

Minutes of the Meeting of the Finance & General Purposes Committee, St Ives Town Council, held in the Committee Room, The Guildhall, St Ives on Thursday 22 March 2018 at 6.00pm

PRESENT

Chairman – Councillor R Tulley
Vice-Chairman – Councillor C Nicholls

COUNCILLORS

Andrewes T	Symons J
Harris A	Tanner S
Henry R	Williams T
Mitchell A (from 6.05pm)	

IN ATTENDANCE

Councillor K Hughes

OFFICERS

Town Clerk
Facilities Manager

APOLOGIES FOR ABSENCE – were received from Councillors R Glanville and H Garrod.

F&GP.100 PUBLIC SPEAKING

None.

F&GP.101 MINUTES

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the Finance & General Purposes Committee meeting held on 8 February 2018.

F&GP.102 CHAIRMAN’S ANNOUNCEMENTS

A representative from the Cornwall Fire and Rescue Service

F&GP.103 DECLARATION OF COUNCILLOR AND OFFICER INTERESTS

None.

Councillor Mitchell arrived at the meeting at this point.

F&GP.104 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED – “That in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and the public be excluded from the meeting during the consideration of the following matters on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.”

F&GP.105 INSURANCE CONTRACT (Paragraph 3)

The Clerk reported that the insurance policy was due for renewal and that quotes had been sought for a five year contract, as in previous years. The quotes received were reported to the committee and considered.

RESOLVED – that the company to be awarded the five-year insurance contract, on the basis of the quote received and running from 1 April 2018, is Zurich.

F&GP.106 STAFF COVER FOR SICKNESS ABSENCE (Paragraph 3)

The Town Clerk reported on sickness absence of two officers and advised that action was needed to provide cover to ensure business continuity.

Following brief discussion, it was

RESOLVED – that

- 1) A second traffic control / dog order enforcement officer be recruited and trained, on a zero hours contract basis (permanent post, in view of training and commitment); and
- 2) Additional capacity be provided for, on a temporary basis, to assist the administrative function within the support services team, to be determined by the Clerk.

F&GP.107 CCTV – Monitoring and Maintenance Contracts

Kevin Thomas from the Cornwall Fire & Rescue Service attended to provide information on the proposed contracts and the CCTV scheme overall.

The discussion included the following:

- Reporting arrangements included regular meetings (usually attended by the Clerk and a Councillor) and reports provided
- CFRS needed to be assured that maintenance would be carried out to the level of service required to enable them to provide the monitoring service
- There was an option to take a light touch option on the maintenance contract offered by SSE and CFRS in the initial years of the contract (while the equipment is new) and then the option to increase to the parts-inclusive maintenance agreement as the equipment ages, potentially a more cost-effective way of covering maintenance costs
- The committee noted the breakdown of costs for CFRS (and SSE) to provide the maintenance service.
- The cost of the link to Hayle is effectively a contribution to Hayle in recognition of utilising the facility invested in by Hayle Town Council
- It was noted that falling into line with the monitoring hours of other towns resulted in more hours per week monitoring than the town council considered was needed, but was the more economically viable option
- Despite an increase in the costs (with the addition of admin costs from Cornwall Council and a charge for the electricity usage), it was not anticipated that the budget for 2018/2019 would be exceeded as the system would not be operational for the full 12 months.

The committee considered the option to commission the lighter maintenance option in the first year (option B).

A question was raised as to the rigour of the procurement process carried out by Cornwall Council when awarding the maintenance contract to the current provider, noting that the level of scrutiny had satisfied the Police Crime Commissioner and given them the confidence to invest in the system. The current arrangement also enabled the street lighting poles to be used for siting the cameras. CFRS hold the contractor to account for aspects such as how quickly they respond to individual reports of faults.

There was further consideration on the merits of the town council putting the maintenance contract out to tender, and it was questioned whether it would be likely to result in sufficient savings to merit this.

RESOLVED – that

- 1) The town council signs up to the CFRS monitoring contract, on monitoring hours to match those of the other towns on the CCTV network
- 2) A competitive quotes process be instigated for the maintenance contract (on the condition that it is acceptable to the Police Crime Commissioner for the council to do so), and that the outcome and recommendation be reported to this committee, with the fallback position being to sign up to the CFRS maintenance agreement, option B.

The meeting adjourned at this point, at 7.00pm, to reconvene immediately after the Council meeting to commence at 7.00pm on the same evening.