

COLCHESTER BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS 1 September 2019 – 31 December 2019

During the period from 1 September 2019 – 31 December 2019* 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

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.

*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)	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)
Revision of Market Operation and Fees	No	30 August 2019	Portfolio Holder for Waste, Environment and Transportation, Councillor Martin Goss Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Demi Quinn 07908 415085 demi.quinn@colchester.gov.uk
Award of Contract – award of the Housing ICT Contract under delegated authority from Cabinet	No	September 2019	Portfolio Holder for Housing Councillor Adam Fox. Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Geoff Beales Client Services Manager 01206 506514 geoff.beales@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)	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)
Appointment of Supplier(s) for the provision of fleet vehicles and/or maintenance.	Yes	September 2019	Portfolio Holder for Waste, Environment and Transportation, Councillor Martin Goss Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Tracy Allen Specialist and Contract Manager Colchester Borough Council Tel: 01206 282752 Email: chris.dowsing@colchester.gov.uk
North Essex Garden Communities Ltd Business Plan – Approval of 19/20 – 21/22 business plan for North Essex Garden Communities Limited	No	4 September 2019	Cabinet (Cllrs Cory, J Young, Fox, Goss, Higgins, King, Lilley and G Oxford) Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet Report	Andrew Weavers Strategic Governance Manager & Monitoring Officer Andrew.weavers@colchester.gov.uk 01206 282213

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)
Housing Revenue Account Fees and Charges 2019-2020 To agree the Housing Revenue Account fees and charges for 2019-2020	No	October 2019	Portfolio Holder for Housing Councillor Adam Fox. Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Geoff Beales Client Services Manager 01206 506514 geoff.beales@colchester.gov.uk
Budget 2020-21 Update, Reserves and Balances and Approval of Fees and Charges	No	20 November 2019	Cabinet (Cllrs Cory, J Young, Fox, Goss, Higgins, King, Lilley and G Oxford) Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet Report, Schedule of Fees and Charges	Paul Cook Finance Manager 01206 505861 Paul.cookx@colcehster.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)	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)
Colchester's Homelessness and Rough Sleeping Strategy 2020-25. To adopt a new Homelessness and Rough sleeping Strategy for Colchester for 2020 to 2021 To recommend to full Council that the strategy be adopted as part of the Council's Policy Framework.	No	20 November 2019	Cabinet (Cllrs Cory, J Young, Fox, Goss, Higgins, King, Lilley and G Oxford) Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet Report	Tina Hinson Housing Strategy Manager 01206 506903 tina.hinson@colchester.gov.uk – Karen Paton Housing Strategy Officer 01206 282275 karen.paton@colchester.gov.uk

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

Pamela Donnelly, Strategic Director, Customer and Relationships
Rowan House, 33 Sheepen Road, Colchester CO3 3WG
Tel: (01206) 282712
email: 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

Dan Gascoyne, Chief Operating Officer
Rowan House, 33 Sheepen Road, Colchester CO3 3WG
Tel: (01206) 282294
email: 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

Richard Block, Assistant Director Environment
Rowan House, 33 Sheepen Road, Colchester CO3 3WG
Tel: (01206) 282632
email: richard.block@colchester.gov.uk

Mandy Jones, Assistant Director Policy and Corporate (Interim)
Rowan House, 33 Sheepen Road, Colchester CO3 3WG
Tel: (01206) 282501
email: 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