


DECISIONS DELEGATED TO OFFICERS

<p>Decision title:</p>	<p>Decision to enter into a Letter of Intent (LOI) with Oxford Direct Services (ODS) to undertake works necessary to be in a position to enter into a construction contract to create a youth hub based in the Leys Pools & Leisure Centre</p>
<p>Decision date:</p>	<p>6 August 2024</p>
<p>Source of delegation:</p>	<p>Cabinet, on 13 September 2023, resolved to:</p> <ol style="list-style-type: none"> 1. Grant project approval to create a Youth Hub at Leys Pools and Leisure Centre; 2. Recommend to Council the addition of £1,120,199 into the capital programme together with £223,907 in the revenue budget for delivery of the project; and 3. Delegate authority to the Executive Director (Communities and People) in consultation with the Head of Financial Services / Section 151 Officer, the Head of Law and Governance / Monitoring Officer and the Cabinet Member for Leisure and Parks to award the construction contract to Oxford Direct Services Ltd subject to it being within budget and value for money. <p>Council, on 2 October 2023, resolved to:</p> <ol style="list-style-type: none"> 1. Approve the addition of £1,120,199 into the capital programme together with £223,907 in the revenue budget for delivery of the project. <p>The decision to enter into the Letter of Intent falls under the authority granted to enter into the construction contract (resolution 3 above).</p>
<p>What decision was made?</p>	<p>The decision made is to enter into a LOI with ODS to undertake pre-construction works including preparatory demolition works up to a total value of £209,604.89. This was supported by the Council's Development Board on 27 July 2024.</p> <p>This will be fully funded by the Youth Investment Fund. It should be noted that whilst we have been tracking costs, starting the demolition through the LOI before we have the full contract costs back from ODS could leave the Council in a situation where the main contract works come back outside of budget or not VFM. To mitigate this we have met with ODS senior team who are confident that they will achieve this and/or being able to</p>


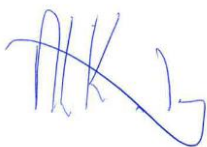
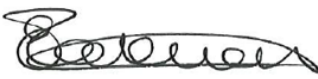
	<p>value engineer within the scope of the project.</p> <p>In addition the land will not be controlled by the Council (lease to Serco) and the works dependant on their consent and the requirements around that and mitigating any impact on the contract. To mitigate this reference was made about the project in the procurement documents for the leisure contract. In addition we have had conversations with the Senior team at Serco (who are also part of the project team) and who are all very supportive of the project and keen for this to go ahead and cannot reasonably foresee any issues with this.</p>
Purpose:	The decision enables the programme to continue to hit the funders deadline which is 31 March 2025. The LOI covers work necessary in advance of entering into a construction contract.
Reasons:	This work is necessary to enable work to progress the creation of the Youth Investment Funded Youth Hub at the Leys Leisure Centre. By having a LOI it enables work to take place prior to entering into the construction contract to ensure the deliverability of the scheme. Work on the construction contract has been undertaken in tandem, if we were to pause and wait for the construction contract, then we would not hit the funders deadline and the funding would likely be at risk.
Decision made by:	Peter Matthew, Executive Director (Communities and People)
Other options considered:	Not to enter into a LOI. This option was rejected as the additional time necessary to pause works and enter into a full construction contract would have been outside the funders timescale and present a strong likelihood that the funder would withdraw the funding.
Documents considered:	None
Key or Not Key:	Not Key
Wards significantly affected:	None
Declared conflict of interest:	None known
This form was completed by:	H Lewisman

Name & title:	Active Communities Manager
Date:	30 July 2024

Approval checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Decision maker	Peter Matthew, Executive Director (Communities and People) 	6 August 2024

Consultee checklist

<i>Consultees</i>	<i>Name and job title</i>	<i>Date</i>
Senior officer	Hagan Lewisman, Active Communities Manager (Community Services) 	30 July 2024
Head of Financial Services	Nigel Kennedy, Head of Financial Services 	1 August 2024
Head of Law and Governance	Emma Jackman, Head of Law and Governance 	2 August 2024
Cabinet Members	Councillor Susan Brown, Leader of the Council (on behalf of Councillor Chewe Munkonge, Cabinet Member for Leisure and Parks) Councillor Ed Turner Cabinet member for Finance and Asset Management	6 August 2024 31 July 2024