


DECISIONS DELEGATED TO OFFICERS

Decision title:	Feasibility design for St Michael's Street public realm, including surface levelling
Decision date:	3 August 2022
Source of delegation:	This decision was delegated to officers under Part 4.4 of the Council's Constitution: All executive functions except those in Parts 4.5 and 4.6 are delegated to the officers in the senior management structure.
What decision was made?	<p>To commission LDA Design to lead a multidisciplinary team to undertake design development, engagement activities and full cost preparation for St Michael's St public realm improvements, including surface levelling.</p> <p>The commission budget is up to £30,000 and will be paid for from the Council's strategic Community Infrastructure Levy pot.</p>
Purpose:	This decision enables preparation work to be undertaken, which will establish the public realm opportunities for St Michael's Street. The council will then understand the costs and other practical issues to address in implementation, with a view to implementing any approved scheme as soon as is practicable afterwards.
Reasons:	Undertaking this feasibility work in 2022 is aligned with the recently agreed City Centre Action Plan, as it looks to support hospitality sector recovery and improve the public realm. The Council ran an open tender process from 27 June 2022 until 19 July 2022. LDA Design's proposal scored highest, based on price, their understanding of the brief, project team, proposed methodology and approach to social value.
Decision made by:	Carolyn Ploszynski Head of Regeneration & Economy
Other options considered:	Not to procure feasibility design work – rejected due to the poor surface condition and restrictive layout of St Michael's street and consequently the restrictions this places on accessibility and public realm

	improvements. 7 other bids were submitted. Proceeding with any of the other bids would not have achieved best value for money for the council.
Documents considered:	None
Key or Not Key:	Not key
Wards significantly affected:	Carfax and Jericho
Declared conflict of interest:	No
This form was completed by: Name & title: Date:	Mim Norvell Principal Regeneration Officer 1 August 2022

Approval checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Decision maker	Carolyn Ploszynski Head of Regeneration and Economy 	03/08/22

Consultee checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Cabinet Member	Cllr Imogen Thomas, Cabinet Member for Zero Carbon Oxford and Climate Justice	02/08/22
Ward Members	Cllr Alex Hollingsworth and Cllr Lizzy Diggins (Carfax & Jericho)	03/08/22