

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:	2 September 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 Electrical Compliance 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 award and enter into an interim 6 month Contract with Tendring Telecoms & Security Systems for Electrical Compliance Services at Clacton Leisure Centre, Walton on the Naze Lifestyles, Dovercourt Bay Lifestyles and Walton & Frinton Beach Control Offices until April 2027. B) For the total cost of this contract is £6,859 for the 6-month period, to be funded from each centres' revenue accounts. C) Approval of an interim contract which will be in place pending completion of the collaborative Tendring District Council procurement exercise for this service.

Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	The existing Electrical Compliance services contract had come to an end and was to be replaced by a collaborative Tendring District Council contract. This procurement exercise has been delayed, and we have therefore been advised by Essex Procurement Partnership to secure a 6-month interim contract to ensure service continuity in the interim period. This is a mandatory service contract in which each leisure centre and beach patrol needs to have in place to adhere to electrical compliance regulations. One quote has been obtained from the previous supplier on the basis of continuity, whilst a wider procurement exercise is being undertaken. This interim contract is required to ensure continuity of service during the period in which no substantive contract is in place. It will bridge the gap between existing arrangements and the award of a new long-term contract, pending the completion of the collaborative Tendring District Council procurement exercise for this service, thereby ensuring uninterrupted service provision.
Highlight any associated risks/finance/legal/equality considerations:	Not appointing a contractor for Electrical Compliance could lead to higher ad-hoc costs, where compliance works are required to be undertaken by a set date. Not having correctly functioning Electrical Equipment can lead to higher energy consumptions resulting in an increased carbon footprint and more chance of faults in the equipment. This could lead to closures and downtime. By not regularly conducting Electrical Compliance service works, we would be non-compliant with regulations such as Electricity at Work Regulations 1989 and could lead to health and safety risks if equipment is faulty.
NEW : Details of Local Government Reorganisation and/or Devolution considerations	N/A
Details of any Alternative Options Considered and rejected (together with reasons):	Not have a maintenance contract to bridge the gap whilst we await the award of a new long-term, Council wide contract, but this would lead to health and safety risk and higher reactive 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,</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>	✓	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
		• 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: 04/09/2026