

Scrutiny Panel Meeting

**Grand Jury Room, Town Hall, High Street,
Colchester, CO1 1PJ**

Wednesday, 27 September 2017 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

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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 offstreet 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;

2. 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 review and scrutinise decisions made, or other action taken, in connection with the discharge of those functions by the responsible authorities of their crime and disorder functions;
- (b) To make reports and recommendations to the Council or the Cabinet with respect to the discharge of those functions.

COLCHESTER BOROUGH COUNCIL
Scrutiny Panel
Wednesday, 27 September 2017 at 18:00

Member:

Councillor Beverly Davies
Councillor Christopher Arnold
Councillor Phil Coleman
Councillor Adam Fox
Councillor Mike Hogg
Councillor Lee Scordis
Councillor Barbara Wood

Chairman
Deputy Chairman

Substitutes:

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

AGENDA - Part A
(open to the public including the press)

Members of the public may wish to note that Agenda items 1 to 5 are normally brief.

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 Chairman 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 pecuniary

interest or non-pecuniary interest.

- | | | |
|----|---|---------|
| 5 | Minutes of the Previous Meeting
To confirm as a correct record the minutes of the meeting held 12 September 2017. | 7 - 8 |
| 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. 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
The Councillors will consider any decisions by the Cabinet or a Portfolio Holder which have been taken under 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.

<i>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.</i> | |
| 10 | Town Centre PSPO including A Board update
See report of Assistant Director for Communities | 9 - 20 |
| 11 | Draft Work Programme 17-18
See report of Assistant Director Policy and Corporate. | 21 - 28 |
| 12 | Exclusion of the Public (Scrutiny)
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)

SCRUTINY PANEL

12 SEPTEMBER 2017

Present: - Councillor Davies (Chairman), Councillor Arnold,
Councillor Coleman, Councillor Fox, Councillor Hogg,
Councillor Scordis, Councillor Wood

Also present:- Councillor Buston

129. Minutes

RESOLVED as a correct record the minutes of the meeting held on 18 July 2017.

130. Bus Scoping Report

Pamela Donnelly introduced the Bus Scoping Report, which requests that the Panel consider and comment on the proposals for undertaking a review of bus services in Colchester. The report also requests that the Panel agree to the scope for a bus service review as included in Appendix 1 of the report.

Pamela Donnelly informed the Panel that given the potential difficulty in bus companies attending a scrutiny meeting, due to competition laws, the intention is to inform the bus companies at the earliest opportunity to hold a review. This will then allow officers to establish the best possible method in order for the Panel to reach the objectives as set out in the scoping document. Pamela Donnelly confirmed that the current aim is for all bus companies operating in the Borough of Colchester to be invited to the February Scrutiny Panel, which could adopt a select committee format, to respond to Panel members questions. It was also suggested that the questions put to the Bus Companies could be agreed in advance to ensure effective questioning at the meeting.

The Panel welcomed the suggestion, acknowledged the difficulty involved in getting all bus companies to attend a Panel meeting. Panel members requested that they be kept informed of progress on the review prior to the February date. It was also requested the Regal Busways be added to the list of operators in the scoping document, as well as the inclusion of community transport through Community 360.

RESOLVED that:

- a) The Panel considered and commented on the proposals in the report for undertaking a review of bus services in the Borough of Colchester.
- b) That the Panel agreed with the scoping document, with the inclusion of additional bus providers, and the approach as outlined by the Strategic Director.

131. Work Programme 2017-2018

Councillor Davies introduced the Scrutiny Panel Work Programme 2017-18. The report requests that the Panel consider and comment on the work programme.

Councillor Davies highlighted that there is an additional meeting of the Scrutiny Panel scheduled for 27 September. This meeting has been arranged to discuss the Public Space Protection Order consultation that has just finished. Pamela Donnelly informed the Panel that the consultation responses will be provided to an executive board meeting on 20 September, but no decision will be made until comments are received from the Scrutiny Panel meeting on 27 September.

Panel members also discussed newly received scoping documents relating to Zone Teams, communications around attracting visitors to Colchester, and the condition of Highways. Panel members requested that further information on these items be brought back to the next Panel meeting before a decision can be made as to whether they are included on the work programme.


RESOLVED that;

- a) Further information relating to the scoping documents received be provided at the next Scrutiny Panel meeting.
- b) That the Work Programme 2017-18 be noted.

Scrutiny Panel

27th September 2017

Item
10

Report of	Assistant Director for Communities Lucie Breadman	Author	Lucie Breadman / Cassandra Clements 282918 
Title	Town Centre PSPO including A Board update		
Wards affected	Optional: Castle / Whole Borough		

The Panel is invited to discuss the proposed Colchester Town Centre PSPO and inform Cabinet of their views or recommendations

1.0 Decision required and reason for Scrutiny.

- 1.1 In March 2017 Scrutiny Panel considered the use of A Boards across the Town Centre and recommended further investigations be looked at regarding options for enforcement and removal of A Boards, including the use of a Public Space Protection Order.
- 1.2 This report, supporting appendices and overview presentation provides members of the scrutiny panel the opportunity to consider the proposal for a new Town Centre Public Space Protection Order, which includes removal of A Boards.
- 1.3 Scrutiny panel are invited to feedback to Cabinet members as part of the consultation process for the Town Centre PSPO, including comment on the relevance of the specific anti-social activities included within the PSPO; any concerns, agreement or issues that may panel members feel may not be addressed.
- 1.4 See Appendix 1 for Proposed Town Centre PSPO content and Appendix 2 for the proposed Restricted Area.
- 1.5 Involving Scrutiny adds a further element of democratic accountability and helps to ensure that any final decisions made are sound and transparent.

2.0 Background Information

- 2.1 The Local Government Association Guidance for Councils states:

“Local Authorities understand how well anti-social behaviour can blight the lives of people in their local communities, with those affected often feeling powerless to act. Councils have a key role to play in helping make local areas safe places to live, visit and work and tackling anti-social behaviour continues to be a high priority.

Public Space Protection Orders (PSPO's), introduced in 2014, sit amongst a broad range of powers and tools to help tackle anti-social behaviour locally. PSPOs are aimed at ensuring public spaces can be enjoyed free from anti-social behaviour. They are not about stopping the responsible use of the night-time economy, or preventing young people from

seeing their friends – but they do provide councils with another instrument to help deal with persistent issues that are damaging their communities.”

- 2.2 The Anti-social Behaviour, Crime and Policing Act 2014 provided the powers for councils and their partners to put PSPO's in place and PSPO orders replaced Designated Public Place Orders (DPPOs), Gating Orders and Dog Control Orders.
- 2.3 A PSPO can be put in place by the council if they are satisfied, on reasonable grounds that the activities carried out, or likely to be carried out, in a public space:
- Have had, or are likely to have a detrimental effect on the quality of life of those in the locality;
 - Is, or is likely to be, unreasonable; and
 - Is, or is likely to be, persistent or continuing in nature; and
 - Justifies the restrictions imposed.
- 2.4 A PSPO can last for up to three years, after which it must be reviewed.
- 2.5 Choosing the right approaches for responding to ASB should start with identifying specific issues of concern and considering what is likely to be the most targeted and effective response in the circumstances. Many issues may be adequately addressed using other tools. For instance, awareness raising campaigns about the impact of certain activities on others, improved community engagement, or offering support to those exhibiting certain behaviours. The Council has and will continue to use these methods as a preference but also recognises there are times when it needs to be clear that certain behaviours will not be tolerated and enforcement may be needed to ensure that everyone can enjoy our public spaces.

3.0 Why is a PSPO being considered for the Town Centre?

- 3.1 PSPO's are being successfully used already across Colchester, as follows:
- Mill Road Sports Ground – Dogs on leads for the site and no dogs allowed on pitches
 - Town Centre Car Parks – ASB
 - Borough wide – No Dog Fouling Allowed
 - East Bay & The Moors – ASB & Unauthorised Encampments

Expired PSPO's:

- Firstsite – ASB
 - St Botolphs Circus – No Alcohol Consumption
 - St Botolphs Priory – No Alcohol Consumption
 - Turner Rise – Sale of Goods and parking
- 3.3 Anti-social behaviour continues to be an issue despite police and council resources being used to try to change behaviours. For example incidents of anti-social behaviour in Castle Park are increasing each year and while the PSPO at Firstsite has helped, it has now expired.

5.0 below covers the reason for including A Boards within the PSPO.

4.0 Homelessness and Rough Sleeping

- 4.1 Homelessness and rough sleeping has been highlighted as an area of concern throughout the consultation process with very strong views expressed that a PSPO is not the right

approach to solving this problem. The Council would agree and the PSPO is not being introduced to tackle this very complex issue. Colchester Borough Homes, Colchester Borough Council, the Police and other key partners have been engaged in a number of activities aimed at supporting the homeless and rough sleepers in Colchester. This work will continue.

5.0 A Boards

- 5.1 A Boards are used throughout the Borough by local businesses to promote offers or services. However, depending on the width of pavement/highway in front of their business the A Boards are causing obstructions which is a serious issue for the visually impaired, users of mobility scooters, prams and pushchairs, pedestrians in general and often vehicles.
- 5.2 The Council has received a number of requests from Access Groups to ban the use of A Boards entirely over the years. Scrutiny Panel was invited by the PFH to discuss the situation in March 2017 and heard compelling evidence from members of the public.
- 5.3 Scrutiny heard evidence that there are currently around 288 A Boards in use within Castle Ward. Most of these do not meet the restrictions of Essex County Council Highways Policy. Due to pavement width there are very few areas within the Town Centre that meet the Highways criteria. ECC do not enforce their policy on the ground and as such it is largely ignored.
- 5.5 A number of options were considered and presented to Scrutiny Panel. Inclusion of A Boards within a PSPO was a favoured option and officers were asked to investigate and report back to Scrutiny.
- 5.6 CBC's ability to take action currently would be through planning policy. The net result of this is prosecution through the Magistrates Court, a drawn out and costly process for both offending businesses and public services.
- 5.7 Enforcement through a PSPO would provide the same net result, more quickly and at less public expense (along with lower costs and fines to business that do not comply). The proposal to include all of the Town Centre rather than just those areas that do not comply with the Highways Policy aims to give businesses a level playing field and provide the best possible outcome for the visually impaired as it is recognised that even where pavements are wider A Boards are still an obstruction that can cause harm.

6.0 Strategic Plan references

- 6.1 Vibrant - Create the right environment for people to develop and flourish in all aspects of life both business and pleasure.
- 6.2 Welcoming - Ensure Colchester is a welcoming and safe place for residents, visitors and businesses with a friendly feel that embraces tolerance and diversity

7.0 Consultation

- 7.1 Consultation has taken place as follows:

- Public Scrutiny of A Boards in March 2017
- Public Consultation of proposed PSPO 14th August to 11th September
- Consultation with Colchester Community Safety Partnership

- 7.2 In total we received 81 responses to the PSPO consultation, and one petition was submitted specifically against A Boards. Some feedback was on the entire order and some was on

certain points, therefore the figures will show more responses than the total received. The breakdown is as follows:

Topic	For	Against
Full Order	41	30
Query / Comment	10	
Breakdown of any Specific issues mentioned For / Against:		
Begging / Homelessness		9
Alcohol		1
Free Printed Matter		1
A Boards		11

7.3 Of the responses 'FOR' the PSPO 71% were residents with 29% being businesses / groups / organisations.

7.4 Of the responses 'AGAINST' the PSPO 43% were residents with 57% being businesses / groups / organisations.

8.0 Publicity Considerations

8.1 PSPO's can be very controversial with some seeing them as an opportunity for Councils to ban public activities that are merely considered unusual or unpopular or with which the Council disagrees.

8.2 To mitigate this concern the Council is consulting widely on the Town Centre PSPO and hopes that the public will agree the activities included do constitute antisocial behaviour, further, enforcement of the order will include a considered approach using trained enforcement officers whose primary aim is to change or limit the behaviour not hand out fines.

8.3 The proposed PSPO contains the proposal to remove A Boards from use on Public land within the town centre and it is likely that many businesses currently using A Boards will be unhappy with this decision.

8.4 In many cases businesses are currently in contravention of the ECC Highways Policy on use of A Boards. The PSPO will provide the powers for CBC to enforce existing policy with a minimal use of public funds. Extending the ban across the whole Town Centre provides a level playing field for businesses and ensures the best result for residents and visitors who currently find A Boards to be an unnecessary obstacle that can cause harm and impacts their ability to enjoy shopping and making full use of the town centre.

9.0 Financial Implications & Enforcement

9.1 The current proposed PSPO, if agreed, would be implemented using existing resources and therefore have no financial implications.

9.2 Given the current financial climate and cuts to local government the implementation approach would consider how we can work in different ways to enforce the PSPO and make maximum use of existing resources. This is likely to include:

- Partnership activities to maximise use of resources and enforcement / education opportunities
- Re-training of key frontline officers to broaden scope and skills
- Campaigns to raise awareness of issues relating to anti-social behaviour
- Specific 'days' or 'nights' of action

- Working with our town centre communities, both the businesses and residents to understand and address key problem areas; thus targeting resources efficiently.

10.0 Equality, Diversity and Human Rights implications

- 10.1 Public Space Protection Orders (PSPOs) are intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They are designed to ensure the law-abiding majority can use and enjoy the public spaces, safe from anti-social behaviour.

As such it is not felt that the proposed PSPO will have a negative impact on those who meet any of the 9 characteristics protected by the equality act. It is hoped that the order will have a positive impact for many, specifically with the ban on A Boards helping to remove obstructions to disabled and visually impaired users of the town centre.

11.0 Community Safety implications

- 11.1 The nature of some of the activities included within the proposed PSPO can be very intimidating and leave law abiding citizens feeling unsafe, if the behaviour continues. Public Space Protection Orders (PSPOs) are intended to provide Councils and partner organisations help in dealing with these problem's.

Colchester Borough Council

Anti-social Behaviour, Crime and Policing Act 2014

**THE COLCHESTER BOROUGH COUNCIL (TOWN CENTRE)
PUBLIC SPACES PROTECTION ORDER 2017**

The Colchester Borough Council (“the Council”) makes this Order under section 59 of the 2014 Act, having consulted as required by section 72.

The Order takes effect on _____ and has duration of 3 years.

It applies to the public place formed by Colchester Town Centre (the Restricted Area) as identified on the attached plan

The Council is satisfied that activities have been carried out in the Restricted Area which have had a detrimental effect on the quality of life of those in the locality. Further, it is satisfied that the effect of these activities is or is likely to be of a persistent or continuing nature, is or is likely to be such as to make the activities unreasonable and the effect justifies the restrictions imposed.

The activities carried out are as follows:

- Persons urinating and defecating in places open to the air.
- Persons taking intoxicating substances in places open to the air.
- Persons being intoxicated and incapable.
- Persons begging for money.
- Persons Fly-posting
- Persons distributing free literature.
- Skateboards, scooters and other wheeled vehicles being used in pedestrian areas so as to cause nuisance and annoyance.
- Persons being intimidating, verbally abusive, blocking access, aggressively shouting, swearing and fighting
- The stationing of advertising boards or other structures being used as such.

These activities have given rise to complaints to both the Council and the Police and are causing nuisance, annoyance and distress to other members of the public wishing to use these public spaces.

The Council therefore under section 59(4) prohibits:

- Any person urinating or defecating in any place which is not a toilet.
- Any person consuming alcohol except within the curtilage of a licensed premises.
- Any person being as a result of intoxication by ingesting drugs or alcohol be in a condition as to be considered by a constable, any other member of the emergency services or health services or an authorised person to be incapable and causing a nuisance.
- Any person sitting or loitering on the highway or any pedestrian area of the Restricted Area demanding or begging for money whether by placing any item before them for receipt of money or otherwise.
- Any person Fly-posting (including the unlawful affixing of any placard, notice, or sign to street furniture) or any person permitting and / or benefitting from such Fly-posting
- Any person distributing free literature unless it is for religious, political or charitable purposes or any person permitting and / or benefitting from such distribution of literature.
- Any person using a skateboard, scooter, skates, bicycle or other self-propelled wheeled vehicle in such a manner as to cause damage to property or nuisance or annoyance to other persons in the restricted area.
- The stationing of advertising boards or other structure being used as such, within the Restricted Area.
- Any person behaving in a manner that is likely to result in any member of the public being intimidated, harassed, alarmed or distressed.

If a constable or an authorised person reasonably believes that a person is or has been consuming alcohol within the restricted areas they may require that person:

- Not to consume alcohol or anything which the constable or authorised officer reasonably believes to be alcohol
- To surrender anything in that persons possession which is, or which the constable or authorised person reasonable believes to be alcohol or a container for alcohol.

Failure without reasonable excuse to comply with the prohibitions or requirements imposed by this Order is a summary offence under section 67 of the 2014 Act.

A person guilty of an offence under section 67 is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

A constable or an authorised person may under section 68 of the 2014 Act issue a fixed penalty notice to anyone he or she has reason to believe has committed an offence under section 67 in relation to this Order. Persons who breach this order, shall when ordered to do so by an authorised person disperse either immediately or by such time as directed

Signed

By authority of the Colchester Borough Council under section 101 of the Local Government Act 1972

Rowan House
Sheepen Road
Colchester

Dated

A copy of the Order and Map may be obtained on the Councils Website or by contacting the address below. Written representations about the proposed Order must be sent to:

Safercolchester@colchester.gov.uk

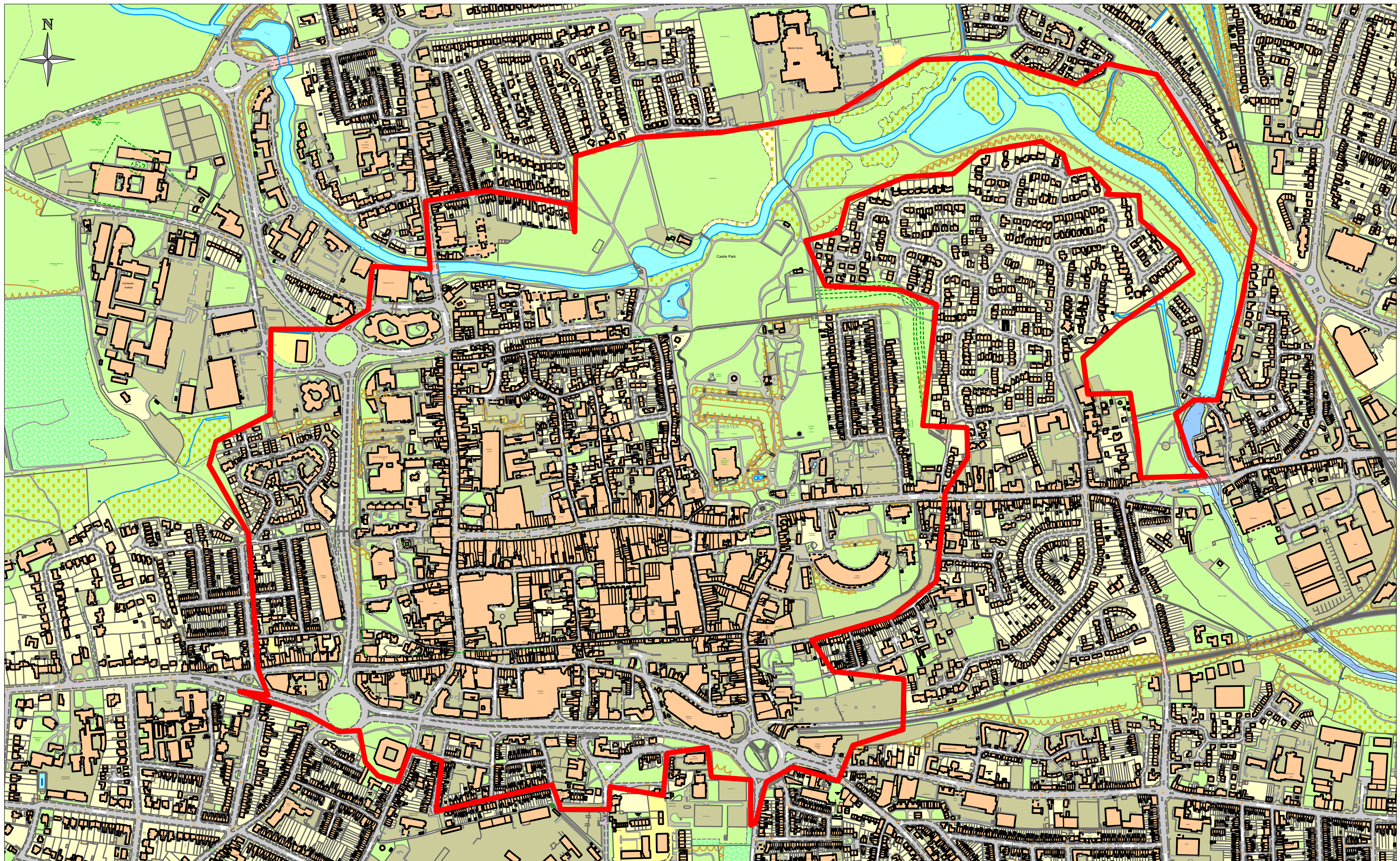
Or

**Safer Colchester Partnership, Colchester Borough Council, Rowan House,
33 Sheepen Road, Colchester, CO3 3WG**

by **28th August 2017**

Please note that any representations received may become available for public inspection.

Map of Restricted Area



Report of	Assistant Director (Policy and Corporate)	Author	Jonathan Baker Tel. 282207
Title	Work Programme 2017-18		
Wards affected	Not applicable		

1. Action Required

- 1.1 The Panel is asked to consider and comment on the 2017-18 Work Programme.

2. Alternative options

- 2.1 This function forms part of the Panel's Terms of Reference and, as such, no alternative options are presented.

3. Supporting Information

- 3.1 The Panel's work programme will evolve as the Municipal Year progresses and items of business are commenced and concluded. At each meeting the opportunity is taken for the work programme to be reviewed and, if necessary, amended according to current circumstances.
- 3.2 The Chairman of the Scrutiny Panel requested the inclusion of the Forward Plan of Key Decisions as part of the work programme for the Scrutiny Panel, and this is included an **Appendix A**.

4. Strategic Plan References

- 4.1 The Council recognises that effective local government relies on establishing and maintaining the public's confidence, and that setting high standards of self governance provides a clear and demonstrable lead. Effective governance underpins the implementation and application of all aspects of the Council's work.

5. Standard References

- 5.1 There are no particular references to publicity or consultation considerations; or financial; equality, diversity and human rights; community safety; health and safety or risk management implications.

Work Programme for 2017/18

Meeting date / agenda items and relevant portfolio
Scrutiny Panel meeting - 13 June 2017
Scrutiny Panel Chairman's briefing – 12 June 2017
<ol style="list-style-type: none"> 1. Financial Monitoring Report End of Year – 2016/17 2. Capital Expenditure Monitor 2016/17 3. Creation of New Commercial Companies and Colchester Housing Development Company
Scrutiny Panel meeting - 18 July 2017
Scrutiny Panel Chairman's briefing – 11 July 2017
<ol style="list-style-type: none"> 1. Year End 2016/17 Performance Report including progress on Strategic Plan Action Plan 2. Review of Colchester Borough Council Performance 2016/17 3. 2018/19 Budget Strategy, Medium Term Financial Forecast and Budget Timetable 4. Treasury Management – Annual Report 5. Annual Scrutiny Report
Scrutiny Panel meeting -15 August 2017
Scrutiny Panel Chairman's briefing – 8 August 2017
<ol style="list-style-type: none"> 1. CANCELLED
Scrutiny Panel (Crime and Disorder Committee) - 12 September 2017
Scrutiny Panel Chairman's briefing – 5 September 2017
<ol style="list-style-type: none"> 1. Safer Colchester Partnership (Crime and Disorder Committee)
Scrutiny Panel – 27 September 2017
Scrutiny Panel Chairman's Briefing – 25 September 2017
<ol style="list-style-type: none"> 1. Town Centre PSPO including A Board update
Scrutiny Panel meeting - 7 November 2017
Scrutiny Panel Chairman's briefing – 31 October 2017
<ol style="list-style-type: none"> 1. Local Council Tax Support – Year 17/18 2. 2017-18 Revenue Monitor, period April – September 3. 2017-18 Capital Monitor, period April – September 4. ICT Support contract 6 Month update
Scrutiny Panel meeting - 12 December 2017
Scrutiny Panel Chairman's briefing – 6 December 2017
<ol style="list-style-type: none"> 1. 6-Monthly Performance Report and Strategic Plan Action Plan 2. Waste – 6 Month Update
Scrutiny Panel meeting - 30 January 2018

Scrutiny Panel Chairman's briefing – 24 January 2018
<ol style="list-style-type: none"> 1. 2017-18 Revenue Budget, Capital Programme, Medium Term Financial Forecast, Housing Revenue Accounts Estimate and Housing Investment Programme (Pre-scrutiny of Cabinet Decision) 2. Treasury Management Investment Strategy
Scrutiny Panel meeting - 27 February 2018
Scrutiny Panel Chairman's briefing – 20 February 2018
<ol style="list-style-type: none"> 1. Bus Review
Scrutiny Panel meeting - 27 March 2018
Scrutiny Panel Chairman's briefing – 21 March 2018
<ol style="list-style-type: none"> 1.

COLCHESTER BOROUGH COUNCIL

FORWARD PLAN OF KEY DECISIONS 1 October 2017 – 31 January 2018

During the period from 1 October 2017 – 31 January 2018 Colchester Borough 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:

- result in the Council spending or saving money in excess of £500,000;
- have a significant impact on communities living or working in an area comprising two or more wards within the Borough 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

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 at the Library and Community Hub, Colchester Central Library, 21 Trinity Square, Colchester and they are also published on the Council's website, 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.

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 take it to the Library and Community Hub, Colchester Central Library, 21 Trinity Square, Colchester or 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.

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)	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)
Approval of Colchester Borough Council's Digital Strategy 2017-22, public-facing and internal policy versions.	No	11 October 2017	Cabinet (Cllrs Bourne, Cory, Feltham, Lilley, B Oxford, J Scott-Boutell, Smith, T Young) Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder Report	Steven Eke, Project Officer, Commercial Services. 01206 508795 or 07596 978359
Rent Setting and service Charge Policy. To agree amendments to the policy to reflect legislative changes, changes to service charge calculations and new charges identified.	No	11 October 2017	Councillor Tina Bourne, Portfolio Holder for Housing and Communities	Portfolio Holder Report: Rent Setting and Service Charge Policy amendments including Revised Policy.	Daniella Woraker Housing Systems Business Partner daniella.woraker@colchester.gov.uk 01206 282392
Housing Revenue Account Fees and Charges 2018-2019	No	November/ December 2017	Councillor Tina Bourne, Portfolio Holder for Housing and Communities	Portfolio Holder Report, including appendices of charges	Daniella Woraker Housing Systems Business Partner daniella.woraker@colchester.gov.uk

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To agree the HRA fees and charges for 2018/2019					01206 282392

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