

**Agenda for Asset Management Forum
Tuesday, 27th July, 2021, 2.00 pm**

Members of Asset Management Forum

Councillors P Arnott, P Hayward (Chair), D Ledger,
J Rowland, G Pratt and E Rylance

Venue: Online via zoom

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(or group number 01395 517546)

Friday 16 July 2021; re-issued Thursday 22 July



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1 Public speaking

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

2 Minutes from the previous meeting (Pages 3 - 6)

To agree the minutes of the previous meeting held on 9 March 2021.

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 - 9)
- 8 Community Asset Transfer Procedure - results of consultation (Pages 10 - 12)
- 9 Request for budget from Asset Maintenance Reserve (Pages 13 - 17)
- 10 Place and Prosperity Investment Fund (Pages 18 - 20)

[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 meeting of Asset Management Forum held at online via zoom on 9 March 2021

Attendance list at end of document

The meeting started at 9.30 am and ended at 11.06 am

47 Public speaking

There were no members of the public registered to speak.

48 Minutes from the previous meetings

The minutes of the 1 December 2020 and the 16 February 2021 (special meeting) were agreed.

49 Declarations of interest

Cllr P Arnott; Minutes 52 to 54: Personal interest: Parish Councillor for Colyton.

Cllr P Hayward; Minutes 51 - 54: Personal interest: Parish Clerk to All Saints, Chardstock and Newton Poppleford and Harpford Parish Councils who may in future have to make decisions on assets.

Cllr D Ledger; Minute 52: Personal interest: Family members own land adjacent to units at Fosseway Park.

50 Matters of urgency

There were no matters of urgency.

51 Confidential/exempt item(s)

There were no confidential/exempt items.

52 Property Matters Newsletter

The Forum considered the March edition of the Property Matters newsletter, highlighting recent work by the Place Assets and Commercialisation team; including:

- HRA Acquisitions
- EV Charging points
- New staff in the Team
- New letting at Manstone workshops
- Fire damage works nearing completion at the café in Manor Garden, Exmouth.

Questions and comments arising from the newsletter included:

- Frustration with some local areas on the rate of progress on providing EV charging points. A report was being presented to the next Cabinet on options for delivery of such points, in particular on contractor delivery and the need to ensure that using an outside company to deliver, and effectively enter into a rental or revenue agreement needed to be assessed on viability. Clarity was sought on the timescale for delivery, but this was expected to be set out in the report to Cabinet.

Members were keen to see a swift delivery, if viable, before the expected influx of tourists in the summer months;

- Still no further update in the newsletter on progress on the site at Colyford Road; a brief update was delivered on how progress had stalled due to the pandemic but also the continuing issue of viability. Other members were keen to see progress on this site.

RESOLVED that the newsletter be noted, and that thanks were given to the team for the production of the newsletter.

53

Community Asset Transfer Procedure update

The Service Lead for Place, Assets and Commercialisation updated the Forum on the consultation on the Draft Community Asset Transfer Procedure:

- The Procedure had been updated to reflect the changes in personnel and relevant Council policies;
- The prepared questionnaire and covering communication had been agreed by the Portfolio Holder;
- Consultation commenced on the 25 February 2021, with a copy to Forum members for information;
- Closing date for response to the consultation is 25 April 2021;
- The Forum will be updated with a further report in June before a recommendation is made to Cabinet for adoption.

Comments included:

- Learning from past asset transfers would be useful to include, when deciding the final format of the procedure – examples given included the transfer of land and toilet block at Woodbury.

RESOLVED to note the update and await a further report to the Forum.

54

Place and Prosperity Investment Framework

The Forum were refreshed on the key points on the revision of the Investment Framework, following the special meeting held on 16 February 2021:

- The framework must cover Public Works Loan Board borrowing costs, and where possible, whilst retaining viability, a small risk premium, but not to generate a commercial yield;
- To finance the framework, a Fund agreed by Council to deliver the framework;
- The framework includes
 - How it will be utilised
 - Types of investment
 - High level investment criteria
 - Risks
 - Process and governance arrangements
 - Assessment against an agreed weighted scoring matrix
 - Process from Outline business case through to Detailed business case.

The revised framework was currently with the S151 officer and others for comment; however the Forum were asked for direction in the following areas:

- What outcomes do these investments need to deliver; and
- What is the priority of these outcomes and therefore the relative weighting.

Members of the Forum and other Members at the meeting offered their views on the desired outcomes and how those could be prioritised to deliver a matrix for assessment. Of the suggestions put forward, these included:

- Adapting the “doughnut model” and the United Nations Sustainability Development model as good reference models;
- Priority areas of climate change and local economic benefit;
- Other areas included
 - Use and benefits for local businesses
 - Better use of Council owned land/assets
 - Income opportunities
 - Promotion of tourism
 - Promotion of health and wellbeing
- Key to understand how market place has changed in the wake of the pandemic, in understanding what the current and emerging demand is for serviced office space, and retail;
- Care over consideration of climate change solutions – concerns were made that carbon capture options should be the last resort if a carbon neutral solution was not possible;
- Link to existing agreed policies and strategies, including the work under the Team Devon economic recovery umbrella and the strategy to tackle poverty in the District;
- Investing in long term infrastructure would pump prime further investment in the region;
- Work with the NHS and Devon County Council on assets that help deliver health and wellbeing, as well as helping reduce travel to other locations for healthcare;
- Look at the infrastructure delivery plan for the District and see if any opportunities present from that which could be delivered through the framework and give some income potential (such as peer to peer lending);

The Strategic Lead Finance outlined to the Forum that the nature of the revision of the framework and the fund itself, being a shift away from the originally agreed commercial yield benefit, would require agreement by Council.

RESOLVED That the report be noted, and following debate by the Forum, the Service Lead for Place, Assets and Commercialisation brings a further report on the revised Investment Framework to the Forum, taking account of the debate.

Attendance List

Councillors present:

P Arnott

P Hayward (Chair)

D Ledger

J Rowland

F King

G Pratt

Councillors also present (for some or all the meeting)

O Davey

P Faithfull

S Gazzard

G Jung
A Moulding

Officers in attendance:

Tim Child, Service Lead - Place, Assets & Commercialisation
Simon Davey, Strategic Lead Finance
Wendy Harris, Democratic Services Officer
Rob Harrison, Senior Estates Surveyor
Debbie Meakin, Democratic Services Officer
Steve Pratten, Interim Principal Surveyor
Andrew Wood, Service Lead - Growth Development and Prosperity

PROPERTY MATTERS

Place, Assets & Commercialisation Update

July 2021

Redecoration at Ocean

Again, as part of planned maintenance the redecoration of the exterior cladding to the Ocean building in Exmouth has been successfully completed. Not only were there the challenges associated with covid restrictions, but we also had to ensure there was always safe public access into this popular building. Access scaffold needed to be redesigned when it was found that proposed scaffolding along one elevation could have caused drains to collapse



Ocean Building, Exmouth

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



Beach Huts at Exmouth

In This Issue

- Workshop Unit Let
- Business Rate work
- RTB valuations in demand
- Making an Entrance at EDBC
- New Look for Honiton Pool



Millwey Rise Workshops

Letting agreed at Millwey Rise Workshops

Following vacation of Unit 8 Millwey Rise Workshops in Axminster by the previous tenant, the Estates Team moved swiftly to market the unit and agree terms for a new letting.

A successful marketing campaign saw significant interest in the unit and an increase in the rent achieved for the unit.

Business Rates

Working with our appointed consultants the Estates Team are undertaking work to identify opportunities to reduce the Council's business rate liability.

As the overall cost of running premises becomes ever more important to business decisions, it is hoped that this work will identify potential savings which will reduce the costs associated with the Council's commercial estate.

The focus of this work at present is on the office accommodation and car parks.

COVID Precautions Continue

The Covid 19 pandemic continues to present challenges for the Property and Facilities Management Team. The Team has continued to ensure all the required and necessary precautionary measures are maintained at Blackdown House, Exmouth Town Hall, East Devon Business Centre, and other relevant properties.

In May the Government declared that Public Meetings should be held on a face-to-face basis rather than virtually. The Facility officer has been very actively involved in ensuring the layout of the tables and chairs in the chamber at Blackdown House are both fully covid secure and democratically compliant.

EXMOUTH & JACOBS LADDER BEACH HUT REFRESH

As part of the planned maintenance Exmouth beach huts 38 – 45 as well as the Jacobs Ladder beach huts have been refreshed with compliments being provided by the Public regarding the professionalism of our Officers and their quality of work.

New Look for Honiton Pool

Following Cabinet's approval of an increased budget, the Honiton Swimming Pool changing room, reception and associated areas refurbishment project has been competitively tendered via ProContract. Unfortunately, the received prices exceeded the budget allowances so an intensive process of Value Engineering was carried out. The result of this exercise has enabled the final anticipated project cost, including contingencies, to sit within the available budget, thus permitting commencement in September and completion prior to Christmas.

Making an Entrance!

A new video door entry system has been installed at East Devon Business Centre. The system which cost around £11,000, enables direct access for customers of the tenants throughout the day. This is one of the measures taken as part of the Business Centre Transition project to enable savings to be made in the day to day running costs of the centre.



Asset Valuation Work Completed

The Estates Team have completed the Annual Asset valuation work which forms part of the Council's Statement of Accounts.

The work involved providing Asset Valuations for a wide range of properties including Car Parks, Leisure Centres, Public Toilets and Industrial Estates.

The total value of the assets revalued is around £76m and this represents a significant proportion of the Council's general fund assets.

Right to Buy Valuations in Demand

After a number of months with applications on hold the Estates Team have seen an increase in requests for valuations of properties for sales under the "Right to Buy" scheme.

These valuations are carried out on behalf of the Council's Housing Team and utilise the RICS qualified valuation resources within the Estates Team.

It is anticipated that the demand for valuations will continue to increase over the second half of the year with a significant number of applications already in the pipeline.

Report to: Asset Management Forum

Date of Meeting 27th July 2021

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Community Asset Transfer Procedure

Background

In September 2019 the Council's Asset Management Forum (AMF) considered a draft procedure for requests for community asset transfer. It was resolved that AMF recommend the Community Asset Transfer Policy approach to Cabinet and that the Community Asset Transfer Policy approach and the Community Asset Transfer Procedure be endorsed in principle, and the consultation with town and parish councils commence.

Cabinet resolved on 2 October 2019 to endorse the policy in principle and commence consultation with town and parish councils. Following that, consultation was put on hold while consultation took place through the Careful Choices initiative but also then due to the COVID-19 pandemic.

A further report was considered by AMF (2nd December 2020) where the continued suitability of the draft procedure was assessed and officers were instructed to commence the consultation for the draft Community Asset Transfer procedure.

The Council invited all towns and parish councils to take part in the consultation from 25th February to 2nd May 2021 using an on-line questionnaire. The consultation related to the draft Community Asset Transfer procedure only.

Five towns and parish councils completed the online questionnaire and a further four submitted responses by email.

The outcome of the consultation process is that East Devon Town and Parish Councils were broadly supportive of the draft Community Asset Transfer procedure. There were some comments relating to the fact that it is perhaps premature to assess the clarity and effectiveness of the procedure until the broader policy was in place and the CAT procedure was tested by a real Community Asset Transfer request scenario. Another response suggested the need for an appeals process and there was a request for clarification in terms of timescales for the roll out of the process.

A copy of the consultation questionnaire, results and draft documents are all attached as background papers as background information.

Alongside the consultation, officers have been looking at how to use the Council's asset register to better present core property data to inform decision making in respect of community asset transfers and identifying what assets should be within scope, and those that aren't, but also to include core data that might reasonably be asked for by those considering taking on assets.

There are a small number of known Parish and Town Councils interested in Community Asset Transfers. Officers will engage with those Councils to explore continued appetite and whether formal requests under the new procedure (once adopted) will be forthcoming. Interest is expected to be limited but impact on staff resourcing will need to be monitored. The Beer Pilot asset transfer project will continue to be progressed as per the Cabinet resolution of 2nd October 2019.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That the Asset Management Forum instruct Officers to prepare a report for Cabinet recommending that the draft Community Asset Transfer Procedure attached is adopted.

Reason for recommendation:

This is following a consultation open to all Town and Parish Councils and AMFs consideration of the outcome.

Officer: Tim Child, Service Lead - Place, Assets & Commercialisation

tchild@eastdevon.gov.uk 01395 571692

Portfolio(s) (check which apply):

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

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk; Click here to enter text on risk considerations relating to your report.

Links to background information

[Cabinet 2nd October 2019](#)

[Asset Management Forum 1st December 2020](#)

[Draft EDDC Community Asset Transfer Procedure](#)

[Draft EDDC Community Asset Transfer Procedure Appendix A: Expression of Interest](#)

[Draft EDDC Community Asset Transfer Procedure Appendix B: Procedure Diagram](#)

[Final questionnaire](#)

Results of CAT Draft procedure consultation with Town and Parish Councils

Link to Council Plan:

Priorities (check which apply)

- Outstanding Place and Environment
- Outstanding Homes and Communities
- Outstanding Economic Growth, Productivity, and Prosperity
- Outstanding Council and Council Services

Financial implications:

There are no direct adverse financial implications identified

Legal implications:

Legal Services can assist further in the production of Heads of Terms for any Community Asset Transfers and will comment on any individual proposals, there is no additional legal comment at this time

Report to: Asset Management Forum

Date of Meeting 27th July 2021

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

**Request for budget from Asset Maintenance Reserve****Report summary:**

The request for budget from the Asset Maintenance Reserve for £245,700 in respect of the following:

- Sidmouth Swimming Pool £35,000 (ex VAT)
- Connaught Gardens Shelter 1B £62,000 (ex VAT)
- Connaught Gardens Watch Tower £25,000 (ex VAT)
- Exmouth Town Hall and Exmouth Pavilion Mansafe System £9,700 (ex VAT)
- Initial remedial works from Fire Risk Assessments £44,000 (ex VAT) with further capital bid needed
- Norman Lockyer Observatory £70,000 (ex VAT)

Is the proposed decision in accordance with:Budget Yes No Policy Framework Yes No **Recommendation:**

That AMF recommend to Cabinet (then 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, namely Sidmouth Swimming Pool, Connaught Gardens Shelter 1B, Connaught Gardens Watch Tower, Exmouth Town Hall, Exmouth Pavilion, Fire Risk assessments and Norman Lockyer Observatory.

Reason for recommendation:

To enable these emergency works to take place without being delayed until 2022/23 capital bids are assessed. This recommendation will also need then to be made by Cabinet to Council.

Officer: Tim Child, Service Lead – Place, Assets & Commercialisation tchild@eastdevon.gov.uk, 01395 571692

Portfolio(s) (check which apply):

- Climate Action and Emergencies
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Culture, Tourism, Leisure and Sport
- Democracy and Transparency

- Economy and Assets
- Finance
- Strategic Planning
- Sustainable Homes and Communities

Equalities impact Low Impact

Climate change Low Impact

Risk: Medium Risk; There is a risk to both building operation and health & safety if this request is not supported

Links to background information n/a

Link to Council Plan:

Priorities (check which apply)

- Outstanding Place and Environment
 - Outstanding Homes and Communities
 - Outstanding Economic Growth, Productivity, and Prosperity
 - Outstanding Council and Council Services
-

Report in full

- 1.1 The Property and Facilities Management Team have recently identified the following issues that are considered to be of an emergency nature that need to be resolved at the earliest opportunity. Currently, there is insufficient money available from the existing revenue maintenance budgets. Consequently, there is a need to drawdown monies from the Maintenance Reserve to enable these urgent works considered to be an emergency nature to be fully funded.
- 1.2 The following works are identified.
- 1.3 SIDMOUTH SWIMMING POOL - One of the two boilers has failed and needs to be replaced, because spare parts are no longer available. Currently, a single boiler is handling the entire requirements of the building, rather than this duty being shared by two boilers. Should the current boiler also fail and cannot be repaired, then the Swimming Pool would need to close to the public, which would be considerably inconvenient and for an extended period. Consequently, this replacement is considered urgent and thereby an emergency.
- 1.4 The provision of a new more energy efficient condensing boiler has been competitively tendered via ProContract and an acceptable tender received. The cost for the boiler replacement, including contingency, is £35,000 (ex VAT)
- 1.5 CONNAUGHT GARDENS SHELTER 1B - It became apparent earlier this year that this Grade 2 listed structure has incurred roof damage which has allowed water ingress to occur and as a result has caused other structural failures, including part of the ceiling to collapse, plaster to the ceiling to be debonded, timber to rot and the wall ties to corrode. As a result, there is a significant danger of injury to persons, which has necessitated the fencing off of the structure to prevent access. There is an urgency to carry out this unforeseen work to

prevent further deterioration of the listed structure which would result in additional costs being incurred.

- 1.6 Because this is a Listed structure there has been liaison with Conservation colleagues who have confirmed their specific requirements and recommendations for the remedial works to ensure the historical context is preserved. The required works include the supply and fix of new oak laths and the application of new 3 coat lime plaster to the ceilings. Much of the remedial works are specialist in nature.
- 1.7 The cost of the repairs to the Connaught Gardens Shelter 1B, including contingency, based on received tender advice is anticipated to be £62,000 (ex VAT)
- 1.8 CONNAUGHT GARDENS WATCH TOWER - There are significant safety issues associated with the structure of the Connaught Gardens Watch Tower which has resulted in spalling masonry falling to the ground with the potential risk of injury to persons. There are also potentially serious issues associated with the current electrical installations. It is recommended that an opportunity should be taken to address both matters at the same time. Whilst the dangerous masonry could be fenced to prevent loose material directly falling on persons, this would be unsightly and would present potential risk should the fencing be vandalised allowing the public to enter the excluded areas. Consequently, it is recommended that these works be carried urgently.
- 1.9 The remedials to both the masonry and electrical works have been competitively tendered via ProContract and acceptable tenders received. The cost for the masonry and electrical remedials to the Connaught Gardens Watch Tower, including contingency, is £25,000 (ex VAT)
- 1.10 EXMOUTH TOWN HALL AND EXMOUTH PAVILION - Following a recent survey by a specialist it has been recommended that both Exmouth Town Hall and Exmouth Pavilion require additional mansafe systems to be installed to enable safe means of access to be provided to plant on the roof and high-level access within the Flytower. During previous inspections neither of the properties had been identified as requiring these additional mansafe systems. Because safe access is a Health and Safety requirement, it is recommended that this work is carried out urgently.
- 1.11 The overall cost for the provision of both Mansafe systems for Exmouth Town Hall and Exmouth Pavilion based on received quotations, including contingency, is £9,700 (ex VAT)
- 1.12 REMEDIAL WORKS ASSOCIATED WITH FIRE RISK ASSESSMENTS UNDERTAKEN - Fire Risk Assessments (FRAs) were commissioned and undertaken at the end of 2020. The associated reports have recommended corrective actions and measures for several potential issues that require remedial works and actions. These actions include reviewing existing doors, glazing, dampers, partition walls and fire breaks.
- 1.13 Previously, FRAs were carried out internally, with only modest matters, if any, being identified. Due to lack of resource an external consultant, Chubb, was commissioned to carry out the inspections. The resultant recommendations received at the end of 2020 were unexpected based on previous advice, and because of the timeframe had not been

identified within the Capital Bid submissions for the financial year 2021/22. The advised works are considered urgent and are potentially life safe matters.

- 1.14 Currently, the P&FM Team do not have sufficient resources available to manage, procure and oversee these works. It is proposed that through a competitive tender, a consultant is appointed to confirm and schedule the necessary work, to competitively tender the contractor who will carry out the remedial works and to oversee the physical works on site including formally inspecting the works and acknowledging completion. This consultant would be overseen by an EDDC Area Building Surveyor.
- 1.15 The extent of the overall work is expected to be considerable so an application to drawdown from the Maintenance Reserve is now made to enable the process to commence, with a further Capital Bid for 2022/23 to finance the remaining balance of the works involved.
- 1.16 It is anticipated that the costs for the initial consultant appointment, preparation of tenders, contractor appointment and the necessary remedial works to the first few properties will be, including contingency, £44,000 (ex VAT)
- 1.17 NORMAN LOCKYER OBSERVATORY - The Norman Lockyer Observatory, a Grade 2 listed property, is in dire need for general and other maintenance works to be carried out. It is understood that the last time any meaningful maintenance occurred was in 2012. Currently, there are issues with roof leaks affecting internal areas and finishes, rotting doors, door frames and windows, debonded render and the need to generally carry out external redecoration. There is also an issue with the Kensington Dome with the roof doors failing to operate correctly and a structural crack in a wall.
- 1.18 It is acknowledged that a Capital Bid should have been made for this maintenance works at Norman Lockyer Observatory, but at the time resourcing challenges meant that the opportunity was regretfully missed.
- 1.19 There is an urgent need for the necessary remedial works to be carried out not only to prevent further deterioration, but also so that the Kensington dome can return to use. A condition survey has been carried out and based on such it is considered that the associated costs for the necessary works could, including contingency, be £70,000 (ex VAT)
- 1.20 Whilst most of these works are emergency in nature and couldn't have been foreseen, in order to mitigate future such requests from the asset Maintenance Reserve, the Team has prepared a detailed list of matters that include planned maintenance matters in readiness for the Capital Bid submissions later this year through using the stock condition data finalised last year.
- 1.21 The request for the projects outlined above is therefore for:
 - Sidmouth Swimming Pool £35,000 (ex VAT)
 - Connaught Gardens Shelter 1B £62,000 (ex VAT)
 - Connaught Gardens Watch Tower £25,000 (ex VAT)
 - Exmouth Town Hall and Exmouth Pavilion Mansafe System £9,700 (ex VAT)

- Initial remedial works from Fire Risk Assessments £44,000 (ex VAT) with further capital bid needed
 - Norman Lockyer Observatory £70,000 (ex VAT)
- 1.22 There is therefore a requirement of £245,700 from the Asset Maintenance Reserve to undertake these works. The Reserve stood at £911,000 at end of 2020/21 financial year but there has been separate calls for £75,000 and £58,000 from this Reserve in the past month (separate reports to Cabinet on to Council) therefore if all are approved along with this request there will be £532,300 remaining within this Asset Maintenance Reserve.
-

Financial implications:

The Asset Maintenance Reserve was created to support urgent /back log maintenance of the Council's General Fund Assets. The balance of the fund at the 31st March 2021 was £911k, since then (subject to Council approval) a further 133k has been committed against the fund, leaving £778k available. This report proposes use of the Reserve of up to £245,700 on expenditure identified in the report, these items meet the criteria the Reserve was established for.

Legal implications:

There are no specific legal issues raised in this report, Legal Services will assist with the individual projects as required in due course.

Report to: Asset Management Forum

Date of Meeting 27th July 2021

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

**Place & Prosperity Investment Framework****Report summary:**

This is an update on current position and next steps.

A Special Meeting of the Forum, not open to the public was held on 16th February 2021 to consider the Council's adopted Commercial Investment Framework. From this meeting the Service Lead – Place, Assets & Commercialisation was asked to take forward the preparation of a new Investment Framework to set out the aspirations within the report.

At a meeting of the Forum on 9th March 2021 the Service Lead reported on the outcomes of the 16th February meeting and that a draft Place & Prosperity Investment Framework was being drafted, with key points as follows:

- A Framework specifically for Place & Prosperity Investments to support economic recovery. Must cover PWLB borrowing costs, and where possible and remaining economically viable, a small risk premium, but not to generate a commercial yield.
- Sitting behind the Framework, a Fund agreed by Council to deliver the Framework – avoids each investment decision needing to go to Council. Size of fund yet to be considered.
- The Framework introduces how the fund will be utilised, types of investments, high level investment criteria, risks, process & governance arrangements. On the latter, the proposal is to still utilise in part the methodology in the existing Commercial Investment Framework but with some key additions - assessment against an agreed weighted scoring matrix – to ensure all opportunities are considered in a consistent and fair manner and enabling opportunities to be easily dismissed if they don't qualify, then on to Outline Business Case involving key Cabinet Members and now Ward Members, through to Detailed Business Case now to Cabinet or other Member forum which itself would include Ward Member comments. Whilst the objectives of the Framework are very different to the existing adopted Commercial Investment Framework, and of course the decision making arrangements are very different, the general approach whereby the Framework underpins how investments will be considered is not dissimilar.

The following 2 questions were put to the Forum and debated:

1. What outcomes do these investments need to deliver?
2. What is the priority of these outcomes and therefore the relative weighting?

Drafting has continued, to reflect feedback from this March meeting but other commitments have meant that progress has been slower than anticipated.

Next Steps are as follows:

- Meeting with Strategic Lead – Finance, Service Lead – Growth, Development & Prosperity and Service Lead – Place, Assets & Commercialisation arranged for August to finalise an early draft.
- Draft to be shared with Portfolio Holder for Economy & Assets in September then with SMT.
- Draft then to be considered by AMF before a recommendation is given to Cabinet. The availability of the funding itself will require a Council decision.

It is hoped that subject to Cabinet and Council approvals, to have an Investment Fund in place by the end of 2021.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That the Forum:

Note the report and next steps.

Reason for recommendation:

To provide update only.

Officer: Tim Child, Service Lead – Place, Assets & Commercialisation tchild@eastdevon.gov.uk,
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Portfolio(s) (check which apply):

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

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information n/a

Link to Council Plan:

Priorities (check which apply)

- Outstanding Place and Environment
 - Outstanding Homes and Communities
 - Outstanding Economic Growth, Productivity, and Prosperity
 - Outstanding Council and Council Services
-

Financial implications:

The financial principle of the Framework is that any case for borrowing in order to be approved needs to be cost neutral or better for the Council. In order to borrow from the PWLB the prime objective of the scheme can not to make a return on the investment, this does not mean it cannot make a return just this cannot be the prime objective for the borrowing.

Legal implications:

There are no specific legal issues raised in this report, Legal Services will advise as and when needed for future reports.