

**To receive an update on the Heads of Terms for the Waterside Toilet and Sheds and consider any actions and associated expenditure.**

**Report to:** Property Maintenance Sub Committee

**Date of Report:** 09/09/2025

**Officer Writing the Report:** Development and Engagement Manager

**Pursuant to:** Property Maintenance Sub Committee Meeting on Tuesday 24<sup>th</sup> June, 2025, Minute Number: 13/25/26

**Officers Recommendations**

Members are asked to consider the following:

- a) To note the updates regarding the Network Rail Heads of Terms and Feasibility Study progression.
- b) To note the supplier quotes and appointment of Supplier A at a cost of £7,480, from the allocated Budget Code 6288 PF Waterside Feasibility project.
- c) To approve the HOTs being put on hold until the feasibility report has been completed.

**Report Summary**

At the Property Maintenance Sub-Committee meeting held on Tuesday, 24 June 2025, the Development and Engagement Manager (D&EM) was granted delegated authority to proceed with the feasibility study for the Waterside Sheds and Public Convenience project.

Following this, the D&EM obtained three quotes from potential suppliers and, in collaboration with the working group, conducted a detailed comparison exercise to assess value for money. Based on this evaluation, Supplier A was selected to carry out the feasibility report. The D&EM has since formally appointed Supplier A, with an initial site meeting scheduled for Wednesday, 17 September 2025, at the Waterside site to discuss the next steps. The funding awarded by the Community Capacity Fund for this project fully covers the cost, and the feasibility report will be completed



by December, 2025. A follow up report will be reported to a future Property Maintenance meeting once complete.

Additionally, the D&EM has met with representatives from Network Rail to address concerns raised by members regarding the terminology used in the Heads of Terms (HOTs), specifically, references to the property's use as a toilet block and storage facility. Network Rail is currently revising the HOTs to reflect these concerns.

However, the D&EM has recommended that further discussions on the HOTs be deferred until the feasibility report is complete. This approach will ensure that the Council has a clearer understanding of the site's viability and potential future use, which may significantly influence the final terms. Delaying further negotiations at this stage will help avoid unnecessary work and ensure all parties are better informed moving forward.

### **How Does This Meet the Business Plan?**

This project supports the Town Council's strategic priority Boosting Jobs and Economic Prosperity, by aiming to improve facilities and quality of life, as well as offering areas that promote Saltash as a vibrant and welcoming visitor destination. Additionally, it supports the Recreation and Leisure strategic priority by continuing to find ways to improve Saltash's open green spaces, cultural activities, and acknowledging our unique position on the Tamar.

### **Quotes Provided**

Please refer to Appendix A for the supplier comparison exercise.

### **Budget**

This feasibility report has been fully funded by the Community Capacity Fund and has been allocated Budget Code 6288 PF Waterside Feasibility project.

### **Signature of Officer:**

Development and Engagement Manager