

# Scrutiny Panel Meeting

**Moot Hall, Town Hall, High Street,  
Colchester, CO1 1PJ  
Tuesday, 17 August 2021 at 18:00**

**The Scrutiny Panel** examines the policies and strategies from a borough-wide perspective and ensure the actions of the Cabinet accord with the Council's policies and budget. The Panel reviews corporate strategies that form the Council's Strategic Plan, Council partnerships and the Council's budgetary guidelines, and scrutinises Cabinet or Portfolio Holder decisions which have been called in.

# Information for Members of the Public

## Access to information and meetings

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the agenda (the list of items to be discussed at a meeting), which is usually published five working days before the meeting, and minutes once they are published.

Dates of the meetings are available here:

<https://colchester.cmis.uk.com/colchester/MeetingCalendar.aspx>.

Most meetings take place in public. This only changes when certain issues, for instance, commercially sensitive information or details concerning an individual are considered. At this point you will be told whether there are any issues to be discussed in private, if so, you will be asked to leave the meeting.

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## Scrutiny Panel – Terms of Reference

1. To fulfil all the functions of an overview and scrutiny committee under section 9F of the Local Government Act 2000 (as amended by the Localism Act 2011) and in particular (but not limited to):

- (a) To review corporate strategies;
- (b) To ensure that actions of the Cabinet accord with the policies and budget of the Council;
- (c) To monitor and scrutinise the financial performance of the Council, performance reporting and to make recommendations to the Cabinet particularly in relation to annual revenue and capital guidelines, bids and submissions;
- (d) To review the Council's spending proposals to the policy priorities and review progress towards achieving those priorities against the Strategic and Implementation Plans;
- (e) To review the financial performance of the Council and to make recommendations to the Cabinet in relation to financial outturns, revenue and capital expenditure monitors;
- (f) To review or scrutinise executive decisions made by Cabinet, the North Essex Parking Partnership Joint Committee (in relation to decisions relating to off-street matters only) and the Colchester and Ipswich Joint Museums Committee which have been made but not implemented referred to the Panel pursuant to the Call-In Procedure;
- (g) To review or scrutinise executive decisions made by Portfolio Holders and officers taking key decisions which have been made but not implemented referred to the Panel pursuant to the Call-In Procedure;
- (h) To monitor the effectiveness and application of the Call-In Procedure, to report on the number and reasons for Call-In and to make recommendations to the Council on any changes required to ensure the efficient and effective operation of the process;
- (i) To review or scrutinise decisions made, or other action taken, in connection with the discharge of functions which are not the responsibility of the Cabinet;
- (j) At the request of the Cabinet, to make decisions about the priority of referrals made in the event of the volume of reports to the Cabinet or creating difficulty for the management of Cabinet business or jeopardising the efficient running of Council business;

2. To fulfil all the functions of the Council's designated Crime and Disorder Committee ("the Committee") under the Police and Justice Act 2006 and in particular (but not limited to):

- (a) To review and scrutinise decisions made, or other action taken, in connection with the discharge of those functions by the responsible authorities of their crime and disorder functions;
- (b) To make reports and recommendations to the Council or the Cabinet with respect to the discharge of those functions.

**COLCHESTER BOROUGH COUNCIL**  
**Scrutiny Panel**  
**Tuesday, 17 August 2021 at 18:00**

**The Scrutiny Panel Members are:**

Councillor Mark Cory	Chairman
Councillor Tina Bourne	Deputy Chairman
Councillor Nigel Chapman	
Councillor Lyn Barton	
Councillor Derek Loveland	
Councillor Lorcan Whitehead	
Councillor Dennis Willetts	
Councillor Barbara Wood	

**The Scrutiny Panel Substitute Members are:**

All members of the Council who are not Cabinet members or members of this Panel.

**AGENDA**  
**THE LIST OF ITEMS TO BE DISCUSSED AT THE MEETING**  
**(Part A - open to the public)**

**Please note that Agenda items 1 to 5 are normally dealt with briefly.**

**1 Welcome and Announcements**

The Chairman will welcome members of the public and Councillors and remind everyone to use microphones at all times when they are speaking. The Chairman will also explain action in the event of an emergency, mobile phones switched to silent, audio-recording of the meeting. Councillors who are members of the committee will introduce themselves.

**2 Substitutions**

Councillors will be asked to say if they are attending on behalf of a Committee member who is absent.

**3 Urgent Items**

The Chairman will announce if there is any item not on the published agenda which will be considered because it is urgent and will explain the reason for the urgency.

**4 Declarations of Interest**

Councillors will be asked to say if there are any items on the agenda about which they have a disclosable pecuniary interest which would prevent them from participating in any discussion of the item or

participating in any vote upon the item, or any other pecuniary interest or non-pecuniary interest.

**5 Minutes of Previous Meeting**

The Councillors will be invited to confirm that the minutes of the meeting held on 20 July 2021 are a correct record.

**Scrutiny Panel Minutes 20 July 2021**

7 - 12

**6 Have Your Say!**

The Chairman will invite members of the public to indicate if they wish to speak or present a petition on any item included on the agenda or any other matter relating to the terms of reference of the meeting. Please indicate your wish to speak at this point if your name has not been noted by Council staff.

**7 Decisions taken under special urgency provisions**

The Councillors will consider any decisions by the Cabinet or a Portfolio Holder which have been taken under Special Urgency provisions.

**8 Cabinet or Portfolio Holder Decisions called in for Review**

The Councillors will consider any Cabinet or Portfolio Holder decisions called in for review.

**9 Items requested by members of the Panel and other Members**

(a) To evaluate requests by members of the Panel for an item relevant to the Panel's functions to be considered.

(b) To evaluate requests by other members of the Council for an item relevant to the Panel's functions to be considered.

***Members of the panel may use agenda item 'a' (all other members will use agenda item 'b') as the appropriate route for referring a 'local government matter' in the context of the Councillor Call for Action to the panel. Please refer to the panel's terms of reference for further procedural arrangements.***

**10 Colchester Town Deal**

13 - 26

This report provides an update focussing on:

- Programme delivery and structure of the Town Deal including the role and responsibilities of Colchester Borough Council, and also looking at timescales and resource impacts.
- The provision made for Youth within the Town Deal project.

11 **Work Programme 2021-22**

27 - 38

This report sets out the current Work Programme 2021-2022 for the Scrutiny Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.

12 **Exclusion of the Public (Scrutiny)**

In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

**Part B**  
**(not open to the public including the press)**

# SCRUTINY PANEL

## 20 July 2021

*Present: -*

Councillor Cory (Chair)  
Councillor Barton, Councillor Whitehead,  
Councillor Willetts, Councillor Wood

*Substitutions: -*

Councillor Fox for Councillor Bourne  
Councillor Tate for Councillor Loveland

*Also present: -*

Councillor Dundas

### **304. Minutes of Previous Meetings**

*RESOLVED* that the minutes of the meetings held on 26 May 2021 and 8 June 2021 be confirmed as correct records.

### **305. Year End April 2020 – March 2021 Report Key Performance Indicators and Other Performance News**

The Panel considered a report providing details of performance against Key Performance Indicators for the 2020-21 municipal year, and highlighting other performance news. Richard Block, Assistant Director, Corporate and Improvement Services, introduced the report.

The Chair explained that the impact of the Covid pandemic meant that this had been a unique year in terms of performance, and the Scrutiny Panel had accepted this when it had considered the report setting the targets. Nevertheless, the report highlighted some excellent levels of performance that had made a real difference to residents and local businesses, such as the support offered to business through the pandemic.

The Panel considered issues around the collection of waste and recycling. It was noted that the amount of waste that was being presented for collection by residents was increasing, and that the amount of residual waste collected per household exceeded the target. It was suggested by a member of the Panel that the Council could best respond to this by increasing collection services, rather than by seeking to educate or penalise residents. The Council would therefore be providing the services that residents wanted.

In discussion, it was suggested that the Council had a duty to lead, rather than just to react, and had to bear in mind the environmental consequences of increased residual waste. Reduction was at the top of the waste hierarchy. Councillors had had the opportunity to visit Neighbourhood Services, where the efficiency of the Council's waste and recycling services had been demonstrated. Encouraging additional residual waste would put an additional strain on the service.

It was suggested that the increase in domestic residual waste may be offset by a reduction in commercial waste, and that issues around waste and recycling, including commercial waste, could be a useful issue to scrutinise. In discussion it was highlighted the Council only collected a small amount of commercial waste. It would be difficult to gather comparable information as many operators worked outside the borough and information on costs and collections would be regarded as commercially confidential by the operators.

The Panel also discussed issues around business rates and it was noted that collection of business rates was significantly below target. Panel members explored whether non payments were likely to be recovered. It was highlighted that a recovery plan would be implemented during 2021/22. The need to recover payments needed to be balanced against the impact on businesses that were just recovering. The Panel would be able to monitor performance when it reviewed the mid-year figures.

The Panel acknowledged the very difficult circumstances the Council had been operating in since the start of the pandemic and considered that the report demonstrated that the Council had performed well in a number of areas. The Panel was satisfied with the Council's performance at this point and expressed its thanks to the Council's staff.

*RESOLVED* that:-

- (a) The Council's performance against the KPIs for the period 2020-21 be noted.
- (b) The Panel considered that the report demonstrated that the Council had performed well in a number of areas, especially given the challenging circumstances of the pandemic.
- (c) The Panel's thanks to the Council's staff be formally recorded.

### **306. Year End April 2020 – March 2021 Report; 2020-23 Strategic Plan Action Plan**

The Panel considered a report providing details of progress in delivering against the Council's Strategic Plan for 2020-2023 at the end of 2020-2021. Richard Block, Assistant Director, Corporate and Improvement Services, introduced the report and emphasised that the report demonstrated an incredible amount of progress and delivery against all strategic plan priorities. There was considerable evidence of recovery from the Covid 19 pandemic. It was emphasised that the Action Plan reported on the priorities for the last municipal year, and priorities for the current year were dealt with elsewhere on the agenda.

A member of the Panel sought clarification on the breakdown of the figures for affordable homes delivered by the Council in 2020-21.

In discussion, a member of the Panel queried how far the Climate Emergency declaration was embedded in the Strategic Plan and Action Plan, citing that when he



had tried to call in a Portfolio Holder decision on the purchase of caged tipper vehicles on the grounds that the vehicles being purchased were not sustainable electric vehicles, he had been advised that the decision was not contrary to the Strategic Plan Action Plan.

In response it was stressed that “Tackling the Climate Challenge and Leading Sustainability” was the first priority in the Strategic Plan and the report provided considerable detail of achievements which addressed that priority. In addition, there had been a number of factors that had influenced the decision on the purchase of the tipper vehicles, including that the purchase of electric vehicles would have required a significant capital investment in the depot at Shrub End, and there had been a long term commitment to the purchase of electric vehicles.

The Panel emphasised the importance of pressing ahead with projects supporting this priority, such as wilding, and delivering new initiatives such as the collection of film and plastics as recyclable material. The Panel considered that there was a need to focus in particular on the communication with residents on these issues. For example, some residents were unhappy with the policies on wilding and unmown areas and there was a need for clear communications to explain these policies so residents understood the reasons behind them. This should lead to increased buy in and support for such policies.

It was suggested that in line with the priority of Creating Safe Healthy and Active Communities, there would be merit in the Panel exploring the Council’s policies and procedures on allotments as there seemed to be confusion as to the number of plots that were free. Allotments had proved to be a particularly valuable resource for residents during lockdown. It was agreed that the that the Portfolio Holder should be invited to provide a response to the Panel on how the current allotment provision and policies aligned with Strategic Plan objectives of wellbeing. If the Panel had further queries, it could consider adding the issue to its work programme.

*RESOLVED that:---*

(a) The progress in delivering against the Council Strategic Plan at the end of 2020-21 be noted.

(b) The Portfolio Holder for Communities be invited to provide information to the Panel on how the current allotment provision and policies aligned with Strategic Plan objectives of wellbeing.

*RECOMMENDED to CABINET* that it raise the profile of communications on environmental and sustainability issues.

### **307. Budget Strategy 2022/23 and Transformation**

The Panel considered a report on the Budget Strategy 2022/23 and the Transformation programme, which had been submitted to Cabinet on 7 July 2021. Paul Cook, Head of Finance, introduced the report.

The Panel indicated that it would like to pre-scrutinise budget reports in future and requested that the timetable of meetings be reviewed to ensure that there was a Scrutiny meeting preceding Cabinet meeting, to facilitate pre scrutiny.

A member of the Panel sought clarification on when the Strategic Plan would be updated to reflect the priorities set out in the report. It was important that if residents looked at the Strategic Plan it contained the up to date position. Confirmation was also sought on the timetable for budget workshops. Councillor Dundas, Leader of the Council and Portfolio Holder for Strategy indicated that the dates for the budget workshops were likely to start in September and would be confirmed shortly. The position on the budget was likely to be clearer then as the scale of recovery of the Council's commercial incomes would be clearer.

The report set out some detail on the administration's aims. Further detail would follow but the administration was looking to build some consensus on some of the issues and to consult with other groups, particularly around priorities on the Youth Zone, affordable housing and car parking. The driving force behind the administration's priorities was to get the borough up and running again and provide support for business, both large and small, and communities across the borough.

Members of the Panel welcomed the reinstatement of locality budgets. It was noted that this was funded from the New Home Bonus and clarification was sought as to whether this would continue to be funded in this way. Councillor Dundas explained that locality budgets spread income and investment evenly throughout the borough. It was a priority to retain locality budgets.

Clarification was sought around the funding for the Queen's Platinum Jubilee. A number of ideas for how this could be marked had been floated during the Council meeting on 14 July. Given that £50,000 had been allocated towards supporting the bid for City Status, how much had been allocated for the Platinum Jubilee celebrations? Councillor Dundas indicated that £125,000 had been allocated for Jubilee signage and interpretation, which would form part of the funding. The Policy Panel had been asked to look at potential ideas as how this could be celebrated.

*RESOLVED* that the progress to date on the 2022/23 Budget and Medium Term Financial Forecast be noted.

### **308. Annual Scrutiny Report**

The Panel considered a report setting out a review of the work of the Panel in 2020-21, for submission to Full Council. Richard Block, Assistant Director for Corporate and Improvement Services, introduced the report. The Panel had had a very busy year focusing on the response to Covid and the subsequent recovery. There had been a notable increase in the number of recommendations made to Cabinet.

The Panel commended the report, which it considered was very well written. The Panel thanked the previous Chair and members of the Panel, and the officers who supported the Panel for their respective contributions.

*RECOMMENDED TO COUNCIL* that the Annual Scrutiny report 2020-21 be approved.

### **309. Work Programme**

The Panel received a report setting out the Work Programme for the 2021-22 municipal year.

The Chair explained that the meeting of 17 August 2021 currently had no substantive business listed. It had been suggested at the meeting of Chair and Group Spokes that an item on the Town Deal was a possible item of business for this meeting. He suggested that the Panel could look at the following issues in respect of the Town Deal:-

- Programme delivery and the responsibilities of Colchester Borough Council, timescales and resource impacts.
- Measuring the positive or negative impacts of delivering the Youth Zone project and the provision made for youth within the project.

In discussion the Committee indicated its broad support for the proposal that the Town Deal be scrutinised. It was suggested that there was not a detailed understanding across the Council of the Town Deal and the structures surrounding it, nor of the process by which the funding allocated to Colchester had been agreed by Government. It would also be useful to gain greater clarity over how the project interlinked with other Council projects and initiatives. It was suggested that there had been a lack of transparency over the way the Town Deal had been established and in how the projects had been assessed and that this had contributed to the lack of clarity. The Panel considered that this was a project that fell within their terms of reference.

Similarly on the Youth Zone it considered that there was a need for greater clarity and understanding on the project, its costs, the sources of funding and the potential benefits that could arise, so that it could make recommendations to Cabinet.

Richard Block, Assistant Director for Corporate and Improvement Services, stressed that the Council was at a very early stage in its role in the Town Deal. Business cases on the first phase of projects were at an early stage and so at this stage an exploratory overview as was being suggested by the Panel was appropriate. In response the Chair acknowledged that what was being proposed was high level, rather than examining the details of specific projects.

It was also suggested that it would be useful for some members of the Town Deal Board, including the Chair, to be invited to attend the meeting. In particular it would be useful to hear from representatives of Essex County Council who could address issues around youth provision. It was appreciated that in view of the short notice and the time of year it could be difficult to secure this.

*RESOLVED* that:-

- (a) The Work Programme for 2021-22 be approved;
- (b) An additional item on the Town Deal be added to the meeting on 17 August 2021. This item to be high level, strategic scrutiny focusing on:
  - Programme delivery and structure of the Town Deal including the role and responsibilities of Colchester Borough Council, and also looking at timescales and resource impacts.
  - The provision made for youth within the Town Deal project.

## Scrutiny Panel

Item  
**10**

17<sup>th</sup> August 2021

<b>Report of</b>	<b>Assistant Director Place and Client Services</b>	<b>Author</b>	<b>Matthew Brown</b>
<b>Title</b>	<b>Colchester Town Deal</b>		<b>507348</b>
<b>Wards affected</b>	All wards affected		

### 1. Executive Summary

- 1.1 This report provides an update focussing on:
- Programme delivery and structure of the Town Deal including the role and responsibilities of Colchester Borough Council, and also looking at timescales and resource impacts.
  - The provision made for Youth within the Town Deal project.

### 2. Action Required

- 2.1 The Panel is asked to consider the Town Deal programme including the role of Colchester Borough Council as the 'Accountable Body', the role of the 'We Are Colchester' independent Town Deal board, and the processes undertaken to prepare projects being progressed under this scheme.
- 2.2 The Panel has asked Officers to provide an overview of the Council's role in the Town Deal process. The panel has requested visibility of the plans to date, noting that the Youth Provision element of Town Deal is not yet prepared and will be developed at business case.

### 3. Reason for Scrutiny

- 3.1 The Panel wish to scrutinise the Programme delivery and structure of the Town Deal including the role and responsibilities of Colchester Borough Council, looking at timescales and resource impacts in addition to the independent We Are Colchester Town Deal Board decision to allocate a reduced amount funding to Youth Provision and to understand the justification for alternative proposals.

### 4. Background Information

- 4.1 Colchester prepared and submitted its Town Investment Plan ('TIP') to Government in October 2020. This document was prepared thoughtfully with significant and appropriate engagement and consultation with residents and businesses. The TIP sets out a very clear statement of intent for our Town and will help to attract wider and long-term investment in Colchester.
- 4.2 The Town Deal Board (see [Terms of reference · Colchester Borough Council](#)) is an independent body, constituted January 2020 and makes all decisions in the leadership of and governance of the Town Deal programme. The Board serves to ensure the wider 25-year vision articulated in the TIP, and extending beyond the March 2026 deadline for spend of the Town Deal is realised.
- 4.2 Colchester was offered Heads of Terms for agreement by government in March 2021 – involving an £18.2m funding award. Colchester Borough Council (as Accountable Body) and the We Are Colchester Board fully considered and accepted the terms offered within the prescribed time window laid down by government.
- 4.3 It should be noted that the reduced Heads of Terms offer for Colchester is consistent with similar reductions for a significant number of other Towns. Recognising that the £18.2m award was smaller than the £25m bid value, a process of prioritisation was required; led by the We Are Colchester Board, and facilitated by Officers, this being required prior to formal submission of our project confirmations to Ministry of Housing, Communities and Local Government (MHCLG) on 14<sup>th</sup> June 2021.
- 4.4 Recognising this £6.8m shortfall, Town Deal Board agreed to retain and remain committed to all the projects and activities contained in the Town Investment Plan, due to their coherence as a package, and the longer timescale of our vision and strategy to 2045 rather than the 31<sup>st</sup> March 2026 spend window for Towns Fund monies.
- 4.5 The Board established 4 criteria to be applied equally to all projects in the programme;
- assess the project impact against delivering overall programme objectives.
  - keeping these broad objectives in mind, balancing reducing project costs across the piece (not 'salami slicing' where it reduces value or ability of the project to deliver outcomes) against keeping in each project area as a whole.
  - assess the likelihood of the project attracting additional funding in the future.
  - assess the wider investment the project leverages i.e. commercial income, return on investment, other grants secured.
- 4.6 Applying this rationale, the following decisions were made at the Board meeting 8<sup>th</sup> June 2021 and formed the basis of the submission made to government on 14<sup>th</sup> June 2021:

Theme	Project inc. "FASTTRACK"		Initial Ask	Confirmed
Transformed Youth Facilities	01 Improved Youth Provision		£2,100,000	£1,000,000
	02 Townhouse Youth Centre		£320,000	£320,000

Town Centre	03 Vineyard Gateway		£1,000,000	£595,800
	04 Essex County Hospital <b>FAST</b>		£500,000	£500,000
	05 Balcerne Gate Phase 2		£1,100,000	£1,100,000
	06 Jumbo <b>FAST</b>		£1,000,000	£1,000,000
	07 Holy Trinity Church <b>FAST</b>		£517,000	£517,000
	08 Holy Trinity Square		£500,000	£500,000
	09 Kerbless & Green streets		£1,500,000	£290,000
Heart of Greenstead	10 Tamarisk Way		£6,000,000	£6,000,000
	11 Big Bikes (Greenstead)		£400,000	£327,200
	12 Liveable Neighbourhood Greenstead		£300,000	£300,000
Digital Connectivity	13 5G <b>FAST</b>		£1,500,000	£1,000,000
	14 Wilson Marriage Digital Skills Hub		£900,000	£900,000
	15 Digital Working Hub <b>FAST</b>		£1,000,000	£900,000
Physical Connectivity	16 Town Cen to Greenstead & Uni		£2,950,000	£2,950,000
	17 Liveable Neighbourhoods		£2,100,000	£0
	18 St Botolph's Roundabout		£1,313,000	£0
<b>Totals</b>			<b>£25,000,000</b>	<b>£18,200,000</b>

#### **Rationale to project prioritisation above including Youth theme:**

- 4.7 Several of the projects have the possibility of drawing down alternative funding to replace the lost MHCLG funding. This configuration of projects delivers the strongest possible overall package of impacts/benefits and maintains all the strands and intervention priorities in the programme in a cohesive package, recognised as a key strength of our programme by Government.
- 4.8 In terms of the leveraged funding; compared to the original £25m bid and package of projects, the reduced £18.2m package which represents only 72.8% of the original funding 'ask', retains some 79.5% of the leveraged funding we would have achieved with a full £25m award.
- 4.9 In the original Town Investment Plan, an 'Onside' Youth Zone was included as an example of the type of scheme which may be used to improve youth provision in Colchester.
- 4.10 However, this was always subject to the scheme being achievable within specific parameters. At the point of completing the prioritisation assessment described above, three key factors posed a significant risk to the viability of a Youth Zone as the model to be progressed, notably:

- No site could be identified which is available and/or the council has control of, and which meets OnSide's specific criteria.
- Tangible commitment to the ongoing annual revenue support cost of £400k PA has not been forthcoming from strategic partners.
- Essex County Council rather than the Borough Council are the statutory provider of youth provision in Essex.

4.11 Therefore, the project in its originally anticipated form is not immediately proceeding, due to risks identified above coupled with the requirement on Town Deal Board to make the funding envelope work whilst maintaining focus on all the agreed projects, however it remains in the TIP, and the Town Deal Board are amenable to revisit the Youth Zone option if the issues identified above (notably the funding) can be overcome. At present the obstacles are too great to ensure that a viable Business Case for a Youth Zone could be completed by the required date of BC submission in Spring 2022.

4.12 However there remains a commitment to achieving stated skills development / employment outcomes through a range of targeted, locally based enhanced facilities and delivery (to be developed at business case) for young people, optimising opportunities for increased partnership working between Essex Youth Service and the voluntary sector. The programme will also maximise the opportunities of some of the other Town Deal projects, for example 'Digital Working hub' to provide opportunities to inspire young people. Meanwhile, the exploration of funding opportunities for a Youth Zone would continue to be explored with partners.

4.13 The programme team are now supporting sponsors and owners of the 5 umbrella themes to mobilise and begin project work. These themes are:

- Transformed Youth Facilities
- Town Centre
- Heart of Greenstead
- Digital Connectivity
- Physical Connectivity.

Sixteen individual specific projects sit within these themes, and most of the umbrellas have either now had their kick-off meeting with the project sponsor and owner, or they are planned to be held August 2021.

4.14 MHCLG have recently advised that all towns will be given initial up-front funding at 5% of their total Heads of Terms award. For Colchester this is £910,000 and it will be deployed very shortly to enable project feasibility work to commence promptly.

4.15 A proportional approach to developing business cases is being applied; feasibility and viability work for those projects with the largest budgets, and highest



risk/complexity/dependencies being started first and completed to a more highly detailed level, these being the 'Heart of Greenstead' and 'Town Centre' umbrella programmes which together make up around 2/3 of the total programme financial envelope

- 4.16 This initial feasibility work will enable projects to establish outline design and/or outline planning (in the more complex projects) which will include consultation and provide proof of support needed from key agencies such as highways, planning, Historic England, Business Improvement District, residential/commercial premises close to the planned schemes and wider consultees.
- 4.17 This work will also provide greater cost certainty – vital to underpin the business cases.
- 4.18 The target to complete business cases is around February 2022, to allow for quality assurance, Section 151 officer approval, Town Deal Board and then submission to Government April 2022.

## **5. Equality, Diversity and Human Rights implications**

- 5.1 Consideration will be given to equality and diversity issues in respect of individual schemes, initiatives and projects that contribute to the delivery of the Town Investment Plan through the development of the specific business cases (projects and programmes).
- 5.2 Colchester Borough Council will require all partners preparing business cases for specific projects to prepare Equality Impact Assessments as part of developing and implementing specific project activities within the programme, and the Council will have due regard to its Public Sector Duty continuing to work to tackle discrimination and inequality and help to create a fairer society, improve housing choice and social mobility (including for protected groups).

## **6. Standard References**

- 6.1 There are no consultation or publicity considerations; or financial; community safety; health and safety or risk management implications of this review.

## **7. Strategic Plan References**

- 7.1 The following Strategic Plan References are relevant to the Town Investment Plan:

**Growing a fair economy so everyone benefits:**

- Ensure our borough becomes stronger post Covid-19 by supporting businesses to recover, adapt and build resilience.
- Work with partners to facilitate a high skill, high wage, low carbon workforce.
- Work with our partners to enable Colchester town centre to be more vibrant, resilient, and adaptable to future change.
- Tackle local skills shortages working with businesses, University of Essex, Colchester Institute, and other partners.

**Work with partners to deliver a shared vision for a vibrant town:**

- Work with partners to deliver a shared vision for a vibrant town.
- Continue to regenerate Colchester Town Centre using Council assets, aligned private investment, the Town Deal and Town Investment Plan.

**Create an environment that attracts inward investment to Colchester and help businesses to flourish:**

- Ensure our strategy for inclusive economic growth supports the ambitions outlined in the North Essex Growth Strategy, the Local Industrial Strategy, and our Town Deal.
- Ensure a good supply of employment land and premises to attract new businesses and allow existing firms to expand and thrive.
- Ensure the Council's assets continue to contribute to economic growth and opportunity.

**Appendices:** None.

**Background Papers:** Refer to July 2021 cabinet report on Town Deal.

## Cabinet

Item  
**8(i)**

7<sup>th</sup> July 2021

<b>Report of</b>	<b>Assistant Director Place and Client Services</b>	<b>Author</b>	<b>Matthew Brown</b> ☎ 507348
<b>Title</b>	<b>Colchester Town Deal</b>		
<b>Wards affected</b>	All wards affected		

### 1. Executive Summary

- 1.1 This report provides an update to Cabinet on Colchester's 'We are Colchester' / Town Deal programme following the confirmation of Colchester's funding award in March 2021 and subsequently entering a 'Heads of Terms' agreement with Government.
- 1.2 Colchester has already received an 'accelerated' £1m Town Deal funding which has enabled two key public realm schemes at St Nicholas Square and Balcerne Gate to proceed; these are now entering their final design and construction stages. This report concerns the remaining £18.2m award, including the process of developing business cases, and finally moving to project delivery.
- 1.3 The projects within the Town Investment Plan (TIP) were developed and selected carefully and thoughtfully with significant engagement and consultation with residents and businesses. The TIP sets out a very clear statement of intent for our Town and will help to attract wider and long-term investment in Colchester. The projects in the TIP were outlined in the Cabinet report 10<sup>th</sup> March 2021 so for expediency details of the specific projects are not replicated here.
- 1.4 Following the announcement of the £18.2m award in March 2021, the Town Deal Board facilitated by the Town Deal programme team have undertaken a process to prioritise and then confirm all the projects in the programme. The programme team have recently (14<sup>th</sup> June 2021) prepared and issued the final confirmation of projects to Government, which is formally required 2 months following the issue of signed Heads of Terms. The projects will now go forward towards the development of business cases.
- 1.5 Summaries of all the projects have been confirmed to MHCLG. Next, we will;
  - Develop detailed business cases for agreed 'fast track' projects: Summer 2021 to Winter 2022. These are projects which are 1. already close to delivery or 2. fairly straightforward for example not requiring planning permission or further detailed work or 3. part of or contributing funding into existing or external schemes and initiatives.
  - Develop detailed business cases for remaining (standard track) projects, including ongoing further engagement augmented by planning considerations: Summer 2021 to Spring 2022.

- Draw down funding and move to delivery and implementation phase of all projects: Spring 2022 to Spring 2026.

## **2. Recommended Decisions**

### **2.1 It is recommended that Cabinet:**

- a) Notes the final list of projects and their financial parameters (see 5.5 below) including noting those projects which are confirmed within the programme as 'Fast Track', and further noting those projects which will not be funded within the reduced Town Deal funding envelope.
- b) Further notes the approach to retaining all projects within the Town Investment Plan and seeking further future funding opportunities to enable these to progress later on.
- c) Agrees to the principle that the work in remainder of 2021-2022 financial year to develop business cases for all projects is undertaken 'at risk' i.e. before the first payment from Government which is anticipated April 2022; noting that we will gain further surety from Government in coming months; reducing risk as this work progresses through business case development.
- d) Confirms Colchester Borough Council's ongoing commitment to the Town Deal Programme in the role of Accountable Body, including contributing to and overseeing the development of a suite of business cases that build on the project concepts that were submitted within the Town Investment Plan; throughout 2021-2022, and its ongoing role as secretariat to Town Deal Board.

## **3. Reason for Recommended Decision**

- 3.1 Approval to proceed to the next phase of the 'We are Colchester' programme including the development of business cases will enable the programme to draw down the funding from Government and move the projects into delivery. This programme will greatly boost Colchester's opportunities to realise its economic development, place-making, inward investment, and regeneration ambitions now and on a long-term basis, through delivery of a specific programme of coherent, targeted interventions.

## **4. Alternative Options**

- 4.1 No alternative options have been presented to Cabinet. Town Deal is recognised as a once in a generation opportunity for Colchester, and there are no other current or anticipated sources of funding and investment of comparable size and scope. Some of the interventions included in the Town Investment Plan see Town Deal as the funder of last resort as they are unlikely to attract suitable investment from other sources; and cannot be funded within the Council's resources, particularly in the light of the current financial situation arising from the Covid-19 pandemic.

## 5. Background Information

- 5.1 In response to the Government's Town Deal Programme; see <https://www.gov.uk/government/publications/towns-fund-prospectus> Colchester was one of 101 English towns invited to prepare and submit a Town Investment Plan (TIP) and bid for up to £25m. In response, Colchester Borough Council (CBC) with Essex County Council and others established a 'We are Colchester' (Town Deal) programme and board. The TIP for Colchester was submitted to Government on 29<sup>th</sup> October 2020, and an £18.2m award was made to Colchester in March 2021. The TIP covers just the wider urban area of Colchester; population 136,300.
- 5.2 The Town Deal Programme and thus our TIP was required to reflect six specific intervention themes prescribed by Ministry of Housing, Communities and Local Government, these being: 1) Local transport, 2) Digital connectivity, 3) Urban regeneration, planning and land use, 4) Arts, culture, and heritage, 5) Skills infrastructure, 6) Enterprise infrastructure.
- 5.3 The 'We are Colchester' (Town Deal) programme was established and formally launched in January 2020, comprising of a board; chaired by an independent person and representing key organisations and stakeholders, supported by an Advisory Group and Assemblies, with further key organisations and interests represented. The programme developed a vision which was designed to provide a platform for strategic intervention at a scale which will achieve transformation, whilst complimenting local economic and place-making activity which the partners deliver.

### **Town Investment Plan (TIP) Approach: summary of projects and approach to project prioritisation in the light of lower offer (£18.2m from £25m)**

- 5.4 Following the announcement of the award in March 2021, the Town Deal Board with the support of the programme team and officers have developed plans to cater for the lower £18.2m award (from the £25m original grant submission). Recognising this £6.8m shortfall, Town Deal Board agreed to retain and remain committed to all the projects and activities contained in the Town Investment Plan, due to their coherence as a package, and the longer timescale of our vision and strategy to 2045 rather than the 31<sup>st</sup> March 2026 spend window for Towns Fund monies.
- 5.5 The board established 4 criteria to be applied equally to all projects in the programme;
- a) assess the project impact against delivering overall programme objectives.
  - b) keeping these broad objectives in mind, balancing reducing project costs across the piece (not 'salami slicing' where it reduces value or ability of the project to deliver outcomes) against keeping in each project area as a whole.
  - c) assess the likelihood of the project attracting additional funding in the future.
  - d) assess the wider investment the project leverages i.e. commercial income, return on investment, other grants secured.

Applying this rationale, the following decisions were made at the Town Deal board meeting 8<sup>th</sup> June 2021 and formed the basis of the submission made to Government on 14<sup>th</sup> June 2021:

Theme	Project inc. "FASTTRACK"		Initial Ask	Confirmed
Transformed Youth Facilities	01 Improved Youth Provision		£2,100,000	£1,000,000
	02 Townhouse Youth Centre		£320,000	£320,000
Town Centre	03 Vineyard Gateway		£1,000,000	£595,800
	04 Essex County Hospital <b>FAST</b>		£500,000	£500,000
	05 Balcerne Gate Phase 2		£1,100,000	£1,100,000
	06 Jumbo <b>FAST</b>		£1,000,000	£1,000,000
	07 Holy Trinity Church <b>FAST</b>		£517,000	£517,000
	08 Holy Trinity Square		£500,000	£500,000
	09 Kerbless & Green streets		£1,500,000	£290,000
Heart of Greenstead	10 Tamarisk Way		£6,000,000	£6,000,000
	11 Big Bikes (Greenstead)		£400,000	£327,200
	12 Liveable Neighbourhood Greenstead		£300,000	£300,000
Digital Connectivity	13 5G <b>FAST</b>		£1,500,000	£1,000,000
	14 Wilson Marriage Digital Skills Hub		£900,000	£900,000
	15 Digital Working Hub <b>FAST</b>		£1,000,000	£900,000
Physical Connectivity	16 Town Cen to Greenstead & Uni		£2,950,000	£2,950,000
	17 Liveable Neighbourhoods		£2,100,000	£0
	18 St Botolph's Roundabout		£1,313,000	£0
<b>Totals</b>			<b>£25,000,000</b>	<b>£18,200,000</b>

#### **Rationale to project prioritisation above:**

- 5.6 Several of the projects have the possibility of drawing down alternative funding to replace the lost MHCLG funding. This configuration of projects delivers the strongest possible overall package of impacts/benefits, and maintains all the strands and intervention priorities in the programme in a cohesive package, recognised as a key strength of our programme by Government.
- 5.7 In terms of the leveraged funding; compared to the original £25m bid and package of projects, the reduced £18.2m package which represents only 72.8% of the original funding 'ask', retains some 79.5% of the leveraged funding we would have achieved with a full £25m award.
- 5.8 Youth Zone as a project in its originally anticipated form is not immediately deliverable due to significant revenue and capital challenges and following the decision of the Town Deal Board to exclude it. However this has been mitigated by a commitment to achieving stated skills development/employment outcomes through a range of targeted, locally based enhanced facilities and delivery (to be developed at business case), optimising

opportunities for increased partnership working between Essex Youth Service and the voluntary sector, and also maximising the opportunities of some of the other Town Deal projects, for example 'Digital Working hub' to provide opportunities to inspire Young People. The Council will continue to investigate other funding options with stakeholders for the project to proceed.

- 5.9 Similarly; active travel projects have been prioritised reflecting the reduced final financial envelope. One scheme; the Town Centre-Greenstead and University cycle remains in the £18.2m package due to its significance and value alongside the Greenstead regeneration programme, and other related investments such as the East-West town centre cycle route which already has separate funding secured. The remaining active travel projects, whilst currently unfunded will remain in the TIP and may form the basis of future funding bids for example to the 'Levelling Up' fund.

## **6. Equality, Diversity and Human Rights implications**

- 6.1 Consideration will be given to equality and diversity issues in respect of individual schemes, initiatives and projects that contribute to the delivery of the Town Investment Plan through the development of the specific business cases (projects and programmes).
- 6.2 Colchester Borough Council will require all partners preparing business cases for specific projects to prepare Equality Impact Assessments as part of developing and implementing specific project activities within the programme, and the Council will have due regard to its Public Sector Duty continuing to work to tackle discrimination and inequality and help to create a fairer society, improve housing choice and social mobility (including for protected groups).

## **7. Strategic Plan References**

- 7.1 The following Strategic Plan References are relevant to the Town Investment Plan:

### **Growing a fair economy so everyone benefits:**

- Ensure our borough becomes stronger post Covid-19 by supporting businesses to recover, adapt and build resilience.
- Work with partners to facilitate a high skill, high wage, low carbon workforce.
- Work with our partners to enable Colchester town centre to be more vibrant, resilient, and adaptable to future change.
- Tackle local skills shortages working with businesses, University of Essex, Colchester Institute, and other partners.

### **Work with partners to deliver a shared vision for a vibrant town:**

- Work with partners to deliver a shared vision for a vibrant town.
- Continue to regenerate Colchester Town Centre using Council assets, aligned private investment, the Town Deal and Town Investment Plan.

### **Create an environment that attracts inward investment to Colchester and help businesses to flourish:**

- Ensure our strategy for inclusive economic growth supports the ambitions outlined in the North Essex Growth Strategy, the Local Industrial Strategy, and our Town Deal.
- Ensure a good supply of employment land and premises to attract new businesses and allow existing firms to expand and thrive.
- Ensure the Council's assets continue to contribute to economic growth and opportunity.

## **8. Consultation**

- 8.1 The Town Investment Plan has been developed following full consultation with each of the Councils at both Member and officer level, with the board, and its advisory group. In parallel, a series of wider consultations took place. These included a physical assembly with over 100 attendees in March 2020, specific online surveys and focus groups, discussions with businesses, discussion with BID board, local authority and further and higher education representatives.
- 8.2 As specific initiatives and interventions are developed to Business Cases within the overall Town Investment Plan, further consultation will be undertaken for these projects as appropriate.

## **9. Publicity Considerations**

- 9.1 None specific to this report. The Town Deal programme is subject to a communications and engagement plan which includes publicity, branding, etc.

## **10. Financial implications**

- 10.1 To date, the costs of developing the Town Investment Plan, providing the secretariat function to Town Deal Board, engagement/communications and wider associated work undertaken has been enabled primarily via £173k 'capacity funding' awarded by Ministry of Housing, Communities and Local Government (MHCLG) to Colchester Borough Council at the point of commencing development of our Town Investment Plan. This has recently been supplemented by a further £40k award from MHCLG.
- 10.2 The projects and programmes within the Town Deal programme will draw down appropriate and foreseeable development and design costs and professional fees as part of the individual project elements overall budget, thus they will not incur any additional and unplanned revenue budget pressures to Colchester Borough Council and partners. Similarly, any further costs associated with providing overall programme management, the secretariat function to Town Deal Board, and ongoing engagement/communications to residents and businesses have been built into the detailed programme budgets; and will be met and fully recovered from within the £18.2m Town Deal award; incurring no cost to Colchester Borough Council. Where a project will require 'over and above' project management and facilitation/support, a revenue allocation has been allowed within the



Town Deal award; avoiding placing additional pressure on existing staff to deliver these projects.

- 10.3 Taken as a whole, the Town Deal programme (i.e., across all projects, and noting the draw-down for programme overheads as explained above) achieves 91% capital and 9% revenue; this being within the minimum 90% capital and maximum 10% revenue thresholds permitted by MHCLG. Some of the professional fees associated with developing projects to planning application have been treated as capitalised revenue (i.e., capital) for the purposes of the programme.
- 10.4 As part of the next stages work of developing full business cases; full consideration will be given to the ongoing revenue implications of for example the maintenance and management of physical assets created through this programme, notably enhanced public realm and green infrastructure.

## **11. Health, Wellbeing and Community Safety Implications**

- 11.1 There are no specific implications but generally the proposal aims to promote positive health and well-being for our residents, and this policy theme features prominently in several the programme interventions being developed. The 'We are Colchester' board, advisory group and groups preparing specific projects include representation from the Health Sector, 'One Colchester' Partnership, Colchester Borough Council's communities team and a number of other bodies with responsibility and focus on health and wellbeing including links to the Sport England funded Local Delivery Pilot.

## **12. Health and Safety Implications**

- 12.1 There are no specific concerns at this stage of the development of the Town Investment Plan. Risk will be identified and assessed at individual project level and addressed at that stage.

## **13. Risk Management Implications**

- 13.1 No implications are identified at this stage. Risk will be assessed at individual project level and addressed at that stage.

## **14. Environmental and Sustainability Implications**

- 14.1 Environmental and sustainability considerations are considered of paramount importance and are a cross-cutting theme within the Town Investment Plan. As specific projects and interventions within this programme are developed to business case, each will be

considered in relation to the Climate Emergency Action Plan to ensure that the Council's climate change, environmental and sustainability ambitions and policies are actively addressed and promoted throughout the development of specific projects and programmes.

**Appendices:** None.

**Background Papers:** None.

17 August 2021

Report of	Assistant Director – Corporate and Improvement Services	Author	Owen Howell ☎ 282518
Title	Work Programme 2021-22		
Wards affected	Not applicable		

## 1. Executive Summary

- 1.1 This report sets out the current Work Programme 2021-2022 for the Scrutiny Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.

## 2. Action Required

- 2.1 The Panel is asked to consider and approve the contents of the Work Programme for 2021-2022.

## 3. Background Information

- 3.1 The Panel's work programme evolves as the Municipal Year progresses and items of business are commenced and concluded. At each meeting the opportunity is taken for the work programme to be reviewed and, if necessary, amended according to current circumstances. The draft work programme for 2021-22 is appended to this report. This contains the items which are reviewed each year by the Panel.
- 3.2 The Forward Plan of Key Decisions is included as part of the work programme for the Scrutiny Panel, and this is included an **Appendix A**.

## 4. Standard References

- 4.1 There are no particular references to publicity or consultation considerations, or financial, equality, diversity, human rights, community safety, health and safety, environmental and sustainability or risk management implications.

## 5. Strategic Plan References

- 4.1 Scrutiny and challenge is integral to the delivery of the Strategic Plan 2020-2023 priorities and direction for the Borough as set out under the strategic themes of:
- [Tackling the climate challenge and leading sustainability](#)
  - [Creating safe, healthy and active communities](#)
  - [Delivering homes for people who need them](#)
  - [Growing a fair economy so everyone benefits](#)
  - [Celebrating our heritage and culture](#)

- 4.2 The Council recognises that effective local government relies on establishing and maintaining the public's confidence, and that setting high standards of self-governance provides a clear and demonstrable lead. Effective governance underpins the implementation and application of all aspects of the Council's work.

## **Appendices**

Appendix A – Scrutiny Panel Work Programme, 2021-22

Appendix B – Forward Plan of Key Decisions: 1 June 2021 – 30 September 2021

**Work Programme for 2021/22**

Scrutiny Panel meeting – <b>8 June 2021</b>
Scrutiny Panel Chairman's briefing – <b>3 June 2021</b>
1. Work Programme 2021-22
Scrutiny Panel meeting – <b>20 July 2021</b>
Scrutiny Panel Chairman's briefing – <b>15 July 2021</b>
1. Year End 2020/21 Performance Report and Strategic Plan Action Plan 2018-21 2. Budget Strategy and Transformation Programme 3. Annual Scrutiny Report 4. Work Programme 2021-22
Scrutiny Panel meeting - <b>17 August 2021</b>
Scrutiny Panel Chairman's briefing – <b>12 August 2021</b>
1. Town Deal 2. Work Programme 2021-22
Scrutiny Panel (Crime and Disorder Committee) - <b>14 September 2021</b>
Scrutiny Panel Chairman's briefing – <b>9 September 2021</b>
1. Safer Colchester Partnership (Crime and Disorder Committee) 2. Work Programme 2021-22
Scrutiny Panel – <b>12 October 2021</b>
Scrutiny Panel Chairman's Briefing – <b>7 October 2021</b>
1. Portfolio Holder Briefing [Panel to decide which] 2. Review of Colchester Borough Homes: 2020-21 Performance 3. Local Council Tax Support – Year 2022/23 4. Budget Strategy for 2022-23 5. Work Programme 2021-22
Scrutiny Panel meeting - <b>9 November 2021</b>
Scrutiny Panel Chairman's briefing – <b>4 November 2021</b>
1. Portfolio Holder Briefing [Panel to decide which] 2. Work Programme 2021-22
Scrutiny Panel meeting - <b>14 December 2021</b>
Scrutiny Panel Chairman's briefing – <b>9 December 2021</b>
1. Portfolio Holder Briefing [Panel to decide which] 2. Half Year 2021-22 Performance Report & Strategic Plan Action Plan progress 3. Budget Strategy for 2022-23 4. Work Programme 2021-22

<b>Scrutiny Panel meeting - 25 January 2022</b>
<b>Scrutiny Panel Chairman's briefing – 20 January 2022</b>
<ol style="list-style-type: none"> <li>1. Portfolio Holder Briefing [Panel to decide which]</li> <li>2. 2022-23 Revenue Budget, Capital Programme, Medium Term Financial Forecast and Treasury Management Investment Strategy</li> <li>3. Housing Revenue Accounts Estimate and Housing Investment Programme</li> <li>4. Corporate Key Performance Indicator Targets for 2022-23</li> <li>5. Colchester Borough Homes: Key Performance Indicator Targets for 2022-23</li> <li>6. Work Programme 2021-22</li> </ol>
<b>Scrutiny Panel (Crime and Disorder Committee) - 15 February 2022</b>
<b>Scrutiny Panel Chairman's briefing – 10 February 2022</b>
<ol style="list-style-type: none"> <li>1. Safer Colchester Partnership (Crime and Disorder Committee)</li> <li>2. Work Programme 2021-22</li> </ol>
<b>Scrutiny Panel meeting– 15 March 2022</b>
<b>Scrutiny Panel Chairman's briefing – 10 March 2022</b>
<ol style="list-style-type: none"> <li>1. Portfolio Holder Briefing [Panel to decide which]</li> <li>2. Reports from Arts Organisations (Mercury, The Arts Centre, FirstSite)</li> </ol>

# COLCHESTER BOROUGH COUNCIL

## FORWARD PLAN OF KEY DECISIONS 1 September 2021 – 31 December 2021

During the period from 1 September 2021 – 31 December 2021\* Colchester Borough Council intends to take 'Key Decisions' on the issues set out in the following pages. Key Decisions relate to those executive decisions which are likely to either:

- result in the Council spending or saving money in excess of £500,000; or
- have a significant impact on communities living or working in an area comprising two or more wards within the Borough of Colchester.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. Any questions on specific issues included on the Plan should be addressed to the contact name specified in the Plan. General queries about the Plan itself should be made to Democratic Services (01206) 507832 or email [democratic.services@colchester.gov.uk](mailto:democratic.services@colchester.gov.uk)

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed and the documents listed on the Plan and any other documents relevant to each decision which may be submitted to the decision taker can be viewed free of charge although there will be a postage and photocopying charge for any copies made. *All decisions will be available for inspection on the Council's website, [www.colchester.gov.uk](http://www.colchester.gov.uk)*

If you wish to request details of documents regarding the 'Key Decisions' outlined in this Plan please contact the individual officer identified.

If you wish to make comments or representations regarding the 'Key Decisions' outlined in this Plan please submit them, in writing, to the Contact Officer highlighted two working days before the date of the decision (as indicated in the brackets in the date of decision column). This will enable your views to be considered by the decision taker.

Contact details for the Council's various service departments are incorporated at the end of this plan.

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If you need help with reading or understanding this document please telephone (01206) 282222 or textphone users dial 18001 followed by the full number that you wish to call and we will try to provide a reading service, translation or other formats you may need.

\*The Forward Plan also shows decisions which fall before the period covered by the Plan but which have not been taken at the time of the publication of the Plan.

KEY DECISION REQUIRED	DOES DECISION INCLUDE EXEMPT INFORMATION (or information defined by the Government as Confidential)	DATE OF DECISION or PERIOD DECISION TO BE TAKEN	DECISION MAKER (title and name, including Cabinet, portfolio holders and officers) – details of decision makers correct at time of publication	DOCUMENTS SUBMITTED OR TO BE SUBMITTED TO DECISION TAKER TO CONSIDER (and from where they are available)	CONTACT DETAILS FROM WHICH DOCUMENTS CAN BE OBTAINED (name of the authors of the reports)
Local Full Fibre Network (LFFN) Operation Model	Yes	1 September 2021	Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Andrew Tyrrell Client and Business Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a>
Inequalities funding from East Suffolk and North Essex NHS Foundation Trust and Clinical Commissioning Group	No	1 September 2021	Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Michelle Tarbun Group Manager - Wellbeing and Prevention 07890 397164 <a href="mailto:michelle.tarbun@colchester.gov.uk">michelle.tarbun@colchester.gov.uk</a>



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<b>Award of the Contract for the Construction of the Renewable Heat Network Energy Centre and at the Northern Gateway</b>	Yes	September 2021	Portfolio Holder for Resources, Councillor Lissimore  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report with not for publication appendix	Andrew Tyrrell Client and Business Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a>
<b>Award of contract for Asbestos Surveys to Housing and Corporate Assets</b>	No	September 2021	Portfolio Holder for Housing and Planning, Councillor Ellis  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Geoff Beales Client Services Manager 01206 516504 <a href="mailto:Geoff.beales@colchester.gov.uk">Geoff.beales@colchester.gov.uk</a>

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Approval of Award of Contract for Replacement Windows and Doors	Yes	October 2021	Portfolio Holder for Housing and Planning, Councillor Ellis  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Clare Lawrance Client Asset Manager 01206 282506 <a href="mailto:Clare.lawrance@colchester.gov.uk">Clare.lawrance@colchester.gov.uk</a>
Creation of a new Solar PV Park and Micro Grid	No	13 October 2021	Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Andrew Tyrrell Client and Business Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a>

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<b>Town Deal Business Cases</b>	No	13 October 2021	Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Matthew Brown Economic Development Projects Manager 01206 507348 <a href="mailto:matthew.brown@colchester.gov.uk">matthew.brown@colchester.gov.uk</a>
<b>Officer Pay Policy</b>	No	17 November 2021	Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Jessica Douglas Strategic People and Performance Manager 01206 282239 <a href="mailto:jessica.douglas@colchester.gov.uk">jessica.douglas@colchester.gov.uk</a>

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<b>Housing Revenue Account Business Plan 2021 - 2051</b>	No	17 November 2021	Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report with draft HRA Business Plan	Geoff Beales Client Services Manager 01206 516504 <a href="mailto:Geoff.beales@colchester.gov.uk">Geoff.beales@colchester.gov.uk</a>
<b>Housing Revenue Account Fees and Charges 2022 – 2023</b> To agree the Housing Revenue Account fees and charges for 2022-2023	No	December 2021	Portfolio Holder for Housing and Planning, Councillor Ellis  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report, including appendices of charges	Geoff Beales Client Services Manager 01206 516504 <a href="mailto:Geoff.beales@colchester.gov.uk">Geoff.beales@colchester.gov.uk</a>

**CONTACT ADDRESSES  
FOR  
COLCHESTER BOROUGH COUNCIL**

**Adrian Pritchard, Chief Executive**  
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email: [adrian.pritchard@colchester.gov.uk](mailto:adrian.pritchard@colchester.gov.uk)

**Lindsay Barker, Strategic Director, Policy and Place**  
Rowan House, 33 Sheepen Road, Colchester CO3 3WG  
Tel: (01206) 507435  
Email: [Lindsay.barker@colchester.gov.uk](mailto:Lindsay.barker@colchester.gov.uk)

**Pamela Donnelly, Strategic Director, Customer and Relationships**  
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