

AGENDA ITEM 12i**General Manager's Overview****MONTHLY REPORT June 22****Council Project based Summary****Cost Code 109 4823 Guildhall Refurbishment**

Project update:

- Outstanding capitals works which have seen movement since the previous GM Report includes completion of the installation of the coving and associated redecoration in the Robing Room and the letting of the TTC intercom system installation planned for week commencing 27th June.
- Interpretation snagging/signoff was completed on 13th June, except for one software update from the manufacturers relating to the beam engine animation.
- Fortnightly ops meeting between TTC/THT Officers are ongoing, main topics being discussed recently include temporary/permanent signage, diary of events, scheduled maintenance and servicing and interpretation snagging. A Guildhall Gateway Centre Advisory Forum is scheduled for 21st June, which will cover discussions around core responsibilities, obligations as scheduled in the service level agreement.
- In the last month maintenance contracts have been set up for flexi stair lift, both platform passenger lifts, glass automatic entrance doors, intruder alarm and fire alarm system.
- The Guildhall cleaning arrangements have now been formally implemented on a 12-month fixed term contract.

Market Road retaining wall

Specific to the undermining/stability works identified in from the inspection and subsequent report (Nov 21) by JLA Consulting Engineers, acting on behalf of the Environment Agency, the Council recently agreed (Agenda Item 13, Budget and Policy Committee, 16th May 2022), to commit £17,550.20 to Crab Consulting Engineers to deliver Stage 1 to 5 of their fee proposal, which will reach the milestone of being in the position to let a capital contract for the repairs. A meeting is being arranged with Crab Consulting Engineers for week commencing 27th of June, to agree next steps re: the delivery of the above.

Guildhall toilets provision

The public realm improvements have been reprioritised and put on hold, pending delivery of other priority projects. A meeting has been arranged with WDBC for 21st June to discuss the current cleaning contract monitoring/management arrangements and asset condition re: necessary refurbishment works, with the 'in principle' asset transfer in mind.

Town Hall external works

Progress to date includes production of the specification, prelims, drawings and schedule of works and an in-principle agreement with planning regarding the design approach. Next steps will include achieving consent and tendering the contract. It is recognised that realistically at least £250,000 could be spent on Town Hall works, specific to improvements to downpipe capacity, damp treatment, lead repairs, pointing, and re-plastering/redecoration internally, but due to budgetary constraints, the focus is on making the Mayors parlour watertight with associated design amendments to assist with future maintenance and make good damaged areas internally and if funds allow, to address the issues specific to the north entrance stairwell.

To ensure that this is achieved the original budget has been amended to £130,000 to deal with the three discrete projects subject to affordability and prioritisation:

- 1) Mayors Parlour,
- 2) Central main hall front elevation bay window re-pointing,
- 3) North entrance stairwell remedials.

A meeting has been arranged with Le Page Architects for week commencing 27th June to discuss next steps.

Bannawell play provision

No update from previous report.

Museum RWGs

The contract has been let for the replacement of the RWGs and associated works to AD Williams for the value of £11,453 plus vat. Awaiting confirmation of start date.

Museum structural repairs

In addition, and for more detail on Museum structural repair requirements, please refer to the prior report to the Budget and Policy Committee.

Upgrade of lightening conductors

A meeting was held with Dawson Steeplejacks on 16th June to discuss the necessary works to upgrade the lightening conductor systems on Town Hall, Duke Street and Plymouth Road Cemetery Chapel. A revised quotation based on discussions will be received shortly and the necessary works implemented to facilitate this upgrade to improve performance of the systems.

Community based Summary

The Council team continues to work closely with Tavi Pride regarding the local celebration planned for 25th June, with an operational site meeting arranged for 21st June to go through some

of the arrangements and scheduling identified in the emergency plan. As part of our continued support, the Council will carry on sharing Tavi Pride posts on our social media and website, providing activity spaces and advice without charge, displaying a Tavi Pride banner on a barrow on Bedford Square, and similar to what we implement for pancreatic cancer, the Town Hall will be lit up week commencing 20th in rainbow colours as part of the community celebration.

Partnership working is ongoing with Tavistock BID regarding the installation of Christmas lights, hanging baskets, Britain in Bloom and Dickensian Evening and Platinum Jubilee. Refer to Works Manager's Report re: progress.

Operational Update

- Resurfacing works/repairs have been completed at St Johns Walk and Benson Meadows.
- A contract has been let to RM Builders for £7,650.97 to install 24LM of ACO drainage, along with an ACO sump, which will include connecting into the existing crate soakaway, to deal with the flooding between the Guildhall toilets and grassed area around the War Memorial.
- The biennial arboricultural tree survey is 100% complete. Awaiting report.
- The Community and Compliance Officer has been liaising with utility brokers/providers specific to the tender process/scope and timings. The tenders were issued on 16th June with a return date of noon 6th July.
- TTC are continuing to liaise with the tennis club re: plans/arrangements to resurface courts 1 and 2. The resurfacing works started week commencing 6th June and monitoring is on-going.
- RoSPA have carried out their annual play-park inspections.
- The Community and Compliance Officer has completed Chapter 8 and cemetery training and the Works Manager has started the NEBOSH General Certificate.
- Shortlisting is being undertaken for the post of Town Hall & Events Manager. A vacancy is anticipated in the role of Support Officer (General Manager), I would like to pass on my thanks and appreciation for all that has been achieved by the outgoing postholder while with the Council.

Yours Sincerely



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General Manager