

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

Forward Plan

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

E-mail: 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 Mark Coxshall (Leader of the Council)	Growth
Councillor Deborah Arnold (Deputy Leader of the Council)	Adults and Health
Councillor Qaisar Abbas	Culture and Communities
Councillor Jack Duffin	Central Services
Councillor Andrew Jefferies	Environment
Councillor Barry Johnson	Children and Education
Councillor Ben Maney	Transport and Public Safety
Councillor Graham Snell	Finance
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)
<p>Housing Allocations Scheme Review 2022/23 The purpose of this report is to present a range of recommended changes to the Housing Allocations Scheme to Cabinet in order to seek approval for their adoption.</p>	<p>7 Dec 2022 Cabinet</p>	<p>Ewelina Sorbjan, Interim Director Housing</p>		<p>Cabinet Member for Housing</p>	<p>Open</p>
<p>Blackshots Estate: Proposals for the Way Forward To approve the development of proposals for the Blackshots estate for consultation with residents</p>	<p>7 Dec 2022 Cabinet</p>	<p>Mark Bradbury, Interim Director of Place</p>		<p>Cabinet Member for Housing</p>	<p>Open</p>
<p>Digital and Customer Experience Strategy The draft Digital and Customer Experience Service Strategy is intended to provide a strategic overview that will set the direction of travel to be delivered through an action plan, service plans and other council strategies and procedures.</p>	<p>7 Dec 2022 Cabinet</p>	<p>Jackie Hinchliffe (Director of HR, OD & Transformation), Karen Wheeler, Director Strategy, Engagement and Growth</p>		<p>Cabinet Member for Central Services</p>	<p>Open</p>
<p>Thames Freeport For Cabinet to consider and agree the necessary arrangements for the delivery of Thames Freeport.</p>	<p>7 Dec 2022 Cabinet</p>	<p>Karen Wheeler (Director Strategy, Engagement and Growth)</p>		<p>Leader and Cabinet Member for Growth</p>	<p>Part exempt</p>
<p>Supported Bus Services Report For cabinet to determine the future of the three supported public bus services, based on a range of options to be presented.</p>	<p>7 Dec 2022 Cabinet</p>	<p>Julie Rogers (Director of Public Realm)</p>		<p>Cabinet Member for Transport and Public Safety</p>	<p>Open</p>
<p>Public Health Contract - Healthy Families Service The report outlines the commissioning intentions of the Council's Public Health team by seeking to vary/extend the current Healthy Families Contract of which value is within the threshold requiring approval by Cabinet. It also seeks to re-tender this</p>	<p>7 Dec 2022 Cabinet</p>	<p>Jo Broadbent (Interim Director of Public Health)</p>		<p>Deputy Leader and Cabinet Member for Adults and Health</p>	<p>Open</p>

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contract following this variation and/or extension.					
Annual Public Health Report 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.	7 Dec 2022 Cabinet	Jo Broadbent (Interim Director of Public Health)		Deputy Leader and Cabinet Member for Adults and Health	Open
Quarter 2 Financial Position 2022/23 To present the forecast 2022/23 revenue position in respect of the General Fund and HRA	7 Dec 2022 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance	Open
Extension of the Thurrock Women's Refuge Contract To approve the contract extension.	11 Jan 2023 Cabinet	Ewelina Sorbjan, Interim Director Housing		Cabinet Member for Housing	Open
Revenue and Benefits SaaS To approve the plan to undertake a further competition via the CCS RM3821 framework to award a new Revenue & Benefits SaaS contract.	11 Jan 2023 Cabinet	Jackie Hinchliffe (Director of HR, OD & Transformation)		Cabinet Member for Central Services	Open
Grays South: Delivering the Pedestrian Underpass - Land Assembly Approval of land assembly method and requirements to enable the delivery of the underpass.	11 Jan 2023 Cabinet	Karen Wheeler (Director Strategy, Engagement and Growth)		Leader and Cabinet Member for Growth	Part exempt
Future of Thameside Complex To set out the future of the Thameside Complex as agreed at the March 2022 meeting of Cabinet.	11 Jan 2023 Cabinet	Karen Wheeler (Director Strategy, Engagement and Growth)		Leader and Cabinet Member for Growth	Part exempt
Draft Budget Proposals 2023/24 and Medium Term Financial Strategy (MTFS) Update Cabinet to consider the draft budget proposals for 2023/24 and the Medium Term Financial Strategy.	11 Jan 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance	Open

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Local Council Tax Scheme To present an update on the Local Council Tax Scheme.	11 Jan 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		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.	11 Jan 2023 Cabinet	Karen Wheeler (Director Strategy, Engagement and Growth)		Leader and Cabinet Member for Growth	Open
Transport Strategy, Evidence Base and Vision To endorse and approve the consolidated approach to the Transport Strategy Vision and Evidence Baseline. This work will inform and support the emerging Transport Strategy and Local Transport Plan. The work is fundamental in understanding and setting out a strategic approach to transport improvements for the Local Plan period and beyond.	11 Jan 2023 Cabinet	Julie Rogers (Director of Public Realm)		Cabinet Member for Transport and Public Safety	Open
Capital Strategy 2023/24 To recommend to Council the 2023/24 Treasury Management Strategy	8 Feb 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance	Open
Fees and Charges Pricing Strategy 2023/24 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.	8 Feb 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance	Open
Draft 2023/24 Budget Proposals and Medium Term Financial Strategy (MTFS) Update To recommend to Council the 2023/24	8 Feb 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance	Open

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revenue and capital budgets.					
HRA Business Plan, Budget and Rent Setting 2023/24 Onwards To set out the proposals for the HRA service delivery during 2022/23 and agree the budget and rents.	8 Feb 2023 Cabinet	Ewelina Sorbjan, Interim Director Housing		Cabinet Member for Housing	Open
Integrated Transport Block (ITB) Capital Programme 2023/24 The report sets out a programme of schemes to be delivered by the Transport Development Team and Highways Maintenance Team in 2023/24. The report identifies the policy approach and priority areas where new capital schemes will be delivered on the adopted highway network. It also sets out the programme of maintenance schemes to be delivered.	15 Mar 2023 Cabinet	Julie Rogers (Director of Public Realm)		Cabinet Member for Transport and Public Safety	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.	15 Mar 2023 Cabinet	Karen Wheeler (Director Strategy, Engagement and Growth)		Leader and Cabinet Member for Growth	Open
Quarter 3 Financial Position 2022/23 To present the forecast 2022/23 revenue position in respect of the General Fund and HRA.	15 Mar 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance	Open