

Councillor Andy Baker
Portfolio Holder for Housing and Planning

Assistant director: Building & Public Realm
Northbourne Depot
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Essex CO15 6AY

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14 December 2023

Our Ref: AW/G2
Please ask for: Andy White

Dear Councillor Baker

To procure the services of a temporary Building and Maintenance Surveyor

As you are aware, the Development and Building Team are facing many challenges in order to meet new statutory responsibilities under the changes being brought through the Social Housing (Regulation) Bill which comes into force next year. We will need to report on new consumer standards from April 2024 and to have put in place processes to evidence those standards from April 2023. It should also be noted that this is also against a backdrop of rising disrepair claims and complaints coming through.

This is currently putting an additional burden on Officers, and pending the appointment of a Compliance Officer following the recent restructure, there is only one Principal Surveyor and two Senior Building and Maintenance Surveyors within the Team who currently have the full requisite experience to meet these challenges. Junior members of the team previously succeeded to Building and Maintenance Surveyor posts following the departure of two experienced members of the team who left the team earlier in the year.

However, the current situation is also impacted by the continuing ill-health absence of one of the two Senior Building and Maintenance Surveyors leaving little experience and resilience within the existing team whilst those new junior members are mentored and trained to gain the knowledge and skills required. Also to be considered, is that one of the aforementioned junior Building and Maintenance Surveyors will be embarking on maternity leave at the end of January 2024 which will further deplete the resilience within the team.

It is therefore proposed to seek the appointment of a temporary Building and Maintenance Surveyor's services, in order to assist the wider team with the management of disrepair claims, complaints and general stock inspections (including post works inspections) and guiding more junior members of staff through sharing of their professional knowledge and expertise.

We are therefore seeking your concurrence to procure the services of G2 to provide one agency resource for a temporary period to assist and ensure continued service delivery. G2 is a recruitment agency that has nearly two decades experience of working with the

public sector. Additionally, this same agency has previously been employed by this Council to secure the services of two temporary surveyors for the Property and Projects Team.

A salary underspend of £46,000 has been identified to fund and procure the temporary additional resource for the team.

I am therefore seeking your concurrence to:

Under Section 2, 2.1(c) of the Procurement Procedure Rules to enter into a contract with G2 Recruitment and to engage the services of a temporary Building and Maintenance Surveyor with an anticipated spend of £27,084 over twelve weeks, the funds for which has been identified in existing budgets, as outlined above.

If you concur, can I ask that you sign and return the attached pro-forma to me. If you have any questions or other comments please do not hesitate to contact me.

Yours sincerely

Andy White
Assistant Director Building & Public Realm

Assistant director: Building & Public Realm
BY EMAIL (awhite@tendringdc.gov.uk)

As signed December 2023

TENDRING DISTRICT COUNCIL

I refer to your letter dated 14 December 2023 concerning the action you propose to take under the powers delegated to you in respect of

Under Section 2, 2.1(c) of the Procurement Procedure Rules to enter into a contract with G2 Recruitment and to engage the services of a temporary Building and Maintenance Surveyor with an anticipated spend of £27,084 over twelve weeks, the funds for which has been identified in existing budgets.

I CONCUR/DO NOT Concur with the actions you propose. (Please delete as appropriate)

Additional comments (if any)

Signed
Councillor Andy Baker
Portfolio Holder for Housing and Planning