


DECISIONS DELEGATED TO OFFICERS

Decision title:	Entering into Collaboration Agreement regarding Design Phase of Cowley Branch Line
Decision date:	24 March 2023
Source of delegation:	At Cabinet on 14 December 2022, it was agreed to “Delegate authority to the Executive Director (Development), in consultation with the Council’s Section 151 Officer, the Head of Law and Governance, and the Cabinet Members for Health & Transport and for Finance & Asset Management to agree financial contributions and terms, and then enter into all relevant funding agreements and contracts.” Full list of recommendations and minutes here .
What decision was made?	<p>Oxford City Council entering into a multi-party Collaboration Agreement with Advanced Research Clusters GP Limited, The Oxford Science Park (Properties) Limited, and Ellison Oxford Limited (the Landowners), in order to bring together the local funding and project oversight required to deliver the Design Phase for the Cowley Branch Line.</p> <p>The Design Phase of the project comprises two parts:</p> <ol style="list-style-type: none"> 1. detailed design work to be undertaken by Network Rail for the rail infrastructure (known as PACE Phase 2 in rail industry terminology); and 2. design-led studies to be procured which will relate to improving the connections to and the from the proposed two new stations, (termed the Infrastructure Place Study for this project. <p>The funding comprises £565,000 of non-reimbursable “Risk Capital” as well as a further £3,500,000 capable of reimbursement by Strategic Community Infrastructure Levy (CIL) contributions from the Landowners.</p>

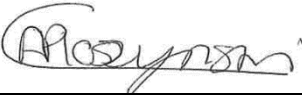
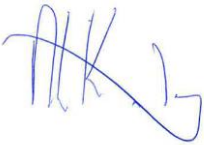
	<p>The Collaboration Agreement sets a number of terms, to include the process by which contributions towards project costs incurred will be made to Oxford City Council by these parties on an agreed schedule, subject to review and alteration at a joint Programme Panel. It also sets out the scenarios in which and process by which CIL payments would be reimbursed to these parties and how the parties will work together to successfully deliver the project.</p>
<p>Purpose:</p>	<p>This decision enables the Oxford City Council to also enter into contract (by a separate decision) with Network Rail in order to deliver rail and station infrastructure work for the PACE Phase 2 stage of the Cowley Branch Line. Also, following future procurement processes to be undertaken, this decision will enable supporting design work on improving the connections to and from the two proposed stations to be developed.</p>
<p>Reasons:</p>	<p>This contractual approach has been recommended and structured by internal and external lawyers working for Oxford City Council, as well as in several months of discussions and negotiations with the Landowners and their legal advisers.</p>
<p>Decision made by:</p>	<p>Tom Bridgman, Executive Director of Development</p>
<p>Other options considered:</p>	<p>Separate contracts for each funder is an alternative, but given the need to work together, with joint oversight of the work through a Programme Panel, it was agreed that a single contract binding all parties together was more appropriate and efficient.</p>
<p>Documents considered:</p>	<p>Collaboration Agreement, which will be signed and sealed following the end of the call-in period. Confidential due to containing commercially sensitive information.</p> <p>Internal report setting out rationale around financial implications for the Council. Confidential due to containing commercially sensitive information.</p>

Key or Not Key:	Key
Wards significantly affected:	Littlemore, Cowley, Northfield Brook, Blackbird Leys, Temple Cowley
Declared conflict of interest:	No
This form was completed by: Name & title: Date:	Ted Maxwell Economy, City Centre, Green Transport Lead 21 March 2023

Approval checklist

Approver	Name and job title	Date
Decision maker	Tom Bridgman, Executive Director (Development) 	24 March 2023

Consultee checklist

Approver	Name and job title	Date
Senior officer	Carolyn Ploszynski Head of Regeneration and Economy 	24 March 2023
Head of Financial Services	Nigel Kennedy, Head of Financial Services 	24 March 2023 (based on email approval on 28 February 2023)
Head of Law and Governance	Marcia Ecclestone, Legal Services Manager and Deputy Monitoring Officer	24 March 2023
Cabinet Members	Cllr Louise Upton, Cabinet Member for Health & Transport Cllr Ed Turner, Deputy Leader (Statutory) – Finance & Asset Management	24 March 2023