

## Notice of Meeting

### SCRUTINY MANAGEMENT BOARD

**Tuesday, 8 July 2008 - 3:00 pm**  
**Council Chamber, Civic Centre, Dagenham**

**Members:** Councillor Mrs P A Twomey (Chair); Councillor G M Vincent (Deputy Chair); Councillor R W Bailey, Councillor R J Buckley, Councillor J R Denyer, Councillor P T Waker, Councillor Mrs M M West and Councillor J R White

**Education Co-opted Members:** Church Representatives: Reverend R Gayler (Church of England) and Mrs G Spencer (Roman Catholic Church); Parent Governor Representatives: Mrs L Rice (Primary) and vacancy (Secondary)

**By invitation:** Councillor C J Fairbrass, Councillor G J Bramley

(2 July 2008)

R. A. Whiteman  
Chief Executive

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### AGENDA

**1. Apologies for Absence**

**2. Declaration of Members' Interests**

In accordance with the Council's Constitution, Members are asked to declare any personal or prejudicial interest they may have in any matter which is to be considered at this meeting.

**3. Minutes - To confirm as correct the minutes of the meeting held on 4 June 2008 (Pages 1 - 4)**

**4. Building Schools for the Future and Possible Requests for Schools to Become Independent Voluntary Controlled Schools - Presentation**

A presentation will be given by James Hodgson on the above issue following a request at the 4 June Board for information in relation to an item on the Forward Plan concerning Dagenham Park Community School.

**5. Children's Trust Scrutiny Panel - Final Draft Report (Pages 5 - 20)**

Attached is the final draft report of the above panel which is scheduled to be presented to the Assembly on 8 October 2008. The Board is asked for any advice or comments it wishes to make.

**6. Scrutiny Panels - Update (Pages 21 - 31)**

**7. Forward Plan - July 2008 Edition (Pages 33 - 59)**

**8. Gifts and Hospitality Registers**

The Gifts and Hospitality Registers will be available for inspection.

**9. Register of Members' Interests**

The Register of Members' Interests will be available for inspection.

**10. Any other public items which the Chair decides are urgent**

**11. To consider whether it would be appropriate to pass a resolution to exclude the public and press from the remainder of the meeting due to the nature of the business to be transacted.**

**Private Business**

The public and press have a legal right to attend Council meetings such as the Scrutiny Management Board, except where business is confidential or certain other sensitive information is to be discussed. The list below shows why items are in the private part of the agenda, with reference to the relevant legislation (the relevant paragraph of Part 1 of Schedule 12A of the Local Government Act 1972 as amended).

**12. Urgent Action (Pages 61 - 103)**

This item is exempt from publication because it contains information regarding the financial and business affairs of a particular company (relevant legislation: paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972)

**13. Any other confidential or exempt items which the Chair decides are urgent**

## SCRUTINY MANAGEMENT BOARD

Wednesday, 4 June 2008  
(6:00 - 8:00 pm)

**Present:** Councillor Mrs P A Twomey (Chair), Councillor G M Vincent (Deputy Chair), Councillor R J Buckley, Councillor P T Waker, Councillor Mrs M M West and Councillor J R White

**Apologies:** Councillor R W Bailey and Councillor J R Denyer

### 1. Declaration of Members' Interests

None

### 2. Minutes - 26 March 2008

Agreed

### 3. Matters Arising

Minute 76 (xiii) Achieving Excellence 2007-08, Quarter 3 -  
Councillor West reported that teenage pregnancy rates details will be followed up with the Primary Care Trust at next Health Scrutiny Panel.

### 4. Scrutiny Update 2008/09

Received and considered an update on activity over the proceeding twelve months in respect of which the following comments were made:

#### (i) Achieving Excellence Report

The Achieving Excellence Report will now be presented four monthly and efforts are being made, as part of the Corporate Forward Planning Process, to ensure that the Board is provided with the information earlier in the cycle.

#### (ii) Executive Challenge

Following the decision taken last year to invite Executive Members to attend and discuss with the Board of key activities and priorities within their portfolio.

**Agreed** - to continue to invite Executive portfolio holders to attend the Board on a rota basis during this municipal year.

#### (iii) Resources

Noted that that following the decision to roll forward monies to support scrutiny, a sum of up to £70,000 is available, in addition to which the additional extra staff resources in Democratic Services will shortly be available to support Councillors in scrutiny work.

**(iv) Proposed changes in the ways Scrutiny works**

By minute 70 February 2008, we were reminded of the implications of legislation in respect of scrutiny responsibilities in relation to the proposed Community Call for Action (CCFA), scrutiny the Local Area Agreements (LAA) and the crime and disorder agenda which will see the establishment of standing scrutiny panel this year.

The Board was mindful that the key challenge of the new legislation is increased engagement with the community and focusing on issues which will make a real difference to them. Further reports will come forward on these matters as details are released through Regulation.

**(v) Training**

The Board agreed that training to refresh and update knowledge that would improve Councillors capacity and effectiveness in scrutiny issues should be offered.

**5. Health Scrutiny Panel Annual Report 2007-2008**

Councillor Mrs West, the Lead Member of Health Scrutiny Panel presented a report on the work of the Panel over the past twelve months. In noting the programme of work undertaken the Board were particularly mindful of the growing pan London health agenda and the increase workloads that this is creating.

In respect of the local health agenda the Board:

- (i) Noted the closure of Oldchurch Hospital and opening of Queens Hospital had resulted in a dramatic fall in infection rates (e.g. MRSA) and as a consequence the Panel decided not to scrutinise the matter at this time but to continue to monitor the trends.
- (ii) Noted the Panel will consider the potential for establishing a cross-borough scrutiny of Queens Hospital looking at a range of issues that were highlighted in the public consultation exercise conducted earlier in the year around possible health scrutiny topics. The Panel will be looking a reviewing the consultation results to inform its work programme in the coming year.

**6. Appointment of Members to the Health Scrutiny Panel 2008/09**

**Agreed** the membership as follows for the 2008/09 municipal year:

Councillors Mrs West (Lead Member), Ms Carpenter, Denyer, Fani, Mrs Hunt and Mrs Flint.

**7. Council's Use of Consultants: Report from Informal Scrutiny Panel**

Councillor White, Lead Member presented the findings of the informal scrutiny on the Use of Consultants by the Council. The Head of Strategic Finance and Audit assisted in clarifying a number of issues

**Agreed** to support the recommendations and in doing so noted that –

- (i) The presumption should be that consultants or agency staff should not be used to do things that can be done by Council staff, or where permanent staff could be employed or trained to undertake the work instead. Consultants should only be used to respond to specific problems; and generally should be fixed term.
- (ii) The protocols, management guidelines and procurement routes and standard contract laid down in the report and Appendices A and C for commissioning and monitoring consultants will in future be followed as good practice.
- (iii) All Departments will maintain a comprehensive Register of Consultants, which the Procurement or Audit teams will regularly review to ensure that compliance, economies of scale and value for money are being achieved.

We have asked the Divisional Director of Corporate Finance to report back to our June 2009 meeting on how the work of the informal panel has benefited the management of consultants within the Council.

(Part of this item was considered after a resolution had been passed to exclude the public and press from the meeting in view of the confidential nature of the information contained in Appendix B to this report.)

## **8. Leasehold Management Scrutiny Panel: 6 Monthly Progress Report**

Received a report from the Corporate Director of Customer Services and noted the actions arising from the Leasehold Management Scrutiny Panel visit to Greenwich in 2006 have been completed. As the Action Plan has been delivered, a further improvement plan is in place and being monitored to ensure the service continues on its path to achieving the Audit Commissions criteria for excellence.

## **9. Scrutiny Panels Update**

Received an update on progress of the various Scrutiny Panels

- **The Children's Trust**  
The panel is due to present its findings to the Board in July 2008.
- **Facilities and Activities for children and Young People**  
A progress report will be presented to the Board in September 2008 and noted the membership is now Councillors White (Lead Member), Hemmett, Mrs Hunt, W Northover, Poulton and L Waker.
- **Places of Religious Worship and Community Spaces Policy**  
There had been a considerable number of interviews with individuals and interested groups as well as evidence presented by witnesses and therefore the Board agreed to receive the findings of the Panel in September.2008.

The Board requested details be provided at its next meeting of attendance at panels over the last municipal year, in order that it can consider and review membership appointments to panels for the coming year.

**10. Forward Plan: June 2008 Edition**

Received the April 2008 edition of the Council's Forward Plan and requested further information for all Board Members on the Dagenham Park Change of Status.

**SCRUTINY MANAGEMENT BOARD  
8 JULY 2008**

**THE EXECUTIVE  
9 SEPTEMBER 2008**

**THE ASSEMBLY  
8 OCTOBER 2008**

**REPORT OF THE CHILDREN'S TRUST SCRUTINY PANEL**

<b>CHILDREN'S TRUST SCRUTINY PANEL - DRAFT FINAL REPORT</b>	<b>FOR DECISION</b>
<p><b>Summary</b></p> <p>The Panel began its work in January 2008 and conducted a very thorough analysis of the current work and operations of the Trust as well as taking advice from the Head of Commissioning Children's Services in Tower Hamlets, which is a pathfinder Borough on integrated joint commissioning. Interviews were also held with Trust partners across the spectrum and these helped the Panel reach a balanced view on the Trust's strengths, weaknesses and potential areas for future development.</p> <p>The Panel recognised the notable achievements of the Trust since its inception in April 2006 and has made a total of 20 recommendations that are intended to help build on this platform. These recommendations cover issues such as the need for the Trust to have a greater focus on performance management and monitoring, improved forward planning based on the key priorities within the Children and Young People's Plan (CYPP) and the Local Area Agreement (LAA), strengthening of the role of the voluntary sector and proposals to help develop the new integrated joint planning and commissioning culture across the Partnership. It is also proposed that scrutiny of the Trust is formalised through regular reporting to the Scrutiny Management Board on performance and progress issues and the creation of ad hoc Panels to examine, in detail, specific problems or underachieving areas.</p> <p>The specific recommendations of the Scrutiny Panel, in light of its investigations and representations received, are as follows:</p> <p><b>Children's Trust meetings</b></p> <ol style="list-style-type: none"> <li>(1) The Children's Trust institute a Forward Plan and work programme for Trust meetings that clearly relate to Partnership priorities set out in the Children and Young People's Plan which informs the Local Area Agreement</li> <li>(2) There is a standing item on performance management at each meeting of the Children's Trust that focuses on a number of key areas relating to Local Area Agreement priorities and the Children's Trust work programme, and draws on up-to-date performance information, clearly analysed and compared to local and national targets</li> </ol>	

- (3) The Children's Trust look to reduce the size of the agenda for their meetings and the amount of paperwork sent to Trust members; possibly through greater use of electronic access to background documents
- (4) The Children's Trust should facilitate additional in-depth work on problem areas through, for example, ad hoc planning days and/or preparatory work by sub-groups

### **Role of the Voluntary Sector**

- (5) The management processes of the Children's Trust to be reviewed, including the timing and location of meetings and the provision of dedicated support to enable the voluntary sector's participation as equal partners
- (6) The Children's Trust ensures that the strengths of the voluntary sector are fully utilised, particularly in analysing need and providing valuable information from the grass-roots level

### **Integrated Joint Planning and Commissioning**

- (7) Staff capacity to deliver the new integrated joint planning and commissioning culture across the Partnership is reviewed and, if necessary, resources are identified across the Partnership to increase staffing in this area
- (8) A vision statement for joint planning and commissioning across the Partnership is developed, recognising the different cultures in the Partnership and the different commissioning styles that may be required
- (9) A realistic work-programme to implement integrated joint planning and commissioning is developed
- (10) The new structure for the Children's Trust and the new focus on performance management is implemented
- (11) The locality structure, including the re-organisation of staff teams, the devolving of budgets and the provision of locality based services, is integrated with the Council's Neighbourhood management structure
- (12) Locality Partnership Commissioning Teams be established, which are made up of local professionals, to assess locality needs and set commissioning priorities for each area
- (13) The Common Assessment Framework be established consistently across all services for children and young people in the Borough, and the electronic sharing of information through Contact Point be fully implemented in accordance with national timescales
- (14) The participation of children, young people and their families in planning and commissioning of services should both continue and increase
- (15) Priority is given to resolving potential funding issues such as realigning budgets to preventative services whilst ensuring that the capacity to respond to acute needs is retained



(16) A programme of work-force development for Partnership staff is planned and implemented, including the voluntary and private sectors, to support integrated joint planning and commissioning and ensuring that the training is sensitive to the particular needs of different groups and the timetabling requirements of schools

**Children and young people with learning difficulties and disabilities**

(17) Evidence regarding the impact of service improvements on the outcomes for children and young people with learning difficulties and disabilities, including the transition to adulthood, be collated.

**Every Child Matters**

(18) The contribution of partners to each of the five outcomes be improved by promoting closer working partnerships (e.g. between schools and the voluntary sector, for instance, in connection with ‘make a positive contribution’), and the sharing of information (e.g. to enable the Police to signpost children and young people to services and opportunities)

**Role of Councillors**

(19) Officers report on a regular basis to the Scrutiny Management Board on the performance and progress of the Children and Young People’s Plan and Local Area Agreement priorities

(20) Scrutiny Management Board consider establishing ad hoc Scrutiny Panels to examine, in depth, any problem or underachieving areas within the Children’s Trust.

**Recommendation**

The Scrutiny Management Board is asked to *note the report of the Children’s Trust Scrutiny Panel and, if appropriate, give advice or comment prior to finalisation and formal presentation to the Assembly..*

**Reason**

To improve the performance management and accountability of the Children’s Trust, to increase participation by both member organisations and service users so that service provision continues to improve and respond to local needs.

<p><b>Lead Member:</b> Councillor Evelyn Carpenter</p>	<p>Lead Member</p>	<p>Tel: 020 8591 7604</p>
<p>Margaret Sampson</p>	<p>Democratic Services Officer</p>	<p>Tel: 020 8227 2352 Fax: 020 8227 2171 Minicom: 020 8227 2685 E-mail: Margaret.sampson@lbbd.gov.uk</p>

## **1 Introduction**

- 1.1 The Joint Area Review (JAR) assessment of Children's Services in 2007 was disappointing. One recommendation was that the Council should ensure that members have sufficient time to effectively scrutinise children's services and the wider Children's Trust.
- 1.2 Therefore, a Scrutiny Panel was set up in January 2008 by the Scrutiny Management Board to review the work of the Children's Trust.

## **2. Membership**

- 2.1 The membership of the Scrutiny Panel comprised Councillor Evelyn Carpenter (Lead Member), Councillor Mrs Dee Hunt, Councillor Miss Nadine Smith, and Councillor Richard Barnbrook. Councillor Barnbrook was unable to attend, and resigned because of pressure of work. Miss Jill Pullen, Non-Executive Director of Barking and Dagenham Primary Care Trust and Mrs Lynda Rice, Parent Governor representative, were also appointed to the Scrutiny Panel.
- 2.2 The Independent Scrutiny Support Officer was Bruce Morris, Head of Adult Care Services, and the Lead Client Officer was Meena Kishinani, Head of Children's Policy and Trust Commissioning. The Democratic Support Officers were John Dawe and Margaret Sampson.

## **3 Terms of Reference and Objectives**

- 3.1 The terms of reference of the Panel were:
- (i) To review the Children's Trust in its early stages, with particular emphasis on: how the Trust is working; the contributions and views of all partners; and what needs to be done for the Trust to work more effectively.
  - (ii) To review progress in producing an integrated commissioning strategy, leading to the establishment of a commissioning process that provided a better service to children and young people.
  - (iii) To examine the role of councillors in the Children's Trust.
  - (iv) To monitor the Joint Area Review action plan and the Children and Young People's Plan, with particular regard to children with learning difficulties and disabled children.
  - (v) To ensure that the processes operated by the Local Children's Safeguarding Board are effective and reflect best practice.
  - (vi) Like all Scrutiny Panels, to consider any related equalities and diversity and health implications.

## 4 Background

4.1 The Scrutiny Panel agreed a work-programme at its first meeting setting out the methods of scrutiny and types of evidence that Members wished to consider. The methods of scrutiny included:

- presentations by officers and an external expert from another local authority
- interviews with a representative selection of Children's Trust partners either in Scrutiny Panel meetings, or (because of time constraints) by the Lead Member and Democratic Services Officer outside Panel meetings
- reports by Children's Services officers and Democratic Services officers on areas being scrutinised
- research of relevant documents from, for example, Children's Services, OFSTED, and the Department for Children, Schools and Families
- seeking clarification at meetings of the Scrutiny Management Board on 20 February 2008 and 26 March 2008 on reports relevant to the work of the Scrutiny Panel.

4.2 The Scrutiny Panel agreed questions in advance to ask Children's Trust partners (see **Appendix 1**), the external expert on commissioning from another Local Authority (see **Appendix 2**), and in connection with the Joint Area Review Action Plan (see Appendix 2). These were emailed to interviewees and officers in advance of meetings.

4.3 To help ensure accuracy, and to identify the key issues:

- full interview notes and notes of presentations were prepared
- draft notes were distributed to interviewees and officers for amendment - most interviewees took advantage of this
- there was the opportunity to glean evidence on the same issue from a variety of sources.

4.4 In line with best practice, the Scrutiny Panel sought external advice about an issue identified by the Corporate Director for particular scrutiny - the integrated joint commissioning of children's services. Karen Badgery, Head of Commissioning Children's Services in Tower Hamlets, gave a presentation to the Scrutiny Panel about progress in one of the Children's Trust national pathfinders.

4.5 In addition, a selection of Children's Trust partners were interviewed and the list of presentations and reports considered by the Scrutiny Panel are set out in **Appendix 3**. A full list of all the documentation presented to the Scrutiny Panel for consideration is set out in **Appendix 4**.

## 5. The Children's Trust

5.1 The Children's Trust was established in April 2006. The Corporate Director of Children's Services and the Lead Member have a statutory role for the welfare and well-being for all aspects of children's lives and this remit is expressed in structural and governance terms through the Children's Trust which brings together all the relevant partners from schools, Council services, the Police, Primary Care Trust (PCT), Learning Skills Council (LSC), and the voluntary sector.

- 5.2 The Scrutiny Panel looked at how well the Children's Trust was working and what had been achieved since its inception. The Panel also investigated whether there were areas of weakness.
- 5.3 There was evidence that the Children's Trust has started to create relationships and break down barriers between individual services. This was felt to be new ground for most of the partners because, previously, contact had been ad hoc. The Children's Trust enabled partners to discuss the same strategic issues, forge relationships in doing so and, thus, lead to a growing understanding of each others' sectors.
- 5.4 The networking and informal processes have also led to new joint working. For example, the PCT are funding a multi-organisation project involving the voluntary sector and Leisure Services to combat children's obesity.
- 5.5 Other notable achievements attributed to the Children's Trust even at this early stage include:
- the reduction in number of those Not in Education, Employment or Training (NEETS) arising from a new focus on prevention earlier in secondary schools, and the development of a screening model for children in the early years
  - stronger links between the Police and secondary schools
  - making young people central to decision-making, and finding new ways to engage them in decision-making.
- 5.6 However, areas of weakness included:
- the lack of a robust focus on clear priorities relating to the outcomes of Every Child Matters and the Local Area Agreement (LAA).
  - the lack of up-to-date performance information, clearly analysed and compared to local and national targets on 3 or 4 key areas at each meeting
  - the need 'to become operationally nimble' and drive down the good partnership working at the strategic level to the middle management operational level
  - meetings with large agendas and copious paper-work delivered at short notice
  - insufficient time for in-depth planning
- 5.7 Work is in hand to resolve these problems and a simpler structure for the Children's Trust is proposed. The strategic body will focus on performance management with operational sub-groups dealing with, for example, school improvement, integrated youth services, and learning difficulties and disabilities to focus on specific areas of service provision.
- 5.8 At the grass-roots level, services will be organised in 6 localities aimed at helping middle managers focus on intractable problems. Services will use the Common Assessment Framework and share information electronically through Contact Point.
- 6. Financial pressures**
- 6.1 There was a general impression that financial pressures were not unduly constraining the Children's Trust. It was suggested, in fact, that the Borough was awash with different initiatives and funding streams which were putting additional pressure on partners.

6.2 Moreover, the PCT has been in a good position to support Children's Trust priorities because of an under-spend in 2007/ 2008.

6.3 There was a general view that hard decisions needed to be made to re-allocate resources, particularly to meet the needs of young people and to deal with anti-social behaviour.

## **7. Role of the voluntary sector**

7.1 There was evidence that the Children's Trust needed to do more to facilitate the contribution of the voluntary sector to partnership working. More could be done to empower and improve the contribution of the voluntary sector and make use of valuable data gleaned by them at the local level.

7.2 Unlike other Children's Trust partners who were senior managers in their organisations, voluntary sector representatives were usually front-line workers: the Children's Trust needed to take account of this difference.

7.3 The voluntary sector representatives did not feel equal partners in the Children's Trust partly because of the formality of meetings held in the Council Chamber at Barking Town Hall where the seating arrangements, for example, are hierarchical. Like other Children Trust partners, they found it hard to cope with large agenda and copious paper-work delivered only a few days before meetings. They were also concerned about the impact of commissioning on their budgets.

7.4 This was an area explored with Karen Badgery, Head of Commissioning Children's Services in Tower Hamlets. She spoke about the difficulties of embedding the new commissioning culture in the voluntary sector in Tower Hamlets. Capacity building to enable voluntary sector services to tender for work had been an important priority yet it had remained difficult for the voluntary sector to generate bids of sufficient quality. The voluntary sector was encouraged to join in consortia with both local and national organisations to make bids which could compete with national organisations.

7.5 Karen Badgery advised that, whilst the voluntary sector in Tower Hamlets had particular strengths in analysing need, commissioning decisions needed to be transparent to all. She considered that there were no specialist niche services which only the voluntary sector could offer.

## **8. Integrated joint planning and commissioning**

8.1 The Scrutiny Panel also investigated, in general, the new arrangements for the joint planning and commissioning of services for children and young people. Arrangements in Barking and Dagenham were compared with the London Borough of Tower Hamlets, one of the national Children's Trust Pathfinder.

8.2 Joint planning and commissioning is defined in Tower Hamlets as the process of assessing needs, allocating resources, defining priorities and choices and determining how they are best delivered, monitoring implementation and delivery, evaluating impact, and learning from the process. This is similar to the definition used in Barking and Dagenham.

8.3 In Tower Hamlets there are three levels of commissioning:

- strategic – the setting and development of services to children and young people
- operational – the process of procuring and developing services
- individual – the procurement of individual packages of care and education

Barking and Dagenham are moving in this direction but are currently concentrating on developments at the strategic level. Barking and Dagenham will also operate a locality structure to procure and develop services at the operational level.

8.4 The commissioning cycle in both Authorities is similar. In Tower Hamlets there is:

- a Commissioning Principles and Framework document establishing a shared vision for commissioning across the partnership. This was prepared in consultation with children and young people, statutory partners and third sector groups
- a commissioning unit responsible for the overall strategic direction of commissioning with some posts funded by the PCT
- an Access to Resources Team responsible for the procurement and management of placements. Social workers make referrals to this team who are then responsible for considering whether the future care plans, particularly those that involve residential placement, are necessary. The placement budget of £13 million has been halved as a result of the commissioning approach.

8.5 In Barking and Dagenham, the new Children's Trust structure incorporates a Joint Commissioning Board. There is a head of service post with the lead for joint commissioning, a group manager post and a small team of three commissioning officers. In recognition that the structure needs to be strengthened, grant funds will be sought to increase staff. Possibly, the PCT will assist.

8.6 Although an extensive needs analysis has been undertaken across the partnership and priorities agreed which underpin the Children and Young People's Plan and the LAA, further development is required to ensure the full implementation of the joint planning and commissioning of children's services in Barking and Dagenham. Further progress is needed on:

- preparing a vision statement for joint planning and commissioning across the partnership recognising the different cultures in the partnership, and different commissioning styles in the Council and PCT, for instance;
- implementing the new structure for the Children's Trust and the new focus on performance
- implementing the locality structure including the re-organisation of staff teams, the devolving of budgets, and the provision of services supported by the Council's neighbourhood management structure and others, as appropriate
- establishing Locality Commissioning Teams made up of local professionals who would assess locality needs and set commissioning priorities for each area
- implementing the Common Assessment Framework consistently across all services for children and young people in the Borough and fully implementing the electronic sharing of information through Contact Point

- increasing the participation of children, young people and their families in planning and commissioning services
- resolving funding allocations, such as shifting budgets to preventative services whilst retaining the capacity to respond to acute needs
- the planning and the implementing of work-force and market (private and voluntary sector) development to support all of the above which is sensitive to the particular needs of different groups and the timetable requirements of schools.

8.7 Such a substantial and complex cultural shift across a large partnership necessitating the multi-faceted work-programme outlined above requires sufficient staff resources to make progress. It is not clear that a head of service (with other wide-ranging responsibilities) with a group manager post assisted by a small team of three officers will be sufficient for the task.

## **9. Children and young people with learning difficulties and disabilities (LDD)**

9.1 The Scrutiny Panel received detailed information on the progress made in responding to the recommendations of the 2007 JAR and the supplementary papers listed in Appendix 4. The Panel paid particular attention to the improvement in services for children and young people with learning difficulties and disabilities (LDD). The JAR assessment had been critical, for example, of their employment and education opportunities, the integration of services for this group, consultation with children and young people with LDD, and their representation and participation in the youth forum.

9.2 The Divisional Director for Safeguarding and Rights explained to the Scrutiny Panel the role of the new strategic board for children and young people with learning difficulties and disabilities. The remit of the board is to oversee the implementation the JAR recommendations, improve understanding of LDD across partner agencies, and ensure that the voices of children and their families are reflected in decision making. The strategic board has established a Borough wide parents' board and specific sub-groups for speech and language, autism, behaviour, and a deaf task group. The Scrutiny Panel also learnt how a group of voluntary sector organisations had been commissioned by Children's Services to develop a youth parliament for disabled children and to undertake consultations with them: this was now in place and had proved a successful and popular forum.

9.3 The implementation of the JAR recommendations through an action plan is closely monitored. Scrutiny Management Board, for instance, on 26 March 2008 considered a report on 'Achieving Excellence 2007/2008 Quarter 3 ' which showed that 61% of the JAR actions were on track, 16% were making slower progress, 9% were not due yet, and 13% were completed. The recommendation, however, that specialist facilities are made available to children with LDD who are not pupils of Trinity School had not yet been achieved. This would be addressed by additional resources and building an additional special school through Building Schools for the Future.

9.4 Other future developments that have already been addressed include:

- the integration of all services from the Barking Children's Health Centre when opened
- the Transitions Team based in Adult Services to work with young people aged 14-16 during their transition to adulthood
- School Action and Action+ assessment would now be through the Common Assessment Framework to help identify all children with LDD
- the implementation of individual budgets using the Adult Services model
- a campaign to increase the participation of disabled children in the Every Child Matters agenda.

9.5 Nevertheless, the Scrutiny Panel was concerned to see more evidence of the impact of service improvements on the lives of children and young people with LDD, particularly at the transition stage to adulthood.

## **10. Children and Young People's Plan**

10.1 The Scrutiny Panel investigated whether, and how, the Children and Young People's Plan (CYPP) affected the work of partner organisations. Statutory and voluntary sector partners explained how they had contributed to the CYPP priorities and how the relevant sections of the plan were built into their own strategic and operational plans. There was plenty of evidence that this document was well embedded in the work of all the Partners.

10.2 The schools' representatives also reported that schools had regard to the CYPP plan: schools were aligned to it because they work to the same agenda.

## **11. Every Child Matters**

11.1 The Scrutiny Panel explored whether any of the five outcomes of 'Every Child Matters' (enjoy and achieve, be healthy, stay safe, make a positive contribution, enjoy economic well-being) were more difficult to achieve by the partnership. However, as the Children's Trust was at an early stage in its development, there was no clear evidence one way or the other.

11.2 Partners generally felt that they were making a greater or lesser contribution in all areas and had a part to play. The Police thought that the Children's Trust could be more demanding of its partners in this area and suggested that the Police could be involved in sign-posting in connection with the strand 'enjoy economic well-being'.

11.3 The primary schools' representative said that schools did not have the capacity to contribute to all strands. The secondary schools' representative felt that the outcome 'make a positive contribution' was more difficult to achieve for schools (though this was a strength of the voluntary sector).

11.4 The Corporate Director for Children's Services thought that the Children's Trust could do more to mesh contributions together.



## **12. Local Children Safeguarding Board**

- 12.1 The Scrutiny Panel was asked to consider the relationship between the Children's Trust and the Local Children Safeguarding Board. At the Scrutiny Management Board on 20 February 2008, it was reported that recommendations arising from Serious Case Reviews which had implications for the Children's Trust were communicated and monitored. The Chair of the Independent Local Children Safeguarding Board sits on the Children's Trust as a member and the LCSB is a standing item on the agenda of the Children's Trust for a brief update with a twice yearly formal report.
- 12.2 Responsibility for implementing Serious Case Reviews lies with the Local Children Safeguarding Board.

## **13. Role of Councillors**

- 13.1 To check best practice in other Authorities, a survey was carried out into the role of Councillors in the Children's Trust. Of the fourteen Authorities investigated, all had a framework for delivering children's services located within the Local Strategic Partnership structure. They had a children's trust or similar body with an operation and membership similar to Barking and Dagenham's. Many of the Authorities had a corresponding scrutiny function; some by operating individual scrutiny reviews of discrete areas, some by establishing standing scrutiny commissions on Children's Services. The portfolio holder was usually the only councillor involved in the children's trust or similar body.

### **Background Papers Used in the Preparation of this Report**

Background papers are listed in Appendix 4 to this report.

**Questions for Children's Trust partners**

1. What is your role in the Children's Trust?
2. Please tell us briefly about what has worked well in the Children's Trust from your perspective, and why? Please give just two examples of this.
3. What has worked less well in the Children's Trust from your perspective, and why? What are the areas that the Children's Trust needs to improve?
4. Supplementary question as necessary: Are financial pressures constraining the development of children and young people's services and, if so, what can be done about this by the Children's Trust?
5. How is data shared across the Children's Trust and how does it inform needs assessment and the commissioning of services?
6. In what ways has the well being of children in Barking and Dagenham been improved by the Children's Trust (recognising that measuring the effect of the Children's Trust at such an early stage presents difficulties)? Nevertheless, can you give us, say, 2 examples of significant developments that have resulted from the work of the Children's Trust?
7. How does the Children and Young People's Plan feed into and affect the work of your organisation? How do the strategic priorities set out in the Plan translate into deliverable operational objectives in your organisation, and how do you ensure that they are delivered?
8. 'Have any of the five outcomes in Every Child Matters (enjoy and achieve; be healthy; stay safe; make a positive contribution; enjoy economic wellbeing) been more difficult to achieve from your organisation's perspective, and what has been the easiest to achieve?'
9. Question for voluntary sector members: How do the voluntary sector representatives on the Children's Trust ensure that they adequately represent other voluntary sector groups?

**Questions for Tower Hamlets on joint commissioning of children and young people's services**

1. Is there agreement on a joint commissioning strategy and how is joint commissioning defined?
2. How is a culture for successful commissioning being developed?
3. What is the commissioning cycle?
4. How does the Children's Trust oversee and co-ordinate planning and commissioning activities and delivery of services, and ensure that they are simple and streamlined?
5. How does the commissioning and development of services take account of the views of young people and families?
6. Is there a Joint Commissioning Unit? Who leads the partnership to commission services; gather information about services; agrees what better services look like; writes contracts; monitors effective delivery of services?
7. Is there any evidence that services are being reviewed and redesigned as a result of the commissioning process?
8. What has been the impact of commissioning on the voluntary sector in Tower Hamlets?
9. What has the Year 1 Review of your Children and Young People's Plan highlighted for you?

**Questions on Joint Area Review (JAR) Action Plan?**

1. Has the Children's Trust addressed immediate action points arising from the JAR? Have there been delays and, if so, why?
2. How far has progress been made with the intermediate and long-term issues raised by the JAR?
3. How far advanced are the plans for children with disabilities? Have the weaknesses identified by the JAR been addressed or are there still areas of concern?

**List of interviews, meetings and presentations**

Children's Trust partners interviewed:

Councillor Jeanne Alexander, Lead Member for Children's Services  
Roger Luxton, Corporate Director of Children's Services  
Hilary Ayerst, Chief Executive Barking & Dagenham Primary Care Trust  
Superintendent Dave Reed, Deputy Borough Commander, Metropolitan Police  
Trevor Cook, Partnership Director for Barking and Dagenham and Havering, Learning and Skills Council  
Karen West-Whyllie, Chief Officer, Barking and Dagenham CIIL  
John Wainaina, Project Manager, African Youth League  
Gary Wilder, Primary Headteacher representative  
Roger Leighton, Secondary Headteacher representative

Reports and Minutes of the Scrutiny Panel meetings held on:

14 January 2008  
28 January 2008  
13 February 2008  
4 March 2008  
12 March 2008  
25 March 2008

Presentations to the Scrutiny Panel

Barking & Dagenham Children's Trust by Meena Kishinani, Head of Children's Policy and Commissioning

Barking & Dagenham Children's Trust Commissioning Strategy by Meena Kishinani, Head of Children's Policy and Commissioning

## Background papers used in the preparation of this report

Children's Workforce Development Council	Common Assessment Framework Fact Sheets ( <a href="http://www.everychildmatters.gov.uk">www.everychildmatters.gov.uk</a> ) October 2007.
Fox, Claire	Not all birds of a feather ( <a href="http://www.LocalGov.co.uk">www.LocalGov.co.uk</a> ) 21 February 2008
HM Government	Joint Planning and Commissioning framework for children, young people and maternity services. March 2006.
Improvement & Development Agency	Children's Services Scrutiny Toolkit ( <a href="http://www.idea.gov.uk">www.idea.gov.uk</a> )
London Borough Tower Hamlets	Children's Trust Pathfinder: Commissioning Principles and Framework ( <a href="http://www.everychildmatters.gov.uk">www.everychildmatters.gov.uk</a> ) March 2005.
London Borough Tower Hamlets	How to Develop and Embed a Framework for Commissioning Principles across Partner Agencies ( <a href="http://www.everychildmatters.gov.uk">www.everychildmatters.gov.uk</a> ) February 2007.
Maxwell, Nicolas	Service User Involvement in Tendering (Ch. 3 'Commissioning with Service Users and Carers') ( <a href="http://www.integratedcarenetwork.gov.uk">www.integratedcarenetwork.gov.uk</a> ) May 2006.
National Youth Agency	Hear by Right – Children and Young People's Trusts and Local Authority decision making ( <a href="http://www.hbr.nya.org.uk">www.hbr.nya.org.uk</a> )
OFSTED/ CSCI	2006 Annual performance assessment of services for children and young people in Barking and Dagenham. 1 November 2006
OFSTED	Barking & Dagenham: Joint Area Review of Children's Services. June 2007.
OFSTED	Barking & Dagenham: Joint Area Review of Children's Services. June 2007.
Smyth, Judith	Integrated Commissioning for Children's Services ( <a href="http://www.opm.co.uk/2006_pubs/44comm.htm">www.opm.co.uk/2006_pubs/44comm.htm</a> )
Whyte, David	Partnership: the new challenges for Local Government (Ch.4 'Working with Service Providers') ( <a href="http://www.integratedcarenetwork.gov.uk">www.integratedcarenetwork.gov.uk</a> ) July 2006.

**LB Barking and Dagenham background documents:**

Analysis of 2006/07 Permanent and Fixed Exclusions

Analysis of L2 and L3 qualifications at the age of 19: 2006/07

Barking and Dagenham Inclusion Statement

Children's Trust: agenda and reports. 15 January 2008

Children's Trust: structure

Children and Young People's Plan 2006-2009: a summary

Children and Young People's Plan 2006-2009: one year on

Integrated Services for Young People (ISYP): Governance Structure

Joint Area Review Action Plan 2007

Learning Difficulties and Disabilities: Background and Current Position.  
2 October 2007

Learning Difficulties and Disabilities: Notes/Outline for LDD Board

Learning Difficulties and Disabilities: Board Terms of Reference. August 2007

Learning Difficulties and Disabilities Board: Engagement and Communication.  
31 January 2008

Strategic Review of services for disabled children. 7 August 2006

**SCRUTINY MANAGEMENT BOARD**

8 JULY 2008

**REPORT OF THE CORPORATE DIRECTOR OF RESOURCES**

<b>TITLE: SCRUTINY PANELS UPDATE</b>	<b>FOR DECISION / INFORMATION</b>
<p>The Scrutiny Management Board (SMB) appoints scrutiny panels having regard to resources.</p> <p>Members of the Executive, Chair of the Assembly and Chair of the Scrutiny Management Board are excluded from membership of Scrutiny Panels. The Constitution lays down the membership limits for panels as six Councillors. In addition, Scrutiny Panels can co-opt non-councillors to join a Panel but such co-optees cannot have voting rights unless they are a statutory co-opted member for education related matters.</p> <p>Set out below is the position regarding current and completed and / or ongoing scrutiny panels.</p> <p>On the 4 June the Board requested details of attendance at panels. Details of attendance at Current Scrutiny Panels – meetings between 1 May 2007 and 1 July 2008 are attached as <b>Appendix A</b>.</p>	<p><b>Contact:</b> Tina Robinson</p> <p><b>Title:</b> Democratic Services Officer</p> <p><b>Contact Details:</b> Telephone: 020 8227 33285 Fax: 020 8227 2279 E-mail: <a href="mailto:tina.robinson@lbbd.gov.uk">tina.robinson@lbbd.gov.uk</a></p>

**CURRENT**

<b>Scrutiny Panel</b>	<b>Councillors, including former Councillors where appropriate</b>	<b>Lead Client Officer Independent Scrutiny Support Officer(s)</b>	<b>Current Position</b>	<b>Expected Date to Report</b>
Barking and Dagenham Health	Mrs West (Lead Member) Ms Carpenter Denyer Fani	Matthew Cole (Director of Public Health) Joe Coogan, Head of Adult Commissioning, Adult &	Standing Panel	Presented Annual Report, to SMB on 4 June 2008.

	Mrs Flint Mrs Hunt External Representative: none	Community Services  Christine Pryor, Head of Shared Services and Engagement, (Children's Services)		
The Children's Trust	Councillor Carpenter (Lead Member) Councillor Barnbrook (resigned) Councillor Mrs D Hunt Councillor Nadine Smith  <b>3 vacancies</b>  <b>External Representatives – Lynda Rice and Jill Pullen</b>	<b>Lead Service Officer:</b> Meena Kishinani, Head of Children's Policy and Trust Commissioning  <b>Independent Scrutiny Support Officer:</b> Bruce Morris, Head of Adult Care Services	Seven meetings have been held and interviews with Children's Trust partner organisations have taken place. The Panel received a presentation from LB Tower Hamlets at their meeting held on 4 March.  The final draft report of the Panel was considered on 21 May 2008, and subject to minor amendments etc it will be reported to the Board as scheduled in July 2008.	Final report due July 2008
Facilities and Activities for Children and Young People	Councillor Barnbrook (resigned) Councillor Hemmett Councillor Hunt Councillor L Waker (new) Councillor White Councillor W Northover (new) Councillor Poulton (new)  <b>External Representatives – Sharon Benson and Maggie Mitchell</b>	<b>Lead Service Officer:</b> Christine Pryor, Head of Shared Services and Engagement  <b>Independent Scrutiny Support Officer:</b> Guy Swindle, Interim Head of Communication and Partnership	Two meetings were held on 15 January and 11 February 2008 both of which were inquorate. The planned meeting for 10 March 2008 was cancelled as only the Lead Member was available.  The impending GLA elections further reduced the time to pursue the work programme.  New members have recently	Progress report due September 2008



<p>Places of Religious Worship and Associated Community Space Policy</p>	<p>Councillor McDermott (Lead Member)  Councillor Bailey  Councillor N Gill  Councillor W W Northover  Councillor Rustem  Councillor White</p> <p><b>External Representatives –  Major Nigel Schultz and  Francis Jones</b></p>	<p><b>Lead Service Officer:</b>  Heather Wills, Head of Community Services Libraries and Heritage</p> <p><b>Independent Scrutiny Support Officer:</b> Christine Shepherd, former Head of Human Resources</p>	<p>been identified to join the panel and a programme of meetings is being drawn up with panel members.</p>	<p>Final Draft Report due September 2008</p>
<p>Six meetings have now taken place including two in religious centres, Salvation Army Citadel, Singh Sabha Gurdwara and Al Madina Mosque.  A forward plan was produced setting timescales for receiving a number of identified reports and witnesses to support the panel's terms of reference. Due to the number of witnesses presenting evidence to the panel an extension of time was granted for the Final report to be presented to the Board in September 2008</p>				

**SUGGESTED FUTURE SCRUTINY PANELS (as and when current scrutiny panels complete their tasks and subject to any other more pressing scrutinies required in the meantime)**

**Voluntary and Community Sector** (Scrutiny Management Board 14 December 2005 – to be considered after completion of Compact Action Plan and consideration of funding issues)

**Equalities and Diversity** (Scrutiny Management Board - 8 February 2006)

- (a) the Council's corporate policy, practice and service delivery with respect to travellers and gypsies (agreed to wait until after implementation 2007/08)
- (b) the Council's progress on improving accessibility, implementing the Social Model and promoting disability rights – scoping report submitted to the Board by the Head of Community Services, Libraries and Heritage on 26 September 2007 – establishment of a Scrutiny Panel deferred until a future date
- (c) the corporate and departmental implementation of the 12 key areas in the Lesbian, Gay, Bi-sexual and Transgender (LGBT) Statement of Intent – scoping report submitted to the Board by the Group Manager – Equalities and Diversity on 17 October 2007 – establishment of a Scrutiny Panel deferred until a future date.

**Informal Scrutiny on Staff training aspects of HR** – issues around relevant training for jobs, corporate training team and possible savings (Councillor Phil Waker – suggestion made 28 March 2007). Scoping report to be submitted in 2008 once the review of HR services has been completed and revised structures are in place.

**Revenues and Benefits** (Scrutiny Management Board – 1 August 2007) – issues raised by Members relating to correspondence and the work of bailiffs. Initial informal discussions to be undertaken by the Deputy Chair of the Board to clarify issues and the matter then brought back to a future SMB meeting.

**School Admissions** (Scrutiny Management Board – 1 August 2007) – issues raised by Members about the operation of this section. Initial informal discussion to be undertaken by the Deputy Chair of the Board to clarify issues and the matter then brought back to a future SMB meeting.

**Learning and Skills Council** (Councillor Phil Waker - Scrutiny Management Board – 17 October 2007) – terms of reference to be developed

**Housing Supply** (Councillor Phil Waker – Scrutiny Management Board – 17 October 2007) – terms of reference to be developed

<b>COMPLETED SCRUTINY PANELS</b>	<b>Status</b>	<b>Date</b>	
Mayor, Members' and Fleet Transport	Completed	November 2001	
Flood Defence	Completed	April 2002	
Stour Road Accommodation (Finance)	Completed	August 2002	
Traffic Calming	Completed	March 2003	
Scheme of Delegation	Completed	May 2003	
Housing Associations	Completed	November 2003	
Health and Social Care Partnership Arrangements	Completed	January 2004	
Education of Looked After Children	Completed	March 2004	
Erkenwald Centre Development Scrutiny Panel	Completed	March 2004	
School Inspection Reports	Completed	March 2004	
Leisure Facilities	Completed	April 2004	
Equal Opportunities in Employment	Completed	September 2004	
Marketing of Shops	Completed	November 2004	
Tenancy Succession and Benefits Issues	Completed	January 2005	
Anti-Social Behaviour Scrutiny Report	Completed	May 2005	
Budget Process	Completed	May 2005	
Community Consultation	Completed	February 2006	
Leasehold Management Scrutiny Panel	Completed	December 2006	six month progress report presented June 2008
The Adult Education 60+ Scrutiny Panel	Completed	May 2007	

**INFORMAL SCRUTINIES, membership includes former Councillors where appropriate**  
**Current**

	<b>Status</b>	<b>Date Completed</b>	<b>Councillors</b>	<b>Awaiting scoping report</b>
Delivery of Decent Homes (formerly Kitchen and Electrical Installation Programme)	<b>To be confirmed</b>	-	Barns, Denyer and Mrs West	<b>Awaiting scoping report</b>
Energy Savings	<b>To be confirmed</b>	-	Carroll (Lead Member) on Executive Mrs Baillie (resigned)	<b>Awaiting scoping report</b> membership to be reconsidered.
<b>Completed</b>				
SS Agency/Voluntary Care Providers Contracts	Completed	June 2005	Mrs Conyard, Mrs Flint and Mrs Hunt	
Community Housing Partnerships	Completed	August 2005	Mrs Hunt, Miss Smith and Mrs West	
Housing Benefits	Completed	September 2005	Mrs Flint, Thomas and Mrs Twomey	
Use of Agency Staff	Completed	November 2006	Thomas and Mrs Twomey	
Print Section	Completed	November 2006	Little, O'Brien and Northover	
Meals on Wheels	Completed	Sept 2007	Barns, Denyer and Mrs M West	
Borough's Use of Consultants	Completed	June 2008	White (Lead Member), Buckley, Denyer, Mrs Flint and McDermott	

**Background papers:**

- Minutes of the Board.
- Political Structure – Scrutiny and final reports can be viewed at: <http://www.lbbd.gov.uk/9-council/political-structure/political-structure-scrutiny.html>



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## Current Scrutiny Panels – Meetings between 1 May 2007 to 1 July 2008

### Children's Trust Scrutiny Panel

Member	Attendances
<u>Councillor R J Barnbrook</u> (resigned from panel Feb 08)	0
<u>Councillor Ms E Carpenter</u> (Lead Member)	7
<u>Councillor Mrs D Hunt</u> (Deputy Mayor 2007/2008)	3
<u>Councillor Miss N E Smith</u>	6
7 Meetings listed, none of which were cancelled (maximum attendance 7 meetings)	
14/01/2008	
28/01/2008	
13/02/2008	
04/03/2008	
12/03/2008	
25/03/2008	
21/05/2008	

### Facilities and Activities for Children and Young People Scrutiny Panel

Member	Attendances
<u>Councillor R J Barnbrook</u> (resigned from panel Feb 08)	0
<u>Councillor D Hemmett</u>	0
<u>Councillor Mrs D Hunt</u> (Deputy Mayor 2007/2008)	2
Councillor W Northover (new to panel May 08)	
Councillor Poulton (new) (new to panel May 08)	
<u>Councillor L R Waker</u> (new to panel May 08)	0
<u>Councillor J R White</u>	2
3 Meetings listed, one of which was cancelled (maximum attendance 2 meetings, both of which were inquorate)	
15/01/2008	
11/02/2008	
10/03/2008 (Cancelled)	

## Health Scrutiny Panel

Member	Attendances
<u>Councillor Ms E Carpenter</u>	8
<u>Councillor J R Denyer</u>	9
<u>Councillor M A R Fani</u>	7
<u>Councillor Mrs K J Flint</u>	5
<u>Councillor Mrs D Hunt (Deputy Mayor 2007/2008)</u>	3
<u>Councillor Mrs M M West (Lead Member)</u>	10

13 Meetings listed, three of which were cancelled  
(maximum attendance 10 meetings)

13/06/2007 (cancelled)

11/07/2007

15/08/2007

12/09/2007

10/10/2007

14/11/2007

12/12/2007

16/01/2008

13/02/2008

19/03/2008

10/04/2008

23/04/2008 (cancelled)

11/06/2008 (cancelled)



## Places of Religious Worship and Associated Community Space Policy Scrutiny Panel

Member	Attendances
<u>Councillor R W Bailey</u>	5
<u>Councillor N S S Gill</u>	6
<u>Councillor J E McDermott</u> (Lead Member)	6
<u>Councillor W W Northover</u>	5
<u>Councillor L Rustem</u>	4
<u>Councillor J R White</u>	6

Although not members of the panel Cllrs S Gill attended three meetings and Cllr P Waker also attended once.

7 Meetings listed, one of which was cancelled  
(maximum attendance 6 meetings)

21/01/2008

20/02/2008

06/03/2008

12/03/2008

06/05/2008

28/05/2008

09/06/2008 (cancelled)

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**SCRUTINY MANAGEMENT BOARD**

**8 JULY 2008**

**REPORT OF THE CORPORATE DIRECTOR OF RESOURCES**

<b>The Forward Plan</b>		<b>For Information</b>
<p><b>Summary:</b></p> <p>This report presents the July 2008 edition of the Council's Forward Plan. The Plan provides information on future Council decisions and its main purpose is to give the community an opportunity to comment on these decisions before they are taken.</p> <p>Councils are required to publish a monthly Forward Plan containing available details of all "Key Decisions" they are aware will be taken during the forthcoming four month period. The term "Key Decision" is explained in the Forward Plan. Barking and Dagenham's Forward Plan lists all known decisions that will be required, not just "Key Decisions".</p> <p>The Board receives the Plan at its monthly meeting as part of its role in ensuring that Key Decisions are taken in accordance with the Constitution.</p>		
<p><b>Contact Officer:</b> Tina Robinson</p>	<p><b>Title:</b> Democratic Services Officer</p>	<p><b>Contact Details:</b> Tel: 020 8227 3285 Fax: 020 8227 2171 Textphone: 020 8227 2685 E-mail: <a href="mailto:tina.robinson@lbbd.gov.uk">tina.robinson@lbbd.gov.uk</a></p>

**Background papers:**

The Forward Plan

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# **FORWARD PLAN**

July 2008 Edition

Commencement Date: 01 July 2008

## 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 reception desk at the Civic Centre, Dagenham. It is also available on the Council's website ([www.lbbd.gov.uk](http://www.lbbd.gov.uk)) and directly via the link: <http://www.barking-dagenham.gov.uk/9-democracy/forward-plan/forward-plan-main.html>.

The Plan will be published on the following dates during the 2008 / 2009 Council year:

Edition	Publication date
July 2008 edition	17 June 2008
August 2008 edition	18 July 2008
September 2008 edition	15 August 2008
October 2008 edition	16 September 2008
November 2008 edition	17 October 2008
December 2008 edition	14 November 2008
January 2009 edition	18 December 2008
February 2009 edition	17 January 2009
March 2009 edition	15 February 2009
April 2009 edition	17 March 2009
May 2009 edition	16 April 2009

## 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

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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. However, 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 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 matter 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.

Pat Brown  
Democratic Services  
Room 191  
Civic Centre  
Dagenham  
RM10 7BN

Tel: 020 8227 3271  
Fax: 020 8227 2171  
Minicom: 020 8227 2685  
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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. 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, either by clicking on <http://moderngov.barking-dagenham.gov.uk/ieListMeetings.asp?PageNo=2&Year=2008&CommitteelD=180&J=2> (for items to be considered by the Executive) and <http://moderngov.barking-dagenham.gov.uk/ieListMeetings.asp?XXR=0&Year=2008&CId=179> (for items to be considered by the Assembly), or by telephoning Alan Dawson, Democratic Services Team Manager, on 020 8227 2348.

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

CE	=	Chief Executive
CDACS	=	Corporate Director of Adult and Community Services
CDChS	=	Corporate Director of Children's Services
CDCuS	=	Corporate Director of Customer Services
CDRes	=	Corporate Director of Resources
CDReg	=	Corporate Director of Regeneration
DDCorpFin	=	Divisional Director of Corporate Finance

Columns 3 and 4 provide information available at the time the Plan was published. This information includes, 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)

**MEETING DATES 2008 / 2009**

<b>Executive</b> <b>(commencing at 7.00pm at the Civic Centre, Dagenham except where stated)</b>
15 July 2008
12 August 2008 at 3.00pm
9 September 2008
30 September 2008
14 October 2008
4 November 2008
18 November 2008
2 December 2008
16 December 2008 at 3.00pm
20 January 2009
3 February 2009
17 February 2009
10 March 2009
24 March 2009
21 April 2009
6 May 2009
19 May 2009
2 June 2009
16 June 2009

<b>Assembly</b> <b>(commencing at 7.00pm at the Town Hall, Barking)</b>
23 July 2008
3 September 2008
8 October 2008
10 December 2008
14 January 2009
4 March 2009
1 April 2009
13 May 2009
24 June 2009

Decision taker/ Estimated date	Subject Matter (relevant Chief Officer)  Nature of Decision  <i>Additional documents to be submitted</i>	Consultees	Consultation Process	Wards Directly Affected by the Proposals
<b>Executive: 15.7.08</b>	'Achieving Excellence' - 4th Quarter (January to March 2008) (CDRes)  This report will present the key performance information for the Council for the final quarter of 2007/08, together with areas for future focus, proposals for further service improvements and progress against previously agreed actions  The Executive will be asked to consider the performance information and agree appropriate proposals to assist the Council to drive forward its continuous improvement agenda  <i>None.</i>	<b>Internal:</b>  All Portfolio Holders  Corporate Management Team	Circulation of draft report and meetings	Not Applicable
<b>Executive: 15.7.08</b>	<b>Transforming Out of Hours and Careline Services :</b> Financial (CDCuS)  The Executive will be asked to approve the provision of the Council's emergency out-of-hours service via the London Connects Joint Project and the commissioning of alternative delivery methods for the Careline service  <i>None.</i>	<b>Internal:</b>  Lead Member: Customer First  Excellent Customer Services Board	Circulation of draft report	All Wards

<p><b>Executive: 15.7.08</b></p>	<p>Budget Monitoring Report 2008/09 : Framework (DDCorpFin)</p> <p>The Council's budget position for both revenue and capital needs to be monitored on a regular basis to ensure that there is control on the Council's overall spend against its set budgets. The report will cover the details of spending and explanations for variances for each Department against these set budgets, and proposed action to achieve a balanced budget if required</p> <p>The Executive will be asked to note the current position of the Council's Revenue and Capital budget for 2008/09 and, if necessary, agree proposals to achieve a balanced budget at the year end</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Resources</p> <p>Divisional Director of Corporate Finance Corporate Management Team</p> <p>Heads of Service Group Managers in Corporate Finance</p>	<p>Circulation of draft reports and meetings</p>	<p>Not Applicable</p>
<p><b>Executive: 15.7.08</b></p>	<p><b>Expansion of Ripple Infant School</b> : Community (CDChS)</p> <p>Current data from the School Admissions Section indicates that there is a demand for school places in the primary school sector and, in particular, Reception Year and Year One. The expansion of Ripple Infant School is in response to existing and potential (forecast) demand</p> <p>The Executive will be asked to approve the expansion of Ripple Infant School from two forms of entry (60 pupils) to three forms of entry (90 pupils).</p> <p><i>None.</i></p>	<p><b>Internal</b></p> <p>Lead Member, Children's Services Corporate Director, Children's Services Divisional Director of Finance Divisional Director of Democratic and Legal Services</p> <p><b>External</b></p> <p>Staff and Governors of Schools Parents, Carers and Guardians of Pupils</p>	<p>Meetings Correspondence Public Notices</p>	<p>Eastbury</p>

<p><b>Executive: 15.7.08</b></p>	<p><b>Newham Careline Partnership</b> : Financial (CDACS), (CDCuS)  The Executive will be asked to agree proposals for procurement tender to secure a partnership agreement with the London Borough of Newham to jointly provide Careline services for the Borough  <i>None.</i></p>	<p><b>Internal:</b>  Lead Members: Deputy Leader Adult Social Services and Independent Living Portfolio  Head of Corporate Procurement Group Manager Legal Services Divisional Director of Corporate Finance Interim Head of Human Resources Interim Lead Officer Supporting People</p>	<p>Circulation of draft report</p>	<p>All Wards</p>
<p><b>Executive: 15.7.08</b></p>	<p><b>Establishment of a Prospect Centre in Barking Town Centre</b> : Financial (CDReg)  The Executive will be asked to agree the funding from capital money to establish a Prospect Centre in Barking Town Centre to take the long term unemployed and those who have never worked into a work and training environment  The Centre will form part of a restaurant and training facility providing 24 annual apprenticeships with the potential of gaining a new diploma in hospitality and leisure and progress into employment  <i>None.</i></p>	<p><b>Internal:</b>  Lead Member Regeneration  Ward Members Neighbourhood Management Spatial Regeneration  <b>External:</b> Barking College Learning and Skills Council London Thames Gateway Development Corporation</p>	<p>Circulation of draft report Stakeholder meetings</p>	<p>Abbey</p>

<p><b>Executive: 15.7.08</b></p>	<p><b>Sex Establishment Licensing Policy : Community (CDCuS)</b></p> <p>The Executive will be asked to agree a policy on sex establishment licensing to assist in making consistent decisions on new applications and licence renewals</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Environmental Health and Consumer Protection Chair and Vice Chair of Licensing and Regulatory Board Member with Special Responsibility for Equalities Issues</p> <p><b>External:</b></p> <p>Faith Forum LGBT Forum Women's Groups</p>	<p>Circulation of Draft Policy on Licensing of Sex Establishments</p>	<p>All Wards</p>
<p><b>Executive: 15.7.08</b></p>	<p><b>Capital Programme - Primary Schools : Financial (CDChS)</b></p> <p>The Government has indicated that resources are available to invest in the Borough's primary schools. To secure funding a Strategy for Change document has to be produced demonstrating how the investment will underpin the transformation of education</p> <p>The Executive will be asked to agree the Strategy for Change document</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Schools (Heads and Chairs of Governors) Pupils through School Councils Parents' Forum</p> <p><b>External:</b></p> <p>Diocese of Brentwood Diocese of Chelmsford Barking and Dagenham Primary Care Trust</p>	<p>Circulation of draft proposals</p>	<p>All Wards</p>

<p><b>Executive: 15.7.08</b></p>	<p><b>Dagenham Park School - Change of Status :</b> Community (CDChS)</p> <p>As part of the Building Schools for the Future proposals agreed with Partnership for Schools through the Borough's Strategy for Change, it is proposed to change the status of Dagenham Park Community Secondary School to become a Voluntary Controlled Church of England School</p> <p>The Executive will be asked to agree the proposals and the Memorandum of Understanding to be entered into with the Diocese of Chelmsford</p> <p><i>None.</i></p>	<p><b>Internal:</b> Dagenham Park Community School Governors Ward Members</p> <p><b>External:</b> Diocese of Chelmsford</p>	<p>Meetings with Dagenham Park Secondary School and the Diocese of Chelmsford</p>	<p>River</p>
<p><b>Executive: 15.7.08</b></p>	<p><b>Local Government Pension Scheme - Employer Discretions :</b> Financial (CDRes)</p> <p>The Executive will be asked to agree the employer discretions for the new Local Government Pension Scheme</p> <p><i>None.</i></p>	<p><b>Internal:</b> Lead Member Resources Corporate Director of Resources Divisional Director of Corporate Finance</p>	<p>Circulation of report</p>	<p>Not Applicable</p>
<p><b>Executive: 15.7.08</b></p>	<p>National Memorial to the Evacuation Appeal Fund (CDACS)</p> <p>The National Memorial to the Evacuation Appeal Fund is to be launched and the Executive will be asked to approve a donation on behalf of the Council</p> <p><i>None.</i></p>	<p><b>Internal:</b> Leader's Portfolio</p>	<p>Circulation of draft report</p>	<p>Not Applicable</p>

<p><b>Executive: 15.7.08</b></p>	<p>Housing Advice Service - Audit Commission Inspection Report (CDReg)</p> <p>The Executive will be asked to approve the Council's response to the Audit Commission Inspection of the Housing Advice Service and its recommendations</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Leader Member</p> <p>Deputy Leader</p> <p>Divisional Director Corporate Finance Group Manager</p> <p>Corporate Legal Services</p>	<p>Circulation of draft report</p>	<p>Not Applicable</p>
<p><b>Assembly: 23.7.08</b></p>	<p>Annual Review of Council Constitution [Annual Item] (CDRes)</p> <p>The Assembly will be recommended to approve appropriate changes to the Council's Constitution</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Leader's Portfolio</p> <p>CMT</p>	<p>Circulation of draft report</p>	<p>Not Applicable</p>
<p><b>Assembly: 23.7.08</b></p>	<p>Joint Audit and Inspection Letter 2006/07 [Annual Item] (CDRes)</p> <p>The Assembly will be asked to approve the recommendation of the Executive in respect of the Council's Joint Audit and Inspection Letter 2006/07</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Resources</p> <p>CMT</p>	<p>Circulation of draft report and meetings</p>	<p>Not Applicable</p>
<p><b>Assembly: 23.7.08</b></p>	<p>Petition: Parking, Traffic and Highway Improvement Around Great Cullings (CDReg)</p> <p>The Assembly will be presented with a petition requesting the removal of double yellow line restrictions from inner bend of Great Cullings together with change of direction priority for traffic, speed reduction and improvements of footways parking</p> <p><i>Petition</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Street Scene and Sustainability</p> <p>Ward Members</p> <p>Customer Services</p> <p><b>External:</b></p> <p>Fire Service</p> <p>Ambulance Service</p> <p>Metropolitan Police</p>	<p>Circulation of draft report</p>	<p>Eastbrook</p>



<p><b>Executive: 12.8.08</b></p>	<p><b>Planning Advice Note (PAN) 8: Affordable Housing :</b> Framework (CDReg)</p> <p>The Executive will be asked to approve the Planning Advice Note for affordable housing which will provide guidance to developers and housing associations on how affordable housing is to be provided in the Borough</p> <p><i>None.</i></p>	<p><b>Internal:</b> Lead Members: Regeneration</p> <p><b>External:</b> Developers and Housing Associations; The Housing Corporation</p>	<p>Meetings and circulation of draft report</p>	<p>All Wards</p>
<p><b>Executive: 12.8.08</b></p>	<p>Contract for Renewal of Heating and Hot Water Boilers at Thaxted House, Dagenham (CDReg)</p> <p>The Executive will be asked to approve the award of a contract for the renewal of the heating and hot water boilers at Thaxted House, Siviter Way, Dagenham</p> <p><i>None.</i></p>	<p><b>Internal:</b> Lead Member: Deputy Leader's Portfolio</p> <p>Ward Members: Village</p>	<p>Circulation of draft report and meetings</p>	<p>Village</p>
<p><b>Executive: 12.8.08</b></p>	<p><b>Planning Advice Note (PAN) 6: Crime Prevention Through Environmental Design :</b> Framework (CDReg)</p> <p>The Executive will be asked to approve Planning Advice Note 6 which will provide detailed guidance on how crime prevention should be taken into account in the design of buildings and the public realm</p> <p><i>None.</i></p>	<p><b>Internal:</b> Lead Members: Regeneration; Environmental and Sustainability; Community Safety</p> <p><b>External:</b> Metropolitan Police</p>	<p>Circulation of draft report</p>	<p>All Wards</p>

<p><b>Executive: 12.8.08</b></p>	<p><b>Parks and Green Spaces Strategy - Phase 1 Review and Phase 2 Programme :</b> Financial (CDReg)</p> <p>The Executive will receive a progress report on the delivery of the Parks and Green Spaces Strategy, including expenditure and key achievements.</p> <p>The Executive will be asked to approve a proposed draft programme for the next two years, including budget estimates. The approved programme will form the Programme Mandate for Park Development projects</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Community Safety Portfolio</p> <p><b>External:</b></p> <p>Design for London</p>	<p>Circulation of the draft report</p>	<p>All Wards</p>
<p><b>Executive: 12.8.08</b></p>	<p><b>Axe Street Multi-storey Car Park Development :</b> Community (CDReg)</p> <p>The Executive will be asked to agree:</p> <p>(i) The development brief for the Axe Street site; and (ii) The method of procurement for developing the car park</p> <p><i>Axe Street Multi-storey Development Brief</i></p>	<p><b>Internal:</b></p> <p>Lead Member(s): Children's Services Regeneration Resources</p> <p>Head of Finance</p> <p><b>External:</b></p> <p>UDC Design for London</p>	<p>Circulation of draft report</p>	<p>Abbey</p>

<p><b>Executive: 12.8.08</b></p>	<p>Budget Monitoring Report 2008/09 : Framework (DDCorpFin)</p> <p>The Council's budget position for both revenue and capital needs to be monitored on a regular basis to ensure that there is control on the Council's overall spend against its set budgets. The report will cover the details of spending and explanations for variances for each Department against these set budgets, and proposed action to achieve a balanced budget if required</p> <p>The Executive will be asked to note the current position of the Council's Revenue and Capital budget for 2008/09 and, if necessary, agree proposals to achieve a balanced budget at the year end</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Resources</p> <p>Divisional Director of Corporate Finance Corporate Management Team Heads of Service Group Managers in Corporate Finance</p>	<p>Circulation of draft report and meetings</p>	<p>Not Applicable</p>
<p><b>Executive: 12.8.08</b></p>	<p>Council Debt Write-Offs : Framework (CDRes)</p> <p>In line with the Council's financial rules, the Executive will be presented with a quarterly report on Council debt write-offs</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Resources</p> <p>Divisional Director of Corporate Finance Head of Revenue and Benefits</p>	<p>Circulation of draft report</p>	<p>All Wards</p>

<p><b>Executive: 12.8.08</b></p>	<p>Pre-tender Contract for Monitoring of Legionella Bacteria in Water Systems in Schools and Public buildings (CDReg)</p> <p>In order that the Council complies with the Approved Code of Practice, Control of Legionella Bacterial in Water Systems ACoP L8, control measures need to be implemented in any undertaking involving work activity and to premises controlled in connection with a trade, business or other undertaking where water is used or stored and where there is a means of creating and transmitting water droplets which may be inhaled, thereby causing a reasonable foreseeable risk exposure to Legionella bacteria</p> <p>The Executive will be asked to approve the procurement of a Water Monitoring term contract (Control of Legionella Bacteria in Water Systems ACoP L8) compliance and control, in schools and public buildings 2008-2013</p> <p>None.</p>	<p><b>Internal</b></p> <p><b>Lead Member(s):</b></p> <p>Customer First Portfolio Children's Services Portfolio Resources Portfolio Civic Services Portfolio Adult Social Services and Independent Living Portfolio Community Safety Portfolio</p> <p>Divisional Director Legal and Democratic Services Group Manager Health Safety and Risk Divisional Director of Corporate Finance Group Manager Procurement and Efficiency</p>	<p>Circulation of draft report</p>	<p>All Wards</p>
<p><b>Assembly: 3.9.08</b></p>	<p>Annual Report of the Barking and Dagenham Youth Forum 2007/08 [<i>Annual Itemj</i>] (CDRes)</p> <p>The Assembly will be presented with the annual report of the Barking and Dagenham Youth Forum (BAD Youth Forum) detailing activities and achievements of the Forum during 2007/08</p> <p>None.</p>	<p><b>Internal:</b></p> <p>Lead Member Children's Services Youth Workers Group Manager, Democratic and Electoral Services</p>	<p>Circulation of Draft report</p>	<p>All Wards</p>

<p><b>Executive: 9.9.08</b></p>	<p><b>Domestic Violence Strategy : Community (CDACS)</b></p> <p>The Council is required to produce and adopt a multi-agency strategy to tackle domestic violence, developed in partnership with other agencies. In response a three year multi-agency strategy and action plan setting out a strategic vision for effectively dealing with domestic violence in Barking and Dagenham will be presented</p> <p>The Executive will be asked to recommend the Strategy and its associated action plan to the Assembly for adoption  <i>LBBB Domestic Violence Strategy and Action Plan</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Community Safety</p> <p><b>External:</b></p> <p>Domestic Violence Forum; Barking and Dagenham Local Strategic Partnership Boards; North East London Mental Health Trust</p>	<p>Circulation of draft report and meetings</p>	<p>All Wards</p>
<p><b>Executive: 9.9.08</b></p>	<p><b>Community Facilities Review : Community (CDACS)</b></p> <p>The Executive will receive a report advising the outcome of a review of community facilities and be asked to agree a Community Facilities Policy for the Borough</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Leader's Portfolio</p> <p>All Ward Members</p> <p><b>External:</b></p> <p>Residents' representatives</p>	<p>Public consultation with facilities users and management to inform drafting of report; Circulation of draft report</p>	<p>All Wards</p>

<p><b>Executive: 9.9.08</b></p>	<p><b>Draft Rights of Way Improvement Plan : Community (CDCuS)</b></p> <p>The Council is required to publish a Rights of Way Improvement Plan, setting out an assessment of the needs of the public with regard to the rights of way in the borough, and a statement of action containing the Council's proposals for maintenance and improvements.</p> <p>The Executive will be asked to agree the borough's Draft Rights of Way Improvement Plan for the purpose of consultation</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Regeneration</p> <p><b>External:</b></p> <p>Natural England; Neighbouring Highway Authorities</p>	<p>Circulation of draft report</p>	<p>All Wards</p>
<p><b>Executive: 9.9.08</b></p>	<p><b>Community Strategy : Community (CDRes)</b></p> <p>The Executive will be presented with a report on a Community Strategy for the Borough and will be asked to agree proposals to take the strategy forward</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Leader's Portfolio Councillors Corporate Management Team</p> <p><b>External:</b></p> <p>Residents; Community Groups; Local Businesses; Service Providers and Partners</p>	<p><b>Internal:</b></p> <p>Circulation of draft Community Strategy</p> <p><b>External:</b></p> <p>Surveys; Seminars/presentations and focus groups</p>	<p>All Wards</p>

<p><b>Executive: 9.9.08</b></p>	<p><b>Review of Election Polling Stations : Community (CDRes)</b></p> <p>The Assembly will be presented with a report on the outcome of a review of polling stations in the Borough, which will include feedback from a public consultation exercise, and be asked to approve a revised list of venues</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Leader's Portfolio</p>	<p>Meetings and circulation of draft report</p>	<p>All Wards</p>
<p><b>Executive: 9.9.08</b></p>	<p><b>Budget Monitoring Report 2008/09 : Framework (DDCorpFin)</b></p> <p>The Council's budget position for both revenue and capital needs to be monitored on a regular basis to ensure that there is control on the Council's overall spend against its set budgets. The report will cover the details of spending and explanations for variances for each Department against these set budgets, and proposed action to achieve a balanced budget if required</p> <p>The Executive will be asked to note the current position of the Council's Revenue and Capital budget for 2008/09 and, if necessary, agree proposals to achieve a balanced budget at the year end</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Resources</p> <p>Divisional Director of Corporate Finance Corporate Management Team Heads of Service Group Managers in Corporate Finance</p>	<p>Circulation of draft report and meetings</p>	<p>Not Applicable</p>

<p><b>Executive: 9.9.08</b></p>	<p><b>Preventing and Easing Homelessness Strategy (2008-2013) : Community (CDReg)</b></p> <p>There is a statutory requirement for the Council to review its Homelessness Strategy by July 2008</p> <p>The Executive will be asked to adopt the revised Homelessness Strategy to assist the prevention and ease homelessness</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Deputy Leader</p> <p>Housing Officers</p> <p><b>External:</b></p> <p>Housing Associations Voluntary Sector organisations Service users Adult Trust</p>	<p>Draft Homelessness Strategy</p>	<p>All Wards</p>
<p><b>Executive: 9.9.08</b></p>	<p><b>London Road North Street Compulsory Purchase Order : Financial (CDReg)</b></p> <p>The Executive will be asked to authorise the use of the Council's Compulsory Purchase Order making powers to secure outstanding interests in the land needed to allow the redevelopment of London Road North Street Barking</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Deputy Leader</p> <p>Head of Housing Strategy Project Manager for Land Disposals Property Services Group Manager Regeneration Finance</p> <p><b>External:</b></p> <p>Residents Commercial Property Owners</p>	<p>Circulation of report</p>	<p>Abbey</p>
<p><b>Executive: 30.9.08</b></p>	<p><b>Asbestos Removal Strategy : Financial (CDReg)</b></p> <p>The Executive will be asked to approve a strategy for the phased removal of asbestos in residential properties</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Members: Deputy Leader Portfolio; Adult Social Services and Independent Living</p>	<p>Circulation of draft report</p>	<p>All Wards</p>



<p><b>Executive: 30.9.08</b></p>	<p><b>Regeneration of Tanner Street Triangle</b> : Community (CDReg)  The Executive will be asked to approve proposals relating to the regeneration and redevelopment of Tanner Street Triangle, which will include the preferred disposal route, terms of disposal and compulsory purchase order mechanism to facilitate land assembly of the development site  <i>None.</i></p>	<p><b>Internal:</b> Lead Members: Deputy Leader's Portfolio; Regeneration  Ward Members: Abbey  <b>External:</b> Barking Riverside Limited</p>	<p>Meetings and circulation of draft report</p>	<p>Abbey</p>
<p><b>Executive: 30.9.08</b></p>	<p><b>Disposal of Land - Inclusion of Further Surplus Properties for Disposal</b> : Financial (CDReg)  The Executive will be asked to approve the inclusion of a number of non-residential properties which are no longer required by the Council in the Council's Land Disposal Programme  <i>None.</i></p>	<p><b>Internal:</b> Lead Members: Leader's Portfolio; Deputy Leader's Portfolio; Civic Services</p>	<p>Circulation of draft report</p>	<p>All Wards</p>
<p><b>Assembly: 8.10.08</b></p>	<p><b>Domestic Violence Strategy</b> : Community (CDACS)  The Assembly will be asked to adopt recommendations of the Executive in respect of the three year multi-agency strategy and action plan setting out a strategic vision for effectively dealing with domestic violence in Barking and Dagenham <i>LBBDDomestic Violence Strategy and Action Plan</i></p>	<p><b>Internal:</b> Lead Member: Community Safety  <b>External:</b> Domestic Violence Forum; Barking and Dagenham Local Strategic Partnership Boards; North East London Mental Health Trust</p>	<p>Circulation of draft report and meetings</p>	<p>All Wards</p>

<p><b>Executive: 14.10.08</b></p>	<p><b>More Choice in Lettings and Sheltered Housing Assessment</b> : Community (CDCuS)</p> <p>The Executive will be asked to agree a revised Sheltered Housing policy that will bring the assessment process into line with the general needs housing policy, together with related minor amendments to the More Choice in Lettings policy</p> <p><i>None.</i></p>	<p><b>Internal:</b> Lead Member: Deputy Leader's Portfolio</p>	<p>Meetings and circulation of draft report</p>	<p>All Wards</p>
<p><b>Executive: 14.10.08</b></p>	<p>Budget Monitoring Report 2008/09 : Framework (DDCorpFin)</p> <p>The Council's budget position for both revenue and capital needs to be monitored on a regular basis to ensure that there is control on the Council's overall spend against its set budgets. The report will cover the details of spending and explanations for variances for each Department against these set budgets, and proposed action to achieve a balanced budget if required</p> <p>The Executive will be asked to note the current position of the Council's Revenue and Capital budget for 2008/09 and, if necessary, agree proposals to achieve a balanced budget at the year end</p> <p><i>None.</i></p>	<p><b>Internal:</b> Lead Member: Resources Divisional Director of Corporate Finance Corporate Management Team Heads of Service Group Managers in Corporate Finance</p>	<p>Circulation of draft report and meetings</p>	<p>Not Applicable</p>
<p><b>Executive: 4.11.08</b></p>	<p>Council Travel Plan (CDReg)</p> <p>The Executive will be asked to agree proposals for the introduction of a Council Travel Plan which will be designed to promote the use of more sustainable forms of transport, both to get to work and at work, through a phased approach.</p> <p><i>None.</i></p>	<p><b>Internal:</b> Lead Member: Regeneration Environment and Sustainability</p>	<p>Circulation of draft report</p>	<p>All Wards</p>

<p><b>Executive: 4.11.08</b></p>	<p><b>Pension Fund Annual Report : Financial [Annual Item]</b> (CE)</p> <p>It is good practice to produce a Pension Fund Annual Report and for this to be subject to review by the Executive each year</p> <p>The Executive will be asked to note the performance of the Council's Pension Fund</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>CE CDRes</p>	<p>Circulation of draft report</p>	<p>All Wards</p>
<p><b>Executive: 4.11.08</b></p>	<p><b>Council Debt Write-Offs : Framework (CDRes)</b></p> <p>In line with the Council's financial rules, the Executive will be presented with a quarterly report on Council debt write-offs</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member Resources</p> <p>Divisional Director of Corporate Finance</p> <p>Head of Revenue and Benefits</p>	<p>Circulation of draft report</p>	<p>All Wards</p>
<p><b>Executive: 16.12.08</b></p>	<p><b>Calculation and Setting of the Council Tax Base 2009/10 : Framework [Annual Item] (CE)</b></p> <p>The Executive to recommend to the Assembly the Council Tax Base for 2009/10</p> <p>Annually the Council has to statutorily approve its Council Tax Base so that it is in a position to set a Council Tax for the following year</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>CE CDCS</p> <p>Divisional Director of Corporate Finance</p> <p>Group Managers in Corporate Finance</p>	<p>Circulation of draft report and meetings</p>	<p>Not Applicable</p>

<p><b>Executive: 16.12.08</b></p>	<p><b>Budget Process 2009/10 and Local Government Finance Settlement</b> : Framework [Annual Item] (CE)</p> <p>The Executive will be asked to note the current financial outlook for the Council's budget for the period 2009.10 to 2011/12 and to agree the Budget Strategy in respect of the budget for 2009/10</p> <p>The Executive will be asked to consider this year's provisional Local Government Finance Settlement in the context of the 2009/10 Budget</p> <p>Each year the Council needs to approve a budget and part of that process is identifying the financial outlook (i.e. spending pressures against resources available) for the Council over a three year period. It also requires an agreement on the Budget priorities of the Council and a Strategy to deliver this over the same three year period</p> <p>None.</p>	<p><b>Internal:</b> CMT and Executive</p>	<p>Circulation of draft report and meetings</p>	<p>All Wards</p>
<p><b>Assembly: 14.1.09</b></p>	<p><b>Calculation and Setting of the Council Tax Base 2009/10</b> : Framework [Annual Item] (DDCorpFin)</p> <p>The Assembly to approve the Council Tax Base for 2009/10</p> <p>Annually the Council has to statutorily approve its Council Tax Base so that it is in a position to set a Council Tax for the following year</p> <p>None.</p>	<p><b>Internal:</b> CE CDCS Divisional Director of Corporate Finance Group Managers in Corporate Finance</p>	<p>Circulation of draft report and meetings</p>	<p>Not Applicable</p>

**MEMBERS OF THE COUNCIL**

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

Councillor Agrawal  
 Councillor Alexander \*  
 Councillor Bailey  
 Councillor Barnbrook  
 Councillor Barns  
 Councillor Bramley \*  
 Councillor Buckley  
 Councillor Ms Carpenter  
 Councillor Carroll\*  
 Councillor H. Collins \*  
 Councillor Connelly  
 Councillor Davis  
 Councillor Denyer  
 Councillor Miss C. Doncaster  
 Councillor R. Doncaster  
 Councillor Mrs S. Doncaster  
 Councillor Fairbrass \*  
 Councillor Fani  
 Councillor Mrs Flint  
 Councillor N. Gill  
 Councillor S. Gill  
 Councillor Hemmett  
 Councillor Mrs Hunt  
 Councillor Jamu  
 Councillor Jarvis

Councillor Kallar  
 Councillor Mrs Knight  
 Councillor Ms Lansdown  
 Councillor Little \*  
 Councillor McCarthy \*  
 Councillor McDermott  
 Councillor McKenzie \*  
 Councillor Mrs. P. Northover  
 Councillor W. Northover  
 Councillor Obasohan  
 Councillor Poulton  
 Councillor Mrs Rawlinson  
 Councillor Mrs Reason  
 Councillor Mrs Rush \*  
 Councillor Rustem  
 Councillor L Smith \*  
 Councillor Miss N E Smith  
 Councillor Steed  
 Councillor Tufts  
 Councillor Mrs Twomey  
 Councillor Vincent  
 Councillor L. Waker  
 Councillor P. Waker  
 Councillor Mrs West  
 Councillor White

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