

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 October 2022 (ie 1 October 2022 - 31 January 2023)

	City Culture Bid				All Wards	
8 Nov 2022	Resourcing Better Outcomes - Financial and Performance Report for September 2022 (Period 6)	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
8 Nov 2022	City of Culture Bid	Cabinet			All Wards	Scott Dolling, Director of Culture, Tourism & Property
8 Nov 2022	Treasury Management Report - Mid Year 2022/23	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
8 Nov 2022	Debt Management	Cabinet				Joe Chesterton, Executive Director (Finance & Resources)
8 Nov 2022	Increased Allowances and Benefits Uplift for In-house Foster Carers	Cabinet			All Wards	Lissa-Marie Minnis, Director of Children's Social Work, Early Help & Youth Support
8 Nov 2022	The Victoria Centre - Update	Cabinet				Alan Richards, Interim Executive Director - Growth & Housing
8 Nov 2022	Scrap Metal Dealers Licensing Consultation	Cabinet			All Wards	Elizabeth Georgeou, Group Manager - Regulatory Services

8 Nov 2022	Annual Safeguarding Report	Cabinet			All Wards	Michael Marks, Executive Director (Children and Public Health)
8 Nov 2022	Parking Strategy Adoption of Powers to Enforce Moving Traffic Offences by CCTV in Southend	Cabinet			All Wards	Lorraine Delahunty, Service Manager, Parking and Highways
8 Nov 2022	Parking Strategy	Cabinet				Lorraine Delahunty, Service Manager, Parking and Highways
8 Nov 2022	South Essex Homes - Establishment of Additional Commercial Subsidiaries	Cabinet	Fully exempt 3			Mike Gatrell, Chief Executive Officer - South Essex Homes
8 Nov 2022	Council Tenants Heating Charges Assessment 2022/23	Cabinet				Mike Gatrell, Chief Executive Officer - South Essex Homes
8 Nov 2022	Refugee Work	Cabinet				Glyn Halksworth, Director of Housing Development
8 Nov 2022	Better Queensway LLP - Potential Merger and Options	Cabinet				Emma Lindsell
8 Nov 2022	SEND Strategy	Cabinet			All Wards	Michael Marks, Executive Director (Children and Public Health)

8 Nov 2022	Endorsement of Transport East Transport Strategy	Cabinet				John Burr, Interim Executive Director (Neighbourhoods and Environment)
8 Nov 2022	Options for the Procurement of the Voluntary Sector Infrastructure Contract	Cabinet				Michael Marks, Executive Director (Children and Public Health)
8 Nov 2022	City Culture Bid	Cabinet			All Wards	Scott Dolling, Director of Culture, Tourism & Property
8 Nov 2022	Fair Cost of Care and Market Sustainability Plan	Cabinet			All Wards	Benedict Leigh, Director of Commissioning
	Passenger Transport - Options	Cabinet	Part exempt 3			John Burr, Interim Executive Director (Neighbourhoods and Environment)
12 Jan 2023	Air Quality Action Plan 2022-2027	Cabinet			All Wards	Elizabeth Georgeou, Group Manager - Regulatory Services
12 Jan 2023	Resourcing Better Outcomes - Financial Performance Report for November 2022 (Period 8)	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
12 Jan 2023	Council Tax Base and Non Domestic Rating Base 2023/24	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)

12 Jan 2023	Draft Housing Revenue Account Budget 2023/24 and Rent Setting	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
12 Jan 2023	Draft Prioritising Resources to Deliver Better Outcomes - 2023/24 to 2027/28	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
12 Jan 2023	Debt Management - Position to 30 November 2022	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
12 Jan 2023	Housing Update Report	Cabinet				Glyn Halksworth, Director of Housing Development
12 Jan 2023	Waste Collection Procurement Update	Cabinet			All Wards	Jo Gay, Interim Head of Waste & Climate Change
12 Jan 2023	Waste Disposal Procurement Update	Cabinet			All Wards	Jo Gay, Interim Head of Waste & Climate Change
12 Jan 2023	Climate Change Programme 2021/22	Cabinet			All Wards	Jo Gay, Interim Head of Waste & Climate Change
14 Feb 2023	Treasury Management Policy 2023/24	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)

14 Feb 2023	Housing Revenue Account (HRA) Budget and Rent Setting Report 2023/24	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
14 Feb 2023	Prioritising Resources to Deliver Better Outcomes - 2023/24 to 2027/28	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
21 Feb 2023	Treasury Management Report - Quarter Three 2022/23	Cabinet			All Wards	Joe Chesterton, Executive Director (Finance & Resources)
21 Feb 2023	Southend Adult Community College Annual Report	Cabinet				Emma Lindsell
	Better Queensway	Director of Regeneration & Growth		Decisions taken pursuant to delegations of Cabinet or officer delegations under the Constitution		
	Airport Business Park - Plot Specific Land Agreements	Executive Director (Finance & Resources) (S151 Officer)				Alan Richards, Interim Executive Director - Growth & Housing
	Miscellaneous Land, Leasing and Property Transactions (including at the Victoria Centre)	Executive Director (Finance & Resources) (S151 Officer)				Alan Richards, Interim Executive Director - Growth & Housing