

OFFICER DECISION NOTICE



Reading
Borough Council
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This notice is to be used for the following types of officer decisions. (Select one option).

☐ **A.** Decisions taken by officers under a specific express delegation from Council or a Committee.

☒ **B.** Decisions taken by officers under a general delegation from Council or a Committee, which relates to (i) a permission or a licence, or (ii) the rights of an individual, or (iii) a contract or expenditure over £100,000.

1. Title of decision:	Cintra Park Pavilion and Sports Pitches.
2. Date of the decision:	23 June 2025
3. The decision maker:	Assistant Director Property and Assets

4. Decision details:

The grant of a 7-year lease of the pavilion at a peppercorn rent on full repairing and insuring terms to the Trustees of Cintra Park Cricket Association. The pavilion is in a poor state of repair and the tenant is to take the pavilion in its current state and will carry out such improvement works as are necessary for their occupation. The tenant will also be responsible for internal and external repairs, maintenance, and decoration of the pavilion. As part of the agreement the tenant will also manage and hire out the adjacent sports pitches and artificial turf pitch.

5. Reasons for the decision:

The lease provides terms for the occupation and use of the property.

6. Alternative options considered (if any) and rejected:

None as the lease must be complied with.

7. List of open Background Papers:

None

8. List of confidential or exempt Background Papers:

None

9. Any other matters taken into consideration:

<input type="checkbox"/> Legitimate expectation of consultation	<input type="checkbox"/> Procedural requirements
<input type="checkbox"/> Public Health implications	<input checked="" type="checkbox"/> Environmental or Climate Change
<input type="checkbox"/> Health and Safety	<input type="checkbox"/> Risk Management implications
<input type="checkbox"/> Transparency of Information (FOI etc)	<input type="checkbox"/> Privacy Impact Assessments

<input type="checkbox"/> Human Rights Act Duties	<input type="checkbox"/> Equality Impact Assessment
<input type="checkbox"/> Corporate Parenting	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Regulatory duties	<input type="checkbox"/> EU withdrawal
<input type="checkbox"/> Armed Forces Covenant	<input type="checkbox"/> Other

Details of the matters considered:
An EPC will be required to let the property. The property must have a minimum EPC rating of an E or above to be legally let.

10. Legal considerations
The decision is exercised under Policy Committee delegations and the Officer approval given dated 30 June 2025.

11. Financial considerations
The Lessee will carry out refurbishment of the pavilion. As the minimum EPC standard is set to increase to a C rating by 1 April 2027, the Council will be responsible for the cost of any future EPC improvement works.

12. Internal consultations
Legal are to be instructed to deal with the legal documentation.
Property & Assets.
No other consultations have been sought.

Sections 13- 18: To be completed only for Decision A (express delegation from a Committee)

13. The name of the Committee:	
14. Date of the meeting:	Click or tap to enter a date.
15. Minute number:	
16. The delegation given by the Committee:	
17. The name of any member of the committee who declared a conflict of interest in relation to the decision:	
18. Any councillor or officer required to be consulted prior to the exercise of this delegation and details of their response.	