

**TAVISTOCK TOWN COUNCIL
BUDGET AND POLICY COMMITTEE
TUESDAY 1st SEPT, 2026**

**BRIEFING NOTE
TOWN COUNCIL OFFICES - BOILER REPLACEMENT**

1. INTRODUCTION

- 1.1 Members will recall from the Commercial/Community Service Improvement Plan 2026-27, under Projects/Tasks P2, a list of foreseeable future capital investment improvements. One of the thirteen identified was the replacement of the Town Council Offices (TCOs) boiler system. It has been regularly reported to Council the challenges with regards to maintaining boiler systems at TCOs, Town Hall and Molly Owen Centre (Council depot) pertaining to heating.
- 1.2 Following recent discussions with our main heating/plumbing engineers who have demonstrable background experience with regards to our mechanical systems, they have advised that the system at the TCOs would be beyond economical repair if it fails during this winter period. The infrastructure includes two obsolete Keston boilers, where the equipment is unable to be effectively serviced due to fragility of the internal parts, with the RH boiler fractured and decommissioned, both systems being 21 years old, 11 years over this models life expectancy.
- 1.3 Acknowledging 1.2, Officers historically had held back on replacement of the mechanical system whilst discussions were ongoing around possible relocation of Council Services and disposal of assets. With the uncertainties around LGR next steps, this appears to be no longer a short to medium term option/aspiration and therefore due to the ongoing usage of the building for commercial letting, civic support and function and community engagement it is deemed appropriate to ensure that the mechanical systems within are satisfactory for the medium to long term.

2. CURRENT POSITION

- 2.1 Referring to the Budget Preparation and Precept Setting Report 2026/27 considered at Committee on 2nd Dec 25, Members will be aware that the Council are now in a financial position to commit to prioritised essential works with the Rolling Capital Programme (RCP) annual contribution now re-established at its minimum requirement of £100,000 (available current balance iro £90,000).
- 2.2 Therefore, Officers intend to commit funds ranging from £30,000-£40,000 to replace the two boilers with Worcester Bosch 40KW (ErP+Compliant) gas fired, condensing central heating boilers, including associated upgrading of supporting infrastructure and a

professional system power flush. The risk of committing a third of the RCP at this stage is acknowledged, recognising there are emergent works e.g. street lighting replacement, museum structural and dry rot remedials etc and budgets in the round will require review should other unplanned works need to be prioritised, e.g. failure of Town Hall boiler system.

3. RECOMMENDATION

- 3.1 That Council agree this proposal 'in principle' regarding this being approved as short term priority works, Officers will implement a procurement process with the intention to bring a tender report back to Budget and Policy on 20th Oct 26 for endorsement with the aim to commission works, subject to mobilisation period for completion by end of calendar year.
- 3.2 The instructions of the Committee and Council are sought.

**WAYNE SOUTHALL
GENERAL MANAGER**