



Cllr A Baker  
Portfolio Holder for Housing and Planning  
Marigold,  
82 Dulwich Rd,  
Holland-on-Sea  
CO15 5LZ

Corporate Director, Operations and  
Delivery  
Town Hall  
Station Road  
Clacton on Sea  
Essex CO15 1SE

Tel: (01255) 686933  
Email: [dwilliams@tendringdc.gov.uk](mailto:dwilliams@tendringdc.gov.uk)

26<sup>th</sup> June 2025

Our Ref: DCW/AB  
Please ask for: Damian Williams

Dear Councillor Baker

**Concurrence with Proposal to Engage Local Government East**

Dear Cllr Baker,

I write to seek your concurrence in respect of an officer decision to instruct Local Government East to provide support, challenge and specialist project management services to the Housing Service, to ensure that the Council deliver a Housing Service that meets the standards of the Regulator of Social Housing.

In order to achieve this, I have discussed the areas that I believe are in need of support and these can be broken down into four key areas, or phases.

**Phase 1**

- Preparation of a Housing Inspection project plan and then an assessment of the Council's current position to identify any gaps and/or areas of improvement required.
- Regular meetings (frequency to be agreed) with the Project Lead

**Phase 2**

After assessing the above, following Phase 1:

- Prepare an improvement project plan – Workstreams as follows unless advised otherwise by the Client.
  - Strategy
  - Structure
  - Service Outcomes
  - Risk Management

**Timeline**

It is proposed to commence this project from July 2025 with a completion in January 2026.

**Pricing**

The pricing matrix is shown below.

<b>Activity</b>	<b>Estimated Number of Days Required</b>	<b>Day Rate £</b>	<b>Cost</b>
<b>Phase 1</b> – approximately six weeks	12	£757	£9,084
<b>Phase 2</b> – from completion of Phase 1 to the end of the project	50		£37,850
<b>Phase 3</b> – to run in tandem with the timing of Phase 2	18		£13,626
<b>Phase 4</b> – to run in tandem with the timing of Phase 2	4		£3,028
Total number of days across all phases.	84	Total Cost	£63,588

It is proposed to fund this project from existing budgets, by utilising the Business Planning Expenses Budget within the HRA, of which there is sufficient budget. Currently, it is proposed to commence phases 1 and 2, prior to receiving any formal notification of inspection from the RSH.

It is fair to say that, as it stands, we have not received notice of a formal inspection from The Regulator of Social Housing as to when we will be inspected, and it is possible that this work will be split over two financial years. However, it is also possible that we could receive notice of a formal inspection within this financial year.

I believe that it prudent to proceed with this project, to build upon the work that the Housing Teams have been carrying out over the last two years. This project will allow for an independent view of our progress as well as highlighting those areas where we have achieved compliance, as well as those areas that require more work.

The LGE has the unique position whereby services can be purchased by our member authorities with exemption from the public procurement regulations (previously referred to as Teckal exemption), therefore avoiding what could be

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Dear Damian,

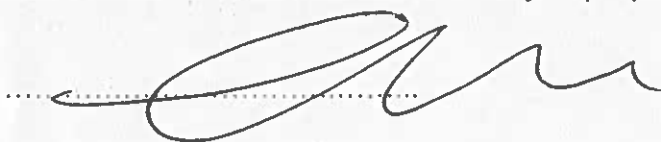
**Concurrence with Proposal to Engage Local Government East**

Thank you for your letter of 26<sup>th</sup> June 2024.

I note the proposed decision to:

Proceed with the proposal to engage Local Government East to provide support, challenge and specialist project management services to the Housing Service, to ensure that the Council deliver a Housing Service that meets the standards of the Regulator of Social Housing.

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



Cllr A Baker

Date 27<sup>th</sup>/25

Portfolio Holder for Housing and Planning

Additional comments (if any):