

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 and Transformation
Councillor Mark Coxshall	Regeneration and Strategic Planning
Councillor James Halden	Children and Adult Social Care
Councillor Deborah Huelin	Central Services and Communities
Councillor Andrew Jefferies	Education
Councillor Barry Johnson	Housing
Councillor Allen Mayes	Health and Air Quality
Councillor Ben Maney	Highways and Transport
Councillor Aaron Watkins	Environment, Sports and 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>Multi-Functional Device Contract Conversion</b> To advise Cabinet on the options, costings, and proposed new financial model that would be involved in setting aside the existing agreement and procuring a new agreement on a managed contract commercial model.	<b>8 Jul 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>2019/20 Financial Outturn Position</b> To present the 2019/20 outturn in respect of the General Fund, HRA and Capital Programme.	<b>8 Jul 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Grays South Regeneration Area: Underpass and Public Realm Option Selection</b> To consider design concept options (including public consultation response and technical appraisal) and select a single option for the next stages of development.	<b>8 Jul 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Planning	Part exempt
<b>Purfleet Centre Regeneration: Receipt of Housing Infrastructure Funding</b> To inform Cabinet about the receipt of HIF funding and outline the next steps for the Purfleet Centre Regeneration Programme to enable the Council to enter into the HIF grant determination agreement for the programme.	<b>8 Jul 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Planning	Open
<b>Children's Transport Policy Update</b> Approval to update the Home to School Transport and Travel Policy as part of a regular review process as recommended by the Department for Education.	<b>8 Jul 2020 Cabinet</b>	Sheila Murphy, Corporate Director of Children's Services		Cabinet Member for Education	Open
<b>Hospital Discharge - Bridging Service</b>	<b>8 Jul 2020</b>	Roger Harris,		Cabinet Member for	Open

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To seek approval for the continuation of the Bridging Service which supports rapid hospital discharges and agree future procurement option.	<b>Cabinet</b>	Corporate Director of Adults, Housing and Health		Children's Services and Adult Social Care	
<b>Grays Regeneration - Thameside Complex</b> Decision on a preferred option for the future of the Thameside Complex.	<b>16 Sep 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Planning	Open
<b>Quarter 1 Financial Position</b> To note the councils forecast financial position for 2020/21.	<b>16 Sep 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Quarter 1 Corporate Performance Report</b> This report provides Cabinet with a summary of performance against the Corporate Scorecard 2020/21, 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>14 Oct 2020 Cabinet</b>	Karen Wheeler, Director of Strategy, Communications and Customer Service		Cabinet Member for Central Services and Communities	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>11 Nov 2020 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Planning	Open
<b>Quarter 2 Financial Position</b> To note the councils forecast financial position for 2020/21.	<b>9 Dec 2020 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Quarter 2 (Mid-Year) Corporate Performance Report</b> This report provides Cabinet with a	<b>9 Dec 2020 Cabinet</b>	Karen Wheeler, Director of Strategy, Communications and		Cabinet Member for Central Services and Communities	Open

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summary of performance against the Corporate Scorecard 2020/21, 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.		Customer Services			
<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>13 Jan 2021 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Planning	Open
<b>Local Council Tax Scheme</b> To present an update on the Local Council tax Scheme.	<b>13 Jan 2021 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Medium Term Financial Strategy Update</b> To note the councils forecast financial position for 2020/21.	<b>13 Jan 2021 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> As part of the budget, the Council needs to set its capital programme for the following financial years. The future development of the Medium Term Financial Strategy will also need to take account future capital spending plans over the period of the strategy.	<b>10 Feb 2021 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Capital Strategy 2021-22</b> There is a statutory requirement to agree an annual Treasury Management Strategy.	<b>10 Feb 2021 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<b>Fees and Charges Pricing Strategy 2021-22</b>	<b>10 Feb 2021 Cabinet</b>	Sean Clark, Director of Finance,		Deputy Leader and Cabinet Member for	Open

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<p>This is to agree the annual variation to Thurrock Councils Fees and Charges Pricing Strategy for the financial period of 2021-22.</p> <p>This includes the variation and introduction of new Fees and Charges, as well as the deletion of existing fees that are no longer applicable.</p> <p>The report sent to cabinet will consist of the summary from the individual Overview and Scrutiny reports for the relevant areas.</p>		Governance and Property		Finance and Transformation	
<p><b>HRA Business Plan, Budget and Rent Setting 2021/22 Onwards</b></p> <p>To set out the proposals for the HRA service delivery during 2021/22 and agree the budget and rents.</p>	<b>10 Feb 2021 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Housing	Open
<p><b>Draft 2021/22 Budget Proposals and Medium Term Financial Strategy Update</b></p> <p>There is a statutory requirement to set a balanced budget annually.</p>	<b>10 Feb 2021 Cabinet</b>	Sean Clark, Director of Finance, Governance and Property		Deputy Leader and Cabinet Member for Finance and Transformation	Open
<p><b>Integrated Transport Block Capital Programme 2021/22</b></p> <p>To identify the capital funding available to deliver the 2021/22 ITB programme.</p>	<b>10 Mar 2021 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Highways and Transport	Open
<p><b>Quarter 3 Corporate Performance Report</b></p> <p>This report provides Cabinet with a summary of performance against the Corporate Scorecard 2020/21, 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</p>	<b>10 Mar 2021 Cabinet</b>	Karen Wheeler, Director of Strategy, Communications and Customer Services		Cabinet Member for Central Services and Communities	Open



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the delivery of these priorities.					
<b>Quarter 3 Financial Position</b> To note the councils forecast financial position for 2020/21.	<b>10 Mar 2021 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>10 Mar 2021 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration and Strategic Planning	Open