

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

Forward Plan

Issued: 2 May 2024

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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.

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>Appointment to Outside Bodies, Statutory and Other Panels To consider the nominations made to outside bodies, statutory and other panels for those appointments that are to be made by the Cabinet.</p>	<p>5 Jun 2024 Cabinet</p>	<p>Daniel Fenwick, Executive Director Corporate Services/Monitoring Officer</p>		<p>Leader and Cabinet Member for Environment, Economic Development and Directional Leadership</p>	<p>Open</p>
<p>Procurement of Strategic Delivery Partner for Housing Works To provide an update on the procurement of a strategic delivery partner for housing works.</p>	<p>5 Jun 2024 Cabinet</p>	<p>Claire Demmel, Executive Director Place</p>		<p>Cabinet Member for Children's Services and Housing</p>	<p>Open</p>
<p>Oracle Fusion 3 Year renewal 2024-2027 To approve the contract waiver to award a 3 year agreement to Oracle Fusion, using CCS Framework Back Office software RM6194.</p>	<p>5 Jun 2024 Cabinet</p>	<p>Dawn Calvert, Interim Chief Financial Officer and Section 151 Officer</p>		<p>Deputy Leader and Cabinet Member for Transformational Change, Communications and Governance</p>	<p>Open</p>
<p>Reprocurement of Education Software as a Service To approve the plan to re-tender in line with PCR 2015 regs for an Education SaaS, using CCS Framework RM6259.</p> <p>The Education SaaS is a core system for the Council - Without this contract the Council would be left without an application to manage our learning and skills data, would not be able to process school admissions, free school meals, early funding payments to providers or complete various statutory returns that are required by the DfE.</p>	<p>5 Jun 2024 Cabinet</p>	<p>Dawn Calvert, Interim Chief Financial Officer and Section 151 Officer</p>		<p>Deputy Leader and Cabinet Member for Transformational Change, Communications and Governance</p>	<p>Open</p>
<p>Corporate Plan 2024-29</p>	<p>10 Jul 2024</p>	<p>Dr Dave Smith (Chief</p>		<p>Leader and Cabinet</p>	<p>Open</p>

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To agree the council's Corporate Plan 2024-29 and to recommend that Full Council agrees to its adoption	Cabinet	Executive)		Member for Environment, Economic Development and Directional Leadership	
Hostels Management To consider bringing the current hostel provision at Charles Street and Clarence Road, as well as linked provisions for rough sleeper outreach, Housing First, and floating support back in-house after the end of the current contract on 31 st August 2024	10 Jul 2024 Cabinet	Claire Demmel, Executive Director Place		Cabinet Member for Children's Services and Housing	Part exempt
Asset Disposal For Cabinet to give approval to the marketing and disposal of a schedule of property assets.	10 Jul 2024 Cabinet	Claire Demmel, Executive Director Place		Cabinet Member for Finance, Human Resources and Payroll	Part exempt
Highways Professional Services Contract 1.1 That Cabinet approve the commencement of the procurement of a Professional Services Contract for the delivery of Highways and Transportation schemes, for a three year period with an option to extend for a further two, commencing October 2024. which will be compliant with relevant EU Public Procurement Regulations, the Public Contracts Regulations 2015 and the Councils Contract Procedure Rules. 1.2 That delegated authority be given to the Interim Director of	10 Jul 2024 Cabinet	Claire Demmel, Executive Director Place		Cabinet Member for Regeneration and Highways	Open

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<p>Public Realm, in consultation with the Portfolio Holder for Regeneration and Highways to decide the appropriate procurement route for the delivery of the Transport & Highways works for the next three years, with an option to extend for a further two, commencing October 2024.</p> <p>1.3 That delegated authority be given to the Interim Director of Public Realm, in consultation with the Portfolio Holder for Regeneration and Highways, to award any contracts necessary for the delivery of Transport & Highways works for a period of three years with an option to extend for a further two, commencing October 2024.</p>					
<p>Award of contract for HRA Decarbonisation Project Approval of award of contact to appoint a construction sector contractor to deliver a project to decarbonise 206 homes of the council social housing portfolio.</p>	<p>10 Jul 2024 Cabinet</p>	<p>Claire Demmel, Executive Director Place</p>		<p>Cabinet Member for Children's Services and Housing</p>	<p>Open</p>
<p>Unpaid Carers Support, Information and Advice Service To approve the tender of unpaid carers support, information, and advice service</p>	<p>10 Jul 2024 Cabinet</p>	<p>Ian Wake, Executive Director Adults and Health</p>		<p>Cabinet member for Health, Adults' Social Care and Community</p>	<p>Open</p>
<p>New Procurement - Preferred supplier of Network Hardware Approval to proceed to Tender for a Preferred provider of Network Hardware</p>	<p>10 Jul 2024 Cabinet</p>	<p>Daniel Fenwick, Executive Director Corporate Services/Monitoring</p>		<p>Deputy Leader and Cabinet Member for Transformational Change,</p>	<p>Open</p>

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(3+1 year term contract).		Officer		Communications and Governance	
Support, Information and Advice Service for Dementia To approve the re-tender of the Dementia Connect service.	10 Jul 2024 Cabinet	Ian Wake, Executive Director Adults and Health		Cabinet member for Health, Adults' Social Care and Community	Open
Procurement for Electric Vehicle Charging points The Cabinet approve the procurement of the Contract for on-street residential Electric Vehicle Charging Points. The Cabinet give delegated Authority for the award of the contract for Electric Charging Points to the Director of Public Realm, and Portfolio Holder for Regeneration and Highways	10 Jul 2024 Cabinet	Claire Demmel, Executive Director Place		Cabinet Member for Regeneration and Highways	Open
Progress on Thurrock Council's Improvement and Recovery To provide an update to Members on progress of Thurrock Council's improvement and recovery.	10 Jul 2024 Cabinet	Dr Dave Smith, Chief Executive and Managing Director Commissioner		Leader and Cabinet Member for Environment, Economic Development and Directional Leadership	Open
Financial Outturn 2023/24 and Quarter 4 2023/24 Financial Position To note the Council's financial outturn position for 2023/24.	10 Jul 2024 Cabinet	Dawn Calvert, Interim Chief Financial Officer and Section 151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
End of Year Corporate Performance Report Cabinet to note the end of year corporate performance report.	10 Jul 2024 Cabinet	Dr Dave Smith, Chief Executive and Managing Director Commissioner		Leader and Cabinet Member for Environment, Economic Development and Directional Leadership	Open
End User Equipment Procurement To approve the reprocurement to award a 4+1 year agreement for a preferred provider of End User IT Hardware	11 Sep 2024 Cabinet	Daniel Fenwick, Executive Director Corporate Services/Monitoring Officer		Deputy Leader and Cabinet Member for Transformational Change, Communications and	Part exempt

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equipment purchases. The estimated Total value of contract over 5 years is £2.5M.				Governance	
Financial Outturn 2024/25 Q1 Financial Position To note the financial position for Q1 2024/25.	11 Sep 2024 Cabinet	Dawn Calvert, Interim Chief Financial Officer and Section 151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Progress on Thurrock Council's Improvement and Recovery Plan To note the progress on Thurrock Council's Improvement and Recovery Plan.	11 Sep 2024 Cabinet	Dr Dave Smith, Chief Executive and Managing Director Commissioner		Leader and Cabinet Member for Environment, Economic Development and Directional Leadership	Open
Enforcement of Moving Traffic Offences within the Borough of Thurrock Approval of the amended Parking Enforcement Policy (App.1) and the Codes of Practice (App.2), so that enforcement of relevant Moving Traffic Offences can take place in Thurrock.	11 Sep 2024 Cabinet	Daniel Fenwick, Executive Director Corporate Services/Monitoring Officer		Cabinet Member for Regeneration and Highways	Open
Progress on Thurrock Council's Improvement and Recovery Plan To note the progress on Thurrock Council's Improvement and Recovery Plan.	11 Dec 2024 Cabinet	Dr Dave Smith (Chief Executive)		Leader and Cabinet Member for Environment, Economic Development and Directional Leadership	Open
Financial Outturn 2024/25 Q2 Financial Position To note the financial position for Q2 2024/25.	11 Dec 2024 Cabinet	Dawn Calvert, Interim Chief Financial Officer and Section 151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Financial Outturn 2024/25 Q3 Financial Position To note the financial position for Q3 2024/25.	12 Mar 2025 Cabinet	Dawn Calvert, Interim Chief Financial Officer and Section 151 Officer		Cabinet Member for Finance, Human Resources and Payroll	Open
Progress on Thurrock Council's Improvement and Recovery Plan	12 Mar 2025 Cabinet	Dr Dave Smith (Chief Executive)		Leader and Cabinet Member for	Open

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To note the progress on Thurrock Council's Improvement and Recovery Plan.				Environment, Economic Development and Directional Leadership	