

15 December 2015

Policy, Finance and Resources

Delegated Authority for Grant of Leases

Report of: *Phil Ruck, Head of Paid Service*

Wards Affected: *N/A*

This report is: *Public*

1. Executive Summary

- 1.1 Delegated authority is requested to be given to the Section 151 Officer to grant leases of up to £25,000 per year on properties leased at market rate.

2. Recommendation(s)

- 2.1 That delegated authority be granted to the Section 151 Officer in consultation with the Monitoring Officer and Chair or Vice Chair of the Policy Finance and Resources Committee to grant leases of up to £25,000 (excluding VAT) per year on properties leased at market value.**

3. Introduction and Background

- 3.1 The current process operated by the Council is that leases of up to £10,000 are approved through emergency powers. This ensures income is maximised by agreeing leases in a timely fashion and avoids an excessive number of operational reports going to Committee.
- 3.2 To stream line the process and to make the scheme of delegation fit for purpose it is proposed that suitable delegated authority be granted.

4. Issue, Options and Analysis of Options

- 4.1 A lot of work has been undertaken in updating the Council's leases which has generated additional income and resulted in several new leases being granted.

- 4.2 Having suitable delegated authority allows the Council to operate efficiently and assists in generating income. A limit of £25,000 is considered reasonable given the current market conditions.
- 4.3 Any lease at less than best consideration would still require Committee approval regardless of value.
- 4.4 As the post of Strategic Asset Manager is currently vacant, delegated authority is being sought at the level of Section 151 Officer.

5. Reasons for Recommendation

- 5.1 To ensure the Council operates effectively it is important to have suitable delegated powers.

6. References to Corporate Plan

- 6.1 This reflects the Council's priority of a Prosperous Borough.

7. Implications

Financial Implications

Name & Title: Chris Leslie, Finance Director

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- 7.1 The delegated authority will allow the Council to maximise rental income and reduced the administration required.

Legal Implications

Name & Title: Chris Potter, Monitoring Officer

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- 7.2 The Council can delegate authority to an officer of the Council under section 101 of the Local Government Act 1972.

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