

Report of Assistant Chief Executive

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Title Work Programme 2014-15

Wards affected Not applicable

1. Decisions Required

- 1.1 The Panel is asked to consider and comment on the 2014-15 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.
- 3.3 The Panel indicated that it wished to scrutinise firstsite and its role within Colchester, which is yet to be scheduled in the work programme. Councillors also requested a review of the events taking place in Castle Park which has been scheduled for the meeting on 21 October.
- 3.5 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.

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
8 July 2014 1. Review of Colchester Borough Homes' Performance 2013/14 2. Year End 2013/14 Performance Report including progress on Strategic Plan Action Plan 3. Financial Monitoring Report – End of Year 2013/14 4. Capital Expenditure Monitor 2013/14
19 August 2014 1. Budget Strategy, Timetable and MTFF (Leader / Business and Resources) 2. Annual Report on Treasury Management (Business and Resources) 3. 2014-15 Capital Monitor, period April – June 4. 2014-15 Financial Monitor, period April – June 5. Annual Scrutiny Report
16 September 2014 1. Safer Colchester Partnership (Crime and Disorder Committee) (Planning and Community Safety)
21 October 2014 1. Review of Public Events in Castle Park
11 November 2014 1. 2014-15 Revenue Monitor, period April – September 2. 2014-15 Capital Monitor, period April – September 3. Treasury Management – Half yearly update 4. Local Council Tax Support – Year 3
2 December 2014 1. 2014-15 6-monthly Performance report and SPAP (Leader / Business and Resources) 2. Corporate and Financial Management Fundamental Service Review – One Year Business Case Update
27 January 2014 1. 2015-16 Revenue Budget, Capital Programme and MTFF (Pre-scrutiny of Cabinet Decision (Leader / Business and Resources) 2. Treasury Management Investment Strategy
24 February 2014 1. 2014-15 Capital Monitor, period April – December 2. 2014-15 Revenue Monitor, period April – December
17 March 2014 1. Arts Review

COLCHESTER BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS 1 OCTOBER 2014 – 31 JANUARY 2015

During the period from 1 October 2014 – 31 January 2015 Colchester Borough Council intends to take 'Key Decisions' on the issues set out in the following pages. Key Decisions relate to those 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)
Former Garrison Gymnasium – Decision on future arrangements for rebuilding the former Garrison Gym to provide community facilities and future management arrangements including confirmation of the project budget and its sources	No	October 2014	Portfolio Holder for Communities and Leisure Services (Cllr Annie Feltham) Please contact via Democratic Services (01206)507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report. Previous consultations and expressions of interest have been provided leading to a tender process for organisations to submit their proposals for the use of the former Garrison gymnasium for community facilities. Correspondence with the Abbey Fields Church Group. Layout drawings and costings.	Bob Penny, Community Development Manager (01206) 282903 Email: Bob.penny@colchester.gov.uk
Award of Lease at Shrub End Sports Ground	Yes	October 2014	Portfolio Holder for Communities and Leisure Services (Cllr Annie Feltham) Please contact via	Portfolio Holder report, which will contain brief details of tender submissions.	Simon Grady, Sport and Leisure Participation Manager (01206) 282908 Simon.Grady@colchester.gov.uk

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			Democratic Services (01206)507832 email: democratic.services@colchester.gov		
Vineyard Gate – Approval of Development Agreement and key financial terms	Yes	15 October 2014	Cabinet (Cnllrs Barlow Bourne, Feltham, Hunt, B. Oxford, Smith, Turrell, T. Young) Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet Report	Fiona Duhamel, Economic Growth Manager (01206) 282252 Email: Fiona.duhamel@colchester.gov.uk
Rent Setting and Service Charge Policy – to agree a revised rent policy for Colchester Borough Council owned housing stock	No	October 2014	Portfolio Holder for Housing (Cllr Tina Bourne) Please contact via Democratic Services (01206)507832 email: democratic.services@colchester.gov	Portfolio Holder report, Rent Setting and Service Charge Policy	Daniella Woraker Housing Systems Team Leader (01206 282392) Daniella.woraker@colchester.gov.uk
Housing Revenue Account Fees and Charges 2015-2016 to	No	October 2014	Housing (Cllr Tina Bourne)	Portfolio Holder report, Housing Revenue Account Fees and	Daniella Woraker Housing Systems Team Leader (01206 282392)

agree the Housing Revenue Account Fees and charges for 2015/2016			Please contact via Democratic Services (01206)507832 email: democratic.services@colchester.gov	charges	Daniella.woraker@colchester.gov.uk
Environmental Sustainability Strategy	No	26 November 2014	Cabinet (Cnllrs Barlow Bourne, Feltham, Hunt, B. Oxford, Smith, Turrell, T. Young) Please contact via Democratic Services (01206)507832 email: democratic.services@colchester.gov.uk	Cabinet report. Background papers: Environmental Sustainability Strategy to be considered in conjunction with the existing Climate Risk Assessment, new draft Action Plan and Evidence Base document.	Wendy Bixby, Sustainability & Projects Officer (01206) 282566 mobile 07876440406 Email: Wendy.bixby@colchester.gov.uk

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