

# COLCHESTER BOROUGH COUNCIL

## FORWARD PLAN OF KEY DECISIONS 1 October 2021 – 31 January 2022

During the period from 1 October 2021 – 31 January 2022\* 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)
<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>
<b>Approval of Award of Contract for Replacement Windows and Doors</b>	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>

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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	13 October 2021r	<p>Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report with not for publication appendix	<p>Andrew Tyrrell Client and Business Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a></p>
<b>City Status Bid</b>	No	13 October 2021	<p>Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Karen Turnbull Economic Development Officer 01206 282915 <a href="mailto:karen.turnbull@colchester.gov.uk">karen.turnbull@colchester.gov.uk</a></p>

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<b>Budget 2022/23 and Medium-term Financial Forecast</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	Paul Cook Head of Finance 01206 505861 <a href="mailto:paul.cookx@colchester.gov.uk">paul.cookx@colchester.gov.uk</a>
<b>Creation of a new Solar PV Park and Micro Grid</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	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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Officer Pay Policy	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>
Estate Regeneration Fund	Yes	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	Matthew Brown Economic Development Projects Manager 01206 507348 <a href="mailto:matthew.brown@colchester.gov.uk">matthew.brown@colchester.gov.uk</a>

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Levelling Up Fund	No	17 November 2021	<p>Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Matthew Brown Economic Development Projects Manager 01206 507348 <a href="mailto:matthew.brown@colchester.gov.uk">matthew.brown@colchester.gov.uk</a></p>
Housing Revenue Account Business Plan 2021 - 2051	No	17 November 2021	<p>Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report with draft HRA Business Plan	<p>Geoff Beales Client Services Manager 01206 516504 <a href="mailto:Geoff.beales@colchester.gov.uk">Geoff.beales@colchester.gov.uk</a></p>

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Approval of Fees and Charges	No	17 November 2021	<p>Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report, schedule of fees and charges	<p>Paul Cook Head of Finance 01206 505861 <a href="mailto:paul.cookx@colchester.gov.uk">paul.cookx@colchester.gov.uk</a></p>

<b>Membership of Parking Partnership Joint Committee, Lead Authority provider of services &amp; Essex County Council shared services.</b> <ul style="list-style-type: none"> <li>Deciding Colchester's Membership of the Joint Parking Committee (North Essex Parking Partnership).</li> <li>Deciding that Colchester will act as Lead Authority for this Partnership.</li> <li>Decide to discharge functions delegated by, enter into contracts and and provide operational services via the Partnership Agreement with the County Council</li> <li>Decide to provide shared services for the County Council.</li> </ul>	Yes	17 November 2021	<p>Cabinet (Cllrs Dundas, Crow, Ellis, Laws, Lissimore and B. Oxford)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report and draft agreement	<p>Rory Doyle Assistant Director, Environment 01206 507885 rory.doyle@colchester.gov.uk</p>
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<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>
<b>Town Deal Business Cases</b>	No	26 January 2022	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>

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<b>2022/23 General Fund Revenue Budget, Capital Programme and Medium-Term Financial Forecast –</b> Cabinet will consider the 2022/23 General Fund Revenue Budget and make a recommendation to Council.	No	26 January 2022	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	Paul Cook Head of Finance 01206 505861 <a href="mailto:paul.cookx@colchester.gov.uk">paul.cookx@colchester.gov.uk</a>
<b>Housing Revenue Account Estimates 2022/23</b>  To approve the HRA Estimates 2022/23	No	26 January 2022	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	Darren Brown Finance Manager (Business Partners) 01206 282891 <a href="mailto:darren.brown@colchester.gov.uk">darren.brown@colchester.gov.uk</a>

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<b>Housing Investment Programme 2022/23</b>  To approve the Housing Investment Programme 2022/23	No	26 January 2022	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	Darren Brown Finance Manager (Business Partners) 01206 282891 <a href="mailto:darren.brown@colchester.gov.uk">darren.brown@colchester.gov.uk</a>
<b>Business case for an in-house Grounds Maintenance delivery model</b>	No	26 January 2022	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 and business case	Rory Doyle Assistant Director, Environment 01206 507885 <a href="mailto:rory.doyle@colchester.gov.uk">rory.doyle@colchester.gov.uk</a>

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