

General Manager's Overview
MONTHLY REPORT
January/February 20

Council Project based Summary
Cost Code 903 5211 THI Pannier Market Public Realm

Final account has been settled with Cormac and necessary paperwork issued and formally agreed following a meeting reviewing 39 contractual variations which was held on 29th January 2020.

Refer to Briefing Note submitted to Budget and Policy Committee, Tuesday 18th February 2020.

Cost Code 903 5212 THI Guildhall Public Realm

Contract has been let to RM Builders for a value of £267,375.96 plus vat. The figure has been agreed following a detailed value engineering exercise post tender evaluation, with additional finances secured from Council and NLHF (who adjusted their cap on public realm works to release further unspent THI funds) to meet the overall contract figure of £280,000 including professional fees.

Following on from the pre-start meeting held on 8th January it was agreed to bring the start date on site forward with the principal contractor taking possession on 13th January 2020. This was achievable due to the benefits of having the same contractor delivering this project and the Guildhall Gateway Project, thus simplifying issues around programming and dependencies on each contract, e.g. trenching for services.

In January and February an archaeological trench evaluation was undertaken. This was required as conditions of the grant of Scheduled Monument Consent and planning permission for re-landscaping the car-park, which included 5 trenches totalling 42m in length. Following on from that all the tarmac was removed from the site, exposing random cobbles across the majority of the area. The findings effectively led to the contract being put on stop for a period of three weeks while consulting Historic England etc and seeking approval for a pragmatic way forward with the contract. A site meeting was held with all relevant parties on 19th February and a way forward has been agreed.

This has led to a requirement for further archaeological recording and a revision to the design to accommodate the cobbles in low footfall areas.

Please see attached amended and approved design.

The necessary permissions should be in place to effectively re-start on site week commencing 9th March. Further value engineering is required to reflect these changes in the contract design/programme.

Please note there will almost certainly be a delay to the anticipated completion date of end May arising from this and also due to delays in material availability due to current global challenges impacting the market. NLHF have been notified of the delays and in the circumstances are anticipated to agree to an extension of the THI scheme to reflect the issues outlined above.

Cost Code 902 THI Complimentary Initiatives

Total value of £47,500.

Initiatives remaining to be completed:

- 1) Blue heritage plaques: The 7 additional plaques for 1 Church Lane, Butchers Hall, 3 Market Street, Kingdon House, Vigo Bridge, Abbey Bridge and West Bridge have been received and will be installed by end March 2020.
- 2) Newsletter: A newsletter covering the achievements of the 5 year THI scheme and providing an update on the Guildhall Gateway Centre Project has been produced and printed and will be circulated to all residents in Tavistock in March 2020. There will also be a consequential evaluation survey.
- 3) Bedford Cottages energy efficiency scheme: Evidence to release grant funding has been submitted and is under review by TTC, NLHF and WDBC Conservation Officer.
- 4) Interpretation (public realm areas): Agreement has been reached with NLHF to repurpose this budget to the Guildhall Gateway Centre to produce a sculpture in the main entrance. An artist has been sourced, an interpretation design based on themes in the Guildhall agreed and the contract has been let. The sculpture will be complete by end May 2020 for installation on completion of the Guildhall Gateway Complex contract.

Town Hall Lift

Refer to Briefing Note submitted to Budget and Policy Committee, Tuesday 18th February 2020.

Contract let to RM Builders on 6th February for value of £44,827.15 plus vat. It is anticipated that the completion date will be in June 2020 as there is a 16 week lead in period for materials.

Cost Code 109 4823 Guildhall Refurbishment

The contract has been let to RM Builders for a contract value of £1,458,695 + VAT including £64,477 contingency.

Original programme: Possession of site 22nd September/Contractual start date 30th September/External works phase 1 complete 31 January/Contractual completion 31st May/Interpretation and VIC/shop fit out June/July 2020/Launch planned for August 2020

Contractual extension of time for external works extend until end march for external works due to evidenced time lost due to adverse weather conditions.

Key meetings include:

- Historic England meeting on 11th Jan re: discovered fireplace in Robing Room
- Steering Group meetings, 22nd Jan, 4th Feb, 27th Feb
- Capital and project meetings, 14th Jan, 22nd Jan, 12th Feb, 19th Feb
- NLHF Monitor Meeting, 2nd March

On-going value engineering, examples including review of mechanical items, omission of lead work and external stone replacement, additional repointing, revision of design for front entrance glass door, amendments to door openings/structural implications relating to discovered fireplace, additional plasterworks to Courtroom.

The financial assessment at this stage of the contract indicates that there is a reasonable probability of delivering the full project scope within existing budgets. It is worth noting that we are contractually £18,000 short of the anticipated budget due to an unsuccessful grant application at present which impacts the available contingency figure.

Delays arising from the discovery of the fireplace and the additional approved re-plastering works to the courtroom will most likely impact the contractual completion date by 4 weeks. This overrun will have no meaningful impact on the intended soft opening of the premises.

Butchers Hall external works/Pannier Market toilets

Please note that discussions are on-going with the architects regarding rectifying issues either relating to water ingress with Butchers Hall and product deficiencies re: Pannier Market toilets.

Community based Summary

1. Goose Fair Fee Setting meeting arranged for 5th March
2. BID: Partnership activities completed include support at Light Switch on/Dickensian and installation of Christmas lights. For 2020 TTC committed to erection and watering of hanging baskets.
3. Active partner in arrangements for 2020 Britain in Bloom
4. WDBC ground maintenance contract to end in March 2020.

5. THT and TEC with projects identified above in complimentary initiatives.
6. Tavistock Community Gardeners: Works to Bannawell and Celle Gardens
7. Review of waste contract across all TTC activities to be implemented in April 2020
8. THI Project Management Board and Evaluation Workshop with partners held on 27th January 2020
9. Commercial/community service improvement plan for 2019/20 as endorsed by Full Council in operation.

Operational Update

Recruitment:

- Advertisements for Works Manager and Community & Compliance Officer posted W/C 2nd March. Return Date 27th march. Interviews planned for 6th/7th April.
- Agency staff appointed as an interim measure re: Markets and Events team. Further recruitment to be actioned shortly.

Yours Sincerely



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General Manager