

## Record of officer decision

<b>Decision title:</b>	Landlord's Licence for Alterations and Deed of Variation at Elgar House where Herefordshire Council is the Tenant
<b>Date of decision:</b>	30 <sup>th</sup> October 2019
<b>Decision maker:</b>	Acting Assistant Director Technical Services
<b>Authority for delegated decision:</b>	Herefordshire Council's constitution - Scheme of Delegation Part 3 Functions Scheme, Section 7 Officer Functions 1. 3.7.6 Delegation to Chief Executive 2. 3.7.13 Sub delegation from Chief Exec to officers Appendix 1 Chief Executive's Scheme of Delegation to Officers – Specific sub-delegation to Director for Economies Communities & Corporate (version 31 <sup>st</sup> March 2017 updated 14 <sup>th</sup> February 2019)
<b>Ward:</b>	Widemarsh
<b>Consultation:</b>	None
<b>Decision made:</b>	Landlord's Licence for alterations at Elgar House: 1. Improve car park lighting 2. Install 2 x car charging points 3. Install energy saving light switches internally Deed of Variation: 1. Trench digging on land owned by landlord but outside of the demise in order to improve car park lights and isolate their controls
<b>Reasons for decision:</b>	<ul style="list-style-type: none"> <li>• Improvements to car park lighting in the interests of health &amp; safety.</li> <li>• Isolation of car park lighting controls from adjoining site will also improve health &amp; safety outcomes.</li> <li>• Electric vehicle charging points will add to the existing electric vehicle charging points network available to staff and visitors.</li> <li>• Energy saving light switches will contribute to the Council's corporate energy efficiency with both financial and carbon savings.</li> </ul>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<ul style="list-style-type: none"> <li>• Licence to install car park lighting will include digging trenches with consent in land owned by landlord but not included in lease and for which a separate Deed of Variation is needed.</li> <li>• All installation and running costs to be paid by Herefordshire Council.</li> <li>• All Licence and Deed of Variation costs including those of the Landlord to be paid by Herefordshire Council.</li> </ul>
<b>Details of any alternative options considered and rejected:</b>	No suitable alternatives were proposed
<b>Details of any declarations of interest made:</b>	None

Signed..... Date: