



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)

Approval is sought to accept the recently awarded #HP Cleethorpes Heritage Revealed (CHR) grant award from The National Lottery Heritage Fund (HF) of £236,100.

North East Lincolnshire is a Heritage Place for HF and our ambition is to build the capacity and shared aspiration of North East Lincolnshire to benefit from a range of heritage projects throughout the lifetime of the Heritage 2033 strategy. This is in accordance with the North East Lincolnshire Creativity Strategy adopted through Cabinet approval of 16 March 2022 (Cabinet Decision Notice DN.141).

The project will build on the success of the current Cleethorpes Townscape Heritage Project (CTHP), providing capacity and resource to continue heritage led regeneration in Cleethorpes. From January 2026 to December 2026 we will:

- Commission a heritage consultant to update the Cleethorpes Seafront Conservation Area Assessment (CSCAA) 2016, including the development of an Activation Plan to deliver its ambitions. Any procurement exercise for the appointment of consultants will be conducted so as to comply with the Council's policy and legal obligations, specifically in compliance with the Council's

Contract Procedure Rules and the Public Contracts Regulations 2015 and supported by relevant officers.

- Commission specialist consultants to carry out building, structural and ecological surveys and options appraisals to understand current built heritage condition, enabling prioritisation of projects to maximise the impact of future HF investment, to provide indicative costs per building, and seek to bring vacant floor space back into use.
- To oversee the project, maintain capacity and expertise in the Council by extending the current CTHP Project Manager from January 2026 until December 2026.
- To ensure resilience, capacity and focus support 1/8 FTE costs of the Business Support Officer (BSO) and Project Liaison Manager to support the Project Manager.
- Fund independent legal costs, to cover the appointment of a specialist solicitor in property matters and to review legislative updates.
- To build voluntary capacity in Cleethorpes, working with existing community Heritage Stewards and this new recruitment programme will assist in annual monitoring within the wider CCSCAA.
- Deliver a Heritage Skills Events in 2026 and raise awareness of traditional heritage skills required.
- Deliver community engagement work to recognise the architectural and social heritage of Cleethorpes Pier.
- Develop an evaluation framework for Cleethorpes' built heritage utilising the NEL Heritage Place logic model, which will showcase the impact of this project and set the foundations to measuring the long-term cumulative impact of heritage led regeneration in Cleethorpes.
- Commission various engagement materials to encourage participation in the project for businesses, potential heritage stewards and schools alongside creating digital assets to engage with residents and Cleethorpes' diaspora.

2. Decision being taken

That the Director of Economy, Environment and Infrastructure in consultation with the Portfolio Holder for Culture, Heritage and the Visitor Economy accepts CHR

revenue funding from HF with a total value of £236,100 from January – December 2026 and implements such workstreams so as to achieve the anticipated outcomes of the funding initiative.

3. Anticipated outcome(s)/benefits

Our ambition is to expand upon the successful CTHP 2018-2025 and provide a seamless transition to amplify Levelling Up Fund investment in the resort with this new project. CHR will build the heritage led evidence base for Cleethorpes, including revision of the CCSCAA 2016 leading to larger applications for heritage regeneration. This will:

- Enhance heritage buildings in Cleethorpes delivering the ambitions within Cleethorpes Masterplan.
- Create stronger civic pride and sense of belonging, delivering the ambitions of NEL's Heritage Place programme.
- Bring vacant floorspace back into use, especially upper floors, to support communities.
- Engage with property owners, residents, stakeholders and visitors who value, appreciate and understand their heritage.
- Build effective trusted partnership working between freeholders/tenants and the public sector.
- Strengthen resilience and build capacity to develop and lead place-based heritage partnerships.
- Enhance digital accessibility.

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

The Council could consider to not accept the grant award. However, this would have a negative impact and limit the Council's ability to support and deliver a range of heritage projects, potentially compromising our position as a Heritage Place with HF and risk ceasing further investment into North East Lincolnshire. This development phase project could lead to further applications to HF by NELC and other organisations.

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

The Creativity Strategy and Cleethorpes Master Plan were approved by Cabinet on 16 March 2022:

[Cabinet - Special | NELC](#)

Other supporting documents

Cleethorpes Sea Front Conservation Area Assessment 2016

Cleethorpes Masterplan 2022

Discover Cleethorpes Heritage - Appendix 2. Technical Guidance V2.pdf

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)

None

8. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision is an operational decision and within the constitutional remit of the named Director and Portfolio Holder. The procurement exercise will be conducted so as to comply with the Council's policy and legal obligations and supported by relevant officers.

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

Acceptance of the CHR revenue grant funding, totalling £236,100 for 2026, will facilitate the development of further funding applications to HF which will help to support the continuation of heritage led regeneration in Cleethorpes.

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

The contract of the current CTHP Project Manager will be extended for a further 12 months. They will lead on this new project, bringing the lessons learnt from the current CTHP project.

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

The aim of this project is for the Council to develop a delivery project for heritage led regeneration in Cleethorpes. The HF support will contribute to the delivery of the Council Plan and provide stability for both the Council and local heritage sector by carefully managing risks. This project will monitor and mitigate these risks through oversight from the Cleethorpes Board Meetings on a monthly basis.

A detailed project plan will ensure key milestones are met and the team will work closely with HF to ensure successful delivery of this grant funded programme and minimise any risk of grant clawback.

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

The tracker will be updated once this ODR has been approved.

13. Decision Maker(s):

Name: Carolina Borgstrom

Title: Director of Economy,
Environment & Infrastructure

Signed: REDACTED

Dated: 14.11.25

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

Name: Councillor H Dawkins

Title: Portfolio Holder for Culture,
Heritage and Visitor Economy.

Signed: REDACTED

Dated: 13th November 2025