



OPEN

Officer Decision Record – Key Decision

CLOSED APPENDIX

NOT FOR PUBLICATION

Exempt information within paragraphs 3 of Schedule 12A to the Local Government Act 1972 (as amended)

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 made the following decision on the 16th of July 2025 (DN.SC.6) in relation to a new letting for the majority of the ground floor of the former House of Fraser (HOF) building:

RESOLVED –

1. That the new letting as set out in the report now submitted be approved in principle.
2. That the Interim S151 Officer and Assistant Directors for Law and Governance and Regeneration, in consultation with the Leader of the Council, be delegated authority to agree the final terms of the letting, including associated landlords works and/or capital contributions, provided they are within the sums referred to in the closed appendix plus any grants.

3. That the Assistant Director Law and Governance be authorised to formalise the agreements and to deal with all ancillary matters reasonably arising.

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

Following on from the Cabinet decision which delegated authority to the Interim S151 Officer and Assistant Directors for Law and Governance and Regeneration, in consultation with the Leader of the Council, to agree the final terms of the letting, including associated landlords works and/or capital contributions, negotiations have now been concluded with a well-known retail tenant for the majority of the ground floor of the former HOF.

The design and specification of internal landlord works have also been completed, the delivery of which will ensure that the property is ready for handover to the tenant in the summer of 2027. In addition, through project development grants from The National Lottery Heritage Fund (TNLHF) and Historic England, a programme of external repair and restoration works have been fully designed, and with Business Development Group approval a Project Delivery grant application was submitted to TNLHF on 28th May 2026.

The Council are seeking one contractor to undertake internal ground floor refurbishment works on the former House of Fraser building, Grimsby, to provide a shell which will support the future tenant to commence their fit out. Subject to the award of grant funding from The National Lottery Heritage Fund the contract may be modified to include works to the programme of heritage repair and restoration works. A procurement exercise was conducted under Open Procedure and following an evaluation, the preferred tenderer has been identified as 7Formation Ltd (see Closed Appendix 1). Approval is requested to contract award for this procurement.

3. Decision being taken

That the Interim S151 Officer and Assistant Directors for Law and Governance and Regeneration, in consultation with the Leader of the Council, approve the contract award to 7Formation Ltd as the principal contractor for the required internal ground floor refurbishment works on the former House of Fraser building.

The total contract value for these works will be £1,658,588.72, which is within the approved capital programme and funding envelope, and the contract term will be 1st August 2026 to 31st January 2027 (5 Months).

If the Council is successful and awarded a delivery grant from The National Lottery Heritage Fund, a modification of contract will be undertaken to the contract let to the Principal Contractor for the Internal Ground Floor refurbishment works. The Council will be notified of the grant decision in September 2026. It's envisaged that the period of extension will be 3 - 6 months to the original contract term.

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.

No

5. Anticipated outcome(s)/benefits

The Council acquired the property in 2023 due to its relationship with the Freshney Place leisure scheme and the substantial frontages to both the existing mall and Victoria St. The ground floor is the key aspect of the building which the Council has been seeking to lease, and this letting will enhance a hitherto unoccupied building with a nationally recognisable brand. The letting will also improve confidence in the wider town centre, complement ongoing projects, improve the frontage and restore its heritage.

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

The Council could decide not to let the contract and therefore not progress with the works; however, it has always been anticipated that new occupiers would be sought, and that landlord works would be required. If the contract isn't let and works do not progress, the tenant will withdraw their interest, and the property will remain vacant. The Council's retained agents and Asset Manager have recommended the nature of the occupier and the main terms, advising that this is an important letting to enhance this area of the town. Loss of the tenant would also risk the award of grant funding from The National Lottery Heritage Fund.

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

[Urgent-Business-Town-Centre-Acquisition.pdf](#)

[6.-House-of-Fraser-Building-New-Letting.pdf](#)

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

Yes, see above re closed appendix

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)

N/A

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The proposed decision is consistent with the authority delegated by Cabinet. The procurement exercise has been conducted so as to comply with the Council's policy and legal obligations and supported by relevant officers. Any future contract modification will require confirmation that it is lawfully permitted, with justification, and properly documented.

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

The proposed decision is consistent with the delegated authority granted by Cabinet in July 2025 and supports the approved strategy for securing a tenant and progressing redevelopment of the building. The scheme carries certain risks relating to construction costs, building condition and reliance on external grant funding, and it is essential that any financial exposure arising from cost overruns or grant uncertainty is either contained within existing resources or subject to further Member approval. The proposed contract modification linked to potential heritage funding is noted and should be structured so that the Council does not incur unfunded liabilities in advance of grant confirmation. Subject to assurance on affordability, value for money through the procurement process, and consideration of financial risks and mitigations, there are no overriding financial objections to the decision.

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

No HR Implications

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

Heritage funding – securing second part of grant for delivery of capital works.

Building condition could delay and impact on costs if issues are discovered during delivery. This has been mitigated through full internal strip-out and structural survey in advance of preparing designs and tender documents.

The Freshney Place Board, which meets monthly, and is chaired by the Assistant Director Regeneration, has responsibility for risk including cost overrun, programme delay, and any risks associated with the incoming tenant. Key risks along with delivery against budget and programme are reported to the board along with any necessary mitigation measures, and the project team maintain an ongoing risk register. In relation to the incoming tenant, the risk of potential tenant withdrawal after contractor appointment will be mitigated by the Agreement for Lease and contractor contract being signed on the same date

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

N/A

15. Decision Maker(s):

Any two to sign:

Name	Damien Jaines-White
Title	AD Regeneration
Signature	Redacted
Dated	27.07.26
Name	Simon Jones
Title	AD Law and Governance
Signature	Redacted
Dated	27.07.26
Name	Guy Lonsdale
Title	Interim 151 Officer
Signature	Redacted
Dated	27.07.26

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

Name: **Councillor Oliver Freeston**

Title: **Leader of the Council**

Signed: Redacted

Dated: 27th July 2026

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

Name:

Title:

Signed:

Dated:

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.