



# HARTLEPOOL BOROUGH COUNCIL

## OFFICER DECISION RECORD

Department:	Regeneration & Neighbourhoods Directorate
Division:	Strategic Asset Management Section
Date of Decision / Issue of Licence:	7 <sup>th</sup> July 2020
Officer Making Decision:	Tim Wynn (Strategic Asset Manager)
Subject / Description & Reason for Decision:	<p>Property – Ground Floor Offices Carnegie Building Northgate Hartlepool – shown verged red on the plan below.</p> <p>Unison Hartlepool Branch, who represent many members of the Council's staff, have occupied ground floor offices at the Carnegie Building under a lease since 2013. The lease expired in 2019. Terms have been agreed for the renewal of the lease to Unison as follows:</p> <ol style="list-style-type: none"><li>1. Lease Term 6 years from 1<sup>st</sup> October 2020</li><li>2. Annual rent £6,000 per annum payable quarterly in advance</li><li>3. Use: Use as offices only – no change permitted</li><li>4. Common Areas: The tenant will have the right to use the common areas verged blue on the attached plan in common with other occupiers and the landlord.</li><li>5. Responsibility for repair: Landlord responsible for all internal and external repair but Tenant to keep property clean and tidy and make good any damage caused by any act or omission of the tenant.</li><li>6. Insurance: Landlord to insure building</li><li>7. Utilities: Landlord to pay for all utility costs subject to reasonable useage by the tenant.</li><li>8. Break Clause: The lease will allow both tenant and landlord to break the lease at the end of the 3<sup>rd</sup> year of the term on 6 months' written notice.</li></ol>

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9. Assignment , subletting, charging and sharing occupation: These will not be permitted
10. Alterations: Prohibited except for non-structural demountable partitions.
11. Payment of Business Rates: Tenant responsibility if premises become separately assessed.
12. Each party to pay their own legal and surveyor's costs.

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 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: None

Any Declared Register of Interest No

**OFFICER WITH THE DELEGATION**

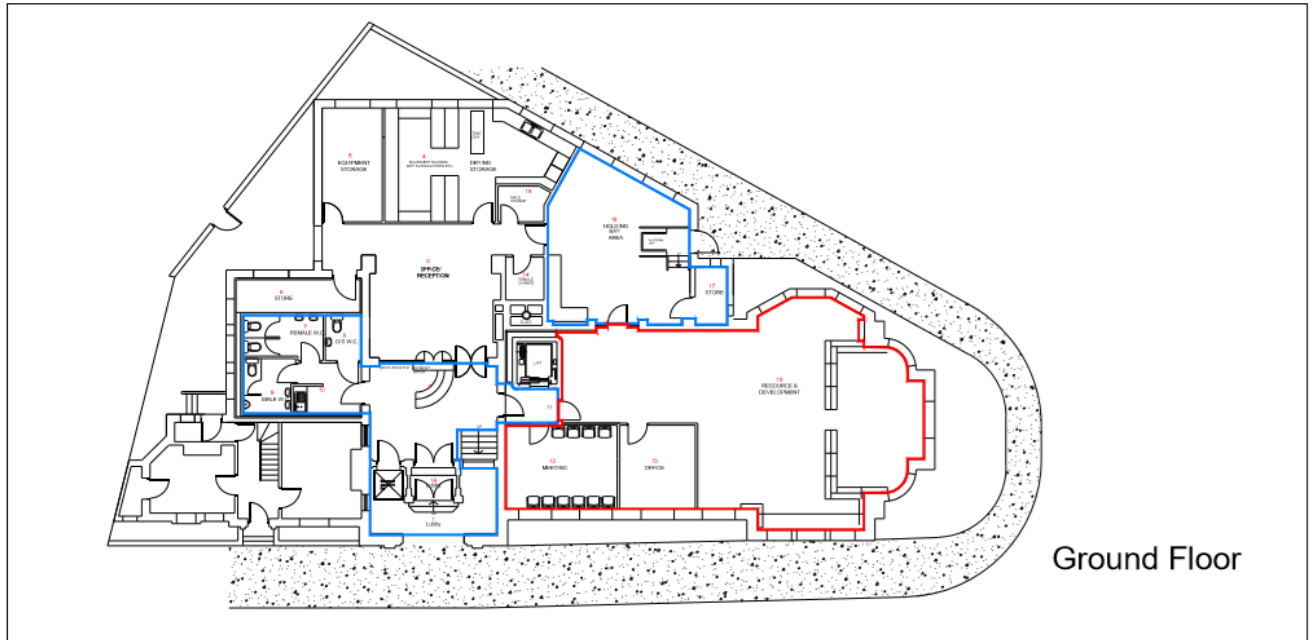
NAME: \_\_\_\_\_

Denise McGuckin


POSITION: Director of Regeneration and Neighbourhoods

DATE: \_\_\_\_\_

ODR No.: 20/47



Ground Floor

LOCATION Carnegie Building, Northgate, The Headland, Hartlepool		DRAWN BY CT	DATE 22/02/20
DEED PACKET CE191538		SCALE 1:200 @ A4	
OS MAP NZ 5234NW		DRWG NO E/F/179a	
 <p>HARTLEPOOL BOROUGH COUNCIL REGENERATION &amp; NEIGHBOURHOODS Civic Centre Victoria Road Hartlepool TS24 8AY Tel: 01429 266522 Fax: 01429 523899</p>		<p>This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Hartlepool B.C. LA09057L 1999.</p>	