

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 Andrew Jefferies (Leader of the Council)	Environment, Economic Development and Directional Leadership
Councillor Deborah Arnold (Deputy Leader of the Council)	Transformational Change, Communications and Governance
Councillor Adam Carter	Cabinet Member for Education
Councillor George Coxshall	Health, Adult Social Care, Community and Public Protection
Councillor Barry Johnson	Children’s Services & Housing
Councillor Ben Maney	Regeneration and Highways
Councillor Graham Snell	Finance, Human Resources and Payroll

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>Delivery of Thames Freeport Accountable Body</p> <ul style="list-style-type: none"> • Approval of the proposed arrangements of the Council to oversee the delivery of Thames Freeport • The resource implications associated with delivery of Thames Freeport • Approval of the consolidated Thames Freeport Business Case for submission to Government to prepare the Memorandum of Understanding between Government and Thames Freeport Partners. • Approval of delegated authority to sign the consolidated Thames Freeport Business Case. • Approval of outline Business cases for Thames Freeport Capital Seed Projects for submission Government to enable Seed Capital Funding to be released to the Council as the Accountable Body for Thames Freeport. 	<p>13 Sep 2023 Cabinet</p>	<p>Asmat Hussain, Director of Legal and Governance and Monitoring Officer</p>		<p>Leader and Cabinet Member for Environment, Economic Development and Directional Leadership</p>	<p>Part exempt</p>
<p>Progress on Thurrock Council's Improvement and Recovery</p>	<p>13 Sep 2023 Cabinet</p>	<p>Dr Dave Smith (Chief Executive)</p>		<p>Leader and Cabinet Member for</p>	<p>Open</p>

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To provide an update to Members on progress on Thurrock Council's Improvement and Recovery.				Environment, Economic Development and Directional Leadership	
Financial Strategy Update To approve actions to deliver the financial strategy and note progress.	13 Sep 2023 Cabinet	Steven Mair, Interim Chief Financial Officer		Cabinet Member for Finance, Human Resources and Payroll	Fully exempt
Asset Disposals Programme - Recommended next tranche of properties for disposal For Cabinet to give approval to the marketing and disposal of a schedule of property assets.	13 Sep 2023 Cabinet	Mark Bradbury, Interim Director of Place		Cabinet Member for Regeneration and Highways	Part exempt
Temporary Resourcing Tender To agree to carry out the procurement process for a new 'neutral vendor'	13 Sep 2023 Cabinet	Jackie Hinchliffe, Director of HR, OD & Transformation		Cabinet Member for Finance, Human Resources and Payroll	Open
Quarter 1 2023/24 Financial Position To note the councils forecast financial position for 2023/24.	13 Sep 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Revenues and Benefits Procurement To approve the plan to undertake a further competition via the CCS RM3821 framework to award the best value supplier for Revenue & Benefits SaaS agreement. Revenue & Benefits SaaS is a recurring operational service (it relates to software for both back office and public facing). This service is currently provided by NEC Software Solutions UK Ltd who has worked with the Council since 2004 across multiple business areas.	11 Oct 2023 Cabinet	Jackie Hinchliffe, Director of HR, OD & Transformation		Cabinet Member for Central Services	Open
Stanford Le Hope Station Update Cabinet approval to submit a planning application for the interchange.	11 Oct 2023 Cabinet	Mark Bradbury, Interim Director of Place		Leader and Cabinet Member for Environment, Economic	Part exempt

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				Development and Directional Leadership	
<p>Purfleet Housing Infrastructure Fund Grant</p> <p>A Cabinet decision is needed to authorise officers to work with Homes England to agree the mutual withdrawal of the Grant Determination Agreement covering the release of the Purfleet Regeneration HIF grant allocation.</p>	11 Oct 2023 Cabinet	Mark Bradbury, Interim Director of Place		Leader and Cabinet Member for Environment, Economic Development and Directional Leadership	Part exempt
<p>Grays Underpass Scheme</p> <p>Cabinet approval to terminate the Underpass Design programme and authorise the development of alternative options.</p>	11 Oct 2023 Cabinet	Mark Bradbury, Interim Director of Place		Cabinet Member for Regeneration and Highways	Part exempt
<p>Tilbury to Gravesend Ferry</p> <p>To approve continuation of funding for the Tilbury to Gravesend Ferry to be maintained through identified funding to enable a new contract to be entered into with Kent County Council following a non-committal tender undertaken by KCC.</p>	11 Oct 2023 Cabinet	Mark Bradbury, Interim Director of Place		Cabinet Member for Regeneration and Highways	Open
<p>Direct Payment Support Services</p> <p>To agree to go to market to source and external Provider to provide Direct Payment Support Services and delegate award decision to Director and Portfolio Holder.</p>	11 Oct 2023 Cabinet	Ian Wake, Corporate Director of Adults, Housing and Health		Cabinet member for Health, Adults' Health, Community and Public Protection	Open
<p>Lower Thames Crossing Task Force Update</p> <p>To note the work of the Lower Thames Crossing Task Force.</p>	8 Nov 2023 Cabinet	Mark Bradbury, Interim Director of Place		Leader and Cabinet Member for Growth	Open
<p>Quarter 2 2023/24 Financial Position</p> <p>To note the councils forecast financial position for 2023/24.</p>	13 Dec 2023 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open

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Lower Thames Crossing Task Force Update To note the work of the Lower Thames Crossing Task Force.	10 Jan 2024 Cabinet	Mark Bradbury, Interim Director of Place		Leader and Cabinet Member for Growth	Open
Draft General Fund Budget 2024/25 and MTFS Update To present the draft General Fund budget for 2024/25 and the Medium Term Financial Strategy Update.	10 Jan 2024 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Local Council Tax Scheme 2024/25 To present an update on the Local Council tax Scheme.	10 Jan 2024 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Commissioning Report - Hospital Discharge Service To approve the commissioning of a Hospital Discharge Service.	7 Feb 2024 Cabinet	Ian Wake, Corporate Director of Adults, Housing and Health		Cabinet member for Health, Adults' Health, Community and Public Protection	Open
Commissioning Report - Domiciliary Care To approve the tender of Domiciliary Care Services.	7 Feb 2024 Cabinet	Ian Wake, Corporate Director of Adults, Housing and Health		Cabinet member for Health, Adults' Health, Community and Public Protection	Open
Capital Strategy 2024/25 To recommend to Council the 2024/25 Treasury Management Strategy.	7 Feb 2024 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Capital Programme 2024/25 To recommend to Council the 2024/25 Capital Programme.	7 Feb 2024 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Draft General Fund Budget 2024/25 and MTFS Update To recommend to Council the 2024/25 revenue and capital budgets.	7 Feb 2024 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
HRA Business Plan, Budget and Rent Setting 2024/25 Onwards To agree the HRA Business Plan, budget	7 Feb 2024 Cabinet	Ian Wake, Corporate Director of Adults, Housing and		Cabinet Member for Housing	Open

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and rents for 2024/25.		Health			
Quarter 3 2023/24 Financial Position To note the councils forecast financial position for 2023/24.	13 Mar 2024 Cabinet	Jonathan Wilson, Interim Director Finance & S151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Lower Thames Crossing Task Force Update To note the work of the Lower Thames Crossing Task Force.	13 Mar 2024 Cabinet	Mark Bradbury, Interim Director of Place		Leader and Cabinet Member for Growth	Open
Integrated Transport Block Capital Programme 2024/25 To approve the 2024/25 Integrated Transport Block (ITB) capital programme for implementation.	13 Mar 2024 Cabinet	Julie Nelder, Director Highways, Fleet and Logistics		Cabinet Member for Regeneration and Highways	Open