

Record of officer decision

Decision title:	To grant a short-term licence to Encore for the storage of musical instruments at the Town Hall for use by the Youth & Community Music Service
Date of decision:	3 August 2021
Decision maker:	Assistant Director for Technical Services
Authority for delegated decision:	The Economy and Place Scheme of Delegation updated 28 April 2021 (line 54) gives the Assistant Director for Technical Services the authority to take the decision
Ward:	Central
Consultation:	Cllr Gemma Davies is supportive of the proposal
Decision made:	To grant a short-term licence to Encore for the storage of musical instruments at the Town Hall for use by the Youth & Community Music Service
Reasons for decision:	The Council has been committed to support the Music Service for a number of years. There is an existing Memorandum of Understanding for storage of instruments at Shirehall, but the condition of the Shirehall meant that an urgent alternative facility was required.
Highlight any associated risks/finance/legal/equality considerations:	Failure to support the Music Service would mean they could not continue to supply instruments for some 4,000 students when the academic term resumes in September. The condition of the Shirehall is such that alternative temporary premises had to be found urgently. Storage to be provided by the use of two lockable cupboards provided by Encore, and large items to be screened off. Instruments to be stored at Encore's risk. Access out of office hours to be arranged with the Council's FM team.
Details of any alternative options considered and rejected:	The Town Hall was the obvious alternative venue being nearby and is already used for some music rehearsals.
Details of any declarations of interest made:	None

Signed

Chris Jenner
Assistant Director for Technical Services

Date: 3 August 2021