


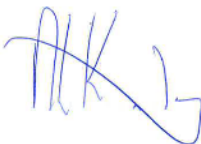

## DECISIONS DELEGATED TO OFFICERS

<b>Decision title:</b>	Award of contract to ODSL for the full refurbishment of 1-3 George Street
<b>Decision date:</b>	06 July 2021
<b>Source of delegation:</b>	<p>Cabinet on 20 January 2021 resolved to:</p> <p>1. Delegate authority to the Executive Director Development, in consultation with the Council's Section 151 Officer and the Head of Law and Governance to agree and enter into a building contract for the refurbishment works and associated professional services, following the conclusion of a current procurement exercise.</p> <p>3. To recommend to Council to approve a capital budget of £1.921m to deliver the project with the enhanced sustainability option and including the use of up to £800K of funds awarded to the Council from OxLEP's Local Growth Fund. This will be split £454K in 20/21, £1.361m in 21/22 and £106K in 22/23.</p> <p>Council on 25 January 2021 resolved to approve a capital budget of £1.921m to deliver the project as detailed in the Cabinet Report.</p>
<b>What decision was made?</b>	To enter into contract with Oxford Direct Services Limited (ODSL) for the full refurbishment of vacant building (1-3 George Street) including electric, water, heating and ventilation, internal demolition and rebuild into a quality office space.
<b>Purpose:</b>	<p>1-3 George Street comprises a vacant mixed use building in a prime city-centre location. The building's condition has deteriorated internally and in its current condition does not meet minimum regulatory energy performance and other standards. It now requires significant works to refurbish the building to provide a rental income to the council.</p> <p>The project will deliver an increased level of refurbishment and will improve the attractiveness of the building to the market. Works are to include a new external lift servicing all floors, internal layout improvements to support flexible working, enhanced services, and fabric improvements to improve energy efficiency, a rear external terrace and internal lightwell.</p> <p>The proposal aims to secure a BREEAM Very Good, sustainability standard through further improvements to the building fabric, both air-tightness and insulation, enhancement to triple glazed windows, as well as the use</p>

	of PV at roof level.
<b>Reasons:</b>	<p>The delivery of workspace in the city-centre is one of the main areas of intervention identified in the City Council's Corporate Strategy and Business Plan, and emerging Oxford City Council Economic Development Strategy. The evidence base from the City Council's Draft Economic Development Strategy has further demonstrated a need to provide workspace that local people and businesses can access. It recognises that more, improved and innovative space needs to be made available if the city wants to be both competitive and meet its inclusive economy corporate objectives.</p> <p>The decision supports the 15th July 2020 Cabinet approval for the Council to enter into grant funding arrangements and contractual terms with OxLEP for £1.93m of Local Growth Funding (LGF) to part-fund the delivery of new and/or refurbished workspaces at 1-3 George Street and Standingford House, Cave Street, subject to detailed feasibility and design work which would be subject to a future Cabinet Report. The Cabinet Report for 1-3 George Street was submitted and approved on the 20<sup>th</sup> January 2021 as noted above.</p>
<b>Decision made by:</b>	<p>Tom Bridgman – Executive Director Development</p> <p>Decision taken in consultation with Nigel Kennedy, Head of Financial Services, and Susan Sale, Head of Law and Governance</p>
<b>Other options considered:</b>	<p>An Outline Business Case in line with HM Treasury's Five Case Model considered six options for the refurbishment including do nothing, minimum refurbishment, full refurbishment and options to extend the building. Additional options for alternative uses were also explored. The Business Case, identified the proposal for an enhanced refurbishment as the most advantageous option to deliver a viable development that also addresses the wider Council Corporate Plan objectives including sustainability and supporting the inclusive economy.</p>
<b>Documents considered:</b>	Report to Cabinet on 20 January 2021
<b>Key or Not Key:</b>	Key decision
<b>Wards significantly affected:</b>	Carfax & Jericho
<b>Declared conflict of interest:</b>	No
<b>This form was completed by:</b>	Andrew Humpherson
<b>Name &amp; title:</b>	Regeneration Manager

<b>Date:</b>	5 July 2021
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### Approval checklist

<b>Approver</b>	<b>Name and job title</b>	<b>Date</b>
<b>Senior officer(s)</b> e.g. the relevant service manager / head of service where the decision maker is the Chief Executive or an Executive Director.	Carolyn Ploszynski, Head of Regeneration and Economy 	06/07/21
<b>Head of Financial Services</b> if required by the delegation / Constitution	Nigel Kennedy, Head of Financial Services 	14/06/21
<b>Head of Law and Governance</b> if required by the delegation / Constitution	Susan Sale, Head of Law and Governance 	23/06/21
<b>Cabinet Member(s)</b> approval is required for all decisions	Councillor Alex Hollingsworth, Planning and Housing Delivery, Councillor Ed Turner, Finance and Asset Management	06/07/21
<b>Ward Member(s)</b> – Ward Members should be told in advance about anything which particularly affects their ward and which is potentially controversial but please note that Cabinet Members must be consulted first.	Councillor Alex Hollingsworth, Councillor Lizzy Diggins	06/07/21