

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Asset Management Forum held online on 2 December 2024

Attendance list at end of document

The meeting started at 9.32 am and ended at 10.40 am

10 Notes from the previous meeting held on 17 June 2024

The notes from the previous meeting on the 17 June 2024 were agreed.

11 Declarations of interest

Minute 15

Cllr O Davey: ANRI Exmouth Town Council member

Cllr I Barlow: ANRI Sidmouth Town Council member

Cllr M Goodman: ANRI Sidmouth Town Council member

12 Public speaking

None.

13 Matters of urgency

None.

14 Confidential/exempt item(s)

None.

15 Estates Team update

The Estates Team update report covered:

- Recent event to celebrate 25 years of the East Devon Business Centre
- Re-let of two units at Riverside Workshops, Seaton
- Preparing of assets for auction in early 2025
- Completed acquisition of additional 18 acres of land at Seaton Marshes
- Additional resource secure to complete work on the draft Asset Management Plan in the New Year;
- Continued work on the disposal of Category B and C public toilets.

The Forum were also advised that a demonstration of the Asset Register software would be provided at a future meeting.

Discussion included:

- A positive meeting had taken place between the directors of the Norman Lockyer Observatory and officers in the past few days;
- Recent toilet closures had been necessary due to the invasive nature of the asbestos inspections, and liaison with Streetscene would continue to bring the toilets back into use as soon as possible.

The Forum noted the report.

16 **Place Major Projects & Programmes Team Update**

The update report included:

- Depots Review
- Public toilets, Esplanade & Drill Hall, Sidmouth
- UKSPF Feasibility Studies, Exmouth
- Stalled Employment Sites in Axminster, Honiton and Seaton
- Seaton Moridunum
- Clyst Meadows Country Park
- Cranbox, Cranbrook

Discussion covered:

- The size and scale of the Depot Review meant that a report could not be ready for Cabinet consideration until spring 2025;
- Planning application for the Clyst Meadows Country Park was now in for consideration by the Council this month;
- Modular space in Cranbrook was still under evaluation.

The Forum noted the report.

17 **Property and FM Team update**

The Forum received an update report covering the period June 2024 to October 2024; the report also set out the findings of the SWAP audit on corporate health and safety. The actions resulting from the audit were all priority 3 (priority 1 being the most urgent) and overall gave a high level of assurance that the Council was meeting its obligations.

Discussion included:

- The due diligence and dedication of the team in dealing with the work, particularly in balancing the demand of reactive work, was commended;
- The next stages of the toilet review would demand considerable time and resources;
- Any additional spend for projects that was not included in the budget (including capital projects that required additional funding) would come before Cabinet for approval. A request was made for future reporting to the Forum to include evaluation of the capital projects completed to establish the level meeting budget, under budget or reaching overspend;
- Spend on LED run assets was approximately at 40% of the total the Council covered, and communications should be considered to inform the public of the public spend to support the service.

The Forum noted the report.

Attendance List

Councillors present:

P Arnott

P Hayward (Chair)

G Jung

Councillors also present (for some or all the meeting)

I Barlow
O Davey
M Goodman
N Hookway

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Commercialisation
Naomi Harnett, Corporate Lead (Interim) – Major Projects & Programmes
Alison Hayward, Project Manager Place & Prosperity
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM

Councillor apologies:

S Hawkins
T Olive

Chair

Date: