

# COLCHESTER BOROUGH COUNCIL

## FORWARD PLAN OF KEY DECISIONS 1 June 2021 – 30 September 2021

During the period from 1 June 2021 – 30 September 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)
<b>Award of Contract for Light Vehicles</b>	No	May 2021	<p>Dan Gascoyne, Chief Operating Officer, in consultation with Councillor Martin Goss, Portfolio Holder for Waste, Environment and Transportation, under delegated authority from Cabinet</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report and tender analysis	<p>Robert Doran Fleet and Depot Contract Manager 01206 282612 Robert.Doran@colchester.gov.uk</p>
<b>Award of Contract for Heating Renewals</b>	Yes	May 2021	<p>Portfolio Holder for Housing, Councillor Adam Fox</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Clare Lawrance Client Asset Manager 01206 282506 <a href="mailto:Clare.lawrance@colchester.gov.uk">Clare.lawrance@colchester.gov.uk</a></p>

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<b>Award of contract for the demolition and rebuild of Elfreda House, Anglia Close, Shrub End</b>	Yes	May 2021	Portfolio Holder for Housing, Councillor Adam Fox  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report, Appendix showing results of procurement exercise	Clare Lawrance Client Asset Manager 01206 282506 <a href="mailto:Clare.lawrance@colchester.gov.uk">Clare.lawrance@colchester.gov.uk</a>
<b>Award of Contract for the Colchester Northern Gateway Heat Network</b>	Yes	May 2021	Portfolio Holder for Commercial Services in consultation with the Assistant Director, Place and Client Services  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report and tender analysis	Andrew Tyrrell Client Services Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a>

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<b>Award of contract for construction works for Stanway Community Facility on the Western Bypass</b>	Yes	June 2021	<p>Assistant Director, Community, in consultation with the Portfolio Holder for Communities, Wellbeing and Public Safety</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Officer report,	<p>Cathy Doyle Community Enabling Officer 07970 991601 cathy.doyle@colchester.gov.uk</p>
<b>Minor amendments to the Gateway to Homechoice Allocations Policy</b>	No	June 2021	<p>Portfolio Holder for Housing (Cllr Fox)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder Report Revised Gateway to Homechoice Allocations Policy	<p>Tina Hinson Housing Strategy Manager 01206 506903 <a href="mailto:tina.hinson@colchester.gov.uk">tina.hinson@colchester.gov.uk</a></p>

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<b>Award of Contract for 100 Kitchen Packages 2021</b>	No	June 2021	Portfolio Holder for Housing (Cllr Fox)  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>
<b>Variation of Contract (awarded in November 2020) to Provide 100 Kitchens</b>	No	June 2021	Portfolio Holder for Housing (Cllr Fox)  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 Extension of Contract for EICR (Electrical Installation Condition Reports) 2021</b>	No	June 2021	Portfolio Holder for Housing (Cllr Fox)  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>
<b>Award of Agency Staff Contract</b>	Yes	9 June 2021	Cabinet (Cllrs Cory, J Young, Fox, Goss, King and Lilley)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Jess Douglas Strategic People & Performance Manager Tel 01206 282239 <a href="mailto:Jessica.Douglas@colchester.gov.uk">Jessica.Douglas@colchester.gov.uk</a>

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<b>Colchester Northern Gateway – Utility Infrastructure</b> (Approval to enter contracts for the provision of the prime utilities)	No	9 June 2021	Cabinet (Cllrs Cory, J Young, Fox, Goss, King and Lilley)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report with supporting documents and plans	Andrew Tyrrell Client Services Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a>
<b>St Marks Community Centre</b>	No	9 June 2021	Cabinet (Cllrs Cory, J Young, Fox, Goss, King and Lilley)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Alison Fogg Development Manager 01206 508906 <a href="mailto:alison.fogg@colchesteramphora.com">alison.fogg@colchesteramphora.com</a>

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<b>Award of key contracts for construction phase of Queen Street Growth scheme</b>	Yes	9 June 2021	<p>Cabinet (Cllrs Cory, J Young, Fox, Goss, King and Lilley)</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>
<b>Local Full Fibre Network (LFFN) Operation Model</b>	Yes	9 June 2021	<p>Cabinet (Cllrs Cory, J Young, Fox, Goss, King and Lilley)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Andrew Tyrrell Client Services Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a></p>



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<b>Town Deal programme: initial (fast-track) business cases</b>	No	7 July 2021	<p>Cabinet (Cllrs Cory, J Young, Fox, Goss, King and Lilley)</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>
<b>Creation of a new Solar PV Park and Micro Grid</b>	No	7 July 2021	<p>Cabinet (Cllrs Cory, J Young, Fox, Goss, King and Lilley)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Andrew Tyrrell Client Services Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a></p>

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Placement of the Council's insurance policies following a formal tender process, including cover for Colchester Borough Homes and Colchester Commercial Holdings Ltd	No	July 2021	Portfolio Holder for Business and Resources Councillor King.  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report including A full assessment of the quotes submitted by interested insurers will be undertaken by the Council's brokers, Aon Ltd. This will assess against the criteria set in the tender specification, and recommend the most advantageous package.	Hayley McGrath Corporate Governance Manager 01206 508902 <a href="mailto:Hayley.mcgrath@colchester.gov.uk">Hayley.mcgrath@colchester.gov.uk</a>
Approval of Award of Contract for Replacement Windows and Doors	Yes	August 2021	Portfolio Holder for Housing, Councillor Adam Fox  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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Award of the Contract for the Construction of the Renewable Heat Network Energy Centre and at the Northern Gateway	Yes	August 2021	Portfolio Holder for Commercial Services  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report with not for publication appendix	Andrew Tyrrell Client Services Manager 01206 282390 <a href="mailto:Andrew.tyrrell@colchester.gov.uk">Andrew.tyrrell@colchester.gov.uk</a>

**CONTACT ADDRESSES  
FOR  
COLCHESTER BOROUGH COUNCIL**

**Adrian Pritchard, Chief Executive**  
Rowan House, 33 Sheepen Road, Colchester CO3 3WG  
Tel: (01206) 282211  
email: [adrian.pritchard@colchester.gov.uk](mailto:adrian.pritchard@colchester.gov.uk)

**Pamela Donnelly, Strategic Director, Customer and Relationships**  
Rowan House, 33 Sheepen Road, Colchester CO3 3WG  
Tel: (01206) 282712  
email: [pamela.donnelly@colchester.gov.uk](mailto:pamela.donnelly@colchester.gov.uk)

**Ian Vipond, Strategic Director, Policy and Place**  
Rowan House, 33 Sheepen Road, Colchester CO3 3WG  
Tel: (01206) 282717  
email: [ian.vipond@colchester.gov.uk](mailto:ian.vipond@colchester.gov.uk)

**Dan Gascoyne, Chief Operating Officer**  
Rowan House, 33 Sheepen Road, Colchester CO3 3WG  
Tel: (01206) 282294  
email: [dan.gascoyne@colcheter.gov.uk](mailto:dan.gascoyne@colcheter.gov.uk)

**Lucie Breadman, Assistant Director Communities**  
**Rowan House, 33 Sheepen Road, Colchester CO3 3WG**  
**Tel: (01206) 282726**  
**email: [lucie.breadman@colchester.gov.uk](mailto:lucie.breadman@colchester.gov.uk)**

**Richard Block, Assistant Director Corporate and Improvement Services**  
**Rowan House, 33 Sheepen Road, Colchester CO3 3WG**  
**Tel: (01206) 506825**  
**email: [richard.block@colchester.gov.uk](mailto:richard.block@colchester.gov.uk)**

**Rory Doyle, Assistant Director Environment**  
**Rowan House, 33 Sheepen Road, Colchester CO3 3WG**  
**Tel: (01206) 507885**  
**e-mail: [rory.doyle@colchester.gov.uk](mailto:rory.doyle@colchester.gov.uk)**

**Mandy Jones, Assistant Director Place and Client Services**  
**Rowan House, 33 Sheepen Road, Colchester CO3 3WG**  
**Tel: (01206) 282501**  
**email: [mandy.jones@colchester.gov.uk](mailto:mandy.jones@colchester.gov.uk)**

**Leonie Rathbone, Assistant Director Customers**  
**Rowan House, 33 Sheepen Road, Colchester CO3 3WG**  
**Tel: (01206) 507887**  
**email: [leonie.rathbone@colchester.gov.uk](mailto:leonie.rathbone@colchester.gov.uk)**