

# **EAST DEVON DISTRICT COUNCIL OFFICE ACCOMMODATION PROJECT**

Project Report No 39, Rev -  
Period between 1 – 31 July 2017

VOLUME 1

ISSUED UNDER PART B



## Document Issue Sheet

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SJP, JW, Strata

## **VOLUME 1**

### **CONTENTS**

1.0	Executive Project Summary	Page	4
2.0	Particulars of Progress and Key Project Issues	Page	6
3.0	Facilities Management - Particulars of Progress and Key Project Issues	Page	10
4.0	Strata Report	Page	13
5.0	Risk Management	Page	14
6.0	Project Programme and Key Milestones	Page	16
7.0	Project Cost Report	Page	20

## 1.0 Executive Summary

- 1.1 This formal Project Progress Report identifies Project issues and progress generally during the period 1 – 31 July 2017.
- 1.2 During this period, the following key issues have occurred;
  - Interserve have commenced the construction of Blackdown House, the New HQ at Heathpark, on 24 July 2017. A letter of intent has been issued pending pending compilation, completion and execution of the Contract documents
  - Interserve have continued their contract works for the refurbishment of Exmouth Town Hall. These works are advised as remaining on programme. The Contractor has also continued to advise that no reportable accidents on site have occurred since the Project commenced.
  - Liaison with EDDC Property Services has continued in respect of the maintenance works that will be carried out to Exmouth Town Hall once ICL have completed their works but before full occupancy.
  - A fee of the design and associated tasks associated with the provision of the new access road through the Business Centre site has been agreed with Aecom.
  - Samples of furniture and associated fittings and equipment have been provided at Knowle for Members and Officers to review and comment upon. See P&FM's detailed report in Chapter 3
  - Visits by EDDC Officers to the Town Hall have continued this month. As previously, visitors were escorted around the building and verbal responses were provided to the questions that arose.
  - A number of WorkSmart Workshops have been held at Knowle, focusing on IT, during the period
  - EDDC Rev & Bens and Housing continue to provide services to Members of the Public from their temporary new accommodation within the former CAB Offices
  - Further to PegasusLife Ltd submission on 7 June of their Planning Appeal Form to the Planning Inspectorate following Refusal of their Planning Application for Knowle in December 2016, it is understood that the appeal will be initially opened on 7 November 2017.

1.3 The Project and Facilities Manager has confirmed the following for the period between 1 – 31 July 2017

- Well attended sample furniture demonstration with very positive feedback from staff on the range and choice of furniture.
- Presentation of final choices of furniture to SMT
- Site visits by Revs & Bens & Housing staff

1.4 Strata have provided separate Executive Programme Summary Reports for both Exmouth and Heathpark. Key dates completion dates being Exmouth Town Hall – 31 October 2017 and Heathpark – 30 November 2018.

These documents are discussed in Chapter 4 and included within Volume 2 of this Report.

1.5 These latest reports continue to confirm the deliverable dates for Exmouth and Heathpark will be achieved in advance of the occupation dates.

1.6 The overall Project Budget, as defined at the Council meeting on 26 April 2017, is £ 10,586,000. All relevant expenditure, including accruals, to 31 July 2017 totals £ 2,906,179. Consequently, there remains a budget balance of £7,679,821. A copy of the Interim Cost Report is included in Volume 2 of this Report.

1.7 Risk Reviews have continued to be regularly carried out. A Risk Workshop was held on 24 July 2017. The Risk Register Analysis has been updated accordingly and Rev AN (Rev 0) dated 30 July 2017, confirms 75 Open Risks (previously 72), comprising of;

- 10 Red Risks (previously 11),
- 43 Orange Risks (39)
- 22 Blue Risks (22).

Nine new risks were identified and included in the latest revision. Six existing risks were closed in the period.

1.8 The Project Programme has not been finalised this month pending programme advice from Interserve for Heathpark. An extract from the draft programme identifying exclusively the accelerated delivery of Exmouth Town Hall is included within Volume 2 of this Report. A summary of the key dates can be found within Chapter 6.

1.9 Pre-arranged and ad hoc meetings between Officers, Members and External Consultants have continued during the period.

## 2.0 Particulars of Progress and Key Project Issues

- 2.1 Following the final agreement with Interserve of the Contract Sum, the Contractor, Interserve Construction Ltd (ICL) commenced the site enabling works for Blackdown House on 3 July 2017.
- 2.2 These enabling works should have originally commenced on 26 June. However, these intentions were frustrated as a result of Travellers occupying part of the site and Gloucester Crescent. The Travellers were subsequently moved on and ICL were able to safely commence these works on 3 July 2017.
- 2.3 This one week delay has caused a reciprocal delay both to the formal commencement of the Project Works and the associated completion date which has now moved from 8 October to 15 October 2018. This delay has been formally agreed between the parties and there are no financial implications. The overall Contract Period remains as 64 weeks.
- 2.4 As a result of this delay there have been associated delays in the finalisation of the Contract documentation. In addition, there has been an issue with EDDC being provided with satisfactory programme particulars. This information was finally provided in an acceptable form on 19 July 2017. This document together with the other associated contract particulars are now being compiled into a formal contract. It is anticipated that the Contract will be issued to ICL for consideration and execution in early August 2017.
- 2.5 Pending the execution of the contract, the Contractor has been provided with a Letter of Intent (LOI). This was provided to the Contractor on 9 June 2017, identifying a financial limit of £250,000.00
- 2.6 The enabling works carried out by ICL have included;
- Making the site secure including the provision of Heras fencing
  - Undertaking ecological surveys
  - Ecological pre construction Planning Condition submissions
  - Erection of tree protection fencing
  - Removal of site vegetation, including necessary provisions for nesting and fledgling birds and other ecological constraints. An ecologist has been in attendance.
  - Breaking up and stockpiling of existing concrete slabs prior to crushing
  - Construction of the overflow / upper car park up including base course tarmac and completion of site establishment accommodation.
  - Testing of areas of potential contamination, including separation and stockpiling as applicable.

- Consultants appointments
- Subcontractors appointments
- Supply Orders – particularly for items on long delivery
- Early design fees

2.7 A Contract Administration Tracker for works at Blackdown House is being maintained by the RM. The following is a short summary of the Contract Administration carried out to date;

Contractors Compensation Event Notification	0 Nr.
Contractors Early Warning Notices	6 Nr.
Employers Early Warning Notice	0 Nr.
Employers Formal Quotation Requests	0 Nr.
Employers Notification of Compensation Event	0 Nr.
Employers Project Managers Communication	4 Nr.
Employers Acceptance / comment re submitted drawings and associated information	0 Nr.

2.8 The first valuation for the works was received on 28 July, assessed on 31 July and subsequently certified for payment on 7 August 2017

2.9 The installed time lapse camera continues to record regular photographs of the site progress at approximately ten minute intervals during the working day. These photos will eventually be combined to provide a short film of the entire construction of Blackdown House and the associated external works. Internal access to the time lapse pictures is being provided via the intranet – subject to the resolution of minor technical issues.

2.10 Applications for a Stopping Up Order for Border Road and Sections 38 / 278 have been submitted and liaison is taking place between EDDC and DCC Highways

2.11 Agreement has been achieved with Aecom for their design and administration fee in respect of the proposed new access road through the East Devon Business Centre site. It is understood that the Consultant is currently preparing proposals for EDDC consideration. A pre commencement meeting has been arranged for August 2017.

- 2.12 Interserve have continued their contract works for the Refurbishment of Exmouth Town Hall. These works are advised as remaining on Programme. The RM concurs with this opinion
- 2.13 As at the end of July 2017, the Contractor reported the following progress;
- Second floor works were well advanced with floor finishes in progress and final fix items being installed. Lighting circuits had been tested. Wall tiling was in progress.
  - First floor works were slightly behind programme, but the decoration, ceilings, IPS and tea stations had commenced and were progressing. Fire stopping above the toilet area had been complete.
  - Ground floor area was behind the target programme and is currently the area where ICL are concentrating their efforts. The Reception desk has been installed together with the fixed glazing and doors to the interview rooms. The rear rooms and WCs were also behind programme with the remedial works to the internal cracks to the walls in the SE corner continuing.
- 2.14 The Contractor has also advised that no reportable accidents on site had occurred since contract commencement.
- 2.15 ICL's internal H&S advisor has not identified any significant issues.
- 2.16 EDDC's Consultant CoW has been regularly attending site, as well as providing interim / summary reports. He has not identified any significant issues
- 2.17 The Contract Administration Tracker for works at ETH is being maintained by the RM. The following is a short summary of the Contract Administration carried out to date.;

Contractors Compensation Event Notification	10 Nr.
Contractors Early Warning Notices	12 Nr.
Employers Early Warning Notice	1 Nr.
Employers Formal Quotation Requests	13 Nr.
Employers Notification of Compensation Event	35 Nr.
Employers Project Managers Communication	36 Nr.
Employers Acceptance / comment re submitted drawings and associated information	155 Nr.



- 2.18 The sixth valuation for the works was received on 28 July, assessed on 1 August and subsequently certified for payment on 4 August 2017.
- 2.19 Liaison has been ongoing with EDDC Property Services regarding the maintenance works that will be carried out to Exmouth Town Hall once ICL have completed their works but before full occupancy. A timeline has been agreed that will ensure works are completed and the site cleared prior w/e 5 November 2017.
- 2.20 Visits by EDDC Officers to the Town Hall have continued during the month. Visitors are escorted by either the RM or P&FMA, together with a representative from the Contractor all of whom were able to provide verbal responses to questions that arose.
- 2.21 EDDC Rev & Bens and Housing continue to provide services to Members of the Public from their temporary accommodation within the former CAB Offices
- 2.22 Town CCTV are also understood to be continuing to function normally, without any significant issues.
- 2.23 Further WorkSmart Workshops have been held at Knowle, focusing on IT, during the period
- 2.24 It is understood that PegasusLife Ltd on 7 June 2017 submitted their Planning Appeal Form to the Planning Inspectorate following Refusal of their Planning Application for Knowle in December 2016. It is understood that the appeal will be initially opened on 7 November 2017 at Knowle.
- 2.25 Liaison with the TA Team has continued with members visiting and reporting on both sites and associated matters.
- 2.26 Copies of the Contractor's Report Nr. 1 for Blackdown House and Report Nr. 6 for the refurbishment of Exmouth Town Hall together with the TA Teams Individual respective Reports are included within Volume 2 of this Progress Report.

### **3.0 Facilities Management – Project Activities and Key Issues.**

- 3.1 The Project and Facilities Manager has confirmed that the following project activities were completed during the period to 31 July 2017:
- Furniture Sample week was held in the Members Room in Sidmouth and visited by over 150 staff and Members.
  - Site visits to Exmouth Town Hall by Revs & Bens & Housing teams.
  - Final evaluations and reports presented to SMT for formal sign-off (subject to site visits by successful suppliers in first week of August).
  - Review of colours for furniture as agreed with architect.
  - Commence mini competition/quick quote for removal companies
  - On-going liaison with Tenants to conclude HoTs negotiations with Registrars, Volunteers and ETC.
- 3.2 **FF&E - OFFICE FURNITURE PROCUREMENT**
- 3.3 Overview of selected products for the top scoring shortlisted suppliers was made to SMT on 26<sup>th</sup> July and agreed, subject to confirmation by suppliers once they had all attended the site.
- 3.4 Where costs are known these have been included in the FF&E budget and a provision has been made for any unknown costs where it has not been possible to obtain a more accurate figure.
- 3.5 Contracts will be formally drawn up with the successful suppliers and orders are expected to be placed w/c 14<sup>th</sup> August.
- 3.6 Delivery of the furniture will be over a 2 week period currently planned for w/c 2<sup>nd</sup> & 9<sup>th</sup> October.
- 3.7 **REMOVAL SERVICES – Quick Quote.**
- 3.8 The Quick Quote for removal services went live as of 28/7/17 and will close on 4<sup>th</sup> August.  
6 removal companies both local and national have been asked to submit quotes for Heathpark and Exmouth moves.
- 3.9 **Exmouth – EDDC Staff**
- 3.10 Almost 50 staff attended the various site visits of Exmouth and the feedback overall was very positive. Some staff raised some concerns over the shower door opening on to the main office floor area, and the lack of breakout space and these concerns were directed towards OD for response.
- 3.11 A review of the available floor space within ETH has resulted in changes to some of the layouts and the removal of some larger meeting tables in place of soft breakout seating. Based on the feedback from staff in Exmouth when they move in later in the year may result in some slight alteration to the furniture that will be ordered for Heathpark.

- 3.12 OD and Payroll are continuing to advise of any alterations to the known movers so that Strata can use the data to prepare the correct number of PC's and workstations.
- 3.13 Staff have been advised that they will be able to use any specially adapted chairs in the new offices if they feel that the newly purchased chairs will not provide the required support.
- 3.14 Likewise, any adaptations to desk layouts or PC's should have been flagged by Managers so the height adjustable desks can be correctly located within each floor.
- 3.15 **Town CCTV**  
No significant issues with Town CCTV tenants this month. They are kept up to date of any planned outages particularly if the works in planned out of hours as CCTV staff work some evening and weekend hours.
- 3.16 **Manstone & Knowle Depot**  
Monthly catch-up meetings are resuming now that work on the site can commence, however there are no further updates for this month.
- 3.17 **P& FM Programme**
- 3.18 The shortlisting and evaluation of the final suppliers took longer than anticipated and there was the need to review some of the chosen products based on feedback from staff. These changes affected the overall budget and further protracted negotiations with the final suppliers was required to get the choice of product and budget aligned.
- 3.19 The target date for the ordering of the FF&E is w/c 14<sup>th</sup> August.
- 3.20 **Exmouth Town Council**  
Following agreement by their Full Council, Exmouth Town Council will be returning to Town Hall. They will be occupying both the previously occupied 1<sup>st</sup> floor rooms and the former CAB offices to provide suitable space for storage, staff desks and meeting rooms.
- 3.21 **Regular Monthly meetings & updates:**
- Site meetings with Site manager and liaison with EDDC staff and Tenants.
  - Assist with maintaining Risk Register
  - Attendance at Monthly update meetings with Officer Working Group and Executive Board.
  - Weekly reviews with Relocation Team (SP/RC).
  - Presentation to SMT as required.

**3.22 Anticipated actions in the following months:**

**3.23 Generally**

- Formal contracts issued to successful suppliers for FF&E and Removal services.
- Formal feedback provided to successful and unsuccessful suppliers.
- Conclusion of the Quick Quote process for the removal services.
- On-going liaison with Tenants to conclude HoTs negotiations with Registrars, Volunteers and ETC.
- Detailed day-by-day planning for Exmouth move with task allocation and timetables.

These and other tasks will be incorporated into the revised P&FM Programme.

## 4.0 Strata Report

- 4.1 Strata have provided two reports in the period, dated 14 August 2017 for;
- EDDC Relocation (Exmouth) Executive Programme Summary
  - EDDC Relocation (Honiton) Executive Programme Summary
- 4.2 The Exmouth Report advises that the current completion date for the telephone system will be 30 September 2017. This date is beyond the likely Practical Completion Date. It is noted however, that this date remains in advance of the anticipated date of occupation of the premises – 6 November 2017.
- 4.3 It is also noted that the overall completion date For Exmouth has altered to 31 October, with Strata also identifying the Door Access, EDMS and Time & Attendance as being the final elements being completed by this date. This date remains in advance of the anticipated occupation date of 6 November 2017. Again, Strata have been asked to review and advise whether this date can be bettered.
- 4.4 For Heathpark, the completion date is advised as being 30 November 2018. It is understood that there is some flexibility with this date and now that the Contractor has provided an agreed programme for the works, liaison with Strata will continue to ensure their works are completed as close to the Contract Completion date as possible. It is noted that the key elements being completed by this date are Core Infrastructure, Digital Mailroom, Meeting Room AV equipment, Telephone system.
- 4.5 Further programme deliverable details are identified within Chapter 6
- 4.6 Copies of both documents are included within Volume 2 of this Report.

## 5.0 Risk Management

- 5.1 Since the commencement of the Project, the RM has provided and been responsible for a live Project Risk Register document.
- 5.2 Project Risks are regularly reviewed and updated as necessary following weekly discussions between Deputy CEO, RM, and P&FM. During the regular meetings of the Members Executive Project Board, Relocation Officer Working Group (with SWAP in attendance) and Design Team / Site Progress Meetings (with Aecom and Interserve) there are specific agenda items for the review of risk.
- 5.3 There are also Risk Workshops at regular intervals with representatives from the Executive Group and Officer Working Party in attendance. The latest of these Workshops was held on 24 July 2017.
- 5.4 In addition, the RM and P&FM also update the Risk Register on an ad hoc basis when a new risk becomes apparent, or an identified risk is no longer applicable.
- 5.5 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
- 5.6 Following the the Risk Workshop on 24 July, the Joint Members Executive Board and Officer Working Party meeting of 26 July, as well as liaison with SMT, Aecom, Strata, and Interserve; the RM and P&FM, have carried out a detailed review of the Risk Register taking into consideration advised comments and current progress and issues. The resultant Project Risk Register Analysis Rev AN (V 0) dated 30 July 2017 has been prepared and will be issued to the above meeting for ongoing consideration and comment.
- 5.7 Currently, there are 75 Open Risks (previously 72) based on Rev AN (V 0), comprising of;
  - 10 Red Risks (previously 11),
  - 43 Orange Risks (previously 43)
  - 22 Blue Risks (previously 22).
- 5.8 Nine new risks have been identified within the latest revision.

- 5.9 Six existing risks was closed in the period. A total of 125 risks has been closed to date.
- 5.10 Further Risk Workshops will continue to be held on a bi monthly basis with Members and Officers of the Project Executive Board, SMT and Officer Working Group in attendance. The next Risk Workshop is due to be held on 5 October 2017.
- 5.11 While copies of the Risk Register will be issued during the Joint Members Exectutive Board and Officer Working Party Meetings, it has been agreed for confidentiality reasons that copies of the Risk Register will not be included in the Project Progress Reports.

## 6.0 Project Programme and Key Milestones

- 6.1 Following Members decision to proceed with Heathpark, Interserve has been contacted and asked to update, inter alia, their programme for the works at Heathpark. Pending receipt and agreement of this information the current update of the Project Programme has been restricted to the accelerated delivery of the post contract element of the Refurbishment Works at Exmouth Town Hall.
- 6.2 Within their proposal, Interserve have identified a 32-week overall period for Exmouth, four weeks of which is a shared project float. Whilst the Project Programme identifies the full 32-week period prior to EDDC Fit Out and Decant, it is possible that a shorter period will, in the event, be required should the float not be used in its entirety.
- 6.3 In addition, a total of 6 weeks has been allowed Post PC for EDDC fit out and decanting works.
- 6.4 Dependant of the amount of float that is eventually required by the Contractor, it could be that the advised occupation date may in the event be somewhat earlier than the programme advised date of 6 November 2017.
- 6.5 Progress on site will be carefully monitored to ensure any programme improvement of the advised overall periods is coordinated with Clients Fit Out Works thereby ensuring the occupation is achieved in a timely manner.
- 6.6 For Heathpark, Interserve have now agreed an overall 64 week contract period, commencing on 24 July 2017 and with a completion date of 15 October 2018. This period does not include the period permitted for the early enabling works.
- 6.7 The Contractor has also agreed a LAD period of a further six weeks should Heathpark overrun. As with Exmouth, a total period of 6 weeks following handover has been allowed for Client Fitting Out at Heathpark.
- 6.8 Project Programme PreC M (V 1) – Draft, dated 27 January 2017 is included within Voloume 2 of this Report.
- 6.9 The following table confirms the key Project Programme dates based upon this programme

Event	Date
Gateway Decision Nr 2 – Appointment of Multi – Disciplinary Design Team	28 August 2015
Approval of Aecom RIBA Work Stage 1 proposal	27 November 2015



Gateway Decision Nr 3 – Approval of Aecom RIBA Work Stage 2 - Brief and Concept Designs	
Exmouth Town Hall	15 February 2016
Heathpark, Honiton	8 March 2016
Gateway Decision Nr 4 - Initial Appointment of identified Contractor – Interserve - on a Pre-Construction Agreement basis.	23 November 2015
Gateway Decision Nr 5 – Exmouth Town Hall Approval of Aecom RIBA Work Stage 3; Agreement to proceed to RIBA Plan of Work 4	5 April 2016
Gateway Decision Nr 5 – Heathpark Approval of Aecom RIBA Work Stage 3 – Agreement to submit Planning Application – Agreement to proceed to RIBA Plan of Work 4	6 May 2016
Gateway Decision Nr 6 – Approval of Aecom RIBA Work Stage 4 – Technical Design for Exmouth Town Hall & Heathpark, Honiton	26 July 2016
Detailed Planning Application considered for EDDC Offices at Heathpark, Honiton	1 November 2016
Detailed Planning Application considered for EDDC Offices at Exmouth Town Hall, by Delegated Authority.	7 December 2016
DM to consider PegasusLife Ltd Planning Application for the Knowle	6 December 2016
Extraordinary Cabinet Meeting and Council Meeting to consider accelerated delivery of the Refurbishment Works to Exmouth Town Hall.	Cabinet Meeting 14 December  Council Meeting 21 December 2016
Refurbishment of Exmouth Town Hall (Mobilisation commences). Formal Contract commencement date 13 February 2017	30 January 2017

Members Decision regarding the Heathpark Opportunities	Cabinet Meeting 5 April 2017  Joint Scrutiny, O&A, Governance Meeting 18 April 2017  Council Meeting 26 April 2017
Construction of New Office at Heathpark (Contract commencement)	24 July 2017
Refurbishment of Exmouth Town Hall (Contract Completion Date)	25 September 2017
EDDC relocates to refurbished Exmouth Town Hall	6 November 2017
Construction of New Office at Heathpark (Contract completion)	15 October 2018
EDDC relocates to New Office at Heathpark. Vacant Possession is achieved at Knowle and Pegasus complete sale including payment of the balance of monies.	Antic by end December 18 / January 2019

6.10 Strata have provided two further monthly update reports in the period, namely;

- 6.10.1 EDDC Relocation (Exmouth) Executive Programme Summary
- 6.10.2 EDDC Relocation (Honiton) Executive Programme Summary

6.11 The Exmouth Report advises that the current end date for the telephone system will be 30 September 2017. Further it also confirms that the telephony at Heathpark will be 30 November 2018.

6.12 Dates for other key identified elements are confirmed as follows, including comparison to previously advised dates where relevant;

- 6.12.1 Door Access (Exmouth) – 30 October 2017
- 6.12.2 EDMS (Exmouth) – 31 October 2017
- 6.12.3 New Internet (Exmouth) 31 October 2017
- 6.12.4 Core Infrastructure (Exmouth) – 23 August 2017
- 6.12.5 Hybrid Mail (Exmouth) - 31 August 2017
- 6.12.6 Meeting Room AV Equipment (Exmouth) – 23 August 2017

- 6.12.7 Telephone System (Exmouth) – 30 September 2017
- 6.12.8 Room Booking (Exmouth) – 23 August 2017
- 6.12.9 Time & attendance (Exmouth) – 30 October 2017
- 6.12.10 Meeting Room AV Equipment (Honiton) – 30 November 2018
- 6.10.11 Telephone system (Honiton) – 30 November 2018

## 7.0 Project Cost Report

7.1 In the period, the RM has continued to review and manage the costs for the Project

7.2 The Council Decision on 26 April 2016 confirmed the overall Project Budget in the sum of £ 10,586,000. Formal Approvals that total this sum are as follows;

• Original budget before 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
• Formal Approval by Council 25 March 2015 to Proceed with the Project, subject to Gateway Decisions	£	9,020,887
• Uplift to accelerate the refurbishment works at Exmouth Town Hall approved by Council on 21 December 2016	£	408,000
• Uplift to enable Heathpark to proceed approved by Council 26 April 2017	£	226,545
• Allowance for new access road to Heathpark, within EDBC as approved at Council Meeting 26 April 2017	£	225,000

7.3 All relevant expenditure, including accruals, to 31 July 2017 totals £2,906,179 This leaves a balance from the overall Project Budget of £7,679,821. This balance includes for both the respective Project Construction Costs and, as a separate specific element, Client Costs.

7.4 In comparison of the budget to actual expenditure, the following is confirmed;

	<b>Budget</b>	<b>Expended to Date</b>	<b>Balance remaining</b>
Viability / Appraisal Stage - * <b>Note</b>	£ 624,761	£ 624,761	£ 0
Pre-Contract – RIBA Plan of Work Stages 1 – 4 + <b>Note</b>	£ 1,120,000	£ 1,111,655	£ 8,345

Post Contract – Plan of Work Stages 5 – 7	£ 8,616,239	£ 1,169,763	£ 7,446,476
Access Road to New Office through EDBC	£ 225,000	£ 0	£ 225,000
<b>TOTAL</b>	<b>£ 10,586,000</b>	<b>£ 2,906,179</b>	<b>£ 7,679,821</b>

*Notes*

- \* *The original approved budget for the viability/appraisal stage was £705,568. As this stage has now been achieved, the Budget figure has been amended to reflect actual expenditure. The balance has been transferred to the subsequent stages of the Project.*
- + *Budget allowance identified for pre-contract stage amended to reflect the anticipated actual costs based upon the appointments of Aecom and Interserve. This figure has been updated from the originally advised allowance to reflect the latest anticipated expenditure based upon the current programme. Overall Budget figure remains unaltered*

7.5 A summary of the costs to date advises the following expenditure.

7.5.1 Knowle Outline Planning Application	£	112,329
7.5.2 PM, Surveying, and Valuation Costs	£	764,945
7.5.3 Sundry Client Costs	£	68,823
7.5.4 Multi-Disciplinary Design Team	£	620,626
7.5.5 Sundry Survey costs and associated works	£	32,568
7.5.6 Construction and associated costs	£	1,132,155
7.5.7 Commercial and Valuation Costs	£	61,321
7.5.8 Audit and associated Costs	£	37,766
7.5.9 Legal assistance and advice. VAT advice	£	<u>75,645</u>
Total	£	<u>2,906,179</u>

Other categories will be added when associated costs are incurred.

7.6 Based upon advised anticipated costs to date, including Aecom’s cost advice, agreed contract sum for Blackdown House Heathpark, Strata’s current budget estimate and relevant other matters, it is confirmed that the forecast final overall cost is on budget.

7.7 A full review / reconciliation of the costs compared to the original budget allowances is included within Cost Report Nr 27 annexed with Volume 2 of this Report.

- 7.8 The Cost Report is based on the capital receipt for Knowle offered by PegasusLife Ltd. It does not reflect alternative capital receipt scenarios.
- 7.9 A copy of the Interim Cost Report Nr 27 (Rev 0) is included to this Report within Volume 2.

Submitted by:

Steve Pratten - EDDC Relocation Manager

Jules Waddington – EDDC Project and Facilities Manager

Steve Gammon - Strata System Analysis

