

## SOUTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE

**11 December 2025**

### AGENDA ITEM 9

<b>Subject</b>	Forward plan and meeting dates for 2026/27
<b>Report by</b>	The South Essex Parking Partnership Manager

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#### **Purpose**

The report sets out the forward plan of agenda items for approval by the Joint Committee and the proposed meeting dates for the Joint Committee for the 2026/27 municipal year.

#### **Options**

The Joint Committee can agree, reject or add items to the forward plan of agenda items and agree, reject or alter any of the proposed meeting dates.

#### **Recommendation(s)**

1. That the Joint Committee agrees the forward plan of agenda items
2. That the Joint Committee agrees the future meeting dates of 25 June 2026, 10 September 2026, 10 December 2026, 11 March 2027, each commencing at 2pm
3. That the Joint Committee agrees to hold those meetings at the Chelmsford City Council offices

#### **Consultees**

Lead officers from each of the Partner Authorities as set out in Appendix B of the Joint Committee Agreement 2022.

#### 1. Introduction

- 1.1 The consideration of the Forward Plan is a standing item of the Joint Committee's agenda.

1.2 The Joint Committee has one more meeting scheduled within this current municipal year on 12 March 2026. New dates are proposed for the municipal year 2026/27.

2. Forward Plan of Agenda Items

2.1 An updated Forward Plan of Agenda Items for the scheduled meetings in 2026/27 has been prepared for consideration by the Joint Committee and is contained at Appendix A.

3. Meeting Dates for 2026/27

3.1 Clause 17 of the Joint Committee Agreement sets out the arrangements for meetings. The first meeting of the Joint Committee shall be the annual meeting for the year and thereafter the first meeting held after 1<sup>st</sup> April in any year shall be the annual meeting and the Joint Committee shall meet at least four times a year

3.2 The proposed dates for meetings of the Joint Committee are:

- 25 June 2026
- 10 September 2026
- 10 December 2026
- 11 March 2027

commencing at 2pm

3.4 All meetings of the Joint Committee have so far been held at the Chelmsford City Council offices. This venue seems to have worked well with free parking on-site and making it easier to provide the necessary legal and democratic support to the Committee. It is proposed that this arrangement continues for 2026/27.

4. Conclusion

4.1 The Joint Committee will meet at least four times in any one year and dates for the 2026/27 municipal year are proposed. A Forward Plan of Agenda Items has been prepared to ensure that the Joint Committee is fulfilling the requirements as set out in the Joint Committee Agreement.

List of Appendices

Appendix A Forward Plan of Agenda Items

Background Papers

South Essex Parking Partnership Joint Committee Agreement 2022

## APPENDIX A FORWARD PLAN OF AGENDA ITEMS

### Standing items

Apologies and substitutions  
Minutes of previous meeting  
Matters arising  
Public Question Time  
Operational and Performance Report (Russell Panter)  
Financial Report (Michael Packham)  
Forward Plan (Nick Binder)

Date of meeting	Items	Lead
Thursday 12 March 2026	Progress on Business Plan 2024/25	Nick Binder
	One-year extension to the Joint Committee Agreement	Nick Binder
Thursday 25 June 2026	Financial Outturn 2025/26 Report	Michael Packham
	Annual Report of the South Essex Parking Partnership (for the period 1 April 2025 to 31 March 2026)	Nick Binder
Thursday 10 September 2026	Progress on Business Plan 2026/27	Nick Binder
	Update on Local Government reform	Nick Binder
Thursday 10 December 2026	Business Plan 2027/28	Nick Binder
	Dates of Joint Committee meetings for 2027/28	Nick Binder
	Update on Local Government reform	Nick Binder
Thursday 11 March 2027	Progress on Business Plan 2026/27	Nick Binder
	Update on Local Government reform	Nick Binder