

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 Mark Coxshall	Regeneration, Strategic Planning and External Relationships
Councillor Jack Duffin	Central Services
Councillor Deborah Huelin	Adults and Communities
Councillor Andrew Jefferies	Environment and Sports & Leisure
Councillor Barry Johnson	Children’s Services and Education
Councillor Ben Maney	Highways and Planning
Councillor Allen Mayes	Health and Air Quality
Councillor Luke Spillman	Housing

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)
Town Funds: Update and Next Steps Consideration of any resource, financial or governance implications to the Council created as part of the Town Deal.	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
Procurement of Energy for Council Offices and Premises 2021 To renew the authority to continue purchasing gas, electricity and water.	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
Capital Programme Update To review the current agreed capital programme and consider any funding issues.	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Asset Disposals Sets out the proposals for the disposal of assets during the short term of the next 12 months period, updating on progress so far and any medium term considerations	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
Housing Delivery Approach Consideration of the proposed approach to assessing land for release as to whether it is suitable for housing development and if so via which delivery route.	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships, Cabinet Member for Housing	Open
Street Naming & Numbering and Highway Assets Policy To gain approval to formally adopt the practices and process set out in the Street Naming & Numbering and Highway Assets Policy, with respects to naming of Assets and naming of a street or building. Formalising the long term practice and adding a new process in the event of a request to name a structure / highway asset.	7 Jul 2021 Cabinet	Julie Rogers, Director of Public Realm		Cabinet Member for Highways and Planning	Open
Highway Street Lighting Central	7 Jul 2021	Julie Rogers,		Cabinet Member for	Open

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Management System That Cabinet approve the Tender and award of a contract to install a Central Management System for Highways Street lighting.	Cabinet	Director of Public Realm		Highways and Planning	
Medium Term Financial Strategy and Draft Budget Proposals The Council is required to set balanced budgets year on year and have mind to at least three years ahead. As decisions often have long lead in times, this report brings forward draft proposals for consideration.	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Thurrock Better Care Fund Section 75 Agreement To agree to the Council entering into a further Better Care Fund Section 75 Agreement with NHS Thurrock Clinical Commissioning Group for the year 2020/21 based on the terms set out in previous Agreements.	7 Jul 2021 Cabinet	Ian Wake, Corporate Director of Adults, Housing and Health		Cabinet Member for Adults and Communities	Open
Thames Freeport - Outline Business Case For Cabinet to consider and endorse the Outline Business Case including resource, finance and governance implications.	7 Jul 2021 Cabinet	Karen Wheeler, Director Strategy, Engagement and Growth		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Part exempt
Grays South: Delivering the Pedestrian Underpass - Project Progress To approve the Project Cost Estimate provided by Network Rail	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Part exempt
Grays South: Delivering the Pedestrian Underpass - Land Assembly	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Part exempt
2020/21 Financial Outturn Position To present the 2020/21 outturn in respect	7 Jul 2021 Cabinet	Sean Clark, Corporate Director		Deputy Leader and Cabinet Member for	Open

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of the General Fund, HRA and Capital Programme.		Resources and Place Delivery		Finance	
Lower Thames Crossing Task Force Update 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.	7 Jul 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
18-24 Year Olds Supported Accommodation Placements To approve expenditure and purchasing of supported accommodation placements for 18-24 year olds.	8 Sep 2021 Cabinet	Sheila Murphy, Corporate Director of Children's Services		Cabinet Member for Adults and Communities	Open
SEND Education and Residential Placements To set out the demand identified and the recommendations made to address this demand including the approval to proceed to procurement.	8 Sep 2021 Cabinet	Sheila Murphy, Corporate Director of Children's Services		Cabinet Member for Adults and Communities	Open
Removal of Vehicle Contract To gain approval to formally adopt the practices and process for removing vehicles parked in contravention with a designated contract in place.	8 Sep 2021 Cabinet	Julie Rogers, Director of Public Realm		Cabinet Member for Highways and Planning	Open
Quarter 1 Financial Position 2021/22 To note the Council's forecast Q1 financial position for 2021/22.	8 Sep 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Quarter 1 Corporate Performance Report 2021/22 To note the Council's Quarter 1 Corporate Performance report.	13 Oct 2021 Cabinet	Karen Wheeler, Director Strategy, Engagement and Growth		Cabinet Member for Central Services	Open
Lower Thames Crossing Task Force	10 Nov 2021	Sean Clark,		Cabinet Member for	Open

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Update 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.	Cabinet	Corporate Director Resources and Place Delivery		Regeneration, Strategic Planning and External Relationships	
Quarter 2 (Mid-Year) Corporate Performance Report 2021/22 To note the Council's Quarter 2 (Mid-Year) Corporate Performance Report 2021/22.	8 Dec 2021 Cabinet	Karen Wheeler, Director Strategy, Engagement and Growth		Cabinet Member for Central Services	Open
Quarter 2 Financial Position 2021/22 To note the Quarter 2 Financial Position 2021/22.	8 Dec 2021 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Local Council Tax Scheme To present an update on the Local Council tax Scheme.	12 Jan 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Lower Thames Crossing Task Force Update 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.	12 Jan 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
Medium Term Financial Strategy Update To present the forecast 2021/22 revenue position in respect of the General Fund.	12 Jan 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Capital Programme Proposals 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	9 Feb 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open

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strategy.					
Capital Strategy 2022/23 To recommend to Council the 2022/23 Treasury Management Strategy.	9 Feb 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Fees and Charges Pricing Strategy 2022/23 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 2022-23.	9 Feb 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
Draft 2022/23 Budget Proposals and Medium Term Financial Strategy Update To recommend to Council the 2022/23 revenue and capital budgets.	9 Feb 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
HRA Business Plan, Budget and Rent Setting 2022/23 Onwards To set out the proposals for the HRA service delivery during 2022/23 and agree the budget and rents.	9 Feb 2022 Cabinet	Ian Wake, Corporate Director of Adults, Housing and Health		Cabinet Member for Housing	Open
Integrated Transport Block Capital Programme 2022/23 To approve the 2022/23 Integrated Transport Block (ITB) capital programme for implementation.	9 Mar 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Highways and Planning	Open
Lower Thames Crossing Task Force Update 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.	9 Mar 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
Quarter 3 Corporate Performance Report 2021/22 To note the Quarter 3 Corporate	9 Mar 2022 Cabinet	Karen Wheeler, Director Strategy, Engagement and		Cabinet Member for Central Services	Open

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Performance Report 2021/22.		Growth			
Quarter 3 Financial Position 2021/22 To note the Quarter 3 Financial Position 2021/22.	9 Mar 2022 Cabinet	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open