

CABINET and ASSEMBLY FORWARD PLAN

March 2020 Edition

Publication Date: 17 February 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 Alan Dawson, Head of Governance & Electoral Services, Ground Floor, Town Hall, 1 Town Square, Barking IG11 7LU (telephone: 020 8227 2348, 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 2020/21:

Edition	Publication date
March 2020 Edition	17 February 2020
April 2020 Edition	23 March 2020
May 2020 Edition	20 April 2020
June 2020 Edition	18 May 2020
July 2020 Edition	15 June 2020
August 2020 Edition	20 July 2020
September 2020 Edition	24 August 2020
October 2020 Edition	21 September 2020
November 2020 Edition	19 October 2020
December 2020 Edition	16 November 2020
January 2021 Edition	18 December 2020
February 2021 Edition	15 January 2021
March 2021 Edition	15 February 2021
April 2021 Edition	19 March 2021
May 2021 Edition	23 April 2021
June 2021 Edition	21 May 2021

Confidential or Exempt Information

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

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Representations may be made to the Council about why a particular decision should be open to the public. Any such representations should be made to Alan Dawson, Head of Governance & Electoral Services, Ground Floor, Town Hall, 1 Town Square, Barking IG11 7LU (telephone: 020 8227 2348, email: democraticservices@lbbd.gov.uk).

Key to the table

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

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

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

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

Decision taker/ Projected Date	Subject Matter Nature of Decision	Open / Private (and reason if all / part is to be private)	Relevant Lead Contact
Cabinet: 17.3.20	<p>Corporate Plan 2018-2022 - Quarter 3 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 	Open	<p>Sarah Myers, Policy & Partnerships Manager (Tel: 020 8227 2253) (sarah.myers@lbbd.gov.uk)</p>
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	<p>Gill Hills, Head of Revenues (Tel: 020 8724 8615) (gill.hills@lbbd.gov.uk)</p>
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	<p>Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)</p>

<p>Cabinet: 17.3.20</p>	<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 	<p>Part Exempt The report / appendices may contain commercially confidential information.</p>	<p>Hilary Morris, Commercial Lead (Tel: 020 8227 3017) (hilary.morris@lbbd.gov.uk)</p>
<p>Cabinet: 17.3.20</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: 17.3.20</p>	<p>Wivenhoe Road Temporary Accommodation Project - Appointment of Contractor : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the appointment of a contractor for the construction of temporary accommodation in Wivenhoe Road, Barking.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Thames 	<p>Open</p>	<p>Darren Cutts, Assistant Construction Director (Tel: 020 8227 5232) (darren.cutts@lbbd.gov.uk)</p>

<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>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>Fully Exempt The report and appendices shall 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: 17.3.20</p>	<p>East London Joint Resources and Waste Strategy</p> <p>The East London Waste Authority (ELWA), the Borough's statutory waste disposal authority, is refreshing its Joint Resources and Waste Strategy as part of the preparations for new waste disposal arrangements when its current, 25-year Integrated Waste Management Services contract expires in 2027.</p> <p>The Cabinet will be asked to consider and endorse the draft terms and objectives of ELWA's revised Joint Resources and Waste Strategy.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	<p>Open</p>	<p>Darren Mackin, Head of Commissioning & Programmes, Inclusive Growth (darren.mackin@lbbd.gov.uk)</p>

Cabinet: 17.3.20	<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 	Part Exempt The report and/or appendices may contain commercially confidential information.	Ed Skeates, Development Director, Be First (Tel: 020 8227 3072) (ed.skeates@lbbd.gov.uk)
Cabinet: 17.3.20	<p>Future Use of Pondfield Road Depot, Wantz Road, Dagenham : Financial</p> <p>The Cabinet will be asked to consider and approve proposals regarding the future use of the Council depot at Wantz Road / Pondfield Road.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Alibon 	Part Exempt The report / appendices may contain commercially confidential information.	Andy Bere, Asset Manager (Tel: 020 8227 3047) (andy.bere@lbbd.gov.uk)
Cabinet: 17.3.20	<p>Margaret Bondfield Avenue Temporary Accommodation Project - Appointment of Contractor : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the appointment of a contractor for the construction of temporary accommodation in Margaret Bondfield Avenue, Barking.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Eastbury 	Open	Darren Cutts, Assistant Construction Director (Tel: 020 8227 5232) (darren.cutts@lbbd.gov.uk)
Cabinet: 17.3.20	<p>Barking Riverside Land Transfers</p> <p>The Cabinet will be asked to approve the transfer of a strip of land owned by Barking Riverside Limited to the Council to support the 12 Thames Road development in exchange for the surrender an area of land leased to the Council.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Thames 	Open	David Harley, Head of Regeneration, Be First (Tel: 020 8227 5316) (david.harley@lbbd.gov.uk)

Cabinet: 17.3.20	<p>Future Location of Multi Agency Safeguarding Hub (MASH)</p> <p>The Cabinet will be asked to endorse the arrangements for the relocation of the MASH into the Children’s Social Care service, from Community Solutions.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Heather Storey, Head of Commissioning, Children's Care & Support (Tel: 020 8227 2827) (Heather.Storey@lbbd.gov.uk)
Cabinet: 21.4.20	<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 	Open	Jane Hargreaves, Commissioning Director, Education (Tel: 020 8227 2686) (jane.hargreaves@lbbd.gov.uk)
Cabinet: 21.4.20	<p>Oracle Enterprise Resource Planning (ERP) System - Procurement of Replacement Solution : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the replacement of the Council’s current ERP solution, which manages and reports on HR, Payroll, Finance, Purchasing and Debtor activities within the organisation, in view of the current release being unsupported from December 2021.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable 	Open	Nick Coldicott, Programme Director, CPMO (Nick.Coldicott@lbbd.gov.uk)
Cabinet: 21.4.20	<p>Emergency Management and Business Continuity Plans</p> <p>This report will provide an update on the resilience standards for London and seek approval for the corporate emergency management and business continuity plans.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards 	Open	Andy Opie, Operational Director, Enforcement & Community Safety (Tel: 020 8227 3590) (andy.opie@lbbd.gov.uk)

Assembly: 13.5.20	<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 	Open	Alan Dawson, Head of Governance & Electoral Services (Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)
Assembly: 13.5.20	<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 	Open	Alan Dawson, Head of Governance & Electoral Services (Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)
Cabinet: 19.5.20	<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 	Open	Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)
Cabinet: 19.5.20	<p>Social Value in LBBDD</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 	Open	Tess Lanning, Head of Enterprise & Employment Strategy, Inclusive Growth (Tel: 020 8227 3233) (tess.lanning@lbbd.gov.uk)
Cabinet: 16.6.20	<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 	Open	Sarah Myers, Policy & Partnerships Manager (Tel: 020 8227 2253) (sarah.myers@lbbd.gov.uk)

Cabinet: 16.6.20	<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 	Open	Gill Hills, Head of Revenues (Tel: 020 8724 8615) (gill.hills@lbbd.gov.uk)
Cabinet: 16.6.20	<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 	Open	Katherine Heffernan, Group Manager, Service Finance (Tel: 020 8227 3262) (katherine.heffernan@lbbd.gov.uk)
Cabinet: 16.6.20	<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 	Open	David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)
Assembly: 22.7.20	<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 	Open	David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)

Membership of Decision-making Bodies

Cabinet:

Councillor Darren Rodwell, Leader of the Council

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