

Agenda for Asset Management Forum Monday, 19th June, 2023, 10.30 am

Members of Asset Management Forum

Councillors: P Arnott, O Davey, M Hall and P Hayward (Chair)

Venue: online via zoom

Contact: Debbie Meakin;

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(or group number 01395 517546)

Friday, 9 June 2023 reissued 14 June 2023 and 15 June 2023



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- 1 Public speaking
Information on [public speaking](#) is available online
- 2 Notes from the previous meeting (Pages 3 - 7)
To agree the notes from the previous meeting held on the 13 March 2023.
- 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 **Estates Team Update** (Pages 8 - 10)
- 8 **Place and Prosperity Framework** (Pages 11 - 16)
- 9 **Progress Update on Placemaking in Exmouth Town and Seafront** (Pages 17 - 19)
- 10 **Place & Prosperity Team Update** (Pages 20 - 23)
- 11 **Property and FM Team Update Report** (Pages 24 - 40)

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[Decision making and equalities](#)

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EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Asset Management Forum held online via zoom on 13 March 2023

Attendance list at end of document

The meeting started at 2.00 pm and ended at 4.25 pm

22 Public speaking

None.

23 Notes from the previous meeting

Agreed.

24 Declarations of interest

Minutes 28 and 29; Cllr Bruce De Saram: Affects Non Registerable Interest, representative on the Queens Drive Delivery Group;

Minute 31; Cllr Geoff Pratt: Affects Non Registerable Interest, Ward Member for Ottery St Mary.

25 Matters of urgency

None.

26 Confidential/exempt item(s)

None.

27 Estates Team update

The Forum received a report highlighting:

- the reduction in the backlog of cases, since the team had been able to recruit;
- recent rent review of the East Devon Business Centre in line with lease agreements;
- Demand continues to be high for industrial space and cafes/kiosks.

In response to questions from Members, it was confirmed that the market rate for rent was sought at the renewal stage. Any assets being considered for disposal by sale would be directed through to Cabinet for decision.

RESOLVED that the Forum noted the report.

28 Place & Prosperity Team update

The Forum receives updated on the following projects:

- Seaton Jurassic
- Public toilets at the Esplande, Sidmouth – now with approval from Cabinet for acceptance of the officer from Rockfish;

- Axe Valley Levelling Up Funding Bid being unsuccessful, but work still continued in preparation should future monies be available, for sites located in Colyford Road and Harepath Road in Seaton, and Cloakham Lawns in Axminster;
- Seaton Moridunum;
- Devon Place Urban Renewal Project had been recently reported to Cabinet. meetings of the Renewal Boards would continue on a regular basis;
- Depots review.

The Portfolio Holder for Tourism, Sport, Leisure and Culture confirmed his continued attendance at the Renewal Boards, which was welcomed by the Chair.

Questions covered:

- E-bikes at Axminster and Seaton. The E-bikes project in Axminster was confirmed as being under the wing of the Town Councils working with their Chamber of Commerce and Network Rail. The consultant, Hardisty Jones, is preparing a business case for the E-bike delivery in Seaton;
- Negotiations continue with Seaton Tramway in respect of the Jurassic Centre. The expectation was that the centre would not open under new management until Easter 2024 at the earliest;
- Work was underway to appoint an agent for the marketing of the Moridunum site.

RESOLVED that the Forum noted the report.

29 **Progress in Placemaking in Exmouth**

The Project Manager Place and Prosperity (Exmouth) gave an update on progress on placemaking in Exmouth. The report outlined the next steps:

- To provide Approval of Terms of Reference for place making first half of 2023;
- Draft options to Delivery Group Summer 2023;
- Further consultation on the options;
- Cabinet and Council approval to move to detailed design and costing;
- Implementation phase begins early 2024 subject to budget constraints.

The report also outlined the planning application submission for the Strand's table and chairs.

The levelling up bid success for the area delivered a total of £15,765,899 which would be split £13.19m for the Dinan Way Extension and £2.5m for Destination Exmouth/Gateway project. Some Members voiced concern about the delivery of the project, in respect of increasing materials costs – but the project was dependent on both elements being delivered to meet the criteria of the project.

RESOLVED that the Forum noted the report.

30 **Development of the Place and Prosperity Framework**

The Forum had previously requested a review of the Place and Prosperity Framework. This interim report set out the work to date in reforming the framework to have a single fund of circa £20M investing as a first tranche borrowed from the Public Works Loan Board. The reviewed framework will be used to direct the funding for investment in:

- Service delivery
- Economic regeneration

- Preventative action.

The model for delivery suggested was based on a model used successfully in other authorities, including delegation of the decision to invest to an Investment Board. The process will still include consultation with the appropriate Ward Member(s).

The revised Framework in full will come before the Forum after the May elections for consideration, with a view to recommendation to Cabinet and Council. Training for Investment Board Members would also be undertaken.

The Chair welcomed reference to training, and reminded the Forum of the care needed in handling the Framework, in that it was still a vehicle for borrowing money that had to be paid back. He also highlighted the need for the Framework to include not just economic benefit, but social and environmental benefit too.

Discussion from the Forum included sufficient robustness of the criteria and scoring matrix, which would include as a golden thread the need to include environmental factors in the matrix.

RESOLVED that the Forum noted the report.

31 **Asset Register**

The Forum were shown a demonstration from the Performance and Data Analyst on the Asset Register, which has been developed alongside Strata and the Place, Assets & Commercialisation Service. Some information had been available on the Council's website for some time, but this system brought about the aggregation of data from various sources to deliver a system that could easily produce specific requests.

The Register was welcomed by the Forum. In response to questions, there was acknowledgement that there may be further tweaks as more information becomes available, but the version that would be available to Councillors would give them the ability to drill down into specific information. The detail on lease or concession contracts cannot be included because of the commercial information being protected.

The two versions of the register would be:

- Public version: covering a table and map of the assets
- Councillor accessible version: as above, also including the valuation and financials of the asset.

The information would be updated as per the regular asset valuation assessment undertaken annually. The register was planned for a June live date.

RESOLVED that the Forum noted the report.

32 **Community Asset Transfer proposal - Land at Canaan and Land at Millcroft, Ottery St Mary**

The report set out the first application under the recently approved procedure for Community Asset Transfer. The application covers two areas of land in Ottery St Mary. Consultation is currently underway with officers of the relevant council services and the Ward Members.

The application was before the Forum for their views on the application.

The Chair, as the Portfolio Holder under the approved procedure who would make the decision whether to invite the applicant to submit a business case on one or more sites, did not take part in the discussion.

Comments from Members on the application included:

- Benefit in a transfer to Ottery St Mary in respect of the mill leat, but concern about the business case stacking up against the loss of revenue from the car park, and that the play area was not included in the application;
- Noted the capital investment planned for the refurbishment of the play area in the capital programme;
- Mill croft parcels of land were steep and needed work, so would be an advantage to transfer;
- Need to look at alternative value of site to balance against the loss of revenue for the car park;
- How would the maintenance of the car park be factored in;
- Care in not using a “cherry pick” approach to applications – there may have to be give on both sides to reach a satisfactory outcome.

RESOLVED

1. That the Forum notes the report and has offered initial thoughts on the application, as part of the consultation process;
2. That the Forum notes that following completion of the consultation, that in accordance with the Procedure, officers will make a recommendation to the Portfolio Holder Economy and Assets on whether the applicant should be invited to submit a business case for one or both sites;
3. That the Forum notes that, should the recommendation be that this application does not progress to the Business Case stage, officers will contact the Town Council to discuss their proposals and identify whether there is scope for a collaborate approach to achieve some of their objectives set out in the Expression of Interest.

Post meeting edit: The play area is included in the application as it is within the Title Number stated in the EOI. It was excluded from the site plan in error when it was included in the report to Asset Management Forum. Officers have now confirmed that it is to be included within the application.

33 One Public Estate draft Public Land Protocol proposals

The report set out to the Forum the current consideration of a public sector Land Protocol under the One Public Estate Board. If adopted, it would be proposed by the partners in the Devon and Torbay OPE Partnership on behalf of the Devon County Deal. As landowner, the Council would not lose sovereignty over its asset if signing up to the Protocol.

The potential benefits were set out in the report, including helping to facilitate new partnerships and joint ventures. The proposal was still in a draft stage not yet in the public domain. The report sought to inform the Forum of progress to date.

RESOLVED that the Forum noted the report.

34 Update report on Activities by Property and FM Team

The Forum welcomed the detailed report on the planned preventative maintenance and compliance works undertaken between October 2022 and February 2023; as well as the planned works for March 2023 to June 2023.

The large difference in contractors in relation to Led properties was again highlighted – the reactive work showing an increase.

The Forum welcomed the detail in the report showing the breakdown of the work and recognised that some works were picked up through planned maintenance checks; and items being put through for the capital programme where some assets have elements that have come to the end of their lifespan.

The Chair thanked the team for their continued work to keep those assets open and safe for public use.

RESOLVED that the Forum noted the report.

Attendance List

Councillors present:

P Hayward (Chair)
P Arnott
J Rowland
G Pratt

Councillors also present (for some or all the meeting)

O Davey
B De Saram
N Hookway
G Jung
D Ledger
G Pook

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Commercialisation
Simon Davey, Director of Finance
Rob Harrison, Senior Estates Surveyor
Alison Hayward, Project Manager Place & Prosperity
Gerry Mills, Project Manager Place & Prosperity (Exmouth)
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM
Debbie Meakin, Democratic Services Officer

Councillor apologies:

E Rylance

Chair

Date:



Report to: Asset Management Forum

Date of Meeting 19 June 2023

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Estates Team Update

Report summary:

The report provides an update on the areas of work the Estates Team are involved in.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That the Asset Management Forum note the report.

Reason for recommendation:

To ensure that members of the Asset Management Forum are informed about the work of the Team.

Officer: Rob Harrison rharrison@eastdevon.gov.uk 01395 517498

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

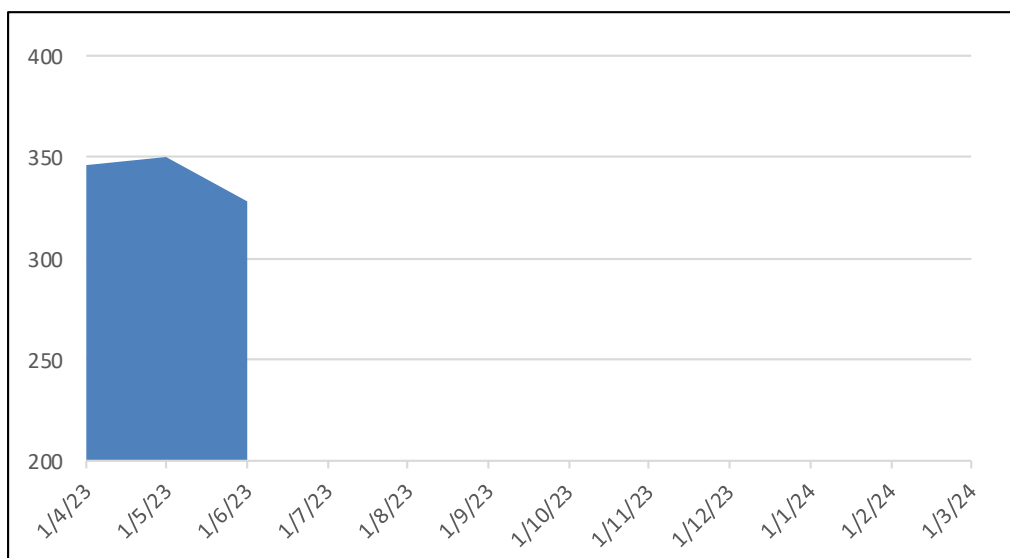
Link to [Council Plan](#)

Priorities (check which apply)

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

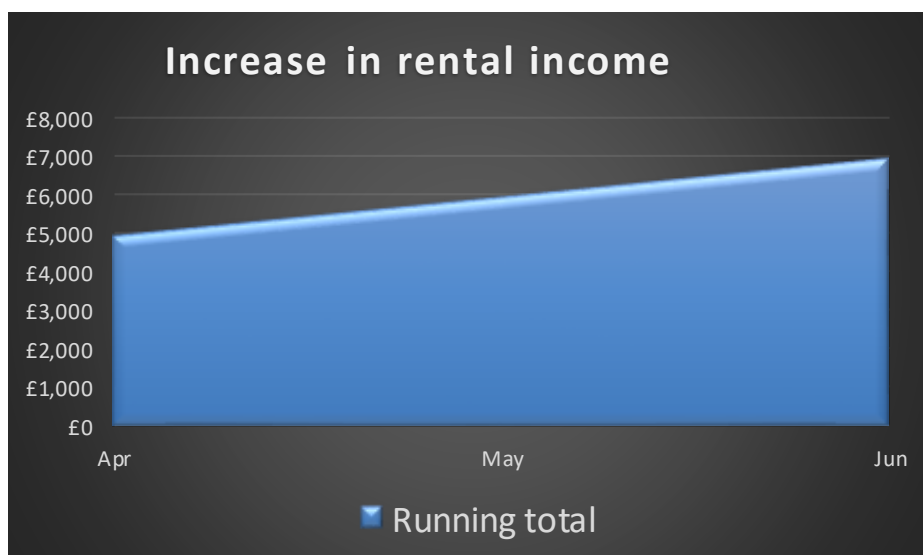
Report in full

1. The overall workload of the team continues to improve with a further reduction in the number of active cases the team are dealing with.



The chart above shows the ongoing reduction following recruitment to vacant posts in overall live cases since the beginning of April. At the peak in October 2022 there were 403 cases and this is now down to 328. This is a positive trend but it will likely take another 6 - 12 months to fully address the backlog. The Team seeks to prioritise cases based on importance, but experience the usual challenge of what's not important to one person, is to another.

The table below shows the ongoing increase in rental income from Landlord & Tenant Cases which shows an increase from April onwards as more cases completed.



2. The team are currently undertaking work to consider the overall portfolio from an energy performance perspective. This will highlight any areas which need addressing and any areas of concern and will also feed into the wider strategic decisions which are made in respect of the Council's non housing property portfolio.
3. We continue to see high occupancy rates across the let portfolio with only a very small number of vacant properties. Demand for workshops has remained high and we continue to see rental growth in this part of the portfolio which mirrors the wider market in this sector. There are also increasing numbers of enquiries for other types of properties such as cafés and kiosks indicating an increased confidence in this area of the market. The longer term impact of the Economic situation remains to be seen but given supply levels in the market we do not envisage a significant drop in demand or occupancy moving forward.
4. The team are busy working on a project to seek to renegotiate management agreements on a number of dual use leisure sites. These sites typically have a mix of school use and use by LED customers however since these agreements were originally put in place, usage and requirements from both sides has changed. It is hoped that this work will address some day to day issues as well as ensuring financial responsibilities are up to date.
5. Recent work on the renewal of leases on a number of beach and seafront kiosks has resulted in a significant increase in rental income to the Council and in addition the renewal was the opportunity to ensure that lease terms are appropriate and that the tenant is fully complying with lease terms.

In order to meet the outcomes relating to capital receipts in the Service Plan for year, the team have so far generated £67,500 through property disposals. The team are continuing to assess condition, use and income data to identify any opportunities to dispose of poorly performing assets in the coming year to continue progress in this area.

Financial implications:

There are no direct finance implications.

Legal implications:

There is no direct comment to be made in relation to this update report, each and any individual issue will need to be considered as it arises.

Report to: Asset Management Forum

Date of Meeting 19th June 2023

Document classification: Part A Public Document

Exemption applied: None

Review date for release NA



Proposals for a Place and Prosperity Framework for East Devon District Council

Report summary:

The purpose of this report is to provide Members with an update on progress with developing a new Place & Prosperity Framework along with attaching as a draft the current Framework and accompanying documents.

The Framework sets out the mechanism where Place and Prosperity investment proposals can be screened against the borrowing requirements of the Public Works Loan Board in a standardised way with sufficient assessment of the risk. Additionally it sets out a revised governance process for decision making to enable agile but robust decision making. This draft Framework (appendix A) sets out in detail the:

- Legal & Regulatory Powers
- Key Objectives of Place and Prosperity Framework
- Different Types of Investment
- Horizontal Principles – Climate Change
- Informing Investment Criteria Risks and Mitigation
- Required Skillsets
- Assessment of Investment Opportunities - Weighted Scoring Matrices
- Assessment of Investment Opportunities – Process & Governance
- A set of documents which will be used to assess proposals - these are guidance documents and not the Framework itself (please see appendices B-D) *

*The assessment process may be adapted to ensure a specific project is assessed proportionately and appropriately.

In addition to the Framework itself, the Council will need to make available an agreed sum for PWLB borrowing to enable the Framework to deliver investment opportunities in the District. This report addresses the issue of the draft Framework only. The issue of the agreed sum for investment will be the subject of a separate Cabinet report with onward recommendation to Council. The decision in respect of this report does not therefore require recommendation to Council.

This AMF report outlines the Framework itself, but is not to be read as part of the Framework which is contained in Appendix A.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

1. The Forum consider the proposed draft of the Place and Prosperity Framework and make recommendations to Officers on any amendments required.
2. The Forum make recommendation that this draft Framework with any amendments be considered by Overview Committee – ideally next meeting 20th July and delegate to Portfolio Holder for Finance & Assets to make any amendments requested by Overview Committee before coming to Cabinet with onward recommendation of budget to Council.

Reason for recommendation:

To Allow the Framework to move forward for consideration through the democratic process and, subject to agreement, onwards to the implementation phase.

Officer: Gerry Mills Project Manager Place and Prosperity (Exmouth) gmills@eastdevon.gov.uk

Tel 01395 519960

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

Risk: Low Risk; With any asset based projects, particularly where development is taking place, there are risks involved. Risk will be the key factor in looking for opportunities as laid out in detail, in the framework.

Climate change Low Impact

Risk: Low Risk; The report sets out clearly the importance of assessing climate change impacts as a horizontal principle.

Links to background information

Please See Appendices A—D

- A. [Draft Place and Prosperity Framework](#)
- B. [Draft Investment Framework Governance](#)
- C. [Draft Scoring Templates](#)
- D. [Draft Economic Appraisal Template Pt1 & 2](#)

Link to [Council Plan](#)

Priorities (check which apply)

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

Report in full

1.0 Introduction

- 1.1 On 6th February 2019, Cabinet adopted the Council's Commercial Investment Framework which provided for different forms of property investment - management of existing assets, acquisition for commercial income, acquisition for District wide benefits, direct development (ie commercial) and strategic partnerships / joint ventures. The Council made £20,000,000 available for investment in accordance with that adopted Framework. Ocean in Exmouth was acquired using this Framework and Fund but in 2020, the new administration felt the approach being used should be revised to include the aspirations set out at Section 1.3 below.
- 1.2 The operating environment is now very different and the Council Plan provides a focus on supporting businesses and also providing more social and affordable homes, at least in part to the response to the covid-19 pandemic. More urgently now is the fact that the UK economy shrank between July and September and was predicted to do the same in October to December 2022, this did not in fact happen but the predictions from the IMF are that the UK economy will shrink in 2023.
- 1.3 Back in early 2021 a Special Meeting of Asset Management Forum (AMF) considered the then current investment framework and Officers were asked to take forward the preparation of a new Framework to set out the aspirations shared by Members, namely:
- a) A Framework specifically for Place & Prosperity Investments to support economic recovery. Must cover Public Works Loan Board (PWLB) borrowing costs, and where possible and remaining economically viable, a small risk premium, but not to generate a commercial yield.
 - b) Sitting behind the Framework, a Fund agreed by Council to deliver the Framework – avoiding each investment individual decision needing to go to Council.
 - c) There was still support to utilise in part the methodology of the Commercial Investment Framework but with some key additions, which included involvement of Ward Members and their comments being provided to decision makers. The general approach whereby the Framework underpins how investments will be considered is not to be dissimilar to the earlier Framework.
- 1.4 At an AMF meeting on 27th July 2021 Members were asked:
- 1 What outcomes do these investments need to deliver?
 - 2 What is the priority of these outcomes and therefore the relative weighting?
 - 3 Next steps were also agreed with adoption of Framework by end of 2021.
- 1.5 Subsequently through the AMF, a delay in implementation was supported to reflect the lack of available Officer resource at that time. The project was then progressed during the latter half of 2022 through an Officer Project Group. The Officer Project Group comprised representatives from across the PAC Service along with the Economic Development Manager.
- 1.6 The draft Place and Prosperity Framework has now been written and was presented to

the Senior Management Team on the 8th of March 2023. The Framework now aligns with the Council's ambitions, which include operating in a more economically focussed way, and utilising opportunities for economic stimulus as reflected within the Council Plan 2021-2023.

1.7 The Council Plan's Key priorities are:

- Better homes and communities for all
- A greener East Devon
- A resilient economy that brings prosperity to the district

1.8 The new Place and Prosperity Framework will supersede the previous Commercial Investment Framework and addresses the opportunity to have a single fund of circa £20M investing as a first tranche borrowed from the PWLB.

1.9 This will be used to invest under three broad categories which benefit the district as a whole:

- **Service delivery** (ie front line delivery of Council services),
- **Economic regeneration**
- **Preventative Action**, (Preventative action is a special category, which involves direct financial support to local companies or acquiring assets as a way to protect jobs, prevent social or economic decline. This type of activity is distinct from regeneration, as it is only preserving existing activity as opposed to creating additional activity, but is **not** for 'investment assets bought primarily for yield' as yield is not the primary motive of the activity).

1.10 The benefits of investment by the Council include:

- Investing in social, economic, and environmental projects, which will bring benefits to the District as their primary goal
- Regeneration benefits to District
- Additional Business Rates income
- Employment and prosperity
- Unlocking of sites and opportunities that others might not invest in
- accelerating delivery of sites

1.11 It is envisaged that this fund will be borrowed from the PWLB with all other sources of Government funding having to be considered exhausted as part of the assessment process.

1.12 **Assessment of Investment Opportunities – Process & Governance:**

Investment opportunities often arise unexpectedly and it is important when considering the allocation of resources (internal and external) that the decisions are made objectively, consistently, are informed by the correct advice and fit for purpose. Other Local Authorities who invest for these reasons have taken a similar approach and the proposal set out below is a proven model:

- The Place and Prosperity Assessment Group of Officers led by Assistant Director – Place, Assets & Commercialisation working with external agents, colleagues and Councillors will identify investment opportunities. All property investment opportunities will be channelled via the PAC team (note all referrals must be recorded so that introductions and commission fees can be correctly paid).
- Any investment opportunity if considered feasible is considered alongside the criteria in this Framework, and if consistent, it is then scored against the relevant

Scoring Matrix (see Appendix C).

- If the investment opportunity fails to deliver the necessary score and / or indicative return then it is dismissed but a record of it must be kept and reported to AMF as part of the normal reporting cycle.
- If the investment opportunity achieves the necessary score and indicative return then it progresses to a dedicated Place and Prosperity Investment Assessment Group of Officers (with support of consultants if necessary), these being existing staff with the right skillset and aptitude to think commercially. This Investment Assessment Group is to comprise:
 - Director – Finance
 - Director – Governance and Licensing
 - Assistant Director – Place, Assets & Commercialisation
 - Other Officers on a case-by-case basis
- A Full Appraisal (the method chosen should be proportionate to the costs and complexity involved) is prepared to enable a final recommendation on whether to invest following consideration by the Place and Prosperity Investment Assessment Board.
- The decision to invest is delegated to the Investment Board comprising; The Director of Finance (up to £5,000,000 per transaction) in agreement with the Leader, Portfolio Holder for Finance and Assets (Place and Prosperity Investment Assessment Board). Consultation should also be made with appropriate Ward Members.
- If an investment opportunity exceeds this £5,000,000 limit then the Council's normal decision making route will apply.
- In making a decision, the Board should be fully agreed or is not agreed. If a decision is not unanimous then it cannot proceed.

1.13 The draft Framework itself is attached as appendix A with supporting documents in appendices B-D.

Financial implications:

The financial details are outlined in the report. The financial cost of borrowing is intended to be covered by the related scheme which will come with associated risks, these are considered in applying the proposed framework. The scheme objectives it is considered will meet current PWLB lending conditions but these do alter as Government control local authority borrowing and the position will be monitored.

Legal implications:

It is within the Council's power to invest in property in accordance with statutory and governance frameworks. Each transaction would need to be evaluated in accordance with the framework prior

to legal due diligence taking place, including having regard to Subsidy Control (formerly State Aid). Legal Services have not had input into the governance arrangements set out at this time and will assist as necessary to agree these in due course.

Report to: Asset Management Forum

Date of Meeting 19th June 2023

Document classification: Part A Public Document

Exemption applied: None

Review date for release NA

Progress Update on Placemaking in Exmouth Town and Seafront for Asset Management Forum

Report summary:

This report summarises progress since the Group's previous meeting of the 13th March 2023.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

- a) That members of the Group note the progress since our previous report of 13th March 2023.

Reason for recommendation:

To keep members advised on progress

Officer: Gerry Mills Project Manager Place and Prosperity (Exmouth) gmills@eastdevon.gov.uk

Tel 01395 519960

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

Risk: Low Risk; The report is just to note an update on progress since our last meeting

Climate change Low Impact

Risk: Low Risk; The report is just to note an update on progress since our last meeting.

Links to background 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 planning consent for the fitness area at Queen's Drive (which expires in July 2023) has now been granted for its temporary use for a further 2 years.
- 1.2 The Events Space was marketed as agreed to see if we could attract a reliable operator either for the whole season or for the summer holidays, we had no interest by the closing date (6th of December 22). Some further marketing has been carried out on social media but again there has been little or no interest (bearing in mind it must be compliant with the planning consent conditions).
- 1.3 Carpark signage – we have identified the locations and have received confirmation from DCC on the 30.03.23 of these. In addition DCC have put together a schedule for the signing works which they have sent over to their contractors for a quote. They have looked at and identified a number of places that require signs to adequately direct drivers and link in with the current signage.
- 1.4 The planning application for the Strand's tables and chairs was submitted via the planning portal in February (The current permission expires in September 2023). However there has been a slight delay with the determination report which is now due to be issued in June of 2023. Given that the current consent is still live this isn't an issue of concern.
- 1.5 We have been advised that the mural on the rear wall of the Pavilion will not now commence until July of 2023 – we approved this in August of 2022.
- 1.6 Placemaking in Exmouth Town and Seafront Plan
 - Following a desktop exercise using the Crown Commercial Framework, supported by colleagues in Devon County Council we are pleased to advise that we plan to appoint WSP to take forward the placemaking plan for Exmouth Town and Seafront (subject to contract and a pre commencement meeting).
 - WSP appointment progressing with JCT contract issued and first meeting set up for the 24th of April.
 - Inception meeting to take place on the 21st of June.

Draft Key milestones Place making in Exmouth:

| Placemaking Task | RAG Status: Red = not delivered Amber = Delayed Green = on Target |
|--|--|
| Getting Consensus April 22 (date TBC) | |
| Consultation with Delivery Group May 22 | |
| Cabinet approval to consult June 22 | |
| Feedback on consultation has slipped due to staff member being off ill – analysis to be completed by 30.09.22 | This was completed by the revised date of 30.09.22. |
| PETS group 18.10.22 | |
| Cabinet 02.11.22 | |
| Full Council (budget request) 07.12.22 | |
| Next Tasks Provisionally | |
| Approval of ToR for place making Autumn 22 | |
| Procurement for ToR Dec 22 (we may progress this subject to final approval to get it moving post cabinet) | |
| Draft options to Delivery group Spring/Summer 2023 | |
| <ul style="list-style-type: none"> Cabinet approval to move to feasibility, detailed design and costing | |
| <ul style="list-style-type: none"> Implementation phase | |

1.7 Levelling up Fund Bid – Destination Exmouth

- The bid, led by colleagues in Devon County Council, was successful and has secured £15,765,899 for the road at Dinan Way and the Destination Exmouth/Gateway project. We await a letter of offer and will work in support of our colleagues in Devon County Council.

Destination Exmouth = Dinan Way Extension + Exmouth Gateway

- DCC are still waiting for their DfT payments to come through so there has been limited progress to date. However, DCC have land agents appointed for Dinan Way and are starting negotiations. DCC also have a design team at WSP appointed for the Gateway. We need to do a public consultation for those proposals and we are keen to try to get that delivered before the summer holidays.
- DCC's Project Manager for the Exmouth Gateway will be doing a site visit shortly.

Financial implications:

There are no new financial implications identified in the report.

Legal implications:

There is no direct comment to be made in relation to this update report, each and any individual issue will need to be considered as it arises.



Report to: Asset Management Forum

Date of Meeting 19 June 2023

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Place & Prosperity Team Update

Report summary:

The report provides a summary of the various projects that the Place and Prosperity Team are currently involved in.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That the Asset Management Forum note the report.

Reason for recommendation:

To ensure that members of the Asset Management Forum are informed about project progress.

Officer: Alison Hayward 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

Climate change Low Impact

Risk: Medium Risk; Projects which involve considering the future uses of council owned assets involves a level of risk be it financial or reputational. These would be reported to cabinet at the relevant time when recommendations are being made to take a project forward for delivery.

Links to background 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. SEATON JURASSIC

- 1.1 With Seaton Tramway identified as the preferred tenant for the site, negotiations continue with Seaton Tramway but also with DCC and HLF as funders.

2. PUBLIC TOILETS, ESPLANADE, & DRILL HALL, SIDMOUTH

- 2.1 See March AMF report for further background on this project.
- 2.2 The opportunity has arisen for Rockfish to acquire the toilet block adjacent to the Drill Hall on the Esplanade in Sidmouth.
- 2.3 Following a report to cabinet on 1st March, recommending acceptance of the offer from Rockfish, cabinet had agreed that Officers now progress with this disposal to Rockfish. Heads of Terms have been drafted and are now in agreed form. Approval is being sought from Portfolio Holder after which Solicitors will be appointed and Rockfish will submit its planning application which addresses both the former drill hall site but also the public toilets site.

3. AXE VALLEY LEVELLING UP FUNDING BID.

- 3.1 As reported previously, the council was unsuccessful in its bid to the Levelling Up Fund (LUF) for projects in the Axe Valley. The council had submitted a bid for £11m to support the £15m programme of projects within the Axe Valley. The Government received over 500 bids, totalling around £8.6 billion and of these, 111 bids were successful with a value of just over £2 billion.
- 3.2 The council wants to make progress where it can but being very mindful that without DLUHC funding many of these projects are undeliverable in their proposed form.
- 3.3 We will be reviewing the viability of the **3 employment sites located in Colyford Road and Harepath Road in Seaton and Cloakham Lawns in Axminster** with the information that we have from the initial Axe Valley Study and will report to Cabinet in the summer.
- 3.4 We have an existing cabinet approval to market the **Seaton Moridunum** site. This was put on hold whilst we awaited the outcome of the LUF bid which had included this site within the Seaton Seafront Enhancement project. The site is now being marketed through Lambert Smith Hampton property consultants.
- 3.5 The council recognises the significance of the **Seaton Seafront Enhancement project** for the town and it was especially disappointing that the funding was not forthcoming to enable delivery of phase 1 of this project. The council will be revisiting this project in the future to

consider how it might be further reduced in scope to reduce the total project costs for phase 1, which were estimated at almost £7million. Whilst council resources are unable to undertake this review in the coming year, this review will be considered in future Service Plan objectives.

4. SEATON MORIDUNUM

- 4.1 As reported above, the site is now being marketed. The Team continues to work with the developer of Fosseyway Court to facilitate their development and to ensure that the council's own land is safely maintained.

5. DEVON PLACE URBAN RENEWAL PROJECT

- 5.1 The Regeneration Strategies for Axminster and Seaton have now been concluded following the work undertaken by DCC, their consultants Hardisty Jones, and the stakeholder groups, Axminster Renewal Forum and Seaton Project Group. Copies of the renewal strategies were attached to the March AMF report.
- 5.2 Each strategy identifies a list of projects that are considered to be either strategic economic projects or locally significant projects together with approximate delivery timescale (Short, medium or long-term) as well as identifying a lead stakeholder. The lead stakeholder can take forward feasibility work for their particular projects. There may be a role for the council in the future with some projects, such as signposting or enabling, but in accordance with the previous report to cabinet on the Urban Renewal Programme, there is no commitment for the council to deliver the projects within the Strategy.
- 5.3 Meetings of the Renewal Boards will continue on a quarterly basis. In order to ensure that the council is able to meet its current commitments within the Service Plan, officers hope to work in partnership with the Town Councils in terms of administering the delivery of these meetings in the future.
- 5.4 As part of the Urban Renewal project, DCC has offered seed funding for a quick-win project within each town. The E-bike project in Axminster has now received its funding of £5,000 which has enabled the Town Council to secure the £50,000 grant from the Great Western Railway Communities Fund. This will enable the procurement and delivery of an E-bike docking station near to Axminster Railway station.
- 5.5 The quick win project for Seaton is the offer of funding of £10,000 towards the costs of refurbishment works at Marshlands, the Town Council offices and tourist information centre. The capital funding will support the creation of office and community space helping more local SMEs base themselves in Seaton and offer better facilities for local community groups. In addition, this will provide additional income to the Town Council.

6. DEPOTS REVIEW

- 6.1 The Place, Assets and Commercialisation Team are supporting the Streetscene and Recycling and Waste Teams to commission a project to review the Council's operational depot properties at the following sites:
- Sidmouth Manstone Depot
 - Exmouth Camperdown Depot
 - Woodbury Salterton Greendale Depot (Waste and Recycling)

- 6.2 At the time of writing the project brief has been finalised and officers are now in the process of commencing the formal procurement process working with Devon County Council's Procurement Team and utilising the Supplying the Southwest procurement portal. We anticipate appointing a consultant to commence this work during the summer.
- 6.3 We will be asking consultants to review existing depot site provision, constraints and opportunities in light of changing service demand, delivery environment and service aspirations and make recommendations for future depot operational site requirements.

7. COMMUNITY ASSET TRANSFER

- 7.1 At the previous Asset Management Forum, we reported on an Expression of Interest (first stage of an application) for a Community Asset Transfer that had been received from Ottery St Mary Town Council for the Land at Canaan and land within Millcroft, Ottery St Mary. The purpose of the report was to consult AMF as required within the Community Asset Transfer procedures. A final report is now being finalised with a recommendation to the Portfolio Holder for Finance and Assets. The decision will subsequently be provided to Ottery St Mary Town Council.

Financial implications:

This is an update report with no new financial implications to highlight.

Legal implications:

There is no direct comment to be made in relation to this update report, each and any individual issue will need to be considered as it arises

Report to: Asset Management Forum

Date of Meeting 19th June 2023

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Property and FM Team Update Report

Report summary:

This report summarises property and FM activities over the last few months and future activities.

The report also provides an update on the ongoing approved capital work and lists the capital work.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That the Forum

- a) Note the content of this report.

Reason for recommendation:

To ensure Members of the Forum are informed of the Property and FM activities that have taken place over the last few months and planned future activities.

Officer: Jorge Pineda-Langford – Principal Building Surveyor / Team Lead JPineda-Langford@eastdevon.gov.uk 01395 571633

Tim Child, Assistant Director – Place, Assets & Commercialisation tchild@eastdevon.gov.uk 01395 571692

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:

- [AMF 27/02/2023 Update Report on Activities by Property and FM Team.](#)
- [AMF 04/11/2022 Update Report on Activities by Property and FM Team](#)
- [AMF 21/06/2022 Update Report on Activities by Property and FM Team](#)
- [AMF 07/12/2021 Update Report on Activities by Property and FM Team.](#)

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 Property and FM Team continues to support and fulfil the Council's responsibilities across its corporate property stock.
- 1.2 As background information, the Forum has previously received the following reports:
 - February 2023: "Update Report on Activities by Property & FM Team". The report provided an update on the activities of the Property and FM Team to February 2023.
 - November 2022: "Update Report on Activities by Property & FM Team". The report provided an update on the activities of the Property and FM Team to September 2022.
 - June 2022: "Update Report on Activities by Property & FM Team". The report provided an update on the activities of the Property and FM Team to May 2022.
 - December 2021: "Update Report on Activities by Property & FM Team". The report provided an update on the activities of the Property and FM Team to November 2021 and was the first of such report. It also stated the intention to provide similar reports to the Forum on a more regular basis.
- 1.3 This new report focuses on providing an update / summary on work being done and planned since the previous report and it covers the period from June 2022 to September 2022.
- 1.4 A summary of planned preventive maintenance (PPM) and compliance works undertaken between March and May 2023 is shown in the table below.

| Location | PPM And Compliance Works (March 2023 - May 2023) |
|---|--|
| Axminster Leisure Centre | <ul style="list-style-type: none"> • Fire alarm system • Ductwork |
| Broadclyst Leisure Centre | <ul style="list-style-type: none"> • Fire alarm system • Mansafe system • Mansafe harness • Gas fired boilers |
| Colyton Leisure Centre | <ul style="list-style-type: none"> • Fire alarm system |
| Exmouth Camperdown Depot | <ul style="list-style-type: none"> • Fire alarm system • Intruder alarm system • Fire extinguishers • CCTV |
| Exmouth East Devon Tennis Centre | <ul style="list-style-type: none"> • Fire alarm system • Mansafe system • Mansafe harness • Ductwork |
| Exmouth Leisure Centre | <ul style="list-style-type: none"> • Fire alarm system • Pumping stations • Gas fired boilers • Ductwork • TMVs – showers, etc. • Lifts (biannually) |
| Exmouth Pavilion | <ul style="list-style-type: none"> • Fire alarm system • Ductwork |
| Exmouth Queen Drive Space Bar | <ul style="list-style-type: none"> • Fire extinguishers |
| Exmouth Town Hall | <ul style="list-style-type: none"> • Ductwork • Assistance alarm • CCTV • Fire alarm system • Heating and ventilation maintenance • Intruder alarm system • Lifts (biannually) |
| Exmouth Withycombe Common Changing Rooms | <ul style="list-style-type: none"> • Gas fired boilers • Heating and ventilation maintenance • Fire alarm system |
| Honiton Allhallows Pavilion And Tool Shed | <ul style="list-style-type: none"> • Gas fired boilers |
| Honiton Blackdown House | <ul style="list-style-type: none"> • Assistance alarm • Lifts (quarterly) • Heating and ventilation maintenance • Intruder alarm system • Fire alarm system • ZIP boiler • Ductwork • CCTV |
| Honiton East Devon Business Centre | <ul style="list-style-type: none"> • Ductwork • Intruder alarm system • Fire alarm system |

| Location | PPM And Compliance Works (March 2023 - May 2023) |
|---------------------------------|---|
| Honiton King Street PC | <ul style="list-style-type: none"> • Ductwork |
| Honiton Leisure Centre | <ul style="list-style-type: none"> • Ductwork. • Fire alarm system • Gas fired boilers |
| Honiton Swimming Pool | <ul style="list-style-type: none"> • Ductwork. • Fire alarm system • Gas fired boilers • Pumping stations |
| Honiton Thelma Hulbert Gallery | <ul style="list-style-type: none"> • Sump pump maintenance |
| Ottery St Mary Leisure Centre | <ul style="list-style-type: none"> • Oil fired boilers • Ductwork |
| Seaton Jurassic | <ul style="list-style-type: none"> • Automatic doors |
| Seaton West Walk PC | <ul style="list-style-type: none"> • Ductwork • Pumping stations |
| Sidford Changing Rooms | <ul style="list-style-type: none"> • Ductwork. • Fire alarm system |
| Sidmouth Leisure Centre | <ul style="list-style-type: none"> • Ductwork. • Fire alarm system |
| Sidmouth Manor Pavilion Theatre | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) • Fire alarm system |
| Sidmouth Manstone Depot | <ul style="list-style-type: none"> • CCTV • Intruder alarm system • Fire alarm system |
| Sidmouth Swimming Pool | <ul style="list-style-type: none"> • Ductwork. • Fire alarm system • Gas fired boilers |

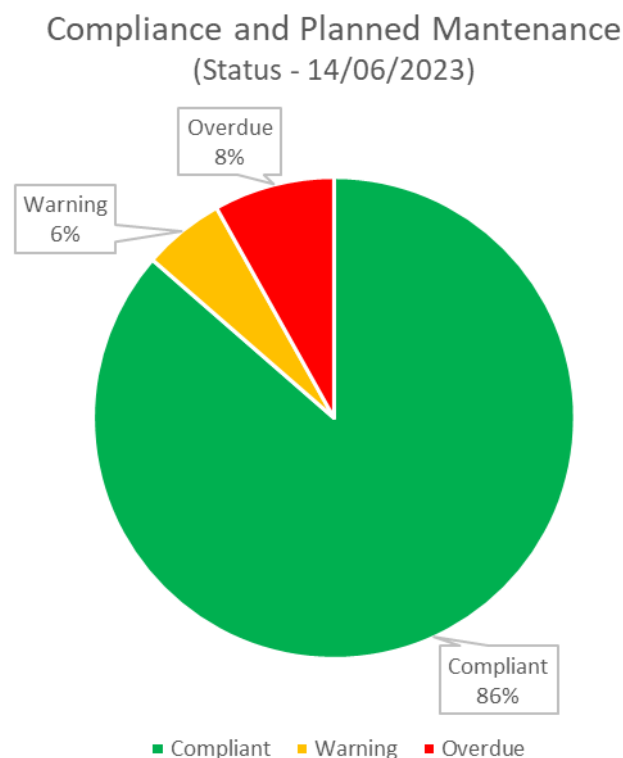
- 1.5 A summary of planned preventive maintenance (PPM) and compliance works planned over the next three months is shown in the table below.

| Location | PPM and Compliance Works (June - August 2023) |
|---|--|
| Axminster Leisure Centre | <ul style="list-style-type: none"> • Automatic doors • TMVs – showers, etc. • Electrical – fixed wiring (3 years) |
| Axminster Willwey Rise Workshops 1 to 9 | <ul style="list-style-type: none"> • Roller shutter doors |
| Axminster West Street PC | <ul style="list-style-type: none"> • Emergency lighting system |
| Broadclyst Leisure Centre | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) • Lightning conductor |
| Budleigh Salterton East End PC | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) |
| Budleigh Salterton Rolle Road PC | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) • Emergency lighting system |
| Budleigh Salterton Station Road PC | <ul style="list-style-type: none"> • Emergency lighting system |

| Location | PPM and Compliance Works (June - August 2023) |
|--|--|
| Colyton Leisure Centre | <ul style="list-style-type: none"> • Lightning conductor • Heating and ventilation maintenance |
| Exmouth Camperdown Depot | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) |
| Exmouth East Devon Tennis Centre | <ul style="list-style-type: none"> • Automatic doors • Electrical – fixed wiring (3 years) • Heating and ventilation maintenance • TMVs – showers, etc. • Lightning conductor |
| Exmouth Foxholes Carpark PC | <ul style="list-style-type: none"> • Bottle filler water test |
| Exmouth Imperial Recreation PC | <ul style="list-style-type: none"> • Roller shutter doors |
| Exmouth Leisure Centre | <ul style="list-style-type: none"> • Automatic doors |
| Exmouth Pavilion | <ul style="list-style-type: none"> • Automatic doors • Asbestos survey (3 years) • Lifts (Biannually) • Heating and ventilation maintenance • TMVs – showers, etc. |
| Exmouth Phear Park Gardeners Depot | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) |
| Exmouth Town Hall | <ul style="list-style-type: none"> • TMVs – showers, etc. • Fire shutters • Emergency lighting system |
| Exmouth Withycombe Common Changing Rooms | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) • Emergency lighting system |
| Honiton Allhallows Pavilion and Tool Shed | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 years) • TMVs – showers, etc. |
| Honiton Blackdown House | <ul style="list-style-type: none"> • Automatic doors • Gas fired boilers • TMVs – showers, etc. • Lightning conductor |
| Honiton East Devon Business Centre | <ul style="list-style-type: none"> • Automatic doors • TMVs – showers, etc. • Lightning conductor |
| Honiton Leisure Centre | <ul style="list-style-type: none"> • Asbestos survey (3 years) • Automatic doors • TMVs – showers, etc. |
| Honiton Swimming Pool | <ul style="list-style-type: none"> • Automatic doors |
| Honiton Thelma Hulbert Gallery | <ul style="list-style-type: none"> • Emergency lighting system • Gas fired boilers • Heating and ventilation maintenance • Lifts (Biannually) • TMVs – showers, etc. |
| Ottery St Mary Leisure Centre | <ul style="list-style-type: none"> • Lightning conductor • Automatic doors |
| Seaton Riverside Workshops 1 to 14 | <ul style="list-style-type: none"> • Roller shutter doors |
| Seaton Seafeld Garden Tennis Pavilion Cafe | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 yearly) |

| Location | PPM and Compliance Works (June - August 2023) |
|---------------------------------|---|
| Sidford Changing Rooms | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 yearly) • Heating and ventilation maintenance • TMVs – showers, etc. • Fire extinguishers |
| Sidmouth Cemetery Chapel | <ul style="list-style-type: none"> • Electrical – fixed wiring (3 yearly) |
| Sidmouth Leisure Centre | <ul style="list-style-type: none"> • TMVs – showers, etc. • Automatic doors • Heating and ventilation maintenance |
| Sidmouth Manor Pavilion Theatre | <ul style="list-style-type: none"> • Asbestos survey (3 years) • Emergency lighting system • TMVs – showers, etc. • Lifts (Biannually) • Heating and ventilation maintenance |
| Sidmouth Market Place PC | <ul style="list-style-type: none"> • Emergency lighting system |
| Sidmouth Port Royal PC | <ul style="list-style-type: none"> • Emergency lighting system |
| Sidmouth Swimming Pool | <ul style="list-style-type: none"> • Electrical – fixed wiring (Swimming pool) • Lightning conductor • Heating and ventilation maintenance • Automatic doors |

1.6 The status of compliance and PPM work is shown below.



- Compliant: More than 30 days to due date
- Warning: Within 30 days to due date and 13 days past due date
- Overdue: More than 14 days past due date

Overdue figures include work that may have already been undertaken but paperwork/certification is still to be issued/received.

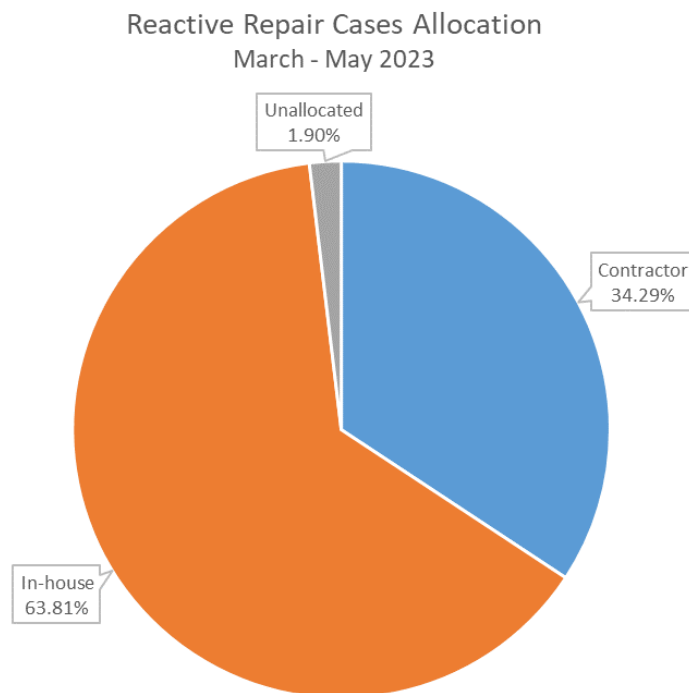
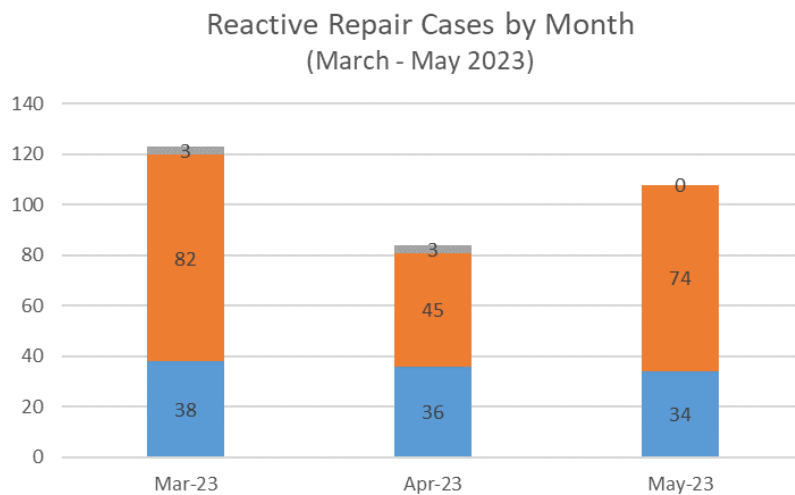
Previous period status was 90% Compliant, 3% Warning and 7% Overdue. Compliance has reduced slightly whilst both Warning and Overdue have increased during this period. This is attributed to having to change electrical contractor. The Team has now appointed alternative contractors to undertake the work for this year and catch on the work that have fallen behind.

1.7 Other planned works not listed above, completed over the last three months and planned or ongoing over the next three months.

| Location | Planned Works | Status |
|---------------------------------------|---|--|
| Exmouth Town Hall | Replacement of lift ropes | Completed. |
| Honiton Leisure Centre | Squash court repairs | Completed. |
| Seaton Jurassic | Latent defects – M&E | Completed. |
| Sidmouth Connaught Gardens Shelter 1B | Roof and wall repairs | Completed. |
| Sidmouth Normal Lockyer Observatory | External repairs and redecorations | Ongoing. Structural repairs design completed, work will be tendered shortly. External decorations completed. |
| Sidmouth The Knowle | Flood attenuation scheme liaison | Completed in the process of being transferred to Sidmouth Town Council. |
| Sidmouth Watch Tower Cafe | External wall repairs to clock tower | Completed. |
| Exmouth Leisure Centre | Replacement of gym lighting | Completed |
| Honiton Thelma Hulbert Gallery | Insurance claim, ceiling reinstatement. | Ongoing, estimated completion August 2023 |
| Honiton Thelma Hulbert Gallery | Alterations to lighting | Ordered, estimated completion August 2023 |
| Sidmouth Manstone Depot | Security improvements to Parking Services Store | Completed |
| Seaton Axe Wetlands | Electrical upgrade | Completed |
| Honiton Leisure Centre | Squash Court 2 Front wall refurbishment | Completed |
| Exmouth Deck Chair Store | Roof repairs, pest control and clean up | Completed |
| Jacobs Ladder Beach Huts | Repairs and decorations for new season | Completed |
| Queens Drive Space | Concession shed roof recovering | Completed |

- 1.8 A summary of reactive jobs by property and allocation for the period March to May 2023 is shown in the table below.

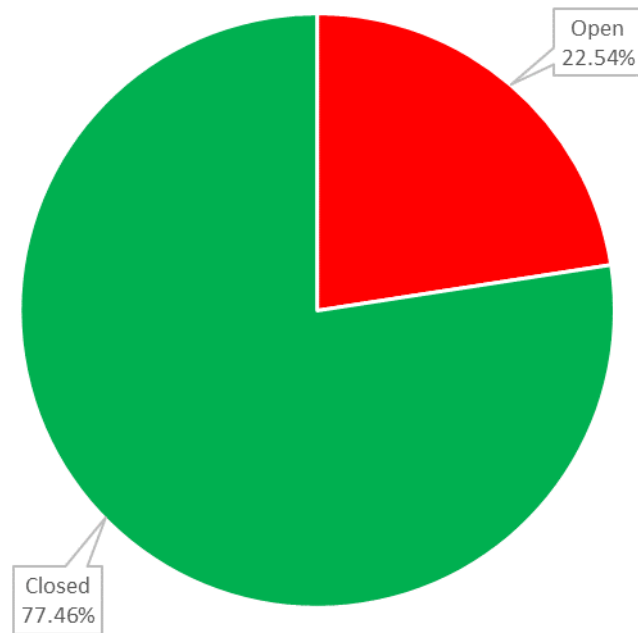
| Month | Reactive Jobs (allocation) | | | Total |
|------------------------|----------------------------|---------------|--------------|-------------|
| | Contractors | In-house | Unallocated | |
| March | 38 | 82 | 3 | 123 |
| April | 36 | 45 | 3 | 84 |
| May | 34 | 74 | 0 | 108 |
| Totals | 108 | 201 | 6 | 315 |
| % by allocation | 34.29% | 63.81% | 1.90% | 100% |



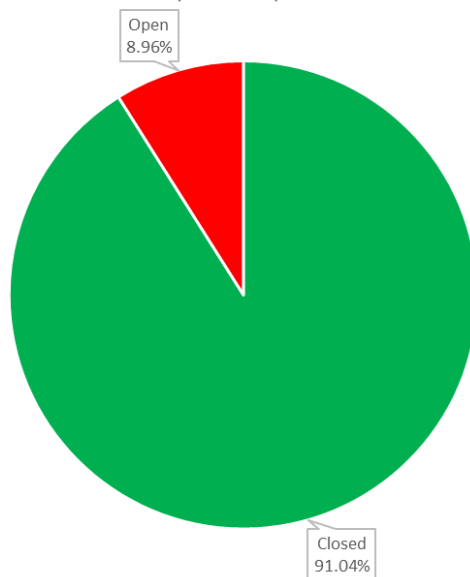
63.81% of reactive work cases is done in-house by the Property and FM Team. Whilst the remaining work is done by external contractors the team manages the work and provides technical support as required.

1.9 The status of reactive work for the period March to May 2023 is shown.

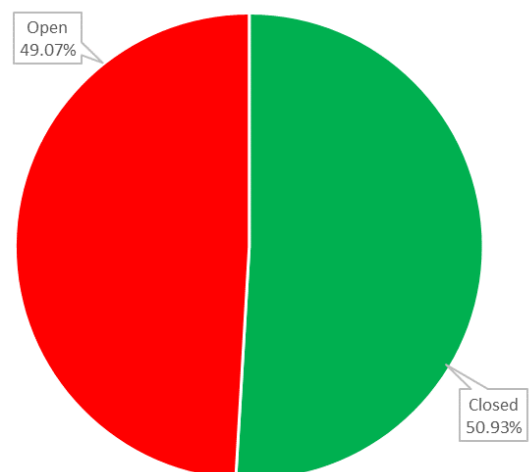
Reactive Repair Cases Status
(All Cases - March - May 2023)



Reactive Repair Cases Status
March - May 2023
(In-house)

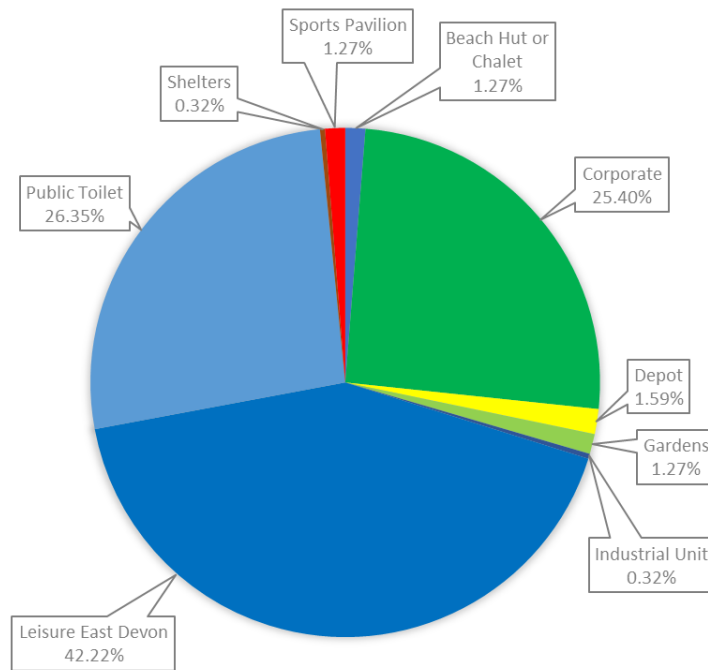


Reactive Repair Cases Status
March - May 2023
(Contractors)

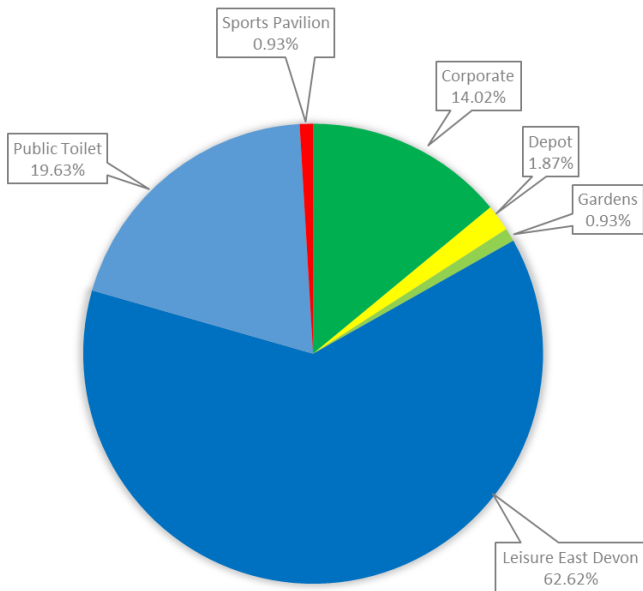


1.10 The distribution of reactive work by Asset type and allocation is shown in the chart below.

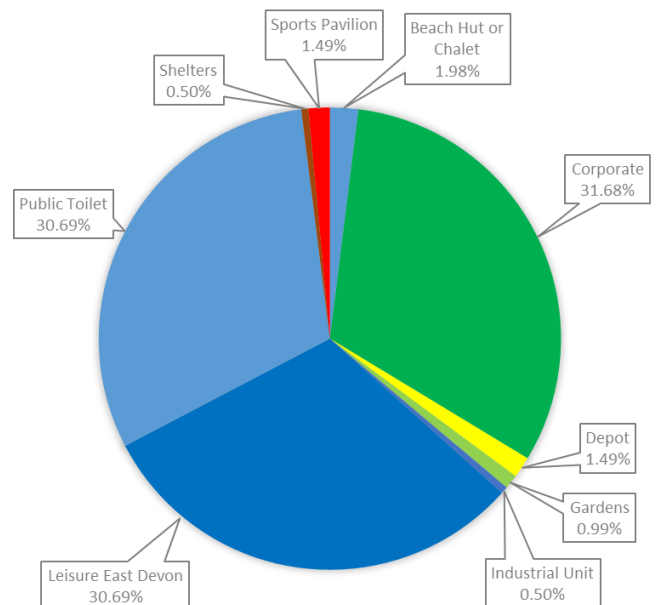
Reactive Repairs Cases by Asset Type
March - May 2023



Reactive Repairs Cases by Asset Type
March - May 2023
(Contractors)



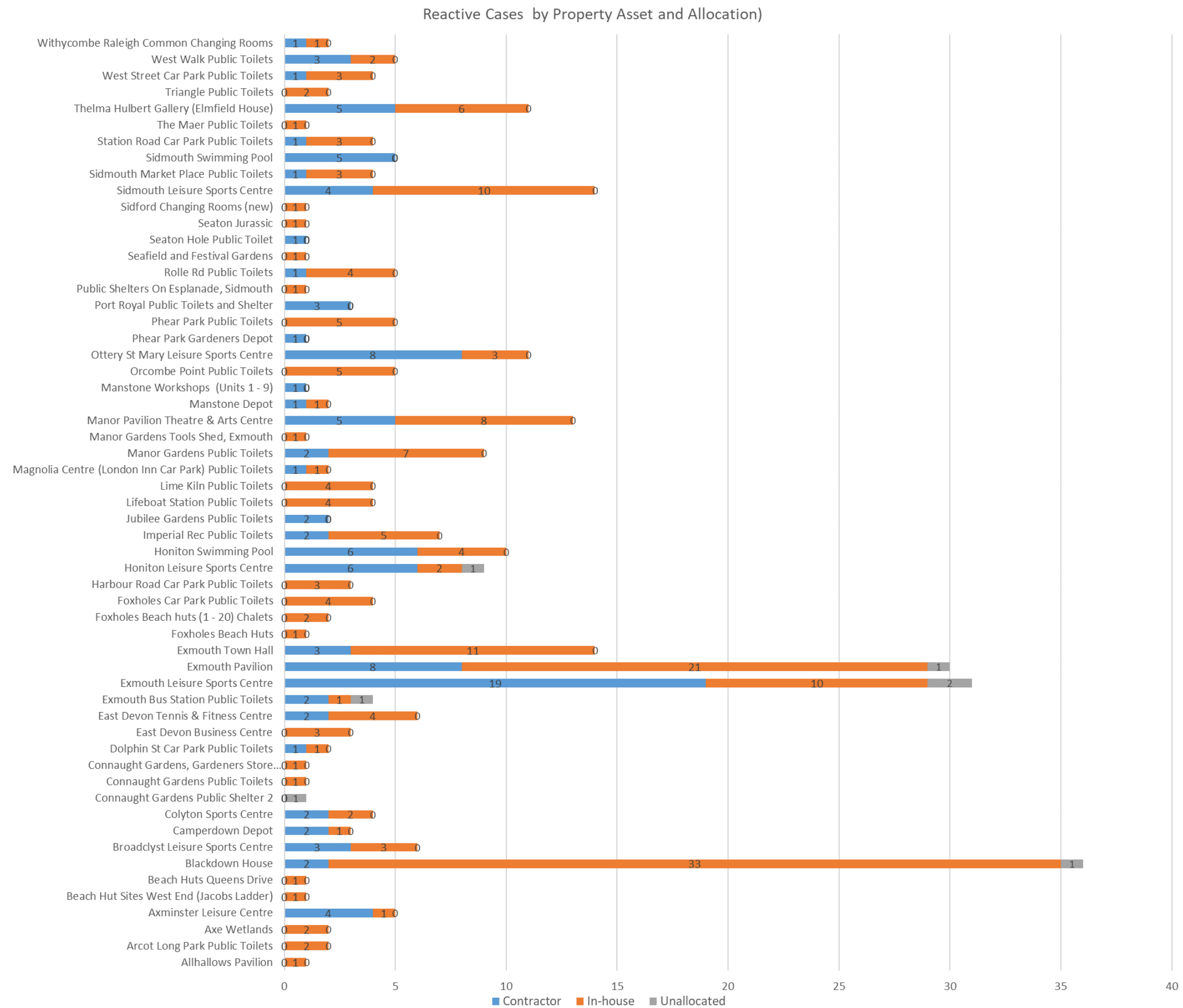
Reactive Repairs Cases by Asset Type
March - May 2023
(In-House)



Worth noting:

- Reactive work on LED managed assets was 42.22% (last report 42.4%) of the total work
- Reactive work by contractors on LED managed properties was 62.62% (last report 51.4%), 11.22% increase from the previous report.
- Most of the reactive work by the in house team is in corporate properties, 69.31% (last report 67%).

1.11 The distribution of reactive work by property and allocation is shown in the chart below.



1.12 Summary of live capital projects

| Capital Project | Year approved | Property | Approved Funding | Work Planned For | Status / Comments |
|---|---------------|---|------------------|------------------|---|
| Re-roofing of Seaside Tenanted Properties | 2018/19 | Exmouth Octagon Kiosk | £63,000.00 | 2022/23 | Completed. |
| Reception and Changing Rooms Refurbishment | 2020/21 | Honiton Swimming Pool | £457,000.00 | 2021/22 | Completed, defect period. |
| New Changing Rooms | 2020/21 | Seaton Football Club | £291,000.00 | 2021/22 | Completed, subject to snagging and defect period. |
| Replacement sports hall store cupboard doors. | 2020/21 | Broadclyst, Ottery and Sidmouth Leisure Centres | £35,500.00 | 2022/23 | Completed. |
| Refurbishment and improvement works | 2022/23 | Exmouth Pavilion | £352,000.00 | 2023/24 | Design completed, tender stage, Estimated delivery January 2024. |
| Roof Replacement | 2022/23 | Broadclyst LC | £575,575.00 | 2023/24 | Contractor appointed, estimated completion Summer 2023. |
| | | Ottery St Mary LC | | 2022/23 | Completed |
| FRA remedial works | 2022/23 | Axminster LC | £431,000.00 | 2023/24 | All tendered. Prioritising work to fire alarm and emergency lighting systems, contractors appointed estimated completion Summer 2023. |
| | | Broadclyst LC | | 2023/24 | |
| | | Colyton LC | | 2023/24 | |
| | | Exmouth East Devon Tennis Centre | | 2023/24 | Compartmentation element to be reviewed and adjusted to budget. |
| | | Exmouth LC | | 2023/24 | |
| | | Exmouth Pavilion | | 2023/24 | |
| | | Honiton LC | | 2023/24 | |

| | | | | | |
|--|---------|----------------------------------|-------------|---------|---|
| | | Honiton Swimming Pool | | 2023/24 | |
| | | Ottery St Mary LC | | 2023/24 | |
| | | Sidmouth LC | | 2023/24 | |
| | | Sidmouth Swimming Pool | | 2023/24 | |
| Floor repairs and replacement | 2022/23 | Axminster LC | £364,550.00 | 2022/23 | Completed |
| | | Colyton LC | | 2023/24 | To be tendered. |
| | | Exmouth LC | | 2023/24 | To be tendered. |
| | | Honiton LC | | 2022/23 | Contractor appointed, estimated delivery Summer 2023. |
| | | Ottery St Mary LC | | 2022/23 | Completed. |
| | | Sidmouth LC | | 2023/24 | To be tendered. |
| Swimming pool plants repairs and replacement. | 2022/23 | Exmouth Swimming Pool | £126,500.00 | 2022/23 | Completed. |
| | | Honiton Swimming Pool | | 2022/23 | Completed. |
| | | Sidmouth Swimming Pool | | 2022/23 | Completed. |
| Extractor fans, AC, AHU upgrades and refurbishment | 2022/23 | Axminster LC | £172,500.00 | 2023/24 | To be tendered |
| | | Colyton LC | | 2023/24 | To be tendered |
| | | Exmouth East Devon Tennis Centre | | 2023/24 | To be tendered |
| | | Exmouth LC | | 2023/24 | Part ordered |
| | | Exmouth Pavilion | | 2023/24 | To be tendered |
| | | Honiton LC | | 2023/24 | To be tendered |
| | | Ottery St Mary LC | | 2023/24 | Ordered |
| | | Sidmouth Swimming Pool | | 2023/24 | To be tendered |
| | 2022/23 | Honiton Swimming Pool | £62,500.00 | 2022/23 | Completed. |
| | | Exmouth Swimming Pool | | 2022/23 | Completed. |

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| Pool Energy Management System | | Sidmouth Swimming Pool | | 2022/23 | Completed. |
| Cold Water Storage Tank | 2022/23 | Exmouth Swimming Pool | £21,000.00 | 2022/23 | Tender, over budget, value engineering to budget. |
| Stage Equipment Remedials and Improvements | 2022/23 | Exmouth Pavilion and Sidmouth Manor Pavilion | £56,500.00 | 2023/24 | Work at Sidmouth Manor Pavilion completed. Exmouth Pavilion work linked to other work at this site, to be tendered. |
| Energy Efficiency Review | 2022/23 | Corporate and LED Properties | £60,000.00 | 2022/23 | Design, consultant to be appointed. Note this project also include non LED managed properties. Fee proposal obtained for the swimming pools. Awaiting an additional fee proposal from another consultant. Application for funding from Phase 4 Public Sector Low Carbon Skills Fund made to cover further consultants fee made, bid value £333K, allocation announcement expected by end of June. |
| External Decoration | 2022/23 | Exmouth Beach Huts | £100,000.00 | 2022/23 | Completed. |
| Corporate Property External Fabric and Roof Works | 2022/23 | Various Corporate Sites | £448,500.00 | 2022/23 | Phase 1, 2 and 3 completed. Phase 4 ordered, estimated completion April 2024. |
| FRA Works | 2022/23 | Various Corporate Sites | £104,000.00 | 2022/23 | Design, consultants appointed. Tender documents being prepared. |
| Replacement of Tool Shed | 2022/23 | Exmouth Manor Gardens | £22,500.00 | 2022/23 | Contractor appointed, estimated completion September 2023. |

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| Renewal of Render of External Walls, External decorations | 2022/23 | Colyton Dolphin Street Toilets | £25,000.00 | 2023/24 | Contractor appointed, awaiting contractor availability. Estimated completion August 2023. |
| Rebuilding of Retaining Wall | 2022/23 | Mini Site No. 3, Durham Way | £101,000.00 | 2022/23 | On site works, 80% completed. Estimated completion July 2023. |
| Roof replacement over courts 1-4 | 2023/24 | Exmouth East Devon Tennis Centre. | £597,500.00 | 2023/24 | Contractor appointed, awaiting contractor's availability. |
| Replacement of existing indoor tennis carpet surface, courts 1-4 | 2023/24 | Exmouth East Devon Tennis Centre. | £194,500.00 | 2023/24 | Contractor appointed, awaiting contractor's availability. |
| Resurfacing existing carpark | 2023/24 | Sidmouth Manstone Workshops. | £73,000.00 | 2023/24 | Detail design in progress, to be tendered. |
| Replacement of existing fire escape. | 2023/24 | Sidmouth Manor Pavilion Theatre. | £32,000.00 | 2023/24 | Detail design in progress, to be tendered. |
| Surface water drainage improvements. | 2023/24 | Honiton Leisure Centre. | £25,500.00 | 2023/24 | Detail design in progress, to be tendered. |
| Beach hut replacement. | 2023/24 | Sidmouth Jacobs Ladder Beach Huts. | £240,000.00 | 2023/24 | Consultant to be appointed, estimated completion march 2024. |
| Roof replacement. | 2023/24 | Exmouth Foxhole Chalets. | £134,500.00 | 2023/24 | Contractor appointed, estimated completion October 2023. |
| Public Toilet Investment Programme (including Changing Places) | 2021/22 | Axminster West Street Car Park Public Toilets | £3,342,000.00 | 2024/25 | Consultant's appointed, subject to contract. Phase 1 (Exmouth Foxholes, Honiton Lace Walk, Seaton West Walk, Sidmouth Ham West Carpark) commissioned, estimated completion March 2024. |
| | | Budleigh Salterton Cliff Path (West End / Steamer) Public Toilets | | | |
| | | Budleigh Salterton East End (Lime Kiln) Public Toilets (Changing Places) | | | |

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| | | Beer Jubilee Gardens Public Toilets | | | |
| | | Exmouth Foxholes Car Park Public Toilets (Changing Places) | | | |
| | | Exmouth Magnolia Centre (London Inn) Public Toilets | | | |
| | | Exmouth Manor Gardens Public Toilets | | | |
| | | Exmouth Phear Park | | | |
| | | Exmouth Queens Drive Public Toilets | | | |
| | | Honiton Lace Walk Public Toilets | | | |
| | | Seaton West Walk Public Toilets (Changing Places) | | | |
| | | Sidmouth Connaught Gardens Public Toilet | | | |
| | | Sidmouth Triangle Public Toilets | | | |
| | | Sidmouth Ham West Carpark - Changing Places only. | | | |

Financial implications:

There are no financial implications identified in this report and works are within existing approved budgets.

Legal implications:

There is no direct comment to be made in relation to this update report, each and any individual issue will need to be considered as it arises.