

COLCHESTER BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS 1 February 2022 – 31 May 2022

During the period from 1 February 2022 – 31 May 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

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*

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)
Housing Revenue Account Fees and Charges 2022 – 2023 To agree the Housing Revenue Account fees and charges for 2022-2023	No	January 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, including appendices of charges	Geoff Beales Client Services Manager 01206 516504 Geoff.beales@colchester.gov.uk
Approval of Award of Contract for Replacement Windows and Doors	Yes	January 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

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Housing Revenue Account Business Plan 2021 - 2051	No	26 January 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 with draft HRA Business Plan	Geoff Beales Client Services Manager 01206 516504 Geoff.beales@colchester.gov.uk
2022/23 General Fund Revenue Budget, Capital Programme and Medium-Term Financial Forecast – Cabinet will consider the 2022/23 General Fund Revenue Budget and make a recommendation to Council.	No	26 January 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 paul.cookx@colchester.gov.uk

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Housing Revenue Account Estimates 2022/23 To approve the HRA Estimates 2022/23	No	26 January 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	Darren Brown Finance Manager (Business Partners) 01206 282891 darren.brown@colchester.gov.uk
Housing Investment Programme 2022/23 To approve the Housing Investment Programme 2022/23	No	26 January 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	Darren Brown Finance Manager (Business Partners) 01206 282891 darren.brown@colchester.gov.uk

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Resetting the Capital Programme	No	26 January 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 paul.cookx@colchester.gov.uk
Appointment of Contractor for the Development of St Nicholas Square	Yes	26 January 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	Alison Fogg Development Manager 01206 508906 alison.fogg@colchester.gov.uk

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Award of Contract for Replacement Telephony System	No	February 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 Kieran.johnston@colchester.gov.uk</p>
Cultural Strategy	No	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>Claire Taylor Visitor and Cultural Services Manager 07506 754279 claire.taylor@colchester.gov.uk</p>

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Business case for an in-house Grounds Maintenance delivery model	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
Request for delegated authority for the award of Housing Revenue Account contracts for the 2022/23 Housing Investment Programme financial year.	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 Geoff.beales@colchester.gov.uk

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Town Deal Business Cases	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	Matthew Brown Economic Development Projects Manager 01206 507348 matthew.brown@colchester.gov.uk
Levelling Up Fund	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	Matthew Brown Economic Development Projects Manager 01206 507348 matthew.brown@colchester.gov.uk

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Award of Contract for Asbestos Surveying	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 ernie.gray@colchester.gov.uk</p>
Award of Contract - Stairlifts	No	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>Geoff Beales Client Services Manager 01206 516504 Geoff.beales@colchester.gov.uk</p>

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Award of contract for Renewal of Microsoft Licensing agreement	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 Kieran.johnston@colchester.gov.uk</p>

CONTACT DETAILS FOR COLCHESTER BOROUGH COUNCIL

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