

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

## **Forward Plan**

**Issued: 10 August 2021**

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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, Sports and Leisure
Councillor Barry Johnson	Children’s Services and Education
Councillor Ben Maney	Transport and Highways
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](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)
<p><b>18-24 Year Olds Supported Accommodation Placements</b> To approve expenditure and purchasing of supported accommodation placements for 18-24 year olds.</p>	<p><b>8 Sep 2021 Cabinet</b></p>	<p>Sheila Murphy, Corporate Director of Children's Services</p>		<p>Cabinet Member for Adults and Communities</p>	<p>Part exempt</p>
<p><b>Medium Term Financial Strategy and Draft Budget Proposals</b> 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.</p>	<p><b>8 Sep 2021 Cabinet</b></p>	<p>Sean Clark, Corporate Director Resources and Place Delivery</p>		<p>Deputy Leader and Cabinet Member for Finance</p>	<p>Open</p>
<p><b>SEND Education and Residential Placements</b> To set out the demand identified and the recommendations made to address this demand including the approval to proceed to procurement.</p>	<p><b>8 Sep 2021 Cabinet</b></p>	<p>Sheila Murphy, Corporate Director of Children's Services</p>		<p>Cabinet Member for Adults and Communities</p>	<p>Part exempt</p>
<p><b>Removal of Vehicle Contract</b> To gain approval to formally adopt the practices and process for removing vehicles parked in contravention with a designated contract in place.</p>	<p><b>8 Sep 2021 Cabinet</b></p>	<p>Julie Rogers, Director of Public Realm</p>		<p>Cabinet Member for Transport and Highways</p>	<p>Open</p>
<p><b>Communications Strategy</b> For Cabinet to agree the Communications Strategy which will highlight how and why the council will communicate with its residents, businesses, stakeholders and wider community.</p>	<p><b>8 Sep 2021 Cabinet</b></p>	<p>Karen Wheeler, Director Strategy, Engagement and Growth</p>		<p>Cabinet Member for Central Services</p>	<p>Open</p>
<p><b>Quarter 1 Financial Position 2021/22</b> To note the Council's forecast Q1 financial position for 2021/22.</p>	<p><b>8 Sep 2021 Cabinet</b></p>	<p>Sean Clark, Corporate Director Resources and Place</p>		<p>Deputy Leader and Cabinet Member for Finance</p>	<p>Open</p>

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		Delivery			
<b>Quarter 1 Corporate Performance Report 2021/22</b> To note the Council's Quarter 1 Corporate Performance report.	<b>8 Sep 2021 Cabinet</b>	Karen Wheeler, Director Strategy, Engagement and Growth		Cabinet Member for Central Services	Open
<b>Procurement of Fuel Cards</b> To approve the procurement of Fuel Cards to enable front line workers to purchase fuel in order to carry out their duties.	<b>13 Oct 2021 Cabinet</b>	Julie Rogers, Director of Public Realm		Cabinet Member for Transport and Highways	Open
<b>Thurrock Animal Welfare Policy Review</b> To present the Policy and the recommendations of Overview and Scrutiny.	<b>13 Oct 2021 Cabinet</b>	Julie Rogers, Director of Public Realm		Leader and Cabinet Member for Public Protection and Anti- Social Behaviour	Open
<b>Medium Term Financial Strategy and Draft Budget Proposals</b> 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.	<b>13 Oct 2021 Cabinet</b>	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
<b>Lower Thames Crossing Task Force 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 Nov 2021 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
<b>Quarter 2 (Mid-Year) Corporate Performance Report 2021/22</b> To note the Council's Quarter 2 (Mid-Year) Corporate Performance Report 2021/22.	<b>8 Dec 2021 Cabinet</b>	Karen Wheeler, Director Strategy, Engagement and Growth		Cabinet Member for Central Services	Open
<b>Highways Term Maintenance and Street Lighting Contract Procurement</b> That Cabinet approve the Tender and award of a contract for Highway's Term	<b>8 Dec 2021 Cabinet</b>	Julie Rogers, Director of Public Realm		Cabinet Member for Transport and Highways	Open

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Maintenance and for both planned and reactive works to maintain Street lighting.					
<b>Quarter 2 Financial Position 2021/22</b> To note the Quarter 2 Financial Position 2021/22.	<b>8 Dec 2021 Cabinet</b>	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
<b>Local Council Tax Scheme</b> To present an update on the Local Council tax Scheme.	<b>12 Jan 2022 Cabinet</b>	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
<b>Lower Thames Crossing Task Force 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>12 Jan 2022 Cabinet</b>	Andrew Millard, Director of Place		Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
<b>Medium Term Financial Strategy Update</b> To present the forecast 2021/22 revenue position in respect of the General Fund.	<b>12 Jan 2022 Cabinet</b>	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	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>9 Feb 2022 Cabinet</b>	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
<b>Capital Strategy 2022/23</b> To recommend to Council the 2022/23 Treasury Management Strategy.	<b>9 Feb 2022 Cabinet</b>	Sean Clark, Corporate Director Resources and Place Delivery		Deputy Leader and Cabinet Member for Finance	Open
<b>Fees and Charges Pricing Strategy 2022/23</b> This report is being submitted in order to	<b>9 Feb 2022 Cabinet</b>	Sean Clark, Corporate Director Resources and Place		Deputy Leader and Cabinet Member for Finance	Open

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