



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)

This decision is required to enter into contract with SIS Pitches for the construction of a PlayZone facility at Roval Drive, Immingham. This is in line with The Football Foundations PlayZone Framework and Delivery Process Model to carry out design and procurement of the PlayZone development. The use of the Football Foundation Model maximised the project's chance of securing the grant funding and was compliant with the council's procurement requirements.

The decision is being treated as an operational officer decision because it falls within the relevant officer delegation, is within the operational officer decision threshold (100-350k), does not have a significant impact on two or more wards, and concerns implementation of service delivery within an existing approved budget that is supported by external grant funding secured from the Football Foundation.

On 5 April 2023 Cabinet approved to progress the opportunity to apply for grant funding to the Football Foundation to secure investment to develop small-sided sports and recreational activity PlayZones in North East Lincolnshire, using up to £94,000 of Council investment as match funding in the worst-case scenario to support the grant application.

Cabinet approved:

1. That the submission of a grant funding application to the Football Foundation to develop PlayZone sites in North East Lincolnshire, with an indication of a commitment of up to £94,000 of Council investment as match funding in the worst case scenario, to underwrite commitments from proposed operators, for the bid application in the event of failure and subject to a successful grant application be approved:
2. That the Director of Economy, Environment and Infrastructure, in consultation with the Portfolio Holder for Culture, Heritage and the Visitor Economy be delegated authority to commence a procurement exercise to engage a contractor to deliver the PlayZone sites and thereafter award, mobilise and implement such proposal with further authority to take all reasonable ancillary actions to ensure implementation.
3. That the Director of Economy, Environment and Infrastructure, in consultation with the Portfolio Holder for Culture, Heritage and the Visitor Economy be delegated authority to procure and thereafter award to and appoint operators to carry out the day-to-day management of PlayZone sites with further authority to take all reasonable ancillary actions to ensure implementation.
4. That the Assistant Director Law and Governance (Monitoring Officer) be authorised to execute and complete all requisite legal documentation in relation to the matters outlined above.

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 approve the award of the construction contract to SIS Pitches Ltd for the construction of a new PlayZone at Roval Drive Immingham, for a total value of £270,062.55.

3. Anticipated outcome(s)/benefits

The construction of the PlayZone at Roval Drive will be in line with the Football Foundation grant funding secured and delivery process to develop a PlayZone facility with a polymeric surface, with primary focus on football, Netball and basketball. The development of this facility will support in the delivery of the

Council's Sport & Physical Activity Strategy, Health and Wellbeing strategy and support several of the eight Marmot Principles.

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

The Council have considered the alternative to not progress construction of the PlayZone. However, not progressing would mean that the Council would not utilise a 75% contribution rate of external grant funding secured from the Football Foundation to support this project, equivalent to the value of £202,546.91 based on contract value. This would impact the Council's relationship with grant funders and the relationship with Immingham Town Council. Furthermore, the remaining contribution to the scheme is being funded through partnership investment by the Town Council of up to £60,000 to support the project. The remaining balance is being funded through UK shared prosperity funding.

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

Cabinet Report on 5 April 2023.

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)

No conflicts declared.

8. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision falls within the scope of the Cabinet authority and the officer delegation. The proposed award is within the operational officer decision threshold. The procurement route is via a framework, and officers should ensure that all the requirements, grant funding conditions and contract documentation are completed

before the contract is entered into. Legal colleagues are available to support as required.

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

The Play Zone scheme forms part of the Council's approved Capital Investment Programme and is funded through a Football Foundation grant, supported by partnership investment from Immingham Town Council and the UK Shared Prosperity Fund.

Expenditure and delivery will be managed through the Council's established capital governance and budget monitoring arrangements.

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)

If unexpected costs are encountered this may impact the proposed capital spend or delay the programme of works. Within the grant offer letter North East Lincolnshire Council will receive a capital grant of 75% of a total project cost of £326,327, subject to a maximum payment of £244,745 from The Football Foundation. The contract is based on a total value of £270,062.55 if cost were to rise above this figure, then North East Lincolnshire Council (NELC) would be able to claim up to 75% from the Football Foundation this provides NELC with a level of reassurance that there is mitigation around any unforeseen cost escalation.

The Football Foundation funding conditions will need to be satisfied as part of the ongoing project delivery and future operation of the site. The risk of grant clawback is considered low. The development of an operating agreement with the PlayZone operator, Immingham Town Council, will be in place to manage the discharge of funding conditions. In addition to the management of grant funding conditions the operating agreement will place all maintenance and operational responsibility on Immingham Town Council.

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

To be updated.

13. Decision Maker(s):

Name: Carolina Borgstrom

Title: Director of Economy,
Environment and Infrastructure

Signed: REDACTED

Dated: 23/07/2026

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

Name: Cllr Tanya Brasted

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

Signed: REDACTED

Dated: 23rd July 2026