

**AGENDA ITEM 9i****General Manager's Overview**  
**MONTHLY REPORT**  
**Dec/Jan 20/21****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 was granted until the 18<sup>th</sup> December for the completion of the works. The programme has been impacted due to adverse weather conditions during this period and the impact of COVID-19 challenges. This means there is a revised completion date of the end of February 2021. The aim is to ensure that the car-park is open to the public at the point that the lockdown restrictions are lifted.

The main risk item relates to completion of utilities works (water) which is outside of the control of the principal contractor, where delays have occurred due to requiring archaeological monitoring, but this works will not impact on the opening of the car-park at the start of 2021. It is also worth noting that the lawn section will be fenced off until at least the end March 21 to protect the area until fully established.

Additional works completed from the last report include, the installation of a new parking meter, the completion of the laying of the aco-drainage, the completion of the repointing of the cobbles, the laying of approx. 20% of the granite piazza and the installation of all sub-base for the road surface prior to the allocation of the resin bonded finish.

**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.

A site meeting was held on 12<sup>th</sup> January, interpretation meeting on 13<sup>th</sup>, Capital meeting on 14<sup>th</sup> and a Steering Group meeting on 18<sup>th</sup>.

Progress has been challenging due to the impact of Covid-19 restrictions.

A realistic completion date for all capital works has been agreed for the end of March 2021, which builds in a contingency for further delays.

A solution has been reached with Wales and West Utilities specific to the gas supply and these works have now been commissioned with an install date of early February. This was a critical path item but with the gas supply being capped off this has not impacted on the installation of the 2<sup>nd</sup> lift into the courtroom which is planned for 25<sup>th</sup> January. Outside of the scope of the main contract, the contract has been let for the fit out of the VIC/shop to CRE8 which will start mid-February. They have also been successful in their tender for the courtroom joinery which will be installed during January 2021.

The above delays do not have an impact on the timeline for the installation of the interpretation which is planned for April/May 2021.

### ***Butchers Hall external works***

Arising from a meeting between Tavistock Town Council, AD Williams and le Page Architects held on 9<sup>th</sup> November to deal with latent defects specific to water leaks temporary coverings were installed to three of the four runs of clearstory windows by AD Williams. Since this temporary intervention Butchers Hall has had no internal water leaks. It is planned to undertake all the remedial works previously identified, e.g. replacement of some RWGs, redecoration of failed paint surfaces and installation of modifications to seal the clearstory windows by the end of April 2021.

### ***Community based Summary***

Preliminary discussions have been held with partners specific to Britain in Bloom and hanging baskets for 2021.

A desk top exercise is being undertaken around how best TTC can take over the running of the Guildhall toilets as of April 2021. A report will follow at the next round of Budget and Policy.

All THI Complimentary Initiatives will be signed off as paid for by the end of this financial year.

### ***Operational Update***

- Specific to property maintenance and ground maintenance budgets expenditure for 2020/21 there are a number of

significant expenditure items still outstanding for actioning which include:

- 1) Remedial works to Town Hall roof about Mayor's Parlour
  - 2) Remedial works to clerestory windows on Butchers Hall
  - 3) Allocation of shortfall funding for public realm works
  - 4) Resurfacing and relining works to Market Road
  - 5) Significant tree surgery works in Meadows and Plymouth Rd Cemetery
  - 6) Replacement of RWGs at Molly Owen Centre
- Refer to Town Hall and Markets Consultative Group Meeting Minutes held on 20<sup>th</sup> November for key operational updates. Main points include Town Hall to remain closed until end of July 2021, the Pannier market and Butchers Hall to reopen at the end of lockdown (subject to government guidance) on following late 2020 operational practise and for TTC to liaise with BID and other stakeholders around what measures should be considered for Town Centre reopening.
  - A draft forward maintenance register is being compiled over the next 6 weeks which will align with the Council processes specific to property services and statutory responsibilities.

Yours Sincerely



Wayne R. C. Southall MBA (Open) BEng (Hons) Dip NEBOSH  
General Manager