

Councillor
C/o Leadership Support Team
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Essex
CO15 1SE

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Email: kcharles@tendringdc.gov.uk
Our ref: KC/000038

15th April 2024

Reference: Leisure Centres – Container Storage

Dear Cllr Mick Barry and Cllr Mark Stephenson,

Clacton Leisure Centre, Walton on the Naze Lifestyles and Dovercourt Bay Lifestyles all have ageing storage containers that are leaking and beyond repair. As such, this concurrence is to seek a replacement of the current containers across the Leisure Estate. Clacton Leisure Centre currently has two containers, and Dovercourt and Walton have one container at each site. Due to the maximisation of space at all three sites and increased activities, this means that there is very limited storage space within the sites. As such, the best solution is to have container storage that is secure and weather-proof.

For the works to be safely completed, it will require to close off a small area of the car park; this will have very little impact on our customers. The old containers will be removed when delivering the new ones, so this will minimise disruption.

Unfortunately, it has been very challenging and difficult to source companies to complete the removal and delivery of containers. There has been only one company that has come forward that is able to complete the required work thus far, as recommended by Engineering Services. Due to this, a procurement exemption is sourced to appoint DC Transport and Engineering to remove the old containers and supply the new ones.

The total cost of removing the four old containers and supplying with four new containers is £11,580, excluding VAT. Therefore, a total sum of £11,580 is requested to proceed with this purchase.

As part of the Council's 10-year financial plan, a £50,000 contribution per annum is being made to a Leisure Capital Projects Reserve to enable a proactive approach to maintaining the various Leisure Facilities. Therefore, it is proposed to use up to £11,580 from the revenue-reserved accounts to support the work.

If you agree with the exemption of procurement to award of contract and entering into contract (under a purchase order arrangement) with DC Transport and Engineering, then I would be grateful if you would sign and return the concurrence below.

Yours sincerely

Kieran Charles, BA Hons, MCIMSPA
Sport and Leisure Operations Manager

Dear Kieran

I refer to your letter dated 15th March 2024, requesting my approval of a procurement exemption to award and enter a contract (under a purchase order arrangement) with DC Transport and Engineering to proceed with container purchase, removing, and disposing of old containers. The total cost of these works is up to £11,580, and to fund these works from the reserved contribution.

- I concur / do not concur with the use of these funds for the purpose described above.

Cllr Mark Stephenson, Leader, and portfolio for Finance and Governance

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Dated

- Please delete as appropriate

Cllr Mick Barry, portfolio holder for Leisure and Public Realm

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Dated

- Please delete as appropriate

Additional comments (if not concurring)
