

**Agenda for consultative meeting of the Asset Management Forum**  
**Wednesday, 5th January, 2022, 9.30 am**



**Members of Asset Management Forum**

Councillors P Hayward(Chair); P Arnott; D Ledger; J Rowland;  
G Pratt; E Rylance.

East Devon District Council  
Blackdown House  
Border Road  
Heathpark Industrial Estate  
Honiton  
EX14 1EJ

DX 48808 HONITON

Tel: 01404 515616

**[www.eastdevon.gov.uk](http://www.eastdevon.gov.uk)**

**Venue:** online via zoom

**Contact:** Debbie Meakin 01395 517540; email  
dmeakin@eastdevon.gov.uk

(or group number 01395 517546)  
14 December 2021

**Important - this meeting will be conducted online and recorded by Zoom only.**  
**Please do not attend Blackdown House.**  
**Members are asked to follow the [Protocol for Remote Meetings](#)**

This meeting is being recorded by EDDC for subsequent publication on the Council's website and will be streamed live to the Council's Youtube Channel at <https://www.youtube.com/channel/UCmNHQruge3LVl4hcgRnbwBw>

Public speakers are now required to register to speak – for more information please use the following link: <https://eastdevon.gov.uk/council-and-democracy/have-your-say-at-meetings/all-other-public-meetings/#article-content>

Between 8<sup>th</sup> December 2021 to 11<sup>th</sup> May 2022, the Council has delegated much of the decision making to officers. Any officer decisions arising from recommendations from this consultative meeting will be published on the webpage for this meeting in due course. All meetings held can be found via the [Browse Meetings](#) webpage.

1 Public speaking

Information on [public speaking](#) is available online

2 Notes from the previous meeting held on 27 July 2021 (Pages 3 - 6)

3 Apologies

4 Declarations of interest

Guidance is available online to Councillors and co-opted members on making [declarations of interest](#)

5 Matters of urgency

Information on [matters of urgency](#) is available online

6 Confidential/exempt item(s)

To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which officers recommend should be dealt with in this way.

- 7 **Property Matters Newsletter** (Pages 7 - 8)
- 8 **Property and FM activities update** (Pages 9 - 16)
- 9 **Place and Prosperity update** (Pages 17 - 21)

[Decision making and equalities](#)

**For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546**

**EAST DEVON DISTRICT COUNCIL**

**Minutes of the consultative meeting of Asset Management Forum held online via zoom on 27 July 2021**

**Attendance list at end of document**

The meeting started at 2.00 pm and ended at 3.38 pm

**55 Public speaking**

There were no members of the public registered to speak.

**56 Minutes from the previous meeting**

The minutes of the previous meeting held on the 9 March 2021 were recommended to senior officers for approval.

**57 Declarations of interest**

Cllr P Hayward; Minute 61; Personal interest: Parish Clerk to All Saints, Chardstock and Newton Poppleford and Harpford Councils  
Cllr D Ledger: Minute 61; Personal interest: Member of Seaton Town Council.

**58 Matters of urgency**

There were no matters of urgency.

**59 Confidential/exempt item(s)**

There were no confidential or exempt items.

**60 Property Matters Newsletter**

The Forum considered the July edition of the Property Matters newsletter, which highlights recent work by the Place Assets and Commercialisation team, including:

- Workshop unit let at Millwey Rise workshops;
- Business rate work to identify potential savings on the costs associated with the Councils commercial estate;
- Right to Buy (RTB) valuations in demand;
- Making an entrance at EDBC with a new video door entry system;
- New look for Honiton Pool with work commencing in September, due for completion before the end of the year;
- COVID precautionary work;
- Asset valuation work completed.

Questions and comments arising from the newsletter included:

- Implications of the demand in RTB valuations, with approximately 60 to 70 applications being processed;
- Clarification on the recent Cabinet decision on the former Millwey Rise football pitches in Axminster, whereby the resolution was that the housing land was reserved for affordable/social housing development and associated community

facilities, subject to planning permission. The next step was to explore the delivery models;

- A technical question on where RTB applies would be investigated and responded to after the meeting.

The Forum noted the newsletter.

## 61 **Community Asset Transfer Procedure - results of consultation**

The Service Lead for Place, Assets and Commercialisation updated the Forum on feedback from the consultation on the Community Asset Transfer Procedure. Nine responses were received from town and parish councils, broadly in support of the procedure.

In conjunction with the consultation period, a review of the core data of the asset register has been underway to help inform decision making on which assets should be within the scope of transfer

A small number had made an approach for transfer, and these will be explored to establish if those requests are still valid once the new procedure has been adopted.

The next step was to prepare a report for Cabinet to consider the formal adoption of the new procedure.

Questions and comments included:

- Discussion on the need for an appeal process within the procedure. On balance, with particular note at the first stage where the Portfolio Holder would decide if a requested asset should go forward for transfer, the Chair outlined the steps he would take to confer with other Portfolio Holders – leading to the view of the Forum that an appeal process was not necessary to be included;
- The procedure did not have a time limitation on any subsequent application made, should the first application be refused;
- The timing of the first stage of the process was set as a maximum of four months, in line with the frequency that the Forum met and therefore could consider the applications; however, any application would be processed as swiftly as possible in accordance and it was expected that less complicated transfers might take far less time to decide at the first stage;
- In order to manage expectation and limited resource, those towns and parishes that had already approached the Council would be reviewed first.

The Forum requested that the officer prepared a report for Cabinet, recommending that the draft Community Asset Transfer Procedure is adopted, which the Service Lead for Place, Assets and Commercialisation agreed to undertake.

## 62 **Request for budget from Asset Maintenance Reserve**

The report presented to the Forum set out the requirement for emergency works to the following sites:

- Sidmouth Swimming Pool £35k (excluding VAT)
- Connaught Gardens Shelter 1B £62k (excluding VAT)
- Connaught Gardens Watch Tower £25K (excluding VAT)

- Exmouth Town Hall and Exmouth Pavilion Mansafe System £9,700 (excluding VAT)
- Initial remedial works from Fire Risk Assessments £44K (excluding VAT) with further capital bid required
- Norman Lockyer Observatory £70K (excluding VAT)

The request was made in order to avoid delaying works until the 2022/23 capital bids are assessed in December. The Asset Maintenance Reserve had at present £778K available, therefore covering this use of £245,700 of expenditure.

Questions and comments included:

- Justification for replacement boiler being fuelled by gas discussed, and recognised as acceptable for the lifespan of 10/15 years which falls before the Government target of no gas boilers by 2040. Research was done into other options, such as ground source heat pumps, but was not viable for the Pool in this instance;
- Any oak required for the works on the Connaught shelter would be from sustainable sources;
- The lease of the Observatory to the Society runs until 2035. Members felt it would be beneficial to promote the value of the Observatory and that Council branding would be appreciated, as it was a Council asset;
- The Portfolio Holder for Finance would discuss the Asset Maintenance Reserve with the Strategic Lead for Finance, in light of the concern about how long the reserve would last against emergency works in future years;
- Council would need to consider if any receipts from asset disposals in future years would be best allocated to the Asset Maintenance Reserve to fund the maintenance and enhancement of assets.

### **Recommended to Cabinet**

that Cabinet recommend to Council that the sum of £245,700 be made available from the Asset Maintenance Reserve to fund the emergency works to the properties identified within the report as follows:

- a) Sidmouth Swimming Pool £35K (excluding VAT)
- b) Connaught Gardens Shelter 1B £62K (excluding VAT)
- c) Connaught Gardens Watch Tower £25K (excluding VAT)
- d) Exmouth Town Hall and Exmouth Pavilion Mansafe System £9,700 (excluding VAT)
- e) Initial remedial works from Fire Risk Assessments £44K (excluding VAT) with further capital bid required
- f) Norman Lockyer Observatory £70K (excluding VAT)

## **63 Place and Prosperity Investment Fund**

The Service Lead for Place, Assets and Commercialisation provided an update to the Forum on the revision of the new draft Investment Framework. Following discussion at the previous meeting, further drafting has taken place to take account of that discussion, but competing work priorities in the past few months had delayed the revision.

A new timeline for completion of the framework had therefore been drawn up, with the intention of adoption of the framework before the end of 2021 subject to necessary approvals.

The Forum noted the update.

**Attendance List**

**Councillors present:**

P Arnott  
P Hayward (Chair)  
D Ledger  
J Rowland  
G Pratt

**Councillors also present (for some or all the meeting)**

O Davey  
S Jackson  
G Jung  
P Millar  
A Moulding  
G Pook

**Officers in attendance:**

Tim Child, Service Lead - Place, Assets & Commercialisation  
Rob Harrison, Senior Estates Surveyor  
Alison Hayward, Project Manager Place, Assets & Commercialisation  
Steve Pratten, Interim Principal Surveyor  
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM  
Debbie Meakin, Democratic Services Officer

# PROPERTY MATTERS

Place, Assets &amp; Commercialisation Update

December 2021

## Clocktower Rent Review Settled

The Estates team have recently concluded the long running rent review in respect of the Clocktower Café in Sidmouth.

The negotiations on this had been ongoing for some time and agreement has now been reached on a deal which will see a significant increase in rental income for the Council.



Clocktower Café, Sidmouth

*The latest deals and updates on the activities in Place, Assets & Commercialisation*



Compound at Manstone

## In This Issue

- New Compound at Manstone
- Asset Valuation Work
- Rent Review Success
- Caravan Park New Lease



New Compound at Manstone Workshops

## New Compound at Manstone Workshops

Following identification of an opportunity to create a new compound at Manstone Workshops by the Estates Team, works have been ongoing to get the site ready for marketing.

This involved obtaining planning approval and fencing works and a marketing exercise is now underway to secure a tenant for the site which will provide additional space in the town as well as increasing rental income

## New lease for Caravan park

The Estates Team have recently completed a renewal of the lease of the Axe Vale Caravan Park in Seaton.

The site is let to the operator of the site by way of a lease from the Council which had reached expiry and the tenant had been keen to secure the future of the site with a new lease.

Following significant negotiation terms were agreed for a new lease which provides security for the tenant as well as a welcome increase in rent for the Council.

## Insurance Valuation Work Completed

The Estates Team recently completed the annual programme of valuations for insurance purposes.

This important work assesses the amount our buildings should be insured for and this information is used by the Council's Finance Team to accurately inform the Council's insurers.

This year the team valued around 4,500 housing and commercial assets with a combined reinstatement value of over £900 million.

## Asset Valuations Underway

The Estates Team have commenced this year's programme of Asset Valuations. These valuations are undertaken for inclusion in the Council's Accounts and rely on the team having 2 RICS Registered Valuers who are able to complete this work.

This year the team are valuing leisure centres, industrial estates, public toilets and car parks which comprise a significant proportion of the Council's overall asset value.

Report to: Asset Management Forum

Date of Meeting 7 December 2021

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



## Update Report on Activities by Property & FM Team

### Report summary:

This is an update report on the activities of the Property & FM Team supporting the General Fund.

This is the 1<sup>st</sup> such update to this Forum but it is intended that similar reports will be provided to the Forum.

You will see from the report that not only is there significant work and investment taking place currently but from the capital bids submitted you'll see the extent of investment required over the next few years in our building assets.

### Is the proposed decision in accordance with:

Budget Yes  No

Policy Framework Yes  No

### Recommendation:

That the forum note the content of this report.

### Reason for recommendation:

To ensure visibility over the role that the Property & FM Team have in our corporate assets.

Officer: Tim Child- Service Lead, Place, Assets & Commercialisation [tchild@eastdevon.gov.uk](mailto:tchild@eastdevon.gov.uk)  
01395 571692 Jorge Pineda-Langford - Principal Building Surveyor, [jpineda-langford@eastdevon.gov.uk](mailto:jpineda-langford@eastdevon.gov.uk) 01395 571633

Portfolio(s) (check which apply):

- Climate Action and Emergency Response
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Democracy, Transparency and Communications
- Economy and Assets
- Finance
- Strategic Planning
- Sustainable Homes and Communities
- Tourism, Sports, Leisure and Culture

## Equalities impact Low Impact

## Climate change Low Impact

**Risk:** Low Risk;

**Links to background information** Click here to enter links to background information; appendices online; and previous reports. These must link to an electronic document. Do not include any confidential or exempt information.

**Link to [Council Plan](#)**

Priorities (check which apply)

- Better homes and communities for all
  - A greener East Devon
  - A resilient economy
- 

## Report in full

- 1.1 This report summarises the work that has taken place in recent months.
- 1.2 As background to the scale of the work involved in maintaining and investing in these buildings, back in 2019 and 2020 we undertook stock condition surveys of all our General Fund buildings and assessed the investment required over the next 30 years. We also considered the rental potential for each and every building over that same 30 year period and considering the costs and income together, this resulted in The Net Present Value of the building maintenance & investment required over the next 30 years as being £11.9 million (at 5.5% discount rate). This data is driven by maintenance, investment and Property & FM management costs and do not reflect improvements (other than standard component replacement) towards fulfilling the climate change agenda. The data does reflect income projections. What this therefore informs us is that our building assets as an overall portfolio will cost £11.9 million over the next 30 years (at current costs) over and above the income we receive from these buildings. The best 3 performing assets were Ocean, Honiton Business Centre, and Riverside Workshops in Seaton. The 3 worst performing assets were Exmouth Leisure Centre, Sidmouth Swimming Pool and Blackdown House (the latter assessed as having nil rental income – but there’s clearly a potential to generate income from this building and by doing so moving it to a high performing asset.
- 1.3 EDDC’s obligations to repair, maintain and invest in building assets depends on the nature of the asset, if an operational asset then EDDC is responsible for all, for LED occupied buildings then it’s the majority and for other commercially let premises it depends on the terms of that particular lease.
- 1.4 To provide a little more context, and bearing in mind that this is the first report of this nature below is a summary of the works EDDC typically undertake:

### Overall View of Services Provided (dependant on building)

- General estate and facility management
- Management of Statutory Building Compliance (SBC)
- Management of Planned Preventive Maintenance (PPM)

- Delivery and Management of Reactive Maintenance (RM) by both EDDC maintenance technicians and external contractors
- Safekeeping and sharing of compliance documentation
- General advice on property matters and sharing of relevant information
- Project management (capital works)
- Contractor management, including review of H&S documentation, quality of work, etc

Main Compliance and PPM Work

- Fire Detection (Fire alarm systems)
- Fire Suppression (Firefighting equipment, sprinklers systems, etc.)
- Fire and Smoke Dampers
- Emergency Lighting & Escape Routes
- Electrical Installation Condition Reports (EICR)
- Portable Appliance Testing (PAT) in some instances
- Building Fabric (Walls, Ceilings Voids, Automated Doors, Fire Doors, Asbestos, Roofs)
- Gas Safety Checks (Gas appliances)
- Water Systems (Legionella Management)
- Air Conditioning & Refrigeration (F-Gas, 5 year TM44 Air Conditioning Inspections, etc.)
- Ductwork Cleaning
- Lifts & Lifting Equipment
- Lightning Protection
- HVAC maintenance and servicing – Gas and oil boiler and system servicing, pumps, ventilation, air handling units, filter changes, etc.
- Safety Equipment (Specialist equipment, fall protection systems, suspended access equipment, etc.)

Main Reactive Work

- Painting and decorating
- Replacement of fixing and fittings, including sanitary and brass wear
- Windows and doors boarding/repair/replacement
- Drainage faults
- Glazing
- Joinery repairs
- Lock repairs
- Making safe areas
- Mechanical and electrical faults
- Plant and boiler faults
- Roofing repairs

1.5 Summary of Current Projects – budgets already secured (incl monies approved from Asset Maintenance Reserve)

<b>Year Commenced</b>	<b>Property</b>	<b>Project Details</b>	<b>Value</b>	<b>Project status</b>

2020	Axminster Leisure Centre	Replacement of sport hall flooring	£56,600.00	Concept and Outline Design
2020	Leisure sites	Replacement sports hall store cupboard doors	£35,500.00	Concept and Outline Design
2021	Sidmouth Swimming Pool	New condensing gas boiler	£31,726.00	Tender Out
2021	Connaught Gardens Shelter 1B	Roof and wall repairs	£56,000.00	Detail Design and Tender Prep
2012 - Present	Relocation Project	Relocation Project (Blackdown House, Exmouth Town Hall, Knowle)	£10,586,000.00	Completed / Defect Period
2018 - 2021	Monitoring role for DCC Flood attenuation scheme at Knowle	Monitoring role for DCC Flood attenuation scheme at Knowle	N/A	Completed / Defect Period
2020	Honiton Pool	Refurbishment of existing Reception & Changing Rooms	£456,910.00	On site
2020	Seaton Town Football Club New Changing Rooms	Provision of 2 new modular Changing Rooms	£291,072.00 (funded through s106 monies)	On site
2021	Seaton Jurassic	Issues with building, fundamentally M&E systems and other matters following DWT leaving their lease early	£75,000.00	Consultant has commenced his investigations
2021	Various Sites	Consultancy and initial works associated with the recommendations arising from the Fire Risk Assessments	£44,000.00	Detail Design and Tender Prep

2021	Norman Lockyer Observatory	External repairs and redecoration	£70,000.00	Detail Design and Tender Prep
2021	Ocean Exmouth	External redecoration of timber cladding	£30,288.90	Completed / Defect Period
2021	Exmouth Pavilion	External redecoration of timber cladding	£2,950.00	Completed / Defect Period
2021	Exmouth Beach Huts 38-45	External redecoration	£5,169.34	Completed / Defect Period
2021	Manstone Depot and Workshops	Replacement of perimeter fencing and creation of compound	£24,740.00	On site
2021	East Devon Business Centre	Refurbishment of kitchen	£23,946.00	On site
2021	Exmouth Town Hall	Installation of light switches top floor offices	£3,692.00	Completed / Defect Period
2021	Various LED sites	Refurb of squash courts and sand & seal of studio floors - Colyton, Exmouth, Honiton, Ottery, Sidmouth	£18,309.00	Completed / Defect Period
2021	Exmouth Leisure Centre	Pool surround tiling repairs	£3,786.00	Completed / Defect Period
<b>Total</b>			<b>£11,815,689.24</b> <b>(circa</b> <b>£1,200,000</b> <b>excl</b> <b>Relocation</b> <b>Project)</b>	

## 1.6 Summary of Reactive Works

This table below summarises volumes of reactive repair works only, reported by EDDC Officers, LED or by the public or commercial tenants.

Reactive Work (2021/2022)					
Month	Lagans Raised	Allocated to		Lagans Closed	% Complete
		In House	Contractor		
Apr	79	48	31	79	100%
May	110	53	57	103	94%
Jun	109	50	59	100	92%
Jul	103	49	54	95	92%
Aug	89	45	44	77	87%
Sep	88	53	35	81	92%
Oct	121	51	70	78	64%
Nov	75	33	42	37	49%
<b>Total</b>	<b>774</b>	<b>382</b>	<b>392</b>	<b>650</b>	
	<b>%</b>	<b>49%</b>	<b>51%</b>	<b>84%</b>	

## 1.7 Summary of Capital Bids Submitted for Funding

The table below summarises the capital bids submitted this year. The quantum of the bids submitted this year exceeds those of recent years but reflects a) the data we now have through the stock condition surveys from 2019 / 2020 which now enables greater planning, but also b) the lack of investment in General Fund assets in the past 10 years. Whilst some of these bids relate to health & safety compliance, many don't, spend is profiled beyond 2022/23 and it is acknowledged that some projects might not be able to proceed.

No.	Type of Work	Property	Estimated Value
1	Ventilation improvements	LED tenanted properties	172,500
2	Ventilation improvements	Corporate properties	103,500
3	External fabric repairs and decorations	Corporate properties	448,500

4	Swimming pool plant works	LED tenanted properties	126,500
5	Sport halls internal decorations floor repairs	LED tenanted properties	385,250
6	Fire Risk Assessment remedial works	Corporate properties	104,000
7	Fire Risk Assessment remedial works	LED tenanted properties	431,000
8	Refurbishment and improvements	Exmouth Pavilion	352,000
9	Refurbishment and improvements to catering areas	Exmouth Pavilion	238,000
10	Refurbishment and improvements to changing areas	Sidmouth Swimming Pool	51,000
11	Repairs and replacement of tool sheds	Manor Gardens	22,500
12	Replacement of external walls render	Colyton Dolphin Street WCs	25,000
13	Swimming pool management system	LED tenanted properties, swimming pools	62,500
14	Replacement of retaining wall	Mini Site No.3, Heathpark	101,500
15	Roof replacement	Camperdown Depot	32,000
16	External fabric repairs and decorations	Camperdown and Manstone Depots	32,000
17	StreetScene depot operation review	Exmouth Camperdown Depot, Sidmouth Manstone Depot and Woodbury Salterton Greendale Depot	50,000
18	Provision of emergency lighting	Industrial units	29,000
19	Roof replacements	Ottery St Mary and Broadclyst Leisure Centres	575,575
20	External fabric repairs and decoration	Beach huts	304,000
21	Energy efficiency review and remedials	Corporate, inc. LED tenanted properties	630,500
22	Stage equipment repairs	Exmouth Pavilion and Manor Pavilion	56,500

23	Cold water tank replacement with mains	Exmouth Leisure Centre	21,000
24	CCTV system replacement	The Market Building, Sidmouth	13,500
<b>Total</b>			<b>4,367,825</b>

---

**Financial implications:**

There are no direct financial implications in the recommendations of the report, significant financial details are included in the report and will be considered by other committees and Council.

**Legal implications:**

There are no legal implications requiring comment.

Report to: Asset Management Forum

Date of Meeting 7 December 2021

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A




---

## Place & Prosperity Team – Projects Summary

### Report summary:

The purpose of this report is to provide Members with an overview of the types of projects that the Place and Prosperity Team is involved in with these types of projects becoming a mainstream agenda item at future meetings.

Projects that are related to assets and place making can take some time to come to fruition and also be of a sensitive and confidential nature during that time as we are working with 3<sup>rd</sup> parties but nevertheless this report will provide a useful summary.

### Is the proposed decision in accordance with:

Budget Yes  No

Policy Framework Yes  No

### Recommendation:

That Members note the content of this report.

### Reason for recommendation:

To ensure that members are informed on the type of work that the team is undertaking and any work that is relevant to their ward.

Officer: Alison Hayward, Project Manager, Place & Prosperity, [ahayward@eastdevon.gov.uk](mailto:ahayward@eastdevon.gov.uk)  
01395 571738

---

Portfolio(s) (check which apply):

- Climate Action and Emergency Response
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Democracy, Transparency and Communications
- Economy and Assets
- Finance
- Strategic Planning
- Sustainable Homes and Communities
- Tourism, Sports, Leisure and Culture

**Equalities impact** Low Impact

If choosing High or Medium level outline the equality considerations here, which should include any particular adverse impact on people with protected characteristics and actions to mitigate these. Link to an equalities impact assessment form using the [equalities form template](#).

### **Climate change Medium Impact**

**Risk:** Medium Risk; With any asset based project, particularly where development is taking place, there are risks involved. The risks for individual projects will be reviewed when a project reaches the stage of detailed feasibility work and will be reported on accordingly.

**Links to background information** Click here to enter links to background information; appendices online; and previous reports. These must link to an electronic document. Do not include any confidential or exempt information.

### **Link to [Council Plan](#)**

Priorities (check which apply)

- Better homes and communities for all
- A greener East Devon
- A resilient economy

---

### **Report in full**

- 1.1 The current Service Plan for Place Assets and Commercialisation identifies the key functions of the Place and Prosperity Team as follows:
  - Develop and deliver place-making strategy and associated development projects.
  - Secure new funding sources to enable development projects and investment opportunities.
  - To work with the council's own resources to deliver better places eg Commercial Investment Fund, Enterprise Zone, covid economic recovery funding (business rate pool, discretionary grant scheme allocation, RHSSF and others) along with the corporate asset base itself.
  - Identify strategic and practical means of improving and strengthening the defining places of East Devon: its towns and town centres, commercial centres and other key locations.
- 1.2 These functions reflect the priorities for addressing the economic challenges of the district following covid and are aimed at supporting economic recovery.
- 1.3 Additionally, reflecting the priorities within the council's Climate Change Action Plan, we aim to ensure that our activities encourage and enable low carbon regeneration or development that results in energy efficient measures and reduces the impact on the environment.
- 1.4 The Team has established a workplan containing a number of projects that it is either working on currently or intends to commence work on in the future as resources allow. A summary of many of these projects are detailed below.

## **HAYNE LANE, HONITON**

- 1.5 This site in Honiton lies to the south of the A30 to the west of the town. It is included in the Local Plan allocated for employment use. The council is progressing a joint project with Combe Estates to develop the site for commercial use. A Memorandum of Understanding has been entered into with Combe Estates to this effect. A masterplan exercise will be undertaken to identify options and feasibility of delivery. A steering group has been set up including local ward councillors and representatives from the Town Council and relevant Parish Councils.

## **DRILL HALL, SIDMOUTH**

- 1.6 Following a marketing exercise in 2018, Rockfish were selected to lease and then refurbish this property. Due to the pandemic, progress has been delayed and Rockfish have now entered into an option agreement with the council. The option agreement should have been exercised by 31 October when Rockfish could then have commenced work on site. This has had to be extended by 12 months due to an unforeseen legal issue that has arisen.

## **CLOAKHAM LAWNS, AXMINSTER**

- 1.7 The Cloakham lawns site is a small site of circa 0.75 acres allocated for employment use in Axminster. The site is owned by Bovis Homes and is the subject of a s.106 agreement allowing for this part of their housing development site to be transferred to EDDC for Employment purposes once 200 houses have been constructed. This trigger event has now occurred. Cabinet approval has been given and the costs associated with the transfer of the land and funding for a feasibility study to consider options for employment use has been recommended to Council.

## **AXE VALLEY FEASIBILITY WORK**

- 1.8 The council has appointed external consultants to undertake feasibility work to identify potential place based projects that can be part of any future bid submissions. Often, when bids for capital funding are invited for submission there is little time to prepare and it is ideal to have “oven ready” projects that the council has had time to review and which can be a part of any future bids.

## **LEVELLING UP FUND**

- 1.9 We await the Government White Paper on Levelling Up and the prospectus for Round 2 of this fund which will be open in spring 2022. If we have projects that are eligible and if the council and local MP support a bid, the council will prepare a business case and submit a bid. The Axe Valley projects for example, could be the subject of a submission.

## **DEVON PLACE BOARD**

- 1.10 Devon County Council is working on a study relating to the future role and prosperity of market and coastal towns in Devon. In August, as part of their initial study, we hosted a workshop meeting and walkabout in Axminster for officers from DCC, external regeneration experts, representatives from the town and district councils, chamber of commerce and local businesses. We await further information from Devon on how their study will progress.

## **COMMUNITY ASSET TRANSFER**

- 1.11 The Team has made progress on the Community Asset Transfer policy which is being reported on separately.

## **SEATON MORIDUNUM**

- 1.12 The council is considering how the Moridunum site (former toilet block) on Seaton Esplanade could be redeveloped to provide new attractive public realm space and possibly a new food and beverage offer.

## **WEBSTERS GARAGE SITE, AXMINSTER**

- 1.13 The council is in discussion with the current owner of this site regarding its future use.

## **RHSSF & WELCOME BACK FUND**

- 1.14 The Reopening High Streets Safely Fund (RHSSF) programme commenced on 1<sup>st</sup> June 2020, The Welcome Back Fund (WBF) is an extension of this programme and operates until the end of March 2022, East Devon's total allocation is £361,983 (European Regional Development Fund). This is an intensive programme for the team and others in the council/parish councils and collectively we have successfully delivered initiatives such as:
- A public-facing campaign to restore confidence in shopping on the High Street (Stay Local Shop Safe)
  - Temporary public realm adaptations - Beer Neighbourhood Shopping Area
  - Public facing communications -Celebrating East Devon including its businesses, town centres and high streets. A seasonal (Christmas) campaign (aimed predominantly at residents) , and an early 2022 campaign highlighting fresh perspectives on the visitor offer - East Devon beyond the day trip/ staycation... so much more to offer/ see
  - Improvements to public space and temporary adaptations (expenditure of up to £10,000 per town): Axminster, Budleigh Salterton, Exmouth, Honiton, Ottery St Mary, Seaton, Sidmouth
  - Footfall data project (for programme monitoring)
  - Research into the delivery of local strategic plans for Exmouth and Axe Valley.

## **BEER PILOT PROJECT**

- 1.15 The Beer Pilot project is part of the CAT work where Beer has been used as a pilot to explore how this process can work. Currently Heads of Terms and a Service Level Agreement are being drawn up with Beer Parish Council in relation to the transfer of some assets in the village. Assets to be transferred will potentially include a couple of car parks, some woodland assets, a toilet block, Jubilee Gardens and Charlie's Yard.

## **SEATON JURASSIC**

- 1.16 Following the surrender of their lease by DWT, the council is exploring new opportunities for the use of the centre. There are currently issues with the building that need to be resolved and a report will be provided to Cabinet early in the new year with further details.

## **BEACH HUTS**

- 1.17 The Team has been working with colleagues in Streetscene and Property & Facilities Management to consider whether the refurbishment or replacement of some of our beach hut portfolio may be appropriate.

---

### **Financial implications:**

There are no direct financial implications from the recommendations in this report.

### **Legal implications:**

There are no legal implications requiring comment.