

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

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Essex
CO15 1SE

Email: kcharles@tendringdc.gov.uk
Our ref: KC/000053/0

12 December 2024

Reference: Clacton Leisure Centre- Spectator Seating Repairs

Dear Cllr Mick Barry, Cllr Peter Kotz and Cllr Mark Stephenson,

Clacton Leisure Centre

During to a recent report, the inspectors has identified increasing gaps within both the Sports Hall and Swimming Pool Hall seating, this is due to age and natural movement, as well as non-confirming conditions of some of the fixings and seating brackets (due to wear and tear). All Safety related works must be conducted for the seating system to receive certification. This certificate is issued in-line with P.U.W.E.R regulations and may also be used to satisfy insurance requirements.

Failing to conduct these works, will result in the seating being condemned due to lack of maintenance and or posing a considerable risk of entrapment as it moves further away from the brackets.

Audience Systems LTD have provided a quote for the total cost of the work, which amounts to £7,616.27, excluding VAT. Given the urgency and comprehensive nature of their proposal, their knowledge from servicing our seating and limited companies covering this age and style of seating, it is recommended to proceed with their services and to request a procurement exemption.

This issue may affect TDC's reputation and income, particularly as our Swim school and Sports Hall hire rely on the availability of the seating areas.

On 21st October 2024 as part of Cabinet meeting - Cabinet Members' Items - Report of the Corporate Finance & Governance Portfolio Holder. Cabinet approved the proposed adjustments to the 2024/25 budget, as set out in Appendix 1H to the Portfolio Holder's report (A.2), the report approved the budget adjustments of £79,000 granted for repairs and maintenance for Clacton Leisure Centre which a proportion is allocated to fund Clacton Leisure Centre, Spectator Seating Repairs.

If you agree with the exemption of procurement to award of contract and entering contract with, Audience Systems LTD under a purchase order agreement 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 12 December 2024, requesting my concurrence for a procurement exemption to appoint, award, enter into a contract with Audience Systems LTD to proceed with the Spectator Seating Repairs at Clacton Leisure Centre.

The total cost of these works is up to £7,616.27 excluding VAT and is funded from the Cabinet meeting 21st October 2024 - Cabinet Members' Items - Report of the Corporate Finance & Governance Portfolio Holder -approved the proposed adjustments to the 2024/25 budget, as set out in Appendix 1H to the Portfolio Holder's report (A.2), the report approved the budget adjustments of £79,000 granted for repairs and maintenance for Clacton Leisure Centre which a proportion is allocated to fund Clacton Leisure Centre, Spectator Seating Repairs.

- 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

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Dated

- Please delete as appropriate

Cllr Mick Barry, Portfolio Holder for Leisure, and Public Realm

.....

Dated

- Please delete as appropriate

Cllr Peter Kotz, Portfolio Holder for Assets

.....

Dated

- Please delete as appropriate

Additional comments (if not concurring)