

Notice of NON KEY Executive Decision containing exempt information

This Executive Decision Report is part exempt and Appendix A is not available for public inspection as it contain) or relates to exempt information within the meaning of paragraph 2 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

Subject Heading:	<p>Subject Property: Bretons Outdoor Recreation Centre, Rainham Road, Hornchurch, RM13 7LP</p> <p>Event: 1 April 2025 Licence Fee Review</p>
Decision Maker:	Mark Butler - Assistant Director of Regeneration & Place Shaping
Cabinet Member:	Councillor Paul McGeary – Cabinet Member for Housing and Property
SLT Lead:	Neil Stubbings - Strategic Director of Place
Report Author and contact details:	<p>London Borough of Havering (LBH) Luke Kubik Estates Surveyor Property Services Town Hall Main Road Romford RM1 3BD</p> <p>Tel: 01708 434 176 E: luke.kubik@havering.gov.uk</p>
Policy context:	Asset Management Plan

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Financial summary:	The financial aspects for the transaction are detailed in the <u>EXEMPT Appendix A</u> to this Report
Relevant Overview & Scrutiny Sub Committee:	Place
Is this decision exempt from being called-in?	The decision will be exempt from call in as it is a Non key Decision

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 (x)

Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

Background

The Trustees of the Bowmen of Ardleigh (“the Licensee”) who are an archery club use part of Bretons Park Recreation Centre on a licence basis. The licence commenced on 1 April 1997 and continues until revoked or terminated.

The licence allows for the fee to be reviewed annually and there is a licence fee review due on 1 April 2025. The licence fee has been historically increased in line with RPI. It is proposed to increase the licence fee at the April 2025 review by way of an RPI increase as calculated in Appendix A

Recommendations

It is recommended that in order to complete the April 2025 licence fee review by way of an RPI increase, the Estates Surveyor, London Borough of Havering - Property Services is to produce a licence fee review memorandum to be signed by the Licensee and the Assistant Director of Regeneration & Place Shaping, London Borough of Havering. The Estates Surveyor is to then issue a completion statement to instruct the collection of the increased fee.

Decisions

Formal authority is hereby given to complete the April 2025 licence review by way of an RPI increase, the Estates Surveyor, London Borough of Havering - Property Services is to produce a rent review memorandum to be signed by the Tenant and the Assistant Director of Regeneration & Place Shaping, London Borough of Havering. The Estates Surveyor is to then issue a completion statement to instruct the collection of the increased fee.

AUTHORITY UNDER WHICH DECISION IS MADE

Havering Council’s Constitution Part 3.3.5 (2nd 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.

STATEMENT OF THE REASONS FOR THE DECISION

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The licence provides for a fee review as per Appendix A and the licence fee has been historically reviewed in line with RPI.

OTHER OPTIONS CONSIDERED AND REJECTED

Option: Not to review the licence fee.

Rejected: There is no reason not to review the licence fee as the licence allows for the fee to be increased on 1 April 2025.

PRE-DECISION CONSULTATION

None

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

Name: Luke Kubik

Designation: Estates Surveyor

Signature:

A handwritten signature in black ink, appearing to be 'LK' or similar initials, written over a light grey dotted rectangular background.

Date: 7 May 2025

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

The recommendation of this report requires the council to increase the licence fee in accordance with clause 6(v) of the licence.

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 recommendation in this report is in keeping with the General Power.

FINANCIAL IMPLICATIONS AND RISKS

The licence fee review will generate additional rental income for Property Services, during the twelve months of the agreement. VAT is not chargeable on the licence fee.

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.

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 when a proposed or planned activity is likely to affect staff, service users, or other residents.

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

There are no 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 the April 2025 Licence Fee Review - Exempt

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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: 09.05.2025

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 _____