

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 th August 2024
Decision Maker (Officer):	Kieran Charles – Sport & Leisure Operations Manager
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	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). The Corporate Director Lee Heley has delegated operational matters relating to the Leisure Centres Tender for a Cleaning Contract at Clacton Leisure Centre.
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Mick Barry
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	A) The Portfolio Holder for Leisure and Public Realm agrees to the awarding of contract and the entering into Contract with Total Clean in support of St Helena for Contract Cleaning at Clacton Leisure Centre until March 2025. Which is funded via a budget adjustment agreed at Cabinet on 26 th July 2024.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	Clacton Leisure Centre has had significant recruitment challenges to fill the vacant cleaning positions. Due to Clacton Leisure Centre's vast size and difficulty in recruiting cleaners who are both professional and work to a high standard, there is a requirement to outsource this service to ensure the centre continues to grow as a business, offering a safe, clean, and hygienic environment for our customers. In turn, this reduces the reputational damage associated with low maintenance and cleaning standards due to vast increases in footfall.

	As part of Tendring District Council's investment in facility maintenance and cleanliness standards, a procurement exercise was undertaken.	
Highlight any associated risks/finance/legal/equality considerations:	Not appointing a contract cleaning service will lead to increased customer complaints due to essential standards being unattainable within the current staffing levels available. This not only impacts customer satisfaction levels but also could lead to income loss due to reputation damage and low retention rates within memberships and product sales.	
Details of any Alternative Options Considered and rejected (together with reasons):	Continue to recruit in the hope of fulfilling the positions. However, it should be noted that the vacant positions have been advised several times with no successful appointments.	
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	N/A	
Reason Decision, or supporting Report, is not published: <i>Tick one or more of the specific exemptions,</i> <u>and</u> <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>	✓	Not applicable – Decision to be published.
	If Report is not to be published – tick one of the following boxes:	
		The report supporting the Decision contains confidential information
		The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:
		• 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
		• 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
	• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime	

	And 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 Reasons:
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Officers

Signed: K. Charles

Title: Sport & Leisure Operations Manager

Signed:

Title:

In consultation with:

Signed:

Portfolio Holder for Leisure and Public Realm

Signed:

Signed:

Section 151 Officer (if required)

Signed:

Monitoring Officer (if required)

Dated: