

AGENDA ITEM 9i**General Manager's Overview**
MONTHLY REPORT July/August 22
Council Project based Summary**Cost Code 109 4823 Guildhall Refurbishment**

Project update:

- Discussions have been held with RM Builders regarding the completion of outstanding works and a schedule for completion has been agreed. It is worth noting that no remaining capital project funds will be released until full completion of the schedule of works.
- The Guildhall Gateway Advisory Forum met on 31st August to discuss various project arrangements, with a particular focus on operating costs and how best they are apportioned across both partners.

Market Road retaining wall

Update from July report includes:

- Planning application submitted
- 90% of design work and tender documentation complete
- Ecological survey planned for 22nd September
- Tenders invites due to the above timings planned for Oct 22
- Discussions on-going with Environment Agency relating to possible grant funding

Guildhall toilets provision

Further contact has been made with WDBC specific to the formal transfer of the asset and negotiations are on-going regarding repairs/refurbishment as part of this process, with TTC agreeing to project manage any associated WDBC funded works.

In addition to the above, due to the public realm enhancement works being put on hold for the medium term, plans are being implemented to re-install the three bicycle racks that were located historically by Court gate, adjacent to the Guildhall toilets, with the cost of the installation works being covered by the property maintenance budget.

Town Hall external works

This project covers enveloping works specific to:

- 1) Mayors Parlour re-slating, redesign of leadwork and timber structural repairs, including internal plaster repairs and redecoration
- 2) Central main hall front elevation bay window external re-pointing, making good to the internal decorative timber

3) North entrance stairwell remedials including internal plaster repairs and redecoration.

A meeting was held with Le Page Architects on 28th June and a fee proposal was submitted and let for the design work related to the above, LBC submission, tender production and analysis and contract administration. The tender return date is planned for end January/early February 23. Letting of the contract, (or part of), will be dependent on Market Rd retaining wall cost implications.

Bannawell play provision

Contact has been made with four play park providers specific to producing visual conceptual designs, based upon allocated budget and brief regarding age range, to aid with the consultation process with local residents.

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. The lead downpipes and associated ancillary lead items have now been manufactured and supplied to the principal contractor, and AD Williams are awaiting an install date from their specialist subcontractors.

The design work for the internal structural repairs and tender process are being prepared while funding options are being considered by the Council and the museum.

Upgrade of lightning conductors

A contract has been let to Dawson Steeplejacks to upgrade the lightning conductor systems on Town Hall, Duke Street and Plymouth Road Cemetery Chapel. Arrangements have been implemented to carry out the works shortly in Plymouth Road Cemetery.

Community based Summary

Partnership working is ongoing with Tavistock BID regarding the installation of Christmas lights, hanging baskets, Dickensian Evening, advertising/promotion and the Council have recently held a positive meeting with BID representatives to discuss how best the organisations can work together going forward, specific to managing expectations in relation to capacity and cost implications.

Operational Update

- A contract was let to RM Builders for £7,650.97 to install 24LM of ACO drainage, along the grassed area in Guildhall car-park. This project is now work complete.
- The live streaming has been repaired in the Council Chamber.

- Discussions are on-going with RM Builders to rectify some ongoing issues within the Pannier Market toilets relating to altro flooring lifting, leaking urinals, damaged flush plates and defective hand dryers.
- Specific to the tennis courts resurfacing, the installation works work resurfacing and line marking are now complete, the courts operational and the £15,000 grant has been paid to Tavistock Tennis Club.
- Following on from the previously reported results of the gas and electricity tender process, the new fixed rates are now active as of early August. Due to the significant increase in p/kWh rates for gas and electricity, a full review of TTC operating practices relating to our estate and partnership activities is currently being undertaken. This will include such aspects recharging arrangements, significantly reducing on gas and electricity usage and sharing project costs, e.g. Christmas lights with BID.
- A recent meeting has been held with partners regarding the arrangements for 2022 Christmas lights, which has included discussions regarding replacement of fixed installation infrastructure, replacement of lighting (e.g. Guildhall lights will need to be completely replaced for 2022), timings and duration of Christmas lights and to best manage utility costs between partners.
- On receipt of the arboriculture survey last month, the short-term emergency tree surgery works have been actioned and the survey is currently being mapped onto Pear Technology (as a living document).
- A meeting has been held with Fernbank Advertising specific to bus shelter provision in Tavistock, as explained in the report submitted to Budget and Policy 30th August. Post Full Council on 13th September, the new operating arrangements will be implemented by the end September 22.
- A bespoke frame has been manufactured and an interpretation board has been installed at Drake Statue roundabout, on the wall within Mrs Wedd's Arboretum.
- Tavistock Town Council have been unsuccessful with two recruitment drives for the post of Support Officer (General Manager). Prior to the third round of advertising, the job title and description is being reviewed.

Yours Sincerely



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General Manager