

To receive an update on the third round of Community Infrastructure Levy Fund and consider any actions and associated expenditure

Policy and Finance 27.02.24:

155/23/24 TO RECEIVE THE FOLLOWING COMMITTEE RECOMMENDATIONS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE:

a. Services held on 8th February 2024

133/23/24 TO RECEIVE AN UPDATE ON THE TOWN COUNCIL CIL PROJECT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk informed Members of the next steps to deliver the CIL funded project. It was proposed by Councillor Dent, seconded by Councillor Mortimore and resolved to **RECOMMEND** to the Extraordinary Policy and Finance Committee meeting to be held on 27th February 2024 to appoint Mel Richardson to undertake the procurement and project management work up to completion at a cost of £4,000, allocated to budget code 6282 EMF Funding Bid.

It was proposed by Councillor B Samuels, seconded by Councillor Dent and **RESOLVED** to approve the above recommendation.

Grant Award:

Cornwall Council CIL Award £75,000

Saltash Town Council contribution £20,000

Total £95,000

Cornwall Council Grant Funding Agreement:

The agreement has been reviewed, comments made, signed, and returned to Cornwall Council for their consideration.

Consultant:

Mel Richardson Consultancy has been appointed to undertake the next step of the project up to completion with the support of the Town Clerk.

Project Timetable

<u>Key Delivery Milestones</u>	<u>Date</u>
1. Brief written and sent to potential contractors/advertised on contracts finder	By 15 May 2024
2. Tender closing date	31 May 2024 @ 5pm
3. Open/score tenders	4 June 2024
4. Successful contractor selected	4 June 2024
5. Contract signed, timescales agreed and inception meeting held	By 14 June 2024
6. Works commence	24 June 2024
7. Works completed	31 October 2024
8. PR and launch of new play area	By 15 November 2024

Claims:

Milestone	Date
Project Start	24 June 2024
Claim 1	17 July 2024
Claim 2	17 August 2024
Claim 3	17 September 2024
Project Completion	31 October 2024
Final claim	22 November 2024
Project Closure	By 30 November 2024

Working Group

Updates to be provided to the Working Group Members during the project.

Reports will continue to be received at the Services Committee meetings for all Members awareness and full transparency.

**End of Report
Town Clerk / RFO**