

RECORD OF EXECUTIVE DECISION TAKEN BY AN EXECUTIVE MEMBER

This form **MUST** be used to record any decision taken by the Elected Mayor or an individual Executive Member (Portfolio Holder).

The form must be completed and passed to the Chief Officer responsible for Legal and Democratic Services no later than NOON on the second working day after the day on which the decision is taken. No action may be taken to implement the decision(s) recorded on this form until 7 working days have passed and the Chief Officer responsible for Legal and Democratic Services has confirmed the decision has not been called in.

1. Description of decision

The report accompanying this decision is exempt from publication under Part 1, Schedule 12A of the Local Government Act 1972, on the grounds that it contains information relating to the financial affairs of both the Council and the proposed tenant.

- (1) That the proposed letting of the 6th floor of Borough Hall, as set out in the heads of terms appended at Appendix A of the report accompanying this decision, with a total initial rent payable as outlined in the report, be approved.
- (2) That capital expenditure, as set out in the main body of the report prepared to accompany this decision, from the amount allocated to Borough Hall within the Borough Development and Regeneration Fund, be approved.
- (3) That the progress made towards delivering the minimum on-site workforce requirements (as detailed in the Stability Plan), be noted.

2. Date of decision

27 October 2025

3. Reasons for decision

- (1) To deliver additional income that will support the Council in addressing its current financial position.
- (2) To support the delivery of economic growth to the Borough.
- (3) To give assurances that the proposed letting will not impact minimum onsite requirements (as detailed in the approved stability plan).

Further information contained within the exempt report.

4. Alternatives considered and rejected

Do nothing – Not progressing these lettings would mean that the Council would not incur the capital spend, but it would also forgo the income.

Further information contained within the exempt report.

5. How decision is to be funded

The landlord costs to enable the letting are to be funded from the existing allocation within the Borough Regeneration and Development Fund.

6. Conflicts of interest

Name of all Executive members who were consulted AND declared a conflict of interest.	Nature of interest	Did Standards Committee give a dispensation for that conflict of interest? (If yes, give details and date of dispensation)	Did the Chief Executive give a dispensation for that conflict of interest? (If yes, give details and the date of the dispensation).

The Mayor has been consulted on this decision

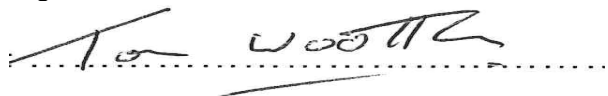
Not Applicable

The confidential decision notice was published as follows:

Signed:

Date: **27 October 2025**

Name of Decision Taker: **Mayor Tom Wootton**



This is a public document. A copy of it must be given to the Chief Officer responsible for Legal and Democratic Services as soon as it is completed.

Date decision published: **27 October 2025**

Date decision can be implemented if not called in: **4 November 2025**

(Decision to be made exempt from call in.....NO.....)