

Meeting not open to the public

**East
Devon**

District Council

Date: 2 October 2013
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To: Councillors: Paul Diviani, Andrew Moulding, Ray Bloxham
David Cox

Officers: Mark Williams, Richard Cohen, Simon Davey,
Karen Jenkins, Rachel Pocock, Steve Pratten

Office Accommodation Project Executive Group Wednesday 2 October 2013 – 1500hrs – Room 67

AGENDA

- | | <u>Page/s</u> |
|---|---------------|
| 1. Introductions and apologies. | |
| 2. Approval of previous meeting notes. | |
| 3. Matters arising. | |
| 4. Office Accommodation Project update | Steve Pratten |
| <ul style="list-style-type: none">• Review to date• Programme• Costs and Budget | |
| 5. Presentation of Report identifying potential sites for the Office relocation | Steve Pratten |
| <ul style="list-style-type: none">• Following the presentation Members will be asked to score the identified options so that 3 or 4 sites can be selected for further detailed investigations and negotiations. | |
| 6. Worksmart update. | Karen Jenkins |
| 7. Any other business. | |
| 8. Dates of future meetings: | |
| <ul style="list-style-type: none">• 30 October 2013 at 3.00pm• 27 November 2013 at 3.00pm - alternative suggested 28 November | |

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Chief Executive: Mark Williams
Richard Cohen – Deputy Chief Executive
Denise Lyon – Deputy Chief Executive and Monitoring Officer

- 18 December 2013 at 3.00pm

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Notes of meeting the Office Accommodation Executive Group
held on
Wednesday 2 October 2013

Present:

Councillors: Paul Diviani, David Cox, Ray Bloxham

Officers: Richard Cohen, Mark Williams, Simon Davey, Karen Jenkins, Rachel Pocock,
Steve Pratten

		Action
1.	Apologies: Councillor A Moulding	
2.	Minutes of meeting held on 21 August: agreed. <ul style="list-style-type: none">• Leaders Think Tank to be set up (closure of the previous Members Project Working Party to be agreed).	
3.		
4.	Office Accommodation Project Update: the Tender for Heathpark is now out to advert in the Estates Gazette. As of today we have had 18 enquires. Sainsbury's and Waitrose have both shown an interest. Bids are all due in by 25 October. Mercian seem to have gone quiet at the moment. Do we need to at some point engage Devon County Council in any of these discussions? Regarding land at the back of Lidl – Marsh have requested a meeting with us to look at their options. It has been agreed not to hold any meeting yet but RC to write back explaining our current position. Programme remains the same – on target for July 2016. Costs & Budgets: Cost to date is £313,000 from an allocated £409,000.	
5.	Office Relocation: SP gave a presentation on potential sites around the District – electronic version to be sent to members of the group. There has been quite a poor response – nothing from the east of the District, Honiton or west of the District. We have approached	

