

# Cabinet Meeting

**Grand Jury Room, Town Hall, High Street,  
Colchester, CO1 1PJ  
Wednesday, 13 March 2019 at 18:00**

**The Cabinet** deals with the implementation of all Council services, putting into effect the policies agreed by Full Council and making recommendations to Full Council on policy issues and the budget.

# Information for Members of the Public

## Access to information and meetings

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the agenda (the list of items to be discussed at a meeting), which is usually published five working days before the meeting, and minutes once they are published.

Dates of the meetings are available here:

<https://colchester.cmis.uk.com/colchester/MeetingCalendar.aspx>.

Most meetings take place in public. This only changes when certain issues, for instance, commercially sensitive information or details concerning an individual are considered. At this point you will be told whether there are any issues to be discussed in private, if so, you will be asked to leave the meeting.

## Have Your Say!

The Council welcomes contributions and representations from members of the public at most public meetings. If you would like to speak at a meeting and need to find out more, please refer to the Have Your Say! arrangements here:

<https://colchester.cmis.uk.com/colchester/HaveYourSay.aspx>.

## Audio Recording, Mobile phones and other devices

The Council audio records public meetings for live broadcast over the internet and the recordings are available to listen to afterwards on the Council's website. Audio recording, photography and filming of meetings by members of the public is also welcomed. Phones, tablets, laptops, cameras and other devices can be used at all meetings of the Council so long as this doesn't cause a disturbance. It is not permitted to use voice or camera flash functions and devices must be set to silent. Councillors can use devices to receive messages, to access meeting papers and information via the internet. Looking at or posting on social media by Committee members is at the discretion of the Chairman / Mayor who may choose to require all devices to be switched off at any time.

## Access

There is wheelchair access to the Town Hall from St Runwald Street. There is an induction loop in all the meeting rooms. If you need help with reading or understanding this document please take it to the Library and Community Hub, Colchester Central Library, using the contact details below and we will try to provide a reading service, translation or other formats you may need.

## Facilities

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

## Evacuation Procedures

Evacuate the building using the nearest available exit. Make your way to the assembly area in the car park in St Runwald Street behind the Town Hall. Do not re-enter the building until the Town Hall staff advise you that it is safe to do so.

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Colchester, CO1 1JB

telephone (01206) 282222 or textphone 18001 followed by the full number you wish to call  
e-mail: [democratic.services@colchester.gov.uk](mailto:democratic.services@colchester.gov.uk)

[www.colchester.gov.uk](http://www.colchester.gov.uk)

**COLCHESTER BOROUGH COUNCIL**  
**Cabinet**  
**Wednesday, 13 March 2019 at 18:00**

**The Cabinet Members are:**

Leader and Chairman      Councillor Mark Cory (Liberal Democrats)  
   Councillor Nick Barlow (Liberal Democrats)  
   Councillor Tina Bourne (Labour)  
   Councillor Martin Goss (Liberal Democrats)  
   Councillor David King (Liberal Democrats)  
   Councillor Mike Lilley (Labour)  
   Councillor Beverley Oxford (The Highwoods Group)  
   Councillor Tim Young (Labour)

**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      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.

**3      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.

**4      Minutes of Previous Meeting**

The Cabinet will be invited to confirm that the minutes are a correct record of the meeting held on 30 January 2019.

**30-01-19 public version**

7 - 24

**5 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.

**6 Decisions Reviewed by the Scrutiny Panel**

The Councillors will consider the outcome of a review of a decision by the Scrutiny Panel under the call-in procedure.

**Call in of decision set out in minute 329 of the draft Cabinet minute of 30 January 2019: Recommendation from the Heritage and Tourism Task and Finish Group**

25 - 34

To consider the recommendation in draft minute 203 of the Scrutiny Panel meeting of 22 February 2019.

**7 Waste, Environment and Transportation**

**7(i) Waste and Zones Futures Business Case**

35 - 54

Cabinet will consider a report outlining proposed service changes, financial savings and investment in front line services following a review of the existing Recycling, Waste and Fleet Service and Community Zones Service.

**8 Commercial Services**

**8(i) Updates to the Business Plans of the Council's Companies**

55 - 84

Cabinet will consider a report inviting it to review and agree updated Business Plans for Colchester Commercial (Holdings) Ltd and its subsidiary companies.

**8(ii) Northern Gateway Heat Network: Project and Finance Update**

85 - 90

Cabinet will consider a report providing an update on the Northern Gateway Heat Network Project.

**9 Resources**

9(i)	<b>Strategic Plan Spending Priorities</b>	91 - 96
	Cabinet will consider a report providing a summary of budget allocations for one off spending that supports the delivery of the Strategic Plan, and sets out proposals to allocate further funding.	
9(ii)	<b>Corporate Key Performance Indicator Targets for 2019-20</b>	97 - 118
	Cabinet will consider a report inviting it to set the Corporate Key Performance Indicators for 2019-20.	
9(iii)	<b>Alternative Methods of Service Delivery Task and Finish Group: Update</b>	119 - 132
	Cabinet will consider the recommendation contained in the extract from the notes of the Task and Finish Group meeting on 13 February 2019.	
10	<b>Resources/Housing and Communities</b>	
10(i)	<b>Award of Contract for Corporate Building, Sheltered and Homeless Schemes Cleaning</b>	133 - 136
	Cabinet will consider a report on the award of a new four year contract for the cleaning of corporate buildings and sheltered and homeless schemes.	
10(ii)	<b>Policy and Public Initiatives Work Programme</b>	137 - 138
	Cabinet will consider a recommendation from the Policy and Public Initiatives Panel that items be added to its work programme.	
11	<b>General</b>	
11(i)	<b>Progress of Responses to the Public</b>	139 - 142
	Cabinet will consider a report providing information about responses to members of the public who spoke under the have Your Say! arrangements at meetings of Cabinet and Full Council.	
12	<b>Exclusion of the Public (Cabinet)</b>	
	In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to exclude the public, including the press, from the meeting so that any items containing exempt information (for example 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**

Cabinet will be invited to approve the not for publication extract from the minutes of the Cabinet meeting on 30 January 2019.

**14 Commercial Services - Part B**

**14(i) Updates to the Business Plans of the Council's Companies - Part B**

To note the not for publication appendices to the report of the Assistant Director, Policy and Corporate, at item 8(i) in Part A of the agenda,

**14(ii) Northern Gateway Heat Network: Project and Finance Update - Part B**

Cabinet will be invited to note the not for publication appendix to the report of the Assistant Director, Policy and Corporate, at item 8(ii) in Part A of the agenda.

**15 Resources/Housing and Communities - Part B**

**15(i) Award of Contract for Corporate Building, Sheltered and Homeless Schemes Cleaning - Part B**

Cabinet will consider a report on the award of a new four year contract for the cleaning of corporate buildings and sheltered and homeless schemes.