

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:	1 August 2025
Decision Maker (Officer):	Lee Heley, Corporate Director (Place and Wellbeing)
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	Part 3, Schedule 3 – Delegation of Executive Functions to Officers paragraph 4.4.(1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas. All delegations are subject to consultation where considered appropriate in the circumstances, paragraph 4.4.(2) 4.4.1(1) All Corporate Directors have the authority to incur expenditure (with the exception of external legal resources) in accordance with the Budget and Policy Framework, Financial Procedure Rules and Procurement Procedure Rules
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Councillor Ivan Henderson, Deputy Leader Portfolio Holder for Economic Growth, Regeneration, and Tourism.
Ward Member(s) consulted?	Not required
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	That Tendring District Council, acting as the Accountable Body for the Plan for Neighbourhoods programme, enters into a contract with We Made That, to support the development of the Clacton Town Board's Regeneration Plan.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	The Clacton Town Board has received capacity funding from the government to support the preparation of a Regeneration Plan, which must include a 10-year vision and a 4-year investment plan. In March 2025, the Board agreed to allocate a portion of this funding to commission external expertise to

	assist with drafting the plan, facilitating engagement workshops, and supporting the prioritisation of funding proposals. Tendring District Council, acting on behalf of the Clacton Town Board, committed to appointing a contractor with a comprehensive skill set, including strategic planning, data analysis, stakeholder and community engagement, regeneration, design, and project management. It was also essential that the appointed contractor had the capacity to deliver within the required timeframe, as the final Regeneration Plan must be submitted to the Ministry of Housing, Communities and Local Government (MHCLG) by 28 November. We Made That are the winning contractor and will bring additional capacity and expertise to the programme.
Highlight any associated risks/finance/legal/equality considerations:	Financial considerations: Budget has been assigned to this project by the Clacton Town Board from the capacity funding it has received from government as part of the Plan for Neighbourhoods. This budget is held by Tendring District Council (TDC), which acts as the accountable body; and therefore, TDC procurement procedure rules were followed in this process. Funding has been allocated from the Regeneration Plan Coordination budget line plus additional funding for youth engagement from the Engagement budget line. The budget was approved by the Clacton Town Board (March 2025) and by Tendring District Council, as the Accountable Body, on acceptance of additional funding from Government (July 2025). Clacton Town Board Decision: Agenda for Clacton Town Board on Thursday, 20th March, 2025, 10.00 am Cabinet Decision: Decision - Cabinet Members' Items - Report of the Economic Growth, Regeneration & Tourism Portfolio Holder - A.6 - Acceptance of Funding from the Plan for Neighbourhoods Programme Equality: N/A.

	Legal considerations/risk: There is sufficient mitigation within the TDC standard contract to mitigate risks, and sufficient insurances are in place.	
Details of any Alternative Options Considered and rejected (together with reasons):	Not commissioning consultancy support: this was ruled out as there is insufficient internal capacity to complete this work within the government's deadlines, and the government have specifically provided capacity funding to support the Board with preparation of the plan. Using an alternative supplier: The contract is being awarded following a competitive RfQ process where the quotes were reviewed against cost and quality criteria.	
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: <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	

Officers

Signed:

Title: Town Centre Manager

Signed:

Title: Corporate Director (Place and Wellbeing)

Dated: 01/08/25