

## Record of Delegated Executive Decision(s)

### 1. Subject of decision

Authority Accommodation review

### 2. Name and Title of Decision Maker

Jon Ritchie, Director of Resources

### 3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest

None

### 4. Executive summary (\*taken from written report)

On 20 May 2024, Cabinet considered a report which provided information on an opportunity that could arise for the Authority to acquire the leasehold interests that are in place in respect of one of the Authority's operational buildings. This includes the Lease Plus Agreement between the landlord, and the Authority as the tenant of the building.

The report outlined the financial benefits that could arise for the Authority through the acquisition. This was with particular reference to the opportunity that the Authority would have to change the arrangements covering facility management services within the building which are currently provided under the Lease-Plus Agreement.

Following consideration of the report, Cabinet agreed to the principle of the Authority acquiring the leasehold interests and authorised the Director of Resources in consultation with the Cabinet member for Finance and Resources, the Head of Law and the Head of Estates to take all necessary steps to complete and enter into all necessary agreements to complete the acquisition if the Council receives a Pre-emption Price Notice from the landlord.

If these circumstances arise, authority was also given to the Director of Resources, in consultation with the Head of Law and Head of Estates to take all necessary steps, including, (but not limited to), the completion and entry into a short-term contract with the current facilities management provider, to secure the continuation of the company's facilities management services within the building for 1 year (with an option to extend it for a further year).

## **5. Alternative Options considered**

Not to agree to the recommendations given in paragraph 1.2.1 of the delegated report

## **6. Decision(s)**

\*As delegated by [Cabinet on 20 May 2024](#), the Director of Resources, in consultation with the Cabinet Member for Finance and Resources, the Head of Law and the Head of Estates, has exercised the delegation to:

- take all necessary steps and enter into all necessary agreements to enable the Authority to acquire the leasehold interests in one of the Authority's operational buildings;
- take all necessary steps to enter into an Assignment or Novation or other necessary agreement with the current facilities management provided to secure the continuation of the company's facilities management services within the building; and
- finalises any ancillary matters.

## **7. Reasons for the Decision(s)**

It was considered to be the best way to potentially secure revenue savings for the Authority

## **8. Date decision made**

26 July 2024

**9. Is this decision subject to call-in and if so expiry date of call-in period**

No (see\* below)

**10. Date of Publication**

26 July 2024

**11. Implementation Date (if decision not called in)**

26 July 2024

Note: \*The Report in relation to the decision indicated above is 'Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)'.

Note: \*In accordance with the Authority's Constitution and written approval from the Authority's Section 151 Officer, the Monitoring Officer and the Chair of Council the decision is not subject to call-in and may be implemented immediately, for the following reason(s):

The Authority is required to confirm its position in relation to the proposed acquisition of the head-leasehold interest in one of the Authority's operational buildings within 15 working days of receipt of the Pre-Emption Notice that was received on 15 July 2024.