



SOUTHEND-ON-SEA BOROUGH COUNCIL - FORWARD PLAN OF KEY DECISIONS

Explanatory Note

1. The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 ('the 2012 Regulations) require the Council to give 28 days notice before a Key Decision is taken. The Forward Plan lists all the decisions which it is proposed will be taken by Cabinet and the Cabinet Committee and is produced on a monthly basis, covering a period of 4 months, so going beyond the statutory requirements.
2. Key Decisions are executive decisions which are likely to result in expenditure or savings of £250,000 or more, or will have significant effect on communities living or working in two or more electoral wards.
3. The Forward Plan shows:
 - Likely date of decision
 - Subject matter
 - Who will make the decision
 - Whether decision is to be taken in private and reasons (see 4 below)
 - Consultation arrangements
 - Wards affected
 - Relevant Officer responsible
4. Notice of items to be considered in Private at meetings of the Cabinet/Cabinet Committee

The 2012 Regulations also require 28 days notice to be given where the public are likely to be excluded from any meeting (or part of the meeting) of the Cabinet or Cabinet Committee when a decision is taken.

Matters to be considered in private are clearly marked on the Forward Plan, together with the reason for this, by reference to the relevant paragraphs(s) in Part 1 of Schedule 12A of the Local Government Act 1972 which are set out in Paragraph 10.4 of Part 4(b) of the Council's Constitution. Representations as to why any of these matters should be open to the public should be made to Democratic Services, 2nd Floor, Civic Centre, Victoria Avenue, Southend-on-Sea, Essex SS2 6ER or by email to committeesection@southend.gov.uk The response to any such representations will be made by the Chief Executive and published with the Cabinet/Cabinet Committee agenda.

5. Availability of Forward Plan and documents referred to in the Plan

(a) The Forward Plan is available for public inspection at the Civic Centre, Victoria Avenue, Southend-on-Sea. In addition it is on the Council's website.

(b) The Officer report to Cabinet/Cabinet Committee on the relevant matter will be available for public inspection (unless it contains confidential/ exempt information) at least 5 clear working days in advance of the meeting from the location referred to in (a) above. In addition the report will be available on the Council's Web Site.

6. At the end of the Forward Plan are details of proposed decisions relating to the Budget and Policy Framework which are to be taken by Full Council in the following 4 month

Forward Plan for the 4 Month Period Effective from 1 November 2018 (ie 1 November 2018 - 28 February 2019)

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| 4 Dec 2018 | Southend 2050 Ambition/Five Year Road Map | Cabinet | | | All Wards | Alison Griffin, Chief Executive |
| 17 Jan 2019 | Southend 2050 - Strategic Delivery Plans (for the 5 themes) | Cabinet | | | All Wards | Alison Griffin, Chief Executive |
| 17 Jan 2019 | Council Tax Base and Non Domestic Rating Base 2019/20 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 17 Jan 2019 | Draft Capital Investment Programme 2019/20 to 2023/24 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 17 Jan 2019 | Draft General Fund Revenue Budget 2019/20 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 17 Jan 2019 | Draft Housing Revenue Account Budget 2019/20 and Rent Setting | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 17 Jan 2019 | Revenue and Capital Monitoring - 30 November 2018 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 17 Jan 2019 | Council Debt Position to 30 November 2018 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |

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| 17 Jan 2019 | Special Educational Needs and Disabilities Inspection | Cabinet | | | All Wards | Brin Martin, Director of Learning |
| 17 Jan 2019 | Next Phase of HRA Land Review Project | Cabinet | | | All Wards | Sharon Houlden, Director of Adult Services & Housing |
| 17 Jan 2019 | St Mary's Primary School Consultation | Cabinet | | | Prittlewell Ward | Brin Martin, Director of Learning |
| 17 Jan 2019 | Warrior Square Leisure Development (Phase 2) | Cabinet | | | All Wards | Scott Dolling, Director of Culture, Tourism & Property |
| 17 Jan 2019 | Highways and Parking Policy | Cabinet | | | All Wards | Peter Geraghty, Director of Planning & Transport |
| 17 Jan 2019 | Employment Appeals | Cabinet | | | All Wards | John Williams, Director of Legal & Democratic Services |
| 17 Jan 2019 | Corporate Risk Register | Cabinet | | | All Wards | Joanna Ruffle, Director of Transformation |
| 12 Feb 2019 | Capital Investment Programme 2019/20 to 2023/24 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 12 Feb 2019 | Treasury Management and Prudential Indicators 2019/20 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |

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| 12 Feb 2019 | Housing Revenue Account Budget 2019/20 and Rent Setting | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 12 Feb 2019 | General Fund Revenue Budget 2019/20 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 12 Feb 2019 | Revenue and Capital Monitoring - 31 December 2018 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 12 Mar 2019 | Commissioning Intentions | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 12 Mar 2019 | Quarter Three Treasury Management Report - 2018/19 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 12 Mar 2019 | Revenue and Capital Monitoring - 31 January 2019 | Cabinet | | | All Wards | Joe Chesterton, Director of Finance & Resources |
| 12 Mar 2019 | Annual Safeguarding Report | Cabinet | | | All Wards | John O'Loughlin, Director of Children's Services |
| 12 Mar 2019 | Mid-Year Statement of Purpose for Fostering and Adoption | Cabinet | | | All Wards | John O'Loughlin, Director of Children's Services |

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| 12 Mar 2019 | Annual Education Report | Cabinet | | | All Wards | Brin Martin, Director of Learning |
| 12 Mar 2019 | School Term Dates 2020/21 | Cabinet | | | All Wards | Brin Martin, Director of Learning |
| 12 Mar 2019 | Carers Policy | Cabinet | | | All Wards | Sarah Baker |
| 12 Mar 2019 | South Essex Homes Partnership Agreement | Cabinet | | | All Wards | Glyn Halksworth, DACT Manger |
| 12 Mar 2019 | Health in all Policies Recommendations | Cabinet | | | All Wards | Krishna Ramkhelawon, Interim Director of Public Health |
| 12 Mar 2019 | Harm Reduction Strategy | Cabinet | | | All Wards | Krishna Ramkhelawon, Interim Director of Public Health |