Tendring District Council

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:	15/07/2026
Decision Maker (Officer):	Chief Executive
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	As delegated by Cabinet on 26 July 2024: (e) notes the Chief Executive will undertake the activities required to recruit the necessary capacity within the Project Delivery Unit, as Head of Paid Service (being non-executive functions) Cabinet, 15 November 2024: (e) in respect of the Project Delivery Unit budget: (iii) authorises the Chief Executive, in consultation with the Portfolio Holder for Economic Growth, Regeneration and Tourism, to agree further expenditure where capacity is procured from external bodies / organisations / individuals as an alternative to recruitment (link) Cabinet, 20 December 2025 (link): approves, subject to due diligence being undertaken on the terms and conditions, the Council entering into an agreement with Essex County Council for use of the Managed Service Solution framework for the appointment of temporary and permanent workers; 7 February 2025 - Managed Service Solution for Temporary Workers: In accordance with the delegations provided by Cabinet to the Chief Executive in consultation with the Council's Monitoring Officer and the Section 151 Officer, at its meeting on 20th December 2024, it is decided that the Council signs up to Essex County Council's Managed Service Solution framework for temporary workers for up to 3 years with effect from 10 February 2025. (link)

	15 January 2026 – Appointment of Senior Finance Manager to the PDU (link)
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Portfolio Holder for Economic Growth, Regeneration & Tourism
Ward Member(s) consulted?	Not applicable
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	To extend the appointment of an interim Senior Finance Manager via the Essex Temporary Worker Framework, for a further period through to 11 November 2026 and to a maximum value of £28,500 (exc VAT), to provide this crucial resource within the Project Delivery Unit whilst recruitment to a permanent position continues by the Finance team. The post will be funded from the Project Delivery Unit budget via the existing allocation for the post.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	A Senior Finance Manager was appointed to the Project Delivery Unit in January 2026 to ensure the provision of Finance support within the Project Delivery Unit, supporting the delivery of the Local Regeneration Fund (LRF, formerly LUF), Capital Regeneration Projects (CRP1) and Community Regeneration Partnership (CRP2) programmes, and supporting the capacity of the corporate Finance team including during year end 2025/6. The July 2024 Cabinet report set out the proposals and funding for the Project Delivery Unit. The Unit will provide the capacity for the organisation to delivery major projects and capital schemes, including those funded by Government. Cabinet allocated funding to appoint staff to the Project Delivery Unit on a fixed term basis for up to two years, which ends on 11 November 2026. A review of the PDU is currently underway which may extend the team, in which case any further extension to this appointment will be subject to a separate decision. Fixed term posts that require very significant skills and experience can be challenging to recruit to. Recruitment has been attempted for this role on a number of occasions however these have been unsuccessful, though efforts are continuing. As a result it was decided to seek a suitable candidate on a consultancy basis, using the same size budget allocated to the recruitment of the post.

	The post will be appointed via the Essex Temporary Worker framework. Reflecting the reduced ongoing requirements for Finance resource in the team now following 2025/6 closedown, the appointment will be continued on the basis of 3 day working weeks, increasing to 5 day working weeks at period of high Finance demand, accounted for in the costs stated in this decision.
Highlight any associated risks/finance/legal/equality considerations:	Risks: The main risks are the capacity of the organisation to manage the delivery and budget of major capital schemes. Corporate capacity in the context of LGR requires dedicated resource to ensure the delivery of the major capital schemes. This post is a mitigation against these risks. In terms of legal issues, the capital delivery and project management services obtained through the Essex Temporary Worker Framework are done so through a public-to-public exemption which does not operate as a procurement, as framework is public sector membership organisation. An IR35 assessment for the consultant to be appointed was completed using the relevant Government websites, which showed the appointment sits inside IR35. Finance: sufficient budget allocation has been identified within the PDU budget for the proposed extension.
NEW : Details of Local Government Reorganisation and/or Devolution considerations	This is temporary contract and thus is not subject to TUPE. Based on the current construction programmes the post will no longer be required after 31 March 2028.
Details of any Alternative Options Considered and rejected (together with reasons):	Not to extend the existing appointment – the appointed agency staff has carried out the required work to a high quality and received positive feedback from both Corporate Finance and within the PDU. Direct employment via recruitment - Recruitment has been attempted for this role on a number of occasions however these have been unsuccessful, though efforts are continuing. The projects managed by the post are at a critical stage and thus active Finance input is critical to ensure success.

<table>
<tr><td></td><td colspan="2">Not to fill post – This is an essential post for the delivery of the projects.</td></tr>
<tr><td>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:</td><td colspan="2">N/A</td></tr>
<tr><td rowspan="11">Reason Decision, or supporting Report, is not published:

Tick one or more of the specific exemptions,

<u>and</u>

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).</td><td>X</td><td>Not applicable – Decision to be published</td></tr>
<tr><td colspan="2">If Report is not to be published – tick one of the following boxes:</td></tr>
<tr><td></td><td>The report supporting the Decision contains confidential information</td></tr>
<tr><td></td><td>The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:</td></tr>
<tr><td></td><td>• Relates to an individual</td></tr>
<tr><td></td><td>• Likely to reveal the identity of an individual</td></tr>
<tr><td></td><td>• Relating to financial or business affairs of a person or organisation</td></tr>
<tr><td></td><td>• Relates to a claim for legal professional privilege in legal proceedings</td></tr>
<tr><td></td><td>• 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</td></tr>
<tr><td></td><td>• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</td></tr>
<tr><td colspan="2"><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]</td></tr>
</table>

<u>Officers</u>

Signed:	Chief Executive

In consultation with:

Signed:	**Portfolio Holder for Economic Growth, Regeneration & Tourism**

Dated: