
CITIZENS' PANEL

1. SUMMARY

- 1.1 The purpose of this paper is to inform the partnership of the outcome of the Citizen panel tendering process.

2. BACKGROUND

- 2.1 The contract to maintain and manage the Argyll and Bute Citizens' panel has been held by IBP Strategy and Research since 2005.
- 2.2 The last survey conducted by IBP was in Autumn 2007. It's completion signalled the end of that contact and the CPP agreed to put the contract out to tender.
- 2.3 The tender was advertised early in 2008 with a deadline of the 4th of February for submission. There were 24 inquiries for information followed by 7 submissions.
- 2.4 Quality and cost were the criteria used to shortlist the submissions and two were invited to present their proposal to a panel made up of Raymond Park (Strathclyde Police, Chair of CPP Management Committee), Chris Carr (Argyll and Bute Council, Research and Information), Nancy McMillan (Argyll and Bute Council, Senior Purchasing Officer) and Eileen Wilson (Community Planning Manager).
- 2.5 Those shortlisted consultants gave presentations to the panel on the 26th of February. On the basis of their submissions and presentations one of the consultants came out as the winner.
- 2.6 The intention to award the contract was announced on the 4th of March after receiving positive references. There followed a 'cooling off' period during which other bidders could ask for feedback and appeal against the decision made.
- 2.7 We were in a position to announce the successful consultants, Hexagon Research and Consulting, at the Management Committee meeting on the 19th of March 2008.

3. RECOMMENDATIONS

- 3.1 That the CPP Management Committee agree to the invitation of the new consultants to attend the Management Committee meeting on the 9th of July to explore the way ahead, particularly with regard to developing partner involvement in future questionnaires.
- 3.2 That partners be asked to review previous use of questionnaires and come forward with themes to be discussed with consultants to inform future questionnaires.
- 3.3 That benchmark survey be reviewed by hexagon and suggestions made at meeting on the 9th of July on improvements and/or refinements.

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