

Report of Assistant Chief Executive

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Title Work Programme 2016-17

Wards affected Not applicable

1. Action Required

- 1.1 The Panel is asked to consider and comment on the 2016-17 Work Programme.

2. Alternative options

- 2.1 This function forms part of the Panel's Terms of Reference and, as such, no alternative options are presented.

3. Supporting Information

- 3.1 The Panel's work programme will evolve 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.
- 3.2 The Chairman of the Scrutiny Panel requested the inclusion of the Forward Plan of Key Decisions as part of the work programme for the Scrutiny Panel, and this is included an **Appendix A**.
- 3.3 Members of the Panel may wish to request items that could be included on the Work Programme for future meetings. As part of the scoping for suggested items members of the Panel may wish to identify particular objectives or request certain information to be included. To ensure that this can be incorporated in to the agenda item it is recommended that this is provided at the earliest opportunity.
- 3.4 Following the previous Scrutiny Panel meeting the Homelessness Strategy Progress Report and Delivery Plan 2015-2019 has been added to the November meeting, and Firstsite has been confirmed for the February meeting.

4. Strategic Plan References

- 4.1 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.

5. Standard References

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

Meeting date / agenda items and relevant portfolio
21 June 2016 <ol style="list-style-type: none"> 1. Call-in of Executive Decision – Gosbecks Archaeological Park Work Plan 2016-19 2. Financial Monitoring Report – End of Year 2015/16 3. Capital Expenditure Monitor – End of Year 2015/16
19 July 2016 <ol style="list-style-type: none"> 1. Year End 2015/16 Performance Report including progress on Strategic Plan Action Plan 2. Annual Scrutiny Report 3. 2017/18 Budget Strategy, Medium Term Financial Forecast and Budget Timetable 4. Treasury Management – Annual Report 2015/16
23 August 2016 <ol style="list-style-type: none"> 1. Staff Survey 2. Questions to Bus Companies in Colchester
20 September 2016 (Crime and Disorder Committee) <ol style="list-style-type: none"> 1. Safer Colchester Partnership (Crime and Disorder Committee) (Planning and Community Safety)
21 September 2016 <ol style="list-style-type: none"> 1. Colchester Waste Collection Strategy
8 November 2016 <ol style="list-style-type: none"> 1. Local Council Tax Support – Year 16/17 2. 2016-17 Revenue Monitor, period April – September 3. 2016-17 Capital Monitor, period April – September 4. Review of Colchester Borough Homes Performance 2015/16 5. Homelessness Strategy Progress Report and Delivery Plan 2015-2019
13 December 2016 <ol style="list-style-type: none"> 1. 2016-17 6-monthly Performance report and SPAP (Leader / Business and Resources) 2. The Mercury Theatre and Colchester Arts Centre
31 January 2017 <ol style="list-style-type: none"> 1. 2017-18 Revenue Budget, Capital Programme and MTFF (Pre-scrutiny of Cabinet Decision (Leader / Business and Resources) 2. Treasury Management Investment Strategy 3. Digital Challenge – One Year On
28 February 2017 <ol style="list-style-type: none"> 1. Firstsite
28 March 2017

COLCHESTER BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS 1 October 2016 – 31 January 2017

During the period from 1 October 2016 – 31 January 2017 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:

- result in the Council spending or saving money in excess of £500,000;
- 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

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 at the Library and Community Hub, Colchester Central Library, 21 Trinity Square, Colchester and they are also published on the Council's website, 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 take it to the Library and Community Hub, Colchester Central Library, 21 Trinity Square, Colchester or 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.

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)	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 release up to £543,559k S106 funding from Lakelands Stanway for refurbishment of Stanway Village Hall	No	October – November 2016	<p>Councillor Mark Cory, Portfolio Holder for Resources, and Councillor Annie Feltham, Portfolio Holder for Business, Leisure and Opportunities</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report Project proposal for Stanway Village Hall works, costs	Bob Penny Community Development Manager Bob.penny@colchester.gov.uk 01206 282903

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Health and Fitness Refurbishment Building Project at Leisure World Colchester - The Portfolio Holder for Business Leisure and Opportunities to award the contract (over £500,000) to refurbish and extend the health and fitness facilities at Leisure World Colchester to the preferred supplier.	No	October 2016	Councillor Annie Feltham, Portfolio Holder for Business, Leisure and Opportunities Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Tender report	Brett Gooch Business Manager – Fitness brett.gooch@colchester.gov.uk 01206 282047
NEPP Sign-UP - To decide whether to become a signatory to the four-year extension to the Parking Partnership Joint Agreement if it is offered by Essex County Council to the North Essex Parking Partnership (NEPP)	No	12 October 2016	Cabinet (Cnllrs Bourne, Cory, Feltham, Graham, Lilley, B Oxford, Smith, T Young) Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report and Joint Agreement covering four-year extension	Matthew Young Head of Operational Services matthew.young@colchester.gov.uk 01206 282902

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Colchester Northern Gateway (North) Sports & Leisure Development Scheme: Management and Viability - Following from the RIF decision on 16th March 2016 to endorse the outline business case for the proposed sport and leisure scheme on land at Northern Gateway North, to include relocation of Colchester Rugby Club and associated users. Implications for the Council of the management options and viability of the overall scheme for approval.	Yes	30 November 2016	Cabinet (Cnllrs Bourne, Cory, Feltham, Graham, Lilley, B Oxford, Smith, T Young) Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Report Updated Site Layout Plan RIF report 16/03/2016	Fiona Duhamel Economic Growth Manager Fiona.Duhamel@colchester.gov.uk 01206 282252
Housing Revenue Account Fees and	No	December 2016/January	Councillor Tina Bourne, Portfolio Holder for	Report, including appendices of	Daniella Woraker Housing System Business

Charges 2017-18 To agree the HRA fees and charges for 2017-18		2017	Housing and Public Protection Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	charges	Partner Daniella.woraker@colchester.gov.uk 01206 282392
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