

### Record of officer decision

<b>Decision title:</b>	<b>A License to occupy in respect of Unit 41, 4 The Atrium, Maylord Orchards Centre, Hereford.</b>
<b>Date of decision:</b>	26/08/2025
<b>Decision maker:</b>	Commercial and Investments Manager
<b>Authority for delegated decision:</b>	The Directorate's scheme of delegation dated July 2023 (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 license to occupy to Top Escape Rooms Ltd for Unit 41, 4 The Atrium, Maylord Orchards Centre, Hereford.
<b>Reasons for decision:</b>	<ol style="list-style-type: none"> <li>1. The tenant has negotiated a deal to take the currently vacant Unit 41 for a short-term period to trial.</li> <li>2. This unit has been vacant since March 2025.</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: 2<sup>nd</sup> September 2025

Print Name: David Micah

Job Title: Commercial and Investments Manager