

## Record of officer decision

<b>Decision title:</b>	Licence to occupy part Central Area Car Park Leominster to Leominster Town Council(LTC)
<b>Date of decision:</b>	07.09. 2023
<b>Decision maker:</b>	Strategic Assets Delivery Director
<b>Authority for delegated decision:</b>	Corporate Centre’s scheme of delegation dated July 2023 (line 35) gives the Strategic Assets Delivery Director the authority to take the decision
<b>Ward:</b>	Leominster East
<b>Consultation:</b>	With the parking team who have agreed to the grant of the licence
<b>Decision made:</b>	Approve the grant of licence to occupy part Central Area car park Leominster
<b>Reasons for decision:</b>	<ul style="list-style-type: none"> <li>• LTC propose to carry out refurbishment of <b>their</b> public toilets which are situated in the Central Area car park which is owned by Herefordshire Council.</li> <li>• During the period of the work they require a storage and parking area in which to set up their works compound and ensure the safety of users of the car park</li> <li>• The parking manager has been consulted and has no objection to use of part of the car park in the immediate vicinity for this purpose</li> <li>• Terms for a 3 month licence to occupy have been agreed with LTC providing for the council to be compensated for loss of parking income and payment of the council’s fees in the matter</li> <li>• LTC to be responsible for carrying out appropriate prior consultation with the local community, managing the altered traffic flows around the car park during the works and to provide appropriate signage, markings and personnel to ensure minimal disruption to users is caused</li> <li>• Safe access to users of the car park to the parking machine adjacent to the toilets to be maintained at all times</li> <li>• LTC to be responsible for full reinstatement of any damage caused as a result of use of the car park</li> </ul>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	Not proceeding with this proposal may result in the toilets not being refurbished which may adversely impact on the general public and local businesses
<b>Details of any alternative options considered and rejected:</b>	None – no alternative location for this proposal is available in the immediate vicinity
<b>Details of any declarations of interest made:</b>	None

Signed..... Date: 07 September 2023  
 Strategic Assets Delivery Director