

AGENDA ITEM 10i**General Manager's Overview**
MONTHLY REPORT
Dec/Jan 21/22**Council Project based Summary*****Cost Code 109 4823 Guildhall Refurbishment***

Project update post practical completion on 17th August 21 include:

- The soft opening of the Gateway Centre and VIC was on the 4th December with THT managing attendance through pre-booked time slots. The facility has been operating from Tuesday to Saturday, primarily from 10am to 4pm. With close down over Christmas period, reopening on 11th January 2022.
- The interpretation fit out and snagging has been completed.
- Separate to the main build contract, installation of the audio visual system in the courtroom, data and telephony throughout the building and the refurbishment of the courtroom joinery has been signed off.
- Items remaining on the main build contract to be complete in the maintenance period includes: installation of one set of internal glass doors, installation of CCTV in the VIC, fitting electronic door furniture, and other small snagging items. A site inspection was carried out with the architect on 11th January and a capital meeting has been arranged for 14th January to agree fixed timelines for completion of the above.
- Discussions and arrangements regarding operational aspects between THT and TTC are on-going but early assessments since opening have demonstrated a strong, positive partnership based approach.

Butchers' Hall external works

Post completion of the cladding works on the clearstory windows and amendments to the RWGs, there have been no water ingress issues to Butchers Hall during inclement weather. Therefore, the scaffolding will be removed at the end of March 22. Post removal, a specification will be compiled for localised pointing works on this elevation.

Town Hall external works

The tender process has been delayed for several reasons. The enveloping rectification works above the Mayors Parlour will be prioritised in Feb 2022.

Guildhall toilets provision

A programme of works has been agreed with RM Builders, which includes an internal/external redecoration of the toilet provision,

replacement of some sanitary ware, repairs to the RWGs, installation of bike racks and resurfacing comparable to Guildhall car-park. DOFF cleaning has been undertaken to the Guildhall toilets but the remainder of the works is on hold until completion of the Guildhall Project (anticipated start date end of February). This contract will also include the installation of additional aco drainage on the grassed area surrounding the War Memorial, which will connect into the recently installed soakaway construction.

Community based Summary

Partnership working ongoing with Tavistock BID regarding the installation of Christmas lights, the Christmas lights switch-on and Dickensian Evening. A meeting will be arranged between partners to discuss arrangements for 2022 specific to costs, resource implications and safety for the above activities.

Discussions are ongoing with WDBC regarding a partnership approach relating to dealing with street furniture repairs/replacement and the development of play facilities at Bannawell. TTC are also communicating with DCC, specific to them urgently implementing a programme of rectification for the areas of their responsibility regarding the recent prolonged flooding issues at Bannawell.

Operational Update

- Market Road boundary wall and foundations: a further survey has been undertaken for areas previously not covered by the original report. Next steps are being discussed specific to how to approach procurement, funding and consents and to ascertain what can be delivered in-house regarding maintenance and what needs to be commissioned externally specific to stabilisation works.
- Week commencing 17th January, invitation for quotations will be advertised for the resurfacing of Market Road and re-line marking, from the exit to the Pannier Market to Abbey Bridge junction, return date 25th February.
- The biennial arboricultural tree survey tenders are being sent out week commencing 10th January, with a return date of the 18th February.
- Reference dry rot/settlement treatment, internal and external remedial works and structural repairs within the museum, estimated cost for rectification anticipated to be no less than 70K, a structural engineer has been commissioned to undertake the design work for the temporary and permanent structural alterations and seeking consents with a further detailed site inspection planned for 14th January. Separate to the design work, a

contract will be let shortly to replace the RWGs to the museum and Subscription Library, as per planning consents granted.

- Further discussions have been held with DCC regards to the siting of a Community LFT testing van with agreement reached to use Market Road, previously located in the Meadows, for positioning of the van, with some ancillary activity granted on Bedford Square.
- Arrangements have been agreed with Devon Air Ambulance with regards to how TTC can support the provision of one night-time landing site in Tavistock.
- TTC are currently advertising the positions of Town Hall & Events Manager, Community and Compliance Officer, Duty Officer, with the closing date on 21st January and interviews planned for week commencing 31st January. Recruitment and retention of staff in the hospitality sector, including agency and casual staff continues to be a challenge and TTC need to plan for contingencies around delivering 'business as usual' are making further policy decisions post March 2022.

Yours Sincerely



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General Manager