

Record of officer decision

Decision title:	Elgar House - Granting a short-term licence to Occupy to Wye Valley Trust
Date of decision:	28 September 2021
Decision maker:	Delivery Director – Property Services
Authority for delegated decision:	The Economy and Place Scheme of Delegation dated 23/12/2019 updated 01/12/2020 (line 62 to negotiate and settle schedules of dilapidation) gives the Assistant Director for Technical Services the authority to take the decision
Ward:	Widemarsh
Consultation:	None
Decision made:	Elgar House - Granting a short-term licence to Occupy to Wye Valley Trust
Reasons for decision:	To formalise the occupation by WVT and the recharging of the costs of occupation
Highlight any associated risks/finance/legal/equality considerations:	<ul style="list-style-type: none"> • Herefordshire Council holds a one year lease of the premises that commenced 17 February 2021 under full repairing and insuring terms. • The building is occupied by the WVT to help deliver the Covid-19 Vaccination Programme. • A formal agreement is necessary to regularise the arrangement and protect both parties, including the recharging of the head rent and other costs associated with occupying the building. • The licence will expire when then the Council’s head lease ends on 16th February 2022, or earlier if notice is given – in which case the Council may also serve notice to terminate the head lease to avoid costs in use.
Details of any alternative options considered and rejected:	No suitable alternatives were proposed
Details of any declarations of interest made:	None

Signed

Date: 28 September 2021

Print Name: Sarah Jowett

Job Title: Delivery Director – Property Services