

Record of officer decision

Decision title:	License to Occupy in respect of Unit 7, 3 Trinity Square, Maylord Orchards Centre, Hereford
Date of decision:	10 th January 2025
Decision maker:	Commercial and Investments Manager
Authority for delegated decision:	The Directorate's scheme of delegation dated May 2024 (line 35) gives the Commercial and Investments Manager the authority to take the decision.
Ward:	Central
Consultation:	Officers in the Council's Property, Legal, and Housing teams have worked together on this project, alongside colleagues from Healthwatch Herefordshire. The Healthwatch programme is a Government funded health and social care service which operates in every area of England.
Decision made:	To approve the grant of a License to Occupy in respect of Unit 7, Maylord Orchards Centre.
Reasons for decision:	<ol style="list-style-type: none"> 1. The unit is currently vacant. 2. The Council was approached for help in the provision of a temporary food hub to enable homeless people in the city to be able to sit down and have a hot evening meal during the colder winter months. 3. Other potential venues which had been used in previous years were reported to be unavailable this year. 4. The unit will be operated by the local Healthwatch service who will be supported by volunteers. 5. The operators will be responsible for ensuring the unit is operating in accordance with the required and relevant legislation – e.g. Food Hygiene.
Highlight any associated risks/finance/legal/equality considerations:	<ol style="list-style-type: none"> 1. The Council's normal service charge costs in respect of the unit will be waived in this instance. 2. Such an approach is not normal policy, but is permitted in exceptional circumstances under the Maylord Orchards Management Plan where the Council assesses there is a greater need, that supports its wider corporate aims and obligations to society, than simply covering the normal costs of occupation of one of its retail units. 3. Relevant insurances and utility costs will be covered by the Council's Housing service.
Details of any alternative options considered and rejected:	No suitable alternatives were proposed.
Details of any declarations of interest made:	None

Signed..... Date: 15th January 2025

Print Name: David Micah

Job Title: Commercial and Investments Manager