  
Tourism British Columbia  
Ministry of Tourism, Trade & Investment  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



Please consider the environment before printing this email.

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Ministry of Tourism, Trade and Investment  
**BRIEFING NOTE FOR DEPUTY MINISTER**

**FOR INFORMATION**

Ref #:

Date:

**Title:** BC House – MTTI London Office

**Issue:** Expiration of BC House London lease December 31, 2011.

**Background:**

The current MTTI lease with SSBC expires December 31, 2011. The head lease between SSBC and the Crown Estates expires July 5, 2012 which is during the London Games. Leases for other SSBC tenants of BC House do not expire until late Spring 2012.

s13, s17

Further discussion required to determine next steps. Options include:

- 1)
- 2)
- 3)

s13, s17, s16

Contact:  
Telephone:

Approvals			
Dir:	ED:	ADM:	DM:

i:\overseas\europa\briefing notes\briefing note bc house.docx \ Cliff #

## Hall, Jane M CSCD:EX

---

**From:** Jacobs, Murray JTST:EX  
**Sent:** October-21-10 11:54 AM  
**To:** Greene, Maria DBC:EX  
**Cc:** Mason, Hazel CSCD:EX  
**Subject:** RE: BC House appropriation

Hi Maria,

Those times don't work for me. My calendar is up to date, though, if you want to arrange another time.

not responsive

not responsive  
space, for sure we'll need to bring in SSBC.

. If you want an update on what's happening re the London

If we're talking about space, we should also  
SSBC. Thanks.

s22

and regularly deals with

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Culture and the Arts  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: Murray.Jacobs@gov.bc.ca

---

**From:** Greene, Maria TCA:EX  
**Sent:** Thursday, October 21, 2010 10:46 AM  
**To:** Jacobs, Murray CD:EX  
**Subject:** RE: BC House appropriation

Hi Murray. Cam and I were wondering if we could have a conference call next Thurs afternoon or Friday morning with SSBC?

not responsive

not responsive We wanted to understand all of this and also ask about the future of BC House. I can send the email to SSBC if you prefer. Options next week would be Thurs say around 2:00 or Friday around 10:30? Are you free?

**Maria Greene**  
Market Development Manager, Europe & South Pacific  
Ministry of Tourism, Culture & The Arts  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



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**From:** Jacobs, Murray CD:EX  
**Sent:** Friday, October 15, 2010 4:30 PM  
**To:** Greene, Maria TCA:EX  
**Cc:** Frost, Fiona TCA:EX  
**Subject:** RE: BC House appropriation

Hi Maria,

Not Responsive

With respect to what's happening with the London office, here is the last email I have on that subject. We (Shauna, me, Grant, Cam) had a teleconference with Sarf Ahmed (ADM at SSBC) some time ago, where we were asked if we were agreeable to vacating the lease earlier. I gather that there are some benefits to the Province in doing this, so we agreed to be good corporate/team players, and would agree to an early exit if they could find us some appropriate space. (This would probably benefit us as well, in that prices will be going up the closer we get to 2012.)

not responsive

Murray

Murray Jacobs  
Chief Financial Officer & Director of Crown Initiatives  
Finance & Administrative Services  
Ministry of Tourism, Culture and the Arts  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: Murray.Jacobs@gov.bc.ca

**From:** Greene, Maria TCA:EX  
**Sent:** Friday, October 15, 2010 10:49 AM  
**To:** Jacobs, Murray CD:EX  
**Cc:** Frost, Fiona TCA:EX  
**Subject:** FW: BC House appropriation

Hi Murray. I know that Cam has been involved in some discussions regarding London house. My apologies for not remembering all these details as we have had a number of different scenarios discussed.

- 1)
- 2)
- 3)

s13, s17

Thanks Murray – look forward to hearing from you.

Regards,

**Maria Greene**

Market Development Manager, Europe & South Pacific  
Ministry of Tourism, Culture & The Arts  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)



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**From:** Regenvanu, Nik SSBC:EX

**Sent:** Friday, October 15, 2010 10:41 AM

**To:** Frost, Fiona TCA:EX; Mackay, Ian H SSBC:EX; Mackie, Alex TCA:EX

**Cc:** Jacobs, Murray CD:EX; Greene, Maria TCA:EX; Koorbatoff, Lisa SSBC:EX; Gibson, Mary E SSBC:EX

**Subject:** RE: BC House appropriation

not responsive

Thanks Fiona. Please let me know should you have any questions.

Nik

**Nik Regenvanu**

Senior Financial Analyst, Financial Services Branch  
Corporate Services Division

---

Shared Services BC

Ministry of Citizens' Services

3350 Douglas Street

Phone: 250.952.8566 Fax: 250.952.8687

E-mail: [Nik.Regenvanu@gov.bc.ca](mailto:Nik.Regenvanu@gov.bc.ca)

---

**From:** Frost, Fiona TCA:EX

**Sent:** Friday, October 15, 2010 10:32 AM

**To:** Regenvanu, Nik SSBC:EX; Mackay, Ian H SSBC:EX; Mackie, Alex TCA:EX

**Cc:** Jacobs, Murray CD:EX; Greene, Maria TCA:EX

**Subject:** RE: BC House appropriation

**Importance:** High

Hi

Not Responsive

Thank you.

Fiona Frost  
Coordinator, Europe & South Pacific  
Tourism British Columbia  
Ministry of Tourism, Culture and the Arts  
12th Floor, 510 Burrard Street  
Vancouver BC V6C 3A8  
T (604) 660-2902  
F (604) 660-3383  
[fiona.frost@gov.bc.ca](mailto:fiona.frost@gov.bc.ca)

Consumer: [www.HelloBC.com](http://www.HelloBC.com)



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**From:** Regenvanu, Nik SSBC:EX  
**Sent:** Tuesday, April 6, 2010 4:39 PM  
**To:** Mackay, Ian H SSBC:EX; Mackie, Alex TCA:EX  
**Cc:** Frost, Fiona TCA:EX; Jacobs, Murray CD:EX  
**Subject:** BC House appropriation

Hi Alex,

Following up on our conversation regarding the billing status for BC House London and whether the appropriation for this had been taken over by Shared Services BC (SSBC):

Not Responsive

Not Responsive

. As such we will continue to recover building occupancy charges and service charges related to occupancy of BC House in London.

Let me know if you have other questions.

Thanks Alex.

Nik

**Nik Regenvanu**  
Senior Financial Analyst, Financial Services Branch  
Corporate Services Division

---

Shared Services BC  
Ministry of Citizens' Services  
3350 Douglas Street  
Phone: 250.952.8566 Fax: 250.952.8687  
E-mail: [Nik.Regenvanu@gov.bc.ca](mailto:Nik.Regenvanu@gov.bc.ca)

## Hall, Jane M CSCD:EX

---

**From:** Brouwer, Shauna CSNR:EX  
**Sent:** September-14-10 2:37 PM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Mackay, Grant DBC:EX  
**Subject:** info FW: BC House London

Shauna Brouwer, MBA  
Assistant Deputy Minister, Management Services Ministry of Community & Rural Development  
(&) Ministry of Tourism, Culture and the Arts Phone 250-387-9180 Fax 250-387-7973  
<mailto:shauna.brouwer@gov.bc.ca> P Please consider the environment before printing this e-mail

-----Original Message-----

From: Koorbatoff, Lisa SSBC:EX  
Sent: Tuesday, August 3, 2010 11:45 AM  
To: Brouwer, Shauna CD:EX  
Cc: Hammond, John G SSBC:EX  
Subject: RE: BC House London

Hi Shauna,

You may already be aware that we have received approval from Minister McNeil to enter into early negotiations to release the BC House space if it's beneficial for the Province.

I have spoken with both Cam Routledge and Murray Jacobs to update them on the status.

Thanks,  
Lisa

Lisa Koorbatoff  
Director, Client Relations - Health, Education, Business & Economy Integrated Workplace Solutions

---

Shared Services BC  
Ministry of Citizens' Services  
3350 Douglas Street  
Phone: 250.952.4837 Cell: s17 Fax: 250.952-8293  
Email: [lisa.koorbatoff@gov.bc.ca](mailto:lisa.koorbatoff@gov.bc.ca)  
P Please consider the environment before printing this email.

-----Original Message-----

From: Brouwer, Shauna CD:EX  
Sent: Tuesday, July 27, 2010 9:48 AM  
To: Hammond, John G SSBC:EX; Koorbatoff, Lisa SSBC:EX  
Cc: Mason, Hazel CD:EX; Jacobs, Murray CD:EX  
Subject: BC House London

Please also keep Murray in the loop.

Shauna Brouwer, MBA

Assistant Deputy Minister, Management Services Ministry of Community & Rural Development  
(&) Ministry of Tourism, Culture and the Arts Phone 250-387-9180 Fax 250-387-7973

<mailto:shauna.brouwer@gov.bc.ca> P Please consider the environment before printing this e-mail

-----Original Message-----

From: Hammond, John G SSBC:EX

Sent: Friday, July 23, 2010 1:49 PM

To: Brouwer, Shauna CD:EX; Koorbatoff, Lisa SSBC:EX

Subject: RE: BC House London

Hi Shauna

Lisa Koorbatoff is the Director of Client Relations for TCA and will be working with Ian Mackay from SSBC. She will be contacting Cam Routledge to update him on the project.

Thanks.

John.

-----Original Message-----

From: Ahmed, Sarf SSBC:EX

Sent: Friday, July 2, 2010 10:45 AM

To: Brouwer, Shauna CD:EX

Cc: Hammond, John G SSBC:EX

Subject: BC House London

Hi Shauna

Further to our conversation of the other day, I just wanted to thank you and others at MTCA for your willingness to explore releasing your space in BC House London prior to Dec 2011.

We are now seeking our minister's approval to enter into early negotiations to release space if its beneficial for the Province.

s13, s17

Our ED Client Services for Mandated Clients John Hammond will keep you updated with the progress and he or our Director Client Relations for your ministry will keep in touch with Cam in Vancouver as needed.

Thanks.

## Hall, Jane M CSCD:EX

---

**From:** Ahmed, Sarf MTIC:EX  
**Sent:** June-25-10 9:18 AM  
**To:** Jacobs, Murray JTST:EX  
**Cc:** Brouwer, Shauna CSNR:EX; Mackay, Grant DBC:EX; Routledge, Cam TCA:EX  
**Subject:** RE: what do you think? London Office MTCA issues

Hi Murray

Thanks for this info. We can discuss on Monday.

s16, s17, s13

s16, s17, s13

s16, s17, s13

the location.

It depends on our affordability and how important it is to stay at

Sarf Ahmed  
Assistant Deputy Minister  
Integrated Workplace Solutions  
Shared Services BC  
Ministry of Citizens' Services  
Work: 250-952-8301  
Cell: s17

---

**From:** Jacobs, Murray CD:EX  
**Sent:** Tuesday, June 22, 2010 9:06 PM  
**To:** Ahmed, Sarf SSBC:EX  
**Cc:** Brouwer, Shauna CD:EX; Mackay, Grant TCA:EX; Routledge, Cam TCA:EX  
**Subject:** FW: what do you think? London Office MTCA issues

Hello Sarf,

Hope you're enjoying the new job!

I see there is a teleconference scheduled for Monday, to discuss our London office. Attached is some additional information that may help our discussion.

Per the attached email from Peter Gill, we were under the impression that staying at the present location was not an option. By copy of this email to Grant Mackay (ADM, Consumer Marketing) and Cam Routledge (Director, Overseas Marketing), who are also invited to partake in Monday's teleconference, I will ask them to consider whether this is a desirable option.

s13

s13

not responsive

Please feel free to call if you have any questions prior to Monday's teleconference. Thanks.

Murray

Murray Jacobs  
Financial & Administrative Services  
Ministry of Tourism, Culture and the Arts  
3rd Floor, 800 Johnson Street  
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phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

---

**From:** Brouwer, Shauna CD:EX  
**Sent:** Tuesday, June 22, 2010 9:57 AM  
**To:** Ryan, Susan SG:EX; Jacobs, Murray CD:EX  
**Cc:** Brouwer, Shauna CD:EX  
**Subject:** what do you think? London Office MTCA issues

Shauna Brouwer, MBA  
Assistant Deputy Minister, Management Services  
Ministry of Community & Rural Development  
(&) Ministry of Tourism, Culture and the Arts  
Phone 250-387-9180 Fax 250-387-7973  
<mailto:shauna.brouwer@gov.bc.ca>



*Please consider the environment before printing this e-mail*

---

**From:** Ahmed, Sarf SSBC:EX  
**Sent:** Monday, June 21, 2010 4:39 PM  
**To:** Brouwer, Shauna CD:EX  
**Cc:** Plecas, Bobbi SSBC:EX  
**Subject:** MTCA issues

Hi Shauna

Hope all is well with you. There are a couple of issues that I would like your thoughts on please

1.

s13, s16, s17

## Hall, Jane M CSCD:EX

---

**From:** Beckwith, Paul SSBC:EX  
**Sent:** June-15-10 11:28 AM  
**To:** Mason, Hazel CSCD:EX  
**Cc:** Jacobs, Murray JTST:EX; Campbell, Tracy JTST:EX; Gill, Peter MTIC:EX; Turner, Carol A MTIC:EX; Stubbs, Jennifer MTIC:EX; Beckwith, Paul SSBC:EX  
**Subject:** RE: London Office - Appropriation  
**Attachments:** 2002 email instructions re promo pric.pdf; bc house mou for tourism bc - rev 1999.pdf

Hi Hazel:

A quick summary of our understanding is as follows:

- SSBC currently manages BC House, in London England for Province of BC.
- TCA occupancy was previously documented as a Corporate Let when Tourism BC existed as a Crown. Effective April 1, 2010, this occupancy has been documented in SSBC records under a Space Use Agreement.
- TCA premises in BC House are recorded in SSBC inventory, and set up to participate in the annual budget cycle in an automated fashion. SSBC Inventory Department has allocated an area for this agreement of 59.3m2.

### Future Accommodation Issue:

Province enjoys a 99 year leasehold interest granted by the British Crown, which expires/terminates in 2012. At that time the Province of BC (based upon Cabinet direction) will vacate. TCA will need to plan to find new premises.

### Background Information:

- Original 1995 MOU was for 109 m2
- MOU was between TCA (predecessor organisation Tourism BC) and SSBC (predecessor organisation BC Buildings).
- 1999 amendment to the MOU (attached) reduced the occupied area to 59.3m2
- UK management company advised that Customer continued to utilize the full 109m2
- 2002 it was decided that the Customer would be attributed the full 109m2 – see attached email
- 2002 109m2 was promotionally priced to allow the BOCs to stay the same
- 2002 Inventory records were amended to reflect the customer as occupying 109m2
- 2009 Linda McClung approached Tourism BC to propose BOCs be amended to reflect their actual occupancy of 109m2
- 2009 it was decided (at ADM level) that the BOCs attributed to Tourism BC's space at London House would continue to be based on 59.3m2
- 2010 SSBC inventory records were adjusted back to 59.3m2.
- As discussed above although this tenancy was previously documented as a Corporate Let when Tourism operated as Crown, This location has been included on the most recent Letter of Intent and the tenancy will, from April 1, 2010 onwards, be documented by SSBC under a Space Use Agreement in SSBC computer program @REAL BC.

Not Responsive

If you have any further questions please do not hesitate to contact me.

Sincerely

Paul Beckwith

250 952 8376

Not Responsive

**Craggs, Wendy G**

---

**From:** Grover, Bryan C  
**Sent:** Friday, December 06, 2002 12:44 PM  
**To:** Diesner, Gerrie M; Craggs, Wendy G  
**Cc:** Williams, Leslie ; Sturman, Marie  
**Subject:** RE: Agreement # 109546, B90264, BC House, London, England

All: Marie/Leslie have the ball.

DT has agreed - I'll forward a copy of the E-Mail to Marie.

-----Original Message-----

**From:** Diesner, Gerrie M  
**Sent:** Friday, December 06, 2002 11:26 AM  
**To:** Craggs, Wendy G  
**Cc:** Williams, Leslie ; Grover, Bryan C; Sturman, Marie  
**Subject:** RE: Agreement # 109546, B90264, BC House, London, England

Hi!

s16, s17

I've not seen anything yet that would indicate that these two items are in the works ... but that doesn't mean nothing's happening, so I'd ask that Marie / Leslie and Bryan provide an update on this.

Thanks muchly,

*Gerrie*

8320

-----Original Message-----

**From:** Craggs, Wendy G  
**Sent:** Friday, December 06, 2002 11:02 AM  
**To:** Diesner, Gerrie M  
**Subject:** RE: Agreement # 109546, B90264, BC House, London, England

s16, s17

-----Original Message-----

**From:** Diesner, Gerrie M

B90264

## **Amendment of Memorandum of Agreement**

BETWEEN

**BRITISH COLUMBIA BUILDINGS CORPORATION (BCBC)**  
**("LANDLORD")**

AND

**TOURISM BC - FORMERLY THE MINISTRY OF SMALL BUSINESS,  
TOURISM AND CULTURE ("TOURISM BC") - ("TENANT")**

AT

1 - 3 Regent Street, London, England

April 1, 1999

WHEREAS under the terms of a Memorandum of Agreement dated as of December 20, 1995 (the "Original MOA") between BCBC ("Landlord") and Tourism BC ("Tenant"), the Tenant leased space totalling approximately 1,080 square feet on the third floor upon the terms and conditions set forth in the Original MOA.

1. In consideration of the premises and covenants and agreements herein, BCBC and Tourism BC covenant and agree with each other as follows:
  - a) Relating to paragraph 2 (i) of Original MOA, Tourism BC will reduce its leased space to approximately 538 square feet and will continue to share the third floor premises with BC Trade Development Corporation in the space outlined in green on Schedule "A" attached.
  - b) Relating to paragraph 3 (i) of the Original MOA, the term is hereby extended to December 31, 2011.
  - c) Relating to paragraph 3 (ii) of the Original MOA, "end of year five" is agreed to be March 31, 2004.
  - d) Relating to paragraph 4 (i) of the Original MOA, Tourism BC will pay Base (Net) Rent at the rate of GBP 7.5 psf, per annum, for the fiscal year ending March 31, 2000 and at the rate of GBP 15.00 per square foot, per annum, for the fiscal years ending March 31, 2001 and March 31, 2002 and March 31, 2003. Then, Tourism BC will pay Base (Net) Rent at the rate of GBP 20.00 psf, per annum, for the fiscal years ending March 31, 2004, 2005 and 2006. Thereafter, Tourism BC will pay ~~will pay~~ Base (Net) Rent at the rate of GBP 25.00 psf, per annum.
  - e) Relating to paragraph 4 (ii) of the Original MOA, Tourism BC will pay additional rent covering operating and maintenance charges (Service Rent) on the additional space, on a proportionate basis, at the same rate as that established by the Landlord for other third floor tenants. It is estimated that Service Rent for the fiscal year ending March 31, 2000 will not exceed GBP 6.00 psf.
  - f) Relating to paragraph 4(iv) of the Original MOA, the exchange rate for the fiscal year 1999/00 will be GBP 1.00 = Cdn \$2.48. The exchange rate for future fiscal years will remain at GBP 1.00 = Cdn \$2.48 unless the parties agree to a different rate in the period ninety days before the start of the relevant fiscal year.
  - g) Option to Expand -
    - a. Subject to the Expansion Space ("Expansion Space" - the remaining third floor space not occupied by Tourism BC or BC Trade) being vacant, the Tenant will have a joint right (with BC Trade) to occupy the Expansion Space upon thirty days prior written notice to the Landlord.

The terms and conditions of this Memorandum of Agreement will apply to the Expansion Space.

- b. At any time while the Expansion Space is vacant the Tenant shall be given a first-right-of-refusal to occupy the Expansion Space upon the following conditions:
  - i. upon receipt of written notice from the Landlord, the Tenant shall have thirty (30) days to accept the offer to occupy the Expansion Space; and,
  - ii. the terms and conditions of the existing Lease (MOA) will apply to the Expansion Space.

If the Tenant does not accept the Offer to Lease within the period noted in g)b.i., the Landlord shall be at liberty to lease the Expansion Space to any third party.

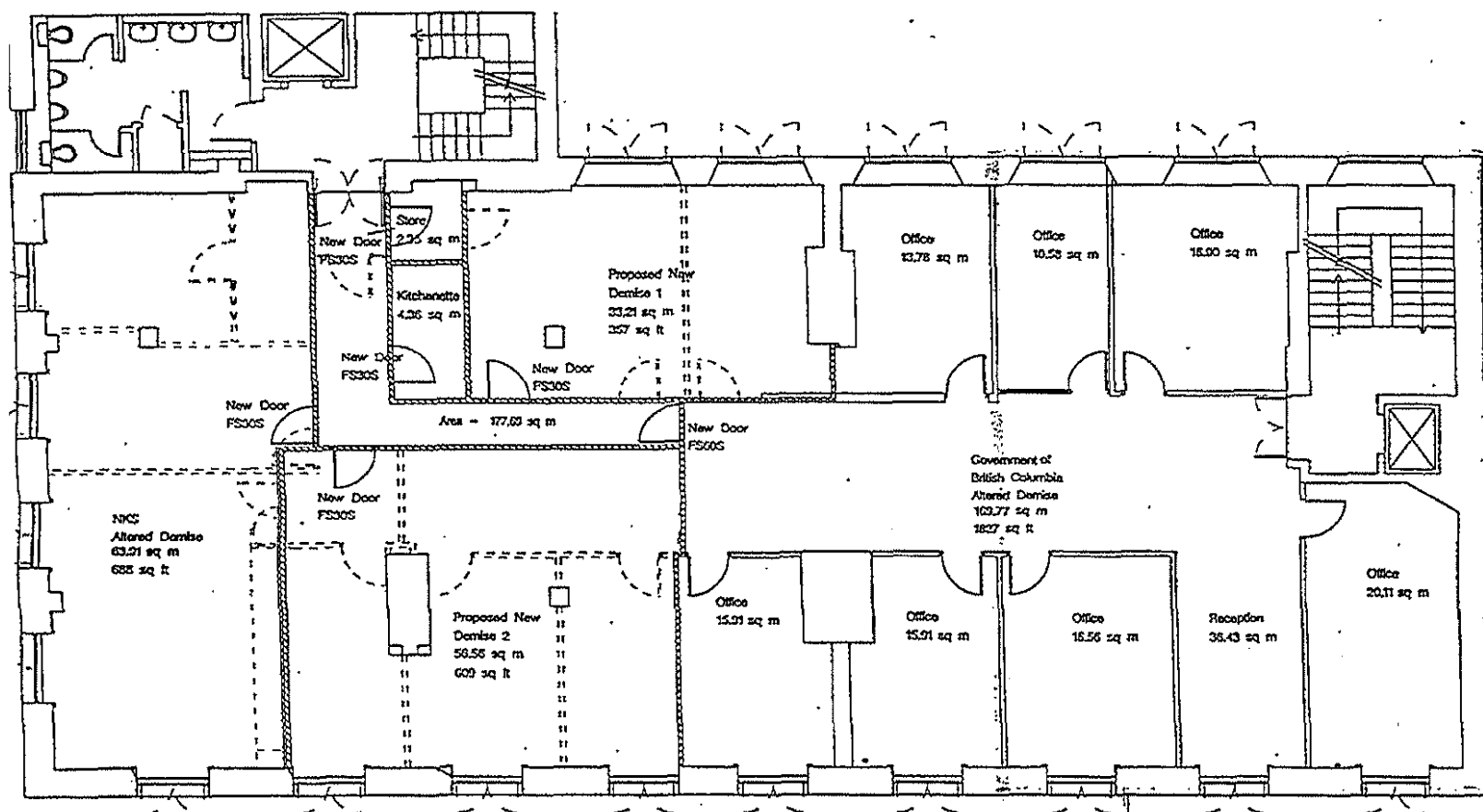
- c. This Right to Expand shall not apply before April 1, 2000.
2. Any costs associated with the downsizing of space from approximately 1,080 square feet to approximately 538 square feet will be borne by the Tenant.
  3. Unless otherwise changed by the terms of this Amendment of MOA, all the terms and conditions of the Original MOA shall remain in full force and effect.
  4. The Landlord confirms that it intends to amend the MOA with BC Trade Development Corporation ("BC Trade") on the same terms and conditions as set out in this MOA. It is agreed that this MOA is subject to the Landlord executing an MOA containing identical terms and conditions with BC Trade Development Corporation ("BC Trade") by April 22, 1999.
  5. The Tenant confirms that it will not discuss the details of the Original MOA nor this MOA with any UK-based tenant of BC House.
  6. The Landlord and the Tenant and BC Trade agree to work together on design elements for the Landlord's planned refurbishment of the North Regent Street entrance lobby.

Such design elements would include suitable reflection of the Province of British Columbia's current presence in London as well as incorporation of relevant historical elements of provincial significance.

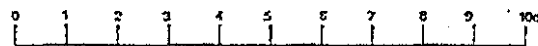
Subject to approval by the City of Westminster and Crown Estates, the entrance door from Regent Street may incorporate signage suitable to the requirements of Tourism BC and BC Trade.

Schedule "A" to an Amendment of Memorandum of Agreement dated as of April 1, 1999

Third Floor Space at 1 - 3 Regent Street, London, England



Note: Space outlined in green is approximately 1,076 sq. ft. of which the Tenant is responsible for approximately 538 sq. ft.



DO NOT SCALE.

Measurements to be checked on site by structural plans to determine if the walls and floor dimensions to be used are correct. Structural alterations to be reported to the Building & Planning Department.

	New Partitioning (30 minutes)
	New Partitioning (30 minutes)
	Demolitions

BC House 1 Regent Street SW1	
British Columbia Buildings Corporation	
Proposed Third Floor Alterations (see Area Open plan)	
1:100	
MATTHEWS & GOODMAN	
December 1998	
L560/24	

## Hall, Jane M CSCD:EX

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**From:** Mason, Hazel CSCD:EX  
**Sent:** May-31-10 10:17 AM  
**To:** Little, Christine MIT:EX; Jacobs, Murray JTST:EX  
**Cc:** Routledge, Cam TCA:EX  
**Subject:** RE: BC Presence on Regent Street in London

Barry Bell, Leasing Services 250 952-8581  
If he does not have the answers he will know who will.

---

**From:** Little, Christine STED:EX  
**Sent:** Monday, May 31, 2010 10:14 AM  
**To:** Jacobs, Murray CD:EX  
**Cc:** Routledge, Cam TCA:EX; Mason, Hazel CD:EX  
**Subject:** RE: BC Presence on Regent Street in London

Thanks – Hazel has given me answers to my questions. Is there someone I can talk to at SSBC about our lease on the building? Do you have a contact person?

Christine Little  
Ministry of Small Business, Technology  
and Economic Development  
cell s17

---

**From:** Jacobs, Murray CD:EX  
**Sent:** Monday, May 31, 2010 8:30 AM  
**To:** Little, Christine STED:EX  
**Cc:** Routledge, Cam TCA:EX; Mason, Hazel CD:EX  
**Subject:** RE: BC Presence on Regent Street in London

Hi Christine,

s13

By copy of this note to Hazel Mason, our Facilities Administrator, I'll ask her to check the lease for the other details.  
Thanks.

Murray

Murray Jacobs  
Financial & Administrative Services  
Ministry of Tourism, Culture and the Arts  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

---

**From:** Little, Christine STED:EX  
**Sent:** Friday, May 28, 2010 2:05 PM  
**To:** Jacobs, Murray CD:EX  
**Subject:** BC Presence on Regent Street in London

Hi Murray – I was just speaking with Cam Routledge who said you may be able to answer a few questions I have about BC's lease of Regent Street space in London. He indicated that there s13 that the lease expires December 31, 2011, Not Responsive

Not Responsive

not responsive  
phone, I am available on cell today s17

If it would be easier to chat on the

Thanks very much.

Christine Little  
Asia Pacific Trade and Investment Division  
Ministry of Small Business, Technology and  
Economic Development  
8<sup>th</sup> Floor, 1810 Blanshard Street  
Victoria, BC

Phone: 250-952-0157  
Mobile: s17

## Hall, Jane M CSCD:EX

---

**From:** Routledge, Cam TCA:EX  
**Sent:** April-29-10 9:02 AM  
**To:** Jacobs, Murray JTST:EX; Greene, Maria DBC:EX  
**Cc:** Mason, Hazel CSCD:EX  
**Subject:** RE: London Office

Murray,

Our best contact is Louise Bouchier in the UK.

I'll email Marcus once again over at STED to determine their requirements.

Cam

### Cam Routledge

Director, Consumer Marketing, Overseas  
Ministry of Tourism, Culture & the Arts  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-3769  
F 604-660-3383  
cam.routledge@gov.bc.ca

Consumer: [www.HelloBC.com](http://www.HelloBC.com)



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**From:** Jacobs, Murray CD:EX  
**Sent:** Thursday, April 29, 2010 8:53 AM  
**To:** Routledge, Cam TCA:EX; Greene, Maria TCA:EX  
**Cc:** Mason, Hazel CD:EX  
**Subject:** FW: London Office

Hi Cam / Maria,

SSBC advise that negotiating to keep our London office space is not an option. Do you have a contact that we can give SSBC to work with – eg coming up with a needs analysis, working with the London agent who will help us find a location, etc? Thanks.

Murray

Murray Jacobs  
Financial & Administrative Services  
Ministry of Tourism, Culture and the Arts

3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: Murray.Jacobs@gov.bc.ca

**From:** Gill, Peter SSBC:EX  
**Sent:** Monday, April 26, 2010 8:39 AM  
**To:** Jacobs, Murray CD:EX  
**Subject:** FW: London Office

Hi Murray,

As you can see there is no opportunity to do a deal at the current location.

not responsive


Not Responsive

I hope this helps.

**Peter Gill**  
Director, Client Services

---

**Shared Services BC**  
Ministry of Citizens' Services  
3<sup>rd</sup> Floor – 3350 Douglas Street  
Phone: 250.952-8552 Cell: s17 Fax: 250.952-8293  
Email: [Peter.Gill@gov.bc.ca](mailto:Peter.Gill@gov.bc.ca)

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**From:** Shepherd, Doug SSBC:EX  
**Sent:** Monday, April 26, 2010 8:29 AM  
**To:** Gill, Peter SSBC:EX  
**Subject:** RE: London Office

Hi Peter,

I believe that Ian responded to a similar question a couple weeks back.

s13, s16, s17

s13, s16, s17

Not Responsive

Not Responsive

**Doug Shepherd** BComm, MBA  
Director, Portfolio Management  
Strategic Infrastructure & Planning  
Shared Services BC, Ministry of Citizens' Services  
(250) 952-8451  
email: Doug.Shepherd@gov.bc.ca

---

**From:** Gill, Peter SSBC:EX  
**Sent:** Monday, April 26, 2010 8:19 AM  
**To:** Shepherd, Doug SSBC:EX  
**Subject:** FW: London Office

Doug,

Can we get some clarity on this issue,

s13, s16, s17

s13, s16, s17

**Peter Gill**

Director, Client Services

---


**Shared Services BC**

Ministry of Citizens' Services

3<sup>rd</sup> Floor – 3350 Douglas Street

Phone: 250.952-8552 Cell: s17 Fax: 250.952-8293

Email: [Peter.Gill@gov.bc.ca](mailto:Peter.Gill@gov.bc.ca)

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**From:** Jacobs, Murray CD:EX

**Sent:** Friday, April 23, 2010 4:16 PM

**To:** Gill, Peter SSBC:EX

**Cc:** Mason, Hazel CD:EX; Routledge, Cam TCA:EX; Greene, Maria TCA:EX

**Subject:** FW: London Office

Good afternoon Peter,

Our DM was asking some questions about our London space at BC House. Given that the 99 year lease is up, and the Province is vacating the premises, do you know if there is an opportunity for us (MTCA) to negotiate directly (or thru SSBC) with the landlord to keep our space.

Not Responsive

Not Responsive

Any information you have about this would be appreciated. Thanks, and have a great weekend.

Murray

Murray Jacobs

Financial & Administrative Services

Ministry of Tourism, Culture and the Arts

3rd Floor, 800 Johnson Street

Victoria, B.C. V8W 9W1

phone: (250) 356-6950 fax: (250) 387-1590

email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

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**From:** Routledge, Cam TCA:EX

**Sent:** Friday, April 23, 2010 2:55 PM

**To:** Jacobs, Murray CD:EX

**Cc:** Greene, Maria TCA:EX

**Subject:** RE: London Office

Murray,

I've just had a meeting with Lori on various topics including BC House. Lori asked a very good question. Even though our office lease is up and the lease on BC House is up, would it be possible to sign a new lease with the new landlord and remain in the premises effective July 2011? I've always assumed that we would have no choice but to move.

Cam

**Cam Routledge**

Director, Consumer Marketing, Overseas  
Ministry of Tourism, Culture & the Arts  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-3769  
F 604-660-3383  
cam.routledge@gov.bc.ca

Consumer: [www.HelloBC.com](http://www.HelloBC.com)



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## Hall, Jane M CSCD:EX

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**From:** Greene, Maria DBC:EX  
**Sent:** April-07-10 4:32 PM  
**To:** Jacobs, Murray JTST:EX  
**Subject:** FW: BC House appropriation

Hi Murray. We haven't met yet but thanks for keeping me in the loop.

**Maria Greene**

Market Development Manager, Europe & South Pacific  
Ministry of Tourism, Culture & The Arts  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-4708  
F 604-660-3383

**PLEASE NOTE MY NEW EMAIL ADDRESS IS: [Maria.Greene@gov.bc.ca](mailto:Maria.Greene@gov.bc.ca)**



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**From:** Regenvanu, Nik SSBC:EX  
**Sent:** Wednesday, April 7, 2010 4:25 PM  
**To:** Jacobs, Murray CD:EX; Mackay, Ian H SSBC:EX; Gill, Peter SSBC:EX  
**Cc:** Greene, Maria TCA:EX; Frost, Fiona TCA:EX; Mackie, Alex TCA:EX; Mason, Hazel CD:EX; Campbell, Tracy CD:EX  
**Subject:** RE: BC House appropriation

Hi Murray,  
Thanks for your email.  
I will do some investigation at this end and get back to you.

Thanks

Nik

**Nik Regenvanu**

Senior Financial Analyst, Financial Services Branch  
Corporate Services Division

---

Shared Services BC  
Ministry of Citizens' Services  
3350 Douglas Street  
Phone: 250.952.8566 Fax: 250.952.8687  
E-mail: [Nik.Regenvanu@gov.bc.ca](mailto:Nik.Regenvanu@gov.bc.ca)

---

**From:** Jacobs, Murray CD:EX  
**Sent:** Wednesday, April 7, 2010 12:00 PM  
**To:** Regenvanu, Nik SSBC:EX; Mackay, Ian H SSBC:EX; Gill, Peter SSBC:EX  
**Cc:** Greene, Maria TCA:EX; Frost, Fiona TCA:EX; Mackie, Alex TCA:EX; Mason, Hazel CD:EX; Campbell, Tracy CD:EX  
**Subject:** RE: BC House appropriation

Hi Nik,

s12

s12

not responsive

I'm copying Peter on this note. as we've had some discussions with him regarding the London office, not responsive

Not Responsive

Not Responsive

But given that SSBC is responsible for the London space, I would expect these costs to be paid by SSBC. Peter, please correct me if this is different from your view.

Not Responsive

Thanks.

Murray

Murray Jacobs  
Financial & Administrative Services  
Ministry of Tourism, Culture and the Arts  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: Murray.Jacobs@gov.bc.ca

Not Responsive

not responsive

---

**From:** Regenvanu, Nik SSBC:EX  
**Sent:** Tuesday, April 6, 2010 4:39 PM  
**To:** Mackay, Ian H SSBC:EX; Mackie, Alex TCA:EX  
**Cc:** Frost, Fiona TCA:EX; Jacobs, Murray CD:EX  
**Subject:** BC House appropriation

Hi Alex,

Following up on our conversation regarding the billing status for BC House London and whether the appropriation for this had been taken over by Shared Services BC (SSBC):

s16, s17, s13

Let me know if you have other questions.

Thanks Alex.

Nik

**Nik Regenvanu**  
*Senior Financial Analyst, Financial Services Branch  
Corporate Services Division*

---

Shared Services BC  
Ministry of Citizens' Services  
3350 Douglas Street  
Phone: 250.952.8566 Fax: 250.952.8687  
E-mail: [Nik.Regenvanu@gov.bc.ca](mailto:Nik.Regenvanu@gov.bc.ca)

## Hall, Jane M CSCD:EX

---

**From:** Gill, Peter MTIC:EX  
**Sent:** March-24-10 8:14 AM  
**To:** Jacobs, Murray JTST:EX; Routledge, Cam TBC:EX  
**Cc:** Mason, Hazel CSCD:EX  
**Subject:** RE: London Office

Hi Murray,

Thanks for the heads up,


s13

**Peter Gill**  
Director, Client Services

---

### Shared Services BC

Ministry of Citizens' Services  
3<sup>rd</sup> Floor – 3350 Douglas Street  
Phone: 250.952-8552 Cell: s17 Fax: 250.952-8293  
Email: [Peter.Gill@gov.bc.ca](mailto:Peter.Gill@gov.bc.ca)

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**From:** Jacobs, Murray CD:EX  
**Sent:** Tuesday, March 23, 2010 5:43 PM  
**To:** Routledge, Cam TBC:EX  
**Cc:** Gill, Peter SSBC:EX; Mason, Hazel CD:EX  
**Subject:** RE: London Office

Hi Cam,

Peter Gill is our Customer Relationship Manager at SSBC. I'm copying on this email as a heads up that he may be contacted by STED about this issue.

Murray

Murray Jacobs  
Financial & Administrative Services  
Ministry of Tourism, Culture and the Arts  
3rd Floor, 800 Johnson Street  
Victoria, B.C. V8W 9W1  
phone: (250) 356-6950 fax: (250) 387-1590  
email: [Murray.Jacobs@gov.bc.ca](mailto:Murray.Jacobs@gov.bc.ca)

**From:** Routledge, Cam TBC:EX  
**Sent:** Monday, March 22, 2010 2:47 PM  
**To:** Jacobs, Murray CD:EX  
**Subject:** RE: London Office

Murray,

Before responding to back to you, I contacted Marcus Ewert-Johns, Executive Director, STED to get their requirements. Marcus is the one who has requested to share space with us in London.

s17

s17 Can you advise who you were dealing with at SSBC?

Thanks,  
Cam

**From:** Jacobs, Murray CD:EX  
**Sent:** March-17-10 10:01 PM  
**To:** Routledge, Cam TBC:EX  
**Cc:** Greene, Maria TBC:EX  
**Subject:** RE: London Office

Hi Cam,

Thanks for this information. Len had mentioned that there was some preliminary work already done on this.

We met with Shared Services BC (SSBC), the central government agency that deals with facilities and desktop systems support for all ministries. They committed to arranging with a realtor/leasing company to work for us in finding a new location in London.

Not Responsive

Not Responsive

Not Responsive

Not Responsive I'd suggest we gather up the information and options, and take this to Shauna/Lori for a decision. I imagine there will be some significant budgetary impacts.

I'd be happy to discuss if you have any other ideas how to approach this.

Murray

**From:** Routledge, Cam TBC:EX  
**Sent:** Wednesday, March 17, 2010 2:00 PM  
**To:** Jacobs, Murray CD:EX  
**Cc:** Greene, Maria TBC:EX  
**Subject:** London Office

Murray,

I understand you've been speaking with Len about the London office and lease expiry.

not responsive

Not Responsive

s13, s17

Not Responsive

not responsive

s13

I will continue to gather information as it becomes available on Canada House. What's your timing on finding new space?

Cam

**Cam Routledge**

Director, Marketing, Overseas  
Tourism British Columbia  
12th Floor, 510 Burrard Street  
Vancouver, BC V6C 3A8  
T 604-660-3769  
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