

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:	29/07/2025
Decision Maker (Officer):	Lee Heley, Corporate Director, Place and Economy
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	Cabinet Decision 6 th October 2023 - Minute No. 38 (d) 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 3.43). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4(ii))).
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Ivan Henderson, Deputy Leader of the Council and Portfolio Holder for Regeneration and Tourism
Ward Member(s) consulted?	n/a
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	To add to the existing scope of service of the Planning Consultant, BeFirst for the (MIR) Homes in Dovercourt project, which is being delivered as part of the Dovercourt Town Centre Improvement Corridor scheme. The services have been procured via the Quotation Rules as set out in Tendring District Council's constitution, and have a total cost of £7,500 (Homes in Dovercourt) plus VAT.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	On 6 October 2023 Cabinet considered a report titled 'Levelling Up Fund and Capital Regeneration Projects - Progressing the Projects to Planning Permission'. As part of that report, Cabinet delegated authority to the Corporate Director Place and Economy in consultation with the Portfolio Holder for Economic Growth, Regeneration and Tourism to procure appropriate resources and commission a project team to carry out the associated work including for the design briefs.

	The additional fees of £5,000 is for the second application in the scheme and the scope includes: • Preparation for, submission of, and negotiation of a separate full planning application for Milton Road. • Liaison with project team and Tendring DC planning officers surrounding this application. • Attendance at Planning Committee. The additional fees of £2,500 is for a Non-Material Amendment application and negotiations to allow us to modify the wording of the decision notice such that the pre-start condition can be amended to allow us to progress with the Demolition and Enabling works aspect of the project. This appointment allows the Planning aspect of the development to be progressed.
Highlight any associated risks/finance/legal/equality considerations:	Finance The total project costs of the Carnarvon Terrace scheme were calculated to be £19,743,739. This is broken down as follows: Request to Levelling Up Fund: £16,855,239 TDC Match Funding Contribution: £2,078,500 Brownfield Land Release Funding: £420,000 Electric Vehicle Fund: £390,000 (not yet secured) The total project costs of the Dovercourt Town Centre Improvement Corridor scheme were calculated to be £3,548,751. This is broken down as follows: Request to Levelling Up Fund: £3,332,251 TDC Match Funding Contribution: £216,500 Legal The services have been procured via the Quotation Rules as set out in Tendring District Council's constitution.
Details of any Alternative Options Considered and rejected (together with reasons):	Not appointing a consultant. Taking this approach would mean the works did not progress as Planning approval and conditions discharge is a statutory requirement.
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision)	N/A

If relevant, a note of the dispensation granted by the Monitoring Officer:		
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>	X	Not applicable – Decision [and report] 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
<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: [insert]		

Officer

Signed:

Title: Deputy Chief Executive & Corporate Director, Place and Wellbeing

In consultation with:

Signed: [via email]
Tourism

Title: Portfolio Holder for Economic Growth, Regeneration &

Dated: 29th July 2025