

## Record of officer decision

<b>Decision title:</b>	Services of Notices under the Landlord and Tenant Act 1954 in respect of the council's property portfolio
<b>Date of decision:</b>	14 <sup>th</sup> March 2024
<b>Decision maker:</b>	Strategic Assets Delivery Director
<b>Authority for delegated decision:</b>	The Herefordshire Council Scheme of Delegation for Corporate Services dated August 2023 line 36 gives the Strategic Assets Delivery Director authority to take this decision ( <i>To instruct Legal Services to serve legal notices. Sign Notices to Quit/Terminate Lease/ Seal Contracts</i> )
<b>Ward:</b>	Countywide
<b>Consultation:</b>	None - This is an operational decision arising out of the management of the council's property portfolio
<b>Decision made:</b>	To instruct Legal Services to Serve Notices under the Landlord and Tenant Act 1954 as identified in Schedule 1
<b>Reasons for decision:</b>	<ul style="list-style-type: none"> <li>• The council property portfolio is held to enable the council to deliver services and to produce commercial returns through rental income in support of the council's ambitions defined in the County Plan 2020 – 2024.</li> <li>• To enable the effective and efficient management of the property portfolio it is sometimes necessary to serve notices under the Landlord and Tenant Act 1954.</li> <li>• Not serving notices could impact negatively on the council's ability to deliver services or expose the council to financial risk</li> </ul>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	Any notices to be served will be prepared and served by the council's Legal Services department
<b>Details of any alternative options considered and rejected:</b>	None
<b>Details of any declarations of interest made:</b>	None

Signed..... Date: 14<sup>th</sup> March 2024

Sarah Jowett  
Strategic Assets Delivery Director