

**Record of officer decision**

<b>Decision title:</b>	To accept the early surrender of leases in respect of properties held within the council's Commercial Investment Portfolio
<b>Date of decision:</b>	19 <sup>th</sup> November 2025
<b>Decision maker:</b>	Commercial and Investment Manager
<b>Authority for delegated decision:</b>	Corporate Services' scheme of delegation dated August 2023 updated April 2025 (line 39) gives the Commercial & Investment Manager the authority to take the decision
<b>Ward:</b>	Countywide
<b>Consultation:</b>	None
<b>Decision made:</b>	To accept the early surrender of leases in respect of the properties listed in Appendix A
<b>Reasons for decision:</b>	Where tenants have requested an early surrender of their lease and they are either in or likely to fall into rent arrears or it is otherwise financially advantageous for the council it is in the interest of good estate management to take an early surrender of a lease. Doing so avoids or mitigates further rent arrears, the expense and resources in pursuing these and reduces the delay in the council receiving a possibly enhanced rental income from a new letting.
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	Surrender will be by way of a Deed of Surrender drafted by the council's Legal department and were appropriate conditional on tenants first paying all monies due or entering into a payment plan.
<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: 19<sup>th</sup> November 2025

Print Name: Dave Micah

Job Title: Commercial & Investment Manager