



## **FORWARD PLAN**

January 2004 Edition

Commencement Date: 08 January 2004

# 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 reception desk at the Civic Centre, Dagenham. It is also available on the Council's website ([www.lbbd.gov.uk](http://www.lbbd.gov.uk)).

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

Edition	Publication date
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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## THE FORWARD PLAN

### 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 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)

## MEETING DATES 2003/04

<b>Executive</b>
13 January 2004
20 January 2004
27 January 2004
10 February 2004
24 February 2004
<b>Performance Monitoring</b>
9 March 2004
16 March 2004
23 March 2004
30 March 2004
13 April 2004
27 April 2004
4 May 2004

<b>Assembly</b>
7 January 2004
4 February 2004
3 March 2004
7 April 2004
12 May (Annual Assembly) 2004

Decision taker/ Estimated date (Draft report deadline)	Subject Matter (relevant Chief Officer)	Consultees	Consultation Process	Wards Affected by the Proposals
<b>Executive:</b> <b>13.1.04</b> (12.12.03)	Mayors, Members and Fleet Transport (DLES/ DCS)  The report outlines the service implications caused by the financial savings required to the Mayor's, Members and Fleet Transport service in 2004 / 2005 as a result of the budgetary savings exercise agreed by the Assembly.  <i>None.</i>	<b>Internal:</b>  Lead Member: Cllr Fairbrass  CE DLES - Transport and Waste Manager DLES - Acting Head of Finance DF – Head of Financial Services	Departmental Meetings  Circulation of draft report	Not applicable
Executive: 13.1.04	<b>Procurement of Catering Supplies :</b> Financial (DEAL)  The current agreements for various catering suppliers, including food and beverage, will terminate during 2004. It will be necessary to re-tender through EU Directives.  <i>None.</i>	<b>Internal:</b>  Members  DEAL - Schools DEAL - Parents and children DEAL - Equalities and diversity routes  DSS  DLES  <b>External:</b>  Local and national suppliers	Meetings Surveys Tasting sessions	All Wards



<p>Executive: 13.1.04</p>	<p>Consultation on the Proposed Urban Development Corporation for East London (DLES)</p> <p>The Executive will be asked to consider the Council's response to the ODPM's consultation on the establishment of an Urban Development Corporation for East London.</p> <p>The Office for the Deputy Prime Minister issued a consultation paper on the establishment of an Urban Development Corporation for East London on 17 November 2003. The deadline for receipt of consultation responses is 6 February 2004.</p> <p><i>None.</i></p>	<p>Chief Executive All Chief Officers (Regeneration Board – 23 December 2003) Finance LESD All DLES Heads of Service</p>	<p>Circulation of draft report</p>	<p>Not applicable</p>
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<p>Executive: 13.1.04</p>	<p>Award of Residential Respite Care Beds Contract (DSS)</p> <p>The Executive is asked to approve the award of contract to Angel Lodge for a period from 1 April 2004 to 31 March 2006.</p> <p>Following the closure of Kingsbridge Residential Care Home availability of residential care beds to provide planned respite care has been reduced. This valuable service enables carers to take breaks whilst their relatives are cared for in a residential situation. In order to meet demands replacing these beds Officers have tendered the services in accordance with the Council Constitution &amp; contract rules.</p> <p><i>None.</i></p>	<p>Internal - Management Team and Heads of Service</p>	<p>Via Meetings, emails, reports etc</p>	<p>Not applicable</p>
<p>Executive: 13.1.04</p>	<p>Policing Reform Consultation (DCS)</p> <p>The Government issued a consultation on policing reform on 4<sup>th</sup> November 2003. The paper contains wide ranging proposals to reform the police service. Barking and Dagenham Council's response to this consultation will form part of a wider response conducted by the Association of London Government.</p> <p><i>None.</i></p>	<p>Members of the Community Safety Strategic Partnership (Internal – Corporate Strategy/Social Services/Housing and Health) (External – the Police, the PCT, Victim Support and the Race Equality Council)</p>	<p>Through the Community Safety Strategic Partnership</p>	<p>All Wards</p>

<p>Executive: 13.1.04</p>	<p>Response to Scrutiny Management Board: Call in: Selection of Barking &amp; Dagenham's Panel of RSL Partners. (DHH)</p> <p>The Executive will be asked to consider the views of the Scrutiny Management Board and decides to:</p> <ol style="list-style-type: none"> <li>1. admit London &amp; Quadrant Housing Trust (subject to the condition in para. 4.1) and Presentation Housing Association to the preferred RSL partner panel.</li> <li>2. include Southern Housing Group in the RSL panel, subject to good progress in the remainder of 2003/04 with their new housing developments in the borough</li> <li>3. adopt the selection criteria for RSL partners as set out in para. 4.3</li> <li>4. request the RSL forum which is being established within the Barking &amp; Dagenham Partnership to monitor on a quarterly basis the performance of the Council's RSL partners</li> <li>5. Receive annual reports reviewing the RSL partner panel and consider any proposals to add or exclude any RSLs.</li> </ol> <p><i>None.</i></p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>
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<p>Executive: 13.1.04</p>	<p><b>Social Services Inspection Report - Older Persons</b> : 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 &amp; 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: 13.1.04</p>	<p>Integrated Community Equipment Services (DSS)</p> <p>Health &amp; Social Care are required to provide a single integrated community equipment service by April 2004.</p> <p>The proposal is to create a single service with HPCT/B&amp;D PCT/LBH and LBBB to achieve national targets locally</p> <p>The Executive will be asked to approve the development of a new service in line with national policy plus the partnership agreement/funding underpinning the change.</p>	<p>H PCT B&amp;D PCT LBH Users Unions</p>	<p>Meetings Project Steering Group</p>	<p>All Wards</p>

<p>Executive: 13.1.04</p>	<p>Update on National Service Framework for Older People targets (DSS)</p> <p>The National Service Framework contains national targets pertaining to Older People's Services. The report provides the Executive with a progress report on the achievement of the targets in relation to Barking &amp; Dagenham.</p>	<p>Ongoing consultation with residents of the Borough on the NSF standards.</p>	<p>Not applicable</p>	<p>All Wards.</p>
<p>Executive: 13.1.04</p>	<p>Report on Business Case for Customer First (DHH)</p> <p>The Executive will be asked to agree the strategy for Customer First and to consider the progress of the business case for Customer First.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>The Management Team Relevant Heads of Service</p> <p><b>External:</b></p> <p>Community Groups</p>	<p>Community Forums and Community Housing Partnerships (CHPs). Possible Focus Groups.</p>	<p>Not applicable</p>
<p>Executive: 13.1.04</p>	<p>Ground Floor Communal Area Refurbishment (DHH)</p> <p>The Executive will be asked to appoint the chosen tenderer</p> <p>The report concerns contractual issues regarding the appointment of a contractor for the above refurbishment scheme at Cadiz Court, Dagenham, 130 –159 St Marys, West House and Anderson House, Barking</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DHH - Project sponsor DHH - Head of Landlord Services DHH - Head of Housing Services DHH - Community Housing Managers and staff</p> <p><b>External:</b></p> <p>Residents</p>	<p>Internal correspondence Resident meetings</p>	<p>Abbey; Gascoigne; Village;</p>

<p>Executive: 13.1.04</p>	<p>Structural Repairs And Major Refurbishment At 1-43 Kilsby Walk, Dagenham (DHH)</p> <p>Information regarding the appointment of a contract administrator for the project.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Ward Councillors: Cllrs Mrs Blake, Mrs Conyard and Mrs Hunt</p> <p>DHH DHH - Project sponsor DHH - Block warden</p> <p><b>External:</b></p> <p>Residents</p>	<p>Internal correspondence Resident meetings</p>	<p>Mayesbrook</p>
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<p>Executive: 13.1.04</p>	<p>Community Empowerment and Engagement Policy Commission (DCS)</p> <p>Barking and Dagenham Council wants to ensure that all members of the community are fully engaged, empowered and involved in the delivery of local services.</p> <p>This report intends to provide a clear action plan to improve community engagement and empowerment and has been developed by Members and Officers with strong and practiced experience on how best to achieve this.</p> <p>The Empowerment and Engagement Policy Commission was established in October 2002 and its Members were appointed in January 2003 to take the project forward. The following scope was agreed for the Policy Commission in October 2002 by the Assembly:</p> <ul style="list-style-type: none"> <li>▪ to identify best practice</li> <li>▪ create a vision for community empowerment and engagement in the area building on work already undertaken</li> <li>▪ develop some key actions to improve community empowerment and engagement.</li> </ul> <p>The Executive will be asked for comments and to recommend that the Assembly agree the recommendations made in this report. <i>None.</i></p>	<p><b>External</b> Attendees of recent Community Forums Sheila Delaney (B&amp;D Race Equality Council) Elizabeth Richardson (London School of Economics) Rod Hewitt (Chairman of Local Businessman Association)</p> <p><b>Internal</b> Daryl Telles (Neighbourhood Management Co-ordinator) Sarah Kingston (Neighbourhood Management Co-ordinator)</p>	<p>Postal questionnaire</p> <p>Invitations to Policy Commission meeting</p>	<p>Not applicable</p>
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<p>Executive: 13.1.04</p>	<p>CPA Performance Indicators (DCS)</p> <p>This report makes recommendations about what short term actions TMT can take to improve performance on the Performance Indicators (PIs) critical to the CPA to our CPA service scores.</p> <ul style="list-style-type: none"> <li>• The action TMT is taking to drive performance on the Critical PIs for CPA</li> <li>• The Executive is asked to agree: -</li> <li>• To support that this emphasis on improved performance across the critical basket of CPA Performance Indicators</li> </ul> <p><i>None.</i></p>	<p>TMT</p>	<p>Circulation of report</p>	<p>Not applicable</p>
<p>Executive: 13.1.04</p>	<p>Town Show and Event Funding (DLES)</p> <p>To report back in accordance with the Executive's instructions.</p> <p><i>None.</i></p>	<p><b><u>Internal:</u></b></p> <p>DF - Head of Corporate Finance</p> <p>CS - Head of Corporate Communications</p> <p>DLES - Head of Finance</p> <p>DEAL - Head of Arts</p>	<p>Consultation on draft report</p>	<p>Not applicable</p>



<p><b>Executive:</b> <b>20.1.04</b> (24.12.03)</p>	<p><b>London Road / North Street Planning Brief and development options :</b> Community (DLES/DHH)</p> <p>The report asks Members to agree a development brief for the London Road/ North Street area. The brief highlights all the essential issues that need to be addressed in any redevelopment. It sets out:</p> <ul style="list-style-type: none"> <li>● The relevant UDP policies and other policies applicable;</li> <li>● Design guidance to achieve a sustainable urban environment of high quality for Barking; and</li> <li>● Appropriate land uses, design principles, future circulation patterns etc</li> </ul> <p>The report also sets out a detailed consultation strategy for the involvement of the existing tenants in deciding development options for the site.</p> <p><i>None.</i></p>	<p><b>External:</b></p> <p>Local stakeholders including:</p> <ul style="list-style-type: none"> <li>● Local residents,</li> <li>● Local businesses,</li> <li>● Landowners</li> <li>● Potential investors</li> </ul> <p>Statutory bodies including:</p> <ul style="list-style-type: none"> <li>● The Police</li> <li>● Greater London Assembly</li> <li>● London Development Agency</li> <li>● Environment Agency</li> </ul> <p><b>Internal</b></p> <p>Regeneration Board</p>	<p>Letters / Leaflets / Meetings</p>	<p>Abbey</p>
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<p>Executive: 20.1.04</p>	<p>Capital Programme 2004/05 Additional Scheme Expansion of the Borough's CCTV coverage (DLES)</p> <p>To report to the Executive on the result of crime data analysis to determine the priority for CCTV expansion and utilise a capital receipt for this purpose. This arose from the report agreeing to the retention of a capital receipt for the sale of land adjoining St Albans Church, Urswick Road, Dagenham.</p> <p>The Executive will be asked if it wishes to amend the 2004/05 Capital Programme to include a scheme to expand CCTV coverage of Barking Town Centre.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DLES - Finance DLES - Capital Programme Management Office</p> <p>CS - Community Safety</p> <p>DF - Management Accountant</p>	<p>Circulation of draft report</p>	<p>Abbey; Longbridge;</p>
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<p>Executive: 20.1.04</p>	<p>Barking Regeneration Partnership (DHH)</p> <p>The report will list the individual projects and give an indication of likely timescales, costs (where known), partners and risks.</p> <p>The Executive will be asked to agree the Barking Town Centre Framework Programme for delivery of regeneration studies, strategies and physical projects.</p> <p>The report also informs the Executive of the proposal to form a partnership with regional and central Government agencies</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Ward Members and members of the Barking Town Centre Partnership.</p> <p>DHH</p> <p>Regeneration Board</p>	<p>Briefing note following Executive.</p>	<p>Abbey; Gascoigne; Thames;</p>
<p>Executive: 20.1.04</p>	<p>Guide to the Housing Allocation Policy (DHH)</p> <p>Executive is asked to agree detailed policy recommendations in respect of More Choice In Lettings. The Authority must public explanatory guidance that explains the allocation policy that explains the allocation scheme to the public and acts as the basis for the procedures adopted. This report will present the new guidance and ask members to agree the detailed changes to existing policies.</p> <p><i>None.</i></p>	<p>Allocations staff Management Team</p>	<p>Meetings</p>	<p>Not applicable</p>

<p>Executive: 20.1.04</p>	<p>Future Management of Garages (DHH)</p> <p>The report suggests proposals to change the current policy on letting and management of garages:</p> <ol style="list-style-type: none"> <li>1) Members are asked to agree rental for certain garages.</li> <li>2) Members consider relaxing usage conditions of garages</li> <li>3) Members agree to continuation of ring fencing garage rental income</li> <li>4) Members agree to a rent increase</li> <li>5) Members agree to setting up a cleaning team</li> <li>6) Members agree the targets set in the report.</li> </ol> <p><i>None.</i></p>	<p>Director of Finance and Director of Leisure Services have been consulted.</p> <p>6 CHP Boards</p>	<p>Draft report has been circulated for comments</p>	<p>All Wards</p>
<p>Executive: 20.1.04</p>	<p>Disposal Programme (DLES)</p> <p>To present for approval the next tranche of properties for sale.</p> <p><i>None.</i></p>	<p>The Management Team and appropriate Chief Officers and Heads of Services in land holding departments</p>	<p>Circulation of draft report</p>	<p>All Wards</p>

<p>Executive: 20.1.04</p>	<p>Capital Programme - Realignment of Funding for 2003/04 (DLES)</p> <p>The report outlines the need for re-profiling of the 2003/04 Capital Programme as a result of the need to re timetable individual projects.</p> <p>The Executive will be asked agree the re-profiling of a number of projects across individual departments Capital Programmes for 2003/04 financial year</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>All Chief Officers Heads Finance for all individual departments</p>	<p>Circulation of draft report</p>	<p>Not applicable</p>
<p>Executive: 20.1.04</p>	<p><b>Asbestos Management in Non Domestic Properties</b> : Financial (DLES)</p> <ul style="list-style-type: none"> <li>● To agree the corporate strategy for the management of asbestos in non-domestic dwellings and the action necessary to ensure safe working practices and environment for Council staff and contractors.</li> <li>● Agree funding allocation of resources to meet management requirements of the CAW Regulations 2002.</li> </ul> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>The Management Team</p>	<p>Circulation of draft report</p>	<p>Not applicable</p>

<p>Executive: 20.1.04</p>	<p>Revised Axe Street Planning Brief (DLES)</p> <p>The report follows on from the Town Square Phases 1 and 2, Draft Planning Brief approved by the Committee on 9 September 2003. This report seeks approval for the revised Planning Brief to be formally adopted by the Council to ensure that any redevelopment proposals linked to Axe Street takes into consideration the document and its specified requirements.</p> <p>The Executive will be asked:</p> <ul style="list-style-type: none"> <li>• To approve the revised Planning Brief that takes into consideration the comments made by local residents, local business and statutory bodies</li> <li>• To formally adopt the revised Planning Brief as Supplementary Planning Guidance</li> </ul> <p><i>None.</i></p>	<p><b>External:</b> Conducted between 10 September to 10 October 2003, comments or opinions given have been included in the revised Planning Brief.</p> <p>Local residents Businesses Statutory bodies Greater London Assembly London Development Agency</p> <p><b>Internal:</b> Regeneration Board</p>	<p>Consultation occurred through the post in the form of a letter, copies of the Draft Planning Brief were sent to statutory bodies and residents / businesses who requested them. Translations were also made available.</p>	<p>Abbey; Gascoigne;</p>
<p>Executive: 20.1.04</p>	<p>Proposed New Fencing Standards (DLES)</p> <p>The Executive will be asked to agree the new fencing standards policy for the Borough and to consider a range of designs for fencing for various locations, and best practice to improve the environment of the Borough.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>All Chief Officers and Asset Managers of Finance of all Land Holding Departments</p>	<p>Circulation of report.</p>	<p>All Wards</p>

<p>Executive: 20.1.04</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><b>Internal</b></p> <p>DLES - Property Services DLES - Planning</p>	<p>Circulation of draft report</p>	<p>Gascoigne</p>
<p>Executive: 20.1.04</p>	<p><b>Calculation and Setting of the Council Tax Base 2004/05</b> : Framework (DF)</p> <p>The Executive to recommend to the Assembly the Council Tax Base for 2004/05</p> <p>Annually the Council has to statutorily approve its Council Tax Base so that it is in a position to set a Council Tax for the following year.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DF DF - Heads of Finance for individual departments DF - Head of Revenue</p>	<p>Through internal communication.</p>	<p>Not applicable</p>
<p>Executive: 20.1.04</p>	<p>Final Report of the Health and Social Care Partnership Arrangements Scrutiny Panel (DCS)</p> <p>The report will outline the findings and recommendations of the Health and Social Care Partnership Arrangements Scrutiny Panel.</p> <p>The Executive will be asked for any comments before recommending the Assembly to agree the findings of the Scrutiny Panel</p> <p><i>None.</i></p>	<p>Not for Consultation</p>	<p>Not Applicable</p>	<p>Not applicable</p>

<p><b>Executive:</b> <b>27.1.04</b> (9.1.04)</p>	<p>Revised Estimates 2003/04 &amp; Base Revised Estimates 2004/05 (DF)</p> <p>The Executive will be asked to approve the Council's Revised Estimates for 2003/04 and Base Estimates for 2004/05.</p> <p>Approval is needed for the Departmental budgets for the revised position in 2003/04 and as a base for 2004/05.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>All Chief Officers Heads of Finance for individual departments</p>	<p>Circulation and meetings</p>	<p>Not applicable</p>
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<p>Executive: 27.1.04</p>	<p><b>Vision for Leisure</b> : Community (DLES)</p> <p>The Executive will be asked to give initial consideration to the principles of the future of the Council's leisure services.</p> <p>The Executive will be asked to consider the business case, Capital implications and long-term management options for the Leisure Centres.</p> <p><i>Reports by McAlpine, Thorpe and Warriar (consultants employed by the Council to investigate the options) entitled - Future Funding of Barking and Dagenham Leisure Services</i></p> <p><i>Comparison of Long Term Costs of Renovating and Maintaining the Council's Indoor Leisure Centres Under Different Management and Funding Scenarios</i></p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DHH</p> <p>DLES - Finance DLES - Planning Services (Strategic)</p>	<p>Consultation on draft report.</p>	<p>All Wards</p>
<p>Executive: 27.1.04</p>	<p>Harts Lane &amp; Whiting Avenue Estates - Remediation Options Consultation (DHH)</p> <p>The Executive will be asked to decide on their chosen option/s for remediation to be taken to residents for consultation.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>All Chief Officers</p> <p>DHH - Environmental Protection Team DHH - Staff</p> <p><b>External:</b></p> <p>Environment Agency</p>	<p>Meetings, briefings and electronically.</p>	<p>Abbey</p>

<p>Executive: 27.1.04</p>	<p>Housing Revenue Account Estimates and Rent Levels 2004-05 (DHH)</p> <p>The Executive will be asked to agree the Housing Revenue Account (HRA) Estimates and Rent Levels for 2004-05.</p> <p>The estimates for the ring fenced HRA and the proposed rent levels for Council tenants need to be approved by Members every financial year. They have been produced in accordance with ODPM guidelines and normal Barking &amp; Dagenham financial procedures</p> <p><i>None.</i></p>	<p>Tenants Lead Member for Housing</p>	<p>A leaflet produced by ODPM setting out the new methodology for determining rents will be sent to all tenants.</p>	<p>All Wards</p>
<p>Executive: 27.1.04</p>	<p>Barking Town Square: Position Statement (DLES)</p> <p>This report covers the current progress with regard to Barking Town Square redevelopment and Barking Lifelong Learning Centre.</p> <p><i>None.</i></p>	<p><b>External</b> Barking College of Technology University of East London</p> <p><b>Internal</b> Finance LESD Finance DEAL Planning Property Services</p>	<p>Meetings and correspondence</p> <p>Circulation of draft report</p>	<p>Not applicable</p>

<p>Executive: 27.1.04</p>	<p>Dagenham Heathway Framework Plan (DLES)</p> <p>The Executive will be asked to agree to release £50,000 from the capital reserves to cover the cost of preparing the Area Development Framework.</p> <p>Dagenham Heathway is an important district shopping centre, which has been subject to negative development pressures in recent year. A Development Framework is required to identify development opportunities and guide future investment decisions that are likely to arise from the area's inclusion in the forthcoming 'Unitary Development Corporation' (UDC) area.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DLES - Planning DLES – Finance</p> <p>Regeneration Board</p>	<p>Circulation of draft report</p>	<p>Alibon; River; Village;</p>
<p>Executive: 27.1.04</p>	<p><b>Barking Reach Company Agreements :</b> Community (DLES)</p> <p>The Executive will be asked to agree to the terms under which the Barking Reach Development Company is dissolved, the Council's land assets at Barking Reach are disposed of the English Partnerships and a new Barking Reach Company established which excludes the Council.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Chief Executive</p> <p>Director of Finance</p> <p>CS - Borough Solicitor</p> <p>DLES - Finance DLES - Planning DLES - Property Services DLES – Regeneration</p> <p>Regeneration Board</p>	<p>Circulation of draft report</p>	<p>Thames</p>

<p>Executive: 27.1.04</p>	<p>Regeneration Best Value Review (DLES)</p> <p>The Executive will receive a report outlining the findings of the Best Value review and action plan for the future.</p> <p><i>None.</i></p>	<p><b>External</b> Citizens Panel partners &amp; key stakeholders</p> <p><b>Internal</b> Members TMT Officers Staff side representatives.</p>	<p>The draft will be circulated for comment to TMT.</p> <p>The findings of the review will be further developed at a Challenge event in September 2003 involving Members, officers and external partners</p>	<p>All Wards</p>
<p>Executive: 27.1.04</p>	<p><b>Building Schools for the Future</b> : Financial (DEAL)</p> <p>The DfES has recently announced the way that it intends to fund the re-development and re-building programme for secondary schools for the future. This will be by its new initiative - <i>Building Schools for the Future</i>. They are committing to a programme of re-building and renewal to ensure that secondary education in every part of England has facilities of 21<sup>st</sup> century standards. The programme involves LEAs in grouping schools in geographical areas that can be packaged into viable procurement deals of between £50m and £150m. It could involve cross boundary groups or whole LEAs. Funding for development and re-building programme will be either via PFI or Targeted Capital funding.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>The Management Team</p> <p>DEAL - Heads of Services DEAL - Headteachers Trade Unions</p> <p><b>External:</b></p> <p>DfES</p>	<p>Meetings, Focus Groups, Written Correspondence</p>	<p>All Wards</p>

<p>Executive: 27.1.04</p>	<p>Best Value Review of Procurement (DCS)</p> <p>During 2003 the Council carried out a Best Value Review of Procurement to consider how well equipped Barking and Dagenham is to procure efficiently and effectively. The report contains the findings of the review and makes recommendations for improvement (the Best Value Improvement Plan) for agreement by the Council.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Members</p> <p>The Management Team</p> <p><b>External:</b></p> <p>Members of the public Improvement and Development Agency Existing and potential suppliers</p>	<p>The public was consulted through 2 Citizens' Panel Focus Groups. Officers and suppliers were surveyed and focus groups held with Members.</p>	<p>Not applicable</p>
<p>Executive: 27.1.04</p>	<p>Extension of Joint LCSG Contract for Computer Consumables 2002/2004: Pre Tender Packaging (DLES)</p> <p>The Executive will be asked to approve a recommendation to award the contract to the recommended supplier/suppliers for the Supply of Computer Consumables which is operated as a joint contract with the London Contracts &amp; Supplies Group, lead by LB Ealing.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DLES - Finance</p> <p>CS - Corporate Procurement Officer</p>	<p>Circulation of draft report.</p>	<p>Not applicable</p>

<p><b>Assembly:</b> <b>4.2.04</b> (16.1.04)</p>	<p>Community Empowerment and Engagement Policy Commission (DCS)</p> <p>Barking and Dagenham Council wants to ensure that all members of the community are fully engaged, empowered and involved in the delivery of local services.</p> <p>This report intends to provide a clear action plan to improve community engagement and empowerment and has been developed by Members and Officers with strong and practiced experience on how best to achieve this.</p> <p>The Empowerment and Engagement Policy Commission was established in October 2002 and its Members were appointed in January 2003 to take the project forward. The following scope was agreed for the Policy Commission in October 2002 by the Assembly:</p> <ul style="list-style-type: none"> <li>▪ to identify best practice</li> <li>▪ create a vision for community empowerment and engagement in the area building on work already undertaken</li> <li>▪ develop some key actions to improve community empowerment and engagement.</li> </ul> <p>The Assembly will be asked to agree the recommendations made in this report. <i>None.</i></p>	<p><b>External</b> Attendees of recent Community Forums Sheila Delaney (B&amp;D Race Equality Council) Elizabeth Richardson (London School of Economics) Rod Hewitt (Chairman of Local Businessman Association)</p> <p><b>Internal</b> Daryl Telles (Neighbourhood Management Co-ordinator) Sarah Kingston (Neighbourhood Management Co-ordinator)</p>	<p>Postal questionnaire</p> <p>Invitations to Policy Commission meeting</p>	<p>Not applicable</p>
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<p>Assembly: 4.2.04</p>	<p>Final Report of the Health and Social Care Partnership Arrangements Scrutiny Panel (DCS)</p> <p>The report will outline the findings and recommendations of the Health and Social Care Partnership Arrangements Scrutiny Panel.</p> <p>The Assembly will be asked to agree the findings of the Scrutiny Panel</p> <p><i>None.</i></p>	<p>Not for Consultation</p>	<p>Not Applicable</p>	<p>Not applicable</p>
<p>Assembly: 4.2.04</p>	<p><b>Calculation and Setting of the Council Tax Base 2004/05</b> : Framework (DF)</p> <p>The Assembly will be asked to approve the Council Tax Base for 2004/05.</p> <p>Annually the Council has to statutorily approve its Council Tax Base so that it is in a position to set a Council Tax for the following year.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DF</p> <p>DF - Heads of Finance for individual departments</p> <p>DF - Head of Revenue</p>	<p>Through internal communication</p>	<p>Not applicable</p>

<p>Assembly: 4.2.04</p>	<p>Petition – Edgefield Avenue (DLES)</p> <p>The Petition refers to the increasing amount of rubbish in the area and poorly located refuse bin compounds in Housing Association property.</p> <p>The Assembly will be asked to agree the recommendations following the investigations made by Officers and discussions held in accordance with Article Two (paragraph 16) of the Constitution.</p> <p><i>None.</i></p>	<p>Lead Petitioners Lead Member – Street Scene Longbridge Ward Councillors</p>	<p>Meetings (as required by Article Two (paragraph 16) of the Constitution).</p>	<p>Longbridge</p>
<p><b>Executive:</b> <b>10.2.04</b> (23.1.04)</p>	<p>Goresbrook Road - Barking Rugby Club (DLES)</p> <p>The Executive will be asked to consider the future use of land in Goresbrook Road.</p> <p>In the light of the development of land at Castle Green for a new school, in particular to consider an application from Barking rugby Club for additional sports pitches</p> <p><i>None.</i></p>	<p>LESD</p> <p>Other Departments Legal services</p> <p>External</p>	<p>Circulation of draft report</p>	<p>Goresbrook; Thames;</p>



<p>Executive: 10.2.04</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><b>Internal:</b></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: Collection of Trade and Other Waste, Emptying of Cesspools, Vehicle Crossings and MOT's (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><b>Internal:</b></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: Barking Town Centre Market Charges (DLES)</p> <p>The Executive will receive a report reviewing the changes in the charges.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DLES - Finance</p> <p><b>External:</b></p> <p>Stakeholders</p>	<p>Circulation of Draft Report</p>	<p>Abbey</p>

<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><b>Internal:</b></p> <p>DLES - Finance</p> <p><b>External:</b></p> <p>Stakeholders</p>	<p><b>Internal:</b></p> <p>Circulation of Draft Report</p> <p><b>External:</b></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><b>Internal:</b></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><b>Internal:</b></p> <p>DLES - Finance</p>	<p>Circulation of Draft Report</p>	<p>All Wards</p>

<p>Executive: 10.2.04</p>	<p>Eastbrookend Country Park- Local Nature Reserve Designation (DLES)</p> <p>Approval is required to designate Eastbrookend Country Park as a Local Nature Reserve (LNR) under the National Parks and Access to the Countryside Act 1949. This is one of the targets set under the Local Public Service Agreement- 74 hectares to be designated in 2003/04.</p> <p>Designation will increase the hectare of land as LNR's in the Borough to 122 hectares (which currently includes the Chase Local Nature Reserve- 48 hectares). It will also allow the Borough to access funds from English Nature, and contribute towards the Community priorities of Cleaner, Greener and Safer and Raising general pride in the Borough.</p> <p>Further sites for designation as LNR's will be submitted for approval to the Executive in 2004-06.</p> <p><i>None.</i></p>	<p>English Nature</p> <p>General public will be notified, as required under the Act by Public Notice(s) in newspapers and on site.</p>	<p>By written correspondence/ notices.</p>	<p>Eastbrook</p>
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<p>Executive: 10.2.04</p>	<p>Variation In Local Terms and Conditions of Employment in Relation to Industrial Injury and Sickness Pay (DLES)</p> <p>The Executive will be asked to agree a revised term and local condition in relation to industrial injury and sickness pay, pending the completion of the Single Status agreement.</p> <p>The report will deal with current local conditions of employment in relation to sickness pay for periods of Industrial Injury and propose the removal of these and substitution of a local conditions pending the completion of Single Status.</p> <p><i>None.</i></p>	<p>Finance LESD Planning Corporate HR</p>	<p>Circulation of draft report</p>	<p>Not applicable</p>
<p>Executive: 10.2.04</p>	<p>Revenues Staffing Review (DF)</p> <p>The Executive will be asked to approve the staffing restructure in Revenue Services.</p> <p>A growth item was put in the budget for staffing in the Revenue Service, this report will formalise the detail of that growth item.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>The Management Team Heads of Service Staff representatives and Trade Unions</p>	<p>Through meetings</p>	<p>Not applicable</p>

<p>Executive: 10.2.04</p>	<p>Housing Associations Scrutiny Panel (DCS)</p> <p>At its meeting of 18 December 2002, the Scrutiny Management Board (SMB) received a report from the Director of Housing and Health in response to a suggestion by Councillor Liam Smith that the policy of trickle transfer of void houses to Stort Valley Housing Association should be reviewed in light of the Government's proposed changes to the housing capital finance rules.</p> <p>The SMB agreed to set up a Scrutiny Panel to consider issues relevant to the trickle transfer programme of houses to RSLs (Registered Social Landlords) and the management services provided by RSLs to their tenants and estates.</p> <p>The executive will be asked for comments on the final report prior to its submission to Assembly on 7 January 2004</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Scrutiny Management Board The Management Team Heads of Service</p> <p><b>External:</b></p> <p>Residents Housing Associations</p>	<p>Site visits Interviews Written requests for information</p>	<p>All Wards</p>
<p>Executive: 10.2.04</p>	<p><b>Goresbrook Interchange - Final Account :</b> Financial (DLES)</p> <p>To report to the Executive the final account for the works undertaken at the Goresbrook Interchange, including Artscape as required by the Contract Rules 14.3 in the Council's Constitution.</p> <p><i>None.</i></p>	<p>Robert Cooper, Finance LESD Paul Pearson, Finance DEAL Tony Freeman, Regeneration Finance, FD Jane Hargreaves, DEAL Peter Wright, Head of Planning Mike Mitchel, Head of Environmental Management</p>	<p>Circulation of draft report</p>	<p>Goresbrook; Thames;</p>

<p><b>Executive:</b> 10.2.04</p>	<p>Parking - Barking Town Centre (DLES)</p> <p>To report to the Executive on the impact on parking revenue of the various redevelopments occurring in Barking Town Centre. To seek the Executive's instructions, particularly with regard to the financial issues.</p> <p>To consider the actions needed and funding issues as a result of reduction in parking provision in Barking Town Centre.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DLES - Finance DLES - Planning</p>	<p>Circulation of draft report</p>	<p>Abbey</p>
<p><b>Executive:</b> <b>24.2.04</b> (6.2.04)</p>	<p>The Council's Budget 2004/05 to 2006/07 : Framework (DF)</p> <p>Members' will be asked to: recommend to the Assemble the level of Council Tax for 2004/05; the Capital Programme for 2004 / 2005; approve the borrowing limits for 2004 / 2005 and Budget Strategy for future years.</p> <p>Each year the Council has to consider the level of Council Tax, taking into account spending levels and resources available. Additionally it has to set a Capital Programme and a Budget Strategy for future years.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>The Management Team</p>	<p>Circulation and meetings</p>	<p>All Wards</p>

<p>Executive: 24.2.04</p>	<p>PERFORMANCE MONITORING 3rd quarter and end of year projections</p> <p>Performance Monitoring (DCS)</p> <p>Budget Monitoring (DF)</p> <p>Capital Programme Management (DLES)</p> <p><i>Performance Monitoring Graphs</i></p>	<p><b>Internal:</b></p> <p>Departments Performance Monitoring Contact Officers</p>	<p>Performance Monitoring process</p>	<p>Not applicable</p>
<p><b>Assembly:</b> <b>3.3.04</b> (13.2.04)</p>	<p><b>The Council's Budget 2004/05 to 2006/07 :</b> Framework (DF)</p> <p>Assembly will be asked to approve; Revenue estimates for 2003/04 and Revenue estimates for 2004/05; Capital Programme; level of Council Tax and Budget Strategy for future years.</p> <p>Each year the Council has to consider the level of Council Tax, taking into account spending levels and resources available. Also to decide on a Capital Programme and a budget strategy for future years.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>The Management Team</p>	<p>Circulation and meetings</p>	<p>All Wards</p>

<p>Assembly: 3.3.04</p>	<p>Petition: Stanhope Road Traffic Issues (DLES)</p> <p>The Petition is asking the Council to provide speed restrictions.</p> <p>The Executive will be asked to agree the recommendations following the investigations made by Officers and discussions held in accordance with Article Two (paragraph 16) of the Constitution.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Lead Member: Cllr McKenzie Valence and Heath Ward Members: Cllrs Mrs Bruce, Mrs Cridland, Fairbrass, Kallar, B Osborn and C Osborn.</p> <p>Finance LESD</p> <p><b>External:</b></p> <p>Lead Petitioner</p>	<p>Meetings (as required by Article Two (paragraph 16) of the Constitution).</p>	<p>Heath; Valence;</p>
<p>Assembly: 3.3.04</p>	<p>Petition - Regarding Councils Decision on Community Halls (DLES)</p> <p>To report, in accordance with the Constitution, to the Assembly on the receipt of a petition in relation to the future management of community halls . The petition is asking the Council to reconsider it's decision on the future management of the halls</p> <p>The Assembly will be asked to agree the recommendations following discussions held in accordance with Article Two (paragraph 16) of the Constitution.</p> <p><i>None.</i></p>	<p><b>External</b> Lead Petitioner_</p> <p><b>Internal</b></p> <p>Members: Lead Members Cllrs Wade Leader Cllr Fairbrass</p> <p>Officers: LESD Finance Head of Regeneration</p> <p>Director of Corporate Strategy</p>	<p>Meetings (as required by Article Two (paragraph 16) of the Constitution.)</p> <p>Meetings (as required by Article Two (paragraph 16) of the Constitution and Circulation of draft report.</p>	<p>Not applicable</p>



<p><b>Executive:</b> <b>9.3.04</b> (20.2.04)</p>	<p>Passenger Transport Service (DLES)</p> <p>The Executive will be asked to concur with the inter-departmental reorganisation and transfer of staff.</p> <p>This is a joint report between DEAL and DLES.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DSS</p> <p>DEAL</p> <p>Workforce and Trade Unions</p>	<p>Circulation of draft report</p>	<p>Not applicable</p>
<p>Executive: 9.3.04</p>	<p>Disposal Programme (DLES)</p> <p>To report the current position regarding the planned disposal programme and the effect on the Capital Programme.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>The Management Team and appropriate Chief Officers and Heads of Services in land holding departments.</p>	<p>Circulation of draft report</p>	<p>All Wards</p>
<p>Executive: 9.3.04</p>	<p>Term Contract for Catering Equipment Servicing and Repairs (DLES)</p> <p>Term contract for Catering Equipment Servicing and Repairs (DLES)</p> <p>The Executive will be asked to approve a new five year term contract.</p> <p><i>None.</i></p>	<p><b>Internal</b></p> <p>DLES</p> <p>DEAL</p> <p>DSS</p> <p>Finance LESD</p> <p>Corporate Procurement Officer</p>	<p>Circulation of draft reports</p>	<p>Not applicable</p>

<p>Executive: 9.3.04</p>	<p>Climate Change Strategy (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><b>Internal:</b></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><b>External:</b></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>
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<p>Executive: 9.3.04</p>	<p>Estate Management and Parade Analysis (DLES)</p> <p>Report back to Executive in accordance with Assembly Minute 53, 8 January 2003 Re: Report on Petition Arising from User Clause Dispute - Stansgate Road Dagenham</p> <p>The Executive will be asked to approve a change in policy for letting of the Council's shops and other commercial properties.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DLES - Finance</p> <p>DHH</p>	<p>Circulation of draft report.</p>	<p>All Wards</p>
<p>Executive: 9.3.04</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><b>Internal:</b></p> <p>DLES - Property Services</p> <p>DLES - Finance</p> <p>CS - Democratic Services</p>	<p>Internal</p>	<p>Mayesbrook</p>
<p>Executive: 9.3.04</p>	<p>City Farm (DLES)</p> <p>The Executive will be asked to potential long-term financial commitment and risks for the Council, for which finance has not been set aside and therefore the decision is reserved to the Executive.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>CS - Legal Services</p> <p>DLES - Finance</p>	<p>Circulation of Draft Report</p>	<p>Thames</p>

<p><b>Executive:</b> <b>30.3.04</b> (12.3.04)</p>	<p><b>Education Development Plan</b> : Framework <i>[Annual Item]</i> (DEAL)</p> <p>This will be the annual update of the 2002 - 2007 EDP for 2004 / 2005 and it outlines how the Council will continue its drive for school improvement</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DEAL - Schools DEAL - Governors</p> <p>DSS</p> <p><b>External:</b></p> <p>Diocese Other Education Providers</p>	<p>Annual update and input from schools via meetings.</p> <p>Input from DfES via annual stock-take meeting.</p>	<p>Not applicable</p>
<p>Executive: 30.3.04</p>	<p><b>Name Change for Dagenham Priory School</b> : Community (DEAL)</p> <p>Dagenham Priory Secondary School and Arts College is looking to change its name and to reflect its role as a community based school.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DEAL - Dagenham Priory School, in particular the children and Governors</p> <p><b>External:</b></p> <p>Local people</p>	<p>By a competition with the pupils in the school to suggest names.</p>	<p>River</p>

<p>Executive: 30.3.04</p>	<p>Joint LCSG Contract for Supply of Copier Paper (DLES)</p> <p>The Executive will be asked for approval to use the joint contract for the supply of copier and other papers.</p> <p>This is a joint contract operated by the London Contracts &amp; Supplies Group (LCSG being an accredited procurement group for procurement officers from London Boroughs and similar public bodies in London). This contract was previously lead by the London Borough of Haringey who carried out the contracting with input from participating boroughs. They have not renewed the process and this will now probably be lead by LB Barking &amp; Dagenham.</p> <p>This is a framework contract for call off for frequently purchased items for stock at Central Stores as required.</p> <p><i>None.</i></p>	<p><b>External:</b> London Contracts &amp; Supplies Group members (All London Boroughs plus London based charities, universities and publicly funded bodies)</p> <p><b>Internal:</b> DLES - Finance CS - Corporate Procurement Officer Head of IS &amp; T</p>	<p>Contract Meetings</p>	<p>Not applicable</p>
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<p><b>Assembly:</b> <b>7.4.04</b> (22.3.04)</p>	<p>Housing Associations Scrutiny Panel (DCS)</p> <p>At its meeting of 18 December 2002, the Scrutiny Management Board (SMB) received a report from the Director of Housing and Health in response to a suggestion by Councillor Liam Smith that the policy of trickle transfer of void houses to Stort Valley Housing Association should be reviewed in light of the Government's proposed changes to the housing capital finance rules.</p> <p>The SMB agreed to set up a Scrutiny Panel to consider issues relevant to the trickle transfer programme of houses to RSLs (Registered Social Landlords) and the management services provided by RSLs to their tenants and estates.</p> <p>The Assembly will be asked to agree the recommendations of this Scrutiny Panel <i>None.</i></p>	<p><b>Internal:</b></p> <p>Scrutiny Management Board The Management Team Heads of Service</p> <p><b>External:</b></p> <p>Residents Housing Associations</p>	<p>Site visits Interviews Written requests for information</p>	<p>All Wards</p>
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<p><b>Executive:</b> <b>13.4.04</b> (26.3.04)</p>	<p><b>Children's Centre Strategy</b> : Community (DEAL)</p> <p>The Executive will be asked to agree the proposals for the Borough's Children Centre Plan which is due to be submitted to DfES on October 15 2003.</p> <p>Five children's centres need to be created by 2006 in order to meet the Government's requirements. The Aim is to bring together all the key public and voluntary services that promote the well being of young children, and to make them as accessible as possible through taking a locally based, integrated, child focused approach to service delivery.</p> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>Social Services</p> <p><b>External:</b></p> <p>EYDCP Early Years Providers Children's Centres Strategy Group</p>	<p>Meetings</p>	<p>Not applicable</p>
<p>Executive: 13.4.04</p>	<p>Supply of Refuse Sacks and Plastic Bags (DLES)</p> <p>The Executive will be asked to approve a recommendation to award the contract to the recommended supplier/suppliers for the Supply of Refuse Sacks and Plastic Bags.</p> <p>Plastic sacks for issue to residents for disposal of rubbish and a different type for use within public buildings and schools for daily rubbish disposal. All materials to be purchased for stock in Central Stores on a framework agreement as required.</p> <p><i>None.</i></p>	<p><b>External:</b></p> <p>Stakeholders</p>	<p>Circulation of draft report</p>	<p>Not applicable</p>

<p><b>Executive:</b> <b>20.7.04</b> (2.7.04)</p>	<p>Alcohol Advisory Service (DLES)</p> <p>As required by Executive Minute 432, 29 April 2003, the Executive will be asked to agree:</p> <ul style="list-style-type: none"> <li>• Suitable alternative locations for the Alcohol Advisory Service.</li> <li>• The reasons for future support of the service.</li> </ul> <p><i>None.</i></p>	<p><b>Internal:</b></p> <p>DLES</p> <p>DSS</p> <p>DEAL</p>	<p>Circulation of draft report</p>	<p>Not applicable</p>
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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 Challis  
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 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