

Thurrock: An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

## General Services Committee

The meeting will be held at **5.00 pm** on **9 February 2021**

**Due to current government guidance on social-distancing and the COVID-19 virus, this meeting will not be open for members of the public to attend. Arrangements have been made for the press and public to watch the meeting live via the Council's online webcast channel: [www.thurrock.gov.uk/webcast](http://www.thurrock.gov.uk/webcast)**

### Membership:

Councillors Robert Gledhill (Chair), John Kent (Vice-Chair), Gary Byrne, Mark Coxshall, Shane Hebb, Fraser Massey and Bukky Okunade

### Substitutes:

Councillors Jack Duffin, Tony Fish, Oliver Gerrish, James Halden, Andrew Jefferies and Barry Johnson

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### Agenda

Open to Public and Press

	<b>Page</b>
<b>1 Apologies for Absence</b>	
<b>2 Minutes</b>	<b>5 - 8</b>
To approve as a correct record the minutes of General Services Committee meeting held on 19 January 2021.	
<b>3 Items of Urgent Business</b>	
To receive additional items that the Chair is of the opinion should be considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972.	
<b>4 Declarations of Interests</b>	

## Exclusion of the Public and Press

Members are asked to consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

### **5 Interview for Interim Assistant Director of Housing**

Documents are to follow.

### **6 Long-list Recruitment for Assistant Director of Housing**

Documents are to follow.

### **Queries regarding this Agenda or notification of apologies:**

Please contact Matthew Boulter, Democratic & Governance Services Manager and Deputy Monitoring Officer by sending an email to [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)

Agenda published on: **1 February 2021**

## Information for members of the public and councillors

### Access to Information and Meetings

Due to current government guidance on social-distancing and the COVID-19 virus, council meetings will not be open for members of the public to physically attend. Arrangements have been made for the press and public to watch council meetings live via the Council's online webcast channel: [www.thurrock.gov.uk/webcast](http://www.thurrock.gov.uk/webcast)

Members of the public have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published.

### Recording of meetings

This meeting will be live streamed and recorded with the video recording being published via the Council's online webcast channel: [www.thurrock.gov.uk/webcast](http://www.thurrock.gov.uk/webcast)

If you have any queries regarding this, please contact Democratic Services at [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)

### Guidelines on filming, photography, recording and use of social media at council and committee meetings

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

### Thurrock Council Wi-Fi

Wi-Fi is available throughout the Civic Offices. You can access Wi-Fi on your device by simply turning on the Wi-Fi on your laptop, Smartphone or tablet.

- You should connect to TBC-CIVIC
- Enter the password **Thurrock** to connect to/join the Wi-Fi network.
- A Terms & Conditions page should appear and you have to accept these before you can begin using Wi-Fi. Some devices require you to access your browser to bring up the Terms & Conditions page, which you must accept.

The ICT department can offer support for council owned devices only.

## Evacuation Procedures

In the case of an emergency, you should evacuate the building using the nearest available exit and congregate at the assembly point at Kings Walk.

### How to view this agenda on a tablet device



You can view the agenda on your [iPad](#), [Android Device](#) or [Blackberry Playbook](#) with the free modern.gov app.

Members of the Council should ensure that their device is sufficiently charged, although a limited number of charging points will be available in Members Services.

To view any “exempt” information that may be included on the agenda for this meeting, Councillors should:

- Access the modern.gov app
- Enter your username and password

# DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

## Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

## When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

**What is a Non-Pecuniary interest?** – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

## **Pecuniary**

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

**Unless you have received dispensation upon previous application from the Monitoring Officer, you must:**

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

**If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps**

## **Non- pecuniary**

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



**You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.**

## Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
  - High quality, consistent and accessible public services which are right first time
  - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
  - Communities are empowered to make choices and be safer and stronger together
  
2. **Place** – a heritage-rich borough which is ambitious for its future
  - Roads, houses and public spaces that connect people and places
  - Clean environments that everyone has reason to take pride in
  - Fewer public buildings with better services
  
3. **Prosperity** – a borough which enables everyone to achieve their aspirations
  - Attractive opportunities for businesses and investors to enhance the local economy
  - Vocational and academic education, skills and job opportunities for all
  - Commercial, entrepreneurial and connected public services

## Minutes of the Meeting of the General Services Committee held on 19 January 2021 at 5.00 pm

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**Present:** Councillors Robert Gledhill (Chair), Mark Coxshall, Shane Hebb, Fraser Massey, Bukky Okunade and Tony Fish (Substitute) (substitute for John Kent)

**Apologies:** Councillors Gary Byrne and John Kent

**In attendance:** Jackie Hinchliffe, Director of HR, OD & Transformation  
Andrew Millard, Director of Place  
Anna Eastgate, Assistant Director of Lower Thames Crossing and Transport Infrastructure Projects  
Ian Hunt, Assistant Director Law and Governance and Monitoring Officer  
Mykela Pratt, Strategic Lead HR, Resourcing and Improvement  
Jonathon Wilson, Assistant Director, Finance  
Kenna-Victoria Healey, Senior Democratic Services Officer

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Before the start of the Meeting, all present were advised that the meeting was being live streamed to the Council's online webcast channel.

### **71. Minutes**

The minutes of the General Services Committees held on the 17 December 2020 were approved as a correct record.

### **72. Items of Urgent Business**

There were no items of urgent business.

### **73. Declarations of Interests**

There were no declarations of interest.

### **74. Recruitment for Interim Director of Public Health**

The Committee interviewed the candidates and agreed the following.

#### **RESOLVED:**

**To recommend to Full Council the appointment of Jo Broadbent as the Interim Director of Public Health.**

## **75. Thurrock Regeneration Limited**

The Portfolio Holder for Regeneration and Strategic Planning, Councillor Coxshall addressed Members updating them that the report was similar to the one presented previously, however had taken on board the comments raised by the Committee at the December meeting, with a change in the decision items. He continued by stating he hoped all concerns raised had been covered so that the report could be given approval.

The Director of Place advised that the report had followed a previous report which was submitted at the December meeting and had picked up the concerns raised by Members. Notably in relation to the need to limit the scope of the decision-making of a single Director to purely administrative tasks and those required in the usual function of the company until a future structure of the board of Directors was agreed and the operational functions were also agreed and implemented. This was reflected in the additional recommendations 1.2.3 and 1.3.3, which ensured any Director would refrain from taking any action other than to comply with the Companies Act 2006.

He continued to advise Members that future work was already underway to look at a new composition of a board of Directors with a range of skills to ensure effective and proper governance in the future.

Councillor Fish queried as he did not have the full background, due to not being present at the previous meeting, asked how long it would be before the new Directors were appointed. The Assistant Director of Lower Thames Crossing and Transport Infrastructure Projects explained an operating model and revised company board structure had been brought forward. She continued by mentioning she felt there was going to be a need to recruit from specialised markets for Directors including a Chair and there were funds identified previously within the TRL budget.

It was commented by the Assistant Director of Lower Thames Crossing and Transport Infrastructure Projects that she thought it would be the intention to recruit in the same way, however at present it would be difficult to attract Directors for the board, until a revised model was in place.

She continued by advising Members that Officers were working on a revised model and had been given a deadline of mid-March to get back to General Services Committee for their agreement. It would be after this that the recruitment process could start to form the board of Directors and with two or more Directors in place, it may be that Members sought to relax the restrictions placed on a single Director so that the responsibility could be a gradual phased introduction of a new board.

Councillor Coxshall echoed the comments made by the Assistant Director of Lower Thames Crossing and Transport Infrastructure Projects, in that the discussion held at the last meeting to refresh the report and to bring it back in March. He continued by stating that the report was based on a Cabinet report



and that he wished for it to have Overview and Scrutiny input, as it was an important element to deliver housing numbers including at least some HRA.

Councillor Massey observed and commented he was more comfortable with the report represented and was pleased to move forwards and creating much needed housing for Thurrock residents.

Councillor Gledhill echoed Councillor Massey's comments in moving forwards and producing affordable housing for residents.

Upon taking the recommendations to the vote, Councillor Fish abstained.

**RESOLVED:**

- 1. That the Committee appoints the Director of Place to attend the Shareholders meeting of TRL as the Council's nominated proxy;**
- 2. That the Committee directs the Director of Place to vote on behalf of the shareholder to:**
  - 1.2.1 approved the change to the TRL Articles of Association;**
  - and**
  - 1.2.2 appointed Roger Harris as a Director to TRL; and**
  - 1.2.3 in appointing a single director that such director shall refrain from taking any action other than action required to comply with the Companies Act 2006 for example, filing accounts, until a new company structure and Board is agreed by members and implemented.**
- 3. That the Committee authorised the Director of Place to write to TRL on behalf of the Shareholder and request that it uses its shareholder powers to ensure that:**
  - 1.3.1 a change is made to the TRHL Articles of Association; and**
  - 1.3.2 Roger Harris be appointed as a Director of TRHL; and**
  - 1.3.3 in appointing a single director that such director shall refrain from taking any action other than action required to comply with the Companies Act 2006 for example, filing accounts, until a new company structure and Board is agreed by members and implemented.**
- 4. That the Committee noted a further report on the future governance structure of TRL will be brought back to this Committee at the earliest opportunity.**

**The meeting finished at 6.02 pm**

Approved as a true and correct record

**CHAIR**

**DATE**

**Any queries regarding these Minutes, please contact  
Democratic Services at [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)**