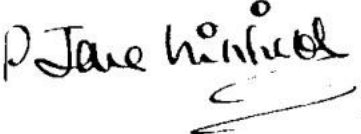


DECISIONS DELEGATED TO OFFICERS

Decision title:	Feasibility budget approval for re-roofing and refurbishment to the external envelope of Oxford Town Hall (RIBA Stage 1).
Decision date:	16 September 2024
Source of delegation:	This decision was delegated to officers under Part 4.4 of the Council's Constitution: all executive functions except those in Part 4.5, 4.6 and 4.7 are delegated to the officers in the senior management structure.
What decision was made?	<ol style="list-style-type: none"> 1. To initiate a feasibility review for Oxford Town Hall to enable re-roofing and refurbishment of the external envelope of the building. 2. To approve a feasibility budget of £97,520 to be funded from the capital budget that the Property Services Manager has assigned for this project. <p>The review will include the appointment of a consultant to undertake RIBA Stage 1 (feasibility study, project brief, project programme and project budgeting).</p>
Purpose:	The decision addresses critical capital repairs, heritage preservation and sustainability, facilitated by the refurbishment.
Reasons:	<p>A condition survey undertaken by Ridge and Partners LLP in 2019 identified the roof as being in a poor state of disrepair and in need of re-roofing.</p> <p>Other areas of the external envelope such as rainwater goods, windows and flashings were also identified as requiring refurbishment.</p> <p>The focus of this project will be on fixing the issues identified in in the condition survey. The works will reduce future maintenance costs and increase the energy performance and longevity of the building.</p>

Decision made by:	Jane Winfield, Head of Corporate Property
Other options considered:	The review carried out by the appointed consultant will consider all options available and which option would be best value to bring the Oxford Town Hall roof and external envelope back to a good state of repair.
Documents considered:	None.
Key or Not Key:	Not key.
Wards significantly affected:	None.
Declared conflict of interest:	None.
This form was completed by: Name & title: Date: 06/09/2024	James Axford Senior Engineer 17 September 2024

Approval checklist

Approver	Name and job title	Date
Decision Maker	Jane Winfield, Head of Corporate Property 	16 September 2024