

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:	30/06/2026
Decision Maker (Officer):	Andrew Wilesmith – 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 4.4 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.48). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.4 (4(ii) – Part 3.48). The Corporate Director, Place and Wellbeing has delegated operational matters relating to the supply and delivery of Heating & Air Handling service contract at Clacton Leisure Centre, Walton on the Naze Lifestyles and Dovercourt Bay Lifestyles to the Head of Sport and Leisure
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Mick Barry
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	A) To the award and the entering into Contract with Lindsey Group for Heating Air Handling Services at Clacton Leisure Centre, Walton on the Naze Lifestyles and Dovercourt Bay Lifestyles. The contract length is 2 years until 1st July 2028 with an option to extend for a period of 12 months. B) The total cost of this contract is £46,389.77 for the 2-year plus 12-month period.
Reason for Decision (if a report was produced to	The existing Heating & Air Handling services contract had come to an end and needed to be re-tendered. This is a mandatory

support the Decision, refer to or attach it):	service contract in which each leisure centre needs to have in place to keep on top of the preventative maintenance across the three leisure facilities. The associated risk assessments identify this service as a key mitigation for these risks. Following a competitive Request for Quotation process the winning bidder was Lindsey Group, who we are entering into a contract with for the provision of these services until July 2028 plus 12 months.	
Highlight any associated risks/finance/legal/equality considerations:	Not appointing a contractor for Heating & Air Handling servicing could lead to health and safety risks; poor air quality, increased heat stress risk in areas such as pools, studios and other areas where temperatures can rise quickly. The financial risks with not having a service contract could result in higher reactive repair costs, emergency call outs, loss of income if classes need to be cancelled due to extreme temperature changes.	
NEW : Details of Local Government Reorganisation and/or Devolution considerations	This contract is due to run to 2028 which could overlap with LGR but would allow for a transition period while LGR is implemented fully.	
Details of any Alternative Options Considered and rejected (together with reasons):	Proceeding with the alternative submission which may provide less value for money and service levels. Not have a maintenance contract would lead to health and safety risks and higher reactive repair costs.	
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, <u>and</u></i>	✓	Not applicable – Decision 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

<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>		• 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: Head of Sports and Leisure

Signed:

Title:

In consultation with:

Signed:

Portfolio Holder for Leisure and Public Realm

Signed:

Signed:

Section 151 Officer (if required)

Signed:

Monitoring Officer (if required)

Dated: 29/06/2026