

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:	26 September 2024
Decision Maker (Officer):	Tim Clarke Assistant Director, Housing and Environment
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).
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Portfolio Holder for Housing - Concurrence received
Ward Member(s) consulted?	No
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	To enter into agreement for the provision of a daily cleaning service at Spendells House, Walton on Naze following a procurement exercise
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	In accordance with the specification and Request for Quotations and to enable the operation of Spendells House as temporary accommodation for up to 31 households.
Highlight any associated risks/finance/legal/equality considerations:	No risk has been identified.
Details of any Alternative Options Considered and	For the Council not to enter into this agreement. However, the provision of a cleaning service is

<p>rejected (together with reasons):</p>	<p>essential to the operation of Spendells House as temporary accommodation.</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>	<p>Not applicable.</p>
	<p>Y The report supporting the Decision contains confidential information</p>
	<p>Y 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
	<ul style="list-style-type: none"> • Likely to reveal the identity of an individual
	<p>Y</p> <ul style="list-style-type: none"> • Relating to financial or business affairs of a person or organisation
	<ul style="list-style-type: none"> • 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>	

Officers

Signed: Tim R Clarke

Title: Assistant Director (Housing and Environment)

In consultation with:

Signed: Via email

Portfolio Holder For Housing

Signed:

Section 151 Officer (if required)

Signed:

Monitoring Officer (if required)

Dated: 26 September 2024