

# COLCHESTER BOROUGH COUNCIL

## FORWARD PLAN OF KEY DECISIONS 1 March 2022 – 30 June 2022

During the period from 1 March 2022 – 30 June 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.

---

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)
Approval of Award of Contract for Replacement Windows and Doors	Yes	February 2022	Portfolio Holder for Housing and Planning, Councillor Ellis  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Ernie Gray Client Asset Manager 01206 282506 ernie.gray@colchester.gov.uk
Cultural Strategy	No	9 March 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	Claire Taylor Visitor and Cultural Services Manager 07506 754279 claire.taylor@colchester.gov.uk

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>Grounds Maintenance contract delivery model</b>	No	9 March 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 rory.doyle@colchester.gov.uk
<b>Request for delegated authority for the award of Housing Revenue Account contracts for the 2022/23 Housing Investment Programme financial year.</b>	No	9 March 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	Geoff Beales Client Services Manager 01206 516504 <a href="mailto:Geoff.beales@colchester.gov.uk">Geoff.beales@colchester.gov.uk</a>

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>Town Deal Business Cases</b>	Yes	9 March 2022	<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>Matt Sterling Strategic Economic Growth Manager <a href="mailto:matthew.sterling@colchester.gov.uk">matthew.sterling@colchester.gov.uk</a></p>
<b>Award of Contract for Asbestos Surveying</b>	Yes	9 March 2022	<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, including appendix showing tender evaluation	<p>Ernie Gray Client Asset Manager 01206 282506 <a href="mailto:ernie.gray@colchester.gov.uk">ernie.gray@colchester.gov.uk</a></p>

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 - Stairlifts</b>	Yes	9 March 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	Geoff Beales Client Services Manager 01206 516504 <a href="mailto:Geoff.beales@colchester.gov.uk">Geoff.beales@colchester.gov.uk</a>
<b>West End Sports Ground, Eudo Road</b> The report will request that Cabinet considers the future use of The West End Sports Ground at Eudo Road. It will present an option to lease part of the site as a sports facility which could then secure external investment to improve the site and provide additional income to cover costs of running the facility.	No	9 March 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 including a plan of site showing an area that could be leased.	Richard Block Assistant Director, Corporate and Improvement Services 01206 506825 <a href="mailto:richard.block@colchester.gov.uk">richard.block@colchester.gov.uk</a>

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>Council Company Business Plans</b>	Yes	9 March 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, draft CCHL Business Plan, draft not for publication subsidiary business plans	Andrew Tyrrell, Client and Business Manager 01206 282390 <a href="mailto:andrew.tyrrell@colchester.gov.uk">andrew.tyrrell@colchester.gov.uk</a>
<b>New Homes Bonus Allocations 2022/23</b>	No	9 March 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>

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)
Approval to complete the purchase of land/property at 'The Centre' Greenstead from Notting Hill Genesis, using funding received via the Estates Regeneration Fund	No	March 2022	Portfolio Holder for Resources, Councillor Sue Lissimore  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Daniel Barton Greenstead and Youth (Town Deal) Projects Manager 01206 282912: Daniel.Barton@colchester.gov.uk
Award of Contract for Replacement Telephony System	No	April 2022	Portfolio Holder for Resources, Cllr Lissimore, and the Assistant Director for Corporate and Improvement Services, under delegated authority from Cabinet.  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Kieran Johnston Strategic ICT Manager 07983 164744 <a href="mailto:Kieran.johnston@colchester.gov.uk">Kieran.johnston@colchester.gov.uk</a>

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 Renewal of Microsoft Licensing agreement</b>	No	April 2022	<p>Portfolio Holder for Resources, Cllr Lissimore, and the Assistant Director for Corporate and Improvement Services, under delegated authority from Cabinet.</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Kieran Johnston Strategic ICT Manager 07983 164744 <a href="mailto:Kieran.johnston@colchester.gov.uk">Kieran.johnston@colchester.gov.uk</a></p>
<b>Levelling Up Fund</b>	No	8 June 2022	<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>



## CONTACT DETAILS FOR COLCHESTER BOROUGH COUNCIL

**Adrian Pritchard, Chief Executive**

**Tel: (01206) 282211**

**email: [adrian.pritchard@colchester.gov.uk](mailto:adrian.pritchard@colchester.gov.uk)**

**Lindsay Barker, Strategic Director, Policy and Place**

**Tel: (01206) 507435**

**Email: [Lindsay.barker@colchester.gov.uk](mailto:Lindsay.barker@colchester.gov.uk)**

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

**Tel: (01206) 282712**

**email: [pamela.donnelly@colchester.gov.uk](mailto:pamela.donnelly@colchester.gov.uk)**

**Dan Gascoyne, Chief Operating Officer**

**Tel: (01206) 282294**

**email: [dan.gascoyne@colchester.gov.uk](mailto:dan.gascoyne@colchester.gov.uk)**

**Lucie Breadman, Assistant Director Communities Tel:**

**(01206) 282726**

**email: [lucie.breadman@colchester.gov.uk](mailto:lucie.breadman@colchester.gov.uk)**

**Richard Block, Assistant Director Corporate and Improvement Services**

**Tel: (01206) 506825**

**email: [richard.block@colchester.gov.uk](mailto:richard.block@colchester.gov.uk)**

**Rory Doyle, Assistant Director Environment**

**Tel: (01206) 507885**

**e-mail: [rory.doyle@colchester.gov.uk](mailto:rory.doyle@colchester.gov.uk)**

**Mandy Jones, Assistant Director Place and Client Services**

**Tel: (01206) 282501**

**email: [mandy.jones@colchester.gov.uk](mailto:mandy.jones@colchester.gov.uk)**

**Leonie Rathbone, Assistant Director Customers Tel: (01206) 507887**

**email: [leonie.rathbone@colchester.gov.uk](mailto:leonie.rathbone@colchester.gov.uk)**