

**CABINET and ASSEMBLY
FORWARD PLAN**

March 2021 Edition

Publication Date: 15 February 2021

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/mgListPlans.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 (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 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 (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: 16.3.21	<p>Procurement of a Cloud Support Contract and IT Database Administration Management Service : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the procurement of new suppliers and systems for crucial IT services, some of which were previously provided by Agilisys as part of the Elevate East London venture.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	Open	Paul Ingram, Chief Information Officer (Tel: 07455 168555) (paul.ingram@lbbd.gov.uk)
Cabinet: 16.3.21	<p>Revenue Budget Monitoring 2020/21 (Period 10, January 2021) and Capital Programme Update : Financial</p> <p>The Cabinet will be asked to consider the projected position of the Council's revenue and capital budgets for 2020/21 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: Not Applicable • Additional documents to be considered alongside report: 	Open	Philip Gregory, Finance Director (Tel: 020 8227 5048) (philip.gregory@lbbd.gov.uk)
Cabinet: 16.3.21	<p>Debt Management Performance 2020/21 (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 • Additional documents to be considered alongside report: 	Open	Stuart Kirby, Revenues Manager (stuart.kirby@lbbd.gov.uk)

<p>Cabinet: 16.3.21</p>	<p>Development at Abbey Quay, Barking : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the entering into of a Development Agreement with Weston Homes for the delivery of 233 affordable housing units as part of the Abbey Quay development project.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Abbey • Additional documents to be considered alongside report: 	<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: 16.3.21</p>	<p>Procurement Proposals for Insurance Contracts : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the retendering of the Council's main insurance contracts from 1 April 2023 and the extension of current contracts which are due to expire on 30 June 2022.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Christopher Martin, Head of Assurance (Tel: 020 8227 2174) (christopher.martin@lbbd.gov.uk)</p>
<p>Cabinet: 16.3.21</p>	<p>Be First Business Plan 2021-2026 : Financial</p> <p>The Cabinet will be asked to approve the Be First Business Plan for 2021-2026.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: 	<p>Part Exempt The report / appendices may contain commercially confidential information.</p>	<p>Hilary Morris, Commercial Director (Tel: 020 8227 3017) (hilary.morris@lbbd.gov.uk)</p>
<p>Cabinet: 16.3.21</p>	<p>Redevelopment of Trocoll House, Wakering Road, Barking - Turnkey Proposal : Financial</p> <p>The Cabinet will be asked to approve proposals relating to the entering into of a Development Agreement for the delivery of 198 housing units (35% affordable) as part of the consented regeneration planned for the Trocoll House redevelopment.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<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>

Cabinet: 16.3.21	<p>Provision of a Children's Out of Hours Emergency Duty Service</p> <p>The Cabinet will be asked to approve a retrospective waiver to the Council's Contract Rules to enter into a partnership agreement for the provision of a Children's Out of Hours Emergency Duty Service with the London Boroughs of Havering, Redbridge, and Waltham Forest for a three-year term ending 31 March 2023.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: 	Open	<p>April Bald, Operational Director, Children's Care and Support</p> <p>(april.bald@lbbd.gov.uk)</p>
Cabinet: 16.3.21	<p>16+ SEND Transport Policy : Community</p> <p>The Cabinet will be asked to approve an amendment to the Council's School Transport Policy in respect of young people with special educational needs and/or disabilities (SEND) to ensure that those leaving specialist schooling at 16 years of age to take up a college / further education place are automatically eligible for a continued transport offer.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: Equality Impact Assessment 	Open	<p>Clare Brutton, Head of Commissioning Disabilities</p> <p>(clare.brutton@lbbd.gov.uk)</p>
Cabinet: 16.3.21	<p>Land Disposal in Chadwell Heath</p> <p>The Cabinet will be asked to approve the terms of the proposed disposal of a small piece of land in the Chadwell Heath area.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Chadwell Heath • Additional documents to be considered alongside report: 	Fully Exempt The report relates to an area of land subject to potential legal proceedings.	<p>Andy Bere, Asset Manager (Tel: 020 8227 3047) (andy.bere@lbbd.gov.uk)</p>

<p>Cabinet: 20.4.21</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"> - Barking and Dagenham Reside Business Plan 2021-2024; - Barking and Dagenham Trading Partnership Business Plan 2021-2024; and - Barking and Dagenham School Improvement Partnership Business Plan 2021-2024. <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: 	<p>Part Exempt The report / appendices may contain commercially confidential information.</p>	<p>Hilary Morris, Commercial Director (Tel: 020 8227 3017) (hilary.morris@lbbd.gov.uk)</p>
<p>Cabinet: 20.4.21</p>	<p>Proposals for Transport House, 46-48 New Road, Dagenham : Financial</p> <p>In January 2018, Cabinet approved the purchase of the office block on New Road. The office was owned by Unite the Union who were building a new office at Dagenham East and it was agreed that Unite could remain at Transport House on commercial rent terms until their new office was complete. The office is now vacant and Cabinet will be asked to agree proposals for the site.</p> <ul style="list-style-type: none"> • Wards Directly Affected: River • Additional documents to be considered alongside report: 	<p>Open</p>	<p>David Harley, Head of Regeneration, Be First (Tel: 020 8227 5316) (david.harley@lbbd.gov.uk)</p>
<p>Cabinet: 20.4.21</p>	<p>Institutional Funding Proposal - Hotel Investment : Financial</p> <p>The Cabinet will be asked to consider and approve proposals to enter into an investment arrangement with an Institutional Investor and an operational tenant, in support of the objectives of the Council’s Investment and Acquisition Strategy.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Part Exempt The report and/or appendices may contain commercially confidential information</p>	<p>Hilary Morris, Commercial Director (Tel: 020 8227 3017) (hilary.morris@lbbd.gov.uk)</p>

<p>Cabinet: 20.4.21</p>	<p>Draft Planning Obligations (Section 106) Supplementary Planning Document : Community</p> <p>The Cabinet will be asked to approve the draft Planning Obligations (Section 106) Supplementary Planning Document (SPD) for consultation.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Tim Thomas, Head of Policy & Infrastructure Planning, Be First</p> <p>(tim.thomas@befirst.london)</p>
<p>Cabinet: 20.4.21</p>	<p>Gascoigne Estate Regeneration - Progress Review and Next Steps : Financial</p> <p>The Gascoigne Estate regeneration is a long-term programme to transform the estate by providing new housing and improved public realm. The Cabinet will be presented with an update on progress and asked to approve proposals to progress the delivery of future phases of the programme, including appropriate delegations.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Gascoigne • Additional documents to be considered alongside report: 	<p>Part Exempt The report / appendices may contain commercially confidential information</p>	<p>Darren Mackin, Head of Commissioning & Programmes, Inclusive Growth</p> <p>(darren.mackin@lbbd.gov.uk)</p>
<p>Cabinet: 20.4.21</p>	<p>Contracts for Provision of Bespoke Packages for Children's Care Services</p> <p>The Cabinet will be asked to approve revised arrangements relating to the procurement of Bespoke Packages of Care Service for Children in Need, Children in Care and Children subject to a Child Protection Plan.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Chris Bush, Commissioning Director, Children's Care and Support</p> <p>(Tel: 020 8227 3188) (christopher.bush@lbbd.gov.uk)</p>
<p>Assembly: 19.5.21</p>	<p>Appointments to the Political Structure and Other Bodies 2021/22</p> <p>The Assembly will be asked to make appointments to the Political Structure and Other Bodies for the 2021/22 municipal year.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Alan Dawson, Head of Governance & Electoral Services</p> <p>(Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)</p>

<p>Assembly: 19.5.21</p>	<p>Members' Allowances Scheme 2021/22</p> <p>The Assembly will be asked to approve the Members' Allowances Scheme for the 2021/22 municipal year.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Alan Dawson, Head of Governance & Electoral Services (Tel: 020 8227 2348) (alan.dawson@lbbd.gov.uk)</p>
<p>Assembly: 19.5.21</p>	<p>Local Safeguarding Children Board Annual Report 2019/20</p> <p>The Assembly will be presented with the Local Safeguarding Children Board (LSCB) Annual Report for 2019/20.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Chris Bush, Commissioning Director, Children's Care and Support (Tel: 020 8227 3188) (christopher.bush@lbbd.gov.uk)</p>
<p>Assembly: 19.5.21</p>	<p>Report of the Local Government Ombudsman on a matter relating to a Cluster Care Complaint</p> <p>The Assembly will receive a report on the outcome of an investigation by the Local Government and Social Care Ombudsman where the Council has been found at fault for failing to take appropriate action in response to concerns raised by an individual of a cancer cluster in their neighbourhood, together with the Council's action plan in response to the Ombudsman's recommendations.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Matthew Cole, Director of Public Health (Tel: 020 8227 3657) (matthew.cole@lbbd.gov.uk)</p>
<p>Cabinet: 25.5.21</p>	<p>Emergency Management and Business Continuity Plans : Community</p> <p>The Cabinet will be provided with an update on the resilience standards for London and asked to approve the corporate emergency management and business continuity plans.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Andy Opie, Operational Director, Enforcement & Community Safety (Tel: 020 8227 3590) (andy.opie@lbbd.gov.uk)</p>

<p>Cabinet: 25.5.21</p>	<p>Review of School Places and Capital Investment - Update : Community</p> <p>The Cabinet will be provided with an update on demand for school places, new school provision / expansion projects and the latest funding issues and asked to approve appropriate proposals.</p> <ul style="list-style-type: none"> • Wards Directly Affected: All Wards • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Andrew Carr, Group Manager, School Investment (Tel: 020 8227 2254) (andrew.carr@lbbd.gov.uk)</p>
<p>Cabinet: 25.5.21</p>	<p>Revenue and Capital Provisional Outturn 2020/21 : Financial</p> <p>The Cabinet will be asked to approve the Council's revenue and capital provisional outturn position for 2020/21 and, if necessary, any appropriate in-year budget adjustments.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Philip Gregory, Finance Director (Tel: 020 8227 5048) (philip.gregory@lbbd.gov.uk)</p>
<p>Cabinet: 22.6.21</p>	<p>Revenue and Capital Final Outturn Report 2020/21 : Financial</p> <p>The Cabinet will be asked to approve the Council's final revenue and capital outturn position for 2020/21 and, if necessary, any appropriate in-year budget adjustments.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>Philip Gregory, Finance Director (Tel: 020 8227 5048) (philip.gregory@lbbd.gov.uk)</p>
<p>Cabinet: 22.6.21</p>	<p>Treasury Management Annual Report 2020/21 : Financial</p> <p>The Cabinet will be asked to recommend the Assembly to approve the Council's Treasury Management Annual Report for 2020/21, including the actual Prudential and Treasury Indicators.</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	<p>Open</p>	<p>David Dickinson, Investment Manager (Tel: 020 8227 2722) (david.dickinson@lbbd.gov.uk)</p>

Cabinet: 22.6.21	<p>Debt Management Performance 2020/21 (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 • Additional documents to be considered alongside report: 	Open	Stuart Kirby, Revenues Manager (stuart.kirby@lbbd.gov.uk)
Cabinet: 13.7.21	<p>Corporate Plan 2020-22 - Quarter 3 and 4 2020/21 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 • Additional documents to be considered alongside report: 	Open	Richard Caton, Head of Programme Management Office (richard.caton@lbbd.gov.uk)
Assembly: 21.7.21	<p>Treasury Management Annual Report 2020/21 : Financial</p> <ul style="list-style-type: none"> • Wards Directly Affected: Not Applicable • Additional documents to be considered alongside report: 	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 Maureen Worby, Cabinet Member for Social Care and Health Integration

Assembly:

All 51 elected members of the Council