



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Officer Delegated Decision

26th January 2026

Richard Wyles, Deputy Chief Executive
and S151 Officer

Allocation of Leisure Investment Reserve Funding

This Officer Delegated Decision (ODD) report seeks approval to allocate a budget of £16,000 from the Leisure Investment Reserve to undertake preliminary works required for the changing room refurbishments across the leisure centres.

Contact

Michael Chester, Team Leader – Leisure, Parks and Open Spaces

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Decision made by:	Richard Wyles – Deputy Chief Executive and S151 Officer
Decision:	To allocate a budget of £16,000 from the £500k Leisure Centre Investment Reserve for the purposes of undertaking preliminary works in preparing the contract documentation for the changing room refurbishments across the leisure centres.
Public or Exempt:	Public
Reasons for exemption:	This report is not exempt from publication.
Conflicts of interest:	No
Policy compliant:	Yes
Details of delegation:	The Deputy Chief Executive and s151 Officer has the appropriate delegation to release funds from the Leisure Centre Investment Reserve, which is a discretionary reserve.

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance

- 1.1 A Leisure Investment Reserve has been established and £500k has been allocated to provide investment into the leisure facilities. This investment will focus on identified improvements to the changing room areas of the three leisure facilities and the Stadium as a priority. External consultants, William Saunders, have been appointed to prepare the scope and specification of works with a view to the tender opportunity going live in February 2026.

Completed by: **Richard Wyles, Deputy Chief Executive and s151 Officer**

Procurement

- 1.2 The value of works falls below the threshold of £24,999 which only requires a single quote in line with the Contract Procedure Rules.

Completed by: **Helen Baldwin, Procurement Lead**

Legal and Governance

- 1.3 The Deputy Chief Executive has the necessary delegated authority to take this decision.

Completed by: **James Welbourn, Democratic Services Manager**

2. The Purpose of the Report

- 2.1 Members of the Finance and Economic Overview and Scrutiny Committee previously received a report on 18 November 2025, [Leisure Investment Reserve proposals.pdf](#), and approved the allocation criteria of the £500k leisure investment reserve. It was agreed that the priority would be to improve the changing room facilities across all three leisure centres and the South Kesteven Sports Stadium (the Stadium).
- 2.2 The following indicative costings were identified to undertake the identified necessary improvement works, although the final costs would be subject to procurement:

- Bourne Leisure Centre £100k
- Stamford Leisure Pool £100k
- Grantham Meres Leisure Centre £200k
- South Kesteven Sports Stadium £100k

2.3 In order to ensure that the project is progressed swiftly and the works undertaken across each centre will be delivered to a high standard, consultants William Saunders have been further commissioned to prepare and produce a schedule of works for each centre and to prepare pre-construction information documents. The value of these preliminary works is £15,945.00.

2.4 Once the preliminary works have been completed, Welland Procurement will then run an Open Tender on the Council's behalf with a view to awarding the contract at a meeting of the Cabinet in April 2026.

3. Available Options Considered

3.1 The Council could choose not to upgrade the changing room facilities across the leisure centres however this has been discounted as the Leisure Centre Investment Reserve was established with the primary objective to improve the customer facing areas.

4. Preferred Option

4.1 To allocate a budget of £16,000 from the £500k Leisure Centre Investment Reserve allowing the preliminary works required to be undertaken prior to the tender opportunity going live.

5. Reasons for the Decision(s)

5.1 The use of William Saunders to prepare and produce a schedule of works for each centre and to prepare the pre-construction information documents will ensure that the project progresses swiftly and the works undertaken will be delivered to a high standard.

Signed by: **Richard Wyles**

Dated: **26 January 2026**