

AGENDA ITEM No 5(i)**CORPORATE SERVICES**
Review of 2016-17

What we set out to do	What we did	Commentary
<p>THI</p> <p>1 Delivery of accountable body role</p> <p>2 TTC properties delivery</p>	<p>Private (completion on 1 Church Lane imminent) /public sector applications & early complementary initiatives</p> <p>1 Council building (Butchers Hall) completed. Refer to Commercial Plan re Council properties/ public realm & THI progress reports</p>	<p>The largest/most complex programme of projects delivered/ enabled by TTC (duration to 2019) First significant grant scheme administered for public benefit -overall iro £2.2m. Need for continuity of project management.</p> <p>Scheme changes regarding Pannier Market (see Commercial Plan). Consequential increased landlord costs</p>
<p>Localism Projects to work closely with partners 'in the interests of Tavistock'</p>	<p>Agreed arrangements with TASS for replacement 'Old Folks Rest Room at East end of Pannier Market</p> <p>Also financial and other support to Tavistock Heritage Trust (item below refers)</p>	<p>In situ and operating</p> <p>Challenging time for formation of Trust – significant progress made since autumn 2016 but remains challenging</p>
<p>Guildhall</p> <p>Achieve a stage 2 pass (GH Gateway Centre project)</p>	<p>Project reached mid-term review stage and Council agreement, in principle, to revised basis of scheme.</p>	<p>Delays meant application not completed to time. HLF extension granted but time is now of the essence. Potentially the largest single premises capital project undertaken by TTC with critical third part dependencies. Stage 2 pass requires significant co-ordination of resource and strong partnership contribution.</p>
<p>WHS Key Centre work toward achieving Key</p>	<p>TTC a founding Member of Tavistock Heritage.</p>	<p>Continuing and positive progress toward</p>

Centre status for Tavistock	Infrastructure for key centre status a central part of the Guildhall HLF bid	recognition as a key centre. Substantially dependent on the above item.
Charter for Member Development to secure accreditation and serve as national pilot for sector	Item on hold due to pressures of overall work programme	Continuing potential to pick this item up once some of the resource heavy projects have progressed further. It would fit well with run into the next election cycle. There is also the possibility that representations to NALC will lead to inclusion in the Council award scheme
Develop/Introduce Property Maintenance Plan to identify long term ongoing costs associated with council properties + plan repairs	Draft plan developed by Wks Dep't, final document imminent	Delay disappointing but timely link to THI requirements and good management of maintenance requirements
Council Strategic Plan To provide a fit for purpose Council plan to co-ordinate/prioritise work of the Council	Reviewed Council Plan with Councillors and staff	Delivery of final draft attached to this agenda
Service Planning embed service planning as a management/organisational improvement tool	Service plans provide the operational framework for delivery of objectives linking to corporate priorities	The test continues to be the extent to which plans are agreed <i>and</i> adhered to by stakeholders as a living tool.
Neighbourhood Plan to identify and develop a basis for a NDP	Agreed to consider representations from interested parties. Responses awaited	Council has taken the opportunity to review how/if a NDP might provide tangible community benefits
Long Leases (public) to rationalise public long leases in the interests of the Town	Held discussions with the Borough Council.	This item has been held back pending negotiations on other potentially related matters as between landlord and tenant
Long Leases (private) to settle &/or rationalise private long leases	Ongoing negotiations with tenant	Negotiations are continuing and it is anticipated a report will come before Council in the next quarter
Facilities for Older Citizens to enable a	Finalised agreement with TASS regarding East End	Premises in operation (see above re localism)

facility to support older citizens in the centre of the Town	Stores	
Complete revised Council website Upgrade to incorporate previously separate service websites	New website now in situ	Website continues to be populated and the range of content is to be increased
Estate Management/Lettings Policy – to provide a consolidated policy	Completed and approved by Council	Consolidates and clarifies practice
Standing Orders Review and update	Periodic Review of core documents to be scheduled 2018-18	Other areas – specifically such as procurement, ICT & h&s outstanding
Health & Safety recruitment of advisor	To be appointed	Provider will be approved by Council insurers
Flood Plan	Worked with DCC, EA & WDBC	Not completed – significant impacts from staff changes in other organisations. Unclear if those resources will be replaced
Additional to the Service Plan - what we set out to do	What we did	Commentary
Tinth	Supported Tavistock Heritage and WHS for 'Tinth' anniversary	Successful event with extensive media exposure
Tavistock Heritage Trust	Supported THT with seed money grant	THT in situ and in process of recruiting board
Review of Council Meeting arrangements	Review undertaken	Council now meets 6 weekly supported by Budget & Policy Committee
Reintroduce Council newsletter	Reintroduced May 2017	To be carried forward – next due Autumn
Completion of Minutes for binding	Compilation work undertaken	Binding anticipated to start in July
Water disposal	Agreed easement re Bannawell with highway authority to assist surface water disposal	Agreement nearing completion

