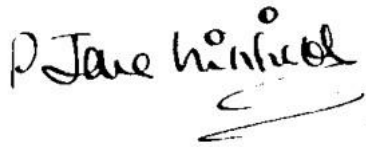


## DECISIONS DELEGATED TO OFFICERS

<b>Decision title:</b>	To enter into a contract with Benedict Consultant Surveyors Ltd and Wild Property Consultants Ltd to provide marketing and strategic property advice for the Covered Market
<b>Decision date:</b>	4 September 2024
<b>Source of delegation:</b>	This decision was delegated to officers under Part 4.4 of the Council's Constitution: all executive functions except those in Part 4.5, 4.6 and 4.7 are delegated to the officers in the senior management structure.
<b>What decision was made?</b>	To enter into a contract with Benedict Consultant Surveyors Ltd and Wild Property Consultants Ltd to provide marketing and strategic property advice for the Covered Market. The contract is made up of a fixed fee element and a performance fee element payable when a lease or licence is agreed and completes with a new trader. The minimum value of the contract is £42,000.
<b>Purpose:</b>	Benedict Consultant Surveyors Ltd and Wild Property Consultants Ltd are real estate consultancies specialising in leasing and lettings. They have been selected as part of a tender process to provide marketing and strategic property advice.
<b>Reasons:</b>	To ensure that the Council is able to widely market the available units within the Covered Market and attract suitable traders to the Market.
<b>Decision made by:</b>	Jane Winfield, Head of Corporate Property
<b>Other options considered:</b>	A Request for Quotes was published seeking proposals from independent real estate consultants. This was considered to be the most appropriate way to select a consultant.
<b>Documents considered:</b>	None
<b>Key or Not Key:</b>	Not Key
<b>Wards significantly affected:</b>	None
<b>Declared conflict of interest:</b>	None
<b>This form was completed by:</b> <b>Name &amp; title:</b> <b>Date:</b>	Ted Bowler Corporate Asset Manager 10 September 2024

### Approval checklist

<b><i>Approver</i></b>	<b><i>Name and job title</i></b>	<b><i>Date</i></b>
<b>Decision maker</b>	Jane Winfield, Head of Corporate Property 	4 September 2024