

## Thurrock Strategic Infrastructure Board (TSIB)

### Meeting Minutes

**Date:** January 21, 2025

**Time:** 11:00 am

**Location:** Executive Boardroom/ Microsoft Teams

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### Attendees

#### Board Members Present:

- Anthony Fletcher – Performance and Intelligence (Chair)
- Natalie Smith – Communities
- Christopher Smith – Adults and Health
- Keith Andrews – Housing Development
- Laura Last – Finance
- Nisshanth Narendran – Finance
- Ashley Baldwin – Planning
- Priscilla Omede – Performance and Support
- George McCullough – Regeneration
- Peter Wright – Highways and Transport
- Kate Kozlova-Boran – Economic Development and Skills
- Gloria Ighodaro – Housing, Economic Development and Regeneration
- Mikaela Burns – Business Support

#### Apologies:

- Louise Neilan – Communications
  - Sarah Williams – Education
  - Claire Demmel – Place
  - Helen Nicol – Legal
  - Rocchina Raymond – Recreation and Leisure
  - Helen Horrocks – Public Health
  - Michele Lucas – Education
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### Agenda Points

#### Actions from the previous meeting (AB)

The outstanding actions will be followed up outside of the meeting.

## Review of S106 (Still Investigating Status) (All)

(AF) informed the board that an update would be presented at the Thurrock Association of Forums (TAF) meeting later that evening, covering the progress made on these agreements. Additionally, the Planning Advisory Service (PAS) is scheduled to revisit on 29th and 30th January 2025, following their initial review in October 2023. One key area raised by PAS during their first review was the management of S106 agreements. The update this time will focus on actions taken since then, as well as outlining the next steps.

(AF) expressed his gratitude to service representatives for submitting their updates, which has placed the Board in a strong position to clearly communicate the current status and the progress made over the past few months.

(AF) demonstrated the Power BI dashboard, which integrates live data from the Uniform system. This tool categorises the S106 agreements into three main groups: feasible, non-feasible, and progressing, providing a comprehensive, real-time overview of the agreements' status.

(AB) emphasised that the board should prioritise agreements marked as “still investigating.” It is crucial to assess the support required, define the necessary actions, and ensure these agreements transition to the “progressing” category.

(AF) reported that 13 agreements have expired and are currently under legal review. Legal are conducting a detailed investigation of these agreements to determine the most appropriate course of action.

(PW) provided an update regarding the Highways agreements within the “still investigating” category. He noted that some agreements may require a second opinion to ensure the proposed expenditure aligns with the terms of the agreements. Additionally, he pointed out that several agreements are missing which require further review. (AB) emphasised that the board will be responsible for approving any repurposed funds, with legal providing guidance on such matters.

**Action: Peter Wright to liaise with Priscilla Omede on the agreements that are required for review which are not currently available.**

(AF) proposed that Priscilla Omede and Lauren Steel would meet with relevant service leads on a monthly basis to review each agreement marked as “service progressing.” These meetings would streamline the process, with updates consolidated into a presentation for discussion at the monthly board meetings, rather than reviewing individual line items.

(AB) suggested developing a pro-forma template for services to use when updating the board. This template would include information for agreements marked as “green” and ready to progress, as well as those requiring legal advice. The format would ensure consistency and clarity in the presentation of information. Service leads will be expected to provide relevant extracts from agreements for the board's

review and approval. It would be important to include what is in the agreement, how the money is being utilised and the justification around that.

**Action: Tony Fletcher/Priscilla Omede to create a pro-forma for service leads to use to collate the information required for the Boards review and approval**

(PW) raised concerns about the necessity of conducting feasibility studies to assess the viability of highway schemes. He noted that S106 funds are not intended to cover these studies, although there has been some flexibility from the service budget, but it cannot be used for all. (AB) confirmed that the updated Infrastructure Requirements List (IRL) would address this need once completed, and that the IRL would serve as a key reference for identifying infrastructure requirements going forward.

(CS) reported discussions with Health and Planning colleagues, who indicated that the IRL is not considered a priority document in their planning process. Instead, they are working with a provider to develop an Infrastructure Delivery Plan (IDP). (AB) clarified that while the IDP is crucial for the Local Plan, it is still in development. The IRL in Thurrock, on the other hand, focuses on current infrastructure needs rather than what we need for the future. The IDP is a separate process to what the board is currently looking at.

(AB) outlined that the Council's current approach is to engage with Community Forums initially, with the potential for broader engagement once additional resources are in place. Natalie Smith suggested that the "Stronger Together" group, which includes the CVS and other voluntary sector organisations, which could serve as a valuable partner in reaching the wider community.

(AB) added that at this stage, the focus is on providing feedback on progress to date to the Community Forums. However, the next phase will involve engaging with the broader sector once the new resource is in place, with a focus on new agreements. (AB) indicated that further steps would become clearer within the next six months, following the recruitment of the new officer.

**Action: Tony Fletcher to send Kate Kozlova-Boran the list of Education-related S106 agreements in the "still progressing" category, to facilitate communication with Sarah Williams on required actions for progression.**

**Action: Priscilla Omede to update the master spreadsheet, organising each service area into separate tabs instead of maintaining a single, long list.**