

AGENDA ITEM 10i**General Manager's Overview**
MONTHLY REPORT January 24
Council Project based Summary***Guildhall Refurbishment***

Project update:

- Capital programme completion agreed for the end February 24 due to the need to review the specified products for the internal automatic door furniture.
- After attending the Heritage Alliance meeting on 10th January 24 It was agreed the a Heritage Fair would be held in the Guildhall Gateway Centre and parts of the car-park with the primary focus on promoting what each organisation did and to engender public interest with a strong focus on volunteer recruitment. It was agreed the next Heritage Alliance Meeting would be held in the Guildhall on 7th February, as a focus group to discuss arrangements for this event.
- The Council contract to install a further 4 CCTV cameras throughout the interpretation centre to assist with the monitoring and management of the facility has been completed.
- A meeting has been scheduled between TTC and WHS for 2nd February to provide an update on progress with the operation of the Guildhall Gateway Centre, and also to explore the implications/impacts pertaining to the closure of Heartlands.
- On 15th February 24, 7pm, it has been agreed that Simon Dell will hold a free talk in the Guildhall, on 'Tavistock's Policing Past', as the first of a yearlong schedule of planned talks.
- The Heritage Centre Duty Officer, Louisa Semmens started on 9th January 2024 with a comprehensive induction completed, as well as meeting key heritage representatives, e.g. Discovery Team.

Guildhall toilets provision

Project update:

- A meeting has been scheduled with WDBC for 29th January 24, to discuss options/arrangements regarding the transfer of the Guildhall toilets asset, including looking at budgeted capital works and shared costs in detail to ensure the asset is in a suitable condition at handover. Part of this meeting will be to also explore potential projects relating to levelling up/shared prosperity funding.
- A meeting has been scheduled for early February with RM Builders and the resin supplier to discuss options relating to degradation in Guildhall car-park on 5 bays.

Town Hall external works

Project update:

- The final account has been negotiated and settled for the value of £312,034.70. Some contract figures negotiated down at final account have included lifting equipment for the scaffolding (methodology changed), percentage for QS allocation due to not providing regular fortnightly cost updates, removal of OAP for lighting installation as TTC facilitated and omissions of leadwork elements, reducing the final account by IRO £7,000. With the above reductions, alongside the value engineering exercises and significant omissions on plastic repairs after remeasure, we are able to incorporate within this contract (not previously specified) the new lighting (£6,380), replacement of the main entrance doors (£4,233.71) and works to the front façade of the Tavistock Museum (primarily repointing £8,951.08).
- All repointing, plastic repairs and RWGs replacement works have been completed on the Town Hall. By the end of February, the remaining leadwork will be completed on the Town Hall, along with the main entrance door installation and the works to the external façade of the museum entrance will have been undertaken.
- Any snagging works identified at practical completion will be undertaken at the end of February.
- The depot team will redecorate the remaining front and side elevation lower level timber works (North entrance doors, central double doors, lift access, window frames etc) in February, as well as carrying out refurbishment works to the Mayors Parlour.

Bannawell play provision

Project update:

- Refer to Works Manager Report.

Museum Structural Works

Project update:

- This contract has been signed off by Building Control on 16th January and practical completion has been issued.
- Refer to 'Town Hall external works' for a summary of expenditure being undertaken to repoint the external façade of the main entrance in February 24.
- Discussions are on-going with Tavistock Museum relating to structural movement within and above Courtgate Arch and also with regards to grant options for a heating assessment.
- A meeting has been scheduled for 29th January 24 to discuss options relating to installation of broadband.

Operational Update

- Awaiting decision from Historic England specific to grant application submitted for works to Betsy Gimbals Tower as part of the Tavistock Abbey Group Project.
- Work to the Councils Health and Safety Policy is being carried out, with amendments being undertaken to the 'statement of intent' and 'responsibilities' sections being carried out in-house, to be completed by end February. Quotes will be sought for the drafting of a new 'arrangements' section and proofing the above. An exercise in relation to VDU assessments and departmental COSHH systems of control has been actioned.
- A Whitchurch Down Management Plan Consultation Workshop has been scheduled for 31st January 2024.
- A Heritage Quarter Working Party has been set up by TTC, first meeting held on 19th January 24 (invited attendees THT, Tavistock Museum, Museum of Policing in Devon and Cornwall, Tavistock Subscription Library), with the aim to implement a coordinated approach around such aspects as opening times, branding, promotion etc.

Yours Sincerely



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General Manager