

Cabinet January 2024
Thames Freeport - Accountable Body Decisions

Appendix 3: Thames Freeport Sub-Committee Terms of Reference

Thames Freeport Cabinet Sub-Committee
Terms of Reference

Aim:

To establish a Thames Freeport Committee as a sub-committee of Cabinet.

Membership:

Appointments to the sub-committee will be made by the Leader in consultation with the Cabinet. Membership will include a minimum of three Members:

- The Leader of the Council
- The Cabinet Member for Transformational Change, Communications and Governance
- The Cabinet Member for Regeneration and Highways

Officers from the Accountable Body Group including the Council's Chief Financial Officer and Director of Law and Governance will be in attendance.

Chair:

The Chair and Vice Chair will be elected by the membership of the Freeport Sub-Committee. The appointment will last for the duration of the municipal year.

Duration:

The sub-committee will remain in place indefinitely to provide continued oversight of the Freeport.

Meeting Schedule:

The sub-committee will agree its own schedule, but it is expected that the sub-committee will meet in response to the Freeport Programme.

Duties:

The sub-committee will oversee delivery of the Council's functions in relation to Thames Freeport. The Council has a number of functions:

- 1) to act as Accountable Body for the Freeport. Details of the role of the Council in its capacity as the Accountable body are summarised below
- 2) to be an active partner on the Freeport Board driving delivery and maximising benefits for local residents and businesses
- 3) to be the billing authority to the Freeport for those elements of the Freeport that fall into Thurrock Council's geography

The sub-committee will:

- Provide oversight to help the Council develop and implement processes to effectively discharge responsibilities
- Ensure that the role of Accountable Body is exercised to the satisfaction of the Commissioners as reflected in the Improvement and Recovery Plan
- Consider how the Council can best deliver its roles as Accountable Body, partner and billing authority
- Advise Cabinet on the effectiveness of the Council's governance arrangements and the strategic risks faced by the Council
- Review processes to ensure compliance with the Freeport Memorandum of Understanding and Assurance Framework
- Advise Cabinet on how best to maximise the benefits from the Freeport for residents and businesses in Thurrock
- Advise Cabinet on how best to meet obligations as a billing authority while supporting delivery of the Freeport

Decision-Making:

The sub-committee has no executive powers and will refer all recommendations direct to Cabinet.