

**Record of officer decision**

<b>Decision title:</b>	<b>Tenancy at Will in respect of Unit 31, 3 Gomond Street, Maylord Orchards Centre, Hereford.</b>
<b>Date of decision:</b>	05/08/2025
<b>Decision maker:</b>	Commercial and Investments Manager
<b>Authority for delegated decision:</b>	The Directorate's scheme of delegation dated April 2025 (line 35) gives the Commercial and Investments Manager the authority to take the decision.
<b>Ward:</b>	Central
<b>Consultation:</b>	None
<b>Decision made:</b>	To grant a new Tenancy at Will to The Children's Bookshelf for Unit 31, 3 Gomond Street, Maylord Orchards Centre, Hereford.
<b>Reasons for decision:</b>	<ol style="list-style-type: none"> <li>1. The tenant's current tenancy at will expires on 7th August 2025.</li> <li>2. The tenant will be moving out of the property in the coming weeks, however they have asked to remain in the property on a daily rolling basis until they are in a position to move out.</li> <li>3. The Centre comprises multiple units, some of which have been vacant for some time and it is important that occupation levels are maximized so that the holding costs incurred by the Council are mitigated.</li> <li>4. The terms agreed leave the tenant responsible for payment of the rent, service charge, insurance, business rates and utilities in line with the Maylord Orchards Management Plan (January 2024).</li> </ol>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	None
<b>Details of any alternative options considered and rejected:</b>	No suitable alternatives were proposed
<b>Details of any declarations of interest made:</b>	None

Signed ..... Date: 6<sup>th</sup> August 2025

Print Name: David Micah  
 Job Title: Commercial and Investments Manager