

Record of officer decision

Decision title:	Landlord's consent for tenant at The Old Priory Offices to carry out minor internal alterations
Date of decision:	25 th October 2019
Decision maker:	Acting Assistant Director Technical Services
Authority for delegated decision:	Herefordshire Council's constitution - Scheme of Delegation Part 3 Functions Scheme, Section 7 Officer Functions <ol style="list-style-type: none"> 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 st March 2017)
Ward:	Leominster East
Consultation:	None
Decision made:	Landlord's consent for tenant Leominster Meeting Centre (LMC) at the Old Priory Offices to carry out minor internal alterations
Reasons for decision:	<ul style="list-style-type: none"> • Tenant's request
Highlight any associated risks/finance/legal/equality considerations:	<ul style="list-style-type: none"> • Tenant occupies self-contained suite of offices at The Old Priory. • Tenant wishes to move an internal doorway which will involve a new opening in a stud partition. • Listed building consent has been granted. • Lease requires Landlord's consent for all alterations, which will be documented in a Licence to Alter. Tenant will pay HC legal costs. • Works to be carried out in a good and competent manner by appropriately qualified technicians. • Any damage to the building or decorations to be repaired by the Tenant during the course of the works. • Tenant to hold £5m public liability insurance. • The Licence to Alter will include a reinstatement provision enabling the landlord to have the option for the alteration to be reversed upon termination of the lease.
Details of any alternative options considered and rejected:	No suitable alternatives were proposed

Details of any declarations of interest made:	None
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Signed..... Date:

CHRIS JENNER