



Officer Decision Record – Key Decision

Key decisions taken by an officer are subject to the 5 day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

1. Cabinet date and copy resolution this key decision relates to

Cabinet Minutes 22/11/2017 Item CB.71 refers (FP11/17/07)

Cabinet Decision Notice DN.73

- (1) That the proposal for the Council to act as Accountable Body for the Heritage Lottery Fund grant be approved and agrees to take receipt of the funds.
- (2) That the Director of Economy and Growth in consultation with the Chief Legal Officer, Director of Finance, Operations and Resources and the Portfolio Holder for Regeneration, Assets, Skills and Housing is authorised to:
- a) Negotiate and finalise appropriate legal agreements between the Council and Heritage Lottery Fund;
 - b) Finalise the project appraisal, approval and claims processes for the award of grants to third party property owners;
 - c) Finalise appropriate legal agreements between the Council and third party property owners awarded grants through the Town Heritage programme, including the arrangements and contractual terms for the payment of grant monies to such recipients in accordance with the grant conditions and the monitoring of grants thereafter;

- d) Establish the proposed governance arrangements detailed in the report now submitted;
 - e) Undertake the procurement of capital and revenue activities required to deliver the Town Heritage programme, in accordance with the Council's Corporate Procurement Regulations;
 - f) To minimise any financial, compliance or other risks to the Council in discharging the Accountable Body function for the funds.
- (3) That the Director of Economy and Growth be authorised in consultation with the Chief Legal Officer, Director of Finance, Operations and Resources and Portfolio Holder for Regeneration, Assets, Skills and Housing to ensure that all actions necessary and ancillary thereto be completed.

2. Subject and details of the matter (to include reasons for the decision)

The National Heritage Lottery Fund (NLHF) Townscape Heritage (TH) Scheme provides grants to properties within the key focus areas of Sea View Street and Alexandra Road

The funding is for building repair and reinstatement of lost heritage architectural features; roof works; shopfront repair and improvements; and to bring long-term vacant properties back into use.

The current TH ODR signed 6th April 2020, finalised the project appraisal, approval and claims process to award the grant funding and to delegate authority to the Assistant Director Regeneration, to approve payment of grant monies up to the value of £350k. Any grant payments above this threshold requires a new ODR.

The Townscape Heritage Project Manager (THPM) has worked closely with the Legal Officers and the NHLF to develop a comprehensive project appraisal, approval and claims process for the award of grants to third party property owners. The proposed grant award for The Dolphin has gone through all these processes.

The 7 principles of Subsidy Control have been addressed by officers and considered by the Council's Business Development Group. It is considered that the Council can make such a Subsidy..

3. Decision being taken

That the Director of Economy, Environment and Infrastructure, in consultation with the Portfolio Holder for Culture, Heritage and the Visitor Economy, approves the grant award of £598k towards the total external restoration of the former Dolphin Hotel on the corner of Alexandra Road and Market Street, Cleethorpes. Total project value £897k. (The balance of £299k will be funded by 3rd party match (freeholder)).

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. **Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.**

Yes The whole of the TH funding programme is due to end December 2025 and this project is a 40 week+ delivery phase, so project start up needs to be on return from Christmas to ensure expenditure falls within the TH overall project timescale. This is the anchor project for the TH programme, and it is essential that the council can evidence expenditure of the current grant programme, as it is hoped to apply for Heritage Funding for a new heritage lead regeneration programme in Cleethorpes during 2025/26.

5. Anticipated outcome(s)/benefits

The Dolphin Hotel was one of the original anchor buildings within the council's application for TH funding in 2017. It is a prominent building on a prime site in Cleethorpes and the restoration will greatly enhance the entrance to Market Street which is also currently undergoing major investment from Levelling Up Funding (LUF). This grant will save an iconic Cleethorpes building from further decline and it should lead to further investment from the freeholder to bring the full building back into use.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

Failure to approve this project will impact on the ability for the council to achieve full grant allocation within the prescribed timeframes (by Dec 2025). Failure to progress will also have a negative impact on the overall regeneration of Cleethorpes

7. Background documents considered (web links to be included and copies of documents provided for publishing)

TH Grant Application Guidance notes

TH Grant Technical Guidance notes

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

No

9. 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)

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10. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision is consistent with the will and expectation of Cabinet. Grant conditions will need to be closely monitored. Legal colleagues are supporting as appropriate.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The grant award is to be funded from the Townscape Heritage scheme, which is part of the Council's approved Capital Investment Programme.

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

There are no direct HR implications

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

A robust approach to governance is in place via the TH Project Board and Cleethorpes Board, both of which meet monthly. Cleethorpes Board is Chaired by the Assistant Director Regeneration. A risk-based approach to project management

is in place to ensure this project is delivered within the council’s risk management strategy, albeit that the contractual arrangements are between the third party grantee and their contractor.

The financial risk profile is within the overall delivery of the TH grant programme. This project has been reviewed in context with the outstanding balance of TH grant fund allocation. Should the project require additional funding once in the delivery phase, as part of the grant contract conditions the grantee will fund any overspend 100%.

14. Has the Cabinet Tracker been updated with details of this decision?

NO

Name: Carolina Borgstrom

Title: Director of Economy,
Environment and Infrastructure

15. Decision Maker(s):

Signed: REDACTED

Dated: 17/12/2024

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

Name: Cllr Hayden Dawkins

Title: PfH for Culture, Heritage and
Visitor and Economy

Signed: REDACTED

Dated: 17th December 2024

**17. If the decision is urgent then
consultation should be carried out
with the relevant Scrutiny
Chair/Mayor/Deputy Mayor**

Name: Councillor Keith Brookes

Title: Chair of the Economy, Culture &
Tourism

Signed: REDACTED

Dated: 19.12.24

Key Decisions are defined in the Constitution as:

A decision (whether taken collectively or individually by members) which is likely:

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards.

A decision will be considered financially significant if:

- (i) in the case of revenue expenditure, it results in the incurring of expenditure or making savings of £350,000 or greater;
- (ii) in the case of capital expenditure, the capital expenditure/savings are in excess of £350,000 or 20% of the total project cost, whichever is the greater

In determining whether a decision is significant in terms of its effect on an area comprising two or more wards, consideration shall be given to:

- (i) the number of residents/service users that will be affected in the wards concerned;
- (ii) the likely views of those affected (i.e. is the decision likely to result in substantial public interest)
- (iii) whether the decision may incur a significant social, economic or environmental risk.