

ADENDA ITEM No. 8i**General Manager's Overview**
MONTHLY REPORT
Aug/Sept 21**Council Project based Summary*****Cost Code 109 4823 Guildhall Refurbishment***

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

- Interpretation fit out 95% complete, off site, to return post commercial clean.
- Commercial clean planned for week commencing 25th October
- Main build capital works remaining in the maintenance period include, 50% of internal/external door locks, installation of CCTV, refuge panel and front entrance intercom system, drainage works to front entrance (front entrance paving complete), supply and fit of glass doors to VIC and interpretation entrance, installation of matting to main entrance and courtroom, remedial works to external lighting, commissioning of internal lifts.
- Handover of operating manuals and on-site training re: mechanical/electrical systems by week commencing 1st Nov
- Courtroom joinery redecoration 85% complete.
- Audio visual installation started on site 11th October, 2 week anticipate installation period.
- Stakeholder tours (invitation only) week commencing 1st and 8th November.
- Agreement on main build final account by end October 21
- Regular meetings on-going to discuss partner operating arrangements and purchasing of shared facilities, e.g. audio/visual infrastructure/cleaning.
- Installation of data/telephony infrastructure, 40% complete.
- Soft opening planned for early December 21.

Butchers Hall external works

The cladding and redecoration works are now complete on all elevations and the final account has been agreed, including undertaking fascia repairs to Market Road Cottages.

The scaffolding will be removed on the market Road elevation but will remain in-situ on the exposed clearstory face up to the end of January to monitor building performance with the cladding modifications in extreme weather conditions.

Town Hall external works

Tenders are being prepared to undertake modifications to the roofing structure above the Mayors Parlour and front entrance lobby. Aim to advertise in October for works to be carried out this

financial year, estimated cost IRO 50K, minimum, depending on extent of scope. This budget estimate does not include internal plaster repairs post completion of external works, treatments and redecoration.

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.

Community based Summary

Town bunting (Lions) and the hanging baskets (BID) will be removed week commencing 20th September and 1st October.

Partnership working ongoing with Tavistock BID regarding the installation of Christmas lights, the Christmas lights switch-on planned for 20th November and Dickensian on 3rd December.

The Town Hall & Events Manager has submitted a report to Council on Goose Fair, outlining previously identified planned improvements/changes for 2022, with an incremental strategy over the next three years. The Market Reeve will present a similar report at the next round of Council meetings outlining improvements/changes for The 2022 Garden Festival.

The Council is in discussions with WDBC regarding a partnership approach relating to dealing with street furniture repairs/replacement. Plans are also being implemented in liaison with WDBC, re: S106 monies to improve the play facilities at Bannawell, completion date by end 2022.

Operational Update

- Ongoing work to 10 Year Property Maintenance Plan, Management Plan for Whitchurch Down 2021-2026, pot hole register, play-park register and maintenance plan for Guildhall Complex.
- Market Road boundary wall and foundations has been surveyed by an external consultant, specific to potential erosion from the River Tavy. On reviewing the report, a meeting has been held with the consultant to discuss next steps regarding budgeting for procurement, capital and medium term maintenance. Realistic estimated costs IRO 75-100K.
- Arboriculture survey tenders to be issued in November 21.
- On completion of the public realm works to Pannier Market perimeter and Guildhall car-park, a Quantity Surveyor has

been commissioned to review the projects and provide a realistic yearly sinking fund for replacement at the end of the dilapidation period. Detailed projects costing options are also being compiled for resurfacing works and line marking to Market Road.

- Significant tree surgery works in-house have been undertaken in the Meadows in September, due to storm damage. A tree planting plan, which will be informed by the 2021 tree survey is being compiled, also aligned with the 2022 Jubilee initiatives.
- An inspection has been carried out reference dry rot/settlement within the museum, estimated landowner cost for rectification anticipated to be not less than 30K. A structural engineer is reviewing options week commencing 11th October.
- Contrary to a previous report, I am pleased to advise that the Support Officer (General Manager) will be staying with the Council.
- Discussions are on-going with Devon Air Ambulance with regards to how TTC can support the provision of night time landing sites in Tavistock.

Yours Sincerely



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General Manager