



## Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

### 1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

The Council has been working in partnership with the Armed Forces Major Events Team (AFMET) for several years to deliver a program of events in North East Lincolnshire (NEL), including the annual Armed Forces Day in Cleethorpes. Governance of the relationship has been formalised in several Service Level Agreements (SLA), subject to regular review. AFMET has recently finalised long term leasing arrangements with the Council in relation to the Knoll in Cleethorpes, to provide delivery of a variety of support services to veterans.

A move to a long-term SLA for events would support the continued operation of AFMET in NEL, including resource planning both for the Local Authority and AFMET to continue to deliver high profile events in North East Lincolnshire which supports economic growth. The new SLA would further include an annual inflation uplift linked to consumer price index, to reduce the risk of erosion of funding award and impact in view of current macro-economic factors.

### 2. Decision being taken

Approve a new Service Level Agreement with AFMET as enclosed in Appendix 1, relating to the period of 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2031.

### 3. Anticipated outcome(s)/benefits

The new SLA would provide longer term funding certainty for the Council and AFMET, which will improve forward planning of what is a series of events with high levels of community support.

The SLA further affirms the partnership agreement in place between the two organisations and joint resourcing strategy. This will continue to foster stronger linkages between AFMET and NELC officers and assist with event communication and planning.

Formalising long term arrangements will further help with capacity and succession planning for both organisations with the ultimate objective of securing the future of high profile events which positively contribute to the visitor economy in NEL.

**4. Details of any alternative options considered and rejected by the officer when making the decision**

The alternative options would be to continue with the existing arrangements of shorter-term SLA's. This was rejected by officers as it would not provide the funding certainty required to AFMET to allow longer term planning. Relying on short term arrangements could also have a negative impact on Council resources as partnership expectations are not set out in advance, which may lead to delays in planning of Armed Forces Day with associated impact on Council services.

**5. Background documents considered** (web link to be included or copies of documents for publishing)

None

**6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons**

No

**7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)**

N/A

**8. Monitoring Officer Comments (Monitoring Officer or nominee)**

This is an operational decision and within the Constitutional remit of the named Director and Portfolio Holder. The benefits and safeguards are clearly laid out in the body of the report.

**9. Section 151 Officer Comments (Deputy S151 Officer or nominee)**

A longer term service level agreement provides clarity over future commitments within the medium term financial plan. The value of the annual service level agreement will be managed within the approved budget envelope for Resources.

**10. Human Resource Comments (Head of People and Culture or nominee)**

There are no direct HR implications arising from the contents of this report.

**11. Risk Assessment (in accordance with the Report Writing Guide)**

There are a range of reputational and financial risks which relate to operational delivery of large-scale events such as Armed Forces and Remembrance Day. These events are high profile, customer facing, and often subject to a high level of public and Elected Member scrutiny. Continued early stakeholder engagement through the Events Safety Advisory Group will be key to mitigate these risks.

The Council is committing to make an annual payment to AFMET uprated by inflation for the next 6 years in return for delivery of the service specification. The SLA includes appropriate early termination options for the Local Authority in case of capacity or delivery concerns.

**12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?**

N/A

**13. Decision Maker(s):**

Name: Carolina Borgstrom

Title: Director of Economy,  
Environment and Infrastructure

Signed: REDACTED

Dated: 03/03/2025

**14. Consultation carried out with  
Portfolio Holder(s):**

Name: Cllr Ron Shepherd

Title: Portfolio Holder Safer and  
Stronger Communities

Signed: REDACTED

Dated: 3<sup>rd</sup> March 2025

