

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 August 2020 (ie 1 August 2020 - 30 November 2020)

1 Sep 2020	Better Queensway	Cabinet				Emma Cooney, Director of Regeneration & Business Development
15 Sep 2020	Enabling Major Projects & Recovery	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
15 Sep 2020	The Forum 2	Cabinet				Emma Cooney, Director of Regeneration & Business Development
15 Sep 2020	Outcome Success Measures Report	Cabinet			All Wards	Joanna Ruffle, Executive Director (Transformation)
15 Sep 2020	Council Debt Position	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
15 Sep 2020	Corporate Budget Performance 2020/21 - Period 4	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
15 Sep 2020	Treasury Management - Quarter One 2020/21	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)

15 Sep 2020	Covid-19 Financial Update and Medium Term Financial Strategy Impact Assessment	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
15 Sep 2020	Air Quality	Cabinet			All Wards	Carl Robinson, Director of Public Protection
15 Sep 2020	Housing Pipeline	Cabinet				Glyn Halksworth, Director of Housing Development
15 Sep 2020	Fire Safety Report	Cabinet				Mark Murphy, Group Manager - Property and Estate Management
15 Sep 2020	RAMS - Essex Coast Recreation, Disturbance, Avoidance & Mitigation Strategy	Cabinet				Peter Geraghty, Director of Planning & Transport
15 Sep 2020	Schools Admissions Arrangements for Community Schools 2022/23	Cabinet			All Wards	Brin Martin, Director of Learning
15 Sep 2020	Parking Review	Cabinet			All Wards	Sharon Harrington, Group Manager Traffic Management & Highways Network (Interim)
15 Sep 2020	Information Governance Update and SIRO Report	Cabinet			All Wards	John Williams, Executive Director (Legal & Democratic Services)

15 Sep 2020	The Regulation of Investigatory Powers Act 2000 (RIPA)	Cabinet			All Wards	John Williams, Executive Director (Legal & Democratic Services)
15 Sep 2020	Potential Amalgamation of Chalkwell Infant and Chalkwell Junior Schools - Consultation	Cabinet			Chalkwell Ward	Brin Martin, Director of Learning
15 Sep 2020	Annual Public Health Report	Cabinet			All Wards	Krishna Ramkhelawon, Interim Director of Public Health
15 Sep 2020	Mid & South Essex Health & Care Partnership MoU	Cabinet			All Wards	Tandra Forster, Executive Director (Adult and Communities)
15 Sep 2020	Planning White Paper	Cabinet			All Wards	Trevor Saunders, Director of Planning & Transport (Interim)
15 Sep 2020	Leisure Management Contract	Cabinet	Exempt Information as defined in Part 1 of Schedule 12A to the Local Government Act 1972		All Wards	Tandra Forster, Executive Director (Adult and Communities)
15 Sep 2020	Lundy Close Proposals	Cabinet				Glyn Halksworth, Director of Housing Development

15 Sep 2020	ASELA Update	Cabinet			All Wards	Alison Griffin, Chief Executive
15 Sep 2020	Local Government Reform	Cabinet			All Wards	Alison Griffin, Chief Executive
27 Oct 2020	Better Queensway	Cabinet				Emma Cooney, Director of Regeneration & Business Development
3 Nov 2020	Public Health Burials	Cabinet			All Wards	Elizabeth Georgeou, Group Manager - Regulatory Services
3 Nov 2020	Annual Comments, Compliments and Complaints Report	Cabinet			All Wards	John Williams, Executive Director (Legal & Democratic Services)
3 Nov 2020	Corporate Budget Performance - Period 6	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
3 Nov 2020	Treasury Management Report - Mid Year 2020/21	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
3 Nov 2020	PVX Policy	Cabinet			All Wards	Sharon Harrington, Group Manager Traffic Management & Highways Network (Interim)

3 Nov 2020	Journey of the Child	Cabinet			All Wards	John O'Loughlin, Director of Children's Services
3 Nov 2020	ASELA Update	Cabinet			All Wards	Alison Griffin, Chief Executive
3 Nov 2020	Local Government Reform	Cabinet			All Wards	Alison Griffin, Chief Executive
14 Jan 2021	Council Tax Base and Non Domestic Rating Base 2021/22	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
14 Jan 2021	Draft Housing Revenue Account Budget 2021/22 and Rent Setting	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
14 Jan 2021	Draft Prioritising Resources to Deliver Better Outcomes - 2021/22 to 2025/26	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
14 Jan 2021	Corporate Budget Performance - Period 8	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
14 Jan 2021	2020/2021 - Corporate Risk Register	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)

14 Jan 2021	Council Debt Position to 30 November 2020	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
16 Feb 2021	Housing Revenue Account (HRA) Budget and Rent Setting Report 2021/22	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
16 Feb 2021	Treasury Management Policy - 2021/22	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
16 Feb 2021	Prioritising Resources to Deliver Better Outcomes - 2021/22 to 2025/26	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
23 Feb 2021	Treasury Management - Quarter 3 2020/21	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
	Emergency Active Travel Fund	Executive Director (Neighbourhoods and the Environment)		Executive Member for Transport, Capital Investment and Inward Investment and relevant ward councillors		Larissa Reed, Executive Director Neighbourhoods & Environment
	Mitigation Against and Management of local outbreaks of COVID-19 - Southend-on-Sea Test and Trace Service	Director of Public Health	Open	Cabinet Member for Health and Adult Social Care/Chair of People Scrutiny Committee	All Wards	Director of Public Health

	Pavement Licences	Executive Director (Neighbourhoods and the Environment)		Cabinet member for Community Safety and Customer Contact/Chair of Place Scrutiny Committee	All Wards	Larissa Reed, Executive Director Neighbourhoods & Environment
	Construction of A127 The Bell Junction Improvement Scheme	Chief Executive & Town Clerk, Executive Director (Neighbourhoods and the Environment)				Neil Hoskins, Interim Group Manager - Major Projects & Strategic Transport Policy
	A 127 Essential Major Maintenance Works	Executive Director (Neighbourhoods and the Environment)				Neil Hoskins, Interim Group Manager - Major Projects & Strategic Transport Policy
	Better Queensway	Director of Regeneration & Growth		Decisions taken pursuant to delegations of Cabinet or officer delegations under the Constitution		Emma Cooney, Director of Regeneration & Business Development