

SOUTHEND-ON-SEA CITY 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 May 2022 (ie 1 May 2022 - 31 August 2022)

14 Jun 2022	City Council Branding	Cabinet			All Wards	Stephen Meah-Sims, Interim Executive Director (Transformation)
14 Jun 2022	Delivery of Southend Outcomes & Priorities - Annual Report and Provisional Resources Outturn 2021/22	Cabinet			All Wards	Stephen Meah-Sims, Interim Executive Director (Transformation)
14 Jun 2022	Cost of Care Report	Cabinet			All Wards	Tandra Forster, Executive Director (Adult and Communities)
14 Jun 2022	Adult Strategy Action Plans	Cabinet			All Wards	Tandra Forster, Executive Director (Adult and Communities)
14 Jun 2022	Waste Procurement	Cabinet	Part exempt 3		All Wards	John Burr, Interim Director of Highways
14 Jun 2022	Levelling-Up Fund	Cabinet			All Wards	Emma Cooney, Director of Regeneration & Growth
14 Jun 2022	Better Queensway LLP Accounts	Cabinet				Emma Cooney, Director of Regeneration & Growth
14 Jun 2022	Annual Procurement Plan	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)

14 Jun 2022	Treasury Management Report 2021/22	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
14 Jun 2022	Debt Management Position to 31st March 2022	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
26 Jul 2022	Integrated Care Partnership	Cabinet			All Wards	Giles Gilbert, Assistant Director - Legal Services
26 Jul 2022	PSPO No.2 Town Centre and Seafront	Cabinet				Joanne Stowell
26 Jul 2022	Seaway Leisure	Cabinet				Alan Richards, Director of Property and Commercial
26 Jul 2022	PSPO Dog Friendly Beach	Cabinet				Scott Dolling, Director of Culture, Tourism & Property
	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
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