



HARTLEPOOL BOROUGH COUNCIL

OFFICER DECISION RECORD

Department: Regeneration & Neighbourhoods Directorate

Division: Strategic Asset Management Section

Date of Decision / Issue of Licence: 13th December 2019

Officer Making Decision: Tim Wynn (Strategic Asset Manager)

Subject / Description & Reason for Decision: Property – Offices at First Floor Hartfields Manor Hartlepool (see attached plan). Licence out to North Tees and Hartlepool NHS Foundation Trust for shared occupation of the Council's offices at the property. The Trust have been in occupation on a licence basis since about 2009. The new terms agreed are as follows:

1. Term: 1st December 2019 to 31st August 2023
2. Permitted Use: Use Class B1 Offices
3. Annual Licence Fee: £20,000

The area actually occupied by the Trust extends to about 128.45 square metres including a shared area. The Council occupies the property under a 15 year lease expiring on 31st August 2023. The licence thus has to end by that date.

Type of Decision: Non Key

Nature of Delegation Being Exercised: Committee Delegated Authority

The Director of Regeneration and Neighbourhoods and the Chief Solicitor have delegated powers for a variety of transactions within £100,000 in capital value and £50,000 in rental value (annual figure). The powers are to approve land and property disposals and acquisitions, leases, lettings, licences, wayleaves, easements, undertaking and concluding

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rent reviews, lease renewals and the release and amendments of restrictions, covenants and other land and property matters.

Delegated Powers Authorisation was given on 24 May 2019 by the Director of Regeneration and Neighbourhoods and the Chief Solicitor to the Strategic Asset Manager.

Alternative Options
Considered &
Rejected:

Occupation of the space by HBC staff

Any Declared
Register of Interest

No

OFFICER WITH THE DELEGATION

NAME: Tim Wynn



POSITION: Strategic Asset Manager

IN CONSULTATION WITH

NAME:

Denise McGuckin



POSITION:

Director of Regeneration and Neighbourhoods

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