

**SCHEDULE OF EXERCISE OF DELEGATED POWERS**

Delegated power No or details of power exercised	Date of Exercise	Details of Case & Decision Taken	Consultation Undertaken	Commercial In confidence Yes/No
Under the Constitution Appendix A ('Delegations to Staff', Council Property CP1/3 refers to approval of lease renewals. There is delegated authority for lease renewals where (1) no change of policy is involved and (2) subject to advice being obtained from the District Valuer as to rent where appropriate. The Council officer who can approve is the appropriate Head of Service subject to prior consultation with MO/Hol, the Chair and the vice Chair of the Policy, Finance and Resources Committee .	20/7/15	Lease renewal to Papworth Trust from 1 <sup>st</sup> July 2015 until 31 <sup>st</sup> March 2016 at a rent of £2815 per quarter, previous rent was £1800 per quarter. The lease is subject to a right for the Council to relocate Papworth Trust to alternative accommodation within the Town Hall subject to a maximum contribution of £500 towards relocation costs in the event that the 3 <sup>rd</sup> Floor is required for an external letting. There is also a mutual right to break the lease after the 1 <sup>st</sup> September 2015 on giving 6 weeks notice.	Phil Ruck MO/Hol Cllr McKinlay Cllr Hirst	Yes/No

I confirm that the required consultation has been duly undertaken by or on my behalf. I further confirm that professional advice as to rent was obtained. It was/was not appropriate to obtain that advice from the District Valuer because the matter was agreed by professionally qualified staff

Name: Phil Ruck \*  
 Signed: P. L. Ruck \* Date: 21/07/15  
 Head of Service  
 Signed: [Signature] Date: 20/07/15  
 Name: [Signature]  
 Signed: [Signature] Date: 20/07/15  
 Name: \_\_\_\_\_