



EAST DEVON DISTRICT COUNCIL OFFICE ACCOMMODATION PROJECT

Project Report No 11 Rev 1 | 31 December 2014

ISSUED UNDER PART B

Document Issue Sheet

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CONTENTS

1.0	Executive Summary	Page	4
2.0	Particulars of Current Progress and Key Project issues	Page	8
3.0	Risk Management	Page	16
4.0	Programme and Key Milestones	Page	17
5.0	Project Cost Report	Page	18

APPENDICES

Appendix A	Copy of Savills "Summary and Recommendation Report following the Marketing and Bidding process for Knowle & Manstone Depot (including Appendix 8 (Tender Opening Sheet) and Appendix 12 (Bid Score document)"
Appendix B	Copy of the Initial Evaluation of Received Bids for Knowle & Manstone Depot to select Interview Candidates.
Appendix C	Programme AR (Rev -) – New Build 170 Desk Office at Heathpark and Refurbishment of Exmouth Town Hall
Appendix D	Interim Cost Report based upon costs posted and accrued to the end of period 09 – 2014 (5 January 2015)
Appendix E	Project Risk Register Analysis Rev Q (Rev A) - 22 December 2014

1.0 Executive Summary

- 1.1 This formal Project Progress Report covers the period since the previously issued report, identifying matters generally between 1 October and 31 December 2014.
- 1.2 During the period the following key issues have occurred;
- The marketing and bidding process for Knowle and Manstone Depot (with the ATC site being advised as an option) has been completed. Bids were received on 22 October and Interviews with the four highest scoring candidates on 12 November 2014
 - As a result of the value of the received Knowle bids and the earlier reduction of Terrace Hill's (THH) original offer for Heathpark, it became apparent that Skypark no longer presented an economically viable relocation option.
 - Further, and with reference to the reduced offer for Heathpark by THH, the sale of Heathpark no longer makes economic sense, particularly when considering either a replacement Business Centre or the requirement of a substantial financial contribution towards a new facility.
 - Through detailed reviews of the potential office relocation options, it has appeared that a 170 desk new build at Heathpark, together with an 80 desk facility in a refurbished Exmouth Town Hall provides the most financially viable option.
 - On the basis of this conclusion, a Cabinet Report was prepared, issued and considered by the Cabinet on 3 December. Cabinet considered and voted in favour of the associated recommendations unanimously.
 - Council on 17 December 2014 confirmed Cabinet's earlier approval. A further recommendation was that a thorough examination of all facts and figures in respect of the relocation should be commissioned for both internal and independent external auditors: and for the respective auditors to report to the Overview and Scrutiny Committee and Audit & Governance Committee early in 2015.
- 1.3 The marketing and bidding process for Knowle / Manstone has been completed in the period. EDDC have been advised by Savills that there were a total of 31 parties expressing an interest.

- 1.4 In the event, a total of 7 bidders submitted 10 proposals on the bid return date of 22 October 2014. The initial value of the bids as observed at the time of opening ranged from £ 2.83 - £ 6.55 million, with two bids from EDDC Housing Services exclusively for the Manstone Depot of £ 570 k and £ 830 k. A copy of the EDDC Schedule of tenders recorded at the time of opening on 22 October 2014 is annexed to this report within Savills Summary and Recommendation Report (Appendix A) in Appendix 8 of that report
- 1.5 Following review and analysis of the bid submissions, and based upon the previously advised bid evaluation criteria, four of the bidders were selected for Interview on 12 November. A copy of the initial evaluation of received bids to select the Interview Candidates is annexed to this report within Appendix B.
- 1.6 During the Interviews one of the bidders presented a new increased offer. As a result the other interviewed relevant bidders were advised of the situation and were asked to consider whether they wished to revise their offers, submitting same by 19 November – one week after the interviews.
- 1.7 Increased bids were, subsequently, received by Savills from two Bidders – McCarthy & Stone and Pegasus Life. The Consultant considered these further proposals and associated information. Savills incorporated their observations, review and recommendation into their deliverable entitled "Summary & Recommendation Report following the Marketing and Bidding process for Knowle & Manstone depot" dated 19 December 2014. Copies of this report, including all appendices have been uploaded onto EDDC's secure O Drive Server and are available to Members of the Project Executive Board and Officers attending the Officers Working Group Meetings for their information. A copy of Savills Report, including, Appendix 8 (Tender Opening Sheet) and Appendix 12 (Bid Score document) is annexed to this Report in Appendix A
- 1.8 It was recognised that one of the key risks associated with the bidding process was whether the respective proposals would be acceptable in principal in planning terms to the LPA. Consequently, as part of the evaluation process, EDDC instructed Heynes Planning Consultancy to review the submitted bids from the interviewed Developers from a Planning perspective. As part of this process they also had a "pre app" type discussion with the LPA based upon the proposals received from the Bidders. The resultant report was issued to Savills for their review and incorporation into their report.
- 1.9 It is noted that the financial level of the received bids although higher than the "50 dwellings" options yardstick used previously, did not achieve the levels anticipated for the "63 dwellings" options. It is assumed that this was due to Developers being somewhat less ambitious with their proposals for the sites than had been anticipated – possibly due to the Council being the landowner and effectively the LPA. Another reason could be due to the failure of the Council's outline planning application in March 2013.

- 1.10 Following the receipt of bids, and with reference to the financial viability exercises considered for the several office relocation options carried out during September, October & November, it was quickly identified that the Skypark option was no longer economically viable.
- 1.11 As a consequence, and in order to inform the Skypark JV Partners at the earliest opportunity, a meeting was held with Devon CC and St Modwen on 20 November to advise them of the issue. Further, on 25 November an e-mail was issued to Devon CC confirming the recommendation within the Cabinet Report which advised that (e) "the relocation to Skypark was no longer a viable proposition.."
- 1.12 Although, it is understood Terrace Hill (THH) had been continuing to review their revised offer for the Heathpark site during the period nothing formally had been advised until an e-mail was received via Thomas Lister on 2 December advising that their offer had now been reduced to £ 3.1 mill. This further revised offer was not only substantially lower than the original offer of circa £ 5.0 mill upon which Skypark's viability had been assessed, it was also considerably less than the amended offer of circa £ 3.95 mill received during July 2014 . This final reduced offer – together with the lower than predicted potential capital receipt for Knowle - now confirmed that not only was Skypark not viable, but that the sale of Heathpark no longer made economic sense, particularly if the Business Centre was either replaced or a substantial investment provided for another facility.
- 1.13 One of the Cabinet Report's Recommendations tabled for consideration by the Cabinet meeting on 3 December advised - (c) "The reduced offer for EDDC's Heathpark site no longer represents a sufficiently persuasive level of capital receipt and will not be pursued further"
- 1.14 Following Cabinet's unanimous approval of the recommendations Thomas Lister formally advised THH that their offer had been rejected and that the sale of Heathpark would no longer be sought..
- 1.15 The Project Overview had been considered five potential scenarios for the office location, including Skypark, Clyst House [REDACTED], ditto but also including a refurbishment of Exmouth Town Hall, Heathpark, with a refurbishment of the existing EDBC to potentially enable EDDC.
- 1.16 In respect of one of the options – Clyst House – it is advised that EDDC met with [REDACTED]
- 1.17 Consequently, it became apparent that the only financially viable option was that of a new office building for 170 desks at Heathpark and a refurbishment of Exmouth Town Hall where 80 desks could be located.

- 1.18 The programme associated with this option – Programme Revisions AR – New build 170 desk Office at Heathpark and Refurbishment of Exmouth Town Hall to provide 80 desks is annexed to this Report within Appendix C. The programme suggests 10 April 2017 and 14 August 2017 as being the potential dates when EDDC will have fully relocated to their refurbished offices at Exmouth Town Hall and New Office at Heathpark. There are a number of factors to be considered in the future which could enable these dates to be brought forward – particularly for Exmouth Town Hall
- 1.19 Enquiries for the Clients design team via the South West Consultancy Framework are being prepared as far as possible, It is now anticipated that the enquiry will now be issued as soon as possible in 2015 – most likely towards the end January 2015.
- 1.20 The Project Budget continues to be carefully monitored and predicted spend remains within the Approved Budget parameter.
- 1.21 Following Cabinet Approval on 4 June 2014, the revised approved Project budget through to the end of March 2015 totals £ 705,568. Costs to 31 December 2014 (Period 9 / 2014) totals £ 558,374 leaving a balance of £ 147,194, including a Contingency allowance of £ 51,711.
- 1.22 Following EDDC's attendance on 28 August at Exeter Magistrates Court to appeal against the Information Commissioner's ruling that the first six Project Progress Reports covering the period May 2012 – January 2013 should be published, written statements submissions / representations were submitted just prior to Christmas. The Judge has advised that pending receipt of these documents, there will either be another hearing or the panel will review in private. The decision of the Tribunal could be advised in some 3 – 4 weeks, i.e. perhaps towards the end of January.

2.0 Particulars of Current Progress and Key Project issues

- 2.1 The marketing and bidding process for Knowle and the Manstone Depot (with the ATC site being advised as an option) has now been completed, with Savills issuing their Summary and Recommendation Report on 19 December 2014
- 2.2 During the process;
- a total of 31 enquires / expressions of interest were received by Savills.
 - a total of 11 parties undertook viewings at either or both of the properties.
 - 7 bidders submitted a total of 10 proposals on the bid return date of 22 October 2014
 - Only one bidder provided proposals for Manstone in isolation of Knowle.
- 2.3 The initial value of the bids as noted at the time of the tender opening ranged from £ 2.83 - £ 6.55 million. EDDC Housing Services were the only Bidder who bid exclusivity for the Manstone Depot with two bids - £ 570 k and £ 830 k. A copy of EDDC's Schedule of tenders recorded at the time of opening on 22 October 2014 is annexed to the report within Savills Report in Appendix A.
- 2.4 Following the receipt of the bids, Savills carefully reviewed and evaluated the submissions, requesting where necessary, further clarifications and details. As a result of this further analysis a score sheet was prepared based upon the bid evaluation criteria – details of which had been made available to Bidders as part of the bidding process. This score sheet document was reviewed by Members of the Project Executive Board and the top four highest scoring bidders – [REDACTED] were selected for interview on 12 November. A copy of this score sheet can be found within Appendix B of this report.
- 2.5 The interview panel comprised of Members, Senior Officers whom normally attended the Members Project Executive Group Meetings and Savills. Bidders were asked to initially provide a short presentation, follow by a Q & A session. Overall, each selected bidder was interviewed for one hour, with a further half hour between interviews to allow for any overruns.
- 2.6 Details of the interviews can be found in Savills report p 19 included within Appendix A attached to this report.

2.7 Key matters arising from the Interviews were;

- [REDACTED] withdrew their bid for Market and Affordable dwellings – leaving their offer for Affordable dwellings only.
- [REDACTED] tabled a revised increased offer at the Interview for [REDACTED]
- Because of [REDACTED] revised bid, all the relevant tenderers were advised that an Interviewee had increased their offer and Bidders would be given seven days, i.e. to 19 November 2014, to consider their own offers and advise whether they wished to amend same.


2.8 Immediately following the Interviews, during a short debriefing meeting, it was recognised that the value of Manstone, based upon [REDACTED] only totalled [REDACTED], whilst the potential cost of relocating the Manstone and Knowle Depots could total some [REDACTED] excluding the land purchase cost. Since this did not make economic sense, it was agreed that the Manstone depot site would not now be sold and that a modest allowance for the integration of the Knowle Depot with the Manstone Depot should be allowed with the financial appraisal.

2.9 Following the advice that Bidders could review their bids, [REDACTED] and McCarthy & Stone duly increased their respective offers for the purchase of Knowle to [REDACTED] and [REDACTED] respectively. Savills again reviewed all aspects of the respective proposals and scored the particulars against the previously advised Evaluation Criteria.

2.10 It was recognised that one of the key risks associated with the bidding process generally and specifically with the [REDACTED] submissions was whether their respective proposals would be acceptable in principal to the LPA.

2.11 Consequently, EDDC instructed Heynes Planning to consider not only the tenders received, but also to subsequently review [REDACTED] latest proposals. This consideration included discussions with the LPA by way of a "pre app discussion". A review of the proposals and summary of the discussions with the LPA are included in Savills Report Chapter 9 P 27 – included with Appendix A annexed to this report

2.12 Having reviewed the proposals and in consideration of Heynes Planning observations, Savills prepared a final score sheet – which is included within Appendix 12 of their Report. This score sheet identified [REDACTED] as scoring the most, with a weighted score of 48 and [REDACTED] second with a score of 47. Members of the Project Executive Group Meeting will now be asked to consider their preference of the preferred Bidder.

- 2.13 It is anticipated that following selection, the preferred bidder will be given an exclusivity period, during which time Due Diligence can be carried out by both parties as well as site and other investigations and the Bidder can have a "pre app" discussion with the LPA. It will be a condition of the exclusivity period award that formal notes from the Bidders "pre app" discussion with the LPA will be made available for the Council.
- 2.14 During the Bidding period the Relocation Manager has been continually reviewing the potential options available based upon the potential values for both Heathpark and Knowle / Manstone being received. Prior to the receipt of bids for Knowle, consideration had been given previously to the Red Book type valuations received for either a "50 dwelling" and "63 dwelling" optional basis – all as previously described in earlier reports.
- 2.15 The financial level of the received bids although higher than the "50 dwellings" options did not achieve the anticipated levels anticipated for the "63 dwellings" options. It is assumed that this was due to Developers being somewhat less ambitious with their proposals for the sites than had been anticipated – possibly due to the Council being the landowner and the incorrect perception that they were also the LPA. Another reason could be due to the failure of the Council's Outline Planning Application in March 2013, although Heynes's Planning Statement, which was available for potential Bidders information, had discussed and identified material changes from that application.
- 2.16 
- 2.17 Due to the awareness of the general value of the bids received for Knowle, it was apparent that a relocated office at Skypark no longer provided a financially viable option. Consequently, and so as to inform the Skypark JV Partners at the earliest opportunity, a meeting was held with Devon CC and St Modwen on 20 November to advise them of the issue.
- 2.18 Further, on 25 November an e-mail was issued to Devon CC confirming that a Cabinet Report was being issued for consideration by Members, which would include the recommendation that (e) "the relocation to Skypark was no longer a viable proposition.."
- 2.19 EDDC Cabinet on 3 December voted unanimously in favour of the Recommendation that Skypark as an option for the location of the Relocated Office should not be pursued.

- 2.20 During the period there was a meeting with [REDACTED]
- 2.21 During the period of the Knowle bidding process, there had been some movement on the matter of THH's bid for Heathpark. On 18 July 2014 THH had sustainably reduced their bid for the site from the original circa £ 5 million to £ 3.1 million. Since that time THH and TL had been considering options which allowed the value of the bid to be increased. This included the consideration of differing operators for the smaller outlets on the site. Through this dialogue and a recognition that the Turks Head Junction would now cost less than the sum originally anticipated, the value of the reduced offer achieved £ 3.95 million.
- 2.22 Since August communications with the Developer had been limited. It was acknowledged that the latest offer of £ 3.95 mill did not realistically provide sufficient value to enable a new Business Centre to be built or a significant contribution provided. As noted above, a Cabinet Report was in the process of being prepared, and THH were advised via Thomas Lister on 25 November, that one of the recommendations would be that the reduced offer for EDDC's Heathpark site no longer represented a sufficiently persuasive level of capital receipt and disposal should not be pursued further.
- 2.23 On 2 December 2014 Thomas Lister forwarded a copy letter from THH dated 1 December, wherein they advised that their offer had now been updated to £ 3.1 million, but that this included, inter alia, the revised reduced contribution for the Turks Head Junction. Effectively this latest offer represented a further reduction in their offer of some £ 850 k.
- 2.24 EDDC Cabinet on 3 December voted unanimously that the sale of Heathpark should not be pursued further.
- 2.25 Further, it is also understood that on Friday 5 December five Asda Directors visited Heathpark, and advised that due to the close proximity of the adjacent Lidl and Aldi stores, they no longer considered the site met with their particular requirements.
- 2.26 In order for informed discussions and decisions to be made by Members regarding the Office Relocation, the Relocation Manager had during the period since September 2014 been preparing a number of Cost, Value & Reconciliations to identify the financial viability of the identified options based upon differing capital receipts.

2.27 Consequently, with Skypark and Clyst House being removed from the available options, and capital receipts being reduced for Knowle and totally omitted for Heathpark, the range of options became focused. Although numerous potential options had been considered, the only remaining realistically viable options identified either a new 250 desk office at Heathpark or a reduced size office of 170 desks at Heathpark and a refurbishment of the existing Exmouth Town Hall to provide 80 desks.

2.28 In order to arrive at the financial viability options review, the Relocation Manager reviewed and refreshed the baseline information. This exercise included assistance from Aecom with their updating of cost plans based upon actual market prices as well as carrying out a Quality Assurance review. The following is a short overview / confirmation of the work that was carried out / reiterated as part of the refresh exercise;

- Construction costs based upon market rates, with a BCIS tender price indice uplifting figures to Q4 2015.
- Capital costs included a 20% financial risk allowance.
- Considered anticipated annual running costs over the next twenty years based generally on current / predicted costs plus an annual increase of 2% pa (this being the Bank of England's Monetary Policy Framework inflation target, with an increase of 10% pa for electricity and gas (Note DECC current fuel prices for the period 2003 – 2013 advise of simple annual inflation for gas of some 18.8% pa and 11.9% pa for electricity)
- Corporate and Client Cost with a cost escalator to Q4 2015
- Both short and long term funding based upon Public Works Loan Board rates.

2.29 The availability of the final bids for Knowle together with Red Book Valuations for Exmouth Town Hall enabled the comparison between the anticipated capital costs together with the predicted annual running costs and likely capital receipts to be reconciled. This document was Quality Assured by Aecom and also reviewed by EDDC. The reconciliation advised, in summary, the following;

	Balance After Consideration Of Total Capital Costs, Less Capital Values And Betterment Of Annual Running Costs
Heathpark - Office For 170 Desks & Refurbishment Of Exmouth Town Hall. Financial Contribution For Integration Of Knowle Depot With Manstone Depot <i>(Capital receipts based upon selling Knowle)</i>	
Breeam Very Good	£ 1,890,349
Breeam Excellent	£ 1,361,773
Heathpark - Office For 250 Desks. Financial Contribution For Integration Of Knowle Depot With Manstone Depot <i>(Capital receipt based upon selling Knowle and Exmouth Town Hall)</i>	
Breeam Very Good	£ 1,007,271
Breeam Excellent	£ 380,296

2.30 It is noted that the financial computations will continue to be considered and developed. In particular consideration will be given to DECC's projection of energy costs rather than historical evidence.

2.31 However, based upon the above table and the criteria noted, it is anticipated that the 170 Desk Office at Heathpark and Refurbishment of Exmouth Town Hall to provide 80 desks option provides the potentially best value of the options identified.

- 2.32 This information was incorporated into the Cabinet Report for the Cabinet Meeting of 3 December 2014. Immediately prior to that meeting a further confidential Members Briefing was provided during which particulars from the Cost / Value Reconciliation Financial Viability Options review were advised. Due to the confidential nature of some of the information, financial summaries were identified within the Members Briefings rather than individual bid values.
- 2.33 It is also noted that during the Council Meeting of 17 December 2014 the following further recommendation was agreed by Members;
- “that a thorough examination of all facts and figures in respect of the relocation be carried out by:
- a) The Audit and Governance Committee
 - b) The Overview and Scrutiny Committee
 - c) The internal auditors
 - d) The independent external auditors”
- 2.34 Accordingly, EDDC’s Auditors Grant Thornton and SWAP have been contacted and advised of the requirement. It is anticipated that reports to the A&G and O&S Committees can be provided by March 2015.
- 2.35 Following the Relocation Manager’s request for EDDC to consider exactly how many desks are required, the overall number has again been confirmed as 250. With the Heathpark / Exmouth Town Hall Option, this current assessment confirms 170 desks at Heathpark and 80 at Exmouth.
- 2.36 For each of the potential Relocation site options a Task Programme was prepared. The timeline particulars were of particular assistance when preparing the option cashflow particulars.
- 2.37 The Task Programme for the Heathpark / Exmouth Town Hall Option, Programme AR (Rev -) is currently identified at the current programme. This document continues to identify the 7 key gateway decisions that EDDC need to consider. The programme suggests 10 April 2017 and 14 August 2017 as being the potential respective dates when EDDC will have fully relocated to their refurbished offices at Exmouth Town Hall and New Office at Heathpark.
- 2.38 Enquiries for the Clients design team via the South West Consultancy Framework will now be prepared during January 2015, in anticipation of formal issue later that month.
- 2.39 The matter of the Application to amend the Definitive Map remains as previously reported. EDDC have appealed the Inspectors advice and hearing is now anticipated to be heard during September 2015, although the exact date is still to be confirmed.

- 2.40 During the period the PM has continued to assist with the provision of responses to enquiries from both the Press and Members of the Public. With regard to the latter this has included numerous Freedom of Information requests from a limited number of Members of the Public.
- 2.41 Following EDDC's attendance at Exeter Magistrates Court to appeal against the Information Commissioners ruling that the first six Project Progress Reports covering the period May 2012 – January 2013 should be published, further written statements submissions / representations were submitted just prior to Christmas. The Judge had advised that pending receipt of these documents, there will either be another hearing or the panel will review in private. The decision of the Tribunal could be advised in some 3 – 4 weeks, i.e. towards the end of January

3.0 Risk Management

- 3.1 Since commencement of the Project, the PM has provided and been responsible for a live Project Risk Register document.
- 3.2 Project Risks are regularly reviewed and updated as necessary following weekly discussions between Mr Richard Cohen and the Project Manager. a specific risk review agenda item.
- 3.3 Further during the regular monthly meetings of the Members Executive Project Board and Relocation Officer Working Group, with SWAP in attendance, have specific agenda items for risk. During these meetings Project Risks are considered and reviewed. Further the PM also updates the Risk Register on an ad hoc basis when a new risk becomes apparent or an identified risk is no longer applicable.
- 3.4 Risks are identified under three categories:
- Red Risks - Medium to long-term effect and expensive to recover
 - Orange Risks – Medium term effect, which may be expensive to recover.
 - Blue Risks – Short to medium term effect
- 3.5 Following the last Office Accommodation Officers Working Party Meeting on 18 December, the Relocation Manager carried out a detailed review of the Risk Register. The resultant Project Risk Register Analysis Rev Q (Rev A) dated 22 December 2014 was issued to all the normal attendees of that meeting for consideration and comment.
- 3.6 Currently there are 35 Open Risks (previously 42), comprising of:
- 7 Red Risks (8),
 - 19 Orange Risks (24)
 - 9 Blue Risks (9).
- 3.7 The six new risks – Nrs 68 – 73, 74 and 75 (highlighted in yellow on the Risk Register) relate to issues associated with the bidding process for Knowle and Manstone, New Office Matters generally, Heathpark and the Business Centre.
- 3.8 .A copy of the Risk Register Rev Q (Rev A) dated 22 December 2104 is annexed to this Report in Appendix E.

4.0 Programme and Key Milestones

- 4.1 Pending the Members of the Project Executive Board decision to select a preferred bidder, Programme AR (Rev -) is identified as the current programme. This document continues to identify the 7 key gateway decisions that EDDC need to consider. The programme suggests 10 April and 14 August 2017 as being the potential dates when EDDC will have fully relocated to their refurbished offices at Exmouth Town Hall and New Office at Heathpark.
- 4.2 The programme allows for procurement, via the SWCF, of separate Design Teams and EU procurement for the Contractors. In respect of this latter item, it is possible that the CFSW may be used. This could result in a reduction in the overall period, although other matters would also that need to be considered. There are also factors – such as whether the proposed refurbishment works to Exmouth Town Hall will be require a Planning Application, and if so whether that could be considered under a Officers delegated authority rather than the DMC.
- 4.3 Further programmes will be prepared and issued in due course as the Project progresses and certainty increases.
- 4.4 A copy of Programme AR (Rev-) is annexed to this report in Appendix D

5.0 Project Cost Report

- 5.1 In the period DL have continued to review and manage the costs for the Project
- 5.2 The current approved budget totals £ 705,568 is for the period until the end of March 2015, and is built up as follows;
- Original budget prior to Aecom's appointment £ 200,000
 - Uplift approved by Cabinet 5 September 2012 £ 114,354
 - Uplift approved by Cabinet 17 July 2013 £ 95,333
 - Uplift approved by Cabinet 5 February 2014 £ 92,000
 - Uplift approved by Cabinet 4 June 2014 £ 203,881
- 5.3 Posted expenditure including accruals, to 31 December 2014 (Period 9 / 2014) totals £ 558,374 leaving a balance of £ 147,194, including a Contingency allowance of £ 51,711. All costs exclude VAT. A copy of the Interim Cost Report is annexed to this Report in Appendix E

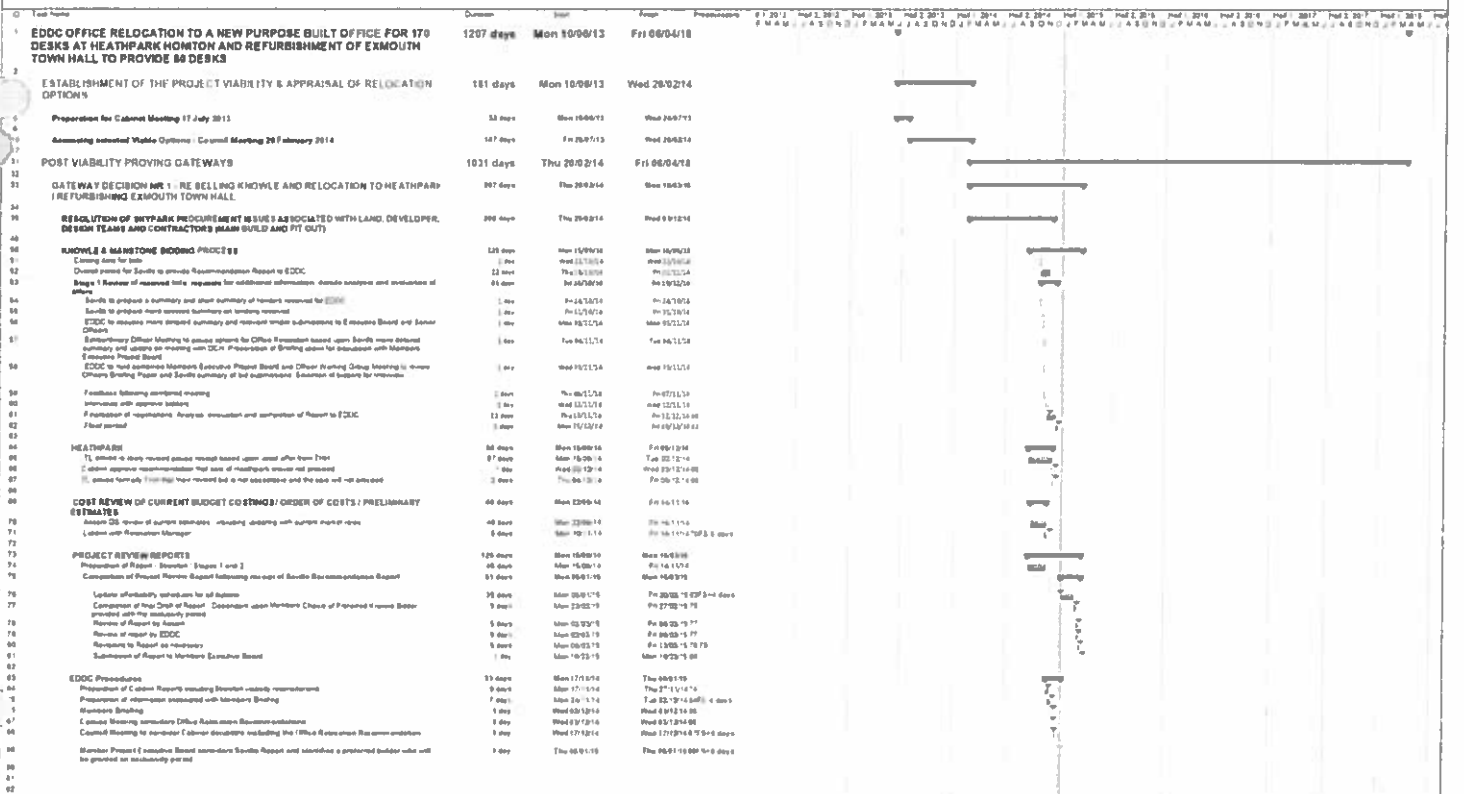
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Copy of Savills “Summary and Recommendation Report following the Marketing and Bidding process for Knowle & Manstone Depot (including Appendix 8 (Tender Opening Sheet) and Appendix 12 (Bid Score document)”

PROGRAMME FOR NEW BUILD 170 DESK OFFICE AT HEATHPARK AND REFURBISHMENT OF EXMOUTH TOWN HALL



PROGRAMME FOR NEW BUILD 170 DESK OFFICE AT HEATHPARK AND REFURBISHMENT OF EXMOUTH TOWN HALL

ID	Task Name	Duration	Start	Finish	Predecessors	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015
83	PROVISION OF NEW OFFICE AT HEATHPARK	303 days	Mon 09/01/15	Wed 10/09/15													
84	EDDC EMPLOYMENT OF THE DESIGN TEAM	303 days	Mon 09/01/15	Wed 10/09/15													
87	GATEWAY DECISION NR 2: Procurement of EDDC's Design Team for Heathpark Using SWCF or similar	30 days	Mon 09/01/15	Wed 10/09/15													
89	EDDC Call Off procedure using the further Competition Method - Expression of Interest	10 days	Mon 09/01/15	Wed 10/09/15													
90	Preparation of the Project Brief	10 days	Mon 09/01/15	Wed 10/09/15													
91	EDDC Review of Project Brief and incorporation of any comments	5 days	Mon 09/01/15	Wed 10/09/15													
92	Issue of Project Brief to BWC Consultants	1 day	Mon 09/01/15	Mon 09/01/15													
93	Completion of self assessment carried out by BWC Consultants	5 days	Mon 09/01/15	Wed 10/09/15													
94	Review of self assessment carried out by EDDC - preparation of Report and identification of three Consultants for possible Competition	10 days	Mon 09/01/15	Wed 10/09/15													
95	Preparation of Mini-Competition Description	10 days	Tue 27/01/15	Fri 10/02/15													
96	Shortlist of suitable Firms - issued Review of Pre-tender and report to the Area Consultants and the Competition description	5 days	Mon 09/01/15	Wed 10/09/15													
97	EDDC Executive Project Board formal approval of Selected Consultants and approval of Mini-Competition Description	1 day	Fri 20/02/15	Fri 20/02/15													
98	Mini-Competition Description issued to Selected Consultants	1 day	Mon 23/02/15	Mon 23/02/15													
99	Tender issued	10 days	Tue 24/02/15	Tue 24/02/15													
100	Period of purchase	20 days	Thu 26/02/15	Thu 26/02/15													
101	COUNCIL ELECTIONS	1 day	Thu 07/05/15	Thu 07/05/15													
102	1st round elections - 1st round	1 day	Thu 12/05/15	Thu 12/05/15													
103	2nd round elections - 2nd round	1 day	Thu 28/05/15	Thu 28/05/15													
104	Final election and Polling Report	1 day	Mon 01/06/15	Mon 01/06/15													
105	Final Polling Statement and Polling Report	1 day	Tue 02/06/15	Tue 02/06/15													
106	Preparation and issue of Contract Papers surrounding the employment of a suitable Design Team	10 days	Mon 15/06/15	Mon 15/06/15													
107	EDDC Approval of Gateway Decision NR 3 - EDDC Executive Project Board Review of Tender Rejection and approval of Reconsideration and Approval of Appointment of Design Team	1 day	Fri 12/06/15	Fri 12/06/15													
108	EDDC Approval of Gateway Decision NR 2 - Council Meeting - Agreement to appoint Design Team	1 day	Wed 03/06/15	Wed 03/06/15													
109	EDDC Approval of Gateway Decision NR 1 - Council Meeting - Agreement to appoint Design Team	1 day	Wed 24/05/15	Wed 24/05/15													
110	Prepared Consultant Team contract and advised of award	1 day	Thu 04/06/15	Thu 04/06/15													
111	Final contract documents prepared and signed	5 days	Fri 05/06/15	Fri 05/06/15													
112	Design Team Appointment properly signed and returned signed	10 days	Fri 05/06/15	Fri 05/06/15													
113	Design Team appointment including mobilisation - EDDC II Contract Documents subsequently being signed	10 days	Fri 05/06/15	Fri 05/06/15													
114	GATEWAY DECISIONS NR 3 & 4 - Approval of RSA Work packages C & D	240 days	Fri 10/06/15	Wed 10/09/15													
115	Permitted Planning Applications submitted to ExmOUTH Town Hall	10 days	Fri 10/06/15	Fri 10/06/15													
116	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
117	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
118	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
119	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
120	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
121	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
122	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
123	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
124	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
125	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
126	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
127	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
128	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
129	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
130	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
131	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
132	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
133	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
134	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
135	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
136	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
137	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
138	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
139	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
140	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
141	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
142	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
143	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
144	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
145	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
146	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
147	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
148	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
149	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													
150	Design Team further updates Employer Requirements - Gates Brief	10 days	Fri 10/06/15	Fri 10/06/15													

PROGRAMME FOR NEW BUILD 170 DESK OFFICE AT HEATHPARK AND REFURBISHMENT OF EXMOUTH TOWN HALL

ID	Task Name	Duration	Start	Finish	Precedence	6/1/2012	14/1/2012	22/1/2012	30/1/2012	7/2/2012	15/2/2012	23/2/2012	1/3/2012	9/3/2012	17/3/2012	25/3/2012	1/4/2012	9/4/2012	17/4/2012	25/4/2012	3/5/2012	11/5/2012	19/5/2012	27/5/2012	4/6/2012	12/6/2012	20/6/2012	28/6/2012	6/7/2012	14/7/2012	22/7/2012	30/7/2012	7/8/2012	15/8/2012	23/8/2012	31/8/2012	8/9/2012	16/9/2012	24/9/2012	2/10/2012	10/10/2012	18/10/2012	26/10/2012	3/11/2012	11/11/2012	19/11/2012	27/11/2012	5/12/2012	13/12/2012	21/12/2012	29/12/2012	6/1/2013	14/1/2013	22/1/2013	30/1/2013	7/2/2013	15/2/2013	23/2/2013	3/3/2013	11/3/2013	19/3/2013	27/3/2013	4/4/2013	12/4/2013	20/4/2013	28/4/2013	6/5/2013	14/5/2013	22/5/2013	30/5/2013	7/6/2013	15/6/2013	23/6/2013	1/7/2013	9/7/2013	17/7/2013	25/7/2013	2/8/2013	10/8/2013	18/8/2013	26/8/2013	3/9/2013	11/9/2013	19/9/2013	27/9/2013	5/10/2013	13/10/2013	21/10/2013	29/10/2013	6/11/2013	14/11/2013	22/11/2013	30/11/2013	8/12/2013	16/12/2013	24/12/2013	1/1/2014	9/1/2014	17/1/2014	25/1/2014	2/2/2014	10/2/2014	18/2/2014	26/2/2014	5/3/2014	13/3/2014	21/3/2014	29/3/2014	6/4/2014	14/4/2014	22/4/2014	30/4/2014	8/5/2014	16/5/2014	24/5/2014	1/6/2014	9/6/2014	17/6/2014	25/6/2014	3/7/2014	11/7/2014	19/7/2014	27/7/2014	4/8/2014	12/8/2014	20/8/2014	28/8/2014	5/9/2014	13/9/2014	21/9/2014	29/9/2014	7/10/2014	15/10/2014	23/10/2014	31/10/2014	8/11/2014	16/11/2014	24/11/2014	2/12/2014	10/12/2014	18/12/2014	26/12/2014	3/1/2015	11/1/2015	19/1/2015	27/1/2015	4/2/2015	12/2/2015	20/2/2015	28/2/2015	6/3/2015	14/3/2015	22/3/2015	30/3/2015	7/4/2015	15/4/2015	23/4/2015	1/5/2015	9/5/2015	17/5/2015	25/5/2015	1/6/2015	9/6/2015	17/6/2015	25/6/2015	3/7/2015	11/7/2015	19/7/2015	27/7/2015	4/8/2015	12/8/2015	20/8/2015	28/8/2015	5/9/2015	13/9/2015	21/9/2015	29/9/2015	7/10/2015	15/10/2015	23/10/2015	31/10/2015	8/11/2015	16/11/2015	24/11/2015	2/12/2015	10/12/2015	18/12/2015	26/12/2015	3/1/2016	11/1/2016	19/1/2016	27/1/2016	4/2/2016	12/2/2016	20/2/2016	28/2/2016	6/3/2016	14/3/2016	22/3/2016	30/3/2016	7/4/2016	15/4/2016	23/4/2016	1/5/2016	9/5/2016	17/5/2016	25/5/2016	1/6/2016	9/6/2016	17/6/2016	25/6/2016	3/7/2016	11/7/2016	19/7/2016	27/7/2016	4/8/2016	12/8/2016	20/8/2016	28/8/2016	5/9/2016	13/9/2016	21/9/2016	29/9/2016	7/10/2016	15/10/2016	23/10/2016	31/10/2016	8/11/2016	16/11/2016	24/11/2016	2/12/2016	10/12/2016	18/12/2016	26/12/2016	3/1/2017	11/1/2017	19/1/2017	27/1/2017	4/2/2017	12/2/2017	20/2/2017	28/2/2017	6/3/2017	14/3/2017	22/3/2017	30/3/2017	7/4/2017	15/4/2017	23/4/2017	1/5/2017	9/5/2017	17/5/2017	25/5/2017	1/6/2017	9/6/2017	17/6/2017	25/6/2017	3/7/2017	11/7/2017	19/7/2017	27/7/2017	4/8/2017	12/8/2017	20/8/2017	28/8/2017	5/9/2017	13/9/2017	21/9/2017	29/9/2017	7/10/2017	15/10/2017	23/10/2017	31/10/2017	8/11/2017	16/11/2017	24/11/2017	2/12/2017	10/12/2017	18/12/2017	26/12/2017	3/1/2018	11/1/2018	19/1/2018	27/1/2018	4/2/2018	12/2/2018	20/2/2018	28/2/2018	6/3/2018	14/3/2018	22/3/2018	30/3/2018	7/4/2018	15/4/2018	23/4/2018	1/5/2018	9/5/2018	17/5/2018	25/5/2018	1/6/2018	9/6/2018	17/6/2018	25/6/2018	3/7/2018	11/7/2018	19/7/2018	27/7/2018	4/8/2018	12/8/2018	20/8/2018	28/8/2018	5/9/2018	13/9/2018	21/9/2018	29/9/2018	7/10/2018	15/10/2018	23/10/2018	31/10/2018	8/11/2018	16/11/2018	24/11/2018	2/12/2018	10/12/2018	18/12/2018	26/12/2018	3/1/2019	11/1/2019	19/1/2019	27/1/2019	4/2/2019	12/2/2019	20/2/2019	28/2/2019	6/3/2019	14/3/2019	22/3/2019	30/3/2019	7/4/2019	15/4/2019	23/4/2019	1/5/2019	9/5/2019	17/5/2019	25/5/2019	1/6/2019	9/6/2019	17/6/2019	25/6/2019	3/7/2019	11/7/2019	19/7/2019	27/7/2019	4/8/2019	12/8/2019	20/8/2019	28/8/2019	5/9/2019	13/9/2019	21/9/2019	29/9/2019	7/10/2019	15/10/2019	23/10/2019	31/10/2019	8/11/2019	16/11/2019	24/11/2019	2/12/2019	10/12/2019	18/12/2019	26/12/2019	3/1/2020	11/1/2020	19/1/2020	27/1/2020	4/2/2020	12/2/2020	20/2/2020	28/2/2020	6/3/2020	14/3/2020	22/3/2020	30/3/2020	7/4/2020	15/4/2020	23/4/2020	1/5/2020	9/5/2020	17/5/2020	25/5/2020	1/6/2020	9/6/2020	17/6/2020	25/6/2020	3/7/2020	11/7/2020	19/7/2020	27/7/2020	4/8/2020	12/8/2020	20/8/2020	28/8/2020	5/9/2020	13/9/2020	21/9/2020	29/9/2020	7/10/2020	15/10/2020	23/10/2020	31/10/2020	8/11/2020	16/11/2020	24/11/2020	2/12/2020	10/12/2020	18/12/2020	26/12/2020	3/1/2021	11/1/2021	19/1/2021	27/1/2021	4/2/2021	12/2/2021	20/2/2021	28/2/2021	6/3/2021	14/3/2021	22/3/2021	30/3/2021	7/4/2021	15/4/2021	23/4/2021	1/5/2021	9/5/2021	17/5/2021	25/5/2021	1/6/2021	9/6/2021	17/6/2021	25/6/2021	3/7/2021	11/7/2021	19/7/2021	27/7/2021	4/8/2021	12/8/2021	20/8/2021	28/8/2021	5/9/2021	13/9/2021	21/9/2021	29/9/2021	7/10/2021	15/10/2021	23/10/2021	31/10/2021	8/11/2021	16/11/2021	24/11/2021	2/12/2021	10/12/2021	18/12/2021	26/12/2021	3/1/2022	11/1/2022	19/1/2022	27/1/2022	4/2/2022	12/2/2022	20/2/2022	28/2/2022	6/3/2022	14/3/2022	22/3/2022	30/3/2022	7/4/2022	15/4/2022	23/4/2022	1/5/2022	9/5/2022	17/5/2022	25/5/2022	1/6/2022	9/6/2022	17/6/2022	25/6/2022	3/7/2022	11/7/2022	19/7/2022	27/7/2022	4/8/2022	12/8/2022	20/8/2022	28/8/2022	5/9/2022	13/9/2022	21/9/2022	29/9/2022	7/10/2022	15/10/2022	23/10/2022	31/10/2022	8/11/2022	16/11/2022	24/11/2022	2/12/2022	10/12/2022	18/12/2022	26/12/2022	3/1/2023	11/1/2023	19/1/2023	27/1/2023	4/2/2023	12/2/2023	20/2/2023	28/2/2023	6/3/2023	14/3/2023	22/3/2023	30/3/2023	7/4/2023	15/4/2023	23/4/2023	1/5/2023	9/5/2023	17/5/2023	25/5/2023	1/6/2023	9/6/2023	17/6/2023	25/6/2023	3/7/2023	11/7/2023	19/7/2023	27/7/2023	4/8/2023	12/8/2023	20/8/2023	28/8/2023	5/9/2023	13/9/2023	21/9/2023	29/9/2023	7/10/2023	15/10/2023	23/10/2023	31/10/2023	8/11/2023	16/11/2023	24/11/2023	2/12/2023	10/12/2023	18/12/2023	26/12/2023	3/1/2024	11/1/2024	19/1/2024	27/1/2024	4/2/2024	12/2/2024	20/2/2024	28/2/2024	6/3/2024	14/3/2024	22/3/2024	30/3/2024	7/4/2024	15/4/2024	23/4/2024	1/5/2024	9/5/2024	17/5/2024	25/5/2024	1/6/2024	9/6/2024	17/6/2024	25/6/2024	3/7/2024	11/7/2024	19/7/2024	27/7/2024	4/8/2024	12/8/2024	20/8/2024	28/8/2024	5/9/2024	13/9/2024	21/9/2024	29/9/2024	7/10/2024	15/10/2024	23/10/2024	31/10/2024	8/11/2024	16/11/2024	24/11/2024	2/12/2024	10/12/2024	18/12/2024	26/12/2024	3/1/2025	11/1/2025	19/1/2025	27/1/2025	4/2/2025	12/2/2025	20/2/2025	28/2/2025	6/3/2025	14/3/2025	22/3/2025	30/3/2025	7/4/2025	15/4/2025	23/4/2025	1/5/2025	9/5/2025	17/5/2025	25/5/2025	1/6/2025	9/6/2025	17/6/2025	25/6/2025	3/7/2025	11/7/2025	19/7/2025	27/7/2025	4/8/2025	12/8/2025	20/8/2025	28/8/2025	5/9/2025	13/9/2025	21/9/2025	29/9/2025	7/10/2025	15/10/2025	23/10/2025	31/10/2025	8/11/2025	16/11/2025	24/11/2025	2/12/2025	10/12/2025	18/12/2025	26/12/2025	3/1/2026	11/1/2026	19/1/2026	27/1/2026	4/2/2026	12/2/2026	20/2/2026	28/2/2026	6/3/2026	14/3/2026	22/3/2026	30/3/2026	7/4/2026	15/4/2026	23/4/2026	1/5/2026	9/5/2026	17/5/2026	25/5/2026	1/6/2026	9/6/2026	17/6/2026	25/6/2026	3/7/2026	11/7/2026	19/7/2026	27/7/2026	4/8/2026	12/8/2026	20/8/2026	28/8/2026	5/9/2026	13/9/2026	21/9/2026	29/9/2026	7/10/2026	15/10/2026	23/10/2026	31/10/2026	8/11/2026	16/11/2026	24/11/2026	2/12/2026	10/12/2026	18/12/2026	26/12/2026	3/1/2027	11/1/2027	19/1/2027	27/1/2027	4/2/2027	12/2/2027	20/2/2027	28/2/2027	6/3/2027	14/3/2027	22/3/2027	30/3/2027	7/4/2027	15/4/2027	23/4/2027	1/5/2027	9/5/2027	17/5/2027	25/5/2027	1/6/2027	9/6/2027	17/6/2027	25/6/2027	3/7/2027	11/7/2027	19/7/2027	27/7/2027	4/8/2027	12/8/2027	20/8/2027	28/8/2027	5/9/2027	13/9/2027	21/9/2027	29/9/2027	7/10/2027	15/10/2027	23/10/2027	31/10/2027	8/11/2027	16/11/2027	24/11/2027	2/12/2027	10/12/2027	18/12/2027	26/12/2027	3/1/2028	11/1/2028	19/1/2028	27/1/2028	4/2/2028	12/2/2028	20/2/2028	28/2/2028	6/3/2028	14/3/2028	22/3/2028	30/3/2028	7/4/2028	15/4/2028	23/4/2028	1/5/2028	9/5/2028	17/5/2028	25/5/2028	1/6/2028	9/6/2028	17/6/2028	25/6/2028	3/7/2028	11/7/2028	19/7/2028	27/7/2028	4/8/2028	12/8/2028	20/8/2028	28/8/2028	5/9/2028	13/9/2028	21/9/2028	29/9/2028	7/10/2028	15/10/2028	23/10/2028	31/10/2028	8/11/2028	16/11/2028	24/11/2028	2/12/2028	10/12/2028	18/12/2028	26/12/2028	3/1/2029	11/1/2029	19/1/2029	27/1/2029	4/2/2029	12/2/2029	20/2/2029	28/2/2029	6/3/2029	14/3/2029	22/3/2029	30/3/2029	7/4/2029	15/4/2029	23/4/2029	1/5/2029	9/5/2029	17/5/2029	25/5/2029	1/6/2029	9/6/2029	17/6/2029	25/6/2029	3/7/2029	11/7/2029	1
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APPENDIX D

Interim Cost Report based upon costs posted and accrued to the end of period 09 –
2014 (5 January 2015)

EAST DEVON DISTRICT COUNCIL

5 JANUARY 2015

Office Accommodation Project

Costs Posted to end of
Period 09 - 2014

Interim cost report including reconciliation with Budget through to March 2015

Anticipated Expenditure			
Consultants			
Davis Langdon	PM Services		
	Project Management Services - Apr 12 - March 2015	£ 319,571	
	QS Services		
	Review of Maintenance and Energy Costs	£ 3,000	
	Review and update Cost Estimates	£ 750	
			£ 323,321
Kensington Taylor	Architectural Services		
	Agreed Final Fee	£ 70,450	
	Assistance with Knowle Marketing	£ 455	
			£ 70,905
Thomas Lister	Commercial Land Agent		
	Agreed Fee to date	£ 26,937	
	Contingency for further involvement	£ 2,000	
			£ 28,937
Bell Cornwell	Planning Consultant		
	Agreed Fee to date	£ 11,512	
			£ 11,512
Peter Brett Ass	Economic Impact Assessment		
	Agreed Fee to date	£ 13,899	
			£ 13,899
Veale Wasborough Vizards	Legal advice and assistance		
	Agreed Fee to date	£ 4,269	
			£ 4,269
James Harper	PR Consultant		
	Agreed Fee to date	£ 1,600	
			£ 1,600
Deborah Hallet	Facilitator		
	Agreed Fee to date	£ 4,950	
			£ 4,950
Designed by Soap	Infographic		
	Agreed Fee to date	£ 499	
			£ 499
Architects - ADG	Spatial Design		
	Identification of Desk numbers	£ 1,500	
	Contingency	£ 500	
			£ 2,000
LA VAT	VAT advice March 14		
	Allowance	£ 1,500	
			£ 1,500
Ed Heynes	Planning Statement for Marketing Exercise		
	Allowance	£ 4,815	
	Planning review of Bids, as agreed 24 10 14	£ 1,100	
	Ditto Further work	£ 1,000	
	Ditto Further work	£ 900	
			£ 7,815
Savills	Marketing and Bidding for Knowle & Manstone / ATC site		
	Agreed Fee including Prov Sums	£ 33,018	
	Contingent amount	£ 4,982	
			£ 38,000
	Carried Forward		£ 509,207

Clyst House Survey		Orchard and Ian Howick		Brought Forward		£	509,207
				£	2,000		
						£	2,000
Initial Survey Costs							
	Topographical Survey - AP Land Surveys			£	3,700		
	Add for Manstone			£	1,195		
	Tree Survey and Constraints Plan - Advanced Arboriculture			£	3,922		
	Add for Manstone			£	650		
	Ecological Impact Assessment - Devon Wildlife			£	7,499		
	Add for Manstone			£	325		
	Flood Risk Assessment - Sands Consulting			£	2,210		
	Add for Manstone			£	1,105		
	Ground Conditions / Geo Environmental Desk Study - AECOM			£	2,700		
	Add for Manstone			£	2,050		
	Transport Statement, including affect on Car Parks.- Sands Consulting			£	4,670		
						£	30,026
Others							
	Allowance for Planning Advice	Say		£	2,500		
	Allowance for further Initial Surveys of Manstone depot and update existing Knowle reports	Say		£	-		
	Allowance for feasibility study associated with the refurbishment of Exmouth Town Hall	Say		£	5,000		
	Stakeholders Meetings			£	7,000		
	Facilitator & Venue costs	Say		£	7,000		
						£	14,500
						£	46,526
Client Costs							
Cost to February 2014							
	EDDC Total Employment Costs			£	3,512		
	EDDC Total Premises Costs, including Planning App Fee			£	12,834		
	Transport Costs			£	125		
	Idt Exp Refresh			£	159		
	Idt Exp Equipment Hire			£	13		
	Equipment and plant purchases			£	319		
	Equipment Hire			£	250		
	Catering supplies			£	143		
	Furniture purchase			£	210		
	Stationary			£	488		
	Internal document printing			£	262		
	Photography			£	499		
	Fees			£	6		
	Land Registry			£	127		
	Internal Postage recharges			£	31		
	Legal Costs (Prev Budget £ 36,000.00) Considered minimal during Verification Period. Revised to			£	1,925		
	IT Hardware purchase			£	96		
						£	20,999
						£	20,999
						£	576,732
						£	576,732

		Brought Forward	£	576,732
Anticipated Costs from March 14 - March 15				
EDDC Internal disbursements costs	Generally estimated	£	6,000	
EDDC - Provision of internal resource	Generally estimated	£	6,000	
Legal Costs	Generally estimated	£	5,000	
Alun Aylesbury	Costs to 16 5 14	£	10,375	
	Anticipated further costs following initial Public Enquiry	£	2,250	
	Anticipated should a full Public Enquiry be required	N/A		
Eversheds	Cost for initial report, Included below,	£	-	
	Immediate additional service, Say as advised by RP 21 5 14	£	30,000	
	EU Procurement (If not by Eversheds AN Other) - Not currently Inc.	£	-	
Aston Brooke Solicitors	Agreed Fee for sale of Heathpark - reduced by agreement	£	4,500	
Tom Cross		£	10,000	
Public Consultation / Engagement Costs		£	3,000	
			£	77,125
	Allow 10 % Contingency on External Consultant Costs	£	55,573	£
	Allow 10 % Contingency on Internal EDDC Costs	£	9,812	77,125
	Addition to balance approved budget of £ 705,568.00 (Council 4 June 2014)	-£	13,675	
	Current Contingent allowance	£	51,711	£
				51,711
Total estimated costs to March 2015			£	705,568
Costs posted to date including accruals(as attached Worksheet)				£
				558,374
Balance available still to be expended				£
				147,194
Note				
All costs identified above exclude VAT				
Amount of Contingency as this Report - £ 51,711				

Interim cost report including reconciliation with Budget through to March 2015

Assessment Review

Costs Posted to end of Period 09 - 2014

Account	Description	FY 12 / 13 Period 1 - 12	FY 13 / 14 Period 1 - 12	FY 14 / 15 Period 9 Including Accruals	Cumulative
0010	Wages	£ 1,739		£ -	£ 1,739
0110	Overtime	£ 81		£ -	£ 81
0260	Ni Ers Rev Exp	£ 44		£ -	£ 44
0500	Recruitment Advertising	£ 1,668		£ -	£ 1,668
	Total Employment Costs	£ 3,512	£ -	£ -	£ 3,512
1021	Display Energy Certificate	£ -	£ -	£ 325	£ 325
1022	Asbestos Removal	£ -	£ -	£ 485	£ 485
1242	Room Hire	£ 45	£ 1,226	£ -	£ 1,271
1410	Surveyors Fees	£ -	£ 985	£ -	£ 985
1411	Structural Engineers Fees	£ -	£ 850	£ -	£ 850
1412	Other Design Fees	£ -	£ 395	£ -	£ 395
1420	Planning Fees	£ 8,585	£ -	£ -	£ 8,585
	Total Premises Costs	£ 9,131	£ 4,504	£ 1,337	£ 15,082
2600	Transport Costs	£ 125	£ 575	£ -	£ 700
2702	Train Fares	£ -	£ -	£ 315	£ 315
		£ 125	£ 575	£ 315	£ 1,015
3001	Idt Exp Refreshment 0191	£ -	£ 219	£ 75	£ 294
3002	Idt Exp Equipment Hire 6202	£ -	£ 13	£ -	£ 13
3010	Equipment & Plant Purchase	£ 319	£ -	£ -	£ 319
3015	Room Hire	£ 57	£ 351	£ 137	£ 545
3030	Equipment Hire	£ 250	£ -	£ -	£ 250
3081	Catering Supplies Food	£ 143	£ -	£ -	£ 143
3100	Furniture Purchase	£ 210	£ -	£ -	£ 210
3150	Materiels	£ -	£ -	£ 828	£ 828
3250	Stationery	£ 268	£ 230	£ 170	£ 668
3254	Internal Doc Centre Printing	£ 254	£ 8	£ 124	£ 386
3300	Non Property Contractors	£ 34,292	£ 4,850	£ 11,234	£ 50,476
3330	Photography	£ -	£ 499	£ -	£ 499
3450	Fees	£ 6	£ -	£ 420	£ 426
3460	Consultancy - Advict	£ 97,556	£ 131,764	£ 102,631	£ 331,951
3484	Technical Support	£ 93,529	£ 635	£ 360	£ 94,514
3480	Legal Fees (VWV)	£ 4,583	£ -	£ -	£ 4,583
3480	Legal Fees (Counsel)	£ -	£ -	£ 30,369	£ 30,369
3640	Land Registry	£ -	£ 133	£ 21	£ 154
3650	Internal Postage Recharges	£ -	£ 31	£ -	£ 31
3991	IT Hardware Purchase	£ 99	£ -	£ -	£ 99
	Total Supplies and Services	£ 231,963	£ 138,833	£ 148,359	£ 518,755
	Accruals (Consultant Ledger	£ -	£ -	£ 22,030	£ 22,030
	Other adjustment	£ -	£ -	£ -	£ -
		£ -	£ -	£ 22,030	£ 22,030
5021	Legal Services Recharge			£ 5,300	£ 5,300
5081	Document Centre Print Fixed Costs Recharge			£ 180	£ 180
5261	Property Services Recharge			£ 1,650	£ 1,650
5461	PC Support Recharge	£ -	£ 2,090	£ 2,190	£ 4,280
5541	Corporate Management Legal Recharge			£ 8,640	£ 8,640
5511	Estates & Econ Dec Recharge	£ -	£ 3,070	£ 2,520	£ 5,590
	TOTAL	£ 244,331	£ 149,162	£ 190,521	£ 584,014
	Adjustments				
5021	Legal Services Recharge (Reversed as agreed SD 4 & 14)			-£ 5,300	-£ 5,300
5081	Document Centre Print Fixed Costs Recharge (Reversed as agreed SD 4 & 14)			-£ 180	-£ 180
5261	Property Services Recharge (Reversed as agreed SD 4 & 14)			-£ 1,650	-£ 1,650
5461	PC Support Recharge (Reversed as agreed MW 17 & 13) (Reversed as agreed SD 4 & 14)	£ -	-£ 2,090	£ -	-£ 2,090
5541	Corporate Management Legal Recharge (Reversed as agreed SD 4 & 14)			-£ 8,640	-£ 8,640
5511	Estates & Econ Dec Recharge (Reversed as agreed MW 17 & 13) (Reversed as agreed SD 4 & 14)	£ -	-£ 3,070	£ -	-£ 3,070
	TOTAL	£ -	-£ 5,160	-£ 20,480	-£ 25,640
	TOTAL	£ 244,331	£ 144,002	£ 170,041	£ 558,374

East Devon District Council

Interim cost report including reconciliation with Budget through to March 2015

Costs Posted to end of Period 09 - 2014

SUMMARY

CONSULTANTS COSTS TO DATE

Davis Landon	£	303,912
Kensington Taylor	£	70,764
ADG Architects	£	1,477
AP Land Surveys	£	4,895
Advanced Arboriculture	£	4,572
Devon Wildlife Consultants	£	7,848
Sands Consulting	£	2,210
Sands Consulting	£	4,630
Aecom	£	4,750
Peter Brett Ass	£	13,899
Thomas Lister	£	27,299
Bell Cornwell	£	11,512
James Harper	£	1,600
Deborah Hallet	£	4,950
Designed by Soap	£	499
Veale Wasborough Vizards	£	4,269
LA VAT	£	1,500
Aston Brooke Solicitors	£	4,500
Mr Alun Alesbury	£	12,625
Ed Heynes	£	5,197
Savills	£	24,195
Eversheds	£	11,381
Mr Tom Cross	£	6,363
EDDC ACCOMMODATION CONSULTANT PROJECT COSTS TO DATE	£	534,848
EDDC ACCOMMODATION DIRECT PROJECT COSTS TO DATE	£	23,526
OVERALL EDDC ACCOMMODATION PROJECT COSTS TO DATE	£	558,374