

General Manager's Overview
MONTHLY REPORT
March 19

Council Project based Summary

Cost Code 903 5211 THI Pannier Market Public Realm

Overall budget £190,000. The contract for the Pannier Market public realm improvements has been let to Cormac for £174,147.77 plus VAT.

Le Page Architects are undertaking the contract administration.

Agreed contract programme, possession of site and site set up W/C 11th Feb, groundworks to doorway one on north elevation commenced 18th February, target end date for contract completion 26th April.

Progress to date: granite walkways on north elevation, doorways 1,2 & 3 complete (awaiting delivery of granite door thresholds), along with resin bonded finish between these walkways (marked as 91m² and 96m²) and associated drainage and preparatory works for ground uplighters. Doorway 12 complete and 90% of doorway 11. Preparatory works for resin bonded finish to areas marked as 113m² and 20m² between doorway 1 and 12 and 11 and 12 to be complete by 10th April for application of resin bonded surface on 14th April. Core of remainder programmed works for next two weeks includes preparatory ground works and drainage works for laying of granite area between doors 10 and 11, including the ramped area leading to the cheese shop. Refer to attached plan.

3 East End Stores remains open between 10-12 Tues and Thurs for consultations with Cormac.

There have been some challenges relating to this contract which TTC Officers and architect are addressing through formal contract administration and regular progress meetings. There is a foreseeable two week contract overrun primarily due to delays with the discovery of below surface historic walkways at doorways 1 and 10, requiring excavation and relaying between doorways 5 and 6 as per attached plan, and additional groundworks needed in front of Quirkys due to inadequate sub-base material. The programme and scheduling has been amended on numerous occasions to reflect these changes, and wishes of tenants, with the aim to focus on completion of works to south, west and north elevations, with the east being delivered at the end of the contract, to minimise the impact to quiet enjoyment of tenants.

Additional works also include new signage and lighting above the gates to the right of the Town Hall following the same design as Butchers Hall. (LBC submitted, see attached plan)

Post completion consideration will need to be given to the future operation of the perimeter, e.g. tables/marquees/funding for new public seating, and Council will need to provide guidance on this matter to its Officers. Your Officers are also considering whether to make the temporary unloading/loading arrangements a permanent solution post completion of works.

THI Guildhall Public Realm

Invitation for tenders re: design team to be posted W/C 15th April with appointment of architect anticipated W/C 6th May.

Detailed meetings have been held with the architects team leading on the Guildhall Gateway Project to ensure that tender documentation for that contract, around site access, programming, welfare, shared areas, linked works (i.e. services replacement), are aligned with anticipated planned public realm works during the period of Feb-May 2020.

Approval of final scheme, based on LDA 2014 public realm strategy, reduced parking, use of granite and resin bonded material comparable to Pannier Market surround works, will be required by both TTC and HLF. Design work to be carried out during the period of May-July 2019 with procurement process completed by October 2019.

Cost Code 902 THI Complimentary Initiatives

Total value of £47,500. HLF approval has been received for the delivery of the revised programme of complimentary initiatives.

Progress on-target including:

- Provisional plan agreed with THT to deliver heritage open days for 2019 specific to THI buildings and Guildhall complex
- 7 blue heritage plaques, designs complete, permissions granted and awaiting manufacture.
- Design and production of heritage walking tours leaflets underway, to be sold in VIC
- THI Heritage Skills Craft Fair on 17th and 18th August in Butchers Hall and on Bedford Square working with THT at advanced stage of preparation with demonstration heritage skills providers booked.

- First stage of educational training programme relating focussing on A level students, learning skills pertaining to stone masons, black-smiths and with hand-hewn timber construction complete.
- The next phase educational training programme will include skills training for local contractors, and arrangements are advanced re: engagement with stakeholders and booking training providers.
- Energy efficiency scheme at Bedford Cottages has been let, HLF grant £3200, for a scheme value of £9150, target completion for production of guidance leaflet post engagement with property owners and planned surveying, August 2019.

Cost Code 109 4823 Guildhall Refurbishment

Overall scheme costs for delivery phase 1.65M, completion date May 2020 for capital works, Guildhall public realm and interpretation fit out.

Capital update: As Members are aware, there was a potential reported funding shortfall arising from the updated cost report circa 200K. Project team representatives met with the Monitoring Officer for HLF and various value engineering options and other methods, e.g. securing of additional grant monies have been agreed which are not detrimental to the overall scheme, that could be implemented post tender, should the tenders reflect the anticipated cost plan. The design tender package is now complete, awaiting bill of quantities package. On receipt of the billing documents TTC will go out to tender W/C 22nd April with a 5 week tender return period. Listed building consent has also been granted for the amended scheme re: access improvements and finishes.

Feeding into the design process, there have been on-going activity and interpretation team meetings.

The contract is on programme with an anticipated start date on site August 2019 and completion date for capital works, public realm and interpretation fit-out June 2020.

Community based Summary

- BID initiatives:
 - 1) Agreement in place re: arrangements for installation and watering of hanging baskets for 2019
 - 2) Partnership arrangements in place to improve coach drivers incentive scheme
 - 3) Agreement reached re: delivery of Christmas lights for 2019. Please note: Christmas lights display may be impacted with the programmed works to the Guildhall during this period.
 - 4) TTC awaiting feedback from BID regarding planned changes to Dickensian evening to understand the impact on that event, and a separate planned light switch on event organised by BID, so that TTC can schedule depot works programme accordingly.

- TTC continue to work with Lions, Rotary, Roots to Transition, THT, DHBT, WDBC, BID, CofC, Meadows Makeover and many other business/community groups to deliver community initiatives within Tavistock.

Operational Update

- Works Depot permanent restructure:
 - 1) Remaining vacant general hand position has been advertised. Interviews planned for week commencing 15th April.
 - 2) Properties and Open Spaces Manager, role to be re-advertised in May 2019.

- Markets and Events interim restructure:
 - 1) Refer to staffing report presented at Budget and Policy on 2nd April for next steps regarding restructure.
 - 2) Community group pricing rate for Town Hall as suggested at last Full Council now implemented.
 - 3) Several process changes to address latest bar stock audit observations have been implemented, including weekly checking of bar stock by Designated Premises Supervisor.

Yours Sincerely



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