



FORWARD PLAN

June 2003 Edition

Commencement Date: 05 June 2003

THE FORWARD PLAN

Introduction

The Forward Plan sets out information about future Council decisions. It also gives the public the opportunity to have their say on these decisions before they are taken.

Publication and inspection of the Plan

The Plan is published monthly. It is available for inspection, free of charge, at the Public Enquiry Counter, Room 139, First Floor, Civic Centre, Dagenham. It is also available on the Council's website (www.lbbd.gov.uk).

The Plan will be published on the following dates during the Council year 2003/04:

Edition	Publication date
July edition	17 June 2003
August edition	15 July 2003
September edition	12 August 2003
October edition	16 September 2003
November edition	14 October 2003
December edition	18 November 2003
January edition	9 December 2003
February edition	6 January 2004
March edition	10 February 2004
April edition	16 March 2004

Contents of the Plan

By law, councils have to publish a monthly Forward Plan. This has to contain available details of all “Key Decisions” the Council is aware will be taken by councillors or staff during the forthcoming four-month period. The term “Key Decision” is explained below.

Barking and Dagenham Council is committed to open government. It is encouraging local people to have their say on the decisions that affect them, their families and the community as a whole. It recognises that it is therefore important to provide as much information about these decisions as possible. As a result, Barking and Dagenham’s Forward Plan lists all decisions, not just “Key Decisions”, and looks as far ahead as possible, not just at the coming few months.

Key Decisions

A “Key Decision” is a decision that is likely to:

- (a) involve significant spending or savings and/or
- (b) have a significant effect on the community

In relation to (a), councils have to define which financial decisions are “significant” and, therefore, “Key.” Barking and Dagenham’s definition is spending or savings of £200,000 or more that is not in the Council’s Budget (the setting of the Budget is itself a Key Decision).

In relation to (b), a decision is, by law, “Key” if it is likely to have a significant impact on the community in two or more wards. In line with Government guidance, this Council treats a decision as “Key” if it is likely to have a significant impact on one or more ward.

Information included in the Plan

In relation to each Key Decision, the Plan includes as much of the following information as is available when it is published:

- the subject matter
- the Member meeting/employee taking the decision
- the estimated date when a decision will be taken
- any groups/persons to be consulted before the decision is taken
- how any such consultation will be carried out
- a list of relevant documents to be submitted to the decision-taker in connection with the decision

How you can have your say

If you would like to comment on any decision included in the Plan please let me know as soon as you can. I will then ensure your comments are considered by those taking the decision.

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Key to the table

Column 1 shows the estimated date when the decision will be taken and who will be taking the decision.

Column 2 sets out the title of the report or subject matter, the nature of the decision being sought and a list of supporting papers (if any) to be presented with the report.

Key Decisions are listed in bold type. Other decisions are listed in normal type.

Column 2 also indicates why the decision has been classified as Key:

“**Community**” denotes that the decision is likely to have a significant effect on the community, i.e. on one or more wards.

“**Financial**” indicates that the decision is likely to involve significant expenditure and/or savings, i.e. above the threshold of £200,000.

“**Framework**” indicates that the decision is part of the Budget and Policy Framework. The Framework, which is set down in law, comprises the most important Key Decisions made by local authorities e.g. setting the Budget and Council Tax and agreeing the Community Strategy.

Column 2 also shows, in brackets, the initials of the Chief Officer proposing the decision as follows:

DEAL = Director of Education, Arts and Libraries
DHH = Director of Housing and Health
DLES = Director of Leisure and Environmental Services
DSS = Director of Social Services
DCS = Director of Corporate Strategy
DF = Director of Finance

Columns 3 and 4 provide information available at the time the Plan was published on, respectively, any groups to be consulted by the Council before the decision is taken and how any such consultation will be carried out.

Column 5 specifies which Wards (if any) will be affected by the proposal.

The Plan also lists the Members involved in taking Key Decisions (see Appendix A)

Decision taker/ Estimated date (Draft report deadline)	Subject Matter (relevant Chief Officer) Nature of Decision <i>Additional documents to be submitted</i>	Consultees	Consultation Process	Wards Affected by the Proposals
Assembly: 4.6.03 (20.05.03)	Parks and Green Spaces Strategy : Community (DLES) The Assembly will be asked to consider the Strategy <i>Draft Parks and Green Spaces Strategy</i>	<u>External:</u> Countryside Agency Greater London Authority Potential sources of funding <u>Internal:</u> Chief Officers and Heads of Services	MORI Polls for Best Value Review have been used to shape the Strategy.	All Wards

<p>Assembly: 4.6.03</p>	<p>Best Value Performance Plan 2003/04 (DCS)</p> <p>The BVPP shows the Councils priorities for performance improvement and how we will use Best Value Principles to deliver the Community Strategy.</p> <p>The Assembly is recommended to consider and approve the Plan for publication, subject to any comments it wishes to make.</p> <p>The Assembly is recommended to allow other changes or amendments that are required in order to ensure the Plan complies with statutory requirements.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>The Management Team</p> <p><u>External</u></p> <p>Stakeholders</p>	<p>Via Best Value Review, Citizen Panels.</p>	<p>All Wards</p>
<p>Assembly: 4.6.03</p>	<p>Petition - Request for a Zebra Crossing at the Junction of Stonard Road and Longbridge Road, Dagenham (DLES)</p> <p><i>None.</i></p>	<p><u>Internal</u></p>		<p>Becontree</p>
<p>Executive: 10.6.03 (23.05.03)</p>	<p>Parks Constabulary (DLES)</p> <p>The Executive will be asked to consider the nature, including the name, corporate identity and procedures of the Service.</p> <p><i>None.</i></p>	<p><u>External</u></p> <p>Police Community and Open Spaces Association (COSPA)</p> <p><u>Internal</u></p> <p>Legal Services</p>	<p><u>External</u></p> <p>By discussion, meetings and letters.</p> <p><u>Internal</u></p> <p>As above plus circulation of draft report</p>	<p>All Wards</p>

<p>Executive: 10.6.03</p>	<p>Asbestos Treatment, Removal and Disposal Term Contract(s) 2003 - 2006 (DLES)</p> <p>To seek consent to the acceptance of two contracts in excess of £200,000.</p> <p>Report will deal with the results of the Tender process and ask approval to enter into the contract(s).</p> <p>The Councils Constitution requires the Executive consent to enter into contracts(s) in excess of £200,000. These contracts will have a value of around £3m over the three years.</p> <p><i>None.</i></p>	<p>All Chief Officers.</p> <p>DLES - Head of Finance</p>	<p>Circulation of report.</p>	<p>All Wards</p>
<p>Executive: 10.6.03</p>	<p>Asbestos Surveying and Analysis Term Contract 2003 - 2006 (DLES)</p> <p>To seek consent to the acceptance of a contract in excess of £200,000.</p> <p>Report will deal with the results of the Tender process and ask approval to enter into the contract.</p> <p>The Council's Constitution requires the Executive consent to enter into contracts in excess of £200,000. This contract will have a value of around £500,000 over the three years.</p> <p><i>None.</i></p>	<p>All Chief Officers.</p> <p>DLES - Head of Finance</p>	<p>Circulation of report.</p>	<p>All Wards</p>

<p>Executive: 10.6.03</p>	<p>Fast-track Prosecution of Parents Colluding in the Non-Attendance of their Children at School (DEAL)</p> <p>Members will be asked to:</p> <ul style="list-style-type: none"> • Support the policy of fast-tracking the prosecution of parents colluding in the non-attendance of their children at school; • Agree to access and attendance officers representing the LEA and presenting cases at court. <p>Despite the positive measures and comprehensive support programmes put in place by the LEA, a small minority of parents continue to collude in the non-attendance of their children at school. This report explains that officers are eager to take up an opportunity to participate in arrangements to reduce the time it takes to bring a prosecution against these parents.</p> <p><i>None.</i></p>	<p><u>Internal only:</u></p> <ul style="list-style-type: none"> • Relevant Heads of Service; • Schools; and • Relevant voluntary sector organisations. 	<p>Through discussions</p>	<p>All Wards</p>
<p>Executive: 10.6.03</p>	<p>Passenger Transport Service (DLES and DEAL)</p> <p>The Executive will be asked to concur with the inter-departmental reorganisation and transfer of staff.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>Social Services</p> <p>Education</p> <p>Workforce and Trade Unions</p>	<p>Circulation of draft report</p>	<p>Not Applicable</p>

<p>Executive: 10.6.03</p>	<p>Delivery of Housing Services - Community Housing Partnerships Board Recruitment (DHH)</p> <p>The Executive will be asked to approve a list of community Board members for Community Housing Partnerships.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>Heads of Service</p>	<p>Internal</p>	<p>Alibon; Chadwell Heath; Eastbrook; Eastbury; Goresbrook; Heath; Longbridge; Mayesbrook; River; Village; and Whalebone</p>
<p>Executive: 17.6.03 (17.06.03)</p>	<p>Road Safety Statistics (DLES)</p> <p>An information item presenting road safety statistics for the Borough, as requested by the Deputy Leader.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>Traffic and Road Safety</p>	<p>Statistics</p>	<p>Not Applicable</p>
<p>Executive: 17.6.03</p>	<p>Re-designation of Open Space on Scrattons Farm to Enable Development of the Jo Richardson School (DLES)</p> <p>The Executive will be asked to agree the appropriation of the land to create a open space area to replace the area of playing fields that will be lost at Castle Green to build the school.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>DLES - Finance, Leisure and Community Property Services</p> <p>Corporate Strategy - Legal Services</p> <p><u>External:</u></p> <p>Mayor for London's office</p>	<p><u>Internal:</u></p> <p>Circulation of draft report</p> <p><u>External:</u></p> <p>Contact by letter</p>	<p>Goresbrook; and Thames</p>

<p>Executive: 17.6.03</p>	<p>Land in Abbey Road - Relocation of the Canoe Club (DLES)</p> <p>To report back in accordance with Executive Minute 385, 8 April 2003.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>Property Services Planning</p>	<p>Circulation of Report</p>	<p>Gascoigne</p>
<p>Executive: 17.6.03</p>	<p>Climate Change Strategy : Community (DLES)</p> <p>The Executive will be asked to agree the draft Climate Change Strategy, which deals with the reduction of Greenhouse gases by 2010 in line with Central Government Policy, for London Borough of Barking and Dagenham.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>Overall consultation on principle design and layouts.</p> <p>DHH - Health and Consumer Services</p> <p>DLES - Technical and Operational Services</p> <p>All other departments represented via the Environmental Sustainability Steering Group</p> <p><u>External:</u></p> <p>ADSM (Engineering Sustainability Consultancy) working with the Council on the development of the draft strategy.</p>	<p>The strategy document sets out the framework for consultation within the local community, council departments and specialist interest groups.</p>	<p>All Wards</p>

<p>Executive: 24.6.03 (6.06.03)</p>	<p>Draft Homelessness Strategy (DHH)</p> <p>The Council is required by the homelessness Act 2002 to conduct a review of homelessness in the area and to produce a Homelessness Strategy by end of July 2003.</p> <p>The Executive will be asked to agree the draft Homelessness Strategy for further consultation and to receive the finalised version following the consultation process</p> <p><i>None.</i></p>	<p>There is a Working Group comprising Internal Heads of Service and external agencies:</p> <ul style="list-style-type: none"> ● Community Mental Health ● Probation ● EMPA ● Axe St Drug Project ● East St Youth Information ● Connexions 	<p>Working Group</p>	<p>All Wards</p>
<p>Executive: 24.6.03</p>	<p>Draft School Organisation Plan : Community [<i>Annual Item</i>] (DEAL)</p> <p><i>None.</i></p>	<p>Heads, Barking College, Dioceses, Learning and Skills Council; Chairs of Governors; Community; School Organisation Committee.</p> <p>Departmental management team and other relevant LEA officers.</p>	<p>Copy of the draft sent for comments; written requests for updates; statutory/ public notice newspaper and article in the Citizen.</p>	<p>All Wards</p>

<p>Executive: 8.7.03 (20.06.03)</p>	<p>Asset Management Plan (DLES)</p> <p>The Executive will be asked to approve the Asset Management Plan.</p> <p>The Council is required to submit an Asset Management Plan to the Government each year by 31.7.2003. The plan explains the Council's methodology for use of property and how it contributes to service delivery</p> <p><i>Draft Asset Management Plan</i></p>	<p><u>Internal:</u></p> <p>DLES</p> <p>Other Departments</p>	<p><u>Internal:</u></p> <ul style="list-style-type: none"> ● Individual Departmental consultation ● Asset Utilisation Group ● Corporate Asset Forum 	<p>All Wards</p>
<p>Executive: 8.7.03</p>	<p>Barking Football Club Lease (DLES)</p> <p>To report on the result of negotiations and the proposals for the wall and protection of the trees.</p> <p>The Executive will be asked to agree the alternative proposals and new lease terms.</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>Democratic Services</p> <p>DLES - Property Services</p> <p>DLES - Finance</p>	<p>Internal</p>	<p>Mayesbrook</p>
<p>Executive: 8.7.03</p>	<p>Draft Borough Spending Plan (Transport for London) Submission for Mayor of London (DLES)</p> <p><i>None.</i></p>	<p><u>Internal:</u></p> <p>DLES - Finance, Leisure and Community Planning</p> <p>DCS - Regeneration</p>	<p>Circulation of draft report</p>	<p>All Wards</p>

<p>Executive: 29.7.03 (Provisional 11.7.03)</p>	<p>PERFORMANCE MONITORING: End of year 2002/03 Actuals</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p><i>Performance Monitoring Graphs</i></p>	<p><u>Internal:</u></p> <p>Departments</p> <p>Performance Monitoring Contact Officers.</p>	<p>Performance Monitoring Process</p>	<p>Not Applicable</p>
<p>Executive: 19.8.03 (Provisional 1.8.03)</p>	<p>Leisure Activity and Park Sports Charges (DLES)</p> <p>Report reviewing charges in accordance with Executive Minute 327, 11 March 2003.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>
<p>Executive: 19.8.03</p>	<p>Cemetery Charges (DLES)</p> <p>The Executive will be asked to agree a four- year programme for the Cemetery Charges commencing 1 October 2003.</p> <p><i>None.</i></p>	<p><u>Internal:</u> DLES - Finance</p> <p><u>External:</u> Cemeteries Service Stakeholders</p>	<p>Cemeteries Service Liaison Meeting</p>	<p>All Wards</p>
<p>Executive: 26.8.03 (Provisional 8.08.03)</p>	<p>Fees and Charges: Births, Deaths and Marriage Registration Service (DLES)</p> <p>Report reviewing changes in charges in accordance with Executive minute 329, 11 March 2003.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>

<p>Executive: 16.9.03 (29.8.03)</p>	<p>PERFORMANCE MONITORING 1st Quarter.</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p><i>Performance Monitoring Graphs</i></p>	<p><u>Internal:</u> Departments</p> <p>Performance Monitoring Contact Officers</p>	<p>Performance Monitoring process</p>	<p>Not Applicable</p>
<p>Executive: 11.11.03 (24.10.03)</p>	<p>Social Services Inspection Report - Older Persons : Community (DSS)</p> <p>The Executive will be asked to approve the recommendations contained within the report based on the outcome of the Inspection process.</p> <p>The Social Services Inspectorate will be inspecting Older People's Services in Barking & Dagenham during end of September 2003/ beginning October 2003 (2 week period). The report will contain feedback from the Inspection plus any recommendations for the future of the service.</p> <p><i>None.</i></p>	<p>Not for consultation</p>	<p>Not applicable</p>	<p>All Wards</p>
<p>Executive: 18.11.03 (31.10.03)</p>	<p>PERFORMANCE MONITORING: 2nd Quarter.</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p><i>Performance Monitoring Graphs</i></p>	<p><u>Internal:</u> Departments</p> <p>Performance Monitoring Contact Officers</p>	<p>Performance Monitoring process</p>	

Executive: 25.11.03 (7/11/03)	Town Show and Event Funding (DLES) To report back in accordance with the Executive's instructions. <i>None.</i>	<u>Internal:</u> Head of Corporate Finance Head of Corporate Communications DLES - Head of Finance DEAL - Head of Arts	<u>Internal</u> Consultation on draft report	
Executive: 9.12.03 (21.11.03)	Fees and Charges: Review of On/Off Street Parking Charges (DLES) The Executive will receive a report reviewing changes in the charges. <i>None.</i>	<u>Internal</u> DLES Finance	Circulation of Draft Report	All Wards
Executive: 10.2.04 (23.01.04)	Fees and Charges: Collection of Trade and Other Waste, Emptying of Cesspools, Vehicle Crossings and MOT's (DLES) The Executive will receive a report reviewing the changes in the charges. <i>None.</i>	<u>Internal</u> DLES Finance	Circulation of Draft Report	All Wards
Executive: 10.2.04	Fees and Charges: Barking Town Centre Market Charges (DLES) The Executive will receive a report reviewing the changes in the charges. <i>None.</i>	<u>Internal</u> DLES Finance	Stakeholders Circulation of Draft Report	Abbey

<p>Executive: 10.2.04</p>	<p>Fees and Charges: Leisure and Amenities (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u>;</p> <p>DLES Finance</p> <p><u>External</u>:</p> <p>Stakeholders</p>	<p><u>Internal</u>:</p> <p>Circulation of Draft Report</p> <p><u>External</u>:</p> <p>Meetings with stakeholders, Leisure Centre Service Providers and appropriate clubs on licence conditions</p>	<p>All Wards</p>
<p>Executive: 10.2.04</p>	<p>Fees and Charges: Planning Post Search and Other Enquiry Charges (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>
<p>Executive: 10.2.04</p>	<p>Fees and Charges: Births, Deaths and Marriage Registration Service (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><u>Internal</u></p> <p>DLES Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>

Executive: 24.2.04 (6.2.04)	PERFORMANCE MONITORING 3rd quarter and end of year projections Performance Monitoring (DCS) Budget Monitoring (DF) <i>Performance Monitoring Graphs</i>	<u>Internal:</u> Departments Performance Monitoring Contact Officers	Performance Monitoring process	
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APPENDIX A

MEMBERS OF THE COUNCIL

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

Councillor Alexander*
Councillor Ms Baker
Councillor Barns
Councillor Best
Councillor Mrs Blake
Councillor Mrs Bradley
Councillor Bramley*
Councillor Mrs Bruce
Councillor Clark
Councillor H. Collins
Councillor L. Collins
Councillor Mrs Conyard
Councillor Cook
Councillor Cooper
Councillor Mrs Cooper
Councillor Mrs Cridland
Councillor Curtis
Councillor Dale
Councillor Davis
Councillor Denyer
Councillor Fairbrass*
Councillor Fani
Councillor Felton
Councillor Mrs Flint
Councillor Geddes*
Councillor Gibbs

Councillor Huggins
Councillor Mrs Hunt
Councillor Jamu
Councillor Jeyes
Councillor Jones
Councillor Justice
Councillor Kallar*
Councillor Little
Councillor McCarthy
Councillor McKenzie*
Councillor Miles
Councillor O'Brien
Councillor Osborn*
Councillor Mrs Osborn
Councillor Parkin
Councillor Porter*
Councillor Mrs Rawlinson
Councillor Mrs Rush
Councillor Smith*
Councillor Thomas
Councillor Mrs Twomey
Councillor Wade*
Councillor Wainwright
Councillor Waker
Councillor Mrs West