



## **EAST DEVON DISTRICT COUNCIL - RELOCATION**

Following the Office Accommodation Member Working Party held 19<sup>th</sup> October 2011, it is recommended that a budget is authorised to progress the next stage of the relocation processes and procedures.

The actions and budget costs are as follows:

1. Appoint the Consultants to provide a Location Manager for a period of 3 years. Initially the appointment will be for 12 months to progress and complete the first stage of establishing a detailed brief, providing staff interface and overview of the procurement route.	£42,000
2. Appoint a Project Manager/Cost Consultant, to confirm the budget construction costs and assist in the contractual and appointment requirements of the construction process and the procurement of a developer partner.	£27,000
3. Confirm the appointment of the Design Team to progress an Outline Planning Application on both sites. Approval in principal is required on the Knowle, Sidmouth and Heathpark, Honiton, in order to inform the developer partner procurement process. The Outline Planning Application will confirm in principal the development potential, ensuring members approval and public recognition. The total design team costs for both submissions on the two sites will be.	£58,000
4. Progress the studies and surveys that will be required to support the Application and development of each site. It is important that certain studies are commenced as quickly as possible, in order to fulfil the time requirements. The studies will include a topographical survey, environmental studies, traffic impact studies, flood risk assessment and soil condition surveys.	£14,000
5. Appoint the solicitors to provide the legal assistance that will be required to establish and formalise the contractual arrangements of the partnering agreement and to provide advice throughout the development and delivery period.	£36,000
6. Appoint consultants to provide assistance on the public consultation programme. This will be necessary to secure public support in each town, and a series of presentations and displays will be required.	£11,000
7. Contingency.	£12,000
<b>Total Budget – Stage 1</b>	<b><u>£200,000</u></b>