



Councillor
C/o Leadership Support Team
Town Hall
Station Road
Clacton on Sea
Essex
CO15 1SE

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Station Road
Clacton on Sea
Essex
CO15 1SE

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

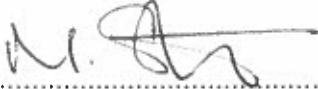
Kieran Charles, BA Hons, MCIMSPA
Sport and Leisure Operations Manager

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.

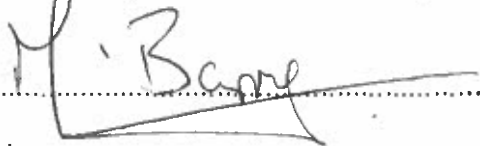
Cllr Mark Stephenson, Leader, and portfolio for Finance and Governance


.....

Dated 18/4/24.

- Please delete as appropriate

Cllr Mick Barry, portfolio holder for Leisure and Public Realm


.....

Dated 18.4.24.

- Please delete as appropriate

Additional comments (if not concurring)



Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	15 April 2024
Decision Maker (Officer):	Kieran Charles – Sport & Leisure Operations Manager
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	<p>Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4)(ii) – Part 3.39).</p> <p>The Corporate Director Lee Heley has delegated operational matters relating to the Leisure Centres, Container removal/new containers to the Sport & Leisure Operations Manager.</p>
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Mick Barry Cllr Mark Stephenson
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	<p>A) The Portfolio Holder for Corporate Finance and Governance, agrees with the procurement exemption as described in the letter.</p> <p>B) The Portfolio Holder for Leisure and Public Realm agrees to the entering into contract via purchase order with DC Transport and Engineering to remove four old containers and replace with four new containers.</p> <p>C) The Portfolio Holder for Corporate Finance, and Governance, The Portfolio Holder for Leisure and Public Realm approves the associated use of up to £11,580 from the balance of £50,00 Leisure Capital Projects Reserve Budget assigned.</p>

<p>Reason for Decision (if a report was produced to support the Decision, refer to or attach it):</p>	<p>Clacton Leisure Centre, Walton on the Naze Lifestyles and Dovercourt Bay Lifestyles all have ageing storage containers that are leaking and beyond repair. This concurrence enables 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.</p> <p>As such, a decision has been brought forward to appoint and enter into a contract via purchase order with DC Transport and Engineering to remove four old containers and replace with four new containers across the three Leisure Sites.</p>		
<p>Highlight any associated risks/finance/legal/equality considerations:</p>	<p>The risk that has been highlighted is having leaking and beyond repair containers left at the three Leisure sites and the issue of not being able to grow activities due to a lack of storage.</p>		
<p>Details of any Alternative Options Considered and rejected (together with reasons):</p>	<p>Not to replace the and continue with leaking and beyond repair containers, causing damage to equipment.</p>		
<p>Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision)</p> <p>If relevant, a note of the dispensation granted by the Monitoring Officer:</p>	<p>N/A</p>		
<p>Reason Decision, or supporting Report, is not published:</p> <p><i>Tick one or more of the specific exemptions,</i></p> <p><u>and</u></p> <p><i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i></p>	<input checked="" type="checkbox"/>	<p>Not applicable – Decision to be published.</p>	
	<p>If Report is not to be published – tick one of the following boxes:</p>		
		<p>The report supporting the Decision contains confidential information</p>	
		<p>The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:</p>	
		<ul style="list-style-type: none"> • Relates to an individual • Likely to reveal the identity of an individual • Relating to financial or business affairs of a person or organisation • Relates to a claim for legal professional privilege in legal proceedings 	

		<ul style="list-style-type: none"> Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment
		<ul style="list-style-type: none"> Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
	<p><u>And</u> is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p> <p>Reasons:</p>	

Officers

Signed: K. Charles

Title: Sport & Leisure Operations Manager

Signed:

Title:

In consultation with:

Signed:

Portfolio Holder for Corp. Finance and Governance

Signed:

Portfolio Holder for Leisure and Public Realm

Signed:

Section 151 Officer (if required)

Signed:

Monitoring Officer (if required)

Dated:

