

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 th September 2025
Decision Maker (Officer):	Kieran Charles, Head of Sport and Leisure
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	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 where considered appropriate in the circumstances (paragraph 4.3 (4)(ii) – Part 3.39). The Corporate Director, Place and Wellbeing has delegated operational matters relating to the supply and delivery of equipment (3-part inflatable) destined to Clacton Leisure Centre to the Head of Sport and Leisure.
Identify which Portfolio Holder(s)/Committee Chairman consulted?	N/A
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	A) Tendring District Council is to enter into one-off purchase order with Airquee Inflatables, to purchase a 3-part inflatable Jungle Lair for Clacton Leisure Centre, to be used to offer further children's activities aimed at older children of 8+ for £11,870. B) The use of revenue budgets for this procurement is aligned with the financial planning and governance framework of Tendring District

	Council. Specifically, the expenditure will be drawn from the approved Revenue Budget as set out in the General Fund Budget and Council Tax report, which was formally adopted by Full Council during the budget-setting process
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	The Sport and Leisure Service want to offer an additional children's activity for Clacton Leisure Centre, specifically available for children's parties but could be utilised for school events, holiday clubs, birthday parties and community activities. This will attract additional members of the community to book events with the leisure centre, improve physical activities amongst children, and encourage inclusive play. Airquee were the only supplier to bid for this inflatable after 3 rounds of the initial RFQ process, where the 1st two rounds there was no bids submitted.
Highlight any associated risks/finance/legal/equality considerations:	The purchase of the 3-part inflatable for Clacton Leisure Centre presents relatively low risk; however, to mitigate potential financial concerns such as underutilisation and delayed cost recovery, targeted marketing campaigns, flexible pricing strategies, and regular usage monitoring should be implemented. Operational risks including cleaning, inflation/deflation time, and disruption to surrounding areas can be addressed through careful scheduling outside peak hours, clear zoning, and standardised cleaning protocols. Staffing demands during setup, operation, and pack-down can be managed by integrating tasks into existing rotas, cross-training staff, and considering volunteer support during busy periods to ensure efficient and cost-effective delivery. Legally, there is a low risk with entering into a purchase order with Airquee Inflatables. Airquee is Europe's largest and leading manufacturer of inflatables, with over 30 years' experience supplying products to local authorities, event hire companies, schools, PLCs and global brands. Unlike many suppliers, they design and manufacture all their products in-house at their European factory, giving them full control over quality, safety, and delivery timescales. Internally, risk assessment and method statements will need to be drawn up for setting up and pack down, and for the use when operation.

	Equality considerations of the product itself, may exclude children with any physical disabilities, and could unintentionally exclude certain children of a younger age group, but this is mitigated by the existing inflatable already owned and available for younger ages groups. Other supplier considerations are addressed through non-discrimination clauses requiring the supplier to comply with all relevant legislation and ensure fair treatment across race, gender, disability, and other protected characteristics. The product comes with 1 year warranty which will mitigate against any performance issues with the product.	
NEW : Details of Local Government Reorganisation and/or Devolution considerations	As this is a one-off purchase, with no contact attached to the supply and delivery of this product, there is no impact from LGR on this purchase.	
Details of any Alternative Options Considered and rejected (together with reasons):	The alternative option would be to look at different style or size inflatables or to not continue with the purchase of an inflatable at all. This was rejected based on the initial market researched that went into scoping the initial specification. Clacton Leisure Centre already has 2 smaller inflatables aimed at younger ages, and the aim for this specification is those that are 8+. If this was not purchased at all, it would limit the activities that can be offered to children in those age groups and miss the opportunity to enhance physical activity via play as well as reducing the appeal of activities aimed at older children.	
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	
	x	Not applicable – Decision [and report] to be published

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>	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: N/A		

Officers

Signed:

Title: Head of Sport & Leisure

Signed:

Title:

In consultation with:

Signed:

Signed:

Section 151 Officer (if required)

Signed:

Monitoring Officer (if required)

Dated: