



Cllr M Bush
Portfolio Holder for Environment and Public
Spaces
Town Hall
Station Road
Clacton on Sea
Essex
CO15 1SE
BY EMAIL

Assistant director: Housing and
Environment
Town Hall
Station Road
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21 December 2023

Our Ref: TRC/DON
Please ask for: Tim R Clarke

Dear Councillor Bush

**Concurrence with Officer Report: KENNELLING FOR STRAY DOGS PROPOSED
AGREEMENT WITH WALLACE KENNELS, BRENTWOOD, ESSEX**

I write to seek your concurrence in respect of an officer report to allow Tendring District Council to enter into a service level agreement with Wallace Kennels, Brentwood, Essex, in relation to the proposed kennelling for stray dogs collected within the Tendring District by the dog warden team.

Tendring District Council have a statutory obligation to provide a stray dog service which includes the collection and kennelling of stray dogs. Following the procurement process, Wallace Kennels provided the only tender bid and due to the low value of the contract it has been decided to enter in a Service Level Agreement for the use of a minimum of 1 kennel.

Full details are set out in the attached, confidential, report and attached service level agreement.

Accordingly, I propose to: enter into a service level agreement with Wallace Kennels for the kennelling of stray dogs.

Accordingly I write to seek your concurrence with the proposed decision. If you concur, 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

Tim R Clarke
Assistant Director Housing and Environment

OFFICIAL SENSITIVE

Head of Housing and Environment
Town Hall
Station Road
Clacton on Sea
Essex CO15 1SE

Cllr M Bush
Town Hall
Station Road
Clacton on Sea
Essex CO15 1SE
[as signed] December 2023

Dear Tim

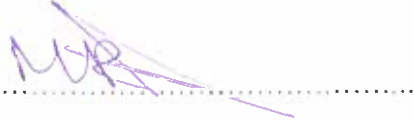
Concurrence with Officer Decision: KENNELLING FOR STRAY DOGS PROPOSED AGREEMENT WITH WALLACE KENNELS, BRENTWOOD, ESSEX

Thank you for your letter of 21ST December 2023.

I note the proposed decision to:

Enter into a service level agreement with Wallace Kennels for the kennelling for stray dogs.

* I concur / ~~do not concur~~ with the actions you propose.



Cllr M Bush

Date

18/1/24

Portfolio Holder for Environment and Public Spaces

Additional comments (if any):