

Record of officer decision

Decision title:	Grant Lease to Hoople Limited for occupation of ‘the Annexe’ at Plough Lane, Hereford
Date of decision:	17/06/2024
Decision maker:	Strategic Assets Delivery Director (formerly Acting Head of Property)
Authority for delegated decision:	Corporate Services’ scheme of delegation dated July 2023 updated August 2023 (line 35) gives the Strategic Assets Delivery Director the authority to take the decision.
Ward:	Widemarsh
Consultation:	None
Decision made:	To grant a Lease to Hoople for their ICT team’s use of the Annexe at Plough Lane, Hereford. 18 workstations in 1 office, an IT stock room with store, a ‘build area’, drinks station, and WCs. Access and use of common areas within Plough Lane. The agreement will be back dated to 20 th April 2023.
Reasons for decision:	<ul style="list-style-type: none"> • Hoople Limited required new space for their ICT operations, space was establish in the Annexe, Plough Lane, Hereford. • Lease to be back dated to date that Hoople ICT first started their occupation of the Annexe – 20th April 2023.
Highlight any associated risks/finance/legal/equality considerations:	None
Details of any alternative options considered and rejected:	None
Details of any declarations of interest made:	None

Signed..... Date: 27/06/2024

Sarah Jowett
Strategic Assets Delivery Director