

### 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

<b>Date of Decision:</b>	11 March 2025
<b>Decision Maker (Officer):</b>	Kieran Charles – Sport & Leisure Operations Manager
<b>Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):</b>	<p>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 were considered appropriate in the circumstances (paragraph 4.3 (4)(ii) – Part 3.39).</p> <p>The Corporate Director Lee Heley has delegated operational matters relating to the Clacton Leisure Centre, Fitness Changing Room refurbishment to the Sport and Leisure Operations Manager.</p>
<b>Identify which Portfolio Holder(s)/Committee Chairman consulted?</b>	Cllr Mick Barry
<b>Ward Member(s) consulted?</b>	N/A
<b>Is it a Key Decision?</b>	No
<b>Is it subject to call-in?</b>	No
<b>Decision Made:</b>	<p>A) The Portfolio Holder for Leisure and Public Realm concurs to the award, appointment and entering into contract for £16,881 excluding VAT with Ingleton Wood to complete the investigations, design, tender documents and pre-tender consultancy works for the refurbishment of the 1<sup>st</sup> floor fitness changing, shower and toilet areas at Clacton Leisure Centre.</p> <p>B) The Portfolio Holder for Leisure and Public Realm concurs the remaining £6,169 from the fund will be used for additional investigation if needed. If not required, the balance will cover post-consultancy fees, as described within the letter.</p>

<p><b>Reason for Decision (if a report was produced to support the Decision, refer to or attach it):</b></p>	<p>As you will be aware, the first floor changing, shower and toilet areas at Clacton Leisure Centre have been closed for centre users since February'24, as water leaks from these areas have caused water ingress and substantial damage at various ground floor areas including the Wellbeing Zone.</p> <p>Further to a leak-detection survey report it has been established that the existing drainage system needs to be reassessed and re-designed including floor falls. Further to that, these interior areas will require an overall make-over. The priority at this stage is to deliver necessary building condition rectifications to bring disused spaces back into use in a cost-efficient manner and at speed, to increase capacity in the short term prior to the redevelopment coming forwards.</p> <p>On 19th April 2024 as part of Cabinet meeting – Cabinet Members' Items - Report of the Portfolio Holder for Corporate Finance &amp; Governance - A.2 - Financial Performance Report 2023/24 - General Update at the end of December 2023 report was put forward for consideration. As a result, cabinet approved the proposed adjustments to the 2024/25 budget, as set out in Section 3 of Appendix H which approved the expenditure budget of £25,000 for Clacton Leisure Centre Gym Changing Investigation. As such, this fund will support the scope of works detailed above.</p>
<p><b>Highlight any associated risks/finance/legal/equality considerations:</b></p>	<p>Some further investigative works regarding the underfloor heating will need to take place during the construction period when floors will be opened up. The tender schedules will include for a contingency and provisional sum for possible repairs to minimise financial risks.</p> <p>The closure of the 1<sup>st</sup> floor fitness changing, shower and toilet areas is putting pressure on the centre's ground floor changing provision and is limiting general visitor usage of the centre's facilities.</p> <p>Without the use of the 1<sup>st</sup> floor areas, Clacton Leisure Centre's capacity will be permanently reduced and its reputation as a popular and vital resource to improving and maintaining good health and improving the quality of life for local residents, will be harmed.</p> <p>The closure has a negative impact of the centre's ability to generate income.</p> <p>Whilst everything has been done at Centre level to reduce this risk it is impossible to eliminate without the 1<sup>st</sup> floor changing areas being refurbished and opened to the public again.</p>

Details of any Alternative Options Considered and rejected (together with reasons):	Not to refurbish these 1 <sup>st</sup> floor areas would permanently reduce Clacton Leisure Centre's visitor capacity and income and put at risk the future of a vital resource for the local community.	
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:	✓	Not applicable – Decision to be published.
<i>Tick one or more of the specific exemptions,</i>  <u><b>and</b></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>	<b>If Report is not to be published – tick one of the following boxes:</b>	
		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:
		<ul style="list-style-type: none"> <li>• Relates to an individual</li> </ul>
		<ul style="list-style-type: none"> <li>• Likely to reveal the identity of an individual</li> </ul>
		<ul style="list-style-type: none"> <li>• Relating to financial or business affairs of a person or organisation</li> </ul>
		<ul style="list-style-type: none"> <li>• Relates to a claim for legal professional privilege in legal proceedings</li> </ul>
		<ul style="list-style-type: none"> <li>• 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</li> </ul>
		<ul style="list-style-type: none"> <li>• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</li> </ul>
<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  Reasons:		

### Officers

Signed: K. Charles

Title: Sport & Leisure Operations Manager

Signed:

Title:

**In consultation with:**

Signed:

**Portfolio Holder for Leisure and Public Realm**

Signed:

Signed:

Signed:

**Section 151 Officer (if required)**

Signed:

**Monitoring Officer (if required)**

**Dated:**