

A.5 APPENDIX E

PROPOSED AMENDMENT TO THE PROPERTY DEALING PROCEDURE

APPENDIX A Levels of Decision Making

| Right or interest to be granted/acquired | Officer who is Head of Department or Corporate Director | Officer who is Corporate Director (Operations & Delivery) | Relevant Portfolio Holder for Assets | Cabinet |
|--|---|---|--|---------|
| Reporting | Formal Record of Officer Decision to be completed and published* | | Formal Report and Record of Decision required to be completed and published | |
| 1. A licence or access agreement for 12 months or less | | | | |
| 2. a licence or access agreement for more than 12 months or any tenancy at will | | | | |
| 3. Tenancies for less than seven years excluding security of tenure | | | | |
| 4. Renewal, assignment or surrender of tenancies as 3 above | | | | |
| 5. Tenancies for seven years or more or tenancies not excluding security of tenure | | | | |
| 6. Renewal, assignment or surrender of tenancies as 5 above | | | | |
| 7. Grant, acquisition or release of Rights of Way, Easements or other permanent rights | | | | |
| 8. Freehold property interest less than £100,000 | | | | |
| 9. Freehold property interest more than £100,000 | | | | |
| 10. Any disposal of open space where objections have been received | | | | |

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| 11. Any disposal at less than the Best Consideration Reasonably Obtainable | | | | |
| 12. New Lease to residential tenant under Chapter II of Part I of the Leasehold Reform, Housing and Urban Development Act 1993 (commonly referred to as a lease extension). | | | This box to be Shaded – but state Portfolio Holder for Housing has decision making responsibility rather than the Portfolio Holder with responsibility for Assets | |

*Subject to access to information rules
 Greyed box indicates level of decision making