

# Scrutiny Panel Meeting

**Grand Jury Room, Town Hall, High Street,  
Colchester, CO1 1PJ  
Tuesday, 09 July 2024 at 18:00**

**The Scrutiny Panel** examines the policies and strategies from a borough-wide perspective and ensure the actions of the Cabinet accord with the Council's policies and budget. The Panel reviews corporate strategies that form the Council's Strategic Plan, Council partnerships and the Council's budgetary guidelines, and scrutinises Cabinet or Portfolio Holder decisions which have been called in.

**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: <http://www.colchester.gov.uk/haveyoursay>.

## Audio Recording, Mobile phones and other devices

The Council records public meetings for live broadcast over the internet via its YouTube Channel and the recordings are available to watch afterwards [here \[\(4\) Colchester City Council - YouTube\]](#). When it is not possible to video stream meetings, they will be audio streamed on the Council's website: [www.colchester.gov.uk](http://www.colchester.gov.uk)

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

There is wheelchair access to the Town Hall from St Runwald 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 the Library and Community Hub, Colchester Central Library, using the contact details below and we will try to provide a reading service, translation or other formats you may need.

## Facilities

Toilets with lift access, if required, are on each floor of the Town Hall. A water dispenser is available on the first 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.

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)

## Scrutiny Panel – Terms of Reference

1. To fulfil all the functions of an overview and scrutiny committee under section 9F of the Local Government Act 2000 (as amended by the Localism Act 2011) and in particular (but not limited to):

- (a) To review corporate strategies;
- (b) To ensure that actions of the Cabinet accord with the policies and budget of the Council;
- (c) To monitor and scrutinise the financial performance of the Council, performance reporting and to make recommendations to the Cabinet particularly in relation to annual revenue and capital guidelines, bids and submissions;
- (d) To review the Council's spending proposals to the policy priorities and review progress towards achieving those priorities against the Strategic and Implementation Plans;
- (e) To review the financial performance of the Council and to make recommendations to the Cabinet in relation to financial outturns, revenue and capital expenditure monitors;
- (f) To review or scrutinise executive decisions made by Cabinet, the North Essex Parking Partnership Joint Committee (in relation to decisions relating to off-street matters only) and the Colchester and Ipswich Joint Museums Committee which have been made but not implemented referred to the Panel pursuant to the Call-In Procedure;
- (g) To review or scrutinise executive decisions made by Portfolio Holders and officers taking key decisions which have been made but not implemented referred to the Panel pursuant to the Call-In Procedure;
- (h) To monitor the effectiveness and application of the Call-In Procedure, to report on the number and reasons for Call-In and to make recommendations to the Council on any changes required to ensure the efficient and effective operation of the process;
- (i) To review or scrutinise decisions made, or other action taken, in connection with the discharge of functions which are not the responsibility of the Cabinet;
- (j) At the request of the Cabinet, to make decisions about the priority of referrals made in the event of the volume of reports to the Cabinet or creating difficulty for the management of Cabinet business or jeopardising the efficient running of Council business;

To fulfil all the functions of the Council's designated Crime and Disorder Committee ("the Committee") under the Police and Justice Act 2006 and in particular (but not limited to):

- (a) To scrutinise the annual Strategic Assessment that informs the Annual Action Plan of the Community Safety Partnership (CSP);
- (b) To scrutinise the CSPs progress against the current Annual Action Plan, as a collective Partnership, or as the partners who comprise it (insofar as their individual activities relate to the CSP itself);
- (c) To review the CSP as a non-adversarial 'critical friend' and provide constructive challenge at a strategic level (rather than at an operational level); and
- (d) To make recommendations to the Cabinet, or other relevant decision makers, with respect to the discharge, by the CSP, of its crime and disorder functions where this is appropriate and in accordance with legislation.

**COLCHESTER CITY COUNCIL**  
**Scrutiny Panel**  
**Tuesday, 09 July 2024 at 18:00**

**The Scrutiny Panel Members are:**

Councillor Darius Laws [Chair]  
Councillor Dennis Willetts [Deputy Chair]  
Councillor Simon Appleton  
Councillor Joceyln Law  
Councillor Venessa Moffat  
Councillor Thomas Rowe  
Councillor Lee Scordis

**The Scrutiny Panel Substitute Members are:**

All members of the Council who are not Cabinet members or members of this Panel.

**AGENDA**  
**THE LIST OF ITEMS TO BE DISCUSSED AT THE MEETING**  
**(Part A - open to the public)**

**1 Welcome and Announcements**

The Chairman will welcome members of the public and Councillors and remind everyone to use microphones at all times when they are speaking. The Chairman will also explain action in the event of an emergency, mobile phones switched to silent, audio-recording of the meeting. Councillors who are members of the committee will introduce themselves.

**2 Substitutions**

Councillors will be asked to say if they are attending on behalf of a Committee member who is absent.

**3 Urgent Items**

The Chair will announce if there is any item not on the published agenda which will be considered because it is urgent and will explain the reason for the urgency.

**4 Declarations of Interest**

Councillors will be asked to say if there are any items on the agenda about which they have a disclosable pecuniary interest which would prevent them from participating in any discussion of the item or participating in any vote upon the item, or any other registerable interest or non-registerable interest.

## 5 **Minutes of Previous Meeting**

The Councillors will be invited to confirm that the minutes of the meetings held on 16 May 2024 and 4 June 2024 are a correct record.

### **Scrutiny Panel Minutes 16 May 2024**

7 - 10

### **Confidential Scrutiny Panel Minutes 16 May 2024**

- This report is not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (financial / business affairs of a particular person, including the authority holding information).

### **Scrutiny Panel Minutes 4 June 2024**

11 - 14

## 6 **Have Your Say!**

The Chairman will invite members of the public to indicate if they wish to speak or present a petition on any item included on the agenda or any other matter relating to the terms of reference of the meeting. Please indicate your wish to speak at this point if your name has not been noted by Council staff.

## 7 **Decisions Taken Under Special Urgency Provisions**

To consider any Cabinet decisions taken under the special urgency provisions.

## 8 **Cabinet or Portfolio Holder Decisions called in for Review**

The Councillors will consider any Cabinet or Portfolio Holder decisions called in for review.

## 9 **Items requested by members of the Panel and other Members**

(a) To evaluate requests by members of the Panel for an item relevant to the Panel's functions to be considered.

(b) To evaluate requests by other members of the Council for an item relevant to the Panel's functions to be considered.

***Members of the panel may use agenda item 'a' (all other members will use agenda item 'b') as the appropriate route for referring a 'local government matter' in the context of the Councillor Call for Action to the panel. Please refer to the panel's terms of reference for further procedural arrangements.***

## 10 **Portfolio Holder Briefing [Waste, Neighbourhood Services and Leisure]**

- |    |  |         |
|----|--|---------|
| 11 | <b>Year End April 2023 – March 2024 Performance Report Key Performance Indicators (KPI) and Strategic Plan Delivery Plan (SPDP)</b>  | 15 - 30 |
|    | This report provides details of performance against Key Performance Indicators (KPIs) and Strategic Plan Delivery Plan (SPDP) at Year End point 2023 - 2024.   |         |
| 12 | <b>Financial Planning Framework 2025-26 to 2029-30</b>   | 31 - 44 |
|    | This report invites the Panel to review and comment upon the draft Financial Planning Framework 2025/26 to 2029/30.  |         |
| 13 | <b>Community use of Colchester City Council Assets and curating Colchester City Centre’s Public Spaces</b>   | 45 - 48 |
|    | This report updates Scrutiny Panel on the Council’s approach and policy towards the use of the community assets which it owns following the discussions at their meetings in August 2023 and February 2024. It also provides information for the Panel about more recent work to programme and coordinate activity in public spaces.   |         |
| 14 | <b>Middle Mill Weir Collapse – Update Briefing- including consultation feedback</b>  | 49 - 62 |
|    | This briefing sets out the current position at Middle Mill following the collapse of the weir in December 2023.  |         |
| 15 | <b>Work Programme 2024-25</b>  | 63 - 74 |
|    | This report invites the panel to consider both the current Work Programme for 2024-2025 for the Scrutiny Panel and any changes or additions to that programme.   |         |
| 16 | <b>Exclusion of the Public (Scrutiny)</b>  |         |
|    | In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) 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). |         |

**Part B**  
**(not open to the public including the press)**