

## Record of Officer's Decision

### The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

<b>Date of Decision:</b>	30/6/2025
<b>Decision Maker (Officer):</b>	Jennie Wilkinson, Property and Projects Manager
<b>Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):</b>	<p>Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4(ii) – Part 3.39).</p> <p>The Corporate Director (Operations and Delivery) has delegated operational matters relating to the licensing of buildings for external use to the Property and Projects Manager.</p>
<b>Identify which Portfolio Holder(s)/Committee Chairman consulted?</b>	<p>Councillor Peter Kotz, Portfolio Holder for Assets and Community Safety</p> <p>Councillor Ivan Henderson, Portfolio Holder for Economic Growth, Regeneration and Tourism</p>
<b>Ward Member(s) consulted?</b>	Yes
<b>Is it a Key Decision?</b>	No
<b>Is it subject to call-in?</b>	No
<b>Decision Made:</b>	To grant a licence permitting a production from the National Film and TV School to use the former council offices at Weeley as a location.
<b>Reason for Decision (if a report was produced to</b>	Tendring District Council, as part its Memorandum of Understanding with Creative UK, supports production filming within the district as being of wider benefit to

<p><b>support the Decision, refer to or attach it):</b></p>	<p>the local economy; this aligns with the adopted Creative and Cultural Strategy.</p> <p>As an example, this production is seeking to use local services (accommodation and cleaners being two examples) and is using local businesses while engaging in research (such as eateries).</p> <p>In coming to decisions in relation to management of assets, the Council must act in accordance with its statutory duties and responsibilities. Cases assessing principles of Section 120 of Local Government Act 1972 confirm that the Council is obliged to ensure that the management of its assets are for the benefit of the District. Awarding this licence provides for best use of a Council asset, bringing it into use and providing economic advantage for the council – particularly, use of this building for the assigned licence period will provide a contribution towards the cost of the empty property and enable TDC to apply for a further period of NNDR empty property rate relief once vacated.</p>
<p><b>Highlight any associated risks/finance/legal/equality considerations:</b></p>	<p>Legal: A standard form of the council's licence agreement is being used to ensure the authority has the appropriate legal protections in place.</p> <p>Equality: N/A in this matter</p> <p>Finance: There is a small amount of income to the council to cover the standard costs of issuing the appropriate licence and associated officer time. There is far greater benefit in the business rates relief applicable from bringing an empty site back into use for a period of time, which provides a saving to the authority.</p> <p>Risk: There is a small risk of damage to the property as a result of filming, but this is adequately mitigated by the licence agreement, and the requirement of the production to have its own appropriate insurance in place along with a risk assessment which is required from the company as part of the application.</p> <p>It should be noted that this decision will not impact upon other decision-making processes around long-term disposal of the Weeley site.</p>
<p><b>Details of any Alternative Options Considered and rejected (together with reasons):</b></p>	<p>Not to grant a licence – this was rejected because it does not support the financial position of the council, and is counter to the council's approach to support the creative arts industry within the district (and its knock-on effect for the local economy).</p>

<p>Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision)</p> <p>If relevant, a note of the dispensation granted by the Monitoring Officer:</p>	N/A	
<p>Reason Decision, or supporting Report, is not published:</p> <p><i>Tick one or more of the specific exemptions,</i></p> <p><b><u>and</u></b></p> <p><i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i></p>	X	<p>Not applicable – Decision [and report] to be published</p> <p><b>If Report is not to be published – tick one of the following boxes:</b></p> <p><input type="checkbox"/> The report supporting the Decision contains confidential information</p> <p><input type="checkbox"/> The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Relates to an individual</li> <li><input type="checkbox"/> Likely to reveal the identity of an individual</li> <li><input type="checkbox"/> Relating to financial or business affairs of a person or organisation</li> <li><input type="checkbox"/> Relates to a claim for legal professional privilege in legal proceedings</li> <li><input type="checkbox"/> Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment</li> <li><input type="checkbox"/> Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</li> </ul> <p><u>And</u> is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p> <p>Reasons: [insert]</p>

**Officers**

Signed: J Wilkinson

Title: Property and Projects Manager

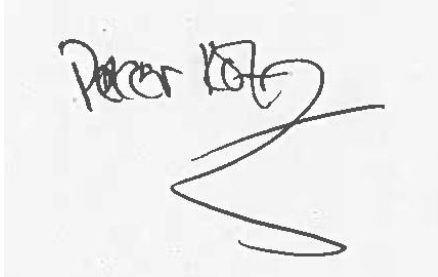


Signed:

Title: Corporate Communications Manager

**In consultation with:**

Signed:



**Portfolio Holder For Assets and Community Safety**

Signed:



**Corporate Director (Operations and Delivery)**

**Dated: 30/6/25**