



HAYLE TOWN COUNCIL

RESOURCE COMMITTEE MEETING

WEDNESDAY 19 MARCH 2014

Minutes of the Hayle Town Council Resource Committee Meeting held at the Assembly Room, Hayle Community Centre, 58 Queensway, on Wednesday 19 March 2014 at 7.30pm.

PRESENT

Councillors J Bennett, B Capper (Chair), G Coad, L Fox, H Lyons (non-voting), J Ninnes, C Polkinghorne and A Rance

Town Clerk E Giggall

Finance Clerk D Gallie

The meeting commenced at 7.33pm.

R24 TO RECEIVE APOLOGIES

Apologies were received from Councillors Coombe and Pollard.

R25 TO RECEIVE DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

There were none.

R26 TO DETERMINE THE PROCUREMENT PROCEDURE FOR APPOINTING CONSULTANTS FOR THE HAYLE NEIGHBOURHOOD PLAN, AND SUBJECT TO THE ABOVE, TO SELECT THE APPROPRIATE CONSULTANTS

A report had been circulated to all Councillors, see Appendix A, which Councillors discussed in detail. The Chair, Councillor Capper, advised members that other quotes had been obtained and these were duly considered. Councillor Bennett, Chair of the Neighbourhood Plan Committee, took the opportunity to update colleagues on the latest developments and recommended that Paul Weston be engaged to complete the first two phases of the Plan.

Members then considered the utilisation of the 3Es, effectiveness, efficiency and economy, to satisfy that the Council has suitably evaluated the contract proposals supplied by Paul Weston.

It was resolved that the criteria of the 3Es had been met as follows:-

Effectiveness

Mr Weston has demonstrated a good level of experience in this field, a suitable track record both locally and throughout the South West region producing Neighbourhood Plans and there

will be synergy created by virtue of his appointment at Gwinear Gwithian Parish Council and exploratory work with St Erth and St Ives Parish and Town Councils.

Efficiency

Mr Weston has presented to the informal Neighbourhood Plan Group and has, again, demonstrated his knowledge and understanding of this realm of work and assured the Council that the work can be delivered within its constrained timeframe.

Economy

Hourly rates of other recognised plan producers showed Mr Weston's fee to be the most competitive and with his work for the neighbouring parish there were savings to be made on disbursements such as travel and overnight stays. In addition, his work with Gwinear Gwithian would negate the need for duplication of evidence gathering eg examination of Cornwall Council documents relating to the process. Finally, there was a saving in terms of cost and time that would have been incurred if Council staff were required to initiate a full procurement process.

It was resolved that the total sum of producing the Plan in the sum of £24,500 be approved and that Paul Weston be appointed to produce the plan but, in the first instance, the Town Clerk be mandated to commission the first two phases with a joint value of £12,400. This will enable the Council to evaluate the quality of the service at this point. In addition, the Town Clerk will advise Mr Weston that the contract sum is finite and he would be requested to advise the Council immediately should there be any slippage against the agreed time line.

The meeting closed at 8.05p.m.