

Notice of Meeting of the

ASSEMBLY

**to be held on Wednesday, 17 May 2017
commencing at 7:00 pm in the
Council Chamber, Town Hall, Barking**



To all Members of the Council of the London Borough of Barking and Dagenham

Date of publication: 9 May 2017

Chris Naylor
Chief Executive

Councillors and senior officers are also invited to attend a presentation on the topic of Gender and Sexual Diversity. Chaired by Cllr Sade Bright, Cabinet Member for Equalities and Cohesion, the briefing will be introduced by Alex Perry, Health Youth Worker and PC Miles Alexander-Boxall, Metropolitan Police. Young Barking and Dagenham residents from Flipside will share their personal experiences on sexual orientation, gender diversity and living in Barking and Dagenham.

Contact Officer: Leanna McPherson
Tel: 020 8227 2852
E-mail: leanna.mcpherson@lbbd.gov.uk

AGENDA

1. Appointment of Chair and Deputy Chair

2. Apologies for Absence

3. Declaration of Members' Interests

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

4. Minutes - To confirm as correct the minutes of the meeting held on 22 February 2017 (Pages 5 - 10)

5. Appointments to the Political Structure and Other Bodies 2017/18 (Pages 11 - 12)

6. Minutes of Sub-Committees - To note the minutes of the JNC Appointments Panel dated 4 April 2017 (Page 13)

7. Members' Allowances Scheme 2017/18 (Pages 15 - 24)

8. Appointment of Parent Governor (Secondary) Co-optee to the Children's Services Select Committee (Page 25)

9. Motions (Pages 27 - 33)

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.

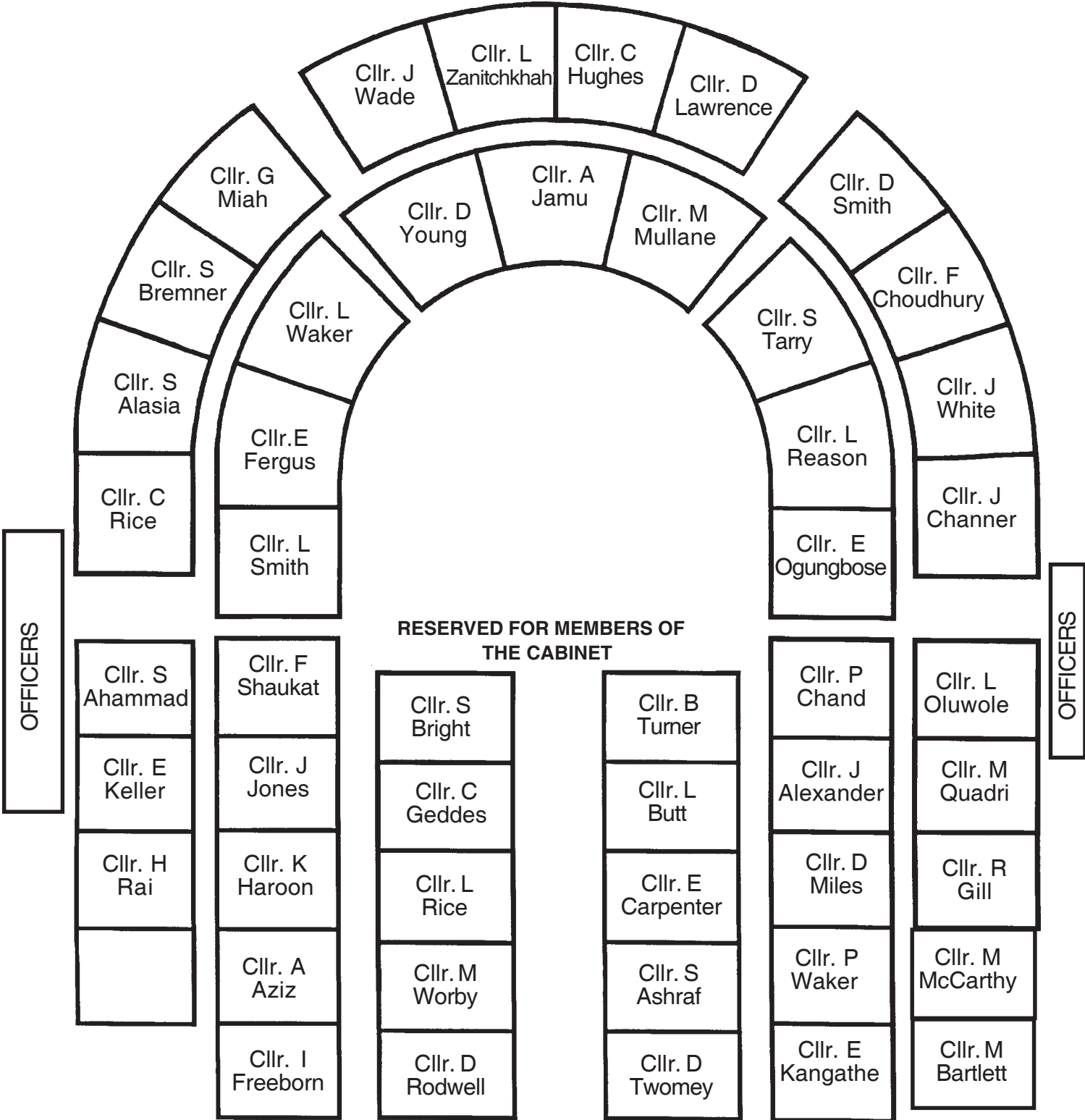
Private Business

The public and press have a legal right to attend Council meetings such as the Assembly, 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). ***There are no such items at the time of preparing this agenda.***

12. Any confidential or exempt items which the Chair decides are urgent

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BARKING TOWN HALL COUNCIL CHAMBER



OFFICERS

CHIEF EXECUTIVE

Chair
Cllr. S Ghani

Dep Chair
Cllr. T Ramsay

SEATING PLAN FOR THE ASSEMBLY

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Our Vision for Barking and Dagenham

One borough; one community; London's growth opportunity

Our Priorities

Encouraging civic pride

- Build pride, respect and cohesion across our borough
- Promote a welcoming, safe, and resilient community
- Build civic responsibility and help residents shape their quality of life
- Promote and protect our green and public open spaces
- Narrow the gap in attainment and realise high aspirations for every child

Enabling social responsibility

- Support residents to take responsibility for themselves, their homes and their community
- Protect the most vulnerable, keeping adults and children healthy and safe
- Ensure everyone can access good quality healthcare when they need it
- Ensure children and young people are well-educated and realise their potential
- Fully integrate services for vulnerable children, young people and families

Growing the borough

- Build high quality homes and a sustainable community
- Develop a local, skilled workforce and improve employment opportunities
- Support investment in housing, leisure, the creative industries and public spaces to enhance our environment
- Work with London partners to deliver homes and jobs across our growth hubs
- Enhance the borough's image to attract investment and business growth

Well run organisation

- A digital Council, with appropriate services delivered online
- Promote equalities in the workforce and community
- Implement a smarter working programme, making best use of accommodation and IT
- Allow Members and staff to work flexibly to support the community
- Continue to manage finances efficiently, looking for ways to make savings and generate income
- Be innovative in service delivery

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MINUTES OF ASSEMBLY

Wednesday, 22 February 2017
(7:00 - 8:25 pm)

PRESENT

Cllr Syed Ghani (Chair)

Cllr Syed Ahammad	Cllr Sanchia Alasia	Cllr Saima Ashraf
Cllr Abdul Aziz	Cllr Simon Bremner	Cllr Sade Bright
Cllr Laila M. Butt	Cllr Peter Chand	Cllr Faruk Choudhury
Cllr Irma Freeborn	Cllr Cameron Geddes	Cllr Rocky Gill
Cllr Kashif Haroon	Cllr Chris Hughes	Cllr Amardeep Singh Jamu
Cllr Jane Jones	Cllr Elizabeth Kangethe	Cllr Giasuddin Miah
Cllr Dave Miles	Cllr James Ogungbose	Cllr Adegboyega Oluwole
Cllr Moin Quadri	Cllr Hardial Singh Rai	Cllr Tony Ramsay
Cllr Chris Rice	Cllr Lynda Rice	Cllr Darren Rodwell
Cllr Danielle Smith	Cllr Sam Tarry	Cllr Dominic Twomey
Cllr Jeff Wade	Cllr Lee Waker	Cllr John White
Cllr Maureen Worby		

APOLOGIES FOR ABSENCE

Cllr Edna Fergus	Cllr Jeanne Alexander	Cllr Evelyn Carpenter
Cllr Josephine Channer	Cllr Danielle Lawrence	Cllr Mick McCarthy
Cllr Margaret Mullane	Cllr Linda Reason	Cllr Faraaz Shaukat
Cllr Bill Turner	Cllr Phil Waker	

56. Declaration of Members' Interests

There were no declarations of interest.

57. Minutes (25 January 2017)

The minutes of the Assembly held on 25 January 2017 were confirmed as correct.

58. Leader's Statement

The Leader of the Council presented a verbal statement updating the Assembly on a range of matters since the last meeting including:

- Thanks to officers who had been working behind the scenes throughout the year to make sure that the budget proposals that the Cabinet Member for Finance, Growth and Investment had been preparing with Cabinet Members for 2017/18 were robust;
- His work as an Executive Member with London Councils which had helped to highlight the Borough's potential as an arts and cultural hub; and
- His appointment by the Mayor of London as a Cultural Ambassador and

member of the Mayor's Cultural Board.

59. Appointments

The Assembly **resolved** to appoint:

- Councillor Amardeep Singh Jamu to the membership of the Safer and Stronger Community Select Committee; and
- Councillor Hardial Singh Rai as a trustee of the Barking and Ilford United Charities Board.

60. Budget Framework 2017/18 and Medium Term Financial Strategy 2017/18 - 2020/21

A video highlighting the Borough's key developments and during 2016 was shown before the Cabinet Member for Finance, Growth and Investment introduced the Council's proposed budget framework for 2017/18 which incorporated the following:

- the Medium Term Financial Strategy (MTFS) for 2017/18 to 2020/21;
- the General Fund budget for 2017/18;
- the level of Council Tax for 2017/18;
- funding reductions to 2020/21
- the financial outlook for 2018/19 onwards;
- the Capital Programme for 2017/18 to 2020/21; and
- a strategy for the Flexible Use of Capital Receipts.

The Cabinet Member explained that the budget proposals for next year and beyond moved away from the traditional 'salami-slicing' of service budgets and were a reflection of the Council's new investment-led approach. Due to historical deprivation factors, Barking and Dagenham was more reliant on Government grant than any other London Borough, with 84% of the Council's funding coming directly from the Government. However, the Government's programme of austerity measures would mean that, by the end of the decade, Barking and Dagenham's budget would have been halved since 2010. The Cabinet Member commented that it was therefore essential for the Council to reduce its reliance on Government funding and generate new income opportunities through innovation and regeneration.

The General Fund net budget for 2017/18 would be £144.686m, compared to the net budget for 2016/17 of £150.314m. A 1.99% increase was proposed to the Local Authority Precept element of Council Tax and a further 3% Adult Social Care Precept increase. The Cabinet Member confirmed that the revenue received from the 3% increase would be ring-fenced for adult social care services. The Council had a growing population with more children and elderly people who needed the Council's support.

The Cabinet Member also acknowledged that, in hindsight, the Council should not have frozen Council Tax for seven consecutive years up to 2014/15, as a 2% year-on-year increase over that period would have strengthened the Council's base budget position by circa £15m.

The Cabinet Member highlighted some of the other key elements of the budget proposals which included plans to invest £750m over the coming years to provide new, affordable housing in the Borough, the creation of a £250m Investment Budget and £100m Land Acquisition Budget to support the Council's investment and regeneration plans, together with a further £1/3 billion investment in the Borough's schools, parks and street cleaning and enforcement services.

The Cabinet Member confirmed that the Chief Executive had achieved his objective to reduce the cost of the 'top 5%' within the organisation by £1m from the baseline position as at May 2015, with permanent establishment costs set to be £1.036m lower on 1 April 2017.

The Assembly spoke in support of the proposals and in response to questions, the Cabinet Member advised that:

- The proposed budget would enable enforcement officers to be more mobile and introduce mobile CCTV to help tackle fly-tipping in the Borough;
- The Council had introduced a number of initiatives to help those on lower incomes, such as the sub-market rents for those in B&D Reside properties;
- Any proposed redevelopment at The Heathway would be subject to public consultation;
- The budget projected that the Council's reserves would be at £17.5m in March 2018, although future years' reserves would not be known until the transformation programme had been completed. The Cabinet Member commented that the Council had previously resolved that the minimum level of reserves would be £15m; and
- The Council needed to focus on the retention of businesses, rather than increasing business rates, and was looking to encourage more businesses to come to the Borough.

In accordance with paragraph 10.3.2 of Part 2, Chapter 3 of the Council Constitution, the budget was put to a recorded vote and was **agreed** as follows:

For: Councillors Ahammad, Alasia, Ashraf, Aziz, Bremner, Bright, Butt, Chand, Choudhury, Freeborn, Geddes, Ghani, Gill, Haroon, Hughes, Jamu, Jones, Kangethe, Miah, Miles, Ogungbose, Oluwole, Quadri, Ria, Ramsay, C Rice, L Rice, Rodwell, D Smith, Tarry, Twomey, Wade, L Waker, White and Worby. (35)

Against: None (0)

Abstain: None (0)

The Assembly **resolved** to:

- (i) Approve a base revenue budget for 2017/18 of £144.686m, as detailed in Appendix A to the report;

- (ii) Approve the adjusted Medium Term Financial Strategy (MTFS) position for 2017/18 to 2020/21 allowing for other known pressures and risks at this time, as detailed in Appendix B to the report, including the additional cost of borrowing to accommodate the capital costs associated with the implementation of the MTFS;
- (iii) Delegate authority to the Chief Operating Officer, in consultation with the Cabinet Member for Finance, Growth and Investment, to finalise any contribution required to or from reserves in respect of the 2017/18 budget, pending confirmation of levies and further changes to Government grants prior to 1 April 2017;
- (iv) Approve the Statutory Budget Determination for 2017/18 as set out at Appendix C to the report, which reflects an increase of 1.99% on the amount of Council Tax levied by the Council, a further 3% increase in relation to the Social Care Precept and the final Council Tax proposed by the Greater London Assembly (1.5% increase), as detailed in Appendix D to the report;
- (v) Approve the Council's draft Capital Programme for 2017/18 to 2020/21 totalling £373.877m, as detailed in Appendix E to the report;
- (vi) Approve the Strategy for the Flexible Use of Capital Receipts at Appendix H to the report and, in doing so, note that the projected savings targets are subject to final business cases and confirmation at future meetings; and
- (vii) Approve the indicative 2017/18 allocation to Early Years providers (3-4 year olds) of £15.441m and the centrally retained funding, which shall be limited to £1.081 million in 2017/18 and reduce further to an estimated £0.772 million in 2018-19.

61. Treasury Management Strategy Statement 2017/18

The Cabinet Member for Finance, Growth and Investment presented the draft Treasury Management Strategy Statement (TMSS) for 2017/18 which set out the Council's borrowing, investment and funding plans for the year ahead.

The TMSS included a proposal to provide a loan of up to £3.5m to Be First, the Council-owned company that would be responsible for all aspects of the Council's regeneration agenda including the delivery of circa 2,000 new homes each year for the next 20 years. The Cabinet Member commented that as well as the regeneration benefits that such a level of development would bring to the Borough, the Council would also benefit from increased New Homes Bonus and additional Council Tax revenue.

The Assembly **resolved** to adopt the Treasury Management Strategy Statement for 2017/18 and in doing so, to:

- Note the current treasury position for 2017/18 and prospects for interest rates, as referred to in section 6 of the report;
- Approve the Council's Borrowing Strategy, Debt Rescheduling Strategy and

Policy on borrowing in advance of need for 2017/18 as referred to in section 9 of the report;

- Approve the Annual Investment Strategy and Creditworthiness Policy for 2017/18 outlining the investments that the Council may use for the prudent management of its investment balances, as set out in Appendix 1 to the report;
- Approve the Authorised Borrowing Limit of £902m for 2017/18, representing the statutory limit determined by the Council pursuant to section 3(1) of the Local Government Act 2003, as set out in Appendix 3 to the report;
- Approved the Treasury Management Indicators and Prudential Indicators for 2017/18, as set out in Appendix 3 to the report;
- Approved the Minimum Revenue Provision Policy Statement for 2017/18, representing the Council's policy on repayment of debt, as set out at Appendix 4 to the report;
- Maintain the delegated authority to the Chief Operating Officer, in consultation with the Cabinet Member for Finance, Growth and Investment, to proportionally amend the counterparty lending limits agreed within the Treasury Management Strategy Statement to take account of any increase in cash from borrowing and any subsequent decrease in cash balances as payments are made to the Special Purpose Vehicle;
- Agree to review the delegated responsibility as part of the 2017/18 Treasury Management Outturn Report;
- Approve a loan of up to £3.5m to Be First, which is the new Council-owned company to manage the delivery of the Borough regeneration agenda;
- Approve a loan of up to £150,000 for Traded Services;
- Agree to delegate authority to the Chief Operating Officer, in consultation with the Cabinet Member for Finance, Growth and Investment, to agree contractual terms, including the rate, duration and security as part of the loan agreements with Be First and Traded Services; and
- Note that further reports would be presented to the Cabinet in the event that the required working capital loans for Be First and Traded Services exceed the limits set out above.

62. 2017/18 Local Implementation Plan Funding Submission

The Cabinet Member for Economic and Social Development presented a report to the Assembly on the 2017/18 Local Implementation Plan Funding Submission.

The Local Implementation Plan (LIP) was the Council's transport strategy and delivery plan for improvements to the transport network in the borough.

The Cabinet Member advised that the Council had been asked to submit a

transitional one-year spending plan for 2017/18 while Transport for London (TfL) developed a new Transport Strategy for London which reflected the new Mayor's priorities. The proposed programme of investment focused on:

- Tackling existing road safety, congestion and accessibility issues in Thames View and on Thames Road, River Road and Renwick Road;
- Continuing the programme of public realm improvements in Barking Town Centre;
- Studies to inform future LIP schemes at Gale Street, the Wood Lane/Rainham Road roundabout and the High Road/Whalebone Lane junction;
- A review of the Heathway between Church Elm Lane and Parsloes Avenue;
- Funding for road safety schemes across the borough, including where necessary plans for improvements outside all borough primary schools;
- Funding for cycle training and school travel planning; and
- Funding to determine feasibility and costs of a Barking to Stratford direct rail link.

The Assembly welcomed the LIP, particularly in relation to school traffic and asked that Cabinet Member consider the restriction of traffic lights in built up areas, such as The Heathway, to avoid long traffic queues.

The Assembly **resolved** to approve the 2017/18 Local Implementation Plan funding submission to Transport for London, as set out at Appendix 1 to the report.

63. Pay Policy Statement 2017/18

The Cabinet Member for Finance, Growth and Investment presented the draft Pay Policy Statement for the Council for 2017/18 which set out the key elements of the Council's pay policy, as required by the Localism Act 2011.

It was noted that the Cabinet had considered the report at its meeting on 13 February 2017 and, in recommending it to the Assembly, also agreed to apply the uplift in the London Living Wage with effect from 31 October 2016, which increased the minimum hourly rate of pay from £9.40 to £9.75 per hour.

The Assembly **resolved** to approve the Pay Policy Statement for the London Borough of Barking and Dagenham for 2017/18 as set out at Appendix A to the report, for publication on the Council's website with effect from April 2017.

64. Motions

None were received.

65. Questions With Notice

None were received.

ASSEMBLY**17 May 2017**

Title: Appointments to the Political Structure and Other Bodies 2017/18	
Report of the Chief Executive	
Open Report	For Decision
Wards Affected: None	Key Decision: No
Report Author: Leanna McPherson, Democratic Services Officer	Contact Details: Tele: 020 8227 2852 Email: leanna.mcpherson@lbbd.gov.uk
Accountable Director: Fiona Taylor, Director of Law and Governance	
Accountable Strategic Director: Chris Naylor, Chief Executive	
Summary: The Assembly is responsible for appointments to the political structure and various other internal and external bodies. There are various positions to which appointments are required. The appointment of the Mayor will be dealt with at the Ceremonial Council on 19 May 2017.	
Recommendation(s) The Assembly is recommended to agree appointments to the vacant positions and to any other casual vacancies that may have arisen.	
Reason(s) To meet statutory and constitutional requirements and to ensure relevant positions are appointed to.	

1. Introduction and Background

- 1.1 Chapter 4, Part 2 of the Constitution sets out the Assembly's responsibilities in respect of appointments to the political structure and various other internal and external bodies.

1.2 The appointments meet statutory and constitutional requirements and ensure the Council is able to proceed with the business reserved to the committees.

2. Proposal and Issues

2.1 There are no proposed changes to the main political meeting structure or the membership levels of the respective committees that make up that structure.

2.2 The nomination process in respect of the vacant posts is dealt with through party groups and it is anticipated that the nominations will be reported at the meeting.

3. Options Appraisal

3.1 Any delay in reappointing Members to the various meetings and other bodies puts the normal decision making process and business of the Council at risk.

4. Consultation

4.1 Consultation has taken place with Members and officers as appropriate.

5. Financial Implications

Implications completed by: Katherine Heffernan Group Manager

5.1 There are no financial implications associated with this report. This concerns the annual appointment of elected Members to existing Boards and Committees and is funded through existing budgets.

6. Legal Implications

Implications completed by: Paul Field, Senior Corporate Governance Lawyer

6.1 The Assembly is a meeting of full Council for the purposes of Section 8 and Schedule 12 of the Local Government Act 1972. This meeting of the Assembly is the annual meeting where the Council decides on the overall political structure and makes the necessary appointments

6.2 Part 2 (the Articles) of the Council's Constitution sets out the membership requirements and terms of reference for the various Council committees. The appointments in this report meet statutory and constitutional requirements and ensure the Council is able to proceed with the business reserved to each committee.

Background Papers Used in the Preparation of the Report: None

List of Appendices: None

MINUTES OF JNC APPOINTMENTS PANEL

Tuesday, 4 April 2017
(4:05 - 5:10 pm)

Present: Cllr Darren Rodwell (Chair), Cllr Saima Ashraf, Cllr Cameron Geddes, Cllr Eileen Keller and Cllr Dominic Twomey

Apologies: Cllr Elizabeth Kangethe

8. Declaration of Members' Interests

There were no declarations of interest.

9. Private Business

It was resolved to exclude the public and press from the remainder of the meeting by reason of the nature of the business to be discussed which included information exempt from publication by virtue of paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

10. Appointment of Director of My Place

The Panel considered the papers that had been submitted in advance of the meeting, which included the job description and person specification for the post together with the CV of the shortlisted candidate.

The Panel reviewed and agreed the presentation topic as well as the interview questions to be asked of the candidate.

Following the interview, Members discussed the presentation and responses to the questions and reached a unanimous decision.

The Panel **resolved** to appoint Robert Overall as Director of My Place, subject to satisfactory references, other employment checks and usual terms and conditions including a six-month probation period.

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ANNUAL ASSEMBLY**17 May 2017**

Title: Members' Allowances Scheme 2017/18	
Report of the Leader of the Council	
Open Report	For Decision
Wards Affected: None	Key Decision: No
Report Author: Alan Dawson, Democratic Services Manager	Contact Details: Tele: 020 8227 2348 Email: alan.dawson@lbbd.gov.uk
Accountable Director: Fiona Taylor, Director of Law and Governance	
Accountable Strategic Director: Chris Naylor, Chief Executive	
<p>Summary:</p> <p>This report sets out proposals in relation to Members' allowances for the 2017/18 municipal year.</p> <p>It is proposed that in view of the continuing pressures on public sector funding a freeze, for the ninth successive year, be applied to all basic and special responsibility allowances (SRAs). Furthermore, no other changes are proposed to the scheme that was approved for 2016/17.</p>	
<p>Recommendation(s)</p> <p>The Assembly is recommended to:</p> <ul style="list-style-type: none"> (i) Agree that no increase be applied to Members' basic and special responsibility allowances for the 2017/18 municipal year, representing a freeze in allowance levels for the ninth successive year; and (ii) Adopt the Members' Allowances Scheme 2017/8 as attached at Appendix A, to come into effect from 18 May 2017. 	
<p>Reason(s)</p> <p>To meet the requirements of the Local Authorities (Members' Allowances) (England) Regulations 2003.</p>	

1. Introduction and Background

- 1.1 The Local Authorities (Members Allowances) (England) Regulations 2003 require local authorities to make an annual scheme of allowances.

- 1.2 In setting its annual scheme, the Council must have regard to any recommendations of an independent remuneration panel. The exceptions to this requirement are where allowances are to be increased in accordance with an approved index or where no increase is proposed, subject to a review every four years. In considering the Members' Allowances Scheme for 2014/15, the Assembly had regard to the report published in June 2014 by the Independent Panel that was established by London Councils to exercise the function on behalf of London Boroughs.
- 1.3 The Members' Allowances Scheme forms part of the Council Constitution (Part 6).

2. Proposal and Issues

- 2.1 In view of the continuing pressures on the Council's finances, it is proposed to maintain the freeze on both basic and special responsibility allowances for the ninth successive year.
- 2.2 Furthermore, there are no proposed changes to the positions that shall qualify for a special responsibility allowance or the rates applicable to travelling, subsistence and other allowances.
- 2.3 The proposed Members' Allowances Scheme for 2017/18 is set out at **Appendix A**.

3. Options Appraisal

- 3.1 The cost of allowances must be contained within the existing budget provision and consequently any changes to basic and/or SRAs would need to be funded within that overall budget provision.

4. Consultation

- 4.1 The proposal to freeze allowances for a further year has been discussed with and supported by the Leader of the Council.

5. Financial Implications

Implications completed by:

- 5.1 The Members' Allowances budget for 2017/18 is £800,000 and is sufficient to meet all projected costs during the year. Any proposed increase in allowances would need to be funded within the current budget through other efficiencies, such as reducing the number of positions attracting an SRA, or via an approved growth bid or additional funding.
- 5.2 For information, the budget was reduced by £100,000 for 2015/16 as part of the budget savings process. The reduction stemmed from the removal of the entitlement of councillors to be members of the Local Government Pension Scheme, which meant that the Council was no longer required to make an employer contribution in relation to those councillors who were, prior to 1 April 2015, in the LGPS.

6. Legal Implications

Implications completed by: Paul Feild, Senior Corporate Governance Lawyer

6.1 The relevant legal issues have been covered in the body of the report.

Public Background Papers Used in the Preparation of the Report:

- London Councils Independent Panel Report “The Remuneration of Councillors in London 2014” (<http://www.londoncouncils.gov.uk/who-we-are/about-us/financial-information/leadership-and-expenses/remuneration-councillors-london>)

List of appendices:

- **Appendix A** – Proposed Members’ Allowance Scheme 2017/18

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Members' Allowances Scheme 2017/18

The Council of the London Borough of Barking and Dagenham, pursuant to the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations"), hereby makes the following scheme.

1. Introduction

- 1.1 The Members' Allowances Scheme ("the Scheme") is approved each year by the Assembly at its annual meeting. The Assembly shall have regard to any recommendations made by an Independent Remuneration Panel before making or amending the Scheme.

2. Types of Allowances

- 2.1 The allowances payable are:
- a) Basic Allowance;
 - b) Special Responsibility Allowance;
 - c) Co-opted Members' Allowance;
 - d) Travelling and Subsistence Allowance;
 - e) Dependants' Carers' Allowance;
 - f) Other allowances as described in the Scheme.

3. Effective Date

- 3.1 This Scheme has effect from 18 May 2017.

4. Definitions

- 4.1 "Approved duties" means attendance by a Councillor or Co-opted Member at any:
- a) formally convened meeting of any committee or body to which the individual has been appointed or nominated by the Authority, including any sub-committees or working parties thereof;
 - b) conference, training session and presentation organised by or on behalf of the Authority which the individual is required to attend;
 - c) meeting with a Strategic or other Director where the Councillor's attendance has been requested in writing or by e-mail or where the Councillor is a member of the Cabinet.
- 4.2 "Co-opted Member" means any co-opted, added or independent Member of a Committee or other body to which this scheme relates regardless of whether or not the Co-opted Member receives a Co-opted Members' Allowance.

5. Basic Allowance

- 5.1 A Basic Allowance shall be paid to each Councillor in accordance with Appendix 1 to this Scheme.

6. Special Responsibility Allowances

- 6.1 Special Responsibility Allowances shall be paid in accordance with Appendix 1 to this Scheme.
- 6.2 Where a Councillor would otherwise be entitled under the Scheme to more than one Special Responsibility Allowance, the entitlement shall only be to the highest allowance.
- 6.3 In the event of a person receiving a Special Responsibility Allowance being absent or substantially unable to act for a period of at least three months, the Council may resolve to reduce the level of Special Responsibility Allowance payable to that person and instead resolve to pay the allowance, or part of it, to any person appointed as a deputy or vice-chair for such period as it determines.

7. Travelling and Subsistence Allowances

- 7.1 Travelling and subsistence allowances in respect of Approved Duties undertaken by Councillors and Co-opted Members are payable in accordance with Appendix 1 to this Scheme.
- 7.2 The provisions relating to eligibility to Travelling and Subsistence Allowances apply only to Approved Duties undertaken outside the Borough. Councillors and Co-opted Members are not permitted to claim Travelling and Subsistence Allowances for any activities undertaken within the Borough.

8. Dependants' Carers' Allowances

- 8.1 Dependants' Carers' allowances in respect of Approved Duties undertaken by Councillors and Co-opted Members are payable in accordance with Appendix 1 to this Scheme.
- 8.2 The carers' allowance may be claimed towards the cost of care for children or other dependants within the household who have a recognised need for care.
- 8.3 The allowance will not be payable to a member of the immediate family or household.
- 8.4 The maximum period of the entitlement will be the duration of the approved duty and reasonable travelling time.

9. Co-opted Members

- 9.1 Co-opted Members shall be paid in accordance with Appendix 1 to this Scheme.

10. School Appeals Panel Members

- 10.1 Schools Appeals Panel (Admissions and Exclusions) members shall be entitled to an allowance as set out in Appendix 1 to this Scheme but shall not be eligible to receive travelling, subsistence or Dependants' Carers' allowances.

11. National Insurance and Income Tax

- 11.1 Payment of allowances shall be subject to such deductions as may be statutorily required in respect of national insurance and income tax.

12. Local Government Pension Scheme (LGPS)

- 12.1 In accordance with the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014, Councillors are not eligible to be members of the LGPS.

13. Renunciation

- 13.1 A Councillor and/or Co-opted Member may, by notice in writing to the Chief Executive, elect to forgo all or any part of his/her entitlement to an allowance under this Scheme.

14. Payments and Claims

- 14.1 Payment of Basic and Special Responsibility Allowances shall be made in instalments of one-twelfth of the amounts specified on a monthly basis, with the exception of the Mayor's Allowance which shall be paid quarterly in advance.
- 14.2 Where an individual takes office part way through a year, a proportionate part of any applicable allowance is payable, unless the allowance is a Special Responsibility Allowance for serving on a committee which is appointed for a period of less than a year.
- 14.3 The Council may determine that an allowance or a rate of allowance will not come into effect until a date other than the effective date of this Scheme. In such circumstances, the alternative date that the allowance shall be payable from shall be specified in Appendix 1 to this Scheme.
- 14.4 Claims for travelling, subsistence and dependants' carers' allowance should be completed monthly and no later than three months from the date that the expenditure was incurred.

15. Councillors who are Members of another Authority

- 15.1 Any Councillor who is also a Member of another Authority shall only receive allowances from one Authority in respect of the same duties.
- 15.2 In such instances, the Councillor shall be required to nominate the Authority from whom he/she wishes to receive the allowance(s) and advise the Chief Executive accordingly.

16. Record of Allowances Paid

- 16.1 A record of the payments made by the Authority to each Councillor and Co-opted Member shall be maintained and published in accordance with the Regulations.

17. Publication of Scheme

- 17.1 As soon as practicable after the making or amendment of this Scheme, arrangements shall be made for its publication within the Authority's area in accordance with the Regulations.

**London Borough of Barking and Dagenham
Schedule of Allowances for 2017/18**

Type	Allowance (per annum unless otherwise stated)
BASIC ALLOWANCE (for all Councillors)	£10,006
SPECIAL RESPONSIBILITY ALLOWANCES	
Leader of the Council	£35,022
Deputy Leader(s) of the Council	£21,583
Other Cabinet Members	£17,510
Chairs and Lead Members of the following: <ul style="list-style-type: none"> • Assembly • Development Control Board • Personnel Board • Licensing and Regulatory Board • Health and Adult Services Select Committee • Children's Services Select Committee • Safer and Stronger Community Select Committee • Living and Working Select Committee • Public Accounts and Audit Select Committee 	£3,142
Deputy Chairs and Deputy Lead Members of the following: <ul style="list-style-type: none"> • Assembly • Development Control Board • Personnel Board • Licensing and Regulatory Board • Health and Adult Services Select Committee • Children's Services Select Committee • Safer and Stronger Community Select Committee • Living and Working Select Committee • Public Accounts and Audit Select Committee 	£1,571

Type	Allowance (per annum unless otherwise stated)
Leaders of the Minority Groups	£342 per seat (with a minimum of £1,110 per Leader)
Mayor's Allowance (payable under section 3(5) of Part I of the Local Government Act 1972)	£12,000 (with effect from 20 May 2017)
CO-OPTED MEMBERS' AND OTHER ALLOWANCES	
Independent Adviser (Public Accounts and Audit Select Committee)	£500 per meeting
Independent Persons (Standards Committee)	£500
Schools Appeals Panel (Admissions and Exclusions) members	£20 per session (up to four hours)
TRAVELLING ALLOWANCES	
Mileage Rates	<ul style="list-style-type: none"> • Car: 45p per mile • Motorcycle: 24p per mile • Bicycle: 20p per mile
SUBSISTENCE ALLOWANCES	
Meal Allowances	<ul style="list-style-type: none"> • Breakfast (away between 7.00am and 11.00am) - £4.92 • Lunch (away between 12.00 noon and 2.00pm) - £6.77 • Tea (away between 3.00pm and 6.00pm) - £2.67 • Evening (away between 7.00pm and 11pm) - £8.35
Overnight (continuous period of 24 hours involving absence overnight)	<ul style="list-style-type: none"> • Normal - £79.82 • Greater London, AMA Annual Conference or other approved Association conferences - £91.04
DEPENDANTS' CARERS' ALLOWANCE	
	£6.82 per hour

ASSEMBLY**17 May 2017**

Title: Appointment of Parent Governor (Secondary) Co-optee to the Children's Services Select Committee	
Report of the Chief Executive	
Open Report	For Decision
Wards Affected: None	Key Decision: No
Report Author: Masuma Ahmed, Democratic Services Officer, Scrutiny, Law & Governance	Contact Details: Tel: 020 8227 2756 E-mail: masuma.ahmed@lbbd.gov.uk
Accountable Director: Fiona Taylor, Head of Law and Governance	
Accountable Strategic Director: Chris Naylor, Chief Executive	
<p>Summary:</p> <p>The Secondary School Parent Governor representative position on the Children's Services Select Committee (CSSC) is currently vacant as a result of the previous representative resigning from the position.</p> <p>As stated in Part 2, Chapter 8 of the Council's Constitution and in accordance with the Education Act 1996 and the Local Government Act 2000, the CSSC should include a secondary school parent governor co-optee to scrutinise education matters, appointed by the Assembly. Statutory co-optees have voting rights in respect of education matters only.</p> <p>Nominations to fill the vacancy were sought by Children's Services in January 2017 which resulted in one application, which meant that an election process was not necessary. The applicant is Dr Jo Finch who is currently a Parent Governor at Robert Clack School.</p>	
<p>Recommendation(s)</p> <p>The Assembly is recommended to agree the appointment of Dr Jo Finch to the position of Parent Governor (Secondary) Co-optee on the Children's Services Select Committee for a term of four years.</p>	
<p>Reason(s)</p> <p>To ensure that the Council's Scrutiny function is in accordance with the Council's Constitution and legislation.</p>	

Public Background Papers Used in the Preparation of the Report: None

List of appendices: None

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ASSEMBLY

17 May 2017

Title: Motions	
Report of the Chief Executive	
Open Report	For Decision
Wards Affected: All	Key Decision: No
Report Author: Leanna McPherson, Democratic Services Officer	Contact Details: Tel: 020 8227 2852 E-mail: leanna.mcpherson@lbbd.gov.uk
Accountable Director: Fiona Taylor, Director of Law and Governance	
Accountable Strategic Director: Chris Naylor, Chief Executive	
<p>Summary</p> <p>In accordance with paragraph 10 of Part 2, Chapter 4 of the Council Constitution, motions and amendments to motions on issues directly affecting the borough may be submitted to the Assembly to be debated and voted on.</p> <p>One motion has been received in accordance with the Council's procedure rules and is attached as Appendix A.</p> <p>The deadline for amendments to the motion is noon on Friday 12 May 2017.</p> <p>For information, attached at Appendix B is the relevant extract from the Council's Constitution relating to the procedure for dealing with Motions With Notice.</p>	
<p>Recommendation(s)</p> <p>The Assembly is asked to debate and vote on the motion and any amendments proposed.</p>	

Public Background Papers Used in the Preparation of the Report: None

List of appendices:

- **Appendix A** – Notice of Motion: Remembering Srebrenica
- **Appendix B** – Extract from the Council Constitution, Paragraphs 10, 11 and 12 of Part 2, Chapter 4 – The Assembly

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Notice of Motion: Remembering Srebrenica

Councillor Bright has submitted the following motion:

“This Council:

- Notes that 2017 is the twenty-second anniversary of the Srebrenica genocide in Bosnia and Herzegovina, which saw over 8,000 Muslim men and boys killed by Serbian nationalist forces;
- Notes that in 2009 the European Parliament passed a resolution that 11 July should be recognised as the day of commemoration of the Srebrenica genocide all over the EU; and in 2015 urged the development of educational and cultural programmes that promote an understanding of the causes of such atrocities and raise awareness about the need to nurture peace and to promote human rights and interreligious tolerance;
- Applauds the work of those involved in the pursuit of justice for the victims and their surviving relatives, including the International Commission of Missing People (ICMP) and the Mothers of Srebrenica, whose courage and humility in the face of unthinkable horror is an inspiration to us all; and
- Commends the work of the charity, Remembering Srebrenica, in raising awareness of this tragic and preventable genocide and working in communities across Britain to help them learn the lessons of Srebrenica.

The Council resolves to:

- Offer support to Remembering Srebrenica delegates from the London Borough of Barking and Dagenham who visited Bosnia on the ‘Lessons from Srebrenica’ education programme and have been working tirelessly in the community to raise awareness of the genocide and learn the lessons of Srebrenica;
- Support Srebrenica memorial events in July each year throughout London Borough of Barking and Dagenham as part of the UK-wide Remembering Srebrenica Memorial Week; and
- Support the work of Remembering Srebrenica in communities across London Borough of Barking and Dagenham to learn the lessons from Srebrenica to tackle hatred and intolerance to help build a better, safer and more cohesive society for everyone.”

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10. Motions With Notice

- 10.1 Written notice of any motions must be received by the Chief Executive by no later than 4.00pm on the Wednesday two weeks before the meeting, except in respect of a vote of no confidence in the Leader of the Council for which the process in paragraph 13 applies.
- 10.2 A notice of motion must relate to a matter which affects the Council or its area and must relate to a matter in respect of which the Council has a relevant function. There is no limit on the number of motions that a Councillor may submit but the notice of motion must be submitted either by the Councillor who is proposing the motion or via the Group Secretary.
- 10.3 A notice of motion may be in more than one part and contain more than one recommendation, but must all relate to the same subject matter.
- 10.4 The Chief Executive may reject a notice of motion if, in his/her opinion:
 - (a) it is of a vexatious or derogatory nature or otherwise considered improper or inappropriate;
 - (b) is contrary to any provision of any code, protocol, legal requirement or rule of the Council;
 - (c) it does not relate to the business of the Council;
 - (d) is substantially the same as another motion already considered at the Assembly within the previous twelve months.
- 10.5 Where the Chief Executive rejects a notice of motion on any of the above grounds, he/she shall inform the Chair and the Councillor who submitted the notice of motion as soon as possible. Prior to determining whether to accept or reject a motion, the Chief Executive may seek clarification or propose alternative wording to the Councillor who submitted the motion.
- 10.6 In the event that the Councillor who is proposing the motion is not present at the Assembly meeting, the motion will be withdrawn.
- 10.7 Any motions withdrawn as indicated above, or withdrawn at the request of the Councillor who proposed the motion, either before or during the meeting, may not be resubmitted to the Assembly within a period of six months. This condition will be waived where the Councillor, or a colleague on their behalf, has notified the Chief Executive by 5.00 pm on the day of the meeting of their inability to attend due to their ill health or other reason accepted by the Chief Executive.
- 10.8 Motions will be listed on the agenda in the order in which they are received, save that:
 - (a) where two or more notices of motion are received from a particular Councillor for the same meeting, that Councillor's second notice of motion shall be included after all other Councillors' first notices of motion, that Councillor's third notice of motion shall be included after all other Councillors' second notices of motion, and so on.

- (b) where he/she considers that the notice of motion, statement or consideration of the notice of motion is likely to result in the disclosure of confidential or exempt information, in which case he/she may group such notices of motion together with other items of business which are, in his/her opinion, likely to involve the exclusion of press and public during their consideration.
- 10.9 Written notice of any amendments to motions must be received by the Chief Executive by no later than 12 noon on the Friday before the meeting. The same criteria and actions as described in paragraphs 10.2 - 10.8 will apply in relation to any amendments received.
- 10.10 Any amendments proposed after the time specified in paragraph 10.9 will only be considered for exceptional reasons such as a change in circumstances appertaining to the original motion, in which case the consent of the Chair will be required.
- 10.11 The Assembly shall not debate any motion which could give rise to a significant change to the income or expenditure of the Council or to contract terms unless, in the opinion of the Chief Executive acting on advice from the Chief Financial Officer and Director of Law and Governance as appropriate, the motion is accompanied by a report from the Chief Financial Officer or the Director of Law and Governance, as appropriate, setting out the financial or legal effect of the motion.
- 10.12 Where a motion which would require an accompanying report under Rule 10.11 falls to be moved without such accompanying report being made available to all Councillors, the motion shall stand adjourned without debate to the next available meeting of the Assembly.
- 10.13 Subject to Rule 10.14, if there are other motions or recommendations on the agenda that have not been dealt with by the close of the meeting, they are deemed formally moved and seconded and shall be put to the vote by the Chair without debate.
- 10.14 Where a notice of motion submitted under Rule 10 falls to be dealt with under Rule 10.13, the Councillor giving the notice may either:
 - (a) speak to the motion for not more than three minutes before the motion is put by the Chair without debate; or
 - (b) require that the motion is deferred to the next available meeting.

11. Motion to rescind a previous decision

- 11.1 A motion or amendment to rescind, or which has the effect of rescinding, a decision made at a meeting of the Assembly within the past six months, may not be moved except upon a recommendation from the Cabinet for a variation of the approved Budget or Policy Framework, or where the Monitoring Officer confirms that it is appropriate for the Assembly to reconsider the matter to comply with law, as a result of a change of law or material change of circumstances.

12. Rules of Debate

12.1 The following order / rules of debate shall apply:

- (a) Except with the Chair's consent, the debate on each motion shall last no longer than 10 minutes and no individual speech shall exceed two minutes.
- (b) The mover will move the motion and explain its purpose.
- (c) The Chair will invite another Councillor to second the motion.
- (d) If any amendment(s) has been accepted in accordance with paragraphs 10.9 or 10.10, the Chair will invite the relevant Councillor to move the amendment(s) and explain the purpose.
- (e) The Chair will invite another Councillor(s) to second the amendment(s).
- (f) The Chair will then invite Councillors to speak on the motion and any amendments.
- (g) Once all Councillors who wish to speak have done so, or the time limit has elapsed, the Chair will allow the mover(s) of the amendment(s) a right of reply followed by the mover of the original motion.
- (h) At the end of the debate, any amendments will be voted on in the order in which they were proposed.
- (i) If an amendment is carried, the motion as amended becomes the substantive motion to which any further amendments are moved and voted upon.
- (j) After an amendment has been carried, the Chair will read out the amended motion before accepting any further amendments, or if there are none, put it to the vote.
- (k) If all amendments are lost, a vote will be taken on the original motion.

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