

# COLCHESTER CITY COUNCIL

## FORWARD PLAN OF KEY DECISIONS 1 December 2023 – 31 March 2024

During the period from 1 December 2024 – 31 March 2024\* Colchester City 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 City 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](mailto: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](http://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. Details of the decision makers are correct at the time of publication.

Contact details for the Council's various service departments are incorporated at the end of this plan.

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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.

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Approval to complete the purchase of land/property at 'The Centre' Greenstead from Notting Hill Genesis, using funding received via the Estates Regeneration Fund	No	November 2023	<p>Portfolio Holder for Resources, Councillor Mark Cory</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Richard Kendrew Project Manager <a href="mailto:richard.kendrew@colchester.gov.uk">richard.kendrew@colchester.gov.uk</a> 01206 589276</p>
Award of Contract for the communal area cleaning of 2 and 3 storey blocks	No	November 2023	<p>Portfolio Holder for Housing, Councillor Paul Smith</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Martin Norgett Strategic Client for Asset Management <a href="mailto:martin.norgett@colchester.gov.uk">martin.norgett@colchester.gov.uk</a> 07816 204488</p>

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<b>Acquisition of family homes from Developer within the Chesterwell development</b>	Yes	November 2023	<p>Portfolio Holder for Housing, Councillor Paul Smith, in consultation with Richard Block, Chief Operating Officer,</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Terri Hamilton Client for Affordable Housebuilding <a href="mailto:Terri.hamilton@colchester.gov.uk">Terri.hamilton@colchester.gov.uk</a> 07870 542949</p>
<b>Award of contract for the upgrade of thermal elements and deck areas to flats at Trinity Square</b>	No	November 2023	<p>Portfolio Holder for Housing, Councillor Paul Smith</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Martin Norgett Strategic Client for Asset Management <a href="mailto:martin.norgett@colchester.gov.uk">martin.norgett@colchester.gov.uk</a> 07816 204488</p>

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<p><b>Proposed Strategy for Future Direction of Amphora companies</b></p> <p>The key decisions to be made are:</p> <ul style="list-style-type: none"> <li>• Endorsement of future strategy for Amphora</li> <li>• Hibernation of both CAHL and CAEL.</li> <li>• Simplification of Amphora to focus on trading services and the associated implications</li> </ul>	Yes	22 November 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	<p>Cabinet report Proposed Amphora Strategy Proposed Hibernation of CAEL CIPFA report of review recommendations</p>	<p>Richard Carr Managing Director (Interim), CCHL <a href="mailto:richard.carr@colchesteramphora.com">richard.carr@colchesteramphora.com</a> 01206 282421</p>

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<b>Viability Assumptions and Affordable Rent on New build affordable housing developments within the Council's General needs housing stock</b>	Yes	22 November 2023	Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Cabinet report	Terri Hamilton Client for Affordable Housebuilding <a href="mailto:Terri.hamilton@colchester.gov.uk">Terri.hamilton@colchester.gov.uk</a> 07870 542949

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2023-24 Mid-Year Budget Review and Budget Strategy 2024-25	No	22 November 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Richard Block Chief Operating Officer <a href="mailto:Richard.block@colchester.gov.uk">Richard.block@colchester.gov.uk</a> (01206) 506825</p>

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<b>Asset Management Review: Corporate Landlord Model</b>	No	22 November 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Mandy Jones Strategic Director <a href="mailto:mandy.jones@colchester.gov.uk">mandy.jones@colchester.gov.uk</a> (01206) 282245</p>

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<b>Officer Pay Policy Statement 2024-25</b>	No	22 November 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report Draft Officer Pay Policy Statement 2024-25	<p>Jess Douglas Head of People <a href="mailto:Jessica.douglas@colchester.gov.uk">Jessica.douglas@colchester.gov.uk</a> 01206 282239</p>

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<b>Approval of Fees and Charges 2024-25</b>	No	19 December 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report Schedule of draft fees and charges	<p>Andrew Small Section 151 Officer <a href="mailto:Andrew.small@colchester.gov.uk">Andrew.small@colchester.gov.uk</a></p>

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<p><b>Devolution</b> – to note the current position and take any relevant decisions relating to the Devolution deal for Essex</p>	No	19 December 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Pam Donnelly Chief Executive <a href="mailto:pamela.donnelly@colchester.gov.uk">pamela.donnelly@colchester.gov.uk</a> 0206 282211</p>

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<p><b>North Essex Authorities and Shared Services</b></p> <p>The report will update Cabinet on progress since agreeing the North Essex Authorities' (NEA) Memorandum of Understanding in December 2022, seek approval to establish the North Essex Councils partnership and commit resources to enable its objectives to be delivered. It will also provide an update on shared services and seek approval to progress to develop a full business case for a single shared back office.</p>	No	19 December 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: <a href="mailto:democratic.services@colchester.gov.uk">democratic.services@colchester.gov.uk</a></p>	Cabinet report	<p>Richard Block Chief Operating Officer <a href="mailto:Richard.block@colchester.gov.uk">Richard.block@colchester.gov.uk</a> (01206) 506825</p>

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<b>Peer Review Action Plan Update</b>	No	19 December 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report Peer Review Action Plan Update	<p>Richard Block Chief Operating Officer <a href="mailto:Richard.block@colchester.gov.uk">Richard.block@colchester.gov.uk</a> (01206) 506825</p>
<b>Local Council Tax Support 2024/25</b>	No	19 December 2023	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report 6-week public consultation results LCTS scheme 2024/25	<p>Adam Wood Benefits and Support Manager <a href="mailto:adam.wood@colchester.gov.uk">adam.wood@colchester.gov.uk</a> 01206 505857</p>

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<b>Award of Contract for General Building</b>	No	December 2023	<p>Portfolio Holder for Housing, Councillor Paul Smith</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Martin Norgett Strategic Client for Asset Management <a href="mailto:martin.norgett@colchester.gov.uk">martin.norgett@colchester.gov.uk</a> 07816 204488</p>
<b>Award of contract for retrofit installation to combat fuel poverty</b>	No	December 2023	<p>Portfolio Holder for Housing, Councillor Paul Smith</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Portfolio Holder report	<p>Martin Norgett Strategic Client for Asset Management <a href="mailto:martin.norgett@colchester.gov.uk">martin.norgett@colchester.gov.uk</a> 07816 204488</p>

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<b>Housing Revenue Account Fees and Charges 2024 – 2025</b> To agree the Housing Revenue Account fees and charges for 2024-2025	No	December 2023	Portfolio Holder for Housing, Councillor Paul Smith  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report, including schedule of fees and charges	Suzane Norton Housing Client Coordinator <a href="mailto:suzanne.norton@colchester.gov.uk">suzanne.norton@colchester.gov.uk</a> (01206) 282249
<b>Award of Contract for Gas Servicing</b>	No	January 2024	Portfolio Holder for Housing, Councillor Paul Smith  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report	Martin Norgett Strategic Client for Asset Management <a href="mailto:martin.norgett@colchester.gov.uk">martin.norgett@colchester.gov.uk</a> 07816 204488

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<b>Enabling Works for Colchester Northern Gateway</b>	Yes	24 January 2024	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Lindsay Barker Deputy Chief Executive and Executive Director, Place <a href="mailto:lindsay.barker@colchester.gov.uk">lindsay.barker@colchester.gov.uk</a> (01206) 507435</p>

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<b>2024-25 Budget, Council Tax and Medium Term Financial Forecast</b>	No	24 January 2024	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Andrew Small Section 151 Officer <a href="mailto:Andrew.small@colchester.gov.uk">Andrew.small@colchester.gov.uk</a></p>
<b>Housing Revenue Estimates 2024-25</b>	No	24 January 2024	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Darren Brown Finance Manager <a href="mailto:darren.brown@colchester.gov.uk">darren.brown@colchester.gov.uk</a> 01206 282891</p>

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<b>Housing Investment Programme 2024-25</b>	No	24 January 2024	<p>Cabinet (Cllrs King, Burrows, Cory, Goss, Jay, Luxford Vaughan, Smith, Sommers)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Darren Brown Finance Manager <a href="mailto:darren.brown@colchester.gov.uk">darren.brown@colchester.gov.uk</a> 01206 282891</p>

## CONTACT DETAILS FOR COLCHESTER CITY COUNCIL

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