

Appendix 3 - County Farm Tenancies Panel – Terms of Reference

1. Purpose

- 1.1 To interview and make recommendations to Physical Regeneration Group Manager on allocation of County Farm tenancies.
- 1.2 (The approved Schedule of Decision-Making levels authorises the Group Manager to approve all leasehold disposals for best consideration at a total rent over the term or a premium plus the total rent of below £200,000, and all Terms for those transactions – Decision Making Schedule point 4). Transactions exceeding that value to be referred to Property Sub-Committee or Cabinet, as appropriate).
- 1.3 Reports on action taken to be submitted to Property Sub-Committee on a half yearly basis.

2. Membership

- 2.1 Land and Rural Estates Group Manager. (To Chair)
- 2.2 Three elected members – to be appointed annually by the Leader of the Council External Adviser re Business case.
- 2.3 Other invitees: Staffordshire County Council Farm Teams Land Agents

3. Other County Farms related decisions:

- 3.1 To be made in accordance with approved Scheme/Sub-Scheme of Delegation for the Director of Economy, Infrastructure and Skills:

Delegation / Sub-Delegation	Authorised Officer
To take steps to administer and manage the Council's property estate (value/cost between £100,000 and £200,000)	Physical Regeneration Group Manager (Level C)
To effectively manage and administer the County Farms Estate on a day-to-day basis up to a maximum of £100,000	Land and Rural Estate Group Manager (Level D)
To approve the following transactions and associated Terms: <ul style="list-style-type: none"> • All acquisitions at market value up to £200,000 • All disposals for best consideration at a market value of below £200,000 • All Leasehold disposals at best consideration at a total rent over the 	Physical Regeneration Group Manager (Level C)



Delegation / Sub-Delegation	Authorised Officer
<p>term or a premium plus the total rent of below £200,000</p> <ul style="list-style-type: none"> • Any Easement or Wayleave with a total premium, consideration and/or rent over the term of below £200,000 • Any lease/tenancy entered into where the total rent over the term or a premium plus the total rent is below £200,000 • Any licence where the total licence fee over the licence period is below £200,000 • The removal of Restrictive Covenants where the total payment is below £200,000 • Pre-emptions and Options where the total value of a property is below £200,000 • Granting of consent for alterations in a property or its use 	

