

AGENDA ITEM No. 10i**General Manager's Overview**

*MONTHLY REPORT Oct/Nov 22
Council Project based Summary*

Cost Code 109 4823 Guildhall Refurbishment

Project update:

- 80% of the works have been completed to the door entry system to TCOs access
- The majority of the outstanding minor works snagging list has been completed.
- The CCTV system for the VIC/shop and courtroom is being installed on 14th Nov, along with repairing the safety cabling for the projector screen in the courtroom.
- Works remaining 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.,
- A detailed analysis of whole building operating costs has been completed e.g. maintenance contracts, utilities.

Market Road retaining wall

Project update:

- Conditional planning approval received on 8th November.
- Tenders have been prepared, ready to advertise.
- Ecological survey report received and conditions outlined.
- Awaiting update from the Environment Agency specific to opportunities for grant funding prior to advertising tenders.
- Project programme critical timelines include: return and analysis of tenders by end March 22, construction phase between June and Sept 23, overall scope driven by funding and tender submissions.

Guildhall toilets provision

A meeting was held on 19th October with WDBC specific to the formal transfer of the asset with particular focus on the necessary refurbishment works which need to be undertaken prior to any such transfer.

Due to the disappointing condition of the asset re: cleanliness and fabric dilapidation the following course of action was agreed:

- Improve the cleaning regime and monitoring arrangements, actioned by WDBC
- TTC to provide a cost for the refurbishment works and TTC/WDBC agree a shared cost approach with regards to delivering these improvement works
- The transfer of the asset would at least be delayed until agreement had been reached specific to the shared cost approach and once three tenders had been received for analysis.
- WDBC agreed to commission some in-house cleaning works to the wallgate units.

Town Hall external works

Project update:

- The measured survey has been completed and the drawings received
- A detailed survey was carried out by the architect on 26th October with a further days high level inspection planned.
- Tenders will be advertised in December with a return date for analysis end Feb/early March 23.
- Progress will be subject to availability of funding after emergency/priority projects have been fully funded.

Bannawell play provision

Project update:

- Five play-park providers have been approached regarding providing a conceptual design proposal for future consultation purposes with residents.
- Site meetings to be arranged with the above providers in Dec 22, Jan 23.
- The above install is dependent on rectifying the blocked DCC culvert.

Museum RWGs

Project update:

- RWGs contract complete and signed off.
- Meeting held with museum representatives on 24th October to discuss project programme considerations and funding opportunities/approach.
- 27th October held meeting with architect to discuss scope and project timelines, agreed to issue LBC application for replacement of structural beam by end of week commencing 14th Nov and for tender docs to be ready to advertise by early January 23.

Upgrade of lightning conductors

Project update:

- Lightning conductor upgrade works to Plymouth Road Cemetery Chapel completed on 31st October.

- 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.

Operational Update

- Discussions are on-going with RM Builders to rectify some ongoing issues within the Pannier Market toilets. The defective Altro-flooring has been replaced and the leaking urinal will be repaired on 17th October. Two new hand-dryers for the men's toilets have been ordered. Two taps have been repaired in the lady's toilets and RM Builders are awaiting the delivery of the push-plates for the toilet cubicles.
- A review of the heating systems continues across all TTC assets, with operating changes already implemented at MOC, Guildhall, TCOs, Butchers Hall, Town Hall re: programming and timings to save on gas and electricity usage, along with reviewing our arrangements/timers for outside lighting (including Christmas lights), are charging arrangements for electricity usage by others, and a further assessment of the gas heating in the Pannier Market will be undertaken on 28th Nov, in consultation with DB Heating.
- Pull/loading tests were undertaken week commencing 31st October on the Trees of Light fixings, banner system and eye bolts for the Christmas lights commissioned by TTC, which included repairs to the system around the Pannier Market.
- TTC are currently advertising the vacant positions of Administrative Support Officer (General Manager) and Landscape and Maintenance Operative, closing date 22nd Nov.
- A watch is being maintained in connection with reports of potential unauthorised works on Whitchurch Down in the vicinity of Middlemoor.
- A meeting has been arranged with WDBC, scheduled for January, to discuss future arrangements, costs, expectations and responsibilities between both organisations arising from issues impacting TTC from the 2022 event.

Yours Sincerely



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General Manager