**DECISIONS DELEGATED TO OFFICERS**

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| **Decision title:** | South Oxford Science Village:  Appointment of legal advisors to the Council in respect of a collaboration agreement and decision to commence procurement exercise to select consultants to secure a development partner and external legal advisors to advice all three partners. |
| **Decision date:** | 02 August 2021 |
| **Source of delegation:** | Constitution Part 4.4: All executive functions except the ones in Part 4.5, 4.6, and 4.7 are delegated to the officers in the senior management structure. |
| **What decision was made?** | The decision is:  • to appoint Anthony Collins as legal advisors to Oxford City Council to advise upon and draft a collaboration agreement to govern the existing partnership arrangements between Oxford City Council, Magdalen College and Thames Water, further to the tender process of summer 2020, with revised fee in July 2021 of the sum of £15,230;  • to commence a procurement exercise to jointly procure a consultant to act for the above 3 parties in securing a development partner (such appointment to be subject to Cabinet approval in October 2021, and funding agreement in place for reimbursement of a third of the cost from each of the other two partners);  • to commence a procurement exercise to jointly procure an external legal advisor to act for the above 3 partners in respect of procuring a development partner and their partnership work at South Oxford Science Village (SOSV). Such legal advice will support the Council to work with partners to bring forward the site for the development identified in the emerging South Oxfordshire District Council (SODC) local plan. (such appointment to be subject to Cabinet approval in October 2021, and funding agreement in place for the reimbursement of a third of the cost from each of the other two partners).  A budget has been allocated to progress SOSV and this will cover the cost of the appointment of Anthony Collins to advise the Council on the collaboration agreement.  The cost of the appointment of the consultants is expected to be up to £200,000 and the appointment of the external legal advisors to the 3 partners is expected to be up to £200,000. These appointments will be considered at the Cabinet meeting in October 2021. Subject to a funding agreement being entered into with the other 2 partners it is anticipated that two thirds of the costs of these appointments will be recovered with the Council’s exposure being £66,000 for each of the two contracts. |
| **Purpose:** | The appointment of legal advisors will ensure the Council’s legal interests are properly addressed in the drafting of the collaboration agreement. The procurement of commercial and legal advisors for the partnership will enable work to be progressed towards the procurement and selection of a development partner to support the delivery of development on the site. |
| **Reasons:** | The decisions were taken to enable work to progress towards the bringing forward of the SOSV site for development. To delay would prolong the programme and delay development taking place on the site, which has been allocated for development to meet Oxford’s housing needs. |
| **Decision made by:** | Tom Bridgman  Director of Development |
| **Other options considered:** | There are alternative option was not to appoint specialist advice. This was rejected as it could result in the Council failing to optimise its asset. |
| **Documents considered:** | Exempt - Brief for legal advice |
| **Key or Not Key:** | Not Key |
| **Wards significantly affected:** | Littlemore  (majority of land is within South Oxfordshire) |
| **Declared conflict of interest:** | None |
| **This form was completed by:**  **Name & title:**  **Date:** | Susan Sale – Head of Law & Governance  Jenny Barker – Regeneration Manager  1/7/21 |

**Approval checklist**

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| ***Approver*** | ***Name and job title*** | ***Date*** |
| **Senior officer(s)** e.g. the relevant service manager / head of service where the decision maker is the Chief Executive or an Executive Director. | Tom Bridgman, Director of Development | 02.08.21 |
| **Head of Financial Services** if required by the delegation / Constitution | Nigel Kennedy  Head of Financial Services | 02.08.21 |
| **Head of Law and Governance** if required by the delegation / Constitution | Susan Sale  Head of Law & Governance | 26.07.2021 |
| **Cabinet Member(s)** approval isrequired for all decisions | Cllr Hollingsworth, Cabinet Member for Planning and Housing Delivery | 02.08.21 |