

Incorporating the Notice of Intention to make Key Decisions**October 2024 – March 2025****Published in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.**

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.

Date of publication: 2nd October 2024

Subject of the Decision	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private	Portfolio Holder	Proposed date of Decision	Commissioner Input (Yes/No)	Contact Officer
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September

<p>Delegated Officer Key Decision: Freeport Funding November 2024 Decisions to fund Thames Freeport Limited for November 2024. Funded from the S31 grant received from Government relating to retained business rates income.</p>	Assistant Chief Executive	Yes	Para N/A	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	18 Oct 2024		Stephen Taylor, Head of Freeport
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October

<p>Local Development Scheme – Thurrock Local Plan The report introduces the Revised Local Development Scheme (LDS) for the emerging replacement Thurrock Local Plan. Thurrock Council published a revised scheme in December 2023 and this report explains why it has not proved possible to adhere to the timetable set then.</p>	Cabinet	Yes	Open Para N/A	Cabinet Member for Good Growth	9 Oct 2024	Yes	Ashley Baldwin, Chief Planning Officer
<p>Housing Development – Garage Sites To approve procurement and subsequent contract awards to main contractors for redevelopment of sites within the Housing development programme that have obtained full planning permission</p>	Cabinet	Yes	Open Para N/A	Cabinet Member for Good Growth	9 Oct 2024	Yes	Bruce Chibesa, Housing Development Senior Project Manager

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Divestment Programme Professional Fees Update report on progress being made on divestments.	Cabinet	Yes	Open Para N/A	Cabinet Member for Resources	9 Oct 2024		Dawn Calvert, Chief Financial Officer S151
Progress on Thurrock Council's Improvement and Recovery Plan To note the progress on Thurrock Council's Improvement and Recovery Plan.	Cabinet	No	Open Para N/A	Leader and Cabinet Member for Strategic Relationships, Reputation, and Influence	9 Oct 2024		Dr Dave Smith, Chief Executive and Managing Director Commissioner
NATIS - Business Plan For Cabinet to agree the direction of business plan for NATIS.	Cabinet	Yes	Part exempt Para 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Cabinet Member for Resources	9 Oct 2024		Daniel Fenwick, Executive Director Corporate Services/Monitoring Officer

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<p>Belhus Park Conservation Management Plan The report seeks permission to undertake a public consultation on the Conservation Management Plan to ensure local communities have their say on the approach to enhancement and protection of this important local heritage asset.</p>	Cabinet	Yes	Open Para N/A	Cabinet Member for Good Growth	9 Oct 2024		Ashley Baldwin, Chief Planning Officer
<p>Freeport Accountable Body Decisions Decisions relating to the Council's role as Accountable Body for the Thames Freeport.</p>	Cabinet	Yes	Part exempt Para 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Deputy Leader and Cabinet Member for Change and Improvement	9 Oct 2024		Daniel Fenwick, Executive Director Corporate Services/Monitoring Officer
<p>Housing Development - Programme</p>	Cabinet	Yes	Open	Cabinet Member for	9 Oct		Executive Director

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To approve procurement and subsequent contract awards to main contractors for redevelopment of sites within the Housing development programme that have obtained full planning permission.			Para N/A	Good Growth	2024		Place
Protected characteristics for care leavers For Cabinet to approve the use of Protected Characteristics following a motion at full Council.	Cabinet	Yes	Open Para N/A	Cabinet Member for Children's Services and Education	9 Oct 2024	No	Trevor Willis, Service Manager Quality Assurance
Planning Service Transformation & Improvement Programme This report outlines the progress regarding the development and implementation of a comprehensive Planning Service Transformation & Improvement Programme (PSTIP) in response to a Planning Advisory Service (PAS) Review conducted in association with the Local Government Association (LGA) in late 2023.	Cabinet	Yes	Open Para N/A	Cabinet Member for Good Growth	9 Oct 2024		Gary Staples
Microsoft Licensing - Reprocurement To grant permission to proceed to tender for a 3 year Microsoft Software Licence contract, using the CCS Frameworks aggregated buying scheme for Microsoft licences under Technology Products & Associated Services 2	Cabinet	Yes	Open Para N/A	Cabinet Member for Resources	9 Oct 2024	Yes	Andy Best, Head of Digital and ICT, Zani Mathoo, Contract & Supplier Manager, Donna Noble, Executive

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<p>(RM6098).</p> <p>Under this aggregation scheme, CCS Frameworks brings together customers with similar requirements, conducting the Competitive tender on behalf of the buyer, to maximise savings.</p> <p>The new contract will be a 3 year term, with an expected value of £1,769,000.</p> <p>The vast majority of the Council's line of business applications are delivered using Microsoft technology. Traditional desktop operating applications of Word, Email and Excel are now complemented by a much more extensive range of online applications within the MS365 suite such as Sharepoint and Teams Chat, enabling a more anytime, anywhere, collaborative and highly efficient way of working for all Council staff.</p>							Assistant • Legal Services
<p>Re-tender of the Council's Motor Insurance Tender of the Council's motor insurance.</p>	Cabinet	Yes	Open Para N/A	Cabinet Member for Resources	9 Oct 2024		Chloe Parker – Insurance Team Manager
<p>Change to Contract Procedure Rules The report concerns changes to be made to</p>	Cabinet	No	Open Para N/A	Deputy Leader and Cabinet Member for	9 Oct 2024		Helen Nicol, Assistant Director

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the Contract Procedure Rules (Chapter 9, Part 2 of the Constitution)				Change and Improvement			Legal and Governance
<p>Delegated Officer Key Decision: Freeport Seed Capital Programme – Innovation and net zero project</p> <p>Decision to approve the Full Business Case, enter into a grant funding agreement and fund the Thames Freeport Innovation and Net Zero Project using seed capital funding provided by the Government through s31 grant</p>	S151 – Dawn Calvert	Yes	Yes	The Leader and Cabinet member for Strategic Relationships, Reputation and Influence	25 Oct 2024		Stephen Taylor, Head of Freeport
<p>Delegated Officer Key Decision: Freeport Seed Capital Programme - Innovation and Net Zero Project</p>		Yes	Para N/A				Stephen Taylor, Head of Freeport
November							
<p>Delegated Officer Key Decision: Freeport Funding December 2024</p> <p>Decision to fund Thames Freeport Limited for December 2024. Funded from the s31 grant received from Government relating to retained business rates income.</p>	Assistant Chief Executive	Yes	Para N/A	The Leader and Cabinet member for Strategic Relationships, Reputation and Influence	22 Nov 2024		Stephen Taylor, Head of Freeport

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Delegated Officer Key Decision: Freeport Funding December 2024		Yes	Para N/A				Stephen Taylor, Head of Freeport
Delegated Officer Key Decision: Freeport Seed Capital Programme – Hydrogen Demonstrator Project Decision to approve the Full Business Case, enter into a grant funding agreement and fund the Thames Freeport Hydrogen Demonstrator Project using seed capital funding provided by the Government through s31 grant	S151 – Dawn Calvert	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	8 Nov 2024		Stephen Taylor, Head of Freeport
Delegated Officer Key Decision: Freeport Seed Capital Programme – EV Charging Points Decision to approve the Full Business Case, enter into a grant funding agreement and fund the Thames Freeport EV Charging Points Project using seed capital funding provided by the Government through s31 grant	S151 – Dawn Calvert	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	8 Nov 2024		Stephen Taylor, Head of Freeport
Delegated Officer Key Decision: Freeport Seed Capital Programme – Onside Facility Decision to approve the Full Business Case, enter into a grant funding agreement and fund	S151 – Dawn Calvert	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and	8 Nov 2024		Stephen Taylor, Head of Freeport

Subject of the Decision	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private	Portfolio Holder	Proposed date of Decision	Commissioner Input (Yes/No)	Contact Officer
the Thames Freeport Onside Facility Project using seed capital funding provided by the Government through s31 grant				Influence			
<p>Delegated Officer Key Decision: Freeport Seed Capital Programme – Thurrock Travel and Access Project</p> <p>Decision to approve the Full Business Case, enter into a grant funding agreement and fund the Thames Freeport Thurrock Travel and Access Project using seed capital funding provided by the Government through s31 grant</p>	S151 – Dawn Calvert	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	8 Nov 2024		Stephen Taylor, Head of Freeport
<p>Delegated Officer Key Decision: Freeport Seed Capital Programme – Havering Travel and Access Project</p> <p>Decision to approve the Full Business Case, enter into a grant funding agreement and fund the Thames Freeport Havering Travel and Access Project using seed capital funding provided by the Government through s31 grant</p>	S151 – Dawn Calvert	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	8 Nov 2024		Stephen Taylor, Head of Freeport
<p>Delegated Officer Key Decision: Freeport Seed Capital Programme – London Borough of Barking and Dagenham Travel and Access Project</p>	S151 – Dawn Calvert	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and	8 Nov 2024		Stephen Taylor, Head of Freeport

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Decision to approve the Full Business Case, enter into a grant funding agreement and fund the Thames Freeport London Borough of Barking and Dagenham Travel and Access Project using seed capital funding provided by the Government through s31 grant				Influence			
Local Development Scheme – Thurrock Local Plan	Cabinet	Yes	Open Para N/A		13 Nov 2024		Ashley Baldwin, Chief Planning Officer
<p>Waste and Recycling Collection Policy The Waste and Recycling Collection Policy is integral to the 2021-2031 Municipal Waste Strategy, ensuring that operational practices and public behaviours align with the broader strategic objectives.</p> <p>The Waste and Recycling Collection Policy transforms Thurrock Council's strategic goals into tangible, sustainable, and community-oriented actions whilst providing clear and concise information on what waste services are available in Thurrock and how to get the best from them.</p>	Cabinet	Yes	Open Para N/A	Cabinet Member for Place and the Environment	13 Nov 2024		Paul Southall, Transformation Consultant - Waste
Housing Responsive Repairs & Planned	Cabinet	Yes	Open	Cabinet member for	13 Nov	Yes	Mohammed Ullah,

Subject of the Decision	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private	Portfolio Holder	Proposed date of Decision	Commissioner Input (Yes/No)	Contact Officer
<p>Maintenance Contract Modification To approve the Contract Modification by extending the contract term for Mears PLC for the delivery of the Responsive Repairs, Voids and Related Works to the Council's housing stock from 28th February 2025 to 30th June 2026. The increase to the contract value for this contract extension for Responsive Repairs, Planned Maintenance and Void refurbishment works awarded to Mears PLC for the remaining term of the Contract to 30th June 2026. The total contract value is to be increased to £102,000,000 Plus VAT</p>			Para N/A	Health and Well-being	2024		Repairs & Planned Maintenance Manager, Adults, Housing & Health, Alastair Wood, Technical Services Delivery Manager, Housing – Technical Services
<p>Acquisition of Temporary and Resettlement properties using R3 LAHF funding This report details the Government's Local Authority Housing Fund (LAHF) initiative, designed to support the Council in expanding its housing stock to meet local demand while providing accommodation for Afghan families under the Government's resettlement schemes.</p>	Cabinet	Yes	Open Para N/A	Cabinet member for Health and Well-being	13 Nov 2024	Yes	Dulal Ahmed, Housing Enforcement Manager
<p>Procurement and Award of Contract for Gas Servicing, Breakdown and Repair for</p>	Cabinet	Yes	Open Para N/A	Cabinet member for Health and Well-being	13 Nov 2024	Yes	Mohammed Ullah, Repairs & Planned

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<p>Housing To approve the procurement approach via the Procurement for Housing framework to source a supplier for the Gas Servicing Contract for a maximum period of two years. To approve expenditure of up to £4.4 million over the term of the contract.</p>							Maintenance Manager, Adults, Housing & Health, Alastair Wood, Technical Services Delivery Manager, Housing – Technical Services
<p>NATIS - Contract Extension This report seeks Cabinet approval for continuation of the service, following an opportunity to extend the current contract with The Department of Business & Trade (DBT) beyond 31st March 2025. The service is currently funded through its existing contract with the Department of Business and Trade which expires on 31st March 2025</p>	Cabinet	Yes	Fully exempt Para 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Cabinet Member for Resources	13 Nov 2024	Yes	Cheryl Wells, Head of Service Delivery Programme
<p>Approval of new Performance</p>	Cabinet	Yes			13 Nov		Sarah Brown, Head

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Management and Assurance Framework (PMAF) Core Policy and Year 1 Corporate Plan Milestones and Metrics			Para N/A		2024		of Strategy, Policy and Performance
Delegated Officer Key Decision: Thames Freeport Limited Legally Binding Agreements To enter into legally binding agreements with Thames Freeport Limited and its owners and shareholders to manage delivery of the Freeport and to fund the company for the remainder of 2024-5 financial year. Funding drawn from s31 grant relating to retained business rates ringfenced to the Freeport	Assistant Chief Executive	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	15 Nov 2024		Stephen Taylor, Head of Freeport
Delegated Officer Key Decision: Thames Freeport Governing Body Legally Binding Agreement To enter into a legally binding agreement with Thames Freeport Limited and organisations represented on the Thames Freeport Governing Body to oversee delivery of the Freeport Programme	Assistant Chief Executive	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	15 Nov 2024		Stephen Taylor, Head of Freeport
December							

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<p>Delegated Officer Key Decision: Freeport Funding January 2025</p> <p>Decision to fund Thames Freeport Limited for January 2025. Funded from the s31 grant received from Government relating to retained business rates income.</p>	Assistant Chief Executive	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	13 Dec 2024		Stephen Taylor, Head of Freeport
<p>Asset Disposals</p>	Cabinet	No	Para N/A		11 Dec 2024		Rob Large, Programme Director
<p>Planning Enforcement Plan 2024</p>	Cabinet	Yes	Para N/A		11 Dec 2024		Ashley Baldwin, Chief Planning Officer
<p>Planning Local Enforcement Plan</p> <p>As the Local Planning Authority, the council is responsible for investigating suspected breaches of planning control reported by members of the public. Our Planning Service - Local Enforcement Plan explains how we carry out our enforcement duties, what our priorities are and the types of enforcement action that may be taken. This report is being presented to seek approval from Cabinet to adhere to the Planning Service - Local Enforcement Plan.</p>	Cabinet	Yes	Open Para N/A	Cabinet Member for Good Growth	11 Dec 2024		Gary Staples

Subject of the Decision	Decision Maker	Key Decision (Yes/No)	Item likely to be considered in private	Portfolio Holder	Proposed date of Decision	Commissioner Input (Yes/No)	Contact Officer
Draft HRA report	Cabinet	Yes	Para N/A		11 Dec 2024		Marie Ogles, Executive Assistant
Draft Capital Programme 25-26 28-29	Cabinet	Yes	Para N/A		11 Dec 2024		Marie Ogles, Executive Assistant
Council Tax base and collection fund report	Cabinet	Yes	Para N/A		11 Dec 2024		Andrew Brittain, Head of Revenue Services
Council Tax Premium 25-26	Cabinet	Yes	Para N/A		11 Dec 2024		Andrew Brittain, Head of Revenue Services
Local Council Tax Scheme 25-26	Cabinet	Yes	Para N/A		11 Dec 2024		Andrew Brittain, Head of Revenues and Benefits
Treasury Management Mid Year Report	Cabinet	Yes	Para N/A		11 Dec 2024		Marie Ogles, Executive Assistant

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MTFS Report	Cabinet	Yes	Para N/A		11 Dec 2024		Marie Ogles, Executive Assistant
Fees and Charges Report	Cabinet	Yes	Para N/A		11 Dec 2024		Marie Ogles, Executive Assistant
Draft Budget Report	Cabinet	Yes	Para N/A		11 Dec 2024		Marie Ogles, Executive Assistant
Q2 2024-25 Financial Position	Cabinet	Yes	Para N/A		11 Dec 2024		Caroline May, Assistant Director
<p>Strategic Appraisal of Housing Procurement Options To select the preferred procurement model from the range of strategic options for the delivery of all works to the Council's HRA Estate.</p> <p>To Approve the commencement of relevant procurement activities in line with the preferred model.</p>	Cabinet	Yes	Open Para N/A	Cabinet member for Health and Well-being	11 Dec 2024		Mohammed Ullah, Repairs & Planned Maintenance Manager, Adults, Housing & Health

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<p>Hostels Management - Options Appraisal This report is intended to provide options for the provision of hostel services to both Children's Social Care, and the Homelessness Service, following the end contracted services from Sanctuary Housing on 31st August 2025. Cabinet is requested to consider the quality and cost of each option and then consider and accept the recommendation for future provision of hostel support and accommodation, in line with the Council's statutory duties to homeless households and young people in need.</p>	Cabinet	Yes	Open Para N/A	Cabinet member for Health and Well-being	11 Dec 2024	Yes	Christopher Wade, Head of Housing Solutions
January							
<p>Delegated Officer Key Decision: Freeport Funding February 2025 Decision to fund Thames Freeport Limited for February 2025. Funded from the s31 grant received from Government relating to retained business rates income.</p>	Assistant Chief Executive	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	17 Jan 2025		Stephen Taylor, Head of Freeport
Fees and Charges Policy April 2025-March	Cabinet	Yes			15 Jan		Kelly McMillan,

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2028			Para N/A		2025		Project Manager-Business Development and Innovation
February							
Delegated Officer Key Decision: Freeport Funding March 2025 Decision to fund Thames Freeport Limited for March 2025. Funded from the s31 grant received from Government relating to retained business rates income.	Assistant Chief Executive	Yes	Yes	Leader and Cabinet member for Strategic Relationships, Reputation and Influence	21 Feb 2025		Stephen Taylor, Head of Freeport