

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

## **Forward Plan**

**Issued: 17 December 2019**

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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 and Transformation
Councillor Mark Coxshall	Regeneration and Strategic Planning
Councillor James Halden	Education and Health
Councillor Deborah Huelin	Central Services and Communities
Councillor Barry Johnson	Housing
Councillor Susan Little	Children and Adult Social Care
Councillor Ben Maney	Highways and Transport
Councillor Aaron Watkins	Environment and Sports & Leisure

## 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](mailto:direct.democracy@thurrock.gov.uk)

Via the Council's web site at: [www.thurrock.gov.uk/democracy](http://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](mailto: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)
<b>Stanford-le-Hope Interchange Project</b> To consider current available options for delivery of the project.	<b>15 Jan 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Highways	Fully exempt
<b>Homelessness Prevention and Rough Sleeping Strategy 2020-25</b> The purpose of the report is to introduce the refreshed Homelessness Prevention and Rough Sleeping Strategy, and outline the analysis and consultation activity, which was undertaken to develop the document.	<b>15 Jan 2020 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services		Cabinet Member for Housing	Open
<b>Schools - Children and Young People's Vulnerability Protocol</b> A discussion regarding the launch of a new protocol to support schools and colleges with interventions around children and young people who are involved in serious youth violence.	<b>15 Jan 2020 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services		Cabinet Member for Education and Health	Open
<b>CCTV Public Identification Policy</b> The CCTV policy framework outlines where, how and when we may use media to help identify any offenders of ASB and Environmental crime, whom are not known or could not be identified by any other means.	<b>15 Jan 2020 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services		Cabinet Member for Housing	Open
<b>Quarter 2 Financial Report</b> To note the Council's forecast financial position for 2019/20.	<b>15 Jan 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Lower Thames Crossing Update</b> In line with the terms of reference as agreed by General Services Committee, this report provides an update to Cabinet on the recent work of the Lower Thames Crossing Task Force.	<b>15 Jan 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Highways	Open

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<b>Local Council Tax Scheme</b> To present an update on the Local Council Tax Scheme.	<b>15 Jan 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Quarter 2 Corporate Performance Report</b> This report provides Cabinet with a summary of performance against the Corporate Scorecard 2019/20, 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.	<b>15 Jan 2020 Cabinet</b>	Karen Wheeler, Director of Strategy, Communications and Customer Service		Cabinet Member for Central Services and Community	Open
<b>Housing Development Process</b> To review and agree the suitability of individual sites for residential development and inclusion within a Housing Development Programme.	<b>15 Jan 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Housing	Open
<b>South East Local Enterprise Partnership Governance</b> To seek agreement from Thurrock Council for the changes to the SELEP legal structure and governance arrangements. To agree that Thurrock Council will sign the new Framework Agreement in relation to the South East Local Enterprise Partnership.	<b>12 Feb 2020 Cabinet</b>	Andrew Millard, Director of Place		Leader and Cabinet Member for Public Protection and Anti-Social Behaviour	Open
<b>A13 East Facing Access - Scheme Update</b> This report sets out the work that has been undertaken to date to prepare and develop a business case for the A13 East Facing Access infrastructure scheme.	<b>12 Feb 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Highways, Cabinet Member for Highways and Transport	Open

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<p>The report identifies the steps that have been taken to include the scheme within the Government's Major Road Network (MRN) fund allocation and how the MRN submission has been developed into scheme options and a more robust Business Case for the DfT to consider and ultimately approve funds for the scheme.</p> <p>The purpose of the report is to bring Cabinet up to date with the work that has been undertaken to date and to understand the next steps to be taken to formally submit the Outline Business Case to the DfT and to progress the Full Business Case for the scheme.</p>					
<p><b>Housing Development List</b> To review and agree the suitability of individual sites for residential development and inclusion within a Housing Development Programme.</p>	<p><b>12 Feb 2020 Cabinet</b></p>	<p>Andrew Millard, Director of Place</p>		<p>Cabinet Member for Housing</p>	<p>Open</p>
<p><b>Grays Regeneration - Thameside Complex</b> Decision on a preferred option for the future of the Thameside Complex.</p>	<p><b>12 Feb 2020 Cabinet</b></p>	<p>Sean Clark, Director of Finance, Governance and Property</p>		<p>Cabinet Member for Regeneration and Strategic Highways</p>	<p>Open</p>
<p><b>Letting Agents for Short and Long Term Accommodation</b> Approval to commence the procurement process to appoint contractors to provide short and long term accommodation.</p>	<p><b>12 Feb 2020 Cabinet</b></p>	<p>Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services</p>		<p>Cabinet Member for Housing</p>	<p>Open</p>
<p><b>Tuition Support Services</b> The Council is seeking to establish a list of multiple Providers to deliver high-quality, cost-effective and efficient Alternative Provision pathways outside of mainstream</p>	<p><b>12 Feb 2020 Cabinet</b></p>	<p>Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's</p>		<p>Cabinet Member for Education and Health</p>	<p>Open</p>

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school, for children who are unable to attend school, or where it has been identified that external one-to-one tuition or group-based alternative provision may better suit their learning needs, to improve attainment outcomes and support GCSE preparation.		Services			
<b>Fees and Charges Pricing Strategy 2020/21</b> 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 2020-21.	<b>12 Feb 2020 Cabinet</b>	Sharon Bayliss, Director of Commercial Services		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>HRA Business Plan, Budget and Rent Setting 2020/21 Onwards</b> To set out the proposals for the HRA service delivery during 2020/21 and agree the budget and rents.	<b>12 Feb 2020 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services		Cabinet Member for Housing	Open
<b>Capital Strategy 2020/21</b> To recommend to Council the 2020/21 Treasury Management Strategy.	<b>12 Feb 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Draft 2020/21 Budget Proposals and Medium Term Financial Strategy Update</b> To recommend to Council the 2020/21 revenue and capital budgets, including the recommended council tax increase.	<b>12 Feb 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Capital Programme Proposals</b> The report presents the Cabinet with recommended additions and the approach to the new capital programme for 2019/20 and subsequent years. The council is undergoing considerable transformation and needs to be able to respond accordingly to service review outcomes,	<b>12 Feb 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open

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system requirements, operational necessities and the need to plan for those larger projects for the future as well as considering individual projects.					
<b>Post 16 Autism Support Service Tender</b> Approval to proceed to full tender of Post 16 Autism Support provision for Thurrock for 2020/21 for 3 years, with the option to extend the contract for +1 year, based on service performance.	<b>11 Mar 2020 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services		Cabinet Member for Education and Health, Cabinet Member for Social Services	Open
<b>Integrated Transport Block Capital Programme 2020/21</b> To approve the 2020/21 Integrated Transport Block (ITB) capital programme for implementation and note the process by which the Safe Routes to School programme is assessed and prioritised. To delegate authority to the Director of Place, in consultation with the Cabinet Member for Environment, to review and make local changes to the programme.	<b>11 Mar 2020 Cabinet</b>	Andrew Millard, Director of Place		Portfolio Holder for Highways and Transport	Open
<b>Housing Capital Investment Programme</b> To seek approval for the procurement required to deliver the next phase of the housing capital investment programme.	<b>11 Mar 2020 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services		Cabinet Member for Housing	Open
<b>Sports and Recreation Strategic Action Plan</b> It provides the strategic framework and direction for sports and recreation provision in the borough for the next three years. It sets out an action plan of activities, initiatives and programmes that can be delivered during this period.	<b>11 Mar 2020 Cabinet</b>	Julie Rogers, Director of Environment and Highways		Cabinet Member for Central Services and Communities	Open
<b>Quarter 3 Financial Position</b>	<b>11 Mar 2020</b>	Sean Clark, Director		Deputy Leader and	Open

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To note the Council's forecast financial position for 2019/20.	<b>Cabinet</b>	of Finance, Governance and Property		Cabinet Member for Finance and Transformation	
<p><b>Quarter 3 Corporate Performance Report</b></p> <p>This report provides Cabinet with a summary of performance against the Corporate Scorecard 2019/20, 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.</p>	<b>11 Mar 2020 Cabinet</b>	Karen Wheeler, Director of Strategy, Communications and Customer Service		Cabinet Member for Central Services and Community	Open
<p><b>Lower Thames Crossing Update</b></p> <p>In line with the terms of reference as agreed by General Services Committee, this report provides an update to Cabinet on the recent work of the Lower Thames Crossing Task Force.</p>	<b>11 Mar 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Highways	Open