

CABINET and ASSEMBLY FORWARD PLAN

February 2024 Edition

Publication Date: 18 January 2024

THE FORWARD PLAN

Explanatory note:

This document includes details of key decisions that will be made by either the Cabinet (the main executive decision-making body of the Council), the Assembly (full Council) or by officers under delegated authority. The Health and Wellbeing Board, which deals with health-related decisions, has a separate Forward Plan which can be viewed on the Council's website at https://modgov.uk/Internet/mgListPlans.aspx?RPId=669&RD=0.

For ease of reading, where this document refers to the 'decision-making body', this can be taken to mean the Cabinet or the Assembly. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 the membership of these committees is listed in Appendix 1.

Key Decisions

By law, councils have to publish a document detailing "Key Decisions" that are to be taken by the Cabinet or other committees / persons / bodies that have executive functions. The document, known as the Forward Plan, is required to be published 28 days before the date that the decisions are to be made. Key decisions are defined as:

- (i) Those that form the Council's budgetary and policy framework (this is explained in more detail in the Council's Constitution);
- (ii) Those that involve 'significant' spending or savings;
- (iii) Those that have a significant effect on the community.

In relation to (ii) above, Barking and Dagenham's definition of 'significant' is spending or savings of £200,000 or more that is not already provided for in the Council's Budget (the setting of the Budget is itself a Key Decision).

In relation to (iii) above, Barking and Dagenham has also extended this definition so that it relates to any decision that is likely to have a significant impact on one or more ward (the legislation refers to this aspect only being relevant where the impact is likely to be on two or more wards). As part of the Council's commitment to open government it has extended the scope of this document so that it includes all known issues, not just "Key Decisions", that are due to be considered by the decision-making body as far ahead as possible.

Information included in the Forward Plan

In relation to each decision, the Forward Plan includes as much information as is available when it is published, including:

- the matter in respect of which the decision is to be made;
- · the decision-making body or person;

• the date when the decision is due to be made;

Publicity in connection with Key decisions

Subject to any prohibition or restriction on their disclosure, the documents referred to in relation to each Key Decision are available to the public. Each entry in the Plan gives details of the main officer to contact if you would like some further information on the item. If you would like to view any of the documents listed you should contact Alan Dawson, Head of Governance & Electoral Services, Ground Floor, Town Hall, 1 Town Square, Barking IG11 7LU (email: democraticservices@lbbd.gov.uk)

The agendas and reports for the decision-making bodies and other Council meetings open to the public will normally be published at least five clear working days before the meeting. For details about Council meetings and to view the agenda papers go to https://modgov.lbbd.gov.uk/Internet/ieDocHome.aspx?Categories=-14062 and select the committee and meeting that you are interested in.

The Statutory Forward Plan will be published on or before the following dates during 2024/25:

Edition	Publication date
February 2024 Edition	18 January 2024
March 2024 Edition	19 February 2024
April 2024 Edition	14 March 2024
May 2024 Edition	19 April 2024
June 2024 Edition	17 May 2024
July 2024 Edition	17 June 2024
August 2024 Edition	19 July 2024
September 2024 Edition	16 August 2024
October 2024 Edition	16 September 2024
November 2024 Edition	14 October 2024
December 2024 Edition	11 November 2024
January 2025 Edition	17 December 2024
February 2025 Edition	17 January 2025
March 2025 Edition	17 February 2025
April 2025 Edition	17 March 2025
May 2025 Edition	16 April 2025
June 2025 Edition	16 May 2025

Confidential or Exempt Information

Whilst the majority of the Cabinet's business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Representations may be made to the Council about why a particular decision should be open to the public. Any such representations should be made to Alan Dawson, Head of Governance & Electoral Services, Ground Floor, Town Hall, 1 Town Square, Barking IG11 7LU (email: democraticservices@lbbd.gov.uk).

Key to the table

Column 1 shows the projected date when the decision will be taken and who will be taking it. However, an item shown on the Forward Plan may, for a variety of reasons, be deferred or delayed. It is suggested, therefore, that anyone with an interest in a particular item, especially if he/she wishes to attend the meeting at which the item is scheduled to be considered, should check within 7 days of the meeting that the item is included on the agenda for that meeting by clicking https://modgov.lbbd.gov.uk/Internet/ieListMeetings.aspx?Cld=180&Year=0 (for items to be considered by the Cabinet) and https://modgov.lbbd.gov.uk/Internet/ieListMeetings.aspx?Cld=179&Year=0 (for items to be considered by the Assembly).

Column 2 sets out the title of the report or subject matter and the nature of the decision being sought. For 'key decision' items the title is shown in **bold type** - for all other items the title is shown in normal type. Column 2 also lists the ward(s) in the Borough that the issue relates to.

Column 3 shows whether the issue is expected to be considered in the open part of the meeting or whether it may, in whole or in part, be considered in private and, if so, the reason(s) why.

Column 4 gives the details of the lead officer for the item.

Decision taker/ Projected Date	Subject Matter	Open / Private (and reason if	Relevant Lead Contact
	Nature of Decision	all / part is to be private)	
Cabinet: 19.2.24	Budget Framework 2023/24 and Medium Term Financial Strategy 2024/25 - 2027/28 All Issue Categories	Open	Nish Popat, Deputy Section 151 Officer
	The Cabinet will be asked to consider and make appropriate recommendations to the Assembly in respect of: - the revised Revenue Estimates for 2023/24; - the base Revenue Estimates for 2024/25; - the level of Council Tax for 2024/25; - the Capital Programme for 2024/25 to 2027/28; - the Medium Term Financial Strategy for 2024/25 to 2027/28 • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:		(nish.popat@lbbd.gov.uk)
Cabinet: 19.2.24	Treasury Management Strategy Statement 2024/25: Framework The Cabinet will be asked to recommend the Assembly to approve the annual Treasury Management Strategy Statement for 2024/25, including the Council's Prudential Indicators. • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:	Open	David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)
Cabinet: 19.2.24	Pay Policy Statement 2024/25 [Annual Item] The Cabinet will be asked to recommend the Assembly to approve the Council's Pay Policy Statement for 2024/25, in line with the requirements of the Localism Act 2011. Wards Directly Affected: Not Applicable Additional documents to be considered alongside report:	Open	Iain Marshall, HRIS & Change Manager (iain.marshall@lbbd.gov.uk)

Cabinet: 19.2.24	Revenue Budget Monitoring 2023/24 (Period 9, December 2023) : Financial	Open	Nish Popat, Deputy Section 151 Officer
	The Cabinet will be asked to consider the projected position of the Council's revenue and capital budgets for 2023/24 and, if necessary, consider proposals for in-year adjustments aimed at achieving a balanced budget position at the year end.		(nish.popat@lbbd.gov.uk)
	 Wards Directly Affected: Not Applicable Additional documents to be considered alongside report: 		
Cabinet: 19.2.24	Re-Commissioning of Social Infrastructure Contract 2024-2028: Community The Cabinet will be asked to agree proposals to award the Council's Social Infrastructure contract, for the support service of the voluntary and community sector in Barking in Dagenham currently held by the BD_Collective, for a further four years from 1 July 2024. • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:	Open	Monica Needs, Community Enterprise Manager (Tel: 020 8227 2936) (monica.needs@lbbd.gov.uk)
Cabinet: 19.2.24	Procurement of Specialist Intervention Service (SIS) Family Contact Services The Cabinet will be asked to approve proposals relating to the procurement of a maximum three-year contract for the provision of SIS Family Contact Services. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Valerie Tomlinson, Lead Commissioner, Children's Care & Support (Tel: 020 8227 3549) (valerie.tomlinson@lbbd.gov.uk)

Cabinet: 19.2.24	Innovative Sites Programme: Financial In June 2020, the Cabinet agreed a programme to bring forward small sites owned by the Council or other external bodies/organisations for redevelopment, known as the Innovative Sites Programme (ISP). Following a review, the Cabinet will be asked to agree a new direction for the ISP. • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:	Part Exempt The report/appendi ces may contain commercially confidential information	Caroline Harper, Chief Planning Director, Be First (Tel: 020 8227 5666) (Caroline.Harper@lbbd.gov.uk)
Cabinet: 19.2.24	Gascoigne East Phase 3A (Block I), Gascoigne West Phase 2 and Padnall Lake Phase 2 - Approval of Disposals, Head Lease and Loan Facility Agreement: Financial The Cabinet will be asked to approve the disposal, by way of leases to the appropriate B&D Reside entity, of the Gascoigne East Phase 3A (Block I), Gascoigne West Phase 2 and Padnall Lake Phase 2 schemes expected to be completed in Spring 2024, together with proposals relating to a loan facility and premium to enable the disposals. • Wards Directly Affected: Chadwell Heath; Gascoigne • Additional documents to be considered alongside report:	Open	Rebecca Ellsmore, Strategic Head of Place and Development, IG (rebecca.ellsmore@lbbd.gov.uk)
Cabinet: 19.2.24	Procurement of an Internet Proxy and VPN Services Contract The Cabinet will be asked to approve proposals relating to the procurement of an Internet Proxy and VPN services contract. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Jeevan Sharma, Head of IT Projects (Tel: 0208 227 2077) (jeevan.sharma@lbbd.gov.uk)

Cabinet: 19.2.24	Conservation Works at Valence House Museum : Financial	Open	Ann Marie Pena, Head of Culture
	The Cabinet will be asked to approve proposals relating to urgent conservation works at Valence House Museum, to be funded via £811,000 grant funding from the Arts Council England and match funding from the Council secured through the UK Shared Prosperity fund.		(AnnMarie.Pena@lbbd.gov.uk)
	 Wards Directly Affected: Valence Additional documents to be considered alongside report: 		
Cabinet:	Travelodge Hotel, Rainham Road South, Dagenham - New Development	Part Exempt	Jonathan Langham, Head of
19.2.24	Agreement : Financial	The report/appendi	Commercial, Be First
	The Cabinet will be asked to approve the entering into of a new Development Agreement with Travelodge relating to the funding of conversions works to the vacant ground floor retail to provide an additional 15 hotel rooms.	ces may contain commercially confidential	(jonathan.langham@lbbd.gov.uk)
	Wards Directly Affected: AlibonAdditional documents to be considered alongside report:	information	
Cabinet: 19.2.24	Redevelopment of Trocoll House, Wakering Road, Barking - Revised Terms : Financial	Part Exempt The report/appendi	David Harley, Interim Development Director, Be First (Tel: 020 8227 5316)
	In March 2021, the Cabinet agreed to the entering into of an agreement for a long headlease relating to the redevelopment of the Trocoll House site.	ces may contain commercially	(david.harley@lbbd.gov.uk)
	The Agreement was entered into and demolition at the site is complete. The Cabinet will be provided with an update on the project and be asked to approve revised terms for the development to proceed.	confidential information	
	 Wards Directly Affected: Northbury Additional documents to be considered alongside report: 		

Assembly: 28.2.24	Budget Framework 2023/24 and Medium Term Financial Strategy 2024/25 - 2027/28 All Issue Categories	Open	Nish Popat, Deputy Section 151 Officer
	The Assembvly will be recommended to approve: - the revised Revenue Estimates for 2023/24; - the base Revenue Estimates for 2024/25; - the level of Council Tax for 2024/25; - the Capital Programme for 2024/25 to 2027/28; - the Medium Term Financial Strategy for 2024/25 to 2027/28 • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:		(nish.popat@lbbd.gov.uk)
Assembly: 28.2.24	Treasury Management Strategy Statement 2024/25 : Framework The Assembly will be recommended to approve the annual Treasury Management Strategy Statement for 2024/25, including the Council's Prudential Indicators.	Open	David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)
	 Wards Directly Affected: All Wards Additional documents to be considered alongside report: 		
Assembly: 28.2.24	Pay Policy Statement 2024/25 [Annual Item] The Assembly will be recommended to approve the Council's Pay Policy Statement for 2024/25, in line with the requirements of the Localism Act 201 Wards Directly Affected: Not Applicable Additional documents to be considered alongside report:	Open	Iain Marshall, HRIS & Change Manager (iain.marshall@lbbd.gov.uk)

Assembly: 28.2.24	Reactivation of Uphill and Waters Education Foundation The Assembly will be asked to approve proposals relating to the re-activation of the Uphill and Waters Education Foundation, which has been inactive for many years, in order that the dormant trust fund can be used to support young people's education in the borough. • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:	Open	Erik Stein, Head of Participation, Opportunity and Wellbeing (Tel: 020 8227 3163) (Erik.Stein@lbbd.gov.uk)
Assembly: 28.2.24	Overview and Scrutiny Committee and Health Scrutiny Committee Annual Reports 2022/23 The Assembly will be presented with the 2022/23 Annual Reports of the Overview and Scrutiny Committee and Health Scrutiny Committee. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Leanna McPherson, Principal Governance Officer & Statutory Scrutiny Officer (Tel: 020 8227 2852) (leanna.mcpherson@lbbd.gov.uk)
Cabinet: 19.3.24	Revenue Budget Monitoring 2023/24 (Period 10, January 2024) and Q3 Capital Programme Update: Financial The Cabinet will be asked to consider the projected position of the Council's revenue and capital budgets for 2023/24 and, if necessary, consider proposals for in-year adjustments aimed at achieving a balanced budget position at the year end. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Nish Popat, Deputy Section 151 Officer (nish.popat@lbbd.gov.uk)
Cabinet: 19.3.24	Debt Management Performance 2023/24 (Quarter 3) The Cabinet will be presented with a report on debt management performance for the latest quarterly period. • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:	Open	Stuart Kirby, Revenues Manager (stuart.kirby@lbbd.gov.uk)

Cabinet: 19.3.24	B&D Energy Business Plan 2024-2027 : Community,: Financial	Part Exempt The report /	Sarah Ryan, Corporate Investment and Contract Manager
	The Cabinet will be asked to approve the B&D Energy Business Plan 2024-2027.	appendices may contain commercially	(sarah.ryan@lbbd.gov.uk)
	Wards Directly Affected: All Wards	confidential	
	Additional documents to be considered alongside report:	information.	
Cabinet: 19.3.24	B&D Reside Business Plan 2024-2027 : Community,: Financial	Part Exempt The report /	Sarah Ryan, Corporate Investment and Contract Manager
	The Cabinet will be asked to approve the Barking and Dagenham Reside Business Plan 2024-2027.	appendices may contain commercially	(sarah.ryan@lbbd.gov.uk)
	Wards Directly Affected: All Wards	confidential	
	Additional documents to be considered alongside report:	information.	
Cabinet: 19.3.24	B&D Trading Partnership Business Plan 2024-2027 : Community,: Financial	Part Exempt The report / appendices	Sarah Ryan, Corporate Investment and Contract Manager
	The Cabinet will be asked to approve the Barking and Dagenham Trading Partnership Business Plan for 2024-2027.	may contain commercially confidential	(sarah.ryan@lbbd.gov.uk)
	Wards Directly Affected: All Wards	information.	
	Additional documents to be considered alongside report:		
Cabinet: 19.3.24	Be First Business Plan 2024-2027 : Community,: Financial	Part Exempt The report /	James Coulstock, Interim Strategic Director, Inclusive Growth
	The Cabinet will be asked to approve the Be First Business Plan 2024-2027.	appendices may contain	(james.coulstock2@lbbd.gov.uk)
	Wards Directly Affected: All Wards	commercially	
	Additional documents to be considered alongside report:	confidential information.	

Cabinet: 19.3.24	Woodward Road and 12 Thames Road - Approval of Disposals, Head Lease and Loan Facility Agreement : Financial	Open	Rebecca Ellsmore, Strategic Head of Place and Development, IG
	The Cabinet will be asked to approve the disposal, by way of leases to the appropriate B&D Reside entity, of the Woodward Road and 12 Thames Road schemes expected to be completed in June 2024, together with proposals relating to a loan facility and premium to enable the disposals.		(rebecca.ellsmore@lbbd.gov.uk)
	 Wards Directly Affected: Mayesbrook; Thames View Additional documents to be considered alongside report: 		
Cabinet: 19.3.24	Deployment of Water Source Heat Pump, B&D Energy: Financial By Minute 10 (20 June 2023), the Cabinet approved the B&D Energy Ltd Business Plan for 2023/24, a key element of which was the decarbonisation of B&D Energy's heat network for Barking Town Centre. A grant of £6m has been awarded via the Government's Heat Network Investment Programme towards the installation of a water source heat pump to support that key element and the Cabinet will be asked to approve relevant proposals to allow that work to proceed.	Open	Neil Pearce, Head of Sustainability & Climate Change (Tel: 020 8227 5733) (neil.pearce@lbbd.gov.uk)
	 Wards Directly Affected: Abbey Additional documents to be considered alongside report: 		
Cabinet: 19.3.24	Housing Revenue Account 30-Year Business Plan: Community,: Financial The Cabinet will be asked to approve the updated Housing Revenue Account (HRA) 30-Year Business Plan.	Open	Nish Popat, Deputy Section 151 Officer (nish.popat@lbbd.gov.uk)
	 Wards Directly Affected: All Wards Additional documents to be considered alongside report: 		

Cabinet: 16.4.24	Review of School Places and Capital Investment - Update : Community,: Financial The Cabinet will be provided with an update on demand for school places, new school provision / expansion projects and the latest funding issues and asked to approve appropriate proposals. • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:	Open	Andrew Carr, Group Manager, School Investment (Tel: 020 8227 2254) (andrew.carr@lbbd.gov.uk)
Cabinet: 16.4.24	Contract for Provision of Print and Design Services for Marketing and Information Materials The Cabinet will be asked to approve proposals relating to the direct award of the CCS Framework RM6071 Print Marketplace delivered by APS for the provision of Print and Design Services for the Council's marketing and information materials. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Robert Beasley, Chief Communications, Campaigns & Events Officer (robert.beasley@lbbd.gov.uk)
Assembly: 15.5.24	Appointments to the Political Structure and Other Bodies 2024/25 [Annual Item] The Assembly will be asked to make appointments to the Political Structure and Other Bodies for the 2024/25 municipal year. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Alan Dawson, Head of Governance & Electoral Services (Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)
Assembly: 15.5.24	Members' Allowances Scheme 2024/25 [Annual Item] The Assembly will be asked to approve the Members' Allowances Scheme for the 2024/25 municipal year. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Alan Dawson, Head of Governance & Electoral Services (Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)

Assembly: 15.5.24	Children's Care and Support Self-Evaluation [Annual Item] The Assembly will receive a summary and presentation on the Council's annual Children's Care and Support Self-Evaluation, highlighting the key messages and outcomes. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Chris Bush, Commissioning Director, Care and Support (Tel: 020 8227 3188) (christopher.bush@lbbd.gov.uk)
Cabinet: 18.6.24	Treasury Management Annual Report 2023/24: Framework The Cabinet will be asked to recommend the Assembly to approve the Council's Treasury Management Annual Report for 2023/24, including the actual Prudential and Treasury Indicators. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)
Cabinet: 18.6.24	Revenue and Capital Outturn for the 2023/24 Financial Year : Financial The Cabinet will be asked to approve the Council's final revenue and capital outturn position for 2023/24 and, if necessary, any appropriate in-year budget adjustments. • Wards Directly Affected: All Wards • Additional documents to be considered alongside report:	Open	Nish Popat, Deputy Section 151 Officer (nish.popat@lbbd.gov.uk)
Cabinet: 18.6.24	Social Value in Procurement - Impact Report 2023/24 [Annual Item] The Cabinet will be presented with an update on the impact of Social Value in respect of the Council's procurement and commissioning arrangements during 2023/24 following the introduction of the new policy and toolkit in October 2020. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Faye Elliott, Social Value Coordinator (faye.elliott@lbbd.gov.uk)

Cabinet: 18.6.24	Debt Management Performance 2023/24 (Quarter 4)	Open	Stuart Kirby, Revenues Manager
	The Cabinet will be presented with a report on debt management performance for the latest quarterly period.		(stuart.kirby@lbbd.gov.uk)
	 Wards Directly Affected: All Wards Additional documents to be considered alongside report: 		
Cabinet: 18.6.24	Corporate Plan - Quarters 3 and 4 2023/24 Performance Reporting The Cabinet will be presented with an update on the performance of the key accountabilities and key performance indicators for the latest quarterly periods. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	Richard Caton, Head of Strategy & Performance (richard.caton@lbbd.gov.uk)
Assembly: Not before 28.6.24	Treasury Management Annual Report 2023/24: Framework The Assembly will be recommended to approve the Council's Treasury Management Annual Report for 2023/24, including the actual Prudential and Treasury Indicators. • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report:	Open	David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)

Membership of Decision-making Bodies

Cabinet:

Councillor Darren Rodwell, Leader of the Council

Councillor Saima Ashraf, Deputy Leader of the Council and Cabinet Member for Community Leadership & Engagement

Councillor Dominic Twomey, Deputy Leader of the Council and Cabinet Member for Finance, Growth & Core Services

Councillor Sade Bright, Cabinet Member for Employment, Skills & Aspiration

Councillor Cameron Geddes, Cabinet Member for Regeneration & Economic Development

Councillor Syed Ghani, Cabinet Member for Enforcement & Community Safety

Councillor Kashif Haroon, Cabinet Member for Public Realm & Climate Change

Councillor Jane Jones. Cabinet Member for Children's Social Care & Disabilities

Councillor Elizabeth Kangethe, Cabinet Member for Educational Attainment & School Improvement

Councillor Maureen Worby, Cabinet Member for Adult Social Care & Health Integration

Assembly:

All 51 elected members of the Council