

# Cabinet, Panels and Committees

Charter Hall, Colchester Leisure World  
26 May 2021 at 11.00 am  
or at the conclusion of the  
Council meeting, whichever is the later

# Information for Members of the Public

## Access to information and meetings

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the agenda (the list of items to be discussed at a meeting), which is usually published five working days before the meeting, and minutes once they are published.

Dates of the meetings are available here:

<https://colchester.cmis.uk.com/colchester/MeetingCalendar.aspx>.

Most meetings take place in public. This only changes when certain issues, for instance, commercially sensitive information or details concerning an individual are considered. At this point you will be told whether there are any issues to be discussed in private, if so, you will be asked to leave the meeting.

## Have Your Say!

The Council welcomes contributions and representations from members of the public at most public meetings. If you would like to speak at a meeting and need to find out more, please refer to the Have Your Say! arrangements here:

<https://colchester.cmis.uk.com/colchester/HaveYourSay.aspx>.

## Audio Recording, Mobile phones and other devices

The Council audio records public meetings for live broadcast over the internet and the recordings are available to listen to afterwards on the Council's website. Audio recording, photography and filming of meetings by members of the public is also welcomed. Phones, tablets, laptops, cameras and other devices can be used at all meetings of the Council so long as this doesn't cause a disturbance. It is not permitted to use voice or camera flash functions and devices must be set to silent. Councillors can use devices to receive messages, to access meeting papers and information via the internet. Looking at or posting on social media by Committee members is at the discretion of the Chair / Mayor who may choose to require all devices to be switched off at any time.

## Access

The main access to Charter Hall is suitable for wheelchair users. There is an induction loop in all the Charter Hall.

## Facilities

Toilets are available. Attendees are advised to bring their own refreshments or to purchase them from the Leisure World café which will be open.

## Evacuation Procedures

Should the emergency alarm sound exit the building by the nearest available emergency exit and assemble at the Skate Park.

Library and Community Hub, Colchester Central Library, 21 Trinity Square,  
Colchester, CO1 1JB

telephone (01206) 282222 or textphone 18001 followed by the full number you wish to call

e-mail: [democratic.services@colchester.gov.uk](mailto:democratic.services@colchester.gov.uk)

[www.colchester.gov.uk](http://www.colchester.gov.uk)

## **Covid 19**

Please could attendees note the following:-

- Hand sanitiser, wipes and masks will be available.
- Do not attend if you feel unwell with a temperature or cough, or you have come in to contact with someone who is unwell with a temperature or cough.
- Masks should be worn whilst arriving and moving round the meeting room, unless you have a medical exemption.
- All seating will be socially distanced with 2 metres between each seat. Please do not move the chairs. Masks can be removed when seated.
- Please follow any floor signs and any queue markers.
- Try to arrive at the meeting slightly early to avoid a last minute rush.
- A risk assessment, including Covid 19 risks, has been undertaken for this meeting.

# COLCHESTER BOROUGH COUNCIL

Town Hall  
Colchester

**TO ALL MEMBERS OF THE COUNCIL**

18 May 2021

Meetings of the Cabinet and the undermentioned Panels and Committees will be held at the Town Hall, Colchester on **Wednesday 26 May 2021** after the Council meeting and in the order set out below.



**Chief Executive**

## **Order of Meetings**

- (i) Cabinet
- (ii) Environment and Sustainability Panel
- (iii) Governance and Audit Committee
- (iv) Licensing Committee
- (v) Local Plan Committee
- (vi) Planning Committee
- (vii) Policy Panel
- (viii) Scrutiny Panel (including functions of the Crime and Disorder Committee)

The business to be transacted will be as set out on the following page.

**AGENDA**  
**26 May 2021**  
**(Part A – Open to the public including the press)**

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**(i) CABINET**

1. Appointment of Deputy Chair

**(ii) ENVIRONMENT AND SUSTAINABILITY COMMITTEE**

1. Appointment of Chair
2. Appointment of Deputy Chair

**(iii) GOVERNANCE AND AUDIT COMMITTEE**

1. Appointment of Chair
2. Appointment of Deputy Chair

**(iv) LICENSING COMMITTEE**

1. Appointment of Chair
2. Appointment of Deputy Chair

**(v) LOCAL PLAN COMMITTEE**

1. Appointment of Chair
2. Appointment of Deputy Chair

**(vi) PLANNING COMMITTEE**

1. Appointment of Chair
2. Appointment of Deputy Chair

**(vii) POLICY PANEL**

1. Appointment of Chair
2. Appointment of Deputy Chair

**(viii) SCRUTINY PANEL (INCLUDING FUNCTIONS OF THE CRIME AND DISORDER COMMITTEE)**

1. Appointment of Chair of Scrutiny Panel
2. Appointment of Chair of Crime and Disorder Committee
3. Appointment of Deputy Chair of Scrutiny Panel
4. Appointment of Deputy Chair of Crime and Disorder Committee

