

**PAPER NO. 9**

**REPORT TO THE EXECUTIVE MEETING OF 8 JULY 2013**

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**Meeting:** Executive  
**Date:** 8<sup>th</sup> July, 2013  
**Subject:** The Symington Building; Scheme of Delegation for lettable space  
**Report of:** Simon Riley, Head of Finance and Assets  
**Portfolio Holder:** Councillor Dr Bremner  
**Status:** Decision  
**Relevant Ward(s):** Great Bowden & Arden

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1 Purpose of the Report

1.1 To seek approval for the change in delegation for lettings at The Symington Building.

2 Recommendations:

2.1 That the letting of office, retail and other space in The Symington Building be delegated to the Chief Executive in consultation with the Section 151 Officer, Head of Legal Services and Portfolio Holder, Finance and Assets.

3 Summary of Reasons for the Recommendations

3.1 To facilitate timely letting of space within The Symington Building.

4 Key Facts

4.1 Council on the 23<sup>rd</sup> October, 2012 approved the financial package and governance arrangements for the refurbishment of the Headquarters building (The Symington Building) and the Market Hall.

4.2 Key to the delivery of The Symington Building is the letting of the retail units and other lettable office space to other public sector or private tenant. The letting strategy agreed by Council is replicated at Appendix A.

4.3 The recommendations agreed by Council were that

2.4 *The Head of Legal Services, in consultation with the Section 151 Officer and with due regard to the relevant market valuations and the recommendation set out in 2.3 above, be granted authority to negotiate agreements to:*

*I. provide suitable accommodation within the Headquarters building for the provision of office accommodation and library facilities for Leicestershire County Council;*

*II. provide potential tenants with retail accommodation and/or office units within the Headquarters building;*

*III. provide accommodation for Harborough museum.*

*2.5 Council to note that any decision to enter into any agreements as recommended under 2.4 above, shall be taken by the Executive.*

4.4 To date the Council has received interest in both the retail units and office space (in addition to the anchor tenant, Leicestershire County Council). However, there is the need to negotiate and enter into terms for the remaining lettable space.

4.5 The current scheme of delegation approved by Council in October requires all letting decisions to be taken by Executive. This has the potential for delay in securing a tenant or the need for Special Executive meetings to be called in order to secure and confirm a tenancy agreement.

4.6 To facilitate securing tenants it is recommended that Executive amends the scheme of delegation approved on the 23<sup>rd</sup> October, 2012 to

*That the letting of office, retail and other space in The Symington Building be delegated to the Chief Executive in consultation with the S151 Officer, Head of Legal Services and Portfolio Holder, Finance and Assets.*

## 5 Legal Issues

5.1 The report amends the previous governance route for lettings. Lettings will still be subject to the same level of legal and resource scrutiny by Officers.

## 6 Resource Issues

6.1 The delegation will allow the Council to be in a position to negotiate and agree lettings quickly.

## 7 Equality Impact Assessment Implications/Outcomes

7.1 No specific implications as a direct result of this report.

## 8. Risk Management Implications

8.1 No specific implications as a direct result of this report.

## 9 Consultation

9.1 None.

10 Background Papers

10.1 Lettings Strategy.

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**Previous report(s): Council, 23<sup>rd</sup> October, 2012**

**Information Issued Under Sensitive Issue Procedure: N**

**Ward Members Notified: N**

**Appendices:**