

EAST HERTS COUNCIL

OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014

OFFICER DECISION WRITTEN RECORD

Reference:	OD/(to be added by Democratic Services)
Subject Matter:	The Drill Hall, Amwell End, Ware – Licence for variation of permitted use
Date of Decision:	30/10/25
Exempt/Confidential information (Yes/No):	no
If Exempt/Confidential – reason why:	n/a
Name of Officer taking decision under delegated authority:	Jonathan Geall, Director for Communities
Source of delegated authority (constitution/express delegation/etc):	Acting under authority delegated within section 10.14.33 of the council's Constitution <i>'Lettings of all properties including council offices; consents to assignments and sub-lettings; the granting of easements and licences; entering into leases, sub-leases, licences and easements on behalf of the council as lessee or lessor, sub-lessee, licensee or grantee as appropriate; consent to modification or release of restrictive covenants; rent reviews under existing and future leases, including the approval of terms,</i>

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	<i>subject to reporting transactions half-yearly to the Executive</i>
Exercise of delegated authority approved by: <i>(if different from Officer taking decision)</i>	
Decision:	<p>Authorisation of the Director for Communities to:</p> <ul style="list-style-type: none"> • Issue a licence to vary the permitted user clause to allow the existing ancillary caretaker's flat to be used as ancillary multi-purpose community rooms.
Reason(s) for Decision:	<p>To enable the tenant to make use of the redundant caretaker's flat for an alternative use. The use of the flat by a caretaker is no longer viable due to safeguarding concerns and lack of interest in service accommodation. The flat is not able to be let out on a private tenancy due to the inability to create an independent access, however the tenant continues to be liable for council tax without a change of use. The tenant has now been granted planning permission for a change of use to ancillary community rooms. The change of use will enable the tenant to hire out the rooms and allow them to apply for the council tax liability to be removed, although the rooms would instead be added to the rateable valuation list. Landlord's consent for a change of use is required under the terms of the lease.</p>

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Details of alternative options, if any considered and rejected:	Refuse consent for variation of permitted use resulting in the tenant being unable to hire out the empty rooms whilst remaining liable for council tax.
Name of Officer who has confirmed with all Members involved in taking this decision whether they have pecuniary or non-pecuniary interest:	<i>Note: if a Member has a pecuniary interest they should not take part in making this decision. If a Member has a non-pecuniary interest, a judgement should be made as to whether they can contribute to making this decision; if in doubt, check with a Democratic Services Officer.</i>
Name(s) of any Member who has removed himself/herself from contributing to this decision because of a conflict of interest:	
Signature of Decision Maker (where decision is taken in consultation with a Member):	Add electronic signature
Signature of Member consulted by Decision Maker (where decision is taken in consultation with a Member):	Add electronic signature

SIGNATURES TO BE REDACTED