**DECISIONS DELEGATED TO OFFICERS**

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| **Decision title:** | Award of a contract to ODSL for the construction of the East Oxford Community Centre |
| **Decision date:** | 21 July 2023 |
| **Source of delegation:** | Cabinet, [on 14 June 2023](https://mycouncil.oxford.gov.uk/ieListDocuments.aspx?CId=527&MId=7515&Ver=4) (agenda item 13 ‘East Oxford Community Centre Update’) resolved to:  3. Delegate authority to the Executive Director (Communities and People) in consultation with the Head of Financial Services/S151 Officer; the Head of Law and Governance; the Cabinet Member for Finance and Asset Management; and the Cabinet Member for Inclusive Communities to award the construction contract to Oxford Direct Services Ltd (ODSL) for the sum of £5.9m and enter into the contract.  Council, [on 17 July 2023](https://mycouncil.oxford.gov.uk/ieListDocuments.aspx?CId=157&MId=7527&Ver=4) (agenda item 22 ‘East Oxford Community Centre’) resolved to:   1. Increase the project budget by £1.298m (from £5.496m to £6.794m). |
| **What decision was made?** | To award a contract to ODSL for the construction of East Oxford Community Centre. |
| **Purpose:** | The decision to award the contract for the construction of the East Oxford Community Centre to ODSL will allow work to begin on delivering the development. |
| **Reasons:** | The budget and approvals for the project were initially agreed by Cabinet and Council in November 2021. Since then, there has been unprecedented inflation which is running at approximately 19% in the construction industry. As a result, in June 2023 it as agreed to increase the project budget by £1.298m to £6.794m. This has enabled the award of the construction contract to ODSL, to begin delivering the development of the East Oxford Community Centre.  Further information is given in the [report to Cabinet of 14 June 2023](https://mycouncil.oxford.gov.uk/documents/s73723/East%20Oxford%20Community%20Centre.pdf). |
| **Decision made by:** | Peter Matthew  Executive Director (Communities and People) |
| **Other options considered:** | The options which were considered are set out in the [report to Cabinet of 14 June 2023](https://mycouncil.oxford.gov.uk/documents/s73723/East%20Oxford%20Community%20Centre.pdf). Only one (option 1) was considered to be feasible: consultation with users of the centre had indicated that it offered the minimum space which they wanted, and value engineering on material and methods had allowed the effects of very high construction inflation to be mitigated. |
| **Documents considered:** | [Report to Cabinet dated 14 June 2023](https://mycouncil.oxford.gov.uk/documents/s73723/East%20Oxford%20Community%20Centre.pdf). |
| **Key or Not Key:** | Key (savings or expenditure >£500,000). |
| **Wards significantly affected:** | None |
| **Declared conflict of interest:** | None |
| **This form was completed by:**  **Name & title:**  **Date:** | Douglas Kerrigan  Interim Development Manager  17 July 2023 |

**Approval checklist**

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| ***Approver*** | ***Name and job title*** | ***Date*** |
| **Decision maker** | Peter Matthew  Executive Director (Communities and People) | 21 July 2023 |

**Consultee checklist**

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| ***Consultees*** | ***Name and job title*** | ***Date*** |
| **Head of Financial Services** | Nigel Kennedy  Head of Financial Services (Section 151 Officer) | 21 July 2023 |
| **Head of Law and Governance** | Rhian Davies  Interim Head of Law and Governance | 21 July 2023 |

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| **Cabinet Member** | Councillor Ed Turner  Deputy Leader (Statutory) – Finance and Asset Management  Councillor Ajaz Rehman  Cabinet Member for Inclusive Communities | 20 July 2023  21 July 2023 |