

## Record of officer decision

<b>Decision title:</b>	<b>To grant an annual licence to park two vehicles in Shirehall Car Park</b>
<b>Date of decision:</b>	18 January 2022
<b>Decision maker:</b>	Acting Head Property Services
<b>Authority for delegated decision:</b>	Economy and Environment Directorate's scheme of delegation dated 23 December 2021 (line 54) gives the Acting Head of Property the authority to take the decision
<b>Ward:</b>	Central
<b>Consultation:</b>	None
<b>Decision made:</b>	To grant an annual licence to park two vehicles in Shirehall Car Park
<b>Reasons for decision:</b>	The car park is owned by Herefordshire Council and a request has been received from Herefordshire Integrated Sexual Health Services who occupy an adjoining property for the use of 2 spaces adjacent to their offices. The council's parking manager has been consulted and is supportive of the grant of a licence on the basis that the annual fee is consistent with the current price of a season ticket and that provision is made for termination in case the spaces are required for the council's own use
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	The licence fee is consistent with season ticket charges on other Herefordshire Council car parks and to ensure the council retains the ability to control future use of the spaces the licence may be determined upon one months' written notice
<b>Details of any alternative options considered and rejected:</b>	A season ticket cannot be offered as this is not a public car park during the week, and must be regularised by granting a licence
<b>Details of any declarations of interest made:</b>	None

Signed: Sarah Jowett  
Acting Head of Property

Date: 18.01.2022