

## **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](mailto: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 February 2022 (ie 1 February 2022 - 30 May 2022)**

15 Feb 2022	Housing Revenue Account (HRA) Budget and Rent Setting Report 2022/23	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
15 Feb 2022	Treasury Management Policy 2022/23	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
15 Feb 2022	Prioritising Resources to Deliver Better Outcomes - 2022/23 to 2026/27	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
22 Feb 2022	20 MPH Neighbourhoods	Cabinet				Sharon Harrington, Head of Traffic, Asset Management and Highways Network
22 Feb 2022	Social Value Policy	Cabinet				Nicola Spencer
22 Feb 2022	Treasury Management Report - Quarter Three 2021/22	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
22 Feb 2022	Innovation Resilience Fund - Outline Business Case	Cabinet			All Wards	Neil Hoskins, Head of Civil Engineering
22 Feb 2022	Civil Penalties Policy for Housing Offences	Cabinet			All Wards	Elizabeth Georgeou, Group Manager - Regulatory Services

22 Feb 2022	Adult Social Care Strategies (Living Well, Aging Well, Caring Well)	Cabinet			All Wards	Benedict Leigh, Director of Commissioning
22 Feb 2022	Outcome Success Measures Report	Cabinet			All Wards	Suzanne Newman, Interim Head of Corporate Strategy
22 Feb 2022	Corporate Risk Register	Cabinet			All Wards	Andrew Barnes, Head of Internal Audit
22 Feb 2022	PSPO Consultation	Cabinet				Executive Director (Neighbourhoods and the Environment)
22 Feb 2022	Equality Objectives - 2022-2026	Cabinet			All Wards	Suzanne Newman, Interim Head of Corporate Strategy
22 Feb 2022	Porters Place LLP Update	Cabinet				Emma Cooney, Director of Regeneration & Growth
22 Feb 2022	Dog Control PSPO Variation	Cabinet				Scott Dolling, Director of Culture, Tourism & Property
22 Feb 2022	City Council Branding	Cabinet			All Wards	Stephen Meah-Sims, Interim Executive Director (Transformation)

22 Feb 2022	Adoption of Parking Strategy and Parking Implementation Plan	Cabinet				Sharon Harrington, Head of Traffic, Asset Management and Highways Network
22 Feb 2022	Waste Collection Contract	Cabinet	Part exempt 3		All Wards	Anna Eastgate, Executive Director (Neighbourhoods and Environment)
14 Mar 2022	City Council Branding	Cabinet			All Wards	Stephen Meah-Sims, Interim Executive Director (Transformation)
22 Mar 2022	Better Queensway	Cabinet				Emma Cooney, Director of Regeneration & Growth
	Better Queensway	Director of Regeneration & Growth		Decisions taken pursuant to delegations of Cabinet or officer delegations under the Constitution		Emma Cooney, Director of Regeneration & Growth
	Airport Business Park - Plot Specific Land Agreements	Executive Director (Finance & Resources) (S151 Officer)				Alan Richards, Director of Property and Commercial
	Miscellaneous Land, Leasing and Property Transactions (including at the Victoria Centre)	Executive Director (Finance & Resources) (S151 Officer)				Alan Richards, Director of Property and Commercial