

Agenda

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City Executive Board

Date: **Wednesday 24 September 2014**

Time: **2.00 pm**

Place: **Long Room - Town Hall**

For any further information please contact:

Sarah Claridge, Committee and Member Services Officer

Telephone: 01865 252402

Email: sclaridge@oxford.gov.uk

City Executive Board

Membership

Chair	Councillor Bob Price	Corporate Strategy, Economic Development and Planning
	Councillor Ed Turner	Finance, Asset Management and Public Health
	Councillor Dee Sinclair	Crime and Community Response
	Councillor Christine Simm	Culture and Communities
	Councillor Susan Brown	Customer Services and Social Inclusion
	Councillor Pat Kennedy	Educational Attainment and Youth Ambition
	Councillor Mark Lygo	Sports, Events and Parks
	Councillor Mike Rowley	Leisure Contract and Community Partnership Grants
	Councillor Scott Seamons	Housing and Estate Regeneration
	Councillor John Tanner	Cleaner, Greener Oxford, Climate Change and Transport

The quorum for this meeting is 3, substitutes are not allowed.

HOW TO OBTAIN AGENDA

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1 **APOLOGIES FOR ABSENCE**

2 **DECLARATIONS OF INTEREST**

3 **PUBLIC QUESTIONS**

When the chair agrees, the public can ask questions about any item for decision at the meeting for up to 15 minutes. Questions must have been given to the Head of Law and Governance by 9.30am one clear working day before the meeting (email executiveboard@oxford.gov.uk or telephone the person named as staff contact). No supplementary questions or questioning will be permitted. Questions by the public will be taken as read and, when the Chair agrees, be responded to at the meeting.

4 **COUNCILLOR ADDRESSES ON ANY ITEM FOR DECISION ON THE BOARD'S AGENDA**

When the chair agrees, Councillors can address the Board about any item for decision at the meeting for up to 3 minutes. Addresses must have been given to the Head of Law and Governance by 9.30am, one clear working day before the meeting (email executiveboard@oxford.gov.uk or telephone the person named as staff contact). The Board Member who has political responsibility for the item for decision may respond or the Board will have regard to the points raised in reaching its decision.

5 **ROSE HILL COMMUNITY CENTRE DEVELOPMENT**

1 - 6

Lead Members: Councillor Christine Simm, Executive Board Member for Culture and Communities and Councillor Ed Turner Board Member for Finance, asset Management and Public Health

Report of the Head of Leisure, Parks & Communities and Service Manager, Regeneration and Major Projects now attached.

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

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To: City Executive Board

Dates: 24th September 2014

Report of: Head of Leisure, Parks & Communities and Service Manager, Regeneration and Major Projects

Title of Report: Rose Hill Community Centre Development

Summary and Recommendations

Purpose of report: To grant project approval for the construction of Rose Hill Community Centre at a total cost of £4,764,000

Key decision: No

Executive lead member: Councillor Christine Simm and Councillor Ed Turner

Policy Framework: Strong, Active Communities

Recommendation(s):

That the City Executive Board:

Grant project approval for the construction of the Rose Hill Community Centre within a revised capital budget of £4,764,000;

and recommend to full Council the allocation of a revised capital budget of £4,764,000.

Introduction

1. The report provides an update on the progress of the Rose Hill Community Centre development and requests approval for the project and an increase in the budget in response to the market tender received from the preferred contractor.

Project Update

2. The initial tenders were received in March 2014 and were over the current estimate included in the capital budget. Subsequently to try to bring the cost down we gave the tenderers a period of time to undertake a thorough value engineering process. While the work we

have undertaken over this time has resulted in savings of c£300,000, there have also been new costs to absorb which, in the main, result from the confirmation from Scottish and Southern Electric that a substation is required. This means the project remains above budget which is a reflection of the rapid rate of growth in the construction market.

3. While there is scope to undertake additional value engineering, it is clear that further budget is now required if we are to progress the current scheme. The pace with which costs are increasing in the construction market mean that if we were to redesign the scheme any potential savings may be eliminated by construction price increases over the period.
4. A detailed communications strategy is in place which sets out the continued work with all stakeholders. This includes the participation of community groups and a monthly newsletter.

Contract Award

5. The tender documents were re-issued in July 2014, with a closing date for responses of the 8th September 2014. The new schedule seeks to complete the contract in early October.
6. The tendering process is being carried out in line with Oxford City Council's procurement policy and the Business Improvement team and Law and Governance are fully involved. The value of works is below the EU procurement thresholds.

Finance

7. The current budget provision for the project is £4,286,000. The budgeted build cost was £3,485,726.
8. Two tenders were received under the procurement process undertaken. Neither of the tender sums received fell within the existing budget figure. After discussions with the tenderers it has become clear that neither would be able to deliver the proposed project within the existing budget. Thus this request is made for an increase of £478,000 to the project budget giving a revised total cost for the project of £4,764,000.
9. The project is funded on a 50/50 basis between the Housing Revenue Account (HRA) and the General Fund, on the basis that the Community Centre is an amenity and shared by the community as a whole.
10. The additional costs will be incurred in 2015/16 and can be funded from de-prioritising or applying underspends from other schemes within

the capital programme, or borrowing. A decision on this will be made in February when Council considers the overall programme.

Risk

9. A risk register is included in appendix one.

Climate change / environmental impact

10. The new facility will be built to meet current building regulations and in line with planning policy. Officers are also seeking to maximise the use of photovoltaic panels (PV) which will be funded through Salix and a combined heat and power unit is also planned to be funded from the existing budget.

Equalities impact

11. The new Community Centre has been designed for and will be used by the whole community. The process has engaged with the wider community in line with required equality focused building regulations.
12. See report to CEB of December 2012 for the relevant completed Equalities Impact Assessment.

Legal implications

13. There are no direct legal implications arising from this report.

Name and contact details of author:-

Name - Mark Spriggs
 Job title - Strategic Community Centres Coordinator
 Service Area / Department: Leisure, Parks and Communities/ Communities and Neighbourhoods
 Tel: 01865 252822 e-mail: mspriggs@oxford.gov.uk

List of background papers:

Report to CEB 19th December 2012 – Rose Hill Community Facility
Report to CEB 12th February 2014 – Delegated Authority to Executive Director Community Services to assign contract for construction of RHCC

Version 0.2

Appendix 1

Risk Register

Item	Description of Risk/ Opportunity	Assessment			Degree of Risk	Consequence (Cost, Time, Fitness for Purpose)	Strategy to Control Risk
		LO	CR	RRN			
1	Programme slippage due to delay in construction contract completion	4	2	8	Very High	T	
2	Budget shortfall due to slippage in programme	2	3	6	High	C	

Key Likelihood of occurrence			Consequence of Risk		
4	Frequent	Likely to occur frequently, many times during the period of concern (e.g. project duration, life of building)	4	Catastrophic	Major failure in meeting prime project objectives
3	Probable	Several times in the period of concern	3	Critical	Significant failure in meeting prime project objectives
2	Possible	Some time in the period of concern	2	Serious	Failure to meet major project objectives
1	Remote	Unlikely but possible in the period of concern	1	Marginal	Failure to meet lesser project objectives
0	Improbable	So unlikely that it can be assumed that it will not occur or it cannot occur	0	Negligible	Minor effect on meeting project objectives

RISK	Negligible	Very low	Low	Significant	High	Very High	Extreme	Prohibitive
RRN	0	1	2	3-4	6	8	9	12+

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