BASSETLAW DISTRICT COUNCIL

DELEGATED OFFICER DECISION

NB Officers taking delegated decisions must ensure that they are fully conversant with the conditions applicable to the exercise of delegated powers by officers and in particular that the decisions are in accordance with the Council’s policies, powers and financial regulations.

Details of such conditions are to be found in the Council’s Constitution and in cases of any doubt advice must be sought from the Council’s Financial and/or Legal officers.

LEASE OF GROUND FLOOR OFFICE AT 17b THE SQUARE TO NOTTS CC

DELEGATED POWERS REFERENCE

Delegation of authority 7.9

IS THE DECISION CONFIDENTIAL? NO

SCHEDULE 12A - PUBLIC INTEREST TEST

John Unstead, Property Manager has determined in preparing this report that the Public Interest Test does not apply to the content of this report.

OFFICERS ADVICE:

That a 5 year lease be granted to Notts. County Council to allow the county council to relocate their registrars service from Chancery Lane into 17b The Square.

IMPLICATIONS:

a) For Service Users None

b) Strategic & Policy - None

c) Financial plus Financial Reference – Fin. Ref:- 20/466

The rental will be allocated to the General Fund.
d) Legal plus Legal Reference – Legal Ref:- 352/02/2020

As referred to in the report, the Property Manager has the necessary delegated authority.

e) Human Resources

None

f) Community Safety, Equal Opportunity & Environmental

None

g) General Data Protection Regulations

None

OPTIONS CONSIDERED:

a) None.

DECISION (With Reasons):

The ground floor office is vacant and was last used by A1. The space is not required for any council services operating out of the building.

The letting to the county council will produce a small annual income of £5,400 per annum.

It is anticipated that registrars’ service will wish to hire the meeting room facilities within the Retford Town Hall for civil ceremonies that are currently held at the offices on Chancery Lane.

The letting also assists the county council towards their intentions of closing their existing Retford offices.

BACKGROUND PAPERS:

Estates File v 332 refers.

SIGNATURE OF DECISION MAKER

DATE .................................

The signed original of this form must be sent to the Democratic Services Unit.
The author of this form should retain a copy for their file and send copies to:
- Monitoring Officer
- Section 151 Officer

Date received by Democratic Services Unit ______________ 06/03/2020

Decision Number ______________ 123