

## **AGENDA ITEM NO 7**

### **TAVISTOCK TOWN COUNCIL BUDGET & POLICY COMMITTEE 13<sup>TH</sup> MARCH 2018 PANNIER MARKET PUBLIC REALM WORKS**

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#### **1. PURPOSE OF REPORT**

This Report has been prepared pursuant to the previous decisions of the Council to support, administer and deliver a Townscape Heritage Initiative Scheme for Tavistock.

More specifically the report seeks acknowledgement from this Committee that the draft Public Realm design for the Pannier Market Perimeter attached represents the broad concepts identified in the LDA Design Public Realm Strategy produced in 2014 (available to view [www.tavistock.gov.uk](http://www.tavistock.gov.uk)). Subject to receiving a general consensus the report is seeking approval to procure the works based on the draft design by Le Page Architects, agreeing the timelines for the tender process and opening to ensure that the works can be delivered within the critical path of May/June 2018, post the traders moving back into the Pannier market, and pre the official launch of Butchers Hall in July 18.

#### **2. CORPORATE POLICY CONSIDERATIONS**

The Tavistock Town Council Strategic Plan 2017-2021 specifically references the importance of supporting:-

- a) sustained economic growth;
- b) the protection & enhancement of the environment;
- c) a commitment to the creation of a town where people want to live, work, play and visit;
- d) development of the Pannier Market and its surrounds;
- e) protection of historic buildings and landscape.

In addition the Pannier Market and its surround represents an iconic part of the historic and retail offer of the Town and a core income stream supporting the delivery of Council services.

#### **3. LEGAL AND RISK MANAGEMENT ISSUES**

The principle risks associated with delivery of the Pannier Market Public Realm Works are that:

- a) The Council is unable to secure an acceptable tender price, thereby jeopardising this project and the THI Scheme as a whole;

- b) The Council is unable to deliver the works in the programmed timelines leading to an adverse consequential impact on the launch of Butchers Hall and trading during the summer holidays for both Pannier Market traders and perimeter shops
- c) That the Council has licence and lease implications regarding rights of way and outside trading
- d) That the consultation process leads to dispute and adverse publicity
- e) That health and safety is adhered to all times taking into account the necessity to maintain 'business as usual'
- f) That the design sensitivities take into account the interface with the perimeter shops and Pannier Market infrastructure
- g) That costs overrun or increases over original budget cause funding problems;
- h) That organisational capacity or reputational issues are encountered in delivering this and other projects to a demanding timescale.

#### **4. RESOURCE ISSUES**

The main resource implications principally relate to

- a) Delivery of the project within time and budget
- b) Council funding for ineligible works, primarily relating to renewal costs and risk items
- c) Reliance on project leads, Le Page Architects and General Manager to deliver design process, consultation, procurement, contract administration and project management within a period of 5 months
- d) Constraints associated with the availability of scheme monies if the integrity of a 3<sup>rd</sup> party grants scheme and other public realm improvements are to be maintained;
- e) Critical path alignment with the completion of the Pannier Market enveloping works (contract completion date 27<sup>th</sup> April 2018) and recently endorsed internal capital improvements anticipated to extend beyond this completion date
- f) Staffing resource relating to effective consultation with Council, traders, perimeter shops, heritage bodies, Conservation Officer (planning), THI PMB, project team involved in Pannier Market improvement works, HLF to seek approval, funding and general consensus of approach
- g) Awaiting HLF approval around the definitions of eligible and ineligibly spend on a area which does not fall within the category of a 'public highway', more specifically in relation to lighting, drainage and seating improvements.

## **5. COMMUNICATIONS ISSUES**

The Town Council, Project Management Board, Town Hall & Markets Consultative Group & Tavistock Heritage Trust receive regular reports on THI progress. There is ongoing liaison with HLF and Project Monitor and the attached designs will be sent off week commencing 12<sup>th</sup> March to seek 'in principle' agreement for the scheme design, including funding eligibility confirmation (Please Note: The final design proposals will require HLF consent prior to letting of the contract)

There is on-going communications by Le Page Architects and General Manager with planning authority, Conservation Officer around design and AD Williams/Alison Bunning Architects relating to overlap with Pannier Market enveloping works.

Subject to receipt of approval around the 'principles of design' at Budget & Policy on 13<sup>th</sup> March, next steps will be to undertake a detailed consultation with perimeter shops individually and perimeter surround users relating to design, design implications and future usage between 14<sup>th</sup> and 23<sup>rd</sup> March. Feedback from these stakeholders will be presented at Full Council on 27<sup>th</sup> March. It is the aim to receive authorisation from Council on 27<sup>th</sup> March, to proceed with the scheme design, with recognition that seating/planters can be repositioned accordingly at any stage, based on policy decisions from Council. Your Officer will require a steer around short term approach and long term expectation regarding perimeter surround trading, more specifically relating to marque usage, outside tables for cafes etc.

Communications are ongoing with Officers and trader representatives around operational aspects such as vehicular access arrangements post works, maintenance and cleanliness and linkages to ancillary areas such as Bedford Square and Butchers Hall.

## **6. RECOMMENDATIONS**

That Tavistock Town Council authorises:

- a) The issue of tenders for the THI Public Realm Scheme around the Pannier Market Perimeter based on the attached draft designs produced by Le Page Architects derived from previous public realm consultations as reflected within the (THI) Public Realm Strategy
- b) Officers to conduct consultation with businesses operating in/from the Pannier Market surround and report back views to Council on 27<sup>th</sup> March, 2018

- c) The Clerk, accompanied by the Mayor, and/ or Deputy Mayor to open and accept tenders (provided that the scheme cost is consistent with the budget set within the THI programme) in order to expedite the conduct of works shortly after the completion of those to the Market Building itself;
- d) A tender report being brought back for information to the next Meeting of Council.

## **1. BACKGROUND**

- 1.1 Improvements to the public realm around the Pannier Market perimeter were Approved by Heritage Lottery Fund as part of the Tavistock Townscape Heritage Initiative Scheme of which Tavistock Town Council is Accountable Body and in this case landlord.
- 1.2 The Public Realm Strategy was developed via LDA Design through a detailed public consultation which identified three areas for public realm improvements within the scheme, Pannier Market perimeter surround, Guildhall car-park and Market Street. Through this process and beyond it has been widely accepted that the design proposals presented for the Pannier Market engendered the least controversy and was widely accepted by all participative stakeholders regarding the hard landscaping finishes which Le Pages' design proposals have followed. Less detail was provided around seating, signage and lighting but again the design concepts have been followed from the Strategy but the layout, type and amount of street furniture and ancillary items require endorsement from both Council and HLF.
- 1.3 The scheme budget costs for the Pannier Market public realm are £124,000 for grant and landlord contributions with an expectation by HLF that this distinct project will be delivered in the 2018 calendar year.
- 1.4 For clarity the grant intervention rate is 100% of the costs *over and above* those which the landlord would incur if undertaking normal repairs (which consequently represents the landlords cost contribution to eligible works).

## **2. CURRENT SITUATION**

- 2.1. Within the HLF procurement guidelines Preston Surveys were commissioned to undertake a measured survey of Pannier Market and Guildhall public realm. Le Page Architects were appointed to deliver the architectural and project management of the proposed

Public Realm works to Pannier Market as set out in LDA Design Strategy (Jan 2014 Vers 1.1).

2.2. This includes:

Developing a detailed refurbishment design proposal, applying for statutory approvals, preparation of construction information and preparation and issuing of tender packs, producing detailed design drawings and specifications with a full schedule of works including RIBA tender stages 1-4. Providing full Contract Administration duties on behalf of TTC during the site contract works (RIBA Stages 5 & 6), including site inspections, valuations, team meetings and administrative support relating to JCT documentation/valuations.

2.3. The project currently is at RIBA Stage 3 as per attached, and subject to in principle Council/Committee Approval will proceed to RIBA Stage 4 on 16<sup>th</sup> March

2.4. The above will be informed by the views of the Council and stakeholder consultations with amendments to the designs reflected post 27<sup>th</sup> March as an Architects Instruction if so required due feedback and instruction received by Council and HLF.

2.5. The aim is to let the contract in April with a construction phase planned for May/June 2018, anticipated 6-8 week construction phase.

### **3. OPTIONS**

3.1. Applicable options include that:

- Council agree to the endorsement of the principles of the draft public realm scheme as attached with a view to proceed as outlined above with recognition that street furniture elements of the design such as furniture, lighting can be amended/removed depending on consultation feedback and funding shortfalls.
- If the Council were to support this approach that in due course and following appropriate consultation they provide an indication of the approach in relation to such matters as vehicular movements, usage of space (e.g. marquees and additional trading space for cafes as per previous approach) both short term and medium term
- If the Council wishes to discuss the design in greater detail and more specifically the surrounds future usage, post works then to convene a Special Council Meeting to discuss the matter to allow for the delivery of the project within previously reported timeline. (Refer to Notes of Informal Council Meeting held on 1<sup>st</sup> Nov 2016 about future perimeter usage)

#### **4. CONCLUSION**

4.1. The above report outlines the process followed for the procurement of the public realm and intended next steps to ensure delivery in conjunction with other project dependencies during a period of challenge around capacity, primarily relating to the committed capital programme. Your Officers concerns are not relating to project design or delivery but mainly focussed around the adverse impact/publicity around future usage, especially dependent on policy decision around potential outside trading for the businesses which trade within this vicinity.

**WAYNE SOUTHALL**  
**GENERAL MANAGER MARCH 2018**