

The Council Meeting

Council Chamber, Town Hall
8 October 2008 at 6:00pm

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, which is usually published 5 working days before the meeting, and minutes once they are published. Dates of the meetings are available at www.colchester.gov.uk or from Democratic Services.

Have Your Say!

The Council values contributions from members of the public. Under the Council's Have Your Say! policy you can ask questions or express a view to meetings, with the exception of Standards Committee meetings. If you wish to speak at a meeting or wish to find out more, please pick up the leaflet called "Have Your Say" at Council offices and at www.colchester.gov.uk.

Private Sessions

Occasionally meetings will need to discuss issues in private. This can only happen on a limited range of issues, which are set by law. When a committee does so, you will be asked to leave the meeting.

Mobile phones, pagers, cameras, audio recorders

Please ensure that all mobile phones and pagers are turned off before the meeting begins and note that photography or audio recording is not permitted.

Access

There is wheelchair access to the Town Hall from West Stockwell Street. There is an induction loop in all the meeting rooms. If you need help with reading or understanding this document please take it to Angel Court Council offices, High Street, Colchester or telephone (01206) 282222 or textphone 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.

Facilities

Toilets are located on the second floor of the Town Hall, access via the lift. A vending machine selling hot and cold drinks is located on the ground floor.

Evacuation Procedures

Evacuate the building using the nearest available exit. Make your way to the assembly area in the car park in St Runwald Street behind the Town Hall. Do not re-enter the building until the Town Hall staff advise you that it is safe to do so.


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COLCHESTER BOROUGH COUNCIL

TO ALL MEMBERS OF THE COUNCIL

28 October 2008

You are hereby summoned to attend a meeting of the Council to be held at the Council Chamber, Town Hall on **8 October 2008 at 6:00pm** for the transaction of the business stated below.



Chief Executive

AGENDA

Pages

1. Welcome and Announcements

(a) The Mayor to welcome members of the public and Councillors and to invite the Chaplain to address the meeting. The Mayor to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Mayor's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched to off or to silent;
- location of toilets;
- introduction of members of the meeting.

2. Election of Mayor

A.... (a) Motion to elect the Mayor for the remainder of the 2008/09 Municipal Year.

(b) The Mayor to make the declaration and take the customary oath.
(The Mayor and Mayor's Consort will receive the badges of Office at the conclusion of the Oath).

(c) The Mayor to return thanks.

B.... Motion to adjourn the meeting for a short period.

Please note that there will be a photographer present during this item.

3. Have Your Say!

(a) The Mayor to ask members of the public to indicate if they wish to ask a question, make a statement or present a petition on any matter relating to the business of the Council – either on an item on the agenda for this meeting or on a general matter not on this agenda (Council Procedure Rule 6(2)).

(b) The Mayor to invite contributions from members of the public who wish to address the Council on a general matter not on this agenda.

(Note: A period of up to 15 minutes is available for general statements and questions under 'Have Your Say!').

4. Minutes

C.... Motion that the minutes of the meetings held on 14 May 2008 and 17 July 2008 be confirmed as a correct record. 1 - 10

5. Mayor's Announcements

Mayor's Announcements (if any) and matters arising pursuant to Council Procedure Rule 8(3).

6. Personal Interests of Members

Disclosures by Members under Council Procedure Rule 9(3) to 9(9) (if any).

7. Prejudicial Interests of Members

Disclosures by Members under Council Procedure Rules 9(10) and 9(11) (if any).

(Note: Members should only declare personal and/or prejudicial interests on items that are to be considered at the meeting).

8. Items (if any) referred under the Call-in Procedure

To consider any items referred by the Strategic Overview and Scrutiny Panel or the Finance and Audit Scrutiny Panel under the Call-In Procedure because they are considered to be contrary to the policy framework of the Council or contrary to, or not wholly in accordance with the budget.

At the time of publication of this Summons there were none.

9. Recommendations of the Cabinet, Panels and Committees

At the time of publication of this Summons there were none.

10. Schedules of Decisions taken by Portfolio Holders 11 - 21

To note schedules covering the period 15 May 2008 - 25 September 2008.

11. Questions to Cabinet Members and Chairmen pursuant to Council Procedure Rule 10

To receive and answer pre-notified questions in accordance with Council Procedure Rule 10(1) followed by any oral questions (ie not submitted in advance) in accordance with Council Procedure Rule 10(3).

(Note: A period of up to 90 minutes is available for pre-notified questions and oral questions by Members of the Council to Cabinet Members and Chairmen (or in their absence, Deputy Chairmen)).

The following pre-notified questions has been received:-

Questioner: Councillor Cook

To the Portfolio Holder for Street and Waste Services:

Can the Portfolio Holder update the full council on how far he has got on the following improvements to help safe public movement in the night time economy:-

- (i) installing a public safety barrier between the queuing public and the taxi rank outside Marks & Spencer's store in the high street;
- (ii) the other Taxi initiative of increasing the number of taxi ranks in the town centre to include one in Head Street and another smaller one in Queen Street.

Questioner: Councillor Lilley

To the Portfolio Holder for Street and Waste Services

After spending an evening with the Licensing Enforcement Team and seeing the vast amounts of rubbish and food thrown down on the pavements in the High Street, could the Portfolio Holder tell me who does the cleaning up and do the Food outlets in the High Street contribute towards the cost of cleaning up their rubbish and if not, why not?

Questioner: Councillor J. Young

To the Leader of the Council and Portfolio Holder for Strategy

Was the Leader of the Council aware that this year is the 60th anniversary of the birth of the NHS. We also know that both our health trusts are performing well keeping residents of Colchester healthy. What plans does the Borough have to mark this momentous occasion?

Questioner: Councillor P. Higgins

To the Portfolio Holder for Street and Waste Services

Last year saw the abandonment of some recycling collections because of high winds. However this bad weather was forecast well in advance. Does the Portfolio Holder agree that there should be contingency plans in place to deal with adverse weather and have steps been taken to minimise disruption to collections in the coming winter?

Questioner: Councillor P. Higgins

To the Portfolio Holder for Neighbourhoods

The Council Care Home at 95 Winnock Rd is now in a dilapidated and perhaps hazardous state and great concern has been expressed by local residents at a number of public meetings on the matter. When will the home be closed and what steps are being taken in the meantime to ensure that it is in a reasonable state of repair?

12. Notices of Motion pursuant to Council Procedure Rule 11

i. Ward Councillor Representations at Licensing Sub-Committee Hearings

Proposer: Councillor Harris

D.... Motion that this Council believes that:-

(i) The concept of the Licensing Act 2003 was to permit public consultation and for affected residents to "Have their Say"

(ii) The effect of the Licensing Act 2003 (Hearings) Regulations 2005 is that a Ward Councillor is precluded from speaking at a Hearing on a licensing matter within their ward UNLESS a resident living in the vicinity of the licensed premises nominates him/her to speak on his / her behalf.

(iii) This Council believes in the right of residents to have their say and for elected Borough Councillors to also have this right.

(iv) This Council further believes that the legislation should be changed so that a Ward Councillor should have a right to speak to the decision-making Licensing Sub-Committee as an elected representative of the appropriate ward.

(v) This Council resolves to make representations to the Department of Culture, Media and Sport requesting that the legislation is changed to enable Ward Councillors to have this right (as already given at meetings of the Planning Committee).

The Notice of Motion does not relate to an executive function and will be considered and determined by the Council

13. Local Highway Panel // Expenses Incurred by Parish Representatives

E.... Motion that the recommendations contained in the Head of Corporate Management's report be approved and adopted.

22 - 23

14. Urgent items

To consider any business not specified in this summons which by reason of special circumstances the Mayor determines should be considered at the meeting as a matter of urgency.

15. Exclusion of the Public

In accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

COUNCIL MEETING

14 MAY 2008

Present:- **The Mayor (Councillor Gamble)**
The Deputy Mayor (Councillor Crowe)
Councillors Arnold, Barlow, Barton, Bentley,
Blandon, Blundell, Bouckley, Chapman,
Chillingworth, Chuah, Cook, Cope, Davidson,
Davies, Dopson, Elliott, Fairley-Crowe, Fisher,
Foster, Garnett, Goss, Hall, Hardy, Harris, Hazell,
P. Higgins, T. Higgins, Hogg, Hunt, Jowers,
Kimberley, Knight, Lewis, Lilley, Lissimore,
Maclean, Manning, Martin, Naish, Offen, B.
Oxford, G. Oxford, P. Oxford, Pyman, Quarrie,
Smith, Spyvee, Sutton, Sykes, Taylor, Tod,
Turrell, Willetts, J. Young and T. Young.

The meeting was opened with prayers by the Mayor's Chaplain, The Reverend Bob Fuller.

1. Election of Mayor

It was PROPOSED by Councillor Bentley, SECONDED by Councillor Hunt and SUPPORTED by Councillors T. Young and G. Oxford and –

RESOLVED UNANIMOUSLY that Councillor Peter Crowe be elected Mayor of this Borough for the ensuing Municipal Year.

Councillor Crowe took the customary oath and made and subscribed the declaration of acceptance of office.

The Mayor then took the Chair and returned thanks for his election.

2. Minutes

The minutes of the meeting held on 20 February 2008 and the Special Council meeting on 20 February 2008 were confirmed as a correct record.

3. Election of Deputy Mayor

It was PROPOSED by Councillor Hall, SECONDED and SUPPORTED by Councillors Davidson, T. Young and G. Oxford and –

RESOLVED UNANIMOUSLY that Councillor William Henry Forester Spyvee be elected Deputy Mayor of this Borough for the ensuing Municipal Year.

Councillor Spyvee then made and subscribed the declaration of acceptance of office and returned thanks for his election as Deputy Mayor.

4. Vote of Thanks to Retiring Mayor

It was PROPOSED by Councillor Hogg, SECONDED and SUPPORTED by Councillors Davidson, T. Young and G. Oxford and –

RESOLVED UNANIMOUSLY that the best thanks of the Council are due and are hereby accorded to Councillor Raymond John Gamble for the admirable manner in which he has discharged the responsible duties of the mayoralty during the past year and that a transcript of this resolution under the Common Seal be furnished to Councillor Gamble.

5. Mayor's Chaplain and Announcements

The Mayor intimated that he had appointed the Reverend Doctor Christopher Garland to be his Chaplain for the ensuing Municipal Year and indicated that the theme of his mayoralty would be 'Employment and Prosperity'.

The Civic Service would take place on Sunday, 25 May 2008 at Messing Church and the "Mayoress at Home" would take place on 31 May 2008 at the Town Hall.

The Mayor also indicated that he would be supporting the following charities:-

- Army Benevolent Fund;
- Headway Essex;
- Young Carers;
- Grass Roots;
- Essex Wildlife Trust;
- Essex Air Ambulance.

6. Adjournment

RESOLVED that the meeting stand adjourned until 11.30am and be resumed in the Council Chamber.

COUNCIL MEETING 14 MAY 2008 (RECONVENED)

Present:- **The Mayor (Councillor Crowe)
The Deputy Mayor (Councillor Spyvee)
Councillors Arnold, Barlow, Barton, Bentley,
Blandon, Blundell, Bouckley, Chapman,
Chillingworth, Chuah, Cook, Cope, Davidson,
Davies, Dopson, Elliott, Fairley-Crowe, Fisher,
Ford, Foster, Gamble, Garnett, Goss, Hall, Hardy,
Harris, Hazell, P. Higgins, T. Higgins, Hogg, Hunt,
Jowers, Kimberley, Knight, Lewis, Lilley,
Lissimore, Maclean, Manning, Martin, Naish,
Offen, B. Oxford, G. Oxford, P. Oxford, Pyman,
Quarrie, Smith, Sutton, Sykes, Taylor, Tod,
Turrell, Willetts, J. Young and T. Young.**

7. Petitions, Public Statements, Questions etc

Ms Paula Whitney addressed the Council pursuant to the provisions of Council Procedure Rule 6(2). She hoped that that the new administration would look at the sustainability triangle, that it would reject the PFI contract for waste disposal, that it would oppose the park and ride scheme at the Community Stadium and that the bus station would kept at its present location and enhanced.

Mr Robert Johnstone addressed the Council pursuant to the provisions of Council Procedure Rule 6(2). He offered his congratulations to the leaders of the political groups forming the new administration and to all newly elected councillors. He called on them to remember to represent all those in their ward and advised all councillors to forget party politics and work together. He thanked Brian Jarvis for his work in support of Myland.

8. Appointment of Leader of the Council

It was PROPOSED by Councillor Hunt that Councillor Turrell be appointed Leader of the Council for the ensuing Municipal Year.

The MOTION was carried (THIRTY ONE voted FOR, TWENTY SIX voted AGAINST and ONE ABSTAINED).

A named vote having been requested pursuant to the provisions of Council Procedure Rule 15(2) the voting on the Motion was as follows:

Those who voted FOR: Barlow, Barton, Blandon, Chuah, Cook, Cope, Dopson, Fisher, Ford, Gamble, Goss, Hall, Harris, P. Higgins, T. Higgins, Hogg, Hunt, Knight, Lilley, Manning, Naish, Offen, B. Oxford, G. Oxford, P. Oxford, Smith, the Deputy Mayor (Spyvee), Sykes, Turrell, J. Young and T. Young.

Those who voted AGAINST: Arnold, Bentley, Blundell, Bouckley, Chapman, Chillingworth, Davidson, Davies, Elliot, Fairley-Crowe, Foster, Garnett, Hardy, Hazell, Jowers, Kimberley, Lewis, Lissimore, Maclean, Martin, Pyman, Quarrie, Sutton, Taylor, Tod, and Willetts.

The Mayor (Councillor Crowe) abstained from voting.

9. Appointment of Deputy Leader of the Council

RESOLVED that Councillor Hunt be appointed Deputy Leader of the Council for the ensuing Municipal Year.

10. Appointment of the Cabinet

RESOLVED that in accordance with the provisions of Section 24 of the Local Government Act 2000 the number of seats, Group representation and membership of the Cabinet for the ensuing Municipal Year be as circulated at the meeting and attached to these minutes.

11. Delegations made by the Leader of the Council

RESOLVED that the allocation of responsibility for portfolios by Cabinet members for the ensuing municipal year, as determined by the Leader of the Council, as circulated at the meeting be noted.

12. Appointment of Panels, Committees and Sub-Committees

RESOLVED that:-

- (i) in accordance with the provisions of Section 15 of the Local Government and Housing Act 1989 the number of seats, Group Representation and membership of the Accounts and Regulatory Committee, Finance and Audit Scrutiny Panel, Licensing Committee, Local Development Framework Committee, Planning Committee, Policy Review and Development Panel and the Strategic Overview and Scrutiny Panel for the ensuing municipal year be as circulated at the meeting and attached to these minutes.
- (ii) that the membership of the Council's Independent Remuneration Panel be confirmed as follows:-
Samantha Drummond;
Paul Nunny; and
David Priest

13. Former Councillors

RESOLVED that the Council hereby records its grateful thanks to former Councillors Roger Buston, Andrew Ellis, Richard Gower, Don Henshall, Brian Jarvis, Eugene Kraft, Ron Levy, Andy Raison and Craig Sutton for the public service rendered by them to the Borough during their periods of office as Councillors and instructs that a transcript of this resolution be furnished to each of them under the Common Seal of the Borough as a permanent record of the appreciation of the Council.

14. Recommendations of the Cabinet and Committees // Honorary Aldermen

Alderman Cooke addressed the Council pursuant to the provisions of Council Procedure Rule 6(2). He expressed disappointment that the existing Aldermen had not been consulted on the proposed change in the criteria for the conferment of the title of Honorary Alderman. He considered that a minimum period of service of twenty years was appropriate in order for a Councillor to be eligible for consideration for appointment as Honorary Alderman.

RESOLVED that the recommendations contained in draft minute 21 of the Accounts and Regulatory Committee's meeting of 18 March 2008 be approved and adopted.

15. Composition of the Standards Committee

RESOLVED that the recommendations contained in the Monitoring Officer's report be approved and adopted and that Councillors Chapman and Gamble be appointed as the past mayors to serve on the Standards Committee for the ensuing Municipal Year.

Membership of Cabinet, Panels and Committees

Municipal Year 2008/09

In accordance with the provisions of Section 24 of the Local Government Act 2000, it will be proposed that the Group representation and Membership of the Cabinet for the ensuing Municipal Year shall be as shown hereunder:-

Cabinet (8 seats)	
Councillors:- Barton, Dopson, T. Higgins, Hunt, B. Oxford, Smith, Turrell, T. Young	
Group representation – Lib Dem 5, Labour 2, Highwoods Independent 1	
Members:	
Councillor Barton	- Regeneration and Planning Portfolio Holder
Councillor Dopson	- Performance and Partnerships Portfolio Holder
Councillor T. Higgins	- Culture, Tourism and Diversity Portfolio Holder
Councillor Hunt	- Communication and Customers Portfolio Holder
Councillor B. Oxford	- Neighbourhoods Portfolio Holder
Councillor Smith	- Resources and Business Portfolio Holder
Councillor Turrell	- Strategy Portfolio Holder
Councillor T. Young	- Street and Waste Services Portfolio Holder

Municipal Year 2008/09

In accordance with the provisions of Section 15 of the Local Government and Housing Act 1989, it will be proposed that the Group representation and Membership of the Panels and the Planning Committee, Licensing Committee and Accounts and Regulatory Committee for the ensuing Municipal Year shall be as shown hereunder:-

Accounts and Regulatory Committee (11 seats)	Finance and Audit Scrutiny Panel (11 seats)	Licensing Committee (12 seats)																								
Group Representation	Group Representation	Group Representation																								
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Group Spokesperson: Councillor G. Oxford	Group Spokesperson: Councillor G. Oxford	Group Spokesperson: Councillor Garnett																								
Members: Councillor Bentley Councillor Bouckley Councillor Goss Councillor Harris Councillor Lissimore Councillor Maclean Councillor Manning Councillor G. Oxford Councillor Offen Councillor Sykes Councillor Willetts	Members: Councillor Bentley Councillor Bouckley Councillor Goss Councillor Harris Councillor Lissimore Councillor Maclean Councillor Manning Councillor G. Oxford Councillor Offen Councillor Sykes Councillor Willetts	Members: Councillor Blundell Councillor Chuah Councillor Cook Councillor Cope Councillor Garnett Councillor Hogg Councillor Lilley Councillor Martin Councillor P. Oxford Councillor Quarrie Councillor Sykes Councillor Tod																								

Local Development Framework Committee (8 seats)			Planning Committee (12 seats)			Policy Review and Development Panel (6 seats)		
Group Representation			Group Representation			Group Representation		
Con	4		Con	5		Con	3	
Lib Dem	3		Lib Dem	6		Lib Dem	2	
Lab	1		Lab	1		Lab	1	
H/wood	-		H/wood	-		H/wood	-	
Group Spokesperson: Councillor Jowers			Group Spokesperson: Councillor Chillingworth			Group Spokesperson: Councillor Bentley		
Members: Councillor Cope Councillor Davidson Councillor Garnett Councillor Goss Councillor Jowers Councillor Naish Councillor Spyvee Councillor Sutton			Members: Councillor Blandon Councillor Chapman Councillor Cory Councillor Chillingworth Councillor Chuah Councillor Elliott Councillor Ford Councillor Foster Councillor Gamble Councillor Hall Councillor Lewis Councillor Offen			Members: Councillor Barlow Councillor Bentley Councillor Davies Councillor Hardy Councillor Knight Councillor J. Young		

**Strategic Overview and
Scrutiny Panel
(11 seats)**

Group Representation

Con	5
Lib Dem	4
Lab	2
H/woods	-

Group Spokesperson:
Councillor Naish

Members:

Councillor Arnold
Councillor Barlow
Councillor Cory
Councillor Hazell
Councillor P. Higgins
Councillor Hogg
Councillor Kimberley
Councillor Pyman
Councillor Naish
Councillor Taylor
Councillor J. Young

COUNCIL MEETING

17 July 2008

Present:- The Mayor (Councillor Crowe)
The Deputy Mayor (Councillor Spyvee)
Councillors Barton, Blandon, Blundell, Bouckley, Chapman, Chuah, Cook, Cory, Davidson, Elliott, Fairley-Crowe, Fisher, Foster, Gamble, Garnett, Hall, Hardy, Hazell, P. Higgins, T. Higgins, Hogg, Hunt, Jowers, Kimberley, Knight, Lewis, Lissimore, Maclean, Manning, Martin, Offen, B. Oxford, P. Oxford, Pyman, Quarrie, Scott-Boutell, Smith, Sykes, Tod, Turrell, Willetts.

Honorary Aldermen:- Browning, Cannon, Fairhead, Frank, Fulford, Webb and Wilkin.

The meeting was opened with prayers by the Reverend Doctor Chris Garland

16. Honorary Aldermen

PROPOSED by Councillor Turrell and *RESOLVED UNANIMOUSLY* that in pursuance of the provisions of Section 249 of the Local Government Act 1972, this Council confers the title of "Honorary Alderman" on the former Councillors listed below in recognition of their loyal and eminent service as Members of the Council for the periods stated:-

David Holt	29 June 1967 to 6 May 1986
John Gilbert Sanderson	7 June 1973 to 8 May 1990
Ivan Thomas James Trusler	26 March 1981 to 11 May 1998
Jenny Stevens	5 May 1983 to 8 May 2000
Richard Hammond Gower	5 May 1988 to 6 May 2008

The Mayor presented transcripts of the resolution to the Honorary Aldermen who then offered their thanks to the Council following their appointment.

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

Portfolio - Communication and Customers					
Date	Number	Report Title	Author	Decision	Result

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

Portfolio – Culture, Tourism and Diversity						
Date	Number	Report Title	Author	Decision	Result	
17/6/08	CUL-001-08	Tender Approval for Replacement of Artificial Sports Pitch at Colchester Leisure World	Simon Grady	To appoint a suitable contractor to replace the artificial sports pitch at Leisure World	Agreed 26/6/08	
8/8/08	CUL-002-08	Review of grounds maintenance in Colchester's Closed Churchyards	Bob Penny Claire Pick	To confirm the option to be taken to achieve the budget reduction for closed churchyard maintenance required as part of the budget setting process for 2008/09	Agreed 18/8/08	
8/8/08	CUL-003-08	Colchester's allotment including fees and charges: October 2009 – September 2014	Bob Penny Claire Pick	To approve fees and charges for allotment rental for the period October 2009 – September 2014 and provide information on the current and future trends in allotment provision	Agreed 18/8/08	
22/8/08	CUL-004-08	Indexation increases of Ground Maintenance contract	Bob Penny	Concerns the increase in the cost of the ground maintenance contract and the short and long term implications	Agreed 5/9/08	
1/9/08	CUL-005-08	Free Swimming at Colchester Leisure World	Simon Grady	Colchester Borough Council's participation in the Government's Free Swimming Programme	Agreed 10/9/08	

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

Portfolio - Neighbourhoods					
Date	Number	Report Title	Author	Decision	Result
16/6/08	NEI-001-08	Retrospective application for a Landlords Empty Property Loan	Kevin Heath	To agree to vary the conditions of a Landlords Empty Property Loan, including allowing a retrospective application	Agreed 25/6/08
16/6/08	NEI-002-08	Increase in amount of HMO Fire Safety Grant payable for a House in Multiple Occupation	Jo Tawell	To allow the approval of an HMO Fire Safety Grant above the usual 33% of the reasonable cost of the necessary fire precaution works	Agreed 30/6/08
22/06/08	NEI-003-08	Sub-Regional Choice Based Lettings: Proposed New Common Allocations Policy for the Greater Haven Gateway	Peter McDonagh	To recommend the adoption of the common housing allocations policy which will be used when implementing the Greater Haven Gateway sub-regional choice based lettings scheme	Can be implemented immediately as decision was pre-scrutinised at Strategic Overview and Scrutiny Panel 8 April 2008 (minute 70). This decision not subject to call-in procedure
16/7/08	NEI-004-08	Local Lettings Policy	Matthew Young/ Karen Paton	To adopt a Local Lettings Policy in conjunction with the Current Housing Allocations Policy	Agreed 29/7/08

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

25/07/08	NEI-005-08/ RES-004-08	The Lease Agreement for Forest Road Meeting Hall and Car Park, 121 Forest Road, Colchester	Paul Clarke	To approve the new lease arrangement between Colchester Borough Council and the Greenstead Community Association for 121 Forest Road Meeting Hall and Car Park	Agreed 4/8/08
30/7/08	NEI-006-08/ RES-005-08	Extension of the Housing Management Agreement	Lindsay Barker	To approve the current Housing Management Agreement with Colchester Borough Homes to be extended for one month	This decision can be implemented immediately. Decision was accompanied by an Urgency Authorisation Notice and therefore is not subject to the 5 day call-in procedure
30/7/08	NEI-007-08	Proposal by Colchester Borough Homes to become a member of the e2 Development Consortium	Tina Hinson	To seek approval of permission for Colchester Borough Council's Arms Length Management Organisation (ALMO), Colchester Borough Homes (CBH) to become a member of the development consortium e2 subject to certain conditions	Agreed 15/8/08
6/8/08	NEI-008-08/ RES-007-08	Changes to Disabled Facilities Grant	Peter McDonagh	To recommend retrospectively, that Colchester Borough Council continues to contribute financial resources to promote DFG's in order to meet both its statutory	Agreed 15/8/08

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

29/8/08	NEI-009-08/ STR-003-08	To Renew the Housing Management Agreement with Colchester Borough Council	Mike Scarlett	duties and the housing needs of its residents To renew the Management Agreement (MA) with Colchester Borough Homes (CBH) for a further five year period in line with the Cabinet report to 09 August 2013	Agreed 5/9/08
8/9/08	NEI-010-08	Revision of Financial Assistance Policy for Private Sector Housing	Jo Tawell	To approve the revised Financial Assistance Policy for Private Sector Housing effective from 01 September 2008	Due 29/9/08

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

Portfolio - Performance and Partnerships						
Date	Number	Report Title	Author	Decision	Result	
27/5/08	PER-001-08	Consultation response on the draft joint municipal waste management strategy for Essex 2007 to 2032	Chris Dowsing	Colchester Borough Council's response to the consultation on the draft joint municipal waste management strategy for Essex	Called-in 4/6/08. Reviewed at Strategic and Overview Scrutiny Panel 10 June 2008. Decision can now be implemented (see minute 5b)	
18/6/08	PER-002-08	North East Essex PCT's proposals for developing a GP-led health centre and relocating the Walk-in Centre and Out-of-Hours services	Alison Woolhough	Consultation response to the PCT's proposals for a new GP-led health centre at Colchester Primary Care Centre, incorporating the existing Colchester NHS Walk-in Centre and Out-of-Hours services	Agreed 26/6/08	
18/6/08	PER-003-08	Proposed use of the ex-MOD medical centre	Matt Sterling	To agree to negotiate a lease for the ex-MOD Medical Centre building with North East Essex Primary Care Trust	Agreed 26/6/08	
18/8/08	PER-004-08	Allocation of funding from the Life Opportunities Capital Fund July 2008	Bridget Tighe	To approve the spend of £45,000 from the Life Opportunities Capital Fund July 2008	Agreed 27/8/08	

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

Portfolio - Planning and Regeneration					
Date	Number	Report Title	Author	Decision	Result
30/5/08	PLA-001-08 (reg-001-08)	King Edward Quay – Release of Section 106 funding	Helen French	To approve release of section 106 funding in East Colchester to complete the re-paving of the King Edward Quay Phase 2 Environmental Improvements Scheme	Agreed 11/6/08

Record of Decisions taken under Scheme of Delegation to Cabinet Members 15 May 2008 – 25 September 2008

Portfolio – Resources and Business						
Date	Number	Report Title	Author	Decision	Result	
25/6/08	RES-001-08	Travel Concessions – Senior Railcards	Peter Evans	To set the charge for a senior railcard as £20.00 from 1 August 2008	Agreed 4/7/08	
9/7/08	RES-002-08	Travel Concession Scheme – Review of Operating Hours	Peter Evans	To change the operational hours of the scheme from 9.30am to 11pm on weekdays to 9.00am to midnight on weekdays with effect from 4 August 2008	Agreed 17/7/08	
16/7/08	RES-003-08	Insurance Tender	Hayley McGrath	To agree new insurance package for the Council	Agreed 24/7/08	
25/07/08	NEI-005-08/ RES-004-08	The Lease Agreement for Forest Road Meeting Hall and Car Park, 121 Forest Road, Colchester	Paul Clarke	To approve the new lease arrangement between Colchester Borough Council and the Greenstead Community Association for 121 Forest Road Meeting Hall and Car Park	Agreed 4/8/08	
30/7/08	NEI-006-08/ RES-005-08	Extension of the Housing Management Agreement	Lindsay Barker	To approve the current Housing Management Agreement with Colchester Borough Homes to be extended for one month	This decision can be implemented immediately. Decision was accompanied by an Urgency Authorisation	

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

					Notice and therefore is not subject to the 5 day call-in procedure
29/7/08	RES-006-08	Enterprise, Skills and Employment grant application - Signpost	Janita Warren	To approve application for grant aid to Signpost (Colchester) Ltd for the financial year 2008-2009	Agreed 15/8/08
6/8/08	NEI-008-08/ RES-007-08	Changes to Disabled Facilities Grant	Peter McDonagh	To recommend retrospectively, that Colchester Borough Council continues to contribute financial resources to promote DFG's in order to meet both its statutory duties and the housing needs of its residents	Agreed 15/8/08
3/9/08	RES-008-08	Local Authority Mortgage Interest Rates	Peter Evans	To set the locally determined interest rate applicable to council mortgages	Agreed 11/9/09
4/9/08	RES-009-08	Office Accommodation Strategy	Ann Wain	Office Accommodation strategy in light of decision to implement flexible working and the opportunities presented by this	Agreed 12/09/08

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

Portfolio - Strategy						
Date	Number	Report Title	Author	Decision	Result	
31/7/08	STR-001-08	Sub-Regions in the East of England: EEDA's Role in Partnerships and Engagement	Mike Crouch	To approve Council's response to a discussion paper published by the East of England Development Agency (EEDA) dealing with the future of sub-regions in the East of England	Agreed 14/8/08	
6/8/08	STR-002-08	Draft Proposals for Unitary Local Government in Norfolk and Suffolk	Mike Crouch	To approve Council's response to draft proposals from The Boundary Committee to establish unitary local government in Norfolk and Suffolk	Agreed 19/8/08	
29/8/08	NEI-009-08/ STR-003-08	To Renew the Housing Management Agreement with Colchester Borough Council	Mike Scarlett	To renew the Management Agreement (MA) with Colchester Borough Homes (CBH) for a further five year period in line with the Cabinet report to 09 August 2013	Agreed 5/9/08	

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
15 May 2008 – 25 September 2008**

Portfolio - Street and Waste Services					
Date	Number	Report Title	Author	Decision	Result
1/8/08	STS-001-08	Dedham amenities	Dave McManus	To withhold the capital funding for the new build of additional public toilets in Mill Road Car Park, Dedham	Called-in 12/8/08. Reviewed at Finance and Audit Scrutiny Panel 19 August 2008. Confirmed decision can now be implemented (see minute 18)

Report of	Head of Corporate Management	Author	Amanda Chidgey
Title	Local Highway Panel // Expenses incurred by Parish Representatives		
Wards affected	Not applicable		

This report proposes changes to the Members' Allowance Scheme to provide for the payment of expenses incurred by Parish Council representatives on the Local Highway Panel.

1. Decision Required

- 1.1 To approve the amendment of the Members' Allowance Scheme to provide for the payment of travel expense claims incurred by the Parish Council representatives while undertaking their duties in relation to the Local Highway Panel.

2. Reasons for Decision(s)

- 2.1 The Council's Allowance Scheme provides for claims to be paid for travel to Councillors in respect of approved duties, the Local Highway Panel being one of a number of 'approved duties', but the scheme defines Councillors as 'elected members of Colchester Borough Council'. The terms of reference of the Panel provides for the membership to comprise Parish representatives as well as Borough representatives. However the Parish representatives are currently unable to claim their out of pocket expenses (travel) to the meetings even though they have volunteered their services and have an equal role to play on the Panel as their Borough Council colleagues.

3. Alternative Options

- 3.1 No alternative options are presented.

4. Proposals

- 4.1 The Local Highway Panel has been formulated in response to a recent initiative by Essex County Council to work in partnership with District Councils to devolve some of the highways decision making procedures closer to local communities. Colchester is one of three District Councils which have been invited to participate in this pilot project and the arrangements put in place in Colchester have resulted in the creation of a Local Highways Panel.
- 4.2 The Panel is made up of five Borough Councillors and five Parish Councillors and additionally the Borough Council Portfolio Holder for Street and Waste Services who is the Panel Chairman.

- 4.3 The Panel is scheduled to meet on four occasions each year, although this might change as the work of the Panel evolves. The first two meetings took place in July and September and the Panel is due to meet again in December and March.
- 4.4 The members of the Independent Remuneration Panel have all agreed with the principle of enabling Parish representatives on the Local Highway Panel to receive some form of payment to cover their out of pocket expenses, the preferred mechanism for which being by means of the inclusion within the Allowance Scheme of a definition of Parish Councillor as ‘an elected member of a Parish Council within the Colchester Borough and acting as a nominated representative on one of the Council’s Panels or Committees and extending the travel claim provisions to include the making of payments to Parish Councillors.

5. Standard References

- 5.1 There are no specific equality, diversity and human rights, community safety, health and safety and risk management implications in this matter.

6. Strategic Plan References

- 6.1 The new arrangements will underpin the Council’s commitment to quality services and customer excellence.

7. Financial Considerations

- 7.1 The payment of the travel expenses can be contained within the existing budget.

8. Publicity Considerations

- 8.1 Whatever changes may be agreed will need to be publicised by way of an amendment to the Constitution which is published on the Council’s web site.