

# COLCHESTER CITY COUNCIL

## FORWARD PLAN OF KEY DECISIONS 1 December 2025 – 31 March 2026

During the period from 1 December 2025 – 31 March 2026\* 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.

---

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)
<b>Contract for Castle Roof Works</b> (To progress to tender for the contract for Castle roof works totalling £1.565m of which £1.3m is externally funded)	No	November 2025	Portfolio Holder for Culture, Heritage and Environment, Councillor Lee Scordis  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk	Portfolio Holder report	Frank Hargrave Head of Culture, Museums and Tourism <a href="mailto:Frank.hargrave@clchester.gov.uk">Frank.hargrave@clchester.gov.uk</a>
<b>Award of Contract for Voids Clearances in the Housing Revenue Account portfolio</b>	No	November 2025	Portfolio Holder for Housing, Councillor Julie Young  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@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

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)
<b>Procurement of three food waste vehicles</b>	No	November 2025	<p>Councilor Martin Goss, Portfolio Holder for Waste, Neighbourhoods and Leisure.</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Portfolio Holder report	<p>Richard Walker Head of Strategic Parking, Recycling, Refuse and Fleet Services Richard.walker@colchester.gov.uk</p>
<p><b>Colchester City Council Digital Strategy</b></p> <p>Review and Approval of a new Digital Strategy for Colchester City Council for the period 2025 to 2028</p>	No	10 December 2025	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report and draft Digital Strategy	<p>Darren Kidson Head of Digital <a href="mailto:Darren.kidson@colchester.gov.uk">Darren.kidson@colchester.gov.uk</a></p>

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)
<b>Colchester City Council Customer Strategy</b>	No	10 December 2025	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report and draft Customer Strategy	Mandy Jones Strategic Director
<b>Heart of Greenstead Construction works Contract Award</b>	Yes	10 December 2025	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report	<p>Rory Doyle Associate Director of Alliance Integrated Strategic Partnerships <a href="mailto:rory.doyle@colchester.gov.uk">rory.doyle@colchester.gov.uk</a> (01206) 507885</p>

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)
<b>Local Council Tax Support Scheme 2026-27</b>	No	10 December 2025	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report; draft Local Council Tax Support Scheme	<p>Adam Wood Revenues and Benefits Manager <a href="mailto:adam.wood@colchester.gov.uk">adam.wood@colchester.gov.uk</a></p>
<b>Sale of land at the CNG site known as C3 and Freehold of Trinity House, Trinity Street</b>	Yes	10 December 2025	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report	<p>Patricia Barry Head of Estates <a href="mailto:Patricia.barry@colchester.gov.uk">Patricia.barry@colchester.gov.uk</a></p>

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)
<b>Town Hall Roof Project– Mechanical, Electrical and Power</b>	Yes	10 December 2025	Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk	Cabinet report	Adam Norris Senior Project Manager <a href="mailto:Adam.norris@colchester.gov.uk">Adam.norris@colchester.gov.uk</a>
<b>Adoption of Air Quality Strategy</b>	No	10 December 2025	Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk	Cabinet report Draft Strategy	Emily Harrup Transport and Sustainability Joint Lead <a href="mailto:Emily.harrup@colchester.gov.uk">Emily.harrup@colchester.gov.uk</a>

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)
<p><b>Housing Revenue Account Fees and Charges 2026-2027</b></p> <p>To agree the Housing Revenue Account fees and charges for 2026-2027</p>	No	December 2025	<p>Portfolio Holder for Housing, Councillor Julie Young</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Portfolio Holder report, including appendices of changes	<p>Geoff Beales Strategic Housing and Assurance Manager <a href="mailto:Geoff.beales@colchester.gov.uk">Geoff.beales@colchester.gov.uk</a> (01206) 506514</p>
<p><b>Award of contract for the Refurbishment of office spaces at St Edmunds House</b></p>	No	December 2025	<p>Portfolio Holder for Housing, Councillor Julie Young</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@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>

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)
<b>Award of contract for the Replacement of Internal Shed Doors on Housing Revenue Account properties</b>	No	January 2025	<p>Portfolio Holder for Housing, Councillor Julie Young</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@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 the Removal of Asbestos in the Housing Revenue account portfolio</b>	No	January 2025	<p>Portfolio Holder for Housing, Councillor Julie Young</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@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>

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)
<b>2026/27 Draft Budget and Medium-Term Financial Strategy (including HRA and Capital Programme)</b>	No	28 January 2026	Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk	Cabinet report	Anna D'Alessandro Section 151 Officer Anna.d'alessandro@colchester.gov.uk
<b>Treasury Management Strategy</b>	No	28 January 2026	Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk	Cabinet report	Anna D'Alessandro Section 151 Officer Anna.d'alessandro@colchester.gov.uk

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)
<b>Fees and Charges 2026/27</b>	No	28 January 2026	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report Schedule of proposed fees and charges	Anna D'Alessandro Section 151 Officer Anna.d'alessandro@colchester.gov.uk
<b>Officer Pay Policy 2026/27</b>	No	28 January 2026	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report	Jessica Douglas Head of People <a href="mailto:Jessica.douglas@colchester.gov.uk">Jessica.douglas@colchester.gov.uk</a>

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)
<b>Middle Mill – The Weir Phase 2</b>	No	28 January 2026	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report	<p>Tara Pitcher Construction Project Manager <a href="mailto:Tara.pitcher@colchester.gov.uk">Tara.pitcher@colchester.gov.uk</a></p>
<p><b>Play Parks Programme</b></p> <p>Decision to award contracts and expenditure associated with a city-wide refurbishment programme of 37 play parks</p>	No	28 January 2026	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report, Business Case	<p>Patricia Barry Head of Estates <a href="mailto:Patricia.barry@colchester.gov.uk">Patricia.barry@colchester.gov.uk</a></p>

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)
<b>Asset Disposals Programme</b>	Yes	28 January 2026	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report	<p>Patricia Barry Head of Estates <a href="mailto:Patricia.barry@colchester.gov.uk">Patricia.barry@colchester.gov.uk</a></p>
<b>3rd Party Procurement for Asset Management Delivery Functions</b>	Yes	28 January 2026	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet report	<p>Patricia Barry Head of Estates <a href="mailto:Patricia.barry@colchester.gov.uk">Patricia.barry@colchester.gov.uk</a></p>

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)
<b>Housing Revenue Account 30 Year Business Plan</b>	No	28 January 2025	Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk	Cabinet report Draft 30 year HRA Business Plan	Philip Sullivan Head of Strategic Housing <a href="mailto:Philip.sullivan@colchester.gov.uk">Philip.sullivan@colchester.gov.uk</a>
<b>Revised Delivery Strategy for Northern Gateway</b>	Yes	28 January 2025	Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)  Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk	Cabinet report	Lee Rainforth Major Projects Director <a href="mailto:lee.rainforth@colchester.gov.uk">lee.rainforth@colchester.gov.uk</a>

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)
<b>Delegation of Authority for Award of Housing Revenue Account Contracts 2026-27</b>	No	11 March 2026	<p>Cabinet (Cllrs King, Cory, Goss, Law, Luxford Vaughan, Pearson, Scordis, J. Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services282919@colchester.gov.uk</p>	Cabinet 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>

## CONTACT DETAILS FOR COLCHESTER CITY COUNCIL

**Pam Donnelly, Chief Executive**

**Tel: (01206) 282211**

**email: [pamela.donnelly@colchester.gov.uk](mailto:pamela.donnelly@colchester.gov.uk)**

**Richard Block, Chief Operating Officer**

**Tel: (01206) 506825**

**email: [richard.block@colchester.gov.uk](mailto:richard.block@colchester.gov.uk)**

**Lindsay Barker, Deputy Chief Executive and Executive Director Place**

**Tel: (01206) 507435**

**Email: [Lindsay.barker@colchester.gov.uk](mailto:Lindsay.barker@colchester.gov.uk)**

**Lucie Breadman, Strategic Director**

**Tel: (01206) 282726**

**email: [lucie.breadman@colchester.gov.uk](mailto:lucie.breadman@colchester.gov.uk)**

**Rory Doyle, Associate Director of Alliance Integrated  
Strategic Partnerships**

**Tel: (01206) 507885**

**e-mail: [rory.doyle@colchester.gov.uk](mailto:rory.doyle@colchester.gov.uk)**

**Mandy Jones, Strategic Director**

**Tel: (01206) 282501**

**email: [mandy.jones@colchester.gov.uk](mailto:mandy.jones@colchester.gov.uk)**