

Law & Governance

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Date: 19 October 2022

Dear Councillor Snowton, Chair of Scrutiny Committee,

I am writing to formally notify you of an urgent key decision which has not been notified on the Forward Plan for 28 days, as required by the Council's Constitution (Part 15.17).

The urgent decision to be taken on 27 October 2022 concerns the award of a contract to Oxford Direct Services (ODS) for the construction of Bullingdon Community Centre.

Authority to award the contract to ODS, subject to the full tender submission being within the agreed budget, was delegated by Cabinet on 19 December 2019 to the Executive Director Customer and Communities (*now the Executive Director (Communities and People)*) in consultation with the s151 Officer and the Head of Law and Governance. On 17 February 2021 Council resolved to increase the budget for the project to a total of £1.506m as part of the Medium Term Financial Strategy 2022-23 to 2024-25 and 2021-22 Budget.

This will be a key decision due to the value of the contract being greater than £1,000,000, but there is insufficient time to notify the decision on the Forward Plan for 28 days. The expenditure will be met from the existing Budget for this project, as agreed by Council on 17 February 2021.

It is proposed that the decision is taken by the Executive Director (Communities and People) in consultation with the s151 Officer and the Head of Law and Governance, as per the Cabinet delegation from 19 December 2019.

I am of the view that the Council should aim to allow the usual two day time period for call in to support transparency so I am not seeking your permission to waive members' rights to call in the decision under Part 17.9 of the Constitution.

Please note that a copy of this letter will be attached to the public decision notice of this urgent key decision and the urgent key decision will be reported to a meeting of Council in due course.

With best wishes,

Susan Sale
Head of Law and Governance

