

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Asset Management Forum held at Online on 29 September 2025

Attendance list at end of document

The meeting started at 9.30 am and ended at 10.33 am

9 Notes from the previous meeting held on 16 June 2025

The notes of the previous meeting held on 16 June 2025 were agreed.

10 Declarations of interest

Minute 14 and 15

Cllr Barlow; ANRI; Member of Sidmouth Town Council

Cllr Davey; ANRI; Member of Exmouth Town Council

Minute 16

Cllr P Hayward; ANRI; Role as employee of Town Council

11 Public speaking

None.

12 Matters of urgency

None.

13 Confidential/exempt item(s)

There was one item, listed under minute 17.

14 Property and FM Team update

The Principal Building Surveyor/Team Lead summarised the report that highlighted corporate property and FM activities for the 1st quarter of financial year 2025/26 (April to June 2025) and listed the tasks for the 2nd quarter of 2025/26 (July to September 2025). The report also provided an update on ongoing capital projects and capital bids approvals for 2025/26.

Questions included:

- Clarification on replacement thermostat mixing valves on showers;
- Clarification on handover of toilets at Foxholes complete with testing certification – testing on water supply would be carried out annually

The Forum noted the report.

15 Estate Team update

The Senior Estate Surveyor's report provided an update on the areas of work the Estates Team were involved in:

- New industrial units at Redgates in Exmouth had now been completed and transferred to the Council.
- Following vacation of two units at Riverside Workshops by a single tenant, the team recently undertook a marketing exercise to identify new tenants for the units, this had been successful and terms agreed with two new tenants.
- The Units at Redgates and Riverside, form part of the Council's larger industrial portfolio which consists of 48 Industrial units, 11 Compounds and 9 ground leases spread over 10 sites across the district.
- The team recently negotiated a rent review in respect of the Council's Waste and Recycling facility.
- The ongoing roll out of new and improved communications networks continues to provide increasing numbers of cases where wayleaves and easements are sought in respect of the page 26 installation of new equipment.
- Through the disposal of surplus assets, the team had generated capital receipts totalling £236,600 so far this financial year.
- Work was continuing on the new Asset Management Plan and a draft plan would be available at a future Forum meeting.

The Forum noted the report.

16 **Placemaking and Major Projects Team update**

The Corporate Lead Major Projects and Programmes' report provided a summary of the more high-profile projects that the Major Projects & Programmes Team were currently involved in delivering. The update report included:

- Depots review
- Exmouth Placemaking Plan (EPP)
- Stalled Employment Sites
- Cranbox, Cranbrook

Question included:

- Clarification on progress with the Depot Review, with consultant work now concluded and a report pending to Cabinet by the end of the year, taking account of a revised approach in light of local government review;
- Cranbox transfer of land was ongoing and officers did not expect any further issues to slow progress on delivery.

The Chair welcomed the progress on the Cranbox project.

The Forum noted the report.

The meeting went into private session.

17 **Hayne Lane, Honiton**

The Development Delivery Project Manager and the Corporate Lead - Major Projects report provided the Asset Management Forum with an update on the work undertaken to support the delivery of the Hayne Lane site, and overview of the next steps needed to deliver employment space.

The Forum noted the report and

RECOMMENDED to Cabinet

- That a budget of £30,000 is made available to provide legal and commercial advice to support the delivery of the site.

Attendance List

Councillors present:

T Olive
P Arnott
P Hayward (Chair)
S Hawkins
G Jung

Councillors also present (for some or all the meeting)

I Barlow
R Collins
O Davey
C Fitzgerald
N Hookway

Officers in attendance:

Andrew Champion, Development Delivery Project Manager
Naomi Harnett, Corporate Lead (Interim) – Major Projects & Programmes
Rob Harrison, Senior Estates Surveyor
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM
Tim Child, Assistant Director Place, Assets & Commercialisation

Chair

Date: