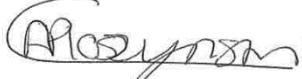


## DECISIONS DELEGATED TO OFFICERS


<b>Decision title:</b>	Appointment of Baily Garner to provide consultancy services for the Housing Small Sites Project
<b>Decision date:</b>	28 March 2024
<b>Source of delegation:</b>	This decision was delegated to officers under Part 4.4 of the Council's Constitution: All executive functions except the ones in Part 4.5 and 4.6 are delegated to the officers in the senior management structure.
<b>What decision was made?</b>	<p>To appoint Baily Garner for a contract sum of £22,357 to provide the following services for the Housing Small Sites Project:</p> <ul style="list-style-type: none"> <li>• Review ODS quote value for money confirmation</li> <li>• Producing and managing the JCT minor works demolition contract with ODS</li> <li>• Party Wall Assessments where required</li> <li>• Principal Designer under CDM</li> <li>• Employers Agent duties/ general project management</li> <li>• Cost Management</li> </ul> <p>Two quotes were sought, one from Baily Garner and another from a different provider. That quote was incomplete and not provided on time and so the decision was made to award the contract to Baily Garner.</p> <p>*The Small Sites Project encompasses the demolition/ clearance of the following 5 sites in advance of development:</p> <ul style="list-style-type: none"> <li>- A selection of garages at Blackbird Leys, Harebell Road, Pegasus Road &amp; Underhill Circus</li> <li>- Two vacant bungalows at Leiden Road.</li> </ul>
<b>Purpose:</b>	The decision to appoint Baily Garner provides support to deliver this stage of the project and access the grant funding.
<b>Reasons:</b>	Grant funding from the Brownfield Land Release Fund has been awarded for these 5 sites to cover demolition and remediation

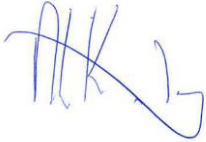
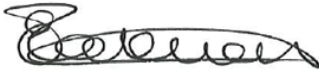
	works. OCC need to be in contract with ODS by the 31 March to access this funding. Baily Garner are managing this contract.
<b>Decision made by:</b>	Carolyn Ploszynski Head of Regeneration and Economy
<b>Other options considered:</b>	Not to award the contract. This option was rejected as it would not allow the project to be progressed and the grant funding to be accessed.
<b>Documents considered:</b>	None
<b>Key or Not Key:</b>	Not Key
<b>Wards significantly affected:</b>	None
<b>Declared conflict of interest:</b>	None
<b>This form was completed by:</b> <b>Name &amp; title:</b> <b>Date:</b>	Gary Meeds Regeneration Project Manager 22 March 2024

### Approval checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
<b>Decision maker</b>	Carolyn Ploszynski, Head of Regeneration & Economy 	28 March 2024

### Consultee checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
<b>Senior Officer</b>	Tom Bridgman, Executive Director (Development) 	28 March 2024
<b>Head of Financial Services</b>	Nigel Kennedy Head of Financial Services	27 March 2024

		
<b>Head of Law and Governance</b>	<p>Emma Jackman, Head of Law &amp; Governance</p> 	26 March 2024
<b>Cabinet Members</b>	<p>Councillor Linda Smith, Cabinet Member for Housing</p> <p>Councillor Ed Turner, Deputy Leader (Statutory), and Cabinet Member for Finance and Asset Management</p>	<p>28 March 2024</p> <p>28 March 2024</p>