

Thurrock - An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

## General Services Committee

The meeting will be held at **6.00 pm** on **8 October 2020**

Due to current government guidance on social-distancing and the COVID-19 virus, this meeting will not be open for members of the public to attend. Arrangements have been made for the press and public to watch the meeting live via the Council's online webcast channel: [www.youtube.com/user/thurrockcouncil](http://www.youtube.com/user/thurrockcouncil)

**Council Chamber, Civic Offices, New Road, Grays, Essex RM17 6SL**

### Membership:

Councillors Rob Gledhill (Chair), John Kent (Vice Chair), Mark Coxshall, Shane Hebb, Fraser Massey, Bukky Okunade and Gary Byrne

### Substitutes:

Councillors Jack Duffin, Tony Fish, Oliver Gerrish, James Halden, Andrew Jefferies and Barry Johnson

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### Agenda

Open to Public and Press

	<b>Page</b>
<b>1. Apologies for Absence</b>	
<b>2. Minutes</b>	<b>5 - 6</b>
To approve as a correct record the minutes of General Services Committee meeting held on 24 September 2020.	
<b>3. Items of Urgent Business</b>	
To receive additional items that the Chair is of the opinion should be	

considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972.

#### **4. Declarations of Interests**

##### Exclusion of the Public and Press

Members are asked to consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

#### **5. Short-list for Appointment of Assistant Directors for Children's Social Care & Early Help and Planning, Transport and Public Protection**

#### **6. Long-list for Appointment of Assistant Director Economic Growth and Partnerships**

#### **Queries regarding this Agenda or notification of apologies:**

Please contact Matthew Boulter, Democratic & Governance Services Manager and Deputy Monitoring Officer by sending an email to [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)

Agenda published on: **30 September 2020**

## Information for members of the public and councillors

### Access to Information and Meetings

Due to current government guidance on social-distancing and the COVID-19 virus, council meetings will not be open for members of the public to physically attend. Arrangements have been made for the press and public to watch council meetings live via the Council's online webcast channel: [www.youtube.com/user/thurrockcouncil](http://www.youtube.com/user/thurrockcouncil)

Members of the public have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published.

### Recording of meetings

This meeting will be live streamed and recorded with the video recording being published via the Council's online webcast channel: [www.youtube.com/user/thurrockcouncil](http://www.youtube.com/user/thurrockcouncil).

If you have any queries regarding this, please contact Democratic Services at [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)

### Guidelines on filming, photography, recording and use of social media at council and committee meetings

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

### Thurrock Council Wi-Fi

Wi-Fi is available throughout the Civic Offices. You can access Wi-Fi on your device by simply turning on the Wi-Fi on your laptop, Smartphone or tablet.

- You should connect to TBC-CIVIC
- Enter the password **Thurrock** to connect to/join the Wi-Fi network.
- A Terms & Conditions page should appear and you have to accept these before you can begin using Wi-Fi. Some devices require you to access your browser to bring up the Terms & Conditions page, which you must accept.

The ICT department can offer support for council owned devices only.

## Evacuation Procedures

In the case of an emergency, you should evacuate the building using the nearest available exit and congregate at the assembly point at Kings Walk.

### How to view this agenda on a tablet device



You can view the agenda on your [iPad](#), [Android Device](#) or [Blackberry Playbook](#) with the free modern.gov app.

Members of the Council should ensure that their device is sufficiently charged, although a limited number of charging points will be available in Members Services.

To view any “exempt” information that may be included on the agenda for this meeting, Councillors should:

- Access the modern.gov app
- Enter your username and password

# DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

## Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

## When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

**What is a Non-Pecuniary interest?** – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

## **Pecuniary**

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

**Unless you have received dispensation upon previous application from the Monitoring Officer, you must:**

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

**If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps**

## **Non- pecuniary**

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



**You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.**

## Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
  - High quality, consistent and accessible public services which are right first time
  - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
  - Communities are empowered to make choices and be safer and stronger together
  
2. **Place** – a heritage-rich borough which is ambitious for its future
  - Roads, houses and public spaces that connect people and places
  - Clean environments that everyone has reason to take pride in
  - Fewer public buildings with better services
  
3. **Prosperity** – a borough which enables everyone to achieve their aspirations
  - Attractive opportunities for businesses and investors to enhance the local economy
  - Vocational and academic education, skills and job opportunities for all
  - Commercial, entrepreneurial and connected public services

## Minutes of the Meeting of the General Services Committee held on 24 September 2020 at 6.00 pm

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**Present:** Councillors John Kent (Vice-Chair), Gary Byrne, Mark Coxshall, Fraser Massey, Bukky Okunade, Andrew Jefferies (substitute for Robert Gledhill) and Barry Johnson (substitute for Shane Hebb)

**Apologies:** Councillors Robert Gledhill and Shane Hebb.

**In attendance:** Mr Ben Cox, Recruitment Consultant (Penna)  
Mr Chris Barrow, Recruitment Consultant (Penna)  
Jackie Hinchliffe, Director of HR, OD & Transformation  
Andrew Millard, Director of Place  
Sheila Murphy, Corporate Director of Children's Services  
Mykela Pratt, Strategic Lead HR, Resourcing and Improvement  
Matthew Boulter, Democratic Services Manager

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Before the start of the meeting, all present were advised that the meeting was being live streamed and recorded, with the video recording to be made available on the Council's Youtube channel.

### **45. Minutes**

The minutes of the General Services Committee meeting held on 3 August 2020 were approved as a correct record.

### **46. Items of Urgent Business**

There were no items of urgent business.

### **47. Declarations of Interests**

There were no declarations of interest.

*At 6.03pm the Committee agreed to enter exempt session due to the committee discussing individual applications for the roles.*

### **48. Long-list for Appointment of Assistant Directors for Planning, Transport and Public Protection, Economic Development and High House Production Park & Children's Social Care and Early Help**

The committee discussed the longlist of candidates for two positions (Assistant Director for Children's Social Care & Early Help and Assistant Director for Planning, Transport and Public Protection), agreeing a shortlist to be progressed for future deliberation and assessment.

The Committee felt that the Assistant Director of Economic Development and High House Production Park role required further discussion before deliberations could be taken on the longlist of candidates.

**RESOLVED that:**

- 1. The shortlists for the roles of Assistant Director of Children's Social Care & Early Help and Assistant Director of Planning, Transport and Public Protection be progressed for further assessment.**
- 2. The Role of Assistant Director of Economic Development and High House Production Park be held for further discussion.**

**The meeting finished at 6.31 pm**

Approved as a true and correct record

**CHAIR**

**DATE**

**Any queries regarding these Minutes, please contact Democratic Services at [Direct.Democracy@thurrock.gov.uk](mailto:Direct.Democracy@thurrock.gov.uk)**