

ADENDA ITEM 9i**General Manager's Overview****MONTHLY REPORT Dec/Jan 22-23****Council Project based Summary****Cost Code 109 4823 Guildhall Refurbishment**

Project update:

- The CCTV system for the VIC/shop, interpretation entrance and courtroom has been installed and is operational.
- Arrangements have been put in place for remote monitoring of the fire alarm and intruder alarm systems.
- The heating system is being monitored and managed on a continual basis while assessing the impact on the building fabric.
- Localised leaks have been investigated and the necessary remedial works actioned.
- Agreement has been reached regarding the specification and installation of a picture rail in the Robing Room.
- The building management system, fire and intruder alarms have recently been serviced.
- Outstanding works include flood board delivery and labelling, redecoration of 2nd glass door checker plate, and installation of door furniture for front elevation primary entrance doors and automatic security locks for the internal communal areas.,
- On-going meetings are being held with THT to discuss arrangements such as fire, security and lone working.
- A meeting will be arranged within the next fortnight with THT to agree such aspects as future operating arrangements for 23/34, e.g. opening hrs/days, consultants' briefs, potential charging and approach re: events/activities.

Market Road retaining wall

Project update:

- Expressions of Interest were advertised on Contract Finder on 24th Jan with a return date of 6th Feb 23.
- The select list of contractors will be nominated arising from the above and the tender return date will be 9th March 23.
- Subject to tender analysis/costs, it is intended to hold a Special Council meeting week commencing 20th march to formally let the contract.
- A FRAP will need to be secured from the Environment Agency by the successful tenderer to be able to commence work in June 23.

Guildhall toilets provision

Project update:

- Awaiting quotations from contractors regarding the agreed scope for refurbishment improvements which will form the basis for negotiations regarding the transfer of the asset.
- Discussing are on-going regarding improving signage within the car-park specific to enforcement.

Town Hall external works

Project update:

- Tenders have now been completed and will be advertised on Contract Finder week commencing 6th February 23.

Bannawell play provision

Project update:

- Six play-park providers have been approached regarding providing a conceptual design proposal for future consultation purposes with residents with site meetings arranged for early to mid-February 23.
- Regarding Bannawell drainage report for Budget and Policy on 24th January, the water has now subsided and demonstrable damage now evidenced from the prolonged flooding to the timber bridges, gravel access paths and some trees which have been uprooted. These matters will be taken up with DCC regarding appropriate redress.

Museum Structural Works

Project update:

- Listed Building Consent has been submitted.
- Tender documents have been completed by the architects.
- The structural engineers undertook ground investigations to assess the loading capability of the existing floor slab for the temporary works. It has been identified that the slab does not have the necessary load bearing capacity and therefore the temporary structural design is being modified to incorporate piles and spreader plates.
- The above design modifications should be completed this week with tenders to be advertised on Contract Finder week commencing 6th February 23.

Upgrade of lightning conductors

Project update:

- Works to upgrade the lightning conductor system to the Town Hall and Duke Street scheduled for first quarter of 23 after agreeing methodology with key stakeholders. *Update: meeting held with Historic England to discuss the approach with the 12th pit excavation on the side of the Town Hall which falls within the scheduled monument site.*

Operational Update

- Outstanding remedial issues within the Pannier Market toilets have been fully completed.
- A meeting was held with Historic England to discuss emergency works required to Betsy Grimbal's Tower and the abbey remains within the churchyard, with agreement reached over approach and prioritisation which will be carried out in-house. A meeting has also been arranged with Devon Historic Buildings Trust to discuss a wider scope and grant funding specific to maintaining the above assets and others, e.g. Still Tower.
- A productive meeting was held with WDBC regarding future partnership arrangements specific to Goose Fair, with a follow up meeting planned for Feb 23.
- TTC have successfully recruited into the posts of Administrative Support Officer (General Manager) and Landscape and Maintenance Operative, with a vacant Duty Officer position now being advertised.

Yours Sincerely



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General Manager