

CORPORATE SERVICES
Review of 2017-18

What we set out to do	What we did	Commentary
<p>THI 1 Delivery of accountable body role</p> <p>2 TTC properties delivery (landowner role)</p>	<p>Critical buildings completed, Priority Buildings fund nearing full commitment. Project Mg't resource (re)appointed.</p> <p>Pannier Market now completed. Public Realm (Pannier Market surround) tendered. Guildhall Car Park pre-tender estimate.</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. General Manager delivering Complimentary initiatives</p> <p>Council committed additional spend on discretionary non grant funded improvements to Pannier Market & Butchers Hall fit out. Butchers Hall operational. Public Realm progress now being made.</p>
<p>Localism Projects to work closely with partners 'in the interests of Tavistock'</p>	<p>Financial and other support to Tavistock Heritage Trust (item below refers)</p>	<p>Challenging time for formation of Trust – significant progress made since autumn 2016 but remains embryonic</p>
<p>Guildhall Achieve a stage 2 pass (GH Gateway Centre project) and secure Permission to start (PTS)</p>	<p>Stage 2 pass achieved PTS application imminent. Agreed broad approach with THT</p>	<p>Potentially the largest single capital project undertaken by TTC with critical long term 3rd party dependencies. Achieving agreement on lease/service level agreement vital - project programme slippage. If PTS not secured by 26th September HLF have the facility to withdraw the grant offer. Preparatory appointments of Project Manager and Evaluation & Interpretation Consultants made,</p>

		Quantity Surveyor advertised.
WHS Key Centre work toward achieving Key Centre status for Tavistock	TTC a founding Member of Tavistock Heritage Advisory Forum. Infrastructure for key centre status a central part of the Guildhall HLF bid	Continuing and positive progress toward recognition as a key centre. Substantially dependent on the above item.
Funding Gap - the funding gap (capital estimated £670,000) reflects unplanned expenditure – principally iro £200,000 on Pannier Market, £100,000 Butchers Hall + purchase and renovation of Molly Owen Centre.	Investigations/options assessment under way	Council has appointed a grant consultant to try and raise £60,250 toward Guildhall Project. Considerable financial discipline will be required to meet shortfall and reinstate reserves to acceptable levels.
Develop/Introduce Property Maintenance Plan to identify long term ongoing costs associated with council properties + plan repairs Note for routine maintenance of assets see community services plan	Draft plan developed by Wks Dep't, final document to be produced	Delay disappointing but still link to THI requirements and good management of maintenance requirements once finalised and adopted
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 Agreed 2017-21 TTC Strategic Plan.	Two updates proposed as listed in Corporate Plan 2018-19
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. This is especially the case over the next 24 months as capacity/resources are stretched to unprecedented levels.
Neighbourhood Plan to identify and develop a basis for a NDP	Placed the Plan on hold	Reflects work to be done by the LPA regarding conservation area management plan and conservation area

		appraisal.
Long Leases (public) to rationalise public long leases in the interests of the Town	Secured substantive agreement with tenant on a long lease	Outstanding issue of treatment of 'restriction' on the Land Registry records
Long Leases (private) to settle &/or rationalise private long leases	Negotiations are continuing, transfer secured, other matters being progressed.	Ongoing negotiations with tenant
Standing Orders - review and update	Periodic Review of core documents to be scheduled 2018-19	Other areas – specifically such as procurement, ICT & h&s outstanding
Health & Safety - recruitment of advisor	Appointed	Preliminary work commissioned September, 2018.
Flood Plan	No progress	On hold pending input from partners. Anticipated unlikely to proceed given austerity in public sector
Additional to the Service Plan - what we set out to do	What we did	Commentary
Secure a Council Depot Facility	Acquired Molly Owen Centre	Purchase made following opportunity to acquire freehold.
Insurance	Let contract	Most competitive bid via WPS Brokers
General Data Protection Regulation	Implemented preliminary steps	Ongoing work being phased in
Tavistock Heritage Trust	Supported THT with £5,000pa in kind benefit through sub-lease. Also by providing mentoring support for accessing grants sourced via a grants specialist + opportunity to bid for THI work.	THT in situ at Courtgate and shortly expected to recruit Development Officer.
Reintroduce Council newsletter	Reintroduced May 2017	This has operated as a partnership with BID Co Ltd and Chamber of Commerce. However, with changes of staff/office holders it looks unlikely that there is support for a partnership initiative in future.

Completion of Minutes for binding	Compilation work undertaken	Binding to be arranged
Tennis Club	Renegotiation of lease	Agreement regarding lease and Council capital contribution (previously budgeted)