

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

## **Forward Plan**

**Issued: 16 August 2022**

Contact: Lucy Tricker, Senior Democratic Services Officer  
Civic Offices, New Road, Grays,  
Essex RM17 6SL

E-mail: [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)

## 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 Mark Coxshall (Deputy Leader of the Council)	Regeneration and External Affairs
Councillor Qaisar Abbas	Communities and Equalities
Councillor Jack Duffin	Finance and Communications
Councillor Shane Hebb	Transformation and Performance
Councillor Deborah Huelin	Adults and Health
Councillor Andrew Jefferies	Environment and Air Quality
Councillor Barry Johnson	Children’s Social Care and Education
Councillor Ben Maney	Highways and Transport
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)
<b>Quarter 1 2022/23 Financial Position</b> To present the forecast 2022/23 revenue position in respect of the General Fund and HRA.	<b>14 Sep 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open
<b>Grays Town Fund Programme</b> Cabinet approval is sought for the final Grays Town Fund programmes prior to their submission to the Department for Levelling Up, Communities and Housing for funding approval.	<b>14 Sep 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Deputy Leader and Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
<b>Lower Thames Crossing (LTC) Negotiations</b> To agree appropriate governance for decision making with regards to the LTC prior to and during the Development Consent Order examination.	<b>14 Sep 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Deputy Leader and Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
<b>LTC Task Force Update</b> To update Cabinet on the work of the Lower Thames Crossing Task Force.	<b>14 Sep 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Deputy Leader and Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
<b>2021/22 Financial Outturn Position</b> To note the councils financial outturn position for 2021/22.	<b>12 Oct 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open
<b>Future of Thameside Complex</b> To set out the future of the Thameside Complex as agreed at the March 2022 meeting of Cabinet.	<b>12 Oct 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Deputy Leader and Cabinet Member for Regeneration, Strategic Planning and External Relationships	Part exempt
<b>Supply, Installation, Maintenance and Repair of Telecare Equipment</b> To seek approval to proceed to market to tender for a Provider to supply, install, maintain, and repair telecare equipment for	<b>12 Oct 2022 Cabinet</b>	Ian Wake (Corporate Director of Adults, Housing and Health)		Cabinet Member for Adults and Health	Open

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)
vulnerable adults and children with our existing health and social care partners to fulfil our statutory duties under the Care Act (2014).					
<b>Occupational Therapy and Independent Mobility Assessment Service</b> To seek approval to proceed to market to tender for a Provider to source occupational therapy and independent mobility assessments for vulnerable adults and children with our existing health and social care partners to fulfil our statutory duties under the Care Act (2014).	<b>12 Oct 2022 Cabinet</b>	Ian Wake (Corporate Director of Adults, Housing and Health)		Cabinet Member for Adults and Health	Open
<b>Housing Development Procurement Framework for Technical Services of Architects, Employers Agents and other Technical Services Relating to Residential Housing Development</b> To provide members with the necessary information to agree the establishment of a Procurement Framework.	<b>12 Oct 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Housing	Open
<b>Quarter 1 Corporate Performance Report 2022/23</b> This report provides Cabinet with a summary of performance against the Corporate Scorecard 2022/23, 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>12 Oct 2022 Cabinet</b>	Karen Wheeler (Director Strategy, Engagement and Growth)		Cabinet Member for Transformation and Performance	Open
<b>Lower Thames Crossing Task Force Update</b> This report provides Cabinet with a summary of performance against the	<b>9 Nov 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Deputy Leader and Cabinet Member for Regeneration, Strategic Planning and External	Open

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)
Corporate Scorecard 2022/23, 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.				Relationships	
<b>Annual Public Health Report</b> Directors of Public Health in England have a statutory duty to write an Annual Public Health Report to demonstrate the state of health within their communities.	<b>7 Dec 2022 Cabinet</b>	Jo Broadbent (Interim Director of Public Health)		Cabinet Member for Adults and Health	Open
<b>Quarter 2 Financial Position 2022/23</b> To present the forecast 2022/23 revenue position in respect of the General Fund and HRA	<b>7 Dec 2022 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open
<b>Draft Budget Proposals 2023/24 and Medium Term Financial Strategy (MTFS) Update</b> Cabinet to consider the draft budget proposals for 2023/24 and the Medium Term Financial Strategy.	<b>11 Jan 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open
<b>Local Council Tax Scheme</b> To present an update on the Local Council Tax Scheme.	<b>11 Jan 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	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>11 Jan 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Deputy Leader and Cabinet Member for Regeneration, Strategic Planning and External Relationships	Open
<b>Quarter 2 (Mid-Year) Corporate Performance Report 2022/23</b> This report provides Cabinet with a	<b>11 Jan 2023 Cabinet</b>	Karen Wheeler (Director Strategy, Engagement and		Cabinet Member for Transformation and Performance	Open

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)
summary of performance against the Corporate Scorecard 2022/23, 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.		Growth)			
<b>Capital Strategy 2023/24</b> To recommend to Council the 2023/24 Treasury Management Strategy	<b>8 Feb 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open
<b>Fees and Charges Pricing Strategy 2023/24</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 2023-24.	<b>8 Feb 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open
<b>Draft 2023/24 Budget Proposals and Medium Term Financial Strategy (MTFS) Update</b> To recommend to Council the 2023/24 revenue and capital budgets.	<b>8 Feb 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open
<b>HRA Business Plan, Budget and Rent Setting 2023/24 Onwards</b> To set out the proposals for the HRA service delivery during 2022/23 and agree the budget and rents.	<b>8 Feb 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Housing	Open
<b>Integrated Transport Block Capital Programme 2023/24</b> To approve the 2023/24 Integrated Transport Block (ITB) capital programme for implementation.	<b>15 Mar 2023 Cabinet</b>	Julie Rogers (Director of Public Realm)		Cabinet Member for Transport and Highways	Open
<b>Lower Thames Crossing Task Force Update</b>	<b>15 Mar 2023 Cabinet</b>	Sean Clark (Corporate Director		Deputy Leader and Cabinet Member for	Open



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)
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.		Resources and Place Delivery)		Regeneration, Strategic Planning and External Relationships	
<p><b>Quarter 3 Corporate Performance Report 2022/23</b></p> <p>This report provides Cabinet with a summary of performance against the Corporate Scorecard 2022/23, 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>15 Mar 2023 Cabinet</b>	Karen Wheeler (Director Strategy, Engagement and Growth)		Cabinet Member for Transformation and Performance	Open
<p><b>Quarter 3 Financial Position 2022/23</b></p> <p>To present the forecast 2022/23 revenue position in respect of the General Fund and HRA.</p>	<b>15 Mar 2023 Cabinet</b>	Sean Clark (Corporate Director Resources and Place Delivery)		Cabinet Member for Finance and Communications	Open