



FORWARD PLAN

May 2003 Edition

Commencement Date: 15 May 2003

THE FORWARD PLAN

Introduction

The Forward Plan sets out information about future Council decisions. It also gives the public the opportunity to have their say on these decisions before they are taken.

Publication and inspection of the Plan

The Plan is published monthly. It is available for inspection, free of charge, at the Public Enquiry Counter, Room 139, First Floor, Civic Centre, Dagenham. It is also available on the Council's website (www.lbbd.gov.uk).

The Plan will be published on the following dates during the Council year 2003/04:

Edition	Publication date
May edition	8 April 2003
June edition	13 May 2003
July edition	17 June 2003
August edition	15 July 2003
September edition	12 August 2003
October edition	16 September 2003
November edition	14 October 2003
December edition	18 November 2003
January edition	9 December 2003
February edition	6 January 2004
March edition	10 February 2004
April edition	16 March 2004

Contents of the Plan

By law, councils have to publish a monthly Forward Plan. This has to contain available details of all “Key Decisions” the Council is aware will be taken by councillors or staff during the forthcoming four-month period. The term “Key Decision” is explained below.

Barking and Dagenham Council is committed to open government. It is encouraging local people to have their say on the decisions that affect them, their families and the community as a whole. It recognises that it is therefore important to provide as much information about these decisions as possible. As a result, Barking and Dagenham’s Forward Plan lists all decisions, not just “Key Decisions”, and looks as far ahead as possible, not just at the coming few months.

Key Decisions

A “Key Decision” is a decision that is likely to:

- (a) involve significant spending or savings and/or
- (b) have a significant effect on the community

In relation to (a), councils have to define which financial decisions are “significant” and, therefore, “Key.” Barking and Dagenham’s definition is spending or savings of £200,000 or more that is not in the Council’s Budget (the setting of the Budget is itself a Key Decision).

In relation to (b), a decision is, by law, “Key” if it is likely to have a significant impact on the community in two or more wards. In line with Government guidance, this Council treats a decision as “Key” if it is likely to have a significant impact on one or more ward.

Information included in the Plan

In relation to each Key Decision, the Plan includes as much of the following information as is available when it is published:

- the subject matter
- the Member meeting/employee taking the decision
- the estimated date when a decision will be taken
- any groups/persons to be consulted before the decision is taken
- how any such consultation will be carried out
- a list of relevant documents to be submitted to the decision-taker in connection with the decision

How you can have your say

If you would like to comment on any decision included in the Plan please let me know as soon as you can. I will then ensure your comments are considered by those taking the decision.

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THE FORWARD PLAN

Key to the table

Column 1 shows the estimated date when the decision will be taken and who will be taking the decision.

Column 2 sets out the title of the report or subject matter, the nature of the decision being sought and a list of supporting papers (if any) to be presented with the report.

Key Decisions are listed in bold type. Other decisions are listed in normal type.

Column 2 also indicates why the decision has been classified as Key:

“**Community**” denotes that the decision is likely to have a significant effect on the community, i.e. on one or more wards.

“**Financial**” indicates that the decision is likely to involve significant expenditure and/or savings, i.e. above the threshold of £200,000.

“**Framework**” indicates that the decision is part of the Budget and Policy Framework. The Framework, which is set down in law, comprises the most important Key Decisions made by local authorities e.g. setting the Budget and Council Tax and agreeing the Community Strategy.

Column 2 also shows, in brackets, the initials of the Chief Officer proposing the decision as follows:

DEAL = Director of Education, Arts and Libraries
DHH = Director of Housing and Health
DLES = Director of Leisure and Environmental Services
DSS = Director of Social Services
DCS = Director of Corporate Strategy
DF = Director of Finance

Columns 3 and 4 provide information available at the time the Plan was published on, respectively, any groups to be consulted by the Council before the decision is taken and how any such consultation will be carried out.

Column 5 specifies which Wards (if any) will be affected by the proposal.

The Plan also lists the Members involved in taking Key Decisions (see Appendix A)

Decision taker/ Estimated date (Draft report deadline)	Subject Matter (relevant Chief Officer) Nature of Decision <i>Additional documents to be submitted</i>	Consultees	Consultation Process	Wards Affected by the Proposals
The Executive: 29.4.03 (11.04.03)	Best Value Review: Improving School Attendance: Final Report : Community (DEAL) The Executive will be asked to consider the Best Value Review report, its recommendations and a plan for improving school attendance. (The Assembly will be asked to make a decision on these matters at its meeting on 14.05.03) <i>None.</i>	Schools and interest groups	Schools and interest groups	All Wards

<p>The Executive: 29.4.03</p>	<p>Education Private Finance Initiative (PFI) Selection of Preferred Bidder : Community (DEAL)</p> <p>The Executive will be asked to approve the selection of a Preferred Bidder and a Reserve Bidder for the Council’s Education PFI process.</p> <p>The Council has received information from 3 bidders in response to its Invitation to Negotiation (ITN). Having completed its evaluation, Governing Bodies and the Education PFI Steering Group augmented by the leader of the Council and the Lead member for Education, are recommending the selection of a preferred bidder and a reserve bidder to go forward to the next stage of PFI movement.</p> <p><i>None.</i></p>	<p>Governing Bodies of Jo Richardson Community School and Eastbury Comprehensive School. Project Steering Group members: Director of Education Arts & Libraries; Heads of Service for Administration Funding and Assets; Planning; Finance; and Legal. Leader of the Council, Lead Member for Regeneration and Lead Member for Education.</p>	<p>Through regular meetings of Governing Bodies and the Project Steering Group.</p>	<p>Eastbury; Thames;</p>
<p>The Executive: 29.4.03</p>	<p>Refurbishment of Civic Centre Public and Civic Areas (DLES)</p> <p><i>None.</i></p>	<p>LESD and CED Finance Head of Human Resources</p>	<p>Circulation of draft report.</p>	

<p>The Executive: 29.4.03</p>	<p>Appointments to the Democratic Structure <i>[Annual Item]</i> (DCS)</p> <p>The Executive is asked to consider the appointment of members to the meetings that make up the Council's political structure (e.g. the Executive, the Scrutiny Management Board and the Community Forums) for 2003/04.</p> <p>They will also be asked to consider the appointment of representatives to external bodies for 2003/04</p> <p>(The Assembly will be asked to agree these appointments at its first meeting on 14.05.03)</p> <p><i>None.</i></p>	<p>None</p>	<p>Not Applicable</p>	
<p>The Executive: 29.4.03</p>	<p>Authorised Travellers Site Facilities : Community (DHH)</p> <p>The Executive will be asked to consider the future of the existing site: should it be closed, refurbished, rebuilt or left in its present condition.</p> <p><i>None.</i></p>	<ul style="list-style-type: none"> • Laing Technology • Travellers currently occupying the site • Local residents • Interested traveller groups • Other Boroughs • London Wildlife Trust • Metropolitan Police - Travellers Liaison Officer • The Gypsy Council • Other relevant groups 	<ul style="list-style-type: none"> • Best Value consultation with licensees and other stakeholders • Forum with licensees • Other interested bodies will be consulted via planning application (awaited) 	<p>Eastbrook</p>

<p>The Executive: 29.4.03</p>	<p>Members Allowances [Annual Item] (DCS)</p> <p>The Executive will be asked to consider an independent panel's recommendations on Members Allowances for 2003/04</p> <p>(The Assembly will be asked to consider these recommendations at its annual meeting on 14.05.03)</p> <p><i>None.</i></p>	<p>Internal - Members</p>	<p>Internal - Questionnaire</p>	
<p>The Executive: 29.4.03</p>	<p>Corporate Self-Audit of Child Protection Services - Laming Report : Community (DSS)</p> <p>The Executive will be asked to approve the corporate self-audit of Child Protection Services prior to it being submitted to the Secretary of State for Health.</p> <p>The Secretary of State has instructed all Local Authorities with responsibilities for Social Services to complete self-audit of Child Protection Services and to submit it by 30th April. The instruction follows publication of the Laming Report into the death of Victoria Climbié.</p> <p><i>None.</i></p>	<ul style="list-style-type: none"> • All Area Child Protection Committee (ACPC) agencies • All Deputies and Chief Officers • Primary Care Trust 	<p>In writing; At ACPC Meeting; The Management Team</p>	<p>All Wards</p>

<p>The Executive: 29.4.03</p>	<p>Appeal System - Housing Allocation Offers and Homelessness Offers (DHH)</p> <p>This paper is a follow up paper to one on the Allocations Policy Review of 28/01/2003. It proposes an offer appeal system for permanent offers made both under Part VII and Part VI of the Housing Act.</p> <ul style="list-style-type: none"> • <i>Housing Allocations Policies and Practices Document</i> • <i>Homelessness Act 2002</i> • <i>Homelessness and Allocations - Legal Action Group (A. Arden and C. Hunter)</i> 	<p>None.</p>	<p>Not applicable.</p>	<p>All Wards</p>
<p>The Executive: 29.4.03</p>	<p>Accord LBBD Partnering Arrangement - Accord Costs for Non Inclusion (DHH)</p> <p>The Executive will be asked to endorse the amount of £100k to be paid to Accord Ltd if a legal agreement cannot be concluded because of events under the Council's control.</p> <p><i>None.</i></p>	<p>Corporate Lawyer. Head of Audit.</p>	<p>Sight of report prior to submission.</p>	<p>All Wards</p>

<p>The Executive: 29.4.03</p>	<p>Accord LBBB Repairs and Maintenance Partnership - Support to Community Housing Partnerships (DHH)</p> <p>The Executive will be asked to endorse that the Accord/ LBBB partnership be commissioned to provide professional services on support projects run by the CHPs up to a maximum fee value of £50k.</p> <p><i>None.</i></p>	<p>Corporate Lawyer. Head of Audit.</p>	<p>Sight of a report prior to submission.</p>	<p>All Wards</p>
<p>The Executive: 29.4.03</p>	<p>Pondfield House - Conditions of Use by the Accord LBBB Partnership (DHH)</p> <p>The Executive will be asked to approve the general terms and conditions for use of Pondfield House by the Accord/LBBB partnership, which does not conform to the standard Council lease conditions.</p> <p><i>None.</i></p>	<p>Interim Head of Property Services. Corporate Lawyer.</p>	<p>Contribution to draft report.</p>	<p>All Wards</p>
<p>The Executive: 29.4.03</p>	<p>Business Improvement Districts (DCS)</p> <p>The Executive will be asked to consider authorising officers to develop proposals for making an application for a Business Improvement District.</p> <p><i>None.</i></p>	<p>Finance, Legal and Planning departments Head of Regeneration</p>	<p>Consultees have been consulted on the draft report</p>	<p>Abbey; Thames;</p>

<p>The Executive: 29.4.03</p>	<p>Corporate Grants : Community [<i>Annual Item</i>] (DCS)</p> <p><i>None.</i></p>	<p>Grant officers representing DLES, DEAL and Social Services. Voluntary Sector.</p>	<p>Local Voluntary Sector Compact.</p>	<p>All Wards</p>
<p>Assembly: 14.5.03 (Provisional 29.04.03)</p>	<p>Best Value Review of Parks and Grounds Maintenance: Final Report : Community (DLES)</p> <p>The Assembly will be asked to agree the recommendations of the Best Value Review and the Service Improvement Plan <i>Best Value Review Report (December 2002)</i></p>	<p><u>Internal:</u></p> <p>DLES - Finance, Strategic Development CED - Policy and improvement Officer (Corporate Support)</p> <p><u>External:</u></p> <p>Community Groups and schools Borough wide. Staff of service. Other Stakeholders</p>	<p><u>Internal</u> - Circulation of draft report.</p> <p><u>External:</u> Two MORI polls Challenge day Focus Groups Staff Feedback group</p>	<p>All Wards</p>
<p>Assembly: 14.5.03</p>	<p>Food Safety Service Business Plan 2003/04 : Framework [<i>Annual Item</i>] (DHH)</p> <p>All Local Authorities are required by the Food Standards Act 1999 to produce a Food Safety Service Business Plan.</p> <p>The Assembly will be asked to agree the Food safety Service Business Plan which forms the basis on which the Food safety Service will be delivered.</p> <p><i>None.</i></p>	<p>Health Authority</p>	<p>Report sent to the Health Authority</p>	<p>All Wards</p>

Assembly: 14.5.03	Best Value Review: Improving School Attendance: Final Report : Community (DEAL) The Assembly will be asked to agree the recommendations of the Best Value Review and the related improvement plan. <i>None.</i>	Schools and interest groups	Schools and interest groups	All Wards
Assembly: 14.5.03	Members Allowances <i>[Annual Item]</i> (DCS) The Assembly will be asked to consider an independent panel's recommendations on Members Allowances for 2003/04 <i>None.</i>	Internal - Members	Internal - Questionnaire	
Assembly: 14.5.03	Appointments to the Democratic Structure <i>[Annual Item]</i> (DCS) The Assembly is asked to approve the appointment of members to the meetings that make up the Council's political structure (e.g. the Executive, the Scrutiny Management Board and the Community Forums) for 2003/04. They will also be asked to consider the appointment of representatives to external bodies for 2003/04. <i>None.</i>	None	Not Applicable	

<p>The Executive: 20.5.03 (2.05.03)</p>	<p>Parks and Green Spaces Strategy : Community (DLES)</p> <p>The Executive will be asked to consider the Strategy.</p> <p>(The Assembly will be asked to approve the Strategy at its meeting on 4.06.03)</p> <p><i>Draft Parks and Green Spaces Strategy</i></p>	<p><u>External:</u></p> <p>Countryside Agency Greater London Authority Potential sources of funding</p> <p><u>Internal:</u></p> <p>Chief Officers and Heads of Services</p>	<p>MORI Polls for Best Value Review have been used to shape the Strategy.</p>	
<p>The Executive: 20.5.03</p>	<p>Barking Football Club Lease (DLES)</p> <p>To report on the result of negotiations and the proposals for the wall and protection of the trees.</p> <p>The Executive will be asked to agree the alternative proposals and new lease terms.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>Democratic Services</p> <p>DLES - Property Services</p> <p>DLES - Finance</p>	<p>Internal</p>	<p>Mayesbrook</p>

<p>The Executive: 20.5.03</p>	<p>Vision for Leisure : Community (DLES)</p> <p>The Executive will be asked to give initial consideration to the principles of the future of the Council's leisure services.</p> <ul style="list-style-type: none"> • <i>Reports by McAlpine, Thorpe and Warriar (consultants employed by the Council to investigate the options) entitled - Future Funding of Barking and Dagenham Leisure Services</i> • <i>Comparison of Long Term Costs of Renovating and Maintaining the Council's Indoor Leisure Centres Under Different Management and Funding Scenarios</i> 	<p><u>Internal:</u></p> <p>DLES - Finance, Planning Services (Strategic)</p> <p>DHH - Director of Housing and Health.</p>	<p>Consultation on draft report</p>	<p>All Wards</p>
<p>The Executive: 20.5.03</p>	<p>Town Show and Event Funding (DLES)</p> <p>To report back in accordance with the Executive's instructions.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>Head of Corporate Finance Head of Corporate Communications DLES - Head of Finance DEAL - Head of Arts</p>	<p>Internal</p>	

Assembly: 4.6.03 (20.05.03)	Parks and Green Spaces Strategy : Community (DLES) The Assembly will be asked to consider the Strategy <i>Draft Parks and Green Spaces Strategy</i>	<u>External:</u> Countryside Agency Greater London Authority Potential sources of funding <u>Internal:</u> Chief Officers and Heads of Services	MORI Polls for Best Value Review have been used to shape the Strategy.	
Assembly: 4.6.03	Petition - Request for a Zebra Crossing at the Junction of Stonard Road and Longbridge Road, Dagenham (DLES) <i>None.</i>	Internal		Becontree
The Executive: 10.6.03 (23.05.03)	Parks Constabulary (DLES) The Executive will be asked to consider the nature, including the name, corporate identity and procedures of the Service. <i>None.</i>	<u>External</u> Police Community and Open Spaces Association (COSPA) <u>Internal</u> Legal Services	<u>External</u> By discussion, meetings and letters. <u>Internal</u> As above plus circulation of draft report	All Wards

<p>The Executive: 17.6.03 (30.05.03)</p>	<p>London Road / North Street : Community (DHH)</p> <p>The Executive will be asked to consider the potential future opportunities for this part of the Town Centre.</p> <p><i>None.</i></p>	<p>Residents of the affected block</p> <p>Development Management Company managing the ground floor retail leases</p>	<p>Series of resident consultation and workshop events planned</p>	<p>Abbey</p>
<p>The Executive: 24.6.03 (06.06.03)</p>	<p>Draft School Organisation Plan : Community [<i>Annual Item</i>] (DEAL)</p> <p><i>None.</i></p>	<p>Heads, Barking College, Dioceses, Learning and Skills Council; Chairs of Governors; Community; School Organisation Committee.</p> <p>Departmental management team and other relevant LEA officers.</p>	<p>Copy of the draft sent for comments; written requests for updates; statutory/ public notice newspaper and article in the Citizen.</p>	<p>All Wards</p>
<p>The Executive: 24.6.03</p>	<p>Draft Borough Spending Plan (Transport for London) Submission for Mayor of London (DLES)</p> <p><i>None.</i></p>	<p><u>Internal</u> DLES - Finance, Leisure and Community Planning</p> <p>DCS - Regeneration</p>	<p>Circulation of draft report</p>	<p>All Wards</p>

<p>The Executive: 29.7.03 (Provisional 11.7.03)</p>	<p>PERFORMANCE MONITORING: End of year 2002/03 Actuals</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p><i>Performance Monitoring Graphs</i></p>		<p><u>Internal:</u> Departments</p> <p>Performance Monitoring Contact Officers.</p>	
<p>The Executive: 19.8.03 (Provisional 1.8.03)</p>	<p>Leisure Activity and Park Sports Charges (DLES)</p> <p>Report reviewing charges in accordance with Executive Minute 327, 11 March 2003.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>
<p>The Executive: 19.8.03</p>	<p>Cemetery Charges (DLES)</p> <p>The Executive will be asked to agree a four-year programme for the Cemetery Charges commencing 1 October 2003.</p> <p><i>None.</i></p>	<p><u>Internal:</u> DLES - Finance</p> <p><u>External:</u> Cemeteries Service Stakeholders</p>	<p>Cemeteries Service Liaison Meeting</p>	
<p>The Executive: 26.8.03 (Provisional 08.08.03)</p>	<p>Fees and Charges: Births, Deaths and Marriage Registration Service (DLES)</p> <p>Report reviewing changes in charges in accordance with Executive minute 329, 11 March 2003.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>

<p>The Executive: 16.9.03 (29.8.03)</p>	<p>PERFORMANCE MONITORING 1st Quarter.</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p><i>Performance Monitoring Graphs</i></p>	<p><u>Internal:</u> Departments</p> <p>Performance Monitoring Contact Officers</p>	<p>Performance Monitoring process</p>	
<p>The Executive: 18.11.03 (31.10.03)</p>	<p>PERFORMANCE MONITORING: 2nd Quarter.</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p><i>Performance Monitoring Graphs</i></p>	<p><u>Internal:</u> Departments</p> <p>Performance Monitoring Contact Officers</p>	<p>Performance Monitoring process</p>	
<p>The Executive: 9.12.03 (21.11.03)</p>	<p>Fees and Charges: Review of On/Off Street Parking Charges (DLES)</p> <p>The Executive will receive a report reviewing changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>

<p>The Executive: 10.2.04 (23.01.04)</p>	<p>Fees and Charges: Collection of Trade and Other Waste, Emptying of Cesspools, Vehicle Crossings and MOT's (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>
<p>The Executive: 10.2.04</p>	<p>Fees and Charges: Barking Town Centre Market Charges (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Stakeholders</p> <p>Circulation of Draft Report</p>	<p>Abbey</p>
<p>The Executive: 10.2.04</p>	<p>Fees and Charges: Leisure and Amenities (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>External</u></p> <p>Stakeholders</p> <p><u>Internal</u></p> <p>DLES Finance</p>	<p>Meetings with stakeholders, Leisure Centre Service Providers and appropriate clubs on licence conditions</p> <p><u>Internal</u> Circulation of Draft Report</p>	<p>All Wards</p>
<p>The Executive: 10.2.04</p>	<p>Fees and Charges: Planning Post Search and Other Enquiry Charges (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>

<p>The Executive: 10.2.04</p>	<p>Fees and Charges: Births, Deaths and Marriage Registration Service (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>
<p>The Executive: 24.2.04 (6.2.04)</p>	<p>PERFORMANCE MONITORING 3rd quarter and end of year projections</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p><i>Performance Monitoring Graphs</i></p>	<p><u>Internal:</u></p> <p>Departments</p> <p>Performance Monitoring Contact Officers</p>	<p>Performance Monitoring process</p>	

APPENDIX A

MEMBERS OF THE COUNCIL

All 51 Councillors are Members of the Assembly. Councillors marked with an asterisk (*) are also Members of the Executive.

Councillor Alexander*
Councillor Ms Baker
Councillor Barns
Councillor Best
Councillor Mrs Blake
Councillor Mrs Bradley
Councillor Bramley
Councillor Mrs Bruce
Councillor Clark
Councillor H. Collins
Councillor L. Collins
Councillor Mrs Conyard
Councillor Cook
Councillor Cooper
Councillor Mrs Cooper
Councillor Mrs Cridland
Councillor Curtis
Councillor Dale
Councillor Davis
Councillor Denyer
Councillor Fairbrass*
Councillor Fani
Councillor Felton
Councillor Mrs Flint
Councillor Geddes*
Councillor Gibbs

Councillor Huggins
Councillor Mrs Hunt
Councillor Jamu
Councillor Jeyes
Councillor Jones
Councillor Justice
Councillor Kallar*
Councillor Little
Councillor McCarthy
Councillor McKenzie*
Councillor Miles
Councillor O'Brien
Councillor Osborn*
Councillor Mrs Osborn
Councillor Parkin
Councillor Porter*
Councillor Mrs Rawlinson
Councillor Mrs Rush
Councillor Smith
Councillor Thomas
Councillor Mrs Twomey
Councillor Wade*
Councillor Wainwright
Councillor Waker
Councillor Mrs West