

Agenda item 11

**Record of Decisions taken under Scheme of Delegation to Cabinet Members
6 February 2018 – 29 June 2018**

Portfolio – Business and Culture					
Date	Number	Report Title	Author	Decision	Result
10 May 2018	BUS-004-17	National Planning Policy Framework	Laura Chase	To agree that the proposed response set out in Appendix A to the PH report is submitted to Government in response to their consultation on the National Planning Policy Framework.	Agreed 17 May 2018
16 May 2018	BUS-005-17	Contract Award for interim kitchen installation arrangements	Lynn Thomas	To agree to appoint the contractor Seager Heating to complete the 53 kitchen installation under these interim arrangements. To enter with the successful bidder into an agreement under Colchester Borough Council's General Terms and Conditions of Contract. (Approved as Deputy Leader of the Council).	Agreed 23 May 2018
16 May 2018	BUS-006-17	Grant funding to Winnocks and Kendalls Almshouse Charity to provide affordable rented housing	Ruth Newcombe/Tina Hinson	Approval to grant up to £449,406 from the Council's reserve of Right to Buy Receipts, to the WKAC for gap funding to facilitate the redevelopment of their site at 1-7 Winnock Road. (Approved as Deputy Leader of the Council).	Agreed 23 May 2013

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31 May 2018	BUS-001-18	The award of the Enterprise Skills and Employment Grants for the financial year 2017-2018	Jan Warren	To award an additional round of funding from the 2017-18 Enterprise Skills and Employment Grant to local 'not for profit' organisations and also this year for the first time also to micro businesses. The total amount of funding available for 2017-2018 has been £75,500. In the first round of the 2017-2018 grant, over £37,000 was awarded leaving £38,396 available funding for this second round.	7 June 2018
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Portfolio – Commercial Services					
Date	Number	Report Title	Author	Decision	Result
12 February 2018	COM-001-17	Property Purchase in Vineyard Street	Mark Leonard	To approve the proposed purchase of a property in Vineyard St, Colchester to facilitate future delivery of a redevelopment scheme in the area	Agreed 20 February 2018
4 April 2018	COM-002-17	Contract Award for Borehole Testing	Jan Warren	The decision required is to approve the contract spend and award the contract to enable the project to continue. To novate the contract for the borehole works to CAEL from Colchester Borough Council to enable delivery via the energy company.	Agreed 11 April 2018

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Portfolio – Customers					
Date	Number	Report Title	Author	Decision	Result
None in this period					

Portfolio – Housing and Communities					
Date	Number	Report Title	Author	Decision	Result
15 February 2018	HOU-016-17	Revised Housing Asset Management Strategy	Lynn Thomas	To approve the revised Housing Asset Management Strategy 2018-22	Agreed 22 February 2018
19 February 2018	HOU-017-17	Disposal of Land at Colne Bank Avenue	Cassandra Clements	To approval the disposal of 334.63 sqm (3,602 sqft) of Public Open Space land at Colne Bank Avenue, Colchester	26 February 2018
7 March 2018	HOU-018-17	Approval of new and amended Housing Policies	Geoff Beales	To approve the following Housing policies: <ul style="list-style-type: none"> • Housing Adaptations Policy • Motor Scooter Storage Policy • Boundary Definition Policy • Tenant Alterations Policy • Fixed Electrical Installations – Inspection and Testing Policy • Low Energy Rated Property Policy 	14 March 2018
14 March 2018	HOU-019-17	Fire Regulations Relating to Entrance Doors on Leasehold Flats	Lynn Thomas	Recommended Decision - Entrance Doors that were compliant at the time of construction which have not been subsequently modified or replaced:	21 March 2018

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			<p>Counsel has advised that there would be no scope to impose a requirement on leaseholders to replace their entrance door if their property falls within the category of leasehold properties identified in paragraph 1.13 of this report. However, the Council can via consultation with the relevant leaseholder seek to persuade the leaseholder of the positive benefits of the enhanced protection that a 30 minute entrance door would provide to them and to other occupants. Permission is sought to offer the leaseholders the option to purchase entrance doors via the Council at favourable rates that the Council can achieve through its buying power. The Leaseholder would be charged for the cost of the work and could then either pay in one lump sum or should they wish to do so, enter into a payment agreement with extended terms. It should be noted that there is a risk that Leaseholders might agree to pay the full cost and then fail to do so after the works have been carried out. These payment arrangements could only be entered into when using the</p>	
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			<p>Council’s contractor. It would not be possible for the Council to replace the entrance doors and recover the costs via the service charge provisions because the entrance doors form part of the demised premises for which the leaseholder is responsible.</p> <p>Recommended for Entrance Doors that have been replaced and/or modified by the Leaseholder:</p> <p>If the Council suspects via the risk assessment that the original entrance door has been replaced or modified without consent it is recommended that the Council gives notice to the leaseholder that it intends to exercise its right to inspect; and if satisfied that the new entrance door is non-compliant, to require it to be replaced with one that is compliant with current standards. Initially, it is recommended that the Council would seek to persuade the relevant leaseholder to replace their entrance door on a voluntary basis and where appropriate to offer them the same assistance as detailed in 2.2. Where the leaseholder refuses to replace the non-compliant entrance door on a</p>	
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				voluntary basis the Council would then take appropriate action under the terms of the lease and /or under any relevant statutory provisions requiring the entrance door to be replaced. The above process would need to be expedited if significant risks had been identified for the building	
15 March 2018	HOU-020-17	Amendments to the Gateway to Homechoice Allocations Policy 2018	Tina Hinson	To approve the revised allocations policy	29 March 2018
19 March 21018	HOU-021-17	Contract Award for Cleaning in Communal Areas of HRA Blocks of Flats	Lynn Thomas	To agree with the recommended decision to appoint the contractor Hi-Spec Facilities Plc to deliver the Cleaning in Communal Areas of HRA Blocks of Flats To enter with the successful bidder a 1 year contract as set out in the Tender Document.	26 March 2018
21 June 2018	HOU-001-18	Contract Award for Housing Investment Programme kitchen installations	Lynn Thomas	To agree to appoint the contractor ENGIE regeneration to complete Housing Investment Programme kitchen installation under these interim arrangements. To agree to enter with the successful bidder into a JCT 1 year Medium Term Contract under the Colchester Borough Council General Terms and Conditions of Contract.	28 June 2018

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Portfolio – Resources					
Date	Number	Report Title	Author	Decision	Result
13 March 2018	RES-009-17	Irrecoverable debts over £5,000	Michelle Tarbun	To approve the writing off of the following Sundry Debts totalling £5,905.97 which have proved irrecoverable.	20 March 2018
13 March 2018	RES-010-17	Irrecoverable Debts over £5,000 – Housing Benefit Overpayment	Michelle Tarbun	To approve the write off of the following Housing Benefit Overpayment debts totalling £11,574.56 which have proved irrecoverable.	Agreed 20 March 2018
13 March 2018	RES-011-17	Irrecoverable Debts over £5,000 – Council Tax	Michelle Tarbun	To approve the writing off of the following Council Tax debts totalling £10,999.23 which have proved irrecoverable	Agreed 20 March 2018
13 March 2018	RES-012-17	Irrecoverable Debts over £5,000 – Business Rates	Michelle Tarbun	To approve the writing off of the following Business Rates debts totalling £56,062.71 which have proved irrecoverable.	Agreed 20 March 2018
28 March 2018	RES-013-17	Local Authority Mortgage Rates	Michelle Tarbun	To set the locally determined Interest Rate as 4.71% for the 6 months starting 1 April 2018	Agreed 6 April 2018
29 March 2018	RES-014-17	Pay Award for 2018/19 and 2019/20		To determine the level of pay award for the years 2018/19 and 2019/20 for employees of Colchester Borough Council, agreed at a: <ul style="list-style-type: none"> • 1.5% consolidated increase on 1 April 2018 	Agreed 9 April 2018

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				<ul style="list-style-type: none"> • 2.0% consolidated increase on 1 April 2019 	
29 March 2018	RES-015-17	Management Agreement and Service Level Agreement for the new commercial companies.	Matt Sterling	<p>1. To approve the Management Agreement for the provision of services from Colchester Commercial (Holdings) Ltd (CCHL) to the Council together with the Management Fee for 2018-19.</p> <p>2. To approve the Service Level Agreements for services to be provided by the Council to CCHL in return for the Service Level Agreement Fee.</p>	Agreed 9 April 2018

Portfolio – Public Safety and Licensing

Date	Number	Report Title	Author	Decision	Result
21 February 2018	PSL-001-17	Appeal against Fees and Charges for Taxi and Private Hire	Jon Ruder	To dismiss the objection, accept the current fees and introduce them on a new date, (within two months of the original date: 1st of January 2018).	Agreed 28 February 2018

Portfolio – Strategy

Date	Number	Report Title	Author	Decision	Result
13 March 2018	STR-002-17	To support the BANNG (Blackwater Against New Nuclear Group) response to the consultation by	Belinda Silkstone	To support the response by BANNG to the consultation on siting criteria and process for a new national policy	20 March 2018

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		department for Business, Energy & Industrial Strategy on siting criteria and process for a new national policy statement for nuclear power with single reactor capacity over 1 gigawatt beyond 2025.		statement for nuclear power with single reactor capacity over 1 gigawatt beyond 2025.	
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Portfolio – Waste, Sustainability and Infrastructure

Date	Number	Report Title	Author	Decision	Result
14 June 2018	WAS-001-18	Air Quality Management Area Amendments	Belinda Silkstone	To approve the amendment to the boundary of Area 1 - Central Corridors Air Quality Management Area (AQMA) to extend along the High Street. To approve the revocation of Air Quality Management Area 3 - Harwich Road / St Andrew's Avenue Junction	21 June 2018