

**ADENDA ITEM 8i****General Manager's Overview**  
**MONTHLY REPORT**  
**Sept/Oct 20****Council Project based Summary****Cost Code 903 5212 THI Guildhall Public Realm**

Contract has been let to RM Builders for a value of £267,375.96 plus vat with an overall contract figure of £285,000 including professional fees.

An extension of time has been granted until the end of November of the completion of the works. Delays have occurred primarily relating to the conditions specific to archaeological watching brief/recordings for all excavations.

It has been widely reported that there have been budgetary challenges throughout this contract. With the value engineering aspects and income generation options the contract is still within the budgetary parameters previously reported to Council.

A further progress meeting was held on 27<sup>th</sup> Oct, where the above financial and programme position was confirmed. Please see attached minutes from the 28<sup>th</sup> August progress meeting and Revision Z latest site plan.

The lawn section, including the laying of the boundary cobbles as now been completed.

**Cost Code 902 THI Complimentary Initiatives**

Total value of £47,500.

Initiatives remaining to be completed:

- 1) Bedford Cottages energy efficiency scheme: Evidence to release grant funding has been submitted and is under review by TTC, NLHF and WDBC Conservation Officer. Signed off and grant payment to be processed.
- 2) Interpretation (public realm areas): A sculpture has been completed and will be installed early 2021 within the entrance to the Guildhall Gateway Centre. A photographic montage supporting this sculpture has been commissioned (theme: mining heritage)

***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.

Detailed discussions are on-going with NLHF around submitting an application for additional funding for the scheme as a whole.

Progress meetings have been held on 23<sup>rd</sup> September, see attached minutes, and 28<sup>th</sup> October. The contract is currently within budget, with risk items relating to external drainage, glass doors and courtroom joinery, specific to budget and programme timelines.

The capital works will be completed before Christmas 2020.

Outside of the scope of the main contract, the contract has been let for the fit out of the VIC/shop which will start early Dec 2020 and funding applications have been submitted for audio visual within the courtroom, which again sits outside of the main build scope (anticipated installation Jan/Feb 2021).

***Butchers Hall external works***

An action plan has been formulated and submitted to Le Page Architects/AD Williams for consideration and comment to rectify the latent defects from the enveloping works. A meeting has been arranged between all parties for 9<sup>th</sup> November to discuss progress to date and next steps.

***Community based Summary***

1. Plans for the Tavistock Country Garden Show 2021 have been put on hold with an expectation that this event will not take place in 2021.
2. BID partnership working:
  - Hanging baskets have now been taken down
  - Christmas lights installation 80% complete, which includes lights on both the Town Hall and Guildhall complex. Switch-on planned for 20<sup>th</sup> November.
3. The Council is working in partnership with Tavistock Lions specific to the Trees of Light erection (planned for week commencing 16<sup>th</sup> November).

4. Commercial/community service improvement plan for 2020/21 has been submitted for endorsement. Refer to projects/tasks section for on-going service delivery objectives.

### ***Operational Update***

- The General Manager is attending a RoSPA play-park inspectors course week commencing 2<sup>nd</sup> November.
- Contract let to RM Builders on 6<sup>th</sup> February for value of £44,827.15 plus vat for the replacement of the Town Hall lift following a competitive tender process. The existing lift has been removed as part of this contract and the installation of the new lift is complete. Commissioning and handover arranged for 6<sup>th</sup> November.
- Unplanned emergency tree surgery works has arisen over the last two months at Market Road and Plymouth Road Cemetery. This unexpected financial impact is in the region of £10,000 from the ground maintenance budget.
- Weekly team meetings are being held with staff from various departments specific to delivering differently, cost saving ideas/objectives and specific to staff welfare relating to the pandemic.

Yours Sincerely



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