

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 February 2023 (ie 1 February 2023 - 31 May 2023)

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 Cabinet				Emma Lindsell
21 Feb 2023	Air Quality Action Plan 2022-2027	Cabinet			All Wards	Elizabeth Georgeou, Group Manager - Regulatory Services
21 Feb 2023	Housing and Pipeline Update	Cabinet				Glyn Halksworth, Director of Housing Development
21 Feb 2023	Corporate Risk Register	Cabinet			All Wards	Andrew Barnes, Head of Internal Audit

21 Feb 2023	Tackling Poverty Strategy	Cabinet			All Wards	Tracy Harris
21 Feb 2023	SEND Strategy	Cabinet			All Wards	Michael Marks, Executive Director (Children and Public Health)
21 Feb 2023	LGA Corporate Peer Review and Action Plan	Cabinet			All Wards	Sarah Brown, Policy Advisor
21 Feb 2023	Greater Essex Devolution Proposal	Cabinet			All Wards	Sarah Brown, Policy Advisor
21 Feb 2023	Proposed Community Infrastructure Levy	Cabinet			All Wards	Mark Sheppard, Senior Planner - Strategic Planning
21 Feb 2023	Southchurch Park Lake - Removal of Post and Rail	Cabinet			Thorpe Ward	John Burr, Interim Executive Director (Neighbourhoods and Environment)
21 Feb 2023	Notice of Motion - Webcasting	Cabinet				Mark Murphy, Group Manager - Property and Estate Management
	Car Cruise PSPO	Cabinet				John Burr, Interim Executive Director (Neighbourhoods and Environment)

	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