

OPERATIONAL UPDATE

Finance and Operations Committee meeting Monday 4th September 2023

FACILITY	PROJECT	STATUS
COUNCIL CHAMBERS	Extraction system annual service booked for 19 th July.	Complete
	Fire alarm engineer booked for July to reinstall sensor in town clerks office.	Complete
	Annual Inspection of the Lift has highlighted safety concern in the case of an emergency. Operations Manager to Risk assess and produce evacuation instructions regarding the lift.	Ongoing
	Front doors on the Hall were rotting at the base, leading to phone calls from hirers unable to lock as escape bar was not engaging. Timber cut out and replaced. Door furniture replaced.	Complete
	Vents in kitchen cleaned by Contractor.	Complete
	Issue with window latches in Grace and Glamour. Quote received to repair.	Ongoing
	Ceiling in Ladies Toilets Grace and Glamour collapsed, this has been replastered.	Complete
	Room 4 has been stripped of wallpaper, by the probation team after The Archives vacated ready to redecorate.	Ongoing
	Town Clerks office carpets cleaned by contractor after the roof leaked.	Complete
LIBRARY & COM HUB	Void in the gas meter room, Fire alarm engineer booked for July to remove sensor so this can be rectified.	Complete
	Awaiting repair of damaged window rear entrance. Quotes received.	Ongoing
PARKS	Bénodet Park Repair to trampoline edge, in same area as previously damaged.	Completed
	Cambridge Field Hedge Trimmed by contractor in August. Quote to cover rubber tiles received. Large slide damaged by Shopping trolley, dents knocked back, no safety issue at present.	Completed
	Chestnut Close. Rubber tiles scattered around the park again overnight. Relayed.	Completed
	Sparrow Park Issue with loose coping stones raised with Cornwall Highways.	Ongoing
	Mountfield Mower called out contractor due to damaged drive belt.	Completed
PUBLIC CONVENIENCES	Graffiti in Antony Road, ongoing during school holidays, team painting over as soon as it happens.	Complete

	Tiles blown in Bénodet disabled toilets. Ops Manager looking for quotes.	Ongoing
TRAINING	Operations Manager 2 nd CILCA face to face session attended, first learning outcome submitted. Community Event Traffic Management Training attended by J. Debenham. Fire Extinguisher training booked.	
BENCHES	These will be renovated by the Probation Services team when they start.	
FOOTPATHS	Visit by Cormac to look at foot bridge on path 4. Awaiting work to be started on footbridge bridge. Cllr Kate Ewert has chased this.	Ongoing
JAPANESE KNOTWEED	Visit by Cormac to establish why some areas had been treated by there team and others missed when there is an SLA in place.	Ongoing
CHRISTMAS LIGHTS	The Operations Manager is investigating options for lights, this is currently with Torpoint Town Partnership, including using solar power in Sparrow Park.	Ongoing
OTHER	Discussions with Church continue to obtain Ecclesiastical Exemption from Listed Building Consent. Tender document circulated. Van awaiting response from insurers after damage to body work while parked.	Ongoing Ongoing