

Meeting not open to the public

**Notes of meeting the Office Accommodation Executive Group
Held on
Wednesday 27 August 2014**

Present:

Councillors: Paul Diviani, David Cox, Ray Bloxham,

Officers: Richard Cohen, Steve Pratten, Mark Williams, Karen Jenkins, Nigel Harrison,
Rachel Pocock,

		Action
1.	Apologies: Cllr Andrew Moulding, Simon Davey	
2.	Minutes of previous meeting held on 29 July: agreed.	
3.	Matters arising: Nick Jones & Mark Chugg from Savills joined the meeting to go through the brochures for final agreement. Once agreed the advert will go in the WMN on Saturday 30 Aug and other publications to follow. Savills also have their own quarterly supplement which is about to go out so advert will be included in that. Following comments that had been received these have now been included in the amended version. These matters include the TPO, reference to trees and Rights of Way. There was also a comment that 'The Knowle' should be changed to 'Knowle'. Savills confirmed that simply using Knowle would not appear grammatically correct to interested parties, so confirmed that they would continue to add "the" as appropriate. Also, regarding Manstone there is a need to take out 'streetscene' and refer to 'depot services'. There are still some final touches i.e. quality of pictures etc and a PDF version will be sent out asap to the Group once these matters have been refined. The final printed version and updated electronic version will be of much higher quality. The micro website will include all information and to gain access to the website interested parties will need to contact Savills at which time they will be given a user name and password. This procedure will allow for the website to be monitored. Site visits of the Knowle will also be organised for interested parties. Savills will e-mail out this evening the revised version of their	

	<p>documents. There will be a further 24hrs for any final comments before the documents need to be finalised for issue and printing. NJ confirmed that he would carry out the do the final read through before it was signed off by the Consultant.</p> <p>Savills then left the meeting.</p>	ALL
4.	<p>Relocation Managers Report:</p> <ul style="list-style-type: none"> • Cost to date is £444,082. The previous agreed budget is £705, 56, therefore leaving a balance of £261,485 plus a contingency allowance of £68,101. The Contingency allowance has increased due to the TVG decision and a reduction in the legal costs. • Savills marketing exercise starts on 1st September, drafts of advert and brochure have been issued to both the Officer and Executive Project Group – as discussed with Savills this morning final copy will be emailed this evening to the Executive Group. • Following the meeting with St Modwen re Skypark it was agreed to hold a further meeting with DCC on 12 September to discuss the procurement issues. A letter has been received from DCC advising that the simple sale of the site to EDDC is not possible but that there are other procurement possibilities which may be mutually acceptable. Following a telephone conversation between RC and Ian Guy he revealed that he had also been asked to attend the meeting on 12 September. RC advised that he would be taking advice on this as he felt there could be implications. It was suggested that the politicians from both EDDC/DCC should meet instead to look at the Skypark proposal. PD also enquired whether the attendance by Eversheds at this meeting was warranted. RC to write to DCC following their letter about a possible a deferment of the meeting. • Heathpark update: a revised offer was received from Terrace Hill (THH) effectively reducing the bid value. The reason cited by THH being that their client was looking at a reduced gross floor area for their store. Listers's analysed the revised offer and made several observations – including that the offer is not acceptable. Listers have also contacted other potential retailers who have shown an interest in the site – and therefore enabling THH's offer to be increased. During a review meeting recently it was advised that CIL was unlikely to be imposed by the time any planning application for the development was submitted. This effectively increased THH's offer. Further, a discussion with DC Highways confirmed that the potential maximum contribution to the [REDACTED] Whilst agreement with THH that the balance should be confirmed as additional value; thereby potential value of the offer could be increased accordingly. <p>Following this new offer we need to look at what point it becomes unviable to sell the Business Centre site and does this now mean that Honiton is back in the frame for a new Headquarters? Do we now need to look at Winslade Park</p>	RC

	<p>(Clyst House) again? A recent presentation was made to the planning department about the master plan for this site. NH advised that there was very little employment to be offered in the proposals. SP said that the cost particulars for this site and other potential sites (including Heathpark) would be included in the overall project review which would be tabled towards the end of the Year. Programme dates for the Office accommodation project could also be affected dependent upon which site was eventually chosen following the review at the end of the Year. Once the bids have been received following the Knowle marketing exercise all costs etc will be gone through again. This will include a revised viability report based on the actuals, albeit conditional, costs and values. The exercise will also look at a variety of options i.e. Honiton/Exmouth Town Hall and Clyst House. We also need to look at the situation with the Sita land behind the EDBC and whether that would become available for depot use.</p>	SP
5.	<p>Knowle and Manstone:</p> <ul style="list-style-type: none"> • TVG – 3 month period following Inspector's decision still going through. • RoW – appeal process going ahead – date for hearing awaited. • Planning statement prepared by Ed Hayes to be included with the Savills brochure, there does seem to still be an issue with the affordable housing and 'pepperpot' – a straight forward statement about this will be needed. SP has been liaising with EH to resolve this issue • Five year land supply/SHMA – going through the process. 	SP
6.	<p>Other Matters:</p> <ul style="list-style-type: none"> • Devon and Cornwall Housing – RC to meet with Paul Crawford on 16 September and will report back to Group. • Equalities – awaiting decision before more stakeholder meetings etc are held. • Provision of services & IT matters – on-going. • Communication – awaiting the decision regarding the Knowle value and what that will mean for moving. Need to look at how we address the possibility of moving to a different site other than Skypark – we did initially say we are moving to Skypark so will need to be able to explain why this move may not happen and that we may look again at Honiton. Need to explain what the decision is being reviewed. 	RC
7.	<p>Any Other Business:</p> <ul style="list-style-type: none"> • RC/SP to attend ICO Level One Tribunal at Exeter Magistrates Court tomorrow (28 August) to appeal ICO decision that Progress reports 1 -6 should be made available to the Public , • Any further comments re Savills brochures to SP asap. 	

		ALL
8.	Next meeting to be held on: <ul style="list-style-type: none">• 1 October 2014 at 3.00pm in Richard's office	

STRICTLY CONFIDENTIAL

EDDC OFFICE ACCOMMODATION PROJECT

MEMBERS EXECUTIVE PROJECT BOARD MEETING 27 AUGUST 2014

RELOCATION MANAGERS REPORT

1. Project Overview

- a. The Project Budget continues to be carefully monitored and predicted spend remains within the Approved Budget parameter.
- b. Following advice from Savills, the marketing and bidding process is now due to commence on 1 September, with a tender return date of 22 October. Drafts of the brochures for Knowle and Manstone / ATC together with drafts of their proposed adverts have been received for comment.
- c. The anticipated meeting with DCC to discuss the proposed purchase of Skypark has been delayed until 12 September. A letter has been received from DCC advising that they would be unwilling to simply sell the site to EDDC, but that there are other possible acceptable procurement routes that could be taken. This matter is frustrating the process, and it may be necessary to consider alternative options, including full EU Procurement.
- d. On 14 August 2014, Terrace Hill again revised their offer for the Heathpark site, now offering a figure (excluding CIL) of £ 3.5 mill - up from the previously offered £ 3.1 mill but considerably lower than the original £ 5.43. Figures including allowance for CIL being £ 3.15 mill, £ 2.8 mill and £ 5.1 mill respectively. These figures do not include the 1% commission to the Agent for arranging the sale.

e.



- f. The effect of these issues is that the revised offer now potentially equates to £ 3.9 mill pending THH's agreement. The reduced offer brings into focus the entire review process. The revised offer would need Members of both Cabinet and Council to refresh their consideration on whether the site should be sold, or not, based upon the revised offer.
- g. The delay caused by this revised offer enables the Relocation Team to review the overall current situation. It is considered that rather than asking for Members consideration of the revised THH Offer at the earliest time, the opportunity should be taken to reconsider and re-evaluate the opportunities that are now, or will shortly be, available. This is particularly pertinent since by the end of October 2014 we should be receiving feedback from Savills regarding the bidding process for Knowle / Manstone. In addition, within that period, it is also anticipated that a review of costs from a value engineering exercise considering the new office cost will also be available..
- h. It is, therefore suggested that any decision to sell Heathpark to THH should be delayed until the full reconciliation of Project cost compared with actual values has been carried out. Currently, it is anticipated that the Relocation Managers Report advising on these matters will be available by the end of the year – with an extraordinary Cabinet / Council Meeting currently pencilled in for December 2014
- i. With the then available information, EDDC Members should be in a position to understand with greater certainty the full financial situation and thereby make an informed decision on the way forward.
- j. It is recognised that this approach does present the risk that THH may become frustrated with the delay and walk away.
- k. Enquiries for the Clients design team via the South West Consultancy Framework are being prepared.

2. Project Costs to Date

- a. Posted expenditure, including accruals, to 31 July 2014 (Period 4 / 2014) totals £ 444,082 leaving a balance of £ 261,485 against the approved budget of £ 705, 568, of which the Contingency allowance is £ 68,101. All costs exclude VAT.
- b. A copy of the relevant Outline Cost Report for the period 2014 / 04 is annexed to this report.

c. The approved budget remains as £ 705,568 being built up as follows;

i. Original budget prior to Aecom's appointment	£ 200,000
ii. Uplift approved by Cabinet 5 September 2012	£ 114,354
iii. Uplift approved by Cabinet 17 July 2013	£ 95,333
iv. Uplift approved by Cabinet 5 February 2014	£ 92,000
v. Uplift approved by Cabinet 4 June 2014	£ 203,882

3. Programme Summary, including identification of critical dates

- a. The following relates to the Overview Programme AL (-). Identified particulars should only be considered as indicative only, since it is likely that as a result of the final Value / Cost Viability Report at the end of the Year some of the elements will alter, which in turn will have programme implications.
- b. The Overview Programme has been revised in the period to Revision AL (-) as a direct result of ;
- i. Devon CC formal rejection of the Town or Village Green Application for Knowle.
 - ii. Advice received from Savills, following DCC's rejection of the TVG that the Marketing and Bidding Process for Knowle and Manstone / ATC should not take place during the August School Holidays. Rather, it should commence on 1 September. Whilst this advice needs to be formally accepted by Members, it is anticipated that such will be acceptable, so that best value for the properties can be received
- c. Consequently, the programme has been delayed by approximately one month since the previous iteration. It is noted that there are still elements within the programme that will need to be confirmed as the Project progresses. It is also advised that some time contingencies has been allowed in the form of float within the programme.
- d. Programme AL (-) continues to advise upon Procurement Strategy Alternative 1 – where EDDC negotiates with St Modwen / DCC for the sale of the site and then procure their own design team and contractor
- e. The following short narrative identifies the Key Gateway Decisions, particulars and milestones confirmed within Programme AL (-);
- a) **Gateway Decision Nr 1 – EDDC agreement to purchase the site at Skypark, to agree to the procurement of a design team for the new office, to agree the conditional sale of Knowle and Manstone Depot**
 - a) Overall period – 5 June – 10 December 2014

- b) Site purchase negotiation dates – 16 June – 19 September 2014
 - c) Procurement of Design Team using EU procurement or Framework route – 1 September – 14 November 2014 (with sundry associated tasks to 10 February 2015)
 - d) Knowle marketing and bidding process, including preparation – 1 September – 21 November 2014
 - e) Gateway Decision Nr 1 – considered and decided at Extraordinary Cabinet & Council Meeting – 10 December 2014 – date to be confirmed
- b) Gateway Decision Nr 2 – EDDC Members Executive Project Board approval and confirmation of extent of scope and agreement to proceed to RIBA Stage D - design and Planning Application**
 - a) Overall period 22 December 2014 – 9 March 2015
 - b) Design process – 22 December 2014 – 2 March 2015
 - c) Gateway Decision Nr 2 – considered and approved by the Members Executive Project Board on 9 March 2015
- c) Gateway Decision Nr 3 – Submission of Planning Application, Notice for Contractor Appointment and agreement for design to proceed to RIBA Stage E – detailed design**
 - a) Overall period 3 March – 13 May 2015
 - b) Design Process – 3 March – 20 April 2015
 - c) Gateway Decision Nr 3 – considered and approved by the Members Executive Project Board 13 May 2015
- d) New Office Planning Application**
 - a) Overall period 14 May – 23 September 2015 (excluding any JR implications)
 - b) Determination, date subject to confirmation – 23 September 2015
- e) Gateway Decision Nr 4 – Approval of design to RIBA Stage E and agreement to proceed to RIBA Stages F & G**
 - a) Overall period 14 May – 25 June 2015
 - b) Design Process – 14 May – 11 June 2015
 - c) Gateway Decision Nr 4 – considered and approved by the Members Executive Project Board 25 June 2016
- f) Gateway Decision Nr 5 – Agreement to appoint the Contractor subject to final agreement of cost**
 - a) Overall period – 14 May 2015 – 22 March 2016
 - b) Procurement process – to submission of tender report – 14 May – 9 November 2015
 - c) Gateway Decision Nr 5 – Appointment of Contractor - considered and decided at Cabinet 1 December 2015 and Council 20 January 2016 – both dates to be confirmed.

- g) **Gateway Decision Nr 6 – Approval of final design and associated Final Construction Costs. Agreement for the Contractor to proceed on site**
 - a) Overall period 15 December 2015 – 22 March 2016
 - b) Contractor & Novated design Teams review of design and amendments for buildability reasons – 26 November – 21 January 2015
 - c) Cost Plans, negotiation of outturn costs and final agreement – 2 December 2015 – 17 February 2016
 - d) LPA consider and determine planning applications for Knowle and Manstone – 9 March 2016 (potential for site offers to become unconditional at this stage subject to any JR proceedings).
 - e) **Gateway Decision Nr 6 – Approval of Final Design and associated Final Construction Costs. Agreement for Contractor to proceed on site - considered and decided at Cabinet 15 March 2016 and Council 22 March 2016 – both dates to be confirmed**

- h) **Construction Phase through to new office being opened**
 - a) Overall period 23 March 2016 – 30 May 2017
 - b) Contractor involvement – 23 March – 7 April 2017
 - c) Finalisation of Client fit out – 10 April – 5 May 2017
 - d) Phased decant from Knowle to New Office – 8 May – 26 May 2017
 - e) EDDC fully relocated to New Office – 30 May 2017

- i) **Potential dates for capital receipts from land sales**
 - a) Heathpark
 - i. No JR – 11 May 2015
 - ii. Application for JR, but application refused – 22 July 2015
 - iii. JR Application accepted, but High Court dismisses – allowing for a 24 month period from the date of planning determination – 18 April 2017
 - iv. Note: These dates need to be confirmed in consideration of Terrace Hills amended Offer received on 18 July 2014.

 - b) Knowle & Manstone Depot
 - i. No JR – would have been 10 March 2016, but is very likely to be delayed either entirely or in part until the Vacant possession date – 30 May 2017.

 - ii. Application for JR, but application refused – would have been 14 June 2016, but is very likely to be delayed either entirely or in part until the Vacant possession date – 30 May 2017.

 - iii. JR Application accepted, but High Court dismisses – allowing for a 24 month period from the date of planning determination – 9 March 2018, although this actual period may vary considerably.

4. Risk Review

- a. The latest Risk Review was carried out on 22 August following the Officer meeting of 21 August 2014.
- b. In summary, and with specific reference to the Risk Register dated 22 August 2014, the following is a short summary. Whilst the number of Risks have remained the same in number, several have been given a revised rating due to issues associated with Skypark and THH's revised offer.
- c. Currently there are 38 Open Risks (previously 38), comprising of;
 - i. 9 Red Risks (6),
 - ii. 22 Orange Risks (25)
 - iii. 7 Blue Risks (9).
- d. It can be confirmed that the following risks are among those which are currently identified:
 - Market conditions
 - Government legislation
 - EDDC IT and associated matters
 - Potential for additional unplanned maintenance being incurred whilst EDDC remains at Knowle
 - Revised offer for the Heathpark site.
 - Legal objections to the Council's relocation
 - Planning decision outcomes
 - New Office requirements
 - Revised offer for Heathpark
 - Procurement issues associated with Skypark
- e. A copy of the Risk Register dated 22 August 2104 is annexed to this Report.

5. Skypark

- a. Site Procurement
 - i. On 22 July a meeting was held in London with EDDC, St Modwen and their respective lawyers to discuss the possibility of the Council purchasing the plot at Skypark.
 - ii. St Modwen explained that they were in a JV with DCC for the Skypark scheme, and therefore, would need to liaise with their partner to ascertain whether such a purchase would be possible.

- iii. Following the meeting, EDDC's Lawyers, Eversheds, and Rachel Pocock have exchanged e-mails. In summary the following has been identified;
 - 1. St Modwen is opposed to the site sale without them directing and undertaking the development and receiving the development management fee to which they say they are entitled.
 - 2. St Modwen will discuss the position with DCC, but have also identified other procurement options such as a new OJEU procurement process or a contract whereby St M / St M & County has the right but not obligation to provide a completed development for the Council.
 - 3. St Modwen confirmed the requirement for a development management position.
- iv. EDDC have arranged to meet with DCC on 12 September to discuss the procurement issues. An earlier meeting date would have been preferred, but has not been possible due to DCC Officers and Members being on Leave.
- v. A letter has been received from DCC following up on the meeting in London with St Modwen. The contents are not particularly helpful, and advise that the simple sale of the site to EDDC is not possible, but that there are other procurement possibilities which may be mutually acceptable
- b. It is noted that If the OJEU procurement route is followed there will be a delay to the project. The current delay would be circa two months.
- c. St Modwen understand that if an OJEU procurement route is followed there is a risk that in the event Skypark may not provide best value at that time, and that another site could be the Council's preferred location for the new office.
- d. On the understanding the SWCF is the Council's preferred framework, draft enquiry documents are being prepared to enable the tender for the Clients Design Team to be issued.

6. Heathpark update

- a. Thomas Lister on 14 August received a further revised offer from Terrace Hill (THH), effectively reducing the bid value from £ 5.1 mill to £ 3.15 mill after consideration for CIL The developer cited the revised requirements of Asda. Namely a reduction of gross floor area from 37,000 ft² to 21, 215 ft² as their reason.

- b. It is also noted that in addition to the Food Retail Store, the revised scheme now includes a Pets at Home and Drive thru restaurant. Lister's analysed the revised offer and made several observations – including that the offer is not acceptable. Lister's have also contacted other potential retailers who have shown an interest in the site – and thereby potentially enabling Terrace Hill's offer to be increased.
- c. During a review meeting on 20 August it was advised that CIL was unlikely to be imposed by the time any planning application for the development was submitted. This effectively increased THH's offer to £ 3.5 mill. Further, a discussion with DC Highways on the same day, confirmed that the potential maximum contribution to the Turks Head junction could be circa £ 100 k, rather than the previously advised £ 500 k. Whilst agreement with THH that the balance should be additional value, the potential value of the offer could be now be £ 3.9 mill
- d. It is recognised that this figure is significantly lower than that advised to Cabinet and Council, and as a result will need to be resubmitted for Members reconsideration and formal approval.
- e. This delay also provides time to better understand with greater certainty the overall financial situation of both value and cost. As a result it is now likely that any request to Cabinet / Council to approve the sale of Heathpark for the revised figure will be delayed until the end of the Year. It is possible that Heathpark may potentially be considered as a location for the new office.

7. Knowle and Manstone Depot / ATC site

- a. All the initial surveys for Manstone / ATC Site have now been completed. The ecology report confirms that there are no bats at either the Manstone Depot or in the ATC Hut.
- b. To assist with the marketing aspect, an independent Planning Consultant, Ed Heynes, has been appointed to provide a Planning Statement and other associated deliverables as well as providing independent advice to EDDC as Landowner. He has had a pre app meeting with Ed Freeman
- c. Following Savills formal appointment, the Consultant has been;
 - i. preparing the marketing information, including collating the various technical, planning and legal information,
 - ii. drafting separate brochures for Knowle and Manstone / ATC site. Identifying issues and constraints,
 - iii. liaising with their PR Department in respect of a draft press release.
 - iv. Two photographers have been employed to take both ariel and ground level photos.

- v. attended a meeting on 23 July to discuss the process associate with the selling of public open space and also liaise with the Planning Consultant following his pre app meeting with the LPA
 - vi. have agreed the red line boundary with EDDC
 - vii. are preparing a micro web site for interested parties to review relevant information.
 - viii. have recommended that due to issues associated with the ATC Site, that this site be offered as an optional extra rather than a requirement of any offer
- d. Savills have now submitted their draft press release, brochures and adverts for EDDC's consideration and comment. It is anticipated that, if satisfactory, these documents will be signed off during the Executive Board Meeting of 27 August so that marketing can commence on 1 September.
- e. Savills have confirmed that the Tender Return date is 22 October and that their Tender Report and Recommendation is anticipated to be issued on 21 November 2014.
- f. As mentioned during the last Officers Meeting the process of transferring the parkland and gardens to STC needs to commence soon. It is anticipated that this will be led by EDDC Estates and Legal Departments, with assistance from the Relocation Manager as necessary.

8. Other Matters

- a. Following EDDC's appeal against the ICO decision that the Relocation Manager's Progress Reports 1 – 7 should be issued to the public in an unredacted form, there will be a Level 1 Tribunal at Exeter Magistrates Court on Thursday 28 August.
- b. There is a need for EDDC to confirm their exact desk and other requirements for the new office shortly, including any additional capacity for flexibility.
- c. Consideration also needs to be given to potentially value engineering the current cost basis. Key issues are;
 - i. the level of Consultant Fees (15%),
 - ii. level of contingency (20%),
 - iii. use of general current market rates rather than using BCIS Tender Indices,
 - iv. whether a 24 month Judicial Review period should be incorporated.

S J Pratten

26 August 2014

Encs.

Outline Cost Report for period 2014 / 04 – dated 4 August 2014

Programme AL (-) dated 9 July 2014 – Summary versions

Risk Review Rev N dated 22 August 2014

Office Accommodation Project

Costs Posted to end of
Period 04 - 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	£ 322,571
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
	EXCLUDES FEE FOR SALE OF HEATHPARK		
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
Savills	Marketing and Bidding for Knowle & Manstone / ATC site		
	Agreed Fee Including Prov Sums	£ 33,018	
	Contingent amount	£ 4,982	£ 38,000
	Carried Forward		£ 500,642

Clyst House Survey	Orchard and Ian Howick	Brought Forward		£	500,642
			£	2,000	
Initial Survey Costs				£	2,000
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		£	7,500	
Allowance for further Initial Surveys of Manstone depot and update existing Knowle reports	Say		£	6,675	
Stakeholders Meetings					
Facilitator & Venue costs	Say		£	7,000	
					£
					21,175
Client Costs					£
					53,201
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
					£
					574,842
		Carried Forward			

Brought Forward			£ 574,842
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.	£ -	
	EXCLUDES LEGAL COSTS FOR SALE OF HEATHPARK		
Public Consultation / Engagement Costs		£ 3,000	
		£ 62,625	
			£ 62,625
	Allow 10 % Contingency on External Consultant Costs	£ 55,384	
	Allow 10 % Contingency on Internal EDDC Costs	£ 8,362	
	Addition to balance approved budget of £ 705,568.00 (Council 4 June 2014)	£ 4,354	
	Current Contingent allowance	£ 68,101	£ 68,101
Total estimated costs to March 2015			£ 705,568
Costs posted to date including accruals(as attached Worksheet)			£ 444,082
Balance available still to be expended			£ 261,485
Note			
All costs identified above exclude VAT			
Amount of Contingency as this Report - £ 68,101			

Interim cost report including reconciliation with Budget through to March 2015

Assessment Review

Costs Posted to end of Period 04 - 2014

Account	Description	FY 12 / 13 Period 1 - 12	FY 13 / 14 Period 1 - 12	FY 14 / 15 Period 4 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	£ -	£ -	£ -	£ -
1242	Room Hire	£ 45	£ 1,220	£ -	£ 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	£ 537	£ 14,282
2800	Transport Costs	£ 125	£ 575	£ -	£ 700
		£ 125	£ 575	£ -	£ 700
3001	Int Exp Refreshment 0101	£ -	£ 210	£ 75	£ 284
3002	Int Exp Equipment Hire 0202	£ -	£ 13	£ -	£ 13
3010	Equipment & Plant Purchases	£ 310	£ -	£ -	£ 310
3015	Room Hire	£ 67	£ 351	£ 137	£ 545
3030	Equipment Hire	£ 250	£ -	£ -	£ 250
3081	Catering Supplies Food	£ 143	£ -	£ -	£ 143
3100	Furniture Purchase	£ 210	£ -	£ -	£ 210
3150	Materials	£ -	£ -	£ 628	£ 628
3250	Stationery	£ 208	£ 230	£ 72	£ 570
3254	Internal Doc Centre Printing	£ 254	£ 8	£ 124	£ 386
3300	Non Property Contractors	£ 34,292	£ 4,950	£ 11,234	£ 50,476
3330	Photography	£ -	£ 409	£ -	£ 409
3450	Fees	£ 8	£ -	£ 420	£ 428
3480	Consultancy - Advice	£ 97,556	£ 131,784	£ 21,063	£ 250,383
3484	Technical Support	£ 93,529	£ 635	£ 380	£ 94,514
3480	Legal Fees (VWV)	£ 4,583	£ -	£ -	£ 4,583
3480	Legal Fees (Counsel)	£ -	£ -	£ 12,025	£ 12,025
3840	Land Registry	£ -	£ 133	£ 21	£ 154
3850	Internal Postage Recharges	£ -	£ 31	£ -	£ 31
3891	IT Hardware Purchase	£ 98	£ -	£ -	£ 98
	Total Supplies and Services	£ 231,563	£ 138,833	£ 46,049	£ 417,345
	Accruals (Consultant Ledger)	£ -	£ -	£ 8,263	£ 8,263
	Other adjustment	£ -	£ -	£ -	£ -
		£ -	£ -	£ 8,263	£ 8,263
5021	Legal Services Recharge			£ 5,300	£ 5,300
5081	Document Centre Print Fixed Costs Recharge			£ 180	£ 180
5281	Property Services Recharge			£ 1,650	£ 1,650
5481	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	£ 5,600
		£ -	£ 5,160	£ 20,480	£ 25,640
	TOTAL	£ 244,331	£ 149,102	£ 78,229	£ 469,722
	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
5281	Property Services Recharge (Reversed as agreed SD 4 & 14)			£ 1,650	£ 1,650
5481	PC Support Recharge (Reversed as agreed MW 17 & 13) (Reversed as agreed SD 4 & 14)	£ -	£ 2,090	£ 2,190	£ 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	£ 2,520	£ 3,070
		£ -	£ 5,160	£ 20,480	£ 25,640
	TOTAL	£ 244,331	£ 144,082	£ 58,749	£ 444,083

East Devon District Council

Interim cost report including reconciliation with Budget through to March 2015

Costs Posted to end of Period 04 - 2014

SUMMARY

CONSULTANTS COSTS TO DATE

Davis Landon	£	248,807
Kensington Taylor	£	70,764
ADG Architects	£	1,477
AP Land Surveys	£	4,895
Advanced Arboriculture	£	3,922
Devon Wildlife Consultants	£	7,848
Sands Consulting	£	2,210
Sands Consulting	£	4,630
Aecom	£	4,750
Peter Brett Ass	£	13,899
Thomas Lister	£	21,611
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
Mr Alun Alesbury	£	12,625
EDDC ACCOMMODATION CONSULTANT PROJECT COSTS TO DATE	£	421,769
EDDC ACCOMMODATION DIRECT PROJECT COSTS TO DATE	£	22,313
OVERALL EDDC ACCOMMODATION PROJECT COSTS TO DATE	£	444,082

(IDENTIFYING ALTERNATIVE PROCUREMENT OPTION 1)

ID	Task Name	Duration	Start	Finish	Predecessors
1	EDDC OFFICE RELOCATION TO SKYPARK - BASED ON EDDC BUYING A SITE AT SKYPARK & DESIGNING / CONSTRUCTION THEIR OWN PURPOSE BUILT OFFICE	1189 days	Mon 10/06/13	Fri 09/03/18	
2					
3	ESTABLISHMENT OF THE PROJECT VIABILITY & APPRAISAL OF RELOCATION OPTIONS	181 days	Mon 10/06/13	Wed 26/02/14	
4	Preparation for Cabinet Meeting 17 July 2013	33 days	Mon 10/06/13	Wed 24/07/13	
5					
6	Assessing selected Viable Options - Council Meeting 26 February 2014	147 days	Fri 26/07/13	Wed 26/02/14	
17					
31					
32	POST VIABILITY PROVING GATEWAYS	1127 days	Thu 05/09/13	Fri 09/03/18	
33					
34	Resolution of Procurement Issues associated with land, Developer, Design Teams and Contractors (Main Build and Fit Out)	88 days	Thu 20/02/14	Fri 27/06/14	
41					
42	GATEWAY DECISION NR 1 - Inter alia, Purchase site from St Modwen / DCC at Skypark	134 days	Thu 05/06/14	Wed 10/12/14	
43	Eversheds instructed to proceed with negotiations with St Modwen / DCC to purchase office site at Skypark	2 days	Thu 05/06/14	Fri 06/06/14	
44	Eversheds preparation for the negotiation including liaison with EDDC and associated others	5 days	Mon 09/06/14	Fri 13/06/14 43	
45	Period of negotiation to ascertain whether purchase at a realistic price is possible	10 days	Mon 16/06/14	Fri 27/06/14 44	
46	Eversheds to report to EDDC on the outcome of their negotiations with St Modwen / DCC and to advise whether the alternative route of procuring a Developer will now need to proceed.	1 day	Fri 27/06/14	Fri 27/06/14 45FS-1 day	
47	If purchase is possible, period for further negotiations to agree a price for the land based upon a conditional sale	59 days	Mon 30/06/14	Fri 19/09/14 45	
48	Preparation of report recommending purchase of Skypark	15 days	Mon 22/09/14	Fri 10/10/14 47	
49	FLOAT	24 days	Mon 13/10/14	Thu 13/11/14 48	
50	EDDC Executive Project Board Review of Tender Recommendation and approval of Recommendation	10 days	Fri 14/11/14	Thu 27/11/14 49	
51	EDDC Approval of Gateway Decision Nr 1 Extraordinary Cabinet Meeting - Agreement to purchase Site OR Appointment of Developer, Appointment of EDDC Design Team (& Agreement to sell Knowle / Hanstone)	1 day	Wed 10/12/14	Wed 10/12/14 50FS+8 days	
52	EDDC Approval of Gateway Decision Nr 1 Extraordinary Council Meeting - Agreement to purchase Site OR Appointment of Developer, Appointment of EDDC Design Team (& Agreement to sell Knowle / Hanstone)	1 day	Wed 10/12/14	Wed 10/12/14 50FS+8 days	
53					

ID	Task Name	Duration	Start	Finish	Predecessors	2012	2013	2014	2015	2016	2017	2018
54	EDDC EMPLOYMENT OF THE DESIGN TEAM	175 days	Mon 02/06/14	Tue 10/02/15								
55	GATEWAY DECISION NR 1 - Inter alia, Procurement of EDDC's Design Team - Using SWCF or similar	175 days	Mon 02/06/14	Tue 10/02/15								
56	Liaison with EDDC Procurement Officer and SWCF	40 days	Mon 02/06/14	Fri 25/07/14								
57	SWCF Call Off procedure using the Further Competition Method - Expression of Interest	140 days	Mon 21/07/14	Tue 10/02/15								
58	Preparation of the Project Brief	10 days	Mon 04/08/14	Fri 01/08/14 57FS-5 days								
59	EDDC review of Project Brief, and incorporation of any comments	15 days	Mon 04/08/14	Fri 22/08/14 59								
60	Issue of Project Brief to SWCF Consultants	1 day	Tue 26/08/14	Tue 26/08/14 60								
61	Completion of self assessment exercise by SWCF Consultants	5 days	Tue 26/08/14	Mon 01/09/14 61FS-1 day								
62	FLOAT	5 days	Tue 26/08/14	Mon 08/09/14 62								
63	Review of self assessment exercise by EDDC, preparation of Report and recommendation of three Consultants for the Mini Competition	9 days	Tue 09/09/14	Fri 19/09/14 63								
64	Preparation of Mini Competition documentation	18 days	Wed 27/08/14	Fri 19/09/14 61								
65	Project Board Review of Preparation and report re the three Consultants and Mini Competition documentation	5 days	Mon 22/09/14	Fri 26/09/14 64.65								
66	EDDC Executive Project Board formal approval of Selected Consultants and approval of Mini Competition documentation	1 day	Fri 26/09/14	Fri 26/09/14 66FS-1 day								
67	Mini Competition documentation issued to Selected Consultants	1 day	Mon 29/09/14	Mon 29/09/14 67								
68	Tender period	14 days	Tue 30/09/14	Fri 17/10/14 68								
69	Mid tender interviews - if required	1 day	Thu 09/10/14	Thu 09/10/14 69FS-7 days								
70	FLOAT	5 days	Fri 10/10/14	Thu 16/10/14 70								
71	Tender evaluation	10 days	Fri 17/10/14	Thu 30/10/14 71								
72	Further interviews (if required)	1 day	Mon 27/10/14	Mon 27/10/14 72FS-4 days								
73	Final Tender evaluation and Tender Report	10 days	Tue 28/10/14	Mon 10/11/14 73								
74	FLOAT	4 days	Tue 11/11/14	Fri 14/11/14 74								
75	EDDC Executive Project Board Review of Tender Recommendation and approval of Recommendation and Approval of Appointment of EDDC Design Team	9 days	Mon 17/11/14	Thu 27/11/14 75								
76	EDDC Approval of Gateway Decision Nr 1 Extraordinary Council Meeting - Agreement to purchase Site OR Appointment of Developer, Appointment of EDDC Design Team (& Agreement to sell Knowle / Manstone)	1 day	Wed 10/12/14	Wed 10/12/14 76FS*8 days								
77	EDDC Approval of Gateway Decision Nr 1 Extraordinary Council Meeting - Agreement to purchase Site OR Appointment of Developer, Appointment of EDDC Design Team (& Agreement to sell Knowle / Manstone)	1 day	Wed 10/12/14	Wed 10/12/14 76FS*8 days								
78	Preferred Consultant Team contacted and advised of success	1 day	Thu 11/12/14	Thu 11/12/14 78								
79	Unsuccessful bidders contacted and debrief provided	7 days	Thu 11/12/14	Fri 19/12/14 78								
80	Consultant Team Appointment prepared issued and returned signed	31 days	Mon 22/12/14	Tue 10/02/15 80								
81	Consultant Team commences including mobilisation - subject to Consultancy Documents subsequently being signed	1 day	Mon 22/12/14	Mon 22/12/14 80								
82												
83												
84												

(IDENTIFYING ALTERNATIVE PROCUREMENT OPTION 1)

ID	Task Name	Duration	Start	Finish	Predecessors	2012	2013	2014	2015	2016	2017	2018
85	PROVISION OF NEW OFFICE	605 days	Mon 22/12/14	Tue 30/05/17								
86	GATEWAY DECISION NR 2 - confirmation of extent of Scope and agreement to proceed to RIBA Stage D (detailed design and Planning Application)	50 days	Mon 22/12/14	Mon 09/03/15								
87	Design Team Mobilisation and Set Up	9 days	Mon 22/12/14	Fri 02/01/15 02FS-1 day								
88	Design Team updates Employers Requirements / Clients Brief	36 days	Mon 22/12/14	Mon 02/03/15 88								
89	Data Gathering	16 days	Mon 22/12/14	Mon 02/02/15 88								
90	Update / additional initial survey work	16 days	Mon 22/12/14	Mon 02/02/15 88								
91	Preparation to RIBA Stages C	30 days	Tue 20/01/15	Mon 02/03/15 91FS-10 days								
92	Develop Project Specification	30 days	Tue 20/01/15	Mon 02/03/15 91FS-10 days								
93	Stage C Cost Review	10 days	Tue 17/02/15	Mon 02/03/15 92FS-1 day								
94	Presentation of RIBA Stage C proposals, inc costs	1 day	Mon 02/03/15	Mon 02/03/15 92FS-1 day								
95	EDDC Executive Project Board Consideration of Stage C presentation	1 day	Mon 02/03/15	Mon 02/03/15 92FS-1 day								
96	EDDC Executive Project Board Approval and confirmation of extent of Scope and agreement to proceed to Stage D (detailed design and Planning Application)	5 days	Mon 02/03/15	Mon 09/03/15 96								
97	EDDC Executive Project Board Approval of Gateway Decision Nr 2	1 day	Mon 09/03/15	Mon 09/03/15 97FS-1 day								
98												
99												
100	GATEWAY DECISION NR 3 - Submission of Planning Application, Notice for Contractor Appointment and agreement to proceed to RIBA Stage E	49 days	Tue 03/03/15	Wed 13/05/15								
101	Design Team further updates Employers Requirements / Clients Brief	33 days	Tue 03/03/15	Mon 20/04/15 89								
102	Develop Design to Stage D	28 days	Tue 10/03/15	Mon 20/04/15 98								
103	Develop Project Specification	28 days	Tue 10/03/15	Mon 20/04/15 98								
104	Cost Plan - Stage D	28 days	Tue 10/03/15	Mon 20/04/15 98								
105	Final Review period internally by EDDC and externally	10 days	Tue 07/04/15	Mon 20/04/15 102FS-10 days								
106	Presentation of RIBA Stage D proposals, inc costs	1 day	Mon 20/04/15	Mon 20/04/15 105FS-1 day								
107	PM preparation of report to recommend progress to issue EU procurement Notice for the Contractor	10 days	Tue 07/04/15	Mon 20/04/15 104FS-10 days								
108	EDDC Executive Project Board Consideration of Stage D presentation	10 days	Tue 21/04/15	Tue 05/05/15 102,103,107								
109	EDDC Executive Project Board Approval. Approval to proceed to submission of Planning Application and to issue Notice for Contractor procurement. Agreement to proceed to Stage E	1 day	Wed 06/05/15	Wed 06/05/15 108								
110	EDDC Executive Project Board Approval of Gateway Decision Nr 3	5 days	Thu 07/05/15	Wed 13/05/15 109								
111												
112												
113												
114	New Office Planning Application	157 days	Thu 14/05/15	Tue 22/12/15 111								
115	Detailed Planning Application for New Office Accommodation	157 days	Thu 14/05/15	Tue 22/12/15								
116	Design Team to prepare Detailed Planning Application for New Office	10 days	Thu 14/05/15	Thu 20/05/15 111								
117	EDDC Executive Project Board and AECOM PM to review and sign off. Consent to submit DPA	5 days	Fri 29/05/15	Thu 04/06/15 115								
118	Submission of Detailed Planning Application	1 day	Fri 05/06/15	Fri 05/06/15 116								
119	Planning Determination period	65 days	Fri 05/06/15	Fri 04/09/15 117FS-1 day								
120	EDDC Development Management Meeting, say Detailed Planning Award	13 days	Mon 07/09/15	Wed 23/09/15 118								
121	Potential for JR being lodged with Court (only Court Consideration allowed)	1 day	Wed 23/09/15	Wed 23/09/15 119FS-1 day								
122		1 day	Wed 23/09/15	Wed 23/09/15 120FS-1 day								
123		64 days	Thu 24/09/15	Tue 22/12/15 121								

(IDENTIFYING ALTERNATIVE PROCUREMENT OPTION 1)

ID	Task Name	Duration	Start	Finish	Predecessors	2012	2013	2014	2015	2016	2017	2018
124	GATEWAY DECISION NR 4 - Approval of design to RIBA Stage E and agreement to proceed to RIBA Stages F & G	95 days	Thu 14/05/15	Thu 01/10/15								
125	Develop Detail design to RIBA Stage E	30 days	Thu 14/05/15	Thu 25/06/15								
126	Design Team reviews as necessary and updates Employers Requirements	25 days	Thu 14/05/15	Thu 19/06/15	111							
127	Develop Detailed Design to RIBA Stage E	20 days	Thu 14/05/15	Thu 11/06/15	111							
128	Cost Plan - Stage E	20 days	Thu 14/05/15	Thu 11/06/15	110							
129	Final Review period internally by EDDC and externally	10 days	Fri 29/05/15	Thu 11/06/15	127FS-10 days							
130	Presentation of RIBA Stage E proposals, inc costs	1 day	Thu 11/06/15	Thu 11/06/15	129FS-1 day							
131	EDDC Executive Project Board Consideration of RIBA Stage E presentation	1 day	Thu 11/06/15	Thu 11/06/15	1106							
132	EDDC Executive Project Board approval of RIBA Stage E, and consent to proceed to RIBA Stages F & G	10 days	Fri 12/06/15	Thu 25/06/15	131							
133	EDDC Executive Project Board Approval of Gateway Decision Nr 4	1 day	Thu 25/06/15	Thu 25/06/15	132FS-1 day							
134	Amendment of Design following Planning Determination	6 days	Thu 24/09/15	Thu 01/10/15	111							
135	Review comments advised during Planning Determination Period and amend design as necessary (It is assumed that this will be minimal following earlier pre app and post submissions discussion)	6 days	Thu 24/09/15	Thu 01/10/15	121							
136												

(IDENTIFYING ALTERNATIVE PROCUREMENT OPTION 1)

ID	Task Name	Duration	Start	Finish	Predecessors
137	Contractor procurement and Pre Construction process.	216 days	Thu 14/05/15	Tue 22/03/16	
138	GATEWAY DECISION NR 5 - Agreement to appoint Contractor subject to final agreement of cost based upon final design details	216 days	Thu 14/05/15	Tue 22/03/16	
139	Contractor procurement - Using EU restricted procurement procedures	182 days	Thu 14/05/15	Wed 03/02/16	
140	Preparation of Restricted Notice	10 days	Thu 14/05/15	Thu 28/05/15 111	
141	Preparation of PQOs	10 days	Thu 14/05/15	Thu 28/05/15 111	
142	EDDC Executive Project Board consideration of Restricted Notice and PQO.	5 days	Fri 29/05/15	Thu 04/06/15 141,142	
143	Confirmation that Executive Board are content for publication	1 day	Fri 05/06/15	Fri 05/06/15 143	
144	Period for receipt of expressions of interest, issue and receive completed PQOs (allowance 30 calendar days)	22 days	Mon 08/06/15	Tue 07/07/15 144	
145	Evaluation of submitted PQOs including provision of a report recommending tenderers to Member Executive Board	15 days	Wed 08/07/15	Tue 28/07/15 145	
146	Period pending planning comments that may affect tender - so that any details are issued as a tender amendment during the tender period	6 days	Thu 24/09/15	Thu 01/10/15 121	
147	Preparation of tender documentation	45 days	Wed 24/06/15	Tue 25/08/15 145FS-10 days	
148	EDDC Executive Project Board considers report and confirm agreement with tender list and tender documentation	4 days	Wed 25/08/15	Tue 01/09/15 148	
149	Issue tender	1 day	Wed 02/09/15	Wed 02/09/15 148	
150	Tender period (allowance 35 calendar days)	23 days	Wed 02/09/15	Fri 02/10/15 149	
151	Mid tender interviews - if required	2 days	Mon 21/09/15	Tue 22/09/15 151FS-10 days	
152	Float - May be needed in particular in respect of any abnormal Planning Conditions or requirement for Design Changes	4 days	Mon 05/10/15	Thu 06/10/15 151	
153	Tender evaluation	10 days	Fri 09/10/15	Thu 22/10/15 153	
154	Final Tender evaluation and Tender Report	2 days	Fri 23/10/15	Mon 26/10/15 154	
155	EDDC Executive Project Board Review of Tender Recommendation and approval of Recommendation and Approval of Appointment of Contractor	10 days	Tue 27/10/15	Mon 09/11/15 155	
156	EDDC Executive Project Board Approval of Gateway Decision Nr 5	7 days	Tue 10/11/15	Wed 18/11/15 156	
157	EDDC Approval of Gateway Decision Nr 5 Cabinet - Appointment of Contractor. Exact date to be confirmed	1 day	Wed 18/11/15	Wed 18/11/15 157FS-1 day	
158	EDDC Approval of Gateway Decision Nr 5 Council - Appointment of Contractor. Exact date to be confirmed	1 day	Tue 01/12/15	Tue 01/12/15 157FS+8 days	
159	Preferred Contractor contacted and advised of success	1 day	Wed 20/09/16	Wed 20/09/16 157FS+38 days	
160	Standstill period (10 calendar days)	1 day	Wed 02/12/15	Wed 02/12/15 159	
161	Contractors Appointment prepared issued and returned signed	8 days	Thu 03/12/15	Mon 14/12/15 161	
162	Contractor commences including mobilisation - subject to Contract Document subsequently being signed	31 days	Tue 15/12/15	Wed 03/02/16 162	
163		1 day	Tue 15/12/15	Tue 15/12/15 162	
164					
165					
166	GATEWAY DECISION NR 6 - Approval of Final Design and associated Final Construction Costs. Agreement for the Contractor to proceed on site	65 days	Tue 15/12/15	Tue 22/03/16	
167	Relevant members of Design Team Novated to Contractor	6 days	Tue 15/12/15	Tue 22/12/15 164FS-1 day	
168	Contractors detailed review with Novated Design Team including consideration of buildability. Includes minor alteration to design subject to EDDC agreement	18 days	Wed 23/12/15	Thu 31/03/16 167	
169	Review, amend agree detailed Brief to RIBA Stages F & G	16 days	Wed 23/12/15	Thu 21/01/16 167	
170	Cost Plan - Stage F & G	16 days	Wed 23/12/15	Thu 21/01/16 167	
171	Final Review period internally by EDDC and externally	9 days	Wed 23/12/15	Wed 03/02/16 169,170	
172	Review of outturn costs, negotiation and final agreement	10 days	Thu 04/02/16	Wed 17/02/16 171	
173	Presentation of RIBA Stages F & G proposals, and agreement of GMP and all associated wa	1 day	Wed 17/02/16	Wed 17/02/16 172FS-1 day	
174	EDDC Executive Project Board Approval	5 days	Thu 18/02/16	Wed 24/02/16 173	
175	Note LPA consider Knowle and Manston Depot Planning Applications	1 day	Wed 24/02/16	Wed 24/02/16 174FS-1 day	
176	EDDC Approval of Gateway Decision Nr 6 Cabinet - Approval of Final Design and associated Final Construction Costs. Agreement for the Contractor to proceed on site	1 day	Wed 03/03/16	Wed 03/03/16 237FS-1 day	
177	- Exact date to be confirmed	1 day	Tue 15/03/16	Tue 15/03/16 175FS+13 days	
178	EDDC Approval of Gateway Decision Nr 6 Council - Approval of Final Design and associated Final Construction Costs. Agreement for the Contractor to proceed on site.	1 day	Tue 22/03/16	Tue 22/03/16 175FS+18 days	
179					

ID	Task Name	Duration	Start	Finish	Predecessors	2012	2013	2014	2015	2016	2017	2018
180	Construction, Client Fit out and Occupation (Further details and particulars to be incorporated in due course)	295 days	Wed 23/03/16	Tue 30/05/17		Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3
181	Contractor Mobilisation	9 days	Wed 23/03/16	Wed 06/04/16 178								
182	Commence of Works on Site	1 day	Thu 07/04/16	Thu 07/04/16 182								
183	Construction period - indicative - 12 months	253 days	Thu 07/04/16	Fri 07/04/17 183FS-1 day								
184	Building PCC issued (Completion and Handover)	1 day	Fri 07/04/17	Fri 07/04/17 184FS-1 day								
185	EDDC Finalisation	33 days	Mon 10/04/17	Tue 30/05/17								
186	Finalisation of Client Direct Fit Out / FF&E after Contractor has achieved PCC	17 days	Mon 10/04/17	Fri 05/05/17 185								
187	Phased decant from Knowle to New Office	15 days	Mon 08/05/17	Fri 26/05/17 187								
188	EDDC fully relocated to new Offices	1 day	Tue 30/05/17	Tue 30/05/17 188								
189												
190												

(IDENTIFYING ALTERNATIVE PROCUREMENT OPTION 1)

ID	Task Name	Duration	Start	Finish	Predecessors	2012	2013	2014	2015	2016	2017	2018
191	EAST DEVON BUSINESS CENTRE	236 days	Mon 02/06/14	Mon 11/05/15								
192	Consideration of succession facilities for East Devon Business Centre	236 days	Mon 02/06/14	Mon 11/05/15								
193	Commission Carter Jonas to investigate and prepare report regarding the requirement for starter Office facilities in East Devon	66 days	Mon 02/06/14	Tue 02/09/14								
194	Carter Jonas Report presented to Cabinet	1 day	Wed 03/09/14	Wed 03/09/14	194							
195	Carter Jonas Report presented to Council	1 day	Wed 15/10/14	Wed 15/10/14	194							
196	EDDC Action going forward	136 days	Thu 16/10/14	Fri 08/05/15	196							
197	Six month Notice served on EDBC Tenants	101 days	Mon 08/12/14	Fri 08/05/15	196							
198	Vacant possession of EDBC required by Contract with Terrace Hill.	1 day	Mon 11/05/15	Mon 11/05/15	198							
199	NOTE: Vacant possession is 6 months after Planning Approval or 11 May 2015 whichever is the later.											
200	Potential for EDDC to receive proportion or balance of monies from Heathpark based upon conditions being satisfied	1 day	Mon 11/05/15	Mon 11/05/15	199FS-1 day							
201												
202	NEW DEPOT TO REPLACE KNOWLE AND MANSTONE DEPOTS	342 days	Thu 11/12/14	Thu 28/04/16								
203												
204	New Depot to Replace Knowle and Manstone Depots	342 days	Thu 11/12/14	Thu 28/04/16								
205	Search for land, identification and preparation of report for Members Project Executive Board - NOTE COMMENCES POST JULY 2014 COUNCIL MEETING	22 days	Thu 11/12/14	Mon 19/01/15	78							
206	Members Project Executive Board consideration and approval of new site / facilities and agreement to purchase	5 days	Tue 20/01/15	Mon 26/01/15	205							
207	Land Purchase	25 days	Tue 27/01/15	Mon 02/03/15	206							
208	Search for Design Team, including tender, and preparation of tender report	39 days	Tue 27/01/15	Fri 27/03/15	206							
209	Members Project Executive Board consideration of proposed design team and agreement to place appointment	5 days	Mon 23/03/15	Fri 27/03/15	208							
210	Design Team appointed	1 day	Fri 27/03/15	Fri 27/03/15	209FS-1 day							
211	EDDC Council consider planning application and approval for submission	69 days	Mon 30/03/15	Wed 08/07/15	210							
212	EDDC Council consider planning application and approval for submission	5 days	Wed 10/06/15	Tue 16/06/15	211							
213	Planning Application submitted to LPA	1 day	Wed 17/06/15	Wed 17/06/15	212							
214	Planning Application consideration period	65 days	Thu 18/06/15	Thu 17/09/15	213							
215	Planning Application considered and approval received	1 day	Fri 18/09/15	Fri 18/09/15	214							
216	Search for Contractor, including tender and preparation of tender report	86 days	Thu 24/05/15	Fri 25/09/15	215							
217	Members Project Executive Board consideration of Contractors tender report and agreement to place Contract	5 days	Mon 28/09/15	Fri 02/10/15	216							
218	Contractor appointed	1 day	Mon 05/10/15	Mon 05/10/15	217							
219	New Depot constructed (allow say six months)	128 days	Tue 06/10/15	Tue 12/04/16	218							
220	New Depot achieves PCC	1 day	Tue 12/04/16	Tue 12/04/16	219FS-1 day							
221	Existing Depots decanted from old premises to new	10 days	Wed 13/04/16	Tue 26/04/16	220							
222	New Depot open for business	1 day	Wed 27/04/16	Wed 27/04/16	221							
223	Potential for EDDC to receive proportion or balance of monies from Knowle and Manstone Depots based upon conditions being satisfied	1 day	Thu 28/04/16	Thu 28/04/16	222							
224												
225												

ID	Task Name	Duration	Start	Finish	Predecessors
226	SALE OF EDDC LAND AND ASSOCIATED ASSETS	1127 days	Thu 05/09/13	Fri 09/03/18	
227	SALE OF LAND & ASSET - HEATHPARK	905 days	Thu 05/09/13	Tue 18/04/17	
228	EDDC Cabinet agreement to proceed with tender for Heathpark	119 days	Thu 05/09/13	Wed 26/02/14	
229	Realisation of monies from sale of Heathpark	786 days	Thu 27/02/14	Tue 18/04/17	
244	Successful Tenderer advised of EDDC agreement to conditional sale	1 day	Thu 27/02/14	Thu 27/02/14 243	
245	Exchange of Contracts process	102 days	Fri 28/02/14	Fri 25/07/14 246	
246	Successful Tenderer prepares Planning Application, inclusive of all studies surveys etc.	116 days	Mon 28/07/14	Wed 14/01/15 247	
247	Successful Tenderer submits Planning Application to LPA	1 day	Thu 15/01/15	Thu 15/01/15 248	
248	Planning Determination period	65 days	Fri 16/01/15	Mon 20/04/15 249	
249	EDDC Development Management Meeting	1 day	Tue 21/04/15	Tue 21/04/15 250	
250	Detailed Planning Award	1 day	Tue 21/04/15	Tue 21/04/15 251FS-1 day	
251	Potential for EDDC to receive proportion of monies from Heathpark based upon conditions being satisfied - I.E. Vacant possession	1 day	Mon 11/05/15	Mon 11/05/15 209FS-1 day	
252	Potential for JR being lodged with Court (only Court Consideration allowed)	64 days	Wed 22/04/15	Wed 22/07/15 252	
253	Potential for EDDC to receive balance of monies from Heathpark based upon conditions being satisfied if JR considered to be inappropriate	1 day	Wed 22/07/15	Wed 22/07/15 254FS-1 day,200	
254	Potential for JR being heard (24 months overall since planning determination)	499 days	Wed 22/07/15	Mon 17/04/17 252	
255	Potential for EDDC receiving the balance monies for Heathpark based upon conditions being satisfied	1 day	Tue 18/04/17	Tue 18/04/17 256,200	
256					
257					
258					



ID	Task Name	Duration	Start	Finish	Predecessors	2012	2013	2014	2015	2016	2017
259	CONFIRMATION OF KNOWLE AND MANSTONE LAND VALUES	1015 days	Tue 18/02/14	Fri 09/03/18							
260	Land Agent Consultancy Appointment	108 days	Tue 18/02/14	Wed 23/07/14							
276	GATEWAY DECISION NR 1 - Inter. allis, Sale of Land & Asset - Knowle, Manstone & ATC site	935 days	Mon 18/06/14	Fri 09/03/18							
278	The Knowle - on the basis that the TVG Application has been refused by DCC	127 days	Mon 18/06/14	Wed 10/12/14	Wed 10/12/14						
279	Consultant preparation of outline information for sale and bid documentation	39 days	Mon 18/06/14	Fri 01/08/14	Fri 01/08/14 27FS+6 days						
280	EDDC Executive Project Board & AECOM PM Review and agreement for publication	5 days	Mon 04/08/14	Fri 08/08/14	Fri 08/08/14 280						
281	Savills actively commences marketing and bidding process, including direct mailing and booking adverts	1 day	Mon 01/09/14	Mon 01/09/14	Mon 01/09/14 281FS+14 days						
282	Overall Bidding & Marketing period	40 days	Mon 01/09/14	Fri 24/10/14	Fri 24/10/14 282FS-1 day						
284	Review of received bids, request additional information, analysis and evaluate offers and host interviews	10 days	Mon 27/10/14	Fri 07/11/14	Fri 07/11/14 283						
285	Final Tender/Bid evaluation and Tender/Bid Report preparation	5 days	Mon 10/11/14	Fri 14/11/14	Fri 14/11/14 284						
286	FLOAT PERIOD	5 days	Mon 17/11/14	Fri 21/11/14	Fri 21/11/14 285						
287	EDDC Project Board Review of Tender Report and consideration of Recommendation.	5 days	Mon 24/11/14	Fri 28/11/14	Fri 28/11/14 286						
288	EDDC Approval of Gateway Decision Nr 1 Extraordinary Cabinet Meeting - Recommendation to sell Knowle	1 day	Wed 10/12/14	Wed 10/12/14	Wed 10/12/14 287FS+7 days						
289	EDDC Approval of Gateway Decision Nr 1 Extraordinary Council Meeting - Agreement of recommendation to sell Knowle	1 day	Wed 10/12/14	Wed 10/12/14	Wed 10/12/14 287FS+7 days						
290	Realisation of monies from sale of Knowle, Manstone & ATC Site	808 days	Thu 11/12/14	Fri 09/03/18	Fri 09/03/18						
291	Exchange of Contracts process	66 days	Thu 11/12/14	Fri 20/03/15	Fri 20/03/15 289						
292	Successful Tenderer prepares Planning Application, inclusive of all studies surveys etc.	175 days	Mon 23/03/15	Fri 27/11/15	Fri 27/11/15 292						
294	Successful Tenderer submits Planning Application to LPA	1 day	Mon 30/11/15	Mon 30/11/15	Mon 30/11/15 293						
295	Planning Determination period	85 days	Tue 01/12/15	Tue 08/03/16	Tue 08/03/16 294						
296	EDDC Development Management Meeting, say - date to be advised	1 day	Wed 03/03/16	Wed 03/03/16	Wed 03/03/16 295						
297	Detailed Planning Award - subject to confirmation on DMC date	1 day	Wed 03/03/16	Wed 03/03/16	Wed 03/03/16 296FS-1 day						
298	Potential for EDDC to receive monies from Knowle sale based upon conditions being satisfied - NOTE KNOWLE WILL NOT BE VACATED BY THIS DATE, THOUGH THE DEPOTS COULD BE VACATED	1 day	Thu 10/03/16	Thu 10/03/16	Thu 10/03/16 297						
299	Potential for EDDC to receive monies from Knowle based upon conditions being satisfied if JR being lodged with Court (only if Court Consideration allows)	65 days	Thu 10/03/16	Tue 14/06/16	Tue 14/06/16 297						
300	Potential for EDDC to receive monies from Knowle based upon conditions being satisfied if JR considered to be inappropriate	1 day	Tue 14/06/16	Tue 14/06/16	Tue 14/06/16 299FS-1 day						
301	Potential for JR being heard (24 months overall since planning determination)	500 days	Thu 10/03/16	Fri 09/03/18	Fri 09/03/18 297						
302	If JR hearing is success potential for EDDC receiving monies for Knowle based upon conditions being satisfied	1 day	Fri 09/03/18	Fri 09/03/18	Fri 09/03/18 301FS-1 day						