

# Scrutiny Panel Meeting

**Grand Jury Room, Town Hall, High Street,  
Colchester, CO1 1PJ  
Monday, 16 April 2018 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!

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## 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**  
**Monday, 16 April 2018 at 18:00**

**The Scrutiny Panel Members are:**

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

Chairman  
Deputy Chairman

**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)**

**Please note that Agenda items 1 to 5 are normally dealt with briefly.**

**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 a Previous Meeting**      9 - 10
- To confirm as a correct record the minutes of the meeting held on 13 March 2018.
- 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**
- 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.
- 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      **Bus Review**      11 - 32
- To undertake an information gathering session, in line with the bus review objectives prior to deciding on the next steps.
- 11      **Work Programme 2017-18**      33 - 40
- This report sets out the current Work Programme 2017-2018 for the Scrutiny Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.
- 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)**

#### **13 Minutes - Part B**

**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).**

To confirm as a correct record the confidential minutes of the meeting held 13 March 2018.





# SCRUTINY PANEL

## 13 MARCH 2018

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

*Also present:-* Councillor Smith

### 152. Minutes

*RESOLVED* that the minutes of the meeting held 30 January were confirmed as a correct record.

### 153. Work Programme 2017/18

Councillor Davies, introduced the Work Programme 2017/18. The report requests that the Panel consider and note the contents of the Work Programme for 2017/18. The report also includes the forward work plan for the Cabinet and a draft work programme for 2018/19.

Members of the Panel were informed that a date would be confirmed soon for the rescheduled Bus Review. As the review had been delayed, this meant that a Bus Review discussion, which was originally scheduled for 27 March, would no longer be taking place. Panel members were also informed that the meeting on the 27 March would be taking place in the Council Chamber.

Councillor Davies informed the Panel that she had submitted a scoping form requesting that the Panel review the locality budget system. Councillor Davies stated that she felt that the system needed to be reviewed as soon as possible to assess how it could be improved. Pam Donnelly acknowledged the request and stated that it would be best to schedule a review for the next municipal year.

Some members of the Panel suggested that the Scrutiny Panel be able to feed into service reviews at an earlier opportunity rather than reviewing the full business case prior to a decision being taken by Cabinet. This would enable member input at an earlier stage. Pam Donnelly confirmed that she would discuss the role of the Panel, with regard to service reviews, with the Senior Management Team at the next opportunity.

Panel members were also informed that Appendix B contained the provisional 2018-19 Work Programme, but only included those items that were regularly scheduled.

*RESOLVED* that the work programme 2017-18 be noted.

<b>Report of</b>	<b>Assistant Director of Policy and Corporate</b>	<b>Author</b>	<b>Jonathan Baker</b>
<b>Title</b>	<b>Bus Review</b>		 <b>282207</b>
<b>Wards affected</b>	Not applicable		

## 1. Executive Summary

- 1.1 The Scrutiny Panel at its meeting in September 2017 agreed to review the bus services operating in Colchester. As part of this review the Panel have invited bus companies, Essex County Council and a Community Transport provider to this meeting as part of an information gathering session.
- 1.2 The review will follow the objectives as agreed at the September meeting. These are included below -
  - To understand the strategic role and benefits of bus operation and how it can best serve the community.
  - To investigate and scrutinise what bus companies are doing to;
    - Improve the punctuality of services
    - Increase bus usage
    - Reduce emissions
    - Make buses more accessible
    - Communicate with passengers when services are cancelled or altered.
  - To improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and Residents.
- 1.3 This meeting has been arranged following the postponement, due to severe weather, of the original bus review date in February.
- 1.4 Following on from the review, the Panel may wish to schedule a further discussion at an upcoming meeting to decide the next steps of the review.

## 2. Action Required

- 2.1 To undertake an information gathering session, in line with the bus review objectives prior to deciding on the next steps.

## 3. Reason for Scrutiny

- 3.1 The Panel received a request from a member of the Panel to review bus services in Colchester. Following the creation of a scoping document, the Panel agreed for a review to be added to the Scrutiny Panel work programme.

## **4. Background Information**

- 4.1 Councillor Lee Scordis submitted a scoping document to the Scrutiny Panel in July 2017 regarding the possibility of reviewing the bus companies that operate in Colchester.
- 4.2 A formalised scope for a review of bus services in Colchester was subsequently agreed at the September Scrutiny Panel meeting. A copy of the original scope is attached in **Appendix A**.
- 4.3 Prior to the review taking place a brief survey was distributed to the bus companies, Essex County Council and Community360 requesting information in-line with the objectives. Responses received are included in the appendix.

## **5. Information Gathering Session**

- 5.1 The following attendees have confirmed their availability for the information gathering session.
  - Arriva – Anthony Comber - Business Development Lead
  - Community 360 – Tracy Rudling, CEO
  - First – Julian Elliott – Commercial Manager, Steve Wickers – First Essex Managing Director.
  - Essex County Council – Deborah Fox - Head of Commissioning (Passenger Transport), Chris Seaman - Project Manager Colchester & Chelmsford Bus City Project
  - Go-East (Chambers/Heddinghams/KonectBus) – Jeremy Cooper, Managing Director
- 5.2 It is intended that questioning during the session be focused on the objectives outlined in the agreed scope, and that questions are taken thematically during the meeting.

## **6. Next Steps**

- 6.1 Following on from the information gathering session, the Panel will need to establish the next steps they wish to take. A further discussion on the bus review had been provisionally scheduled for the Scrutiny Panel meeting on 27 March 2018, however due to the rescheduling of the bus review this would take place, if agreed, during the next municipal year.
- 6.2 The Panel will also need to establish whether further information is required to meet the scope and objectives of the review, and what steps they wish to take to obtain the information.
- 6.3 The Panel may also wish to schedule further bus reviews during the 2018-19 municipal year.

## **7. Standard References**

- 7.1 There are no particular references to the Strategic Plan; consultation or publicity considerations or financial; community safety; health and safety or risk management implications.

## **Appendices**

Appendix A – Original Scrutiny Panel Scoping Document  
Appendix B – Bus Review Response – Arriva  
Appendix C – Bus Review Response – Community360  
Appendix D – Bus Review Response – Essex County Council  
Appendix E – Bus Review Response – First  
Appendix F – Bus Review Response – Go-East  
Appendix G – Bus Review Response – Ipswich Buses  
Appendix H – Bus Review Response – Panther Travel

## **Sources of further information;**

Department for Transport – Statistical Release – Annual Bus Statistics 2016/17 -  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/666759/annual-bus-statistics-year-ending-march-2017.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/666759/annual-bus-statistics-year-ending-march-2017.pdf)

Local Bus Passenger Journeys information datasets  
<https://www.gov.uk/government/statistical-data-sets/bus01-local-bus-passenger-journeys#table-bus0103>

Transport Focus – Bus Passenger Transport Survey – March 2017  
<https://www.transportfocus.org.uk/research-publications/research/bus-passenger-survey/>

Transport Focus – Bus Passenger Transport Survey – March 2018  
<https://www.transportfocus.org.uk/research-publications/publications/bus-passenger-survey/>

Essex County Council Bus Information  
<http://www.essexhighways.org/getting-around/bus.aspx>

Getting Around in Essex – A Bus and Passenger Transport Survey  
[http://www.essexhighways.org/uploads/files/DS14\\_4705\\_Bus\\_Strategy\\_WEB.pdf](http://www.essexhighways.org/uploads/files/DS14_4705_Bus_Strategy_WEB.pdf)

Concessionary Fares in Essex  
<http://www.essexhighways.org/bus/Fares-and-bus-passes/concessionary-fares.aspx>

Colchester Travel Plan Club  
<http://www.colchestertravelplanclub.co.uk/>

Colchester Bus Users Support Group  
<https://colchesterbususers.wordpress.com/>



## Scoping Document

### Objectives

- To understand the strategic role and benefits of bus operation and how it can best serve the community.
- To investigate and scrutinise what bus companies are doing to;
  - Improve the punctuality of services
  - Increase bus usage
  - Reduce emissions
  - Make buses more accessible
  - Communicate with passengers when services are cancelled or altered.
- To improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and Residents.

### Scope

To review a range of issues identified by Councillors regarding the bus services across the Borough of Colchester, including;

- The reliability and punctuality of the service across the borough of Colchester
- Customer Service provided by the bus companies
- The cost of the services
- How decisions are made on routeing of services
- Emissions
- Accountability of the bus companies
- Measures that can be taken to improve the level of communication between the Bus companies and Colchester Borough Councillors

### Key Stakeholders, Partners or other agencies involved

The key stakeholders and interested bodies are likely to include: -

- Bus companies
- Bus user groups
- Members of the Public
- Councillors
- Colchester Borough Council
- Essex County Council
- North Essex Clinical Commissioning Group

### Evidence and research to be gathered

- Evidence from the bus companies will be required to complete the review. Information requested will include;
  - Bus usage and punctuality statistics
  - Price scales over the last five years
  - Information on any plans for new buses and current bus emission levels
  - Routeing policies
- Evidence will also be gathered from user groups and members of the public.
- Essex County Council will also be required asked to provide information relating to supported bus services.
- Research of similar sized areas to Colchester Borough and the bus services in those areas.

### Timescales and Reporting

Detailed timescales to be determined.

The Panel may wish to finish the review by the end of the municipal year, which would require a report to be submitted to the March 2018 meeting.

An update on the review would be brought back to the Panel within six months.

**Lead Officers**

Jonathan Baker, Democratic Services Officer  
Pamela Donnelly, Strategic Director for Customers and Relationships  
Paul Wilkinson, Transportation Policy Manager  
Belinda Silkstone, Environmental Protection Manager



## Appendix B

**Colchester Borough Council – Scrutiny Panel 27<sup>th</sup> February 2018 Bus Review - Bus Company Responses**

Please provide below brief responses to questions outlined below. A copy of this response will be included in the public agenda for the meeting.

What are your views on operating bus services in the Borough of Colchester?

The Town is very Congested and competitive, With the car parking prices being unviably low offering no reason for a car driver to move across to bus.

An objective for this review is to investigate what bus companies are doing to improve punctuality of services, increase bus usage, reduce emissions and make buses more accessible. The following questions are aimed to understand your experiences in these areas.

Q1) Could you detail steps you are undertaking to improve punctuality of service?

Yes, We are in the process of building live surveillance centres to actively manage our bus services, All Arriva Colchester Buses have GPS and Radio. The Trial in Southend has seen the depot close in on 95% punctuality in an equally congested town.

Q2) What future plans do you have to increase bus usage in Colchester?

We are a commercial operator, and we are looking always to run profitable bus routes, we are looking to engage ore with the business community in town as we gain further market we will be in a position to understand the business needs a potentially grow the business. With no county council funding howther, the risk is all Arriva's in a declining market new services are scrutinised heavily before being delivered.

Q3) What steps are you taking to reduce emissions?

We have just won with ECC £1m to enable our fleet in Colchester to be converted to greener euro 6 standard engines.

Q4) Thinking of bus accessibility, is there any way this can be improved?

Absolutely Arriva Click.

Another objective for this review is to improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and residents. How do you feel that this could best be achieved?

Honestly the bus blueprint meeting style of meeting is always going to be challenging, you really need to see as a council each provider individually we are commercial operators we will not wish to openly talk to you or anyone else with opponents in the room, would England rugby share its tactics with Scotland ?. have a regular bus meeting as a council that the local bus users society sit in on and as well as the transport lead and transport officer for the council so that we can openly discuss our issues. Members of the public can then take their issues and requests via a bus user group.

Is there anything further that you would wish to share with the Scrutiny Panel.

I would like to have the opportunity to visit you separately from this meeting to show you the Click Product.

**Colchester Borough Council – Scrutiny Panel 27<sup>th</sup> February 2018 Bus Review - Bus Company Responses**

Please provide below brief responses to questions outlined below. A copy of this response will be included in the public agenda for the meeting.

What are your views on operating bus services in the Borough of Colchester?

As a Community Transport Scheme, we operate our core services under a Section 19 Permit in the main. However, when we sometimes are asked to run a service under a Section 22 permit, we are sometimes questioned by our peers on using bus stops even though we have the authority to do so.

On a positive note, we are registered to use the bus lanes which is hugely beneficial.

An objective for this review is to investigate what bus companies are doing to improve punctuality of services, increase bus usage, reduce emissions and make buses more accessible. The following questions are aimed to understand your experiences in these areas.

Q1) Could you detail steps you are undertaking to improve punctuality of service?

Not too applicable as our service is door to door transport for those that have difficulty accessing public transport. Passengers are members of our organisation who book their transport in advance.

Q2) What future plans do you have to increase bus usage in Colchester?

Maintaining our costs at an affordable level.

We ensure those that cannot access public transport know about our scheme. We have been working on having a more holistic approach by providing community transport that encourages passengers to think about their health and wellbeing by offering a multitude of services in addition to transport. We run weekly excursion trips which encourages people to get out of their houses and meet new people.

Q3) What steps are you taking to reduce emissions?

We have conducted a complete review of our fleet of minibuses and taken steps to decommission several of our older, less efficient buses. We have purchased 2 new smaller buses which are more economical.

Q4) Thinking of bus accessibility, is there any way this can be improved?

Most of our minibuses are fully accessible in that we transport passengers who are in wheelchairs or need a tail lift for other reasons. We are gradually replacing some older buses that do not have tail lifts with ones that do.

As a charity we need more support in capital funding for these purposes.

Another objective for this review is to improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and residents. How do you feel that this could best be achieved?

Some previous meetings we have attended seem more geared towards updating commercial bus operators and not including community transport schemes (in terms of agenda items).

It would be good to attend a “forum” where we can share experiences and work together on improving the transport provision in the Borough.

Is there anything further that you would wish to share with the Scrutiny Panel.

As mentioned before, we are gearing towards offering a more holistic approach to our members in that we wrap around other services, not just transport. For instance, we are working in partnership with Leisure World Colchester in providing transport for people who are living with Dementia to attend various activities, to get them out of the house, be more independent, keep fit which has huge benefits on their health and wellbeing. Our drivers are therefore not just drivers – they are trained to signpost members to other services which may include befriending as an example (social prescribing).

## Colchester Borough Council – Scrutiny Panel 27<sup>th</sup> February 2018 Bus Review - Bus Company Responses

Please provide below brief responses to questions outlined below. A copy of this response will be included in the public agenda for the meeting.

What are your views on operating bus services in the Borough of Colchester?

ECC recognises the importance of buses to Essex. Our bus strategy 'Getting Around in Essex' sets out how we plan to grow and improve the bus network. In 2016/17, there were 41.7 million passenger journeys by people travelling on bus services in Essex. This maintains the previous year's numbers and increases them slightly, whilst overall the trend is for falling numbers in England. We have invested significant resources in applying this strategy in Colchester. Our aim is to reduce congestion in the town, which costs the local economy over £25 million per year. This is demonstrated by financial investment in the local bus network, Colchester Park and Ride and in the Colchester 360 community transport provider. We invest in partnership working with the major bus operators and Borough council officers in the 'Colchester Blueprint' partnership programme. We are proud that overall, 90,000 bus seats travel into Colchester every working day. The bus network in Colchester gives generally good coverage with journeys to most destinations possible by bus. There is some competition between bus operators, which helps keep down fares.

An objective for this review is to investigate what bus companies are doing to improve punctuality of services, increase bus usage, reduce emissions and make buses more accessible. The following questions are aimed to understand your experiences in these areas.

Reducing congestion by increasing bus patronage will improve punctuality. ECC has installed bus lanes in Colchester with enforcement measures to ensure punctuality. Improvements at Junction 28 on the A12 have reduced congestion around the business park and along main routes into the town. ECC has also recently announced new initiatives in response to public engagement on the Park and Ride, which is a frequent service <https://www.essex.gov.uk/News/Pages/Extended-hours-and-group-fares-announced-for-Colchester-Park-and-Ride.aspx>

Q1) Could you detail steps you are undertaking to improve punctuality of service?

Q2) What future plans do you have to increase bus usage in Colchester?

We are planning a significant promotional campaign for Colchester Park and Ride in March 2018. We want to promote the Colchester Borough Card, which is a weekly and monthly multi-operator season ticket and is administered by First Essex on behalf of other bus operators; and the 'Quality Bus Partnership' on Route 88 from Halstead to Colchester. We will also engage in partnership activities with Colchester Travel Plan Club, and bus operators, such as National Clean Air Day on 21 June 2018 and Catch the Bus week in July 2018.

Q3) What steps are you taking to reduce emissions?

ECC's Sustainable Travel Planning Team works with businesses to implement Travel Plans and operates a Travel Plan accreditation scheme. ECC and CBC have recently secured circa £500,000 Government investment in retrofitting technology to bring around 30 buses in Colchester (including the Park and Ride fleet) up to a high Euro VI standard. This will have a direct impact on the Colchester air quality monitoring area (AQMA). This is half of the £1,072,500 secured in total.

Q4) Thinking of bus accessibility, is there any way this can be improved?

It is known that Colchester, by topography and historic design, is an 'energy intensive' town to visit. This is not easy to have an effect on – and it does encourage people to drive into the town to access services. It also has an impact on bus stop allocation and means buses will stop more frequently to meet customers' needs. There is a known list of bus infrastructure issues e.g. on Colchester High Street. Through the Colchester Blueprint, we have closed off over 100 small infrastructure issues across the town, bringing benefits such as improved punctuality.

Another objective for this review is to improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and residents. How do you feel that this could best be achieved?

Priority areas for improving the transport network in Colchester for the next 30 years have been identified following top level meetings between the County and Borough councils.

<https://www.essex.gov.uk/News/Pages/Priorities-for-a-joined-up-transport-network-for-Colchester-emerge.aspx>

We want to continue our Colchester Blueprint programme, where Borough and County Council officers already engage with the main bus operators in the town. Through this, we have instigated an introduction of major bus operators to Colchester Presents, to highlight the contribution they make to inclusive economic growth. We want this to continue and grow.

We convene Colchester local transport representatives on a regular basis and our next engagement is due in March 2018. This enables representatives of Colchester residents to have a dialogue with bus operators and County Council officers.

Is there anything further that you would wish to share with the Scrutiny Panel.

We welcome the opportunity to explore how to reduce congestion in the town together, which costs the local economy over £25 million per year. County and Borough members recognise there is a lot of harmony in our thinking. There is a need to both develop a long-term transport plan, whilst simultaneously keeping in step with changes that are upon us already such as new developments. It is vital we work collaboratively to create a joined up transport network to help Colchester thrive. Officers from both authorities are discussing how the priority projects can be developed, including options and consultations with the public.

Links for further information:

<http://www.essexhighways.org/Transport-and-Roads/Getting-Around/Bus/bus-strategy.aspx>

[www.essex.gov.uk/parkandride](http://www.essex.gov.uk/parkandride)

<https://www.essex.gov.uk/News/Pages/Route-88-Partnership-agreement-is-'great-news-for-bus-users'.aspx>

<http://www.essexhighways.org/Transport-and-Roads/Getting-Around/Bus.aspx>

<http://www.community360.org.uk/services/community-transport/>

## Appendix E

**Colchester Borough Council – Scrutiny Panel 27<sup>th</sup> February 2018 Bus Review - Bus Company Responses**

Please provide below brief responses to questions outlined below. A copy of this response will be included in the public agenda for the meeting.

What are your views on operating bus services in the Borough of Colchester?

Colchester has a comprehensive bus network, with high levels of service provided across a broad span of the day and week on most corridors.

Fares represent good value for money, and the existence of a multi-operator ticket provides customers with the option of buying a product which enables travel on the full network provided by all operators.

A “Colchester Blueprint” partnership is developing with the main bus operators, Essex County Council and Colchester Borough Council, with quarterly meetings to discuss bus issues.

The main issues facing operators are congestion, with the consequential high costs of operation. Cheap car parking is a barrier to achieving modal shift.

An objective for this review is to investigate what bus companies are doing to improve punctuality of services, increase bus usage, reduce emissions and make buses more accessible. The following questions are aimed to understand your experiences in these areas.

Q1) Could you detail steps you are undertaking to improve punctuality of service?

Our services are monitored using an automatic vehicle location system, which enables our control staff to closely manage the service.

Data from our system is used to refine and improve our timetables to reflect actual conditions.

On time performance plans are in place, focussing on improving service delivery. We track feedback from customers to improve reliability.

Q2) What future plans do you have to increase bus usage in Colchester?

Introducing digital platforms for buying travel. Increasingly popular mobile ticketing and contactless payments later this spring help to remove barriers to usage and make travel easier for customers, and speed up boarding times.

Introduced journey planning and live bus tracking app, to provide confidence in the service.

Increasing capacity with larger buses deployed on the busiest journeys.

Q3) What steps are you taking to reduce emissions?

First introduced 17 Euro 6 specification buses to Colchester two years ago, the first of their kind in Essex.

Ten buses were upgraded in a joint bid with CBC in 2015, to Euro 5 standards. A successful bid with ECC will see seven double deckers upgraded to Euro 6 standards this year.

Green road system fitted to our buses encourages a sympathetic driving style and reduced idling.

Q4) Thinking of bus accessibility, is there any way this can be improved?

All buses are now DDA compliant.

Improved stopping infrastructure around the town centre. Access to where customers need to travel to is vital.

Drivers are trained through their CPC courses. A dedicated Journey Makers course trains our drivers to see issues through the eyes of our customers to understand their needs.

Another objective for this review is to improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and residents. How do you feel that this could best be achieved?

Build on the Blueprint meetings already in place. Happy to consider more local forums to review certain routes periodically if that is deemed beneficial. We are looking to improve the methods customers have for giving us feedback. A recent addition was a Rant and Rave app to give us feedback quickly and simply.

Is there anything further that you would wish to share with the Scrutiny Panel.



## Colchester Borough Council – Scrutiny Panel 27<sup>th</sup> February 2018 Bus Review - Bus Company Responses

Please provide below brief responses to questions outlined below. A copy of this response will be included in the public agenda for the meeting.

What are your views on operating bus services in the Borough of Colchester?

Heddingham Chambers is part of the East Anglian division of the Go Ahead Group, well known for innovative and successful bus operations including Brighton and Oxford, and owner of the UK Bus Operator of the Year, Go South Coast. We operate 19 buses into Colchester during peak hours from our adjacent bases at Clacton, Kelvedon, Sible Hedingham and Sudbury – 10 buses on commercial routes from Clacton, Sudbury, Brightlingsea and Halstead, 3 on routes from Tollesbury and Berechurch on behalf of Essex County Council, and 6 school routes, so our contribution to the overall bus operation in Colchester is relatively small. A new senior management team has recently joined the East Anglian division.

Colchester depends upon its bus network for its economic vitality. It is already very congested and a significant reduction in bus use would produce gridlock and economic sterility. The town centre economy depends upon a level of footfall that the local road network could not provide if it was only used by cars – regardless of parking issues or matters of air quality. It is always worth remembering that research shows that bus users spend more per capita in town centres than those who visit by car.

We commend the current network of bus lanes which has helped us maintain services despite the increase in costs resulting from traffic congestion. However, more priority for buses is needed to the east of the town centre in particular if the current network is to be sustained in the face of increasing congestion, and the situation in the town centre where congestion is caused by the small proportion of people not using buses needs urgent review.

We welcome the opportunity to participate in the Colchester Blueprint meetings and see this as a secure way of developing partnership between operators and local authorities. The current level of congestion means that there should be opportunities for buses to provide solutions, however we need to work with the local authorities to ensure that buses are sufficiently attractive to entice people out of their cars.

An objective for this review is to investigate what bus companies are doing to improve punctuality of services, increase bus usage, reduce emissions and make buses more accessible. The following questions are aimed to understand your experiences in these areas.

Q1) Could you detail steps you are undertaking to improve punctuality of service?

Delays to buses are primarily caused by traffic, either unpredictable general congestion or serious incidents. Both occur frequently in central Colchester and are a major problem for us which we have to manage by inserting additional buses and drivers on an ad hoc basis.

We proactively manage both incidents and the performance of our staff in operating the bus services by using a satellite tracking system based at our bus depots. This allows us to send messages between bus and depot to deal with on the day problems. We also communicate with our customers proactively via twitter where delays occur and reactively through our local telephone line. We have a new App available which not only allows customers to buy tickets but also enables them to receive real time information and see how long it is before their bus arrives.

Generally slower moving traffic has resulted in progressive increases to the time allowed in timetables, resulting in longer journey times for passengers (despite the fact that they are not adding to congestion because they are using the bus), and extra time spent with the bus engine running and drivers on working time all of which adds to our costs and makes it more difficult to invest in newer vehicles.

We would like to work with Essex to manage the impact of roadworks on bus services more proactively and will provide more examples to assist the county in doing this. It is essential that a working Punctuality Improvement Partnership is developed between operators and county as recommended by the Traffic Commissioner.

Q2) What future plans do you have to increase bus usage in Colchester?

It is essential that we prioritise the punctual operation of our bus services as this is always the primary concern of passengers as explained in Question 1.

We plan to increase the frequency of our bus services into Colchester. This is the primary driver of passenger demand, and reflects the ready availability of cars as an alternative – ie if the bus is more convenient because we have reduced the waiting time people won't want to drive through the traffic and fight for a parking space.

We have also introduced a reciprocal ticketing agreement with First as part of the route 88 Quality Bus Partnership to Halstead which is designed to make bus use more attractive for those paying fares. We will seek to offer more attractive fares deals to encourage our customers to upgrade to day or weekly tickets and offering them greater freedom and flexibility in using the bus network.

We plan to improve the marketing and presentation of our fleet, including an expansion of the availability of wi-fi, having recently appointed a Marketing Officer. We have also started training bus drivers in order to ensure we can set our own standards for driving and customer care, up-skilling the local population and ensuring that we can crew all our operations without danger of cancellation.

**Q3) What steps are you taking to reduce emissions?**

Buses are the key to solving matters of air quality because the emissions per passenger are so much lower even than for cars, reflecting the sharing nature of bus transport. In Hedingham Chambers the fleet and its emissions rating was upgraded after purchase by the Go Ahead Group.

On the Isle of Wight the Group runs all Euro 5 vehicles as a result of an agreement with the local authority that this should be the minimum standard for services operated under contract to them. We would be pleased to make a similar investment in Essex but that would depend upon Essex County Council not just awarding tenders on the basis of price, and anticipating the extra cost that investment in newer vehicles would build into the tender cost model.

We would be pleased to invest in new, more environmentally friendly vehicles for our commercial routes. At present there is no immediate business case to do so, although we will be upgrading our fleet as mid-life vehicles with significantly improved emissions ratings become available within our Group. To invest in new vehicles we need to alter the economic model and this could be part of an agreement forged through the Blueprint. Altering the economic model means either reducing cost, by giving us improved priority so we need to use fewer buses and/or encouraging more people to use the bus, for example by increasing the price of parking or making more routes bus only. The extra profit we made would be committed to going back into running lower emission vehicles. (This is quite difficult to model with our longer inter-urban routes where buses spend a relatively brief period of their working day in Colchester).

The latest Euro 6 diesel technology eliminates nearly all NoX emissions. It is commercially sustainable and not dependent upon grant funding when delivered as part of a new vehicle order.

**Q4) Thinking of bus accessibility, is there any way this can be improved?**

Since January 2017 all local buses have needed to be “accessible”, ie meeting the Equality Act standards for wheelchair access and the ambulant disabled. However, there has been no equivalent requirement for local authorities to make bus stops accessible.

In Colchester buses are rarely able to pull up flush with the kerb, as envisaged when modern stepless entrance buses were designed, giving the ambulant disabled and drivers attempting to deploy wheelchair ramps serious challenges. Worse still buses are often unable to access the kerb at all because of legal and illegal parking, and it is probably the case that wheelchair users in particular are put off using public transport, particularly for unfamiliar journeys, because of the erratic nature of bus stop access. All bus stops should be protected by bus stop clearways to ensure 31m of clear space. The best guide on this subject is the TfL Bus Stop Accessibility Guide of 2006. It is disappointing that local authorities should let down mobility impaired users in this way after so much investment by bus companies. Progressive improvements of bus stops should be part of the on-going agenda at the Blueprint discussions.

Unfortunately the Bus Station area is also badly laid out in this respect. There are too many individual stopping points, so that buses cannot pull up easily, and these stopping points are not clearly marked by destination, making the system difficult to understand.

Another objective for this review is to improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and residents. How do you feel that this could best be achieved?

Our MD Jeremy Cooper has extensive experience of long term engagement with county and district councils through voluntary joint working groups known as a “Quality Bus Partnership”. Go Ahead Group has supported similar initiatives in such places as Brighton and Poole, all of which have resulted in long term growth of bus passenger numbers. The Colchester Blueprint meeting is a similar initiative and provides the opportunity for all parties able to influence bus services to ensure that they act together to develop bus services:-

The County Council – responsible for the highway network, bus stop infrastructure, and contributes funding for parts of the network, the ENCTS scheme, and marketing/information.

The District Council – responsible for parking policy, bus shelters and development, in which operators as well as the highway authority need to be engaged at an early stage.

Bus Operators – provide investment in commercial services and develop planned improvements based upon opportunities including those presented by the other partners.

Other key stakeholders such as town centre management/BID, major employers, key education establishments as appropriate and to ensure the aspirations and opportunities of the wider

Is there anything further that you would wish to share with the Scrutiny Panel.

Our experience of operating successful bus operations has been that it is possible to achieve modal switch from car to bus if the bus service is punctual, frequent and reasonably fast, as well as attractively priced and marketed. Very often the modal switch happens over time as new commuters chose which mode to use and may opt for bus as former car users retire. It is noteworthy that 40% fewer teenagers today have a driving licence compared to 1997, and whatever the underlying reasons this change offers a great opportunity for buses both now and in the future.

## Appendix G

### Colchester Borough Council – Scrutiny Panel 27<sup>th</sup> February 2018 Bus Review - Bus Company Responses

Please provide below brief responses to questions outlined below. A copy of this response will be included in the public agenda for the meeting.

What are your views on operating bus services in the Borough of Colchester?

We Ipswich Buses Ltd, run 1 bus per hour into Colchester along Ipswich Road. The major issue we experience on a daily basis is unable to use our appointed Bus Stop in Osbourne Street due to other companies parking and abandoning their buses on to the stop.

An objective for this review is to investigate what bus companies are doing to improve punctuality of services, increase bus usage, reduce emissions and make buses more accessible. The following questions are aimed to understand your experiences in these areas.

Q1) Could you detail steps you are undertaking to improve punctuality of service?

In the 2 years we have purchased Carters Coach Services and operated the Colchester to Ipswich route we have increased the running times and changed the route to avoid Brook Street on numerous occasions. Further bus priority lanes would help greatly along the Ipswich Road sections.

Q2) What future plans do you have to increase bus usage in Colchester?

Ipswich Buses have a new network starting on 18<sup>th</sup> February 2018 with revised fare structures, contactless payment, a new App, and also a new website. The next task is to market all the new items, in the life of Carters and under the new ownership Marketing has been very poor and we are looking to increase this significantly over the coming months.

Q3) What steps are you taking to reduce emissions?

Our current Double Deck fleet is being replaced with Scania euro 5 emissions, these replace euro 2 & 3 Dennis tridents. The vehicle replacement programme should be finished by April 2018

Q4) Thinking of bus accessibility, is there any way this can be improved?

Another objective for this review is to improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and residents. How do you feel that this could best be achieved?

Is there anything further that you would wish to share with the Scrutiny Panel.

## Colchester Borough Council – Scrutiny Panel 27<sup>th</sup> February 2018 Bus Review - Bus Company Responses

Please provide below brief responses to questions outlined below. A copy of this response will be included in the public agenda for the meeting.

What are your views on operating bus services in the Borough of Colchester?

Car parking is too cheap, therefore people tend to use their car.

Traffic in and around Colchester is a big problem especially at peak times. East Gates can be down for 10-15 minutes having knock on effects to all bus operators.

The bus station is inadequate in its location, size and facilities.

An objective for this review is to investigate what bus companies are doing to improve punctuality of services, increase bus usage, reduce emissions and make buses more accessible. The following questions are aimed to understand your experiences in these areas.

Q1) Could you detail steps you are undertaking to improve punctuality of service?

All of our services since we started operating out of Colchester in April 2016, as at 19<sup>th</sup> February have run, albeit sometimes a little late due to Colchester Traffic. We have not cancelled any trips.

Q2) What future plans do you have to increase bus usage in Colchester?

We are monitoring our existing services at the moment with the option to increase frequency on our commercial routes if demand necessitates it.

Q3) What steps are you taking to reduce emissions?

We have made all of our service buses that operate within the Colchester area LEZ compliant.

Q4) Thinking of bus accessibility, is there any way this can be improved?

A better layout of bus stops around the town centre as parking next to the curb is a big problem and therefore passengers can have difficulty in boarding/alighting. Re-design Osborne Street bus station to make it fit for purpose.

Another objective for this review is to improve the dialogue between bus companies that operate in the Borough and Colchester Borough Council, Councillors and residents. How do you feel that this could best be achieved?

Meetings every quarter-six months?

Regular e-mail newsletters detailing future plans and asking for suggestions

Is there anything further that you would wish to share with the Scrutiny Panel.

The bus station in Osborne Street is inadequate and creates big problems for all bus operators in Colchester



<b>Report of</b>	<b>Assistant Director of Policy and Corporate</b>	<b>Author</b>	<b>Jonathan Baker</b>
<b>Title</b>	<b>Work Programme 2017-18</b>		 <b>282207</b>
<b>Wards affected</b>	Not applicable		

## 1. Executive Summary

- 1.1 This report sets out the current Work Programme 2017-2018 for the Scrutiny Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.

## 2. Action Required

- 2.1 The Panel is asked to consider and note the contents of Work Programme for 2017-18.

## 3. Background 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. The current work programme for 2017-18, is included at the end of the report.
- 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 as **Appendix A**.
- 3.3 This meeting has been arranged for the purpose of holding the bus review, which was originally scheduled for February, but postponed due to the severe weather.
- 3.4 An all Panel informal briefing will be arranged prior to the first meeting of the Scrutiny Panel in the next municipal year to discuss the 2018-19 work programme. A provisional date for this will be circulated to Panel members in due course.

## 4. Standard References

- 4.1 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.

## 5. Strategic Plan References

- 5.1 Governance is integral to the delivery of the Strategic Plan's vision themes of a vibrant, prosperous, thriving and welcoming Borough.

- 5.2 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.

## Appendices

Appendix A – Forward Plan of Key Decisions – 1 May 2018 – 1 August 2018

### Work Programme for 2017/18

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

5. 2017-18 Capital Monitor, period April – September
Scrutiny Panel meeting - <b>12 December 2017</b>
Scrutiny Panel Chairman's briefing – <b>6 December 2017</b>
<ol style="list-style-type: none"> <li>1. Review of Waste Collection Strategy</li> <li>2. Half Year 2017 - 2018 Performance Report including progress on Strategic Plan Action Plan</li> </ol>
Scrutiny Panel meeting - <b>30 January 2018</b>
Scrutiny Panel Chairman's briefing – <b>24 January 2018</b>
<ol style="list-style-type: none"> <li>1. 2017-18 Revenue Budget, Capital Programme, Medium Term Financial Forecast, Housing Revenue Accounts Estimate and Housing Investment Programme (Pre-scrutiny of Cabinet Decision)</li> <li>2. Treasury Management Investment Strategy</li> <li>3. Strategic Plan 2018-21</li> </ol>
Scrutiny Panel meeting - <b>27 February 2018</b>
Scrutiny Panel Chairman's briefing – <b>20 February 2018</b>
<ol style="list-style-type: none"> <li>1. Bus Review – <b>Meeting postponed due to severe weather</b></li> </ol>
Scrutiny Panel Meeting – <b>13 March 2018</b>
Scrutiny Panel Chairman's Briefing - TBC
<ol style="list-style-type: none"> <li>1. Vineyard Gate Briefing (Confidential)</li> </ol>
Scrutiny Panel meeting - <b>27 March 2018</b>
Scrutiny Panel Chairman's briefing – <b>21 March 2018</b>
<ol style="list-style-type: none"> <li>1. Tourism Marketing update and discussion</li> <li>2. Review of Waste and Recycling Collections for Flats</li> </ol>
Scrutiny Panel meeting - <b>16 April 2018</b>
<ol style="list-style-type: none"> <li>1. Bus Review</li> </ol>

# COLCHESTER BOROUGH COUNCIL

## FORWARD PLAN OF KEY DECISIONS 1 May 2018 – 31 August 2018

During the period from 1 May 2018 – 31 August 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 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 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](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 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](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.

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 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.

\*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 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)
<b>Approval of the award of the following contracts to the recommended bidder :</b> Installation of heating systems Installation of bathrooms Installation of kitchens; Replacement of pitched roofing.	Yes	April 2018	Portfolio Holder for Housing and Communities, Cllr Tina Bourne  Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk	Portfolio Holder report (separate report for each contract)	Lynn Thomas Housing Asset Manager <a href="mailto:Lynn.thomas@colchester.gov.uk">Lynn.thomas@colchester.gov.uk</a> 01206 505863
<b>Appointment of contractor for the redevelopment of the Mercury Theatre</b>	Yes	6 June 2018	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	Cabinet report	Andrew Weavers Strategic Governance Manager <a href="mailto:Andrew.weavers@colchester.gov.uk">Andrew.weavers@colchester.gov.uk</a> v.u k 282213

KEY DECISION REQUIRED	DOES DECISION INCLUDE EXEMPT INFORMATION (or information defined by the Government as Confidential)	DATE OF DECISION or PERIOD DECISION BE TAKEN TO	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)
Colchester Business District	No	6 June 2018	<p>Cabinet (Cllrs Bourne, Cory, Feltham, Lilley, B Oxford, J Scott-Boutell, Smith, T Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Andrew Weavers Strategic Governance Manager Andrew.weavers@colchester.gov.uk 282213</p>
Appointment of contractor for the redevelopment of Stanway Western Approach	Yes	6 June 2018	<p>Cabinet (Cllrs Bourne, Cory, Feltham, Lilley, B Oxford, J Scott-Boutell, Smith, T Young)</p> <p>Please contact via Democratic Services (01206) 507832 email: democratic.services@colchester.gov.uk</p>	Cabinet report	<p>Joanne Besant <a href="mailto:Joanne.besant@colchester.gov.uk">Joanne.besant@colchester.gov.uk</a> 01206 506 943 Community Enabling Team Leader</p>

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