

**TOWN CLERK BRIEFING NOTE****114 RYE LOCAL ACTION PLAN**

*(please read in conjunction with the existing and proposed budgets – supplied)*

When the Rye LAP Steering Group drafted its budget it was assumed that the Steering Group Members would collate the data generated by the consultations. However, the response to the main questionnaire has been better than anticipated. 530 completed main questionnaires represents 27% of Rye's households. In addition to this, data has been obtained by consulting directly with younger people, older people, users of medical services and users of the Sports Centre. Our Local Action Plan RVA Support Worker has advised us that we have consulted more extensively than any other Rother parish/town.

The Steering Group's difficulty is that the success of the main consultation has rendered the collation of the data unmanageable. Consequently, it has sought to find someone who could take on this task who is experienced in this work, reliable, accurate, independent and who could undertake the work swiftly.

The Group has received two prices one for £678 (**A** – an individual); the other for £1140.55 (**B** – an organisation). The Group favours **B**. **A**'s estimate is considered to be unrealistic – she has allowed just 5 minutes for each questionnaire, even though there are ten 'open' questions. **B**'s quote allows for 4-6 questionnaires an hour and would be undertaken by a team working under the auspices of Action in Rural Sussex. This team has been engaged by the Safer Rother Partnership to collate the results of the recent Fear of Crime Survey.

**B** could complete the task within 10 working days of receiving the questionnaires; whereas, **A** could not complete the work until 14 April. Using **B** would mean the results of the survey could be 'fed back' at the Annual Town Meeting on 1 April.

**RECOMMENDATION That the Council contributes an additional sum of £500 from the General Reserve.**

## C13 item 114

### RYE LOCAL ACTION PLAN

#### PROPOSED BUDGET

Note

##### Income

Town Council provision/reserves to 31.3.09	5,455	
LSP (until 31.3.09)	2,000	
<i>Proposed additional RTC contribution (March 09)</i>	<i>500</i>	
Plan publicity (2009-10 RTC Budget)	<u>250</u>	<b>8,205</b>

##### Expenditure

Co-ordinator remuneration	3,060	<b>1</b>
Co-ordinator expenses	300	
Printing of general questionnaire 12 A5 sides (5,000)	800	
Insertion of questionnaire in <i>Fixtures</i> (3,500)	197	
Web page	100	
Design and printing of Plan (3,000)	2,000	
Plan publicity flyer (4,000)	213	
Insertion of flyer in <i>Fixtures</i> (4,000)	98	
Launch and publicity	150	
Questionnaire prize	50	
<i>Independent collation of main questionnaire data (530)</i>	<i>1141</i>	
Contingency	<u>96</u>	<b>8,205</b>

#### Notes

**1** £12/hr. Assumes 15 hours per week until 31.3.09  
(17 weeks)

## C13 item 114

### RYE LOCAL ACTION PLAN

#### EXISTING BUDGET

Note

##### Income

Town Council provision/reserves to 31.3.09	5,455	
LSP (until 31.3.09)	<u>2,000</u>	<b>7,455</b>

##### Expenditure

Co-ordinator remuneration	3,060	<b>1</b>
Co-ordinator expenses	500	
Printing of general questionnaire 12 A5 sides (5,000)	714	
Insertion of questionnaire in <i>Fixtures</i> (3,500)	197	
Web pages	500	
Design and printing of Plan (3,000)	2,000	
Plan publicity flyer (4,000)	213	
Insertion of flyer in <i>Fixtures</i> (4,000)	98	
Launch	100	
Contingency	<u>73</u>	<b>7,455</b>

##### Notes

**1** £12/hr. Assumes 15 hours per week until 31.3.09  
(17 weeks)