

CABINET and ASSEMBLY FORWARD PLAN

February 2020 Edition

Publication Date: 17 January 2020

THE FORWARD PLAN

Explanatory note:

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

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

Key Decisions

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

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

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

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

Information included in the Forward Plan

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

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

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

Publicity in connection with Key decisions

Subject to any prohibition or restriction on their disclosure, the documents referred to in relation to each Key Decision are available to the public. Each entry in the Plan gives details of the main officer to contact if you would like some further information on the item. If you would like to view any of the documents listed you should contact Masuma Ahmed, Democratic Services Officer, Ground Floor, Town Hall, 1 Town Square, Barking IG11 7LU (telephone: 020 8227 2756, email: democraticservices@lbbd.gov.uk)

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

The Statutory Forward Plan will be published on or before the following dates during 2019/20:

Edition	Publication date
February 2020 Edition	17 January 2020
March 2020 Edition	17 February 2020
April 2020 Edition	23 March 2020
May 2020 Edition	20 April 2020
June 2020 Edition	18 May 2020

Confidential or Exempt Information

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

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Representations may be made to the Council about why a particular decision should be open to the public. Any such representations should be made to Masuma Ahmed, Democratic Services Officer, Ground Floor, Town Hall, 1 Town Square, Barking IG11 7LU (telephone: 020 8227 2756, email: democraticservices@lbbd.gov.uk).

Key to the table

Column 1 shows the projected date when the decision will be taken and who will be taking it. However, an item shown on the Forward Plan may, for a variety of reasons, be deferred or delayed. It is suggested, therefore, that anyone with an interest in a particular item, especially if he/she wishes to attend the meeting at which the item is scheduled to be considered, should check within 7 days of the meeting that the item is included on the agenda for that meeting, either by clicking on <https://modgov.lbbd.gov.uk/Internet/ieListMeetings.aspx?CI=180&Year=0> (for items to be considered by the Cabinet) and <https://modgov.lbbd.gov.uk/Internet/ieListMeetings.aspx?CI=179&Year=0> (for items to be considered by the Assembly), or by contacting Masuma Ahmed on 020 8227 2756/ democraticservices@lbbd.gov.uk.

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

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

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

Decision taker/ Projected Date	Subject Matter Nature of Decision	Open / Private (and reason if all / part is to be private)	Relevant Lead Contact
Cabinet: 17.2.20	<p>Budget Monitoring 2019/20 - April to December (Month 9) : Financial</p> <p>The Cabinet will be asked to consider the projected position of the Council's revenue and capital budgets for 2019/20 and, if necessary, consider proposals for in-year adjustments aimed at achieving a balanced budget position at the year end.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Open	Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)
Cabinet: 17.2.20	<p>Budget Framework 2020/21 and Medium Term Financial Strategy 2020/21 - 2022/23 All Issue Categories [Annual Item]</p> <p>The Cabinet will be asked to consider and make appropriate recommendations to the Assembly in respect of:</p> <ul style="list-style-type: none"> - the revised Revenue Estimates for 2019/20; - the base Revenue Estimates for 2020/21; - the level of Council Tax for 2020/21; - the Capital Programme for 2020/21 to 2023/24; - the Medium Term Financial Strategy for 2020/21 to 2022/23. <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Open	Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)
Cabinet: 17.2.20	<p>Housing Revenue Account: Estimates and Review of Rents and Other Charges 2020/21 and 30 Year Business Plan : Financial</p> <p>The Cabinet will be asked to consider the HRA estimates and rent levels for Council properties for 2020/21, together with service and other related charges, and also to approve the rolling 30-year HRA Business Plan setting out how the Council intends to fund its stock investment, estate regeneration and new build plans.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Open	Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)

<p>Cabinet: 17.2.20</p>	<p>Treasury Management Strategy Statement 2020/21 : Financial [Annual Item]</p> <p>The Cabinet will be asked to recommend the Assembly to approve the Annual Treasury Management Strategy for 2020/21, including the Council's Prudential Indicators.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)</p>
<p>Cabinet: 17.2.20</p>	<p>Pay Policy Statement 2020/21 [Annual Item]</p> <p>The Cabinet will be asked to recommend the Assembly to approve the Council's Pay Policy Statement for 2020/21, in line with the requirements of the Localism Act 2011.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	<p>Open</p>	<p>Iain Marshall, HRIS & Change Manager (iain.marshall@lbbd.gov.uk)</p>
<p>Cabinet: 17.2.20</p>	<p>Fire Safety Update and Mobility Scooter Policy : Community [Annual Item]</p> <p>The Cabinet will be presented with the annual report on fire safety issues relating to its role as a corporate and residential landlord and asked to agree any appropriate recommendations arising from the report, including a policy relating to the storage of mobility scooters in flatted accommodation.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>Robert Overall, Director, My Place (Tel: 020 8227 2982) (robert.overall@lbbd.gov.uk)</p>
<p>Cabinet: 17.2.20</p>	<p>Wivenhoe Road and Margaret Bondfield Avenue Temporary Accommodation Projects - Appointment of Construction Contractor</p> <p>This report will seek approval for the appointment of Jerram Falkus Construction Limited for the construction of temporary accommodation in Wivenhoe Road and Margaret Bondfield Avenue, Barking.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Thames 	<p>Open</p>	<p>Ed Skeates, Development Director, Be First (Tel: 020 8227 3072) (ed.skeates@lbbd.gov.uk)</p>

<p>Cabinet: 17.2.20</p>	<p>Purchase of former Muller Site, Selinas Lane : Financial</p> <p>The Cabinet will be asked to approve the purchase of a significant vacant industrial site in the Chadwell Heath industrial area via a loan deal and establishment of a Special Purpose Vehicle for medium term redevelopment.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Whalebone 	<p>Part Exempt The appendices may contain commercially confidential information.</p>	<p>David Harley, Head of Regeneration, Be First (Tel: 020 8227 5316) (david.harley@lbbd.gov.uk)</p>
<p>Cabinet: 17.2.20</p>	<p>Purchase of the Heathway Shopping Centre Long-Leasehold : Financial</p> <p>The Cabinet will be asked to approve the purchase of the long leasehold interest of the Heathway Shopping Centre at Dagenham Heathway. The Council is already the freehold owner and the report will set out the financial and regeneration case for the purchase.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Village 	<p>Part Exempt The report/appendices may contain commercially confidential information.</p>	<p>David Harley, Head of Regeneration, Be First (Tel: 020 8227 5316) (david.harley@lbbd.gov.uk)</p>
<p>Cabinet: 17.2.20</p>	<p>Development of Land at Chequers Lane, Dagenham : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the entering into of a Development Agreement for the delivery of 90 housing units, 59% of which would be affordable, on the site of the former Job Centre in Chequers Lane, Dagenham</p> <ul style="list-style-type: none"> • Wards Directly Affected: River 	<p>Part Exempt The report and/or appendices may contain commercially confidential information.</p>	<p>Ed Skeates, Development Director, Be First (Tel: 020 8227 3072) (ed.skeates@lbbd.gov.uk)</p>
<p>Cabinet: 17.2.20</p>	<p>Appropriation of Land at Crown House and Linton Road, Barking : Financial</p> <p>Following the Planning Committee's approval in March 2019 (subject to signing the s.106 agreement) to the development proposals for Crown House and Linton Road car park to provide 396 residential units (including 169 affordable units) and 430 sqm of flexible commercial floorspace, this report is proposing to secure in principle agreement to utilising statutory powers under s.203 of the Housing and Planning Act 2016 to appropriate land for planning purposes to facilitate the development.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Abbey 	<p>Part Exempt</p>	<p>Ed Skeates, Development Director, Be First (Tel: 020 8227 3072) (ed.skeates@lbbd.gov.uk)</p>

Cabinet: 17.2.20	<p>Provision of SIA Security and Ancillary Services</p> <p>The Cabinet will be asked to approve proposals for the procurement of a new contract for the provision of SIA security and ancillary services.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Jonathan Woodhams, CCTV & ASB Manager, Enforcement Services (Tel: 020 8227 5597) (jonathan.woodhams@lbbd.gov.uk)
Cabinet: 17.2.20	<p>Contract for Provision of Temporary Agency Staff</p> <p>The Cabinet will be asked to approve arrangements relating to the procurement of services, via the Eastern Shires Purchasing Organisation (ESPO) Mstar3 framework as part of the Pan London collaboration, for the provision of temporary labour.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Euan Beales, Procurement Manager (Tel: 020 8227 5226) (euan.beales@lbbd.gov.uk)
Cabinet: 17.2.20	<p>Procurement of a Strategic Advisory Framework</p> <p>The Cabinet will be asked to approve arrangements relating to the procurement of a Strategic Advisory Framework, which would represent the preferred method of securing strategic services and bring together the Council's recent requirements for specific technical and investment due-diligence advisors for commercial investments as well the provision of services currently delivered via Elevate which cannot be procured via that route post December 2020.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Euan Beales, Procurement Manager (Tel: 020 8227 5226) (euan.beales@lbbd.gov.uk)

Assembly: 26.2.20	Budget Framework 2020/21 and Medium Term Financial Strategy 2020/21 - 2022/23 All Issue Categories [Annual Item] The Assembly will be recommended to approve the following: - the revised Revenue Estimates for 2019/20; - the base Revenue Estimates for 2020/21; - the level of Council Tax for 2020/21; - the Capital Programme for 2020/21 to 2023/24; - the Medium Term Financial Strategy for 2020/21 to 2022/23. <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Open	Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)
Assembly: 26.2.20	Treasury Management Strategy Statement 2020/21 : Financial [Annual Item] The Assembly will be recommended to approve the Annual Treasury Management Strategy for 2020/21, including the Council's Prudential Indicators. <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Open	David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)
Assembly: 26.2.20	Pay Policy Statement 2020/21 [Annual Item] The Assembly will be recommended to approve the Council's Pay Policy Statement for 2020/21, in line with the requirements of the Localism Act 2011. <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Iain Marshall, HRIS & Change Manager (iain.marshall@lbbd.gov.uk)
Cabinet: 17.3.20	Corporate Plan 2018-2022 - Quarter 3 2019 Performance Reporting The Cabinet will be presented with an update on the performance of the key accountabilities and key performance indicators for the latest quarterly period. <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Sarah Myers, Policy & Partnerships Manager (Tel: 020 8227 2253) (sarah.myers@lbbd.gov.uk)

Cabinet: 17.3.20	<p>Debt Management Performance and Write-Offs 2019/20 (Quarter 3)</p> <p>The Cabinet will be presented with a report on debt management performance and write offs for the latest quarterly period.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Gill Hills, Head of Revenues (Tel: 020 8724 8615) (gill.hills@lbbd.gov.uk)
Cabinet: 17.3.20	<p>Budget Monitoring 2019/20 - April to January (Month 10) : Financial</p> <p>The Cabinet will be asked to consider the projected position of the Council's revenue and capital budgets for 2019/20 and, if necessary, consider proposals for in-year adjustments aimed at achieving a balanced budget position at the year end.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Open	Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)
Cabinet: 17.3.20	<p>Commercial Entity Business Plans : Financial</p> <p>The Cabinet will be asked to approve the following Business Plans of the Council's commercial entities:</p> <ul style="list-style-type: none"> - Be First Business Plan 2020-2025; - Barking and Dagenham Reside Business Plan 2020-2023 - Barking and Dagenham Trading Partnership Business Plan 2020-2023; and - Barking and Dagenham School Improvement Partnership Business Plan 2020-2023. <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Part Exempt The report / appendices may contain commercially confidential information.	Hilary Morris, Commercial Lead (Tel: 020 8227 3017) (hilary.morris@lbbd.gov.uk)

<p>Cabinet: 17.3.20</p>	<p>Appropriation and Acquisition of Land at North Street/ London Road, Barking : Financial</p> <p>Following a Cabinet report on 18 September 2018 setting out proposals to bring forward development on the site of the former White House Public House and adjacent Council owned land, this report is proposing to secure in principle agreement to utilising statutory powers to appropriate land for development purposes.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Abbey 	<p>Open</p>	<p>David Harley, Head of Regeneration, Be First (Tel: 020 8227 5316) (david.harley@lbbd.gov.uk)</p>
<p>Cabinet: 17.3.20</p>	<p>Establishment of New Additional Resource Provisions and Expansion of the Further Education Centre at Trinity Special School : Community</p> <p>The Cabinet will be asked to approve proposals for the establishment of new Additional Resource Provisions (ARP's) in the Borough's schools, to support children with special educational needs, and the expansion of the Further Education Centre at Trinity Special School.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>Jane Hargreaves, Commissioning Director, Education (Tel: 020 8227 2686) (jane.hargreaves@lbbd.gov.uk)</p>
<p>Cabinet: 21.4.20</p>	<p>Social Value in LBBD</p> <p>The Cabinet will be asked to approve the proposed policy and approach to securing Social Value through Council expenditure and activity.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>Tess Lanning, Head of Enterprise & Employment Strategy, Inclusive Growth (Tel: 020 8227 3233) (tess.lanning@lbbd.gov.uk)</p>
<p>Assembly: 13.5.20</p>	<p>Appointments to the Political Structure and Other Bodies 2020/21 [Annual Item]</p> <p>The Assembly will be asked to make appointments to the Political Structure and Other Bodies for the 2020/21 municipal year.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	<p>Open</p>	<p>Alan Dawson, Head of Governance & Electoral Services (Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)</p>

<p>Assembly: 13.5.20</p>	<p>Members' Allowances Scheme 2020/21 [Annual Item]</p> <p>The Assembly will be asked to approve the Members' Allowances Scheme for the 2020/21 municipal year.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	<p>Open</p>	<p>Alan Dawson, Head of Governance & Electoral Services (Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)</p>
<p>Cabinet: 19.5.20</p>	<p>Revenue and Capital Provisional Outturn 2019/20 : Financial [Annual Item]</p> <p>The Cabinet will be asked to approve the Council's revenue and capital provisional outturn position for 2019/20 and, if necessary, any appropriate in-year budget adjustments.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)</p>
<p>Cabinet: 16.6.20</p>	<p>Corporate Plan 2018-2022 - Quarter 4 2019 Performance Reporting</p> <p>The Cabinet will be presented with an update on the performance of the key accountabilities and key performance indicators for the latest quarterly period.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	<p>Open</p>	<p>Sarah Myers, Policy & Partnerships Manager (Tel: 020 8227 2253) (sarah.myers@lbbd.gov.uk)</p>
<p>Cabinet: 16.6.20</p>	<p>Debt Management Performance and Write-Offs 2019/20 (Quarter 4)</p> <p>The Cabinet will be presented with a report on debt management performance and write offs for the latest quarterly period.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	<p>Open</p>	<p>Gill Hills, Head of Revenues (Tel: 020 8724 8615) (gill.hills@lbbd.gov.uk)</p>
<p>Cabinet: 16.6.20</p>	<p>Revenue and Capital Final Outturn Report 2019/20 : Financial</p> <p>The Cabinet will be asked to approve the Council's final revenue and capital outturn position for 2019/20 and, if necessary, any appropriate in-year budget adjustments.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)</p>

<p>Cabinet: 16.6.20</p>	<p>Treasury Management Annual Report 2019/20 : Financial [Annual Item]</p> <p>The Cabinet will be asked to recommend the Assembly to approve the Council's Treasury Management Annual Report for 2019/20, including the actual Prudential and Treasury Indicators.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)</p>
<p>Assembly: Not before 30.6.20</p>	<p>Treasury Management Annual Report 2019/20 : Financial [Annual Item]</p> <p>The Assembly will be recommended to approve the Council's Treasury Management Annual Report for 2019/20, including the actual Prudential and Treasury Indicators.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	<p>Open</p>	<p>David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)</p>

Membership of Decision-making Bodies

Cabinet:

Councillor Darren Rodwell, Leader of the Council

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

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

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

Councillor Evelyn Carpenter, Cabinet Member for Educational Attainment and School Improvement

Councillor Cameron Geddes, Cabinet Member for Regeneration and Social Housing

Councillor Syed Ghani, Cabinet Member for Public Realm

Councillor Margaret Mullane, Cabinet Member for Enforcement and Community Safety

Councillor Lynda Rice, Cabinet Member for Equalities and Diversity

Councillor Maureen Worby, Cabinet Member for Social Care and Health Integration

Assembly:

All 51 elected members of the Council