

## Notice of NON KEY Executive Decision containing exempt information

This Executive Decision Report is part exempt and Appendices A is not available for public inspection as it contain) or relates to exempt information within the meaning of paragraph 1 and 3 of Schedule 12A to the Local Government Act 1972. It is exempt because it refers to financial and business affairs of the Tenant and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

<b>Subject Heading:</b>	<b>Subject Property:</b> 108 Petersfield Avenue, Romford ESSEX RM3 9PH  <b>Event:</b> New Letting & Tenancy at Will
<b>Decision Maker:</b>	Mark Butler - Assistant Director of Regeneration & Place Shaping
<b>Cabinet Member:</b>	Councillor Paul McGeary – Cabinet Member for Housing & Property
<b>SLT Lead:</b>	Neil Stubbings - Strategic Director of Place
<b>Report Author and contact details:</b>	London Borough of Havering (LBH) Helen Gardner Senior Estates Surveyor Property Services Town Hall Main Road Romford RM1 3BD  Tel: 01708 434 123 E: <a href="mailto:helen.gardner@havering.gov.uk">helen.gardner@havering.gov.uk</a>
<b>Policy context:</b>	Asset Management Plan
<b>Financial summary:</b>	The financial aspects for the transaction are detailed in the <u>EXEMPT Appendix A</u> to this Report

**Non-key Executive Decision**

<b>Relevant Overview &amp; Scrutiny Sub Committee:</b>	Place
<b>Is this decision exempt from being called-in?</b>	<b>The decision will be exempt from call in as it is a Non key Decision</b>

**The subject matter of this report deals with the following Council Objectives**

- People - Things that matter for residents ( )
- Place - A great place to live, work and enjoy (x)
- Resources - A well run Council that delivers for People and Place ( )

## Part A – Report seeking decision

### DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

To note the exercising of delegated authority by the appropriate Property Officer to approve the grant of a Tenancy at Will, followed by the preparation of a new lease by the Council's legal team in accordance with the details in Appendix A.

### AUTHORITY UNDER WHICH DECISION IS MADE

Havering Council's Constitution Part 3.3 Scheme 3.3.5 (2 April 2024 - current)

**8.1** To be the Council's designated corporate property officer, responsible for the strategic management of the Council's property portfolio, including corporate strategy and asset management, procurement of property and property services, planned and preventative maintenance programmes, property allocation, security and use, reviews, acquisitions and disposals, and commercial estate management

**8.6** To dispose of any property or asset of the Council provided that the value of the property or asset is less than £1,000,000. The delegation is subject to the following requirements:

- a) complying with the Code of Practice on the Disposal of Surplus Property
- b) in cases where the Cabinet has already approved the principle but not the terms of a property disposal without the invitation of competitive bids, the provisionally agreed terms of any disposal exceeding £1,000,000 shall be reported to Cabinet for approval before the transaction is concluded
- c) in cases that have not been the subject of competitive bids but are below £1,000,000 in value, the provisionally agreed terms of disposal shall be reported to the Strategic Director of Resources, before the transaction is concluded
- d) complying with relevant Council policy on property transactions (e) referring a matter for Member decision where it is proposed to recommend other than the best financial bid

### STATEMENT OF THE REASONS FOR THE DECISION

#### Background

#### New Letting

The above property was previously used as an Indian takeaway. It has been vacant since November 2024 when we took possession of it due to rent arrears owed by the previous tenant. The unit has been marketed by Delaneys and we have had a fair amount of interest and we have now agreed the best open market terms for a new lease as detailed in Appendix A.

## Non-key Executive Decision

### Tenancy at Will

In order to accelerate early occupation, it is proposed that the tenant takes the premises on a Tenancy at Will basis whilst the lease is drafted and completed. We will receive the 6 months rent deposit prior to the completion of the tenancy at will. The issuing and completing of the Tenancy at Will agreement will be led by Property Services.

### Recommendations

#### New Letting

It is recommended that in order to formalise the new letting, the Council agrees that the Senior Estates Surveyor, London Borough of Havering - Property Services instructs the Council's Legal team to draw up a new Lease and Rent Deposit Deed as per the details in Appendix A.

#### Tenancy At Will

It is recommended that the Senior Surveyor, Property Services prepares a Tenancy At Will contract to issue to the tenant, on the same rent as the lease upon receipt of the funds detailed above and as illustrated in Appendix A.

### **OTHER OPTIONS CONSIDERED AND REJECTED**

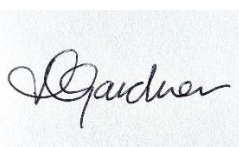
Option: Not to proceed with the Tenancy at Will and the new lease.  
Rejected: There is no reason not to agree a new letting as this will provide an income stream and end the utilities and rates liability for the Council.

### **PRE-DECISION CONSULTATION**

The property has been fully marketed and the tenant has proposed the best lease terms along with a good market rent.

### **NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER**

Name: Helen Gardner  
Designation: Senior Estates Surveyor  
Signature:



Date: 10/03/25

## Part B - Assessment of implications and risks

### **LEGAL IMPLICATIONS AND RISKS**

The recommendation of this report requires the council to grant a new lease in accordance with the terms stipulated in appendix A. The lease has a contractual term of 20 years, and is not being granted security of tenure.

The council has a general power of competence under Section 1 of the Localism Act 2011, which gives the power to do anything an individual can do, subject to any statutory constraints on the council's powers ("the General Power"). The recommendations in this report are in keeping with the General Power.

The council also has powers under Section 123(1) of the Local Government Act 1972 to dispose of land in any manner it wishes, subject to subsection 123(2) which provides that land should not be disposed of for less than best consideration on a transfer of the freehold or lease of more than 7 years

### **FINANCIAL IMPLICATIONS AND RISKS**

The new lease will generate rental income for the Council during the lease term. VAT will not be chargeable on the rent.

The costs associated with drawing up the new lease will be paid for by the incoming tenant.

### **HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)**

No human resources implications and risks have been identified.

### **EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS**

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have 'due regard' to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

### **Non-key Executive Decision**

The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.

An EqHIA (Equality and Health Impact Assessment) is usually carried out but is not considered to be required in this matter.

The Council seeks to ensure equality, inclusion, and dignity for all in all situations.

There are not any equalities and social inclusion implications and risks associated with this decision.

### **ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS**

No Environmental and Climate Change implications identified.

### **BACKGROUND PAPERS**

None

### **APPENDICES**

**Appendix A**      Landlord's Proposals for New Letting - Exempt

**Non-key Executive Decision**


**Part C – Record of decision**

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

**Decision**

Proposal agreed

**Details of decision maker**

Signed 

Name: Mark Butler

Position: Assistant Director of Regeneration & Place Shaping

Date: 19.03.2025

**Lodging this notice**

The signed decision notice must be delivered to Democratic Services, in the Town Hall.

**For use by Committee Administration**

This notice was lodged with me on \_\_\_\_\_

Signed \_\_\_\_\_