

Thurrock: A place of opportunity, enterprise and excellence, where
individuals, communities and businesses flourish

Forward Plan

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THE FORWARD PLAN

The Council produces a Forward Plan detailing “Key Decisions” that are to be taken over the next four months by the Leader of the Council, the Cabinet, Cabinet Members and Officers of the Council.

“Key Decisions” are defined as those that are likely to

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority’s budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.

For the purpose of (a) above, the Council has defined significant expenditure or savings as being in excess of £500,000 per annum.

For information purposes, the Forward Plan also includes some other matters expected to come before Cabinet or that the Cabinet is likely to recommend to full Council whether or not they may give rise to Key Decisions.

The Cabinet

CABINET MEMBER	PORTFOLIO
Councillor Rob Gledhill (Leader of the Council)	Public Protection and Anti-Social Behaviour
Councillor Shane Hebb (Deputy Leader of the Council)	Finance
Councillor Gary Collins	Central Services
Councillor Mark Coxshall	Regeneration
Councillor James Halden	Education and Health
Councillor Deborah Huelin	Communities
Councillor Barry Johnson	Housing
Councillor Sue Little	Children and Adult Social Care
Councillor Aaron Watkins	Environment and Highways

Publicity in connection with Key Decisions

Where the Council intends to make a key decision, that decision must not be made until a document has been published which states:

- that a key decision is to be made on behalf of the Council;
- the matter in respect of which the decision is to be made;
- where the decision maker is an individual, that individual's name, and title if any and, where the decision maker is a decision-making body, its name and a list of its members;
- the date on which, or the period within which, the decision is to be made;
- a list of the documents submitted to the decision maker for consideration in relation to the matter in respect of which the key decision is to be made;
- the address from which, subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed is available;
- that other documents relevant to those matters may be submitted to the decision maker;
- the procedure for requesting details of those documents (if any) as they become available.

The Forward Plan will be updated with the information set out above and will be published **at least 28 days before the date of the Cabinet meeting to which it refers.**

Copies can be obtained as follows:

In writing, addressed to: Democratic Services,
Civic Offices,
New Road,
Grays,
Essex
RM17 6SL

By e-mail to direct.democracy@thurrock.gov.uk

Via the Council's web site at: www.thurrock.gov.uk/democracy

Members of the public are entitled to obtain copies of any documents that will be relied upon when the decision is taken, unless they are either confidential or exempt within the meaning of Schedule 12A in the Local Government Act 1972 (for example, information relating to individual people/employees, financial/commercial details or legal proceedings).

These documents will normally be published on the Council's website at the address above **at least 5 clear working days** before the decision is due to be taken. Paper copies will also be available for inspection via the address, telephone number and e-mail address set out above.

Admission of the public to meetings of the Cabinet:

A meeting of the Cabinet must be open to the public except to the extent that the public are excluded.

The public must be excluded from a meeting during an item of business whenever:

- (a) it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence;

- (b) the decision-making body concerned passes a resolution to exclude the public during that item where it is likely, in view of the nature of the item of business, that if members of the public were present during that item, exempt information would be disclosed to them;
- (c) a lawful power is used to exclude a member or members of the public in order to maintain orderly conduct or prevent misbehaviour at a meeting.

Confidential or Exempt information:

At least 28 clear days before a meeting where confidential or exempt information is to be considered, the Council will make available at the Civic Offices and on its website, a notice of its intention to hold all or part of a meeting in private, i.e., where the press and public are excluded.

Any such notice must include a statement of the reasons for the meeting to be held in private. Upon publication of this notice, representations may be received by the Council about why a particular decision should be open to the public. Any such representations should be made as follows:

In writing, addressed to: Democratic Services,
Civic Offices,
New Road,
Grays,
Essex
RM17 6SL

By email to direct.democracy@thurrock.gov.uk

At least five clear days before a private meeting, where the press and public are excluded from all or part of a meeting, the Council will make available at the Civic Offices and on its website a further notice of its intention to hold all or part of a meeting in private.

This notice must include a statement of the reasons for all or part of the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public, and, a statement of its response to any such representations made.

Please note that the decision dates provided within this Forward Plan are indicative and occasionally subject to change. Please contact Democratic Services if you wish to check the decision date for a particular item.

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Member / Portfolio	Public / Exempt (and reason if the decision is to be taken in private)
<p>Approval to Increase the Current Scope of the Schools Capital Programme, Schools Capital Budget</p> <p>To seek approval from Cabinet to agree to the increase of scope to the existing Schools Capital programme and its budget allocation; provide delegated authority to the Director of Children's Services, and approval to proceed with the procurement, and award contracts for a Specialist Project Team, and Principal Contractor to deliver against the additional requirements of the Schools Capital Programme.</p>	<p>14 Nov 2018 Cabinet</p>	<p>Rory Patterson, Corporate Director of Children's Services</p>		<p>Cabinet Member for Education and Health</p>	<p>Open</p>
<p>Short Breaks and Support Services for Children with Disabilities</p> <p>To approve proceeding to tender for Short Breaks and Support Services for Children with Disabilities. To seek approval for delegated authority for the Corporate Director of Children's Services, in conjunction with the Portfolio holder for Social Care, to award contracts.</p>	<p>14 Nov 2018 Cabinet</p>	<p>Rory Patterson, Corporate Director of Children's Services</p>		<p>Cabinet Member for Children and Adult Social Care</p>	<p>Open</p>
<p>Public Health's Primary Care Improvement Programme</p> <p>To inform Cabinet Members on the progress since last year, as well as planned next steps and expected activity for the current year.</p>	<p>14 Nov 2018 Cabinet</p>	<p>Ian Wake, Director of Public Health</p>		<p>Cabinet Member for Education and Health</p>	<p>Open</p>
<p>Acquisition of Employment Use Land</p> <p>To approve the acquisition of land for economic development purposes.</p>	<p>12 Dec 2018 Cabinet</p>	<p>Steve Cox, Corporate Director Place</p>		<p>Cabinet Member for Regeneration</p>	<p>Part exempt</p>
<p>Developing a New Residential Care Facility & New Model of Primary Care in South Ockendon</p> <p>To agree to the construction of a new</p>	<p>12 Dec 2018 Cabinet</p>	<p>Roger Harris, Corporate Director of Adults, Housing and Health</p>		<p>Cabinet Member for Children and Adult Social Care</p>	<p>Open</p>

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residential care facility on the White Acre/ Dilkes Wood sites in South Ockendon, to enable the Council to provide temporary and permanent residential care fit for the 21 st century. In addition, to develop a plan in conjunction with NHS partners, for an integrated medical centre for South Ockendon on the adjacent health centre site.					
Community Hubs and Libraries Strategies To seek review, approval and adoption of the draft Community Hubs and Libraries Strategy setting out the priorities and future delivery model for an integrated service.	12 Dec 2018 Cabinet	Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Communities	Open
Children's Transport – Re-Procurement of Service To seek approval from Cabinet to re-procure the services providing Children's Transport for four years from September 2019.	12 Dec 2018 Cabinet	Rory Patterson, Corporate Director of Children's Services		Cabinet Member for Education and Health	Open
Thurrock Arts and Heritage (Cultural Economy) Strategy Approval of the Cultural Economy Strategy for Thurrock.	12 Dec 2018 Cabinet	Steve Cox, Corporate Director Place		Cabinet Member for Education and Health	Open
Q2 Financial Position and MTFS Update To note the councils forecast financial position for 2018/19.	12 Dec 2018 Cabinet	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open
Quarterly Corporate Performance Report 2018/19 This report provides Cabinet with a summary of performance against the Corporate Scorecard 2018/19, a basket of key performance indicators. These indicators are used to monitor the	12 Dec 2018 Cabinet	Karen Wheeler, Director of Strategy, Communications and Customer Services		Cabinet Member for Central Services	Open

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performance of key corporate priority activities and enables Members, Directors and other leaders to form an opinion as to the delivery of these priorities.					
2018/19 Capital Monitoring Report To keep Cabinet updated on the progress of the current capital programme.	12 Dec 2018 Cabinet	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open
Local Council Tax Scheme 2019/2020 To recommend the approval of the Local Council Tax Scheme to Council.	16 Jan 2019 Cabinet	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open
Annual Report of the Director of Public Health 2018 - Older People's Housing and Health Approval of the Annual Report of the Director of Public Health 2018.	16 Jan 2019 Cabinet	Ian Wake, Director of Public Health, Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Education and Health	Open
HRA Business Plan, Budget and Rent Setting 2019/20 Onwards To set out the proposals for the HRA service delivery during 2019/20 and agree the budget and rents.	13 Feb 2019 Cabinet	Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Housing	Open
Fees and Charge Pricing Strategy 2019/20 This report is being submitted in order to obtain Cabinet approval to make changes to the existing Fees and Charges Pricing Strategy for financial year 2019-20.	13 Feb 2019 Cabinet	Sharon Bayliss, Director of Commercial Services		Deputy Leader and Cabinet Member for Finance	Open
Thurrock Council Adult Social Care Mental Health Peer Review Report To inform Cabinet of the findings of the Council's Adult Social Care Mental Health Peer Review, including recommendations and next steps.	13 Mar 2019 Cabinet	Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Children and Adult's Social Care	Open
Quarterly Corporate Performance Report 2018/19 This report provides Cabinet with a summary of performance against the	13 Mar 2019 Cabinet	Karen Wheeler, Director of Strategy, Communications and Customer Services		Cabinet Member for Central Services	Open

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Corporate Scorecard 2018/19, a basket of key performance indicators. These indicators are used to monitor the performance of key corporate priority activities and enables Members, Directors and other leaders to form an opinion as to the delivery of these priorities.					
Q3 Financial Position and MTFS Update To note the councils forecast financial position for 2018/19.	13 Mar 2019 Cabinet	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open
2018/19 Capital Monitoring Report To keep Cabinet updated on the progress of the current capital programme.	13 Mar 2019 Cabinet	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open