

Health and Partnerships Scrutiny Committee Agenda



9.30 am Thursday, 31 October 2019
Committee Room No 2, Town Hall,
Darlington. DL1 5QT

Members of the Public are welcome to attend this Meeting.

1. Introductions/Attendance at Meeting
2. Declarations of Interest
3. To approve the Minutes of the meeting of this Scrutiny Committee held on 29 August 2019 (Pages 1 - 8)
4. Darlington Primary Care Network –
Presentation by Director of Commissioning, Strategy and Delivery and Clinical Director Darlington Primary Care Network
(Pages 9 - 22)
5. Strengthening Families –
Verbal update by Assistant Director, Commissioning, Performance and Transformation
6. Scrutiny Committees - Proposed Terms of Reference –
Report of Managing Director
(Pages 23 - 54)
7. Work Programme –
Report of the Managing Director
(Pages 55 - 118)
8. Health and Well Being Board –

The Board met on 4 July 2019. The next meeting is scheduled for 28 November 2019.

9. SUPPLEMENTARY ITEM(S) (if any) which in the opinion of the Chair of this Committee are of an urgent nature and can be discussed at this meeting

10. Questions



Luke Swinhoe
Assistant Director Law and Governance

Wednesday, 23 October 2019

Town Hall
Darlington.

Membership

Councillors Bell, Clarke, Dr. Chou, Donoghue, Heslop, Layton, Lee, McEwan, Newall and K Nicholson

If you need this information in a different language or format or you have any other queries on this agenda please contact Hannah Fay, Democratic Officer, Resources Group, during normal office hours 8.30 a.m. to 4.45 p.m. Mondays to Thursdays and 8.30 a.m. to 4.15 p.m. Fridays email: hannah.fay@darlington.gov.uk or telephone 01325 405801

HEALTH AND PARTNERSHIPS SCRUTINY COMMITTEE

Thursday, 29 August 2019

PRESENT – Councillors Bell (Chair), Clarke, Donoghue, Heslop, Layton, Lee, McEwan and Newall

APOLOGIES – Councillors Dr. Chou and K Nicholson

ALSO IN ATTENDANCE – Michael Houghton (NHS Darlington Clinical Commissioning Group), Sarah Burns (NHS Durham Dales, Easington and Sedgefield and North Durham Clinical Commissioning Group), Paula Swindale (NHS Darlington Clinical Commissioning Group), Levi Buckley (Tees Esk and Wear Valleys Foundation Trust), Michelle Thompson (Healthwatch Darlington), Gillian Curry (County Durham and Darlington Foundation Trust), David Bruce, Emma Burke (Tees, Esk and Wear Valley NHS Foundation Trust) and Lisa Cole (County Durham and Darlington NHS Foundation Trust)

OFFICERS IN ATTENDANCE – Miriam Davidson (Director of Public Health) and Hannah Fay (Democratic Officer)

HP11 DECLARATIONS OF INTEREST

Councillor Heslop declared an interest in Minute HP13 below as a previous employee of Tees, Esk and Wear Valley NHS Foundation Trust, prior to 2014.

HP12 TO APPROVE THE MINUTES OF THE MEETING OF THIS SCRUTINY COMMITTEE HELD ON :-

(1) 3 JULY 2019

Submitted – The Minutes (previously circulated) of the meetings of this Scrutiny Committee held on 3 July 2019.

RESOLVED – That the Minutes of the meeting of this Scrutiny Committee held on 3 July 2019 be approved as a correct record.

(2) 23 JULY 2019

Submitted – The Minutes (previously circulated) of the meetings of this Scrutiny Committee held on 23 July 2019.

RESOLVED – That the Minutes of the meeting of this Scrutiny Committee held on 23 July 2019 be approved as a correct record.

HP13 DEVELOPMENT OF A SINGLE CRISIS SERVICE ACROSS DURHAM AND DARLINGTON AND CLOSURE OF THE CRISIS AND RECOVERY HOUSE

The Director of Operations, Tees, Esk and Wear Valley (TEWV) NHS Foundation Trust submitted a report (previously circulated) updating Members on the proposal to

reconfigure and streamline adult crisis services across Durham and Darlington and to close the Crisis and Recovery House, in order to improve patient experience and allow more efficient use of flexible resource.

The submitted report outlined the current crisis service provision, which consisted of two separate teams covering North Durham and South Durham and Darlington, working on a 24/7 basis; a Street Triage Team, working in partnership with Durham Constabulary with core working hours of 14.00 to midnight, seven days a week; and a nine bedded Crisis and Recovery House in Shildon.

It was confirmed that the utilisation of the Crisis and Recovery House was consistently lower than 50 per cent due to limitations of use; there were only 88 admissions in 2017; there were no admissions between December 2017 and May 2018; since May 2018, the average occupancy had been 8.45 per cent; and due to low demand was temporarily closed.

Members were advised of the engagement and consultation undertaken in respect of future options for the crisis service, including pre-engagement work in the summer of 2018 with service users, their families, the public and stakeholders. The pre-engagement work identified the need for patient choice with a range of options; the need for consistent access to support out of normal working hours; support for carers and peer support; the need for ease of access, a quick response and early support; and the need for a safe haven providing support and signposting.

A three-day Improvement Event in September 2018 with staff, patients and stakeholders proposed that the crisis service be reconfigured to create a single team; this proposal was supported by the local Crisis Concordat, Mental Health and Learning Disability Partnership, Commissioners and TEWV Trust; and a hub and spoke model would be implemented before the end of 2019.

It was stated that decommissioning the Crisis and Recovery House was felt to be the only viable option; this would create an annual saving of £265,000 which would be reinvested into the integrated crisis service, with an additional seven members of staff and new phone triage system; and would enhance the offer of Intensive Home Treatment.

Members were advised that funding had also been secured to develop local safe havens.

Discussion ensued in respect of the safeguards in place for the Healthcare Assistants responsible for triaging calls from patients; and were reassured that there would be support from Band 5 and Band 6 (registered nurses), along with Band 7 (Advanced Practitioner) staff members.

Concern was raised in respect of the response to incidents involving members of the public having a mental health crisis; and the lack of empathy and compassion displayed by staff members from the crisis services. Members were assured that the street triage team work closely with the crisis team and police when responding to any mental health crises. It was confirmed that the review had been initiated following recognition of feedback received, which included concerns in respect of empathy and compassion; that these concerns were being addressed; and Harm Minimisation, a recovery-orientated approach to clinical risk assessment and management, had been

introduced with training for staff ongoing.

Members highlighted that the proposal to close the Crisis and Recovery House would mean the loss of a service, utilised by a small number of individuals; it was confirmed that the house had not been used in this financial year; those patients that used the service in the past were being case managed; and that service users recognised the benefits of the safe havens.

Members felt that given the ongoing work on the Crisis Service that this should be considered as an item for the work programme; and felt that Members would benefit from Mental Health awareness training.

RESOLVED (a) That the outcome of the work undertaken and the proposed integration of crisis services across Durham and Darlington be noted.

(b) That the single service approach and the implementation of the revised model be supported by Members.

(c) That the decommissioning of the Crisis and Recovery House, to enable resource to be more effectively reinvested in an enhanced crisis and home treatment service, be supported.

(d) That the planned development of a safe haven approach to supplement the specialist crisis service provision be noted.

(e) That Crisis Services be considered as an item for this Scrutiny Committee's work programme.

(f) That Members be provided with Mental Health Awareness training with support from Public Health and Healthwatch Darlington.

HP14 RIGHT CARE, RIGHT PLACE

The Director of Operations, Tees, Esk and Wear Valley (TEWV) NHS Foundation Trust gave a PowerPoint presentation to Members outlining the Right Care, Right Place Programme.

Members were informed that the programme was initiated in response to the NHS Long Term Plan, to deliver a better experience and outcomes for service users, staff and partners; focussed on three main work streams, Acute Care, Urgent Care and Community Services; a project group for Darlington would be set up, involving Primary Care Networks (PCN) third sector, public health, patients, families and other stakeholders and would be co-ordinated by a senior reference group; and a framework was being developed to support the programme which would include national performance measures, CQC and other regulatory requirements.

A number of engagement activities had been undertaken to develop the plans and further engagement with PCN's, users, carers, families, stakeholders and staff would be undertaken over the next three to four months to identify what would make the biggest difference; and consultation events were scheduled for 7th and 9th October.

Members highlighted concern in respect of rural communities and their awareness of services. It was stated that support could and should be tailored to suit the needs of an area; the difficulties in engaging residents in rural communities was acknowledged; and it was agreed that further clarification was required from the Primary Care Network in respect of the role of GP's in tackling isolation.

RESOLVED – That the thanks of the Scrutiny Committee be conveyed to the Director of Operations, Tees, Esk and Wear Valley NHS Foundation Trust for his informative update.

HP15 HEALTHWATCH DARLINGTON ANNUAL REPORT 2018/19

The Chief Executive Officer, Healthwatch gave a PowerPoint Presentation to update Members on Healthwatch Darlington Annual Report 2018/19.

The presentation outlined the vision, purpose and approach of Healthwatch Darlington and detailed the Healthwatch Darlington structure for 2018/19.

Particular reference was made to the key highlights from 2018/19; key pieces of work undertaken; and the work of the Health Connector Programme.

Detailed information was given on the funding and expenditure for 2018/19; and the work plan for 2019/20 which had been informed by the 'What's Important to You' survey and from information gathered from community outreach and included children and young people's mental health; Learning disabilities; Primary care access; Hospital discharge services; and seldom heard groups.

RESOLVED – That the thanks of this Scrutiny Committee be extended to the Chief Executive Officer of Healthwatch Darlington for her informative presentation.

HP16 HEALTH AND WELL BEING BOARD

Members were advised that the Health and Well Being Board held on 4 July 2019 focussed on 'Starting Well: Giving Every Child the Best Start in Life', with a presentation given on 'Healthy Lifestyle Survey' and updates provided on the Darlington Child Health Profile and the Children and Young People's Plan 2017/2022.

It was confirmed that the next meeting of the Health and Well Being Board was scheduled for 28 November 2019 and would focus on Living and Ageing Well.

Members proposed that consideration be given to host the Health and Well Being Board meetings in the community.

RESOLVED – (a) That Members look forward to receiving an update on the work of the Health and Well Being Board at a future meeting of this Scrutiny Committee.

(b) That the proposal to host the Health and Well Being Board meetings in the community be shared with the Chair of the Board for consideration.

HP17 WORK PROGRAMME

The Managing Director submitted a report (previously circulated) requesting that consideration be given to this Scrutiny Committee's work programme for the remainder of the Municipal Year 2019/20.

There was discussion on the current status of a number of topics on the work programme and Members were advised that a report is being drafted following the work undertaken in 2017, 2018 and 2019 on the End of Life and Palliative Care and that this would be brought to a future meeting of this committee. In relation to the Childhood Healthy Weight Plan, the Chair of the Children and Young People Scrutiny Committee met with the Public Health Principal and there would be a discussion between Chairs as this was a joint piece of work.

Members requested an update from the Adults and Housing Scrutiny Committee on the item on Community Equipment Loan Service.

RESOLVED – That the current status of the Work Programme be noted.

HP18 SUPPLEMENTARY ITEM(S) (IF ANY) WHICH IN THE OPINION OF THE CHAIR OF THIS COMMITTEE ARE OF AN URGENT NATURE AND CAN BE DISCUSSED AT THIS MEETING

(3) IMPROVING STROKE REHABILITATION FOR THE PEOPLE OF DARLINGTON

The Director of Commissioning, Strategy and Delivery gave a PowerPoint presentation to Members on the review of stroke rehabilitation services in County Durham and Darlington and in doing so outlined the vision and scope of the review, which focussed on the rehabilitation element of the stroke pathway following discharge from acute care.

Members were informed that the current service, a single site based at the University Hospital North Durham (UHND) came about following a consultation process in 2011; that the quality and performance of the stroke pathway at the point of emergency had improved significantly but that the outcome of patients in respect of the rehabilitation element was under performing; and that the current model for acute stroke rehabilitation was spread across two sites, UHND and Bishop Auckland Hospital (BAH), creating workforce pressures.

It was stated that there were two phases of consultation with patients and carers to gather experience and feedback, undertaken by the Clinical Commissioning Group and Stroke Association; the national team from the Getting It Right First Time programme identified a number of recommendations relating to therapy and consultation cover; and an options appraisal was undertaken to identify a future model for the service.

Members were advised that the proposed future model was based on four key areas, those being effective screening and prevention, appropriate and timely hospital care, seamless care delivered closer to home and integrated long term care; and that the preferred option was to consolidate acute rehabilitation onto the Specialist Stroke Unit

at UHND with a robust and effective community based rehabilitation in place.

Members were advised that a consultation exercise would be undertaken from 7 October for 12 weeks and the outcome of the consultation would be considered by Clinical Commissioning Groups and the Trust in the new year.

Discussion ensued on the 'golden hour' following a stroke and how residents in rural areas were managed. It was confirmed that for an acute stroke, a patient would need to be seen within 4.5 hours in order to receive clot busting drugs, and the best outcome for a patient would be when seen within a 90 minute window. The Trust worked closely with North East Ambulance Service to ensure patients were transported promptly to UHND, and in some cases patients had been transferred to Newcastle in time for a thrombectomy.

Members queried the sustainability of a therapist in the community and were assured that due to consolidation of teams, resources would be available to be reinvested in the employment of additional therapists.

RESOLVED – That the Director of Commissioning, Strategy and Delivery be thanked for the presentation and the content be noted.

(4) REVIEW OF INPATIENT REHABILITATION IN COUNTY DURHAM AND DARLINGTON

The Director of Commissioning, Strategy and Delivery gave a presentation on the Review of Inpatient Rehabilitation in County Durham and Darlington.

It was reported that inpatient rehabilitation was delivered across a number of sites; that a review of the models of care was being undertaken to ensure inpatient facilities were being used effectively; and that Ward 6 at Bishop Auckland Hospital was identified for review, with a focus on the current utilisation against best practice and clinical standards.

Members were advised that ward 6 was a nurse led ward with 24 beds, providing step down care; the ward had been initially set up for stranded patients aged 18 and over and had evolved to include non-weight bearing patients, homeless people, patients with complex needs and those waiting for packages of care or social work assessment; that there was no dedicated rehabilitation support available for the ward; and that patients appeared to be inappropriately transferred to ward 6 due to acute bed pressures.

Members were advised that engagement had been undertaken with patients and carers on their experience of the ward; the current model of inpatient rehabilitation care was not standardised; and an options appraisal had been undertaken. The options appraisal determined that the preferred option was for the functionality of the ward to be changed to an inpatient rehabilitation unit, with a reduction in beds by eight.

Members were advised of the next steps; that public consultation would take place from 7 October for a period of ten weeks; and the outcomes of the consultation would

be considered by the Clinical Commissioning Groups and Trust in the new year.

RESOLVED – That the Director of Commissioning, Strategy and Delivery be thanked for the presentation and the content be noted.

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Darlington Primary Care Network

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Karen Hawkins – Director of Commissioning Strategy & Delivery – Primary Care
Dr Amanda Riley – Clinical Director Darlington Primary Care Network

Agenda Item 4



October 2019

PRIMARY CARE NETWORKS (PCNs)

Investment & Evolution: 5yr Framework for GP Contract reform to implement the Long Term Plan

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Investment and evolution:

A five-year framework for GP contract reform to implement *The NHS Long Term Plan*

31 January 2019



#NHSLongTermPlan
www.longtermplan.nhs.uk

Network Contract Direct Enhanced Service (DES)

Supporting enhanced service provision for care in the community.
Go live July 2019
All network contracts will be agreed at the same time to cover all practices with a signed network agreement (serving populations of 30–50 000).
Named Clinical Director for networks.
Funding to practices to participate in first year - weighted at £1.76/ patient.
Significant additional funding will be available at network level.
In 2019 Primary Care tested programme will be launched.
From April 2020 - New Network Dashboard.
By April 2021 existing Extended Access Funds will join up to fund a single combined offer integral to the Network Contract DES.



Timelines to build the foundation - 2019/20



The Money

Phased increase in baseline GMS funding from 19/20 over 5 years
£1.50 / head transformation money for Network support from CCG general allocation
Additional funding GP PCN leadership support - £0.23M/120-50 000 for the accountable Clinical Director and additional funding towards new roles (see below)
From 21/22 the Extended Access DES and Improving Access to General Practice (£6 / head) will be combined to be part of the Network DES
Investment and Impact Fund (detail to follow) to help improve performance against metrics in the Network Dashboard. 'Shared savings' below (linked to reduction in activity)

- Avoidable A&E attendances
- Avoidable emergency admissions
- Timely hospital discharge
- Outpatient redesign
- Prescribing costs

Balancing mechanism linking investment & roles reimbursement from 20/21

Extending the offer - Addressing workload & delivering New Services (from 20/21)

Primary Care Networks as the building blocks for Integrated Care Systems by 2021.
New dashboard, New Investment & Impact Fund to cover structured medication review and optimisation, Enhanced care in Homes, Anticipatory care for high need patients (including MDT meetings), Personalised Care, Supporting early Cancer Diagnosis, CVD prevention and diagnosis, Tackling neighbourhood inequalities
Together "avoiding over-medicalising care".

QoC changes from 04/19

28 indicators or 175 points (31%) going 100 points / 15 indicators covering:

- Reducing iatrogenic harm & improving outcomes in diabetes care
- Aligning GP control targets with NICE
- An age-appropriate cervical screening
- Pulmonary rehab for COPD
- Weight Mx for Serious Mental Illness health care
- Personalised care adjustment (74 points) to replace "exception reporting" and offer Quality Improvement modules in prescribing safety & End of Life Care (Review of reviews and immunisations in 2019 & Premises review in 2019)

Indemnity from 04/19

- New centrally funded Clinical Negligence Scheme for General Practice
- Covers all GPs and all other staff working in delivery of primary medical services and wider network services
- Includes Out of Hours provision
- No subscription
- Does not cover - complaints, disciplinary proceedings, GMC investigations, coroners inquests, private work

Digital First

- By April 2019 Electronic ordering repeat Rx
- By July 2019 25% appointments booked online
- In 19/20 111 direct booking 1 appt/3000p/day
- By April 2020 All patients will have online access to their full record and no fax machines in practices
- By April 2021 online & video consultations
- By April 2021 Extended Access DES & CCG commissioned Extended access service combined with Network contract DES
- By 2021 Activity, capacity and waiting time data shared in the same way as hospital data currently

Workforce

- Voluntary 2 year fellowship programme for newly qualified nurses and doctors in primary care
- 70% cost reimbursement (recurrent):
2019 - clinical pharmacists
2020 - physician associates & first contact physios
2021 - paramedics
- 100% cost reimbursement for one additional social prescribing link worker (from 2019)
- Primary Care Training hubs from 20/21
- Align mental health services with Primary Care Networks

What are Primary Care Networks

Core characteristics of a PCN:

- **Partnerships of Practices working together and with other local health and care providers – PCNs are not a legal entity or organisation**

PCNs are more than a collection of practices:

- Typically, a **defined patient population** of at least 30,000 to 50,000.
- Providing care in different ways to **match different people's needs**
- Focusing on **prevention of illness** and **personalised care**
- **Assess population health needs, making best use of collective resources**
- **Greater resilience, more sustainable workload**

Strategic View of our Area – PCNs

- **80 Practices**

- 11 Darlington
- 11 Hartlepool
- 21 Stockton
- 16 Redcar
- 21 Middlesbrough

- **14 Networks – 15 Clinical Directors**

- 1 Darlington
- 3 Hartlepool
- 4 Stockton
- 3 Middlesbrough
- 3 Redcar



Darlington GP Practice Primary Care Network and Populations

The populations provided for each practice are the Raw List Size as of 1st January 2019 and are published via NHS Digital. The Raw and Weighted Populations have been summarised to provide a total CCG and Locality population.

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Darlington Local Authority

Stockton-on-Tees Local Authority

Denmark Street Surgery (14,814)

Whinfield Surgery (11,923)

Moorlands Surgery (13,969)

Orchard Court (8,051)

Carmel Medical Practice (10,304)

Blacketts Medical Practice (10,138)

Parkgate (4,816)

Clifton Court Medical Practice (12,013)

Neasham Road Surgery (11,454)

St Georges Medical Practice (5,542)

Rockliffe Court Surgery (5,601)

Richmondshire Local Authority

Primary Care Network

■ Darlington

Site/Branch

● Site

◆ Branch

1:105,000

Total CCG and Locality Populations (January 2019)

Raw List Size: 108,625

Weighted List Size: 111,740

Date: 13/05/2019 | Request ID: 1904761033
Produced by: Thomas Jack / Checked by: Dominic Rowley

Data Sources:
Populations data are published via NHS Digital and extracted from the NECS Data Warehouse.
Local Authority boundaries via ONS. Contains National Statistics data © Crown copyright and database right 2019.
Practice locations via Ordnance Survey. Contains Royal Mail data © Royal Mail copyright and database right 2017. Contains National Statistics data © Crown copyright and database right 2017.
Roads via OpenStreetMap. Contains OpenStreetMap data © OpenStreetMap contributors.
Primary Care Network structure provided by Emma Joyce on 18/04/2019.

Darlington PCN

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Network [practice names]	Combined list size [as at 1st Jan 19']	Network Name	Named Clinical Director
Neasham Road Surgery	108,625	Darlington Primary Care Network	Dr Amanda Riley
Clifton Court Medical Practice			
Parkgate			
St Georges Medical Practice			
Denmark Street Surgery			
Whinfield Surgery			
Rockcliffe Court Surgery			
Orchard Court			
Carmel Medical Practice			
Blacketts Medical Practice			
Moorlands Surgery			

Key Deliverables Primary Care Networks

Year	Service Specification	Requirement
2019/20	Extended Hours	From 1 st July – All networks to ensure improving access and deliver 100% population coverage of primary care outside of GP core practice hours (for a PCN with 50,000 registered patients this equates to a minimum of additional 25 hours per week)
2020/21 Page 15	Structured Medications Review and Optimisation	Expansion of clinical pharmacists working in networks. Tackling over-medication of patients inappropriate use of antibiotics, withdrawing medicines no longer needed, as well as support medicines optimisation more widely
	Enhanced Health in Care Homes	All care homes will be supported by a consistent team of multi-disciplinary healthcare professionals delivering proactive and reactive care, led by named GPs and nurse practitioners, organised by the Primary Care Network
	Anticipatory Care	Introducing more proactive and intense care for patients assessed as being at high risk of unwarranted health outcomes including patients receiving palliative care. A structured programme of proactive care and support in which patients with multi-morbidities will have greater support– including longer GP consultations where appropriate - from the wider multidisciplinary team
	Personalised Care	Intended to avoid over-medicalising care, and ensure patients are asked by the primary care team “What matters to you?”, not just “What’s the matter with you?”
	Supporting Early Cancer Diagnosis	Working alongside the Cancer Alliances and other local partners, to have a key role in ensuring high and timely uptake of screening and case finding opportunities within their neighbourhoods

Key Deliverables Primary Care Networks (DES)

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Year	Service Specification	Requirement
2021/22	CVD Prevention & Diagnosis	Better prevention, diagnosis and management of cardiovascular disease, role in realising NHS Long Term Plan ambition, principally through secondary prevention – further development of specification to be realised
	Tackling Neighbourhood Inequalities	To challenge tackling inequalities in health and healthcare. Testbed cluster being developed nationally seeking to work out what practical approaches have the greatest impact at the 30-50,000 neighbourhood level and can be implemented by Primary Care Networks - Further development of specification to be realised

Additional roles funded to support key deliverables

- 20,000 additional staff over next 3 years;
- Funding allocated on a capita basis;
- Funding is for new, not existing, posts

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Year	Staffing	% Funding Available	Max Funding [£]
2019/20	Clinical Pharmacists	70%	£37,810
	Social Prescribing Link Workers	100%	£34,113
2020/21	Physician Associates	70%	TBC
	First Contact Physiotherapists	70%	TBC
	First Contact Community Paramedics	70%	TBC

The Wider Picture

- PCNs will be a partnership between
 - Primary Care
 - Community Services
 - Acute Care
 - Social Care
 - Public Health
 - Mental Health
 - The 3rd sector
 - Pharmacy/Dentistry/Optometrists
 - Healthwatch
 - Patient Groups

Next Steps

- Continue work and build upon New Models of Care work established under Healthy New Towns
- Governance in place through the NMoC meeting established now as a System Delivery and Design Group (SDDG) to ensure whole systems approach, although building on what was done
- Focus on population health priorities
- Focus on delivery of DES requirements

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PCN Governance

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- Executive committee
 - Every practice has a rep able to make decisions on behalf of the practice
 - Executive meets quarterly
- Elected Governing Board
 - Assists Clinical Director in development of PCN
 - Membership - Dr Helen McLeish, Prof Ahmet Fuat, Lucy Smith (practice manager), Mark Rose (Clinical practitioner- paramedic) and Chris McEwan (Lay member)
 - Important for PCN to move away from doctor only model to involve the wider team and patients

PCN Update

- Staff survey completed
- Stakeholder engagement taking place
- Patient engagement plan being developed with the practice PPGs at the centre
- Working with community and current providers in the field to develop a social prescriber service for those with chaotic lives who use multiple services regularly
- Planning to develop a pharmacist let care home prescription service with 1:1 medication reviews
- Joint up plan for attracting clinical staff to Darlington and Recruitment
- New HENE roles for the PCN 1 for cardiology and research and the other for frailty and leadership
- Working groups being set up to jointly tackle some longstanding issues with secondary/primary care communication/processes
- Working with public health to clearly define the population needs

Any Questions?

HEALTH AND PARTNERSHIPS SCRUTINY COMMITTEE
31 OCTOBER 2019

**SCRUTINY COMMITTEES –
 PROPOSED TERMS OF REFERENCE**

SUMMARY REPORT

Purpose of the Report

1. To consider proposed changes to the Terms of Reference for the Council's Scrutiny Committees.

Summary

2. The Leader intends to implement a number of changes to the Cabinet Portfolios, to take effect from December 2019.
3. Officers have been requested to review the current Terms of Reference for the Council's Scrutiny Committee's with a view to aligning them more closely with the Cabinet Portfolios.
4. A number of amendments have therefore been proposed and Members are requested to consider the terms of reference specific to this Scrutiny Committee and make any comments or suggestions thereon for subsequence consideration by full Council.
5. Full details of the changes being made to the Cabinet Portfolios are set out in **(Appendix 1)**. The changes are highlighted by 'track changes'.
6. It is suggested that a number of changes are made to realign the remit and names of the Scrutiny Committees, so that they correlate better to the changes being made to the Cabinet portfolios. This is set out in the table below:

Scrutiny Committee	Re-named Scrutiny Committee	Main Changes
Efficiency and Resources	Economy and Resources	To mirror the Economy and Resources Portfolios
Adults and Housing	Adults	To mirror the Adults Portfolio
Health and Partnerships	Health and Housing	To mirror the Health and Housing Portfolio
Children and Young People	No change	To mirror the Children and Young People Portfolio
Place	Communities and Local Services	To mirror the Stronger Communities and Local Services Portfolios

7. The proposed Terms of Reference are set out at **Appendix 2**.
8. It is intended that a report will be submitted to the Ordinary Meeting of Council scheduled to be held on 5 December 2019, requesting Members to consider and approve the suggested Terms of Reference and for the necessary Constitutional changes to be made.
9. It is suggested that the revised arrangements become effective immediately following the decision made by Council on 5 December 2019.

Recommendation

10. Members are requested to consider the proposed changes to this Scrutiny Committee and make any comments or suggestions thereon.

Paul Wildsmith
Managing Director

Background Papers

There were no background papers used in the preparation of this report.

Shirley Burton: Extension 5998

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no direct implications to the Health and Well Being of residents of Darlington.
Carbon Impact	There are no issues which this report needs to address.
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal.
Groups Affected	The impact of the report on any individual Group is considered to be minimal.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	The report contributes to the Sustainable Community Strategy in a number of ways through the involvement of Members in contributing to the delivery of the five themes.
Efficiency	The Work Programmes are integral to scrutinising and monitoring services efficiently (and effectively), however this report does not identify specific efficiency savings.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

SCHEDULE 2
THE EXECUTIVE

- The Executive’s Terms of Reference
- Executive Portfolios
- Delegation of Executive Functions
- Executive Scheme of Members’ Delegation

CABINET

MEMBERSHIP	
DARLINGTON BOROUGH COUNCIL 8 Conservative Group Members	
OTHER MEMBERS	0
TOTAL MEMBERSHIP –	8
QUORUM –	3

ROLE –

Cabinet will carry out all of the Local Authority’s functions which are not the responsibility of any other part of the Local Authority, whether by law or under this Constitution.

Form and Composition -

Cabinet consists of the Leader and Deputy Leader and a number of other Members appointed by the Leader.

The Leader will decide the size of the Cabinet and allocate the Portfolios below to each Cabinet Member :-

- Adults ~~Social Care~~
- Children and Young People;
- ~~Stronger Communities;~~ ~~y Safety~~
- Economy ~~and Regeneration~~;
- ~~Housing,~~ Health and ~~Housing~~Partnerships;
- ~~Efficiency and~~ Resources; and
- ~~Leisure and Local~~ ~~Services~~Environment.

Membership Protocols -

Cabinet Members cannot serve on Scrutiny Committees.

Cabinet Members cannot be the Mayor or Deputy Mayor.

Cabinet Members cannot be appointed as Chairs or Vice-Chairs on the Planning Applications or the Licensing Committees.

Roles and Responsibilities –

The Cabinet is made up of the Leader, Deputy Leader and six other Members. It has seven functional portfolios and has the following responsibilities:-

PORTFOLIO	RESPONSIBILITY
Collective Responsibilities	<div><div>1. All Cabinet Members will have the general responsibility to ensure the effective management and delivery of services within their areas of responsibility, and within the following framework :-</div><div><div><div>• the Council's overall strategic, corporate and policy objectives;</div><div>• the budgets set for the services and this Council's Financial Procedure Rules; and</div><div>• the Law and this Constitution.</div></div></div><div>2. Collective responsibilities are :-</div><div><div>(a) developing, co-ordinating, promoting and submitting proposals on this Council's corporate strategies, policies, objectives and initiatives;</div><div>(b) overseeing, developing, promoting and monitoring the performance of services provided directly by this Council within this Council's approved budget and policy framework;</div><div>(c) overseeing services provided by joint arrangements with other Councils and agencies;</div></div></div>

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PORTFOLIO	RESPONSIBILITY
	<div><div>(d) promoting the interests of the Borough, its residents, businesses and other organisations and taking a community leadership role across the public, voluntary and business sectors, to develop working links with and to monitor the work of, bodies providing public services in the Borough;</div><div>(e) the formulation of the revenue and capital budgets for consideration by Council; and, in doing so consulting with Members and stakeholders in the community as necessary on the budget; and taking in-year decisions on resources and priorities to deliver strategies and the budget (within the discretions agreed for the time being by Council);</div><div>(f) the maintenance and development of processes for effective communication and consultation with the community, consultation Forums and other agencies especially in relation to the Council's policies and strategies;</div><div>(g) promoting the mainstreaming of equal opportunities, sustainability, social inclusion and health and community safety in relation to the provision of this Council's services, and the delivery of services in the Borough by other agencies;</div><div>(h) dealing with all matters which are within the duties of this Council which are not specifically delegated to any other body within the democratic structure</div><div>(i) maintaining and developing frequent and effective dialogue with all Members especially in relation to the work of the Scrutiny Committees;</div><div>(j) seeking the advice of Scrutiny Committees</div></div>

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PORTFOLIO	RESPONSIBILITY
	<p>before taking significant decisions and being responsive to any recommendations those Committees may make and, where they differ from its own policy agenda, justifying its own policies to Council;</p> <p>(k) leading the community planning process in partnership with other agencies;</p> <p>(l) overseeing the development of the Council's Corporate Strategies and Policies;</p> <p>(m) ensuring that all relevant services represent value for money;</p> <p>(n) maintaining positive relationships with relevant external agencies such as the Council's Auditors;</p> <p>(o) being the focus for forming partnerships with other agencies, businesses and voluntary sector bodies;</p> <p>(p) recognising the possible impact of policies on implementing sustainable development;</p> <p>(q) having responsibility for contracts that are subject to Procurement;</p> <p>(r) considering and making recommendations on the Council's Capital and Revenue Medium-Term Financial Plans;</p> <p>(s) that, in relation to responsibility for land :-</p> <p>(i) the Cabinet is the holding body for all Council-owned land;</p> <p>(ii) the power to lodge planning applications to develop council land on behalf of the Council, be delegated to Chief Officers, subject to consultation with the relevant Cabinet Member; and</p>

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PORTFOLIO	RESPONSIBILITY
	<p>(iii) the Cabinet is responsible for all disposals of land whether by sale, lease or licence and all acquisitions, taking into account any delegations and the Contract and Property Procedure Rules.</p> <p>(t) Corporate Risk Management;</p> <p>(u) Transformation projects, as required;</p> <p>(v) ensuring efficiency is fully taken into account when taking any decisions; and</p> <p>(w) ensuring resources within the portfolios are utilised in an efficient manner.</p>
Leader	<ol style="list-style-type: none">1. To appoint a Deputy Leader for a four-year term of office.2. To appoint the number of Cabinet Members, a minimum of three and a maximum of nine, and allocate the Portfolio's to each Cabinet Member.3. To make decisions, draw up the budget and make new policies alone or with Cabinet (a simple majority of Councillors can reject a proposal from the Leader/Cabinet).4. To make arrangements for the discharge of the functions which under Regulations are the responding of Cabinet.5. In addition to leadership of corporate strategy for the Council, including reputation, legislation, partnerships and policy, the Leader will :-<ul style="list-style-type: none">• represent the Council as required at national and regional level and on Regional and Tees Valley bodies, including the Tees Valley Combined Authority;• lead on Transformation and the Business

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PORTFOLIO	RESPONSIBILITY
	<p>Model; and</p> <ul style="list-style-type: none">• <u>lead on international partnerships and Town Twinning;</u>• <u>lead on Darlington Partnership</u>
Deputy Leader	<p>1. To assist the Leader with <u>her</u>his responsibilities.</p> <p>2. To deputise for the Leader in <u>her</u>his absence.</p>
Economy and Regeneration	<ul style="list-style-type: none">• 'Place' Strategy, Policy and Performance• Planning and Related Policy• Economy and Housing Policy• <u>Environment, Urban Design, Heritage and</u>, Sustainability• and Climate Change Policy• Development Management (Local Planning Authority matters – except where delegated to Planning Applications Committee) <p>Economic Development and Regeneration:</p> <ul style="list-style-type: none">• Employability• Business Support• Business Engagement• Inward Investment• Regeneration and Development• Town Centre• Environmental Health• Building Control•
Stronger Communities Safety	<ul style="list-style-type: none">• Policing• Community safety.• Council's responsibilities for Fire and Rescue Services• Street Scene Enforcement• Illegal Encampments• Private Sector Housing• <u>Licensing of premises (except where delegated to Licensing Committee).</u>• <u>Hackney carriage and private hire vehicles (except where delegated to the Licensing Committee)</u>•• Trading Standards and Animal Welfare

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PORTFOLIO	RESPONSIBILITY
	<ul style="list-style-type: none">• Co-ordination of the Council's responsibilities under the Floods and Water Act• Civil Contingencies and Emergency Planning• Parking Enforcement• CCTV• <u>Voluntary sector</u>• <u>Community Development</u>• <u>Decision making on applications for community grants, subject to existing criteria</u>• <u>Equalities</u>• <u>Cabinet Champion for equalities</u>
Children and Young People	<ul style="list-style-type: none">• Education• Adult and Community Learning• Children's safeguarding and assessment• Looked after children (including fostering and adoption)• <u>Care Leavers</u>• <u>Life Stages (0 – 25 years)</u>
Efficiency and Resources	<ul style="list-style-type: none">• Financial Management within the Council including Medium Term Financial (MTFP), Treasury management, local taxation and Risk management and Insurance• Oversight of Transformation and Business Model implementation• Oversight of the Council's Corporate Planning process including the Organisational Development Strategy (ODS), Performance management and the efficiency programme• <u>Corporate Landlord, pProperty and estates</u> management• Corporate Procurement• <u>Information Communication Technology (ICT)</u>• <u>Human Resources</u>• <u>Health and Safety</u>• <u>Communications and One Darlington magazine</u>• Oversight of the Building Services division• Housing Benefits• The Council's Customer Strategy and oversight of the Council's Customer Services and insight functions

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PORTFOLIO	RESPONSIBILITY
	<ul style="list-style-type: none">• Legal/Democratic/Registrars• Oversight of the Councils Shared Services Partnership Xentrall• Oversight of the capital projects <u>and design services</u> management• Estates Management
Adults <u>Social Care</u>	<ul style="list-style-type: none">• Adult Mental Health• Mental Health Services for Older People, Mental Capacity Act/Deprivation of Liberty Safeguards, and Approved Mental Health Practitioners• Assessment and Reviews, Physical and Sensory Impairment, First Point of Contact, Safeguarding Adults, On-going and Complex Care and Occupational Therapy• Life Stages Services <u>(26 years plus)</u>• Day Services• Supported Living• Reablement• Learning Disability Services
<u>Health and Housing</u> , Health and Partnerships	<ul style="list-style-type: none">• LSP and theme groups• Public Health functions• Integrated health commissioning• NHS<ul style="list-style-type: none">• Equalities• Community development/One Darlington magazine• Decision making on applications for Community grants, subject to existing criteria• Voluntary sector• <u>Sports and physical activity programme</u>• <u>Dolphin Centre</u>• <u>Eastbourne Sports Complex</u>• • Council Housing Services including Lifeline and Homelessness
<u>Local Services</u> <u>Leisure and Local Environment</u>	<u>Local Environment</u> <ul style="list-style-type: none">• Street Scene Policy (refuse/recycling/street cleaning/grounds maintenance)• Crematorium and Cemeteries• Arboriculture• Countryside and Allotments

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PORTFOLIO	RESPONSIBILITY
	<ul style="list-style-type: none">• Parks, Open Spaces and Play Areas• Waste Management• Fleet Management and Maintenance• <p>Leisure and Culture</p> <ul style="list-style-type: none">• Dolphin Centre• Eastbourne Sports Complex• Head of Steam• Hippodrome• The Hullabaloo• Events and Programming• Sports and Physical Activity Programme• Library Service• 2025 <p><u>Head of Steam</u> <u>Hippodrome</u> <u>Events and Programming</u> <u>Library Service</u> <u>Strategic Arts</u> <u>2025</u></p> <p>Transport Policy</p> <ul style="list-style-type: none">• Highway Authority responsibilities, including :-<ul style="list-style-type: none">• Transport and Highways Asset Management (roads, paths, rights of way, street lighting, traffic signals, signage);• Transport and Highways Network Management and Improvement Schemes• Road Safety• Parking Policy• Supported Bus Services and Concessionary Fares• Hackney carriage and private hire vehicles (except where delegated to the Licensing Committee)• Sustainable Transport

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Delegation of Executive Functions

The Executive has delegated some of its functions to an individual Cabinet Member and Officers, as detailed below:-

Individual Cabinet Member

1. The Cabinet has delegated the Executive Functions as detailed in the Executive Scheme of Members' Delegation.
2. Before taking decisions within his/her delegated authority, the individual Cabinet Member will seek advice from relevant officers.
3. The Individual Cabinet Member exercising decision making powers will ensure that proper records are kept of all decisions they take, in accordance with legal requirements.
4. Where the individual Cabinet Member has a prejudicial interest (as defined in the Members' Code of Conduct) in relation to any decision, he/she will not take that decision, but will ask the relevant Officer to refer the matter to the Cabinet for determination.

Officers

5. The Council's Cabinet has delegated to Officers, the Executive functions which are contained in the Officers Delegation Scheme which are shown to be Executive by the first column of the scheme. This column is to distinguish executive and non-executive functions in the Officers Delegation Scheme.
6. The delegation of these powers operates under Section 15 of the Local Government Act 2000 and all other powers enabling the Executive.
7. The Executive powers delegated to Officers are subject to the Cabinet Procedure Rules as set out in this Constitution.

Outside Body Appointments

8. Insofar as the making of appointments to outside bodies is an executive function, the Executive agrees that those appointments should be made as set out in Schedule 5.

Delegation to and from Other Local Authorities/Bodies

9. The Cabinet has delegated the powers to Stockton Borough Council under S19 Local Government Act 2000 to carry out executive functions for the delivery of ICT, print and design, transactional human resources and transactional finance.
10. The Cabinet has delegated the powers relating to the enforcement of the legislation as detailed below, to Redcar and Cleveland Borough Council and authorised officers employed within the National Trading Standards Regional Investigations Team (North East), in accordance with Section 101 of the Local Government Act 1972, and Section 13(7) of the Local Government Act :-
 - (a) Anti-Social Behaviour Act 2003;
 - (b) Business Protection from Misleading Marketing Regulations 2008
 - (c) Children and Families Act 2014;
 - (d) Companies Acts 1985 and 2006;
 - (e) Consumer Credits Acts 1974 and 2006;
 - (f) Consumer Protection Act 1987;
 - (g) Consumer Protection from Unfair Trading Regulations 2008;
 - (h) Consumer Rights Act 2015;
 - (i) Copyright, Designs and Patents Act 1988;
 - (j) Courts and Legal Services Act 1990;
 - (k) Energy Act 1976;
 - (l) Energy Conservation Act 1981;
 - (m) Enterprise Act 2002;
 - (n) Estate Agents Act 1979;
 - (o) European Communities Act 1972;
 - (p) Explosives Act 1875;
 - (q) Fireworks Act 2003;
 - (r) Fraud Act 2006;
 - (s) General Product Safety Regulations 2005;
 - (t) Hallmarking Act 1973;
 - (u) Health and Safety at Work etc. 1974;
 - (v) Intellectual Property Act 2014;
 - (w) Licensing Act 2003;
 - (x) Medicines Act 1968;
 - (y) Prices Acts 1974 and 1975;
 - (z) Proceeds of Crime Act 2002;
 - (aa) Road Traffic Acts 1988 and 1991;
 - (bb) Trade Descriptions Act 1968;
 - (cc) Trade Marks Act 1994; and
 - (dd) Video Recordings Act 1984 and 2010

and all secondary legislation made under any of the specified legislation.

Joint Arrangements

11. The joint arrangements which have been established with other local authorities are :-

- (a) North East Joint Health Scrutiny Committee;
- (b) Tees Valley Joint Health Scrutiny Committee; and
- (c) Durham Police and Crime Panel and Audit Committee

Executive Scheme of Members Delegation

1. Cabinet has delegated the following powers to the Cabinet Member with the Housing, Health and Partnerships Portfolio :-
 - (a) to make decisions on applications for Community Grants, subject to criteria; and
 - (b) to make decisions on applications for Discretionary Rate Relief, subject to criteria.
2. Cabinet has delegated the following powers to the Leader (or in his absence his nominated representative) in his capacity as this Council's representative on the Leaders' Board or any future successor body, to :-
 - (a) exercise all the necessary executive powers and functions relating to the preparation and revision of the Regional Strategy for the North East, as prescribed in Part 5 of the Local Authority, Economic Development and Construction Act 2009; and
 - (b) exercise all the necessary executive powers and functions relating to the North East Smart Ticketing Initiative (NESTI).

SCHEDULE 3

The following pages set out the membership of the Council's Scrutiny Committees.

1. Economy and Resources Scrutiny Committee
2. Adults Scrutiny Committee
3. Health and Housing Scrutiny Committee
4. Children and Young People Scrutiny Committee
5. Communities and Local Services Scrutiny Committee
6. General Role of the Council's Scrutiny Committees
7. Monitoring and Co-ordination Group

ECONOMY AND RESOURCES SCRUTINY COMMITTEE

MEMBERSHIP	
DARLINGTON BOROUGH COUNCIL 5 Conservative Group Members, 4 Labour Group Members, 1 Liberal Democrat Group Member and 1 Independent Member	5 x 4 x 1 x 1 x 0
OTHER MEMBERS	
TOTAL MEMBERSHIP –	11
QUORUM –	3

PROTOCOLS

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

TERMS OF REFERENCE

To undertake the Council's Scrutiny functions in relation to the following services

RESOURCES PORTFOLIO

Financial Management within the Council, including the Medium-Term Financial Plan (MTFP), Treasury Management, Local Taxation and Risk Management and Insurance

Transformation and Business Model Implementation

The Council's Corporate Planning Process, including the Organisational Development Strategy (ODS), Performance Management and the Efficiency Programme

Corporate Landlord, property and estates management

Corporate Procurement

Information Communication Technology (ICT)

Human Resources

Health and Safety

Communications and One Darlington Magazine

ECONOMY PORTFOLIO

Place Strategy, Policy and Performance

Planning and Related Policy

Economy and Housing Policy

Environment, Urban Design, Heritage and Sustainability

Climate Change

Development Management (Local Planning Authority matters)

Economic Development and Regeneration

- Employability
- Business Support
- Business Engagement
- Inward Investment
- Regeneration and Development
- Town Centre
- Environmental Health
- Building Control

Building Services Division

Housing Benefits

The Council's Customer Strategy and oversight of the Council's Customer Services and insight functions

Legal/Registrars and Democratic functions

The Council's Shared Services Partnership Xentrall

The Council's capital projects and design Services management

ADULTS SCRUTINY COMMITTEE

MEMBERSHIP	
DARLINGTON BOROUGH COUNCIL 5 Conservative Group Members, 4 Labour Group Members, 1 Liberal Democrat Group Member and 1 Green Party Member	5 x 4 x 1 x 0 x 1
OTHER MEMBERS	
TOTAL MEMBERSHIP –	11
QUORUM –	3

PROTOCOLS

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

TERMS OF REFERENCE

To undertake the Council's Scrutiny functions in relation to the following services

ADULTS PORTFOLIO

Adult Mental Health

Mental Health Services for Older People, Mental Capacity Act / Deprivation of Liberty Safeguards, and Approved Mental Health Practitioners

Assessment and Reviews, Physical and Sensory Impairment, First Point of Contact, Safeguarding Adults, On-going and Complex Care and Occupational Therapy

Life Stages Service (26 years and above)

Day Services

Supported Living

Reablement

Learning Disability Services

HEALTH AND HOUSING SCRUTINY COMMITTEE

MEMBERSHIP	
DARLINGTON BOROUGH COUNCIL 5 Conservative Group Members, 4 Labour Group Members, 1 Independent Group Member	5 x 4 x 0 x 1 x 0
OTHER MEMBERS	
TOTAL MEMBERSHIP –	10
QUORUM –	3

PROTOCOLS

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

TERMS OF REFERENCE

To undertake the Council's Scrutiny functions in relation to the following services

HEALTH AND HOUSING PORTFOLIO

Public Health functions

Integrated Health Commissioning

NHS

Council Housing Services, including Lifeline and Homelessness

Dolphin Centre

Eastbourne Sports Complex

Sports and Physical Activity Programme

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

MEMBERSHIP	
<p>DARLINGTON BOROUGH COUNCIL</p> <p>5 Conservative Group Members, 5 Labour Group Members, and 1 Green Party Member</p>	<p>5 x 5 x 0 x 0 x 1</p>
<p>OTHER MEMBERS</p> <p>Voting Members</p> <p>Non-voting Members</p>	<p>1 Church of England Diocese representative 1 Roman Catholic Diocese representative 3 Parent Governor representatives</p> <p>3 Community representatives 1 Secondary Teaching representative 1 Primary Teaching representative 1 Further Education representative 11-19 Partnerships representative Primary Schools Forum representative</p>
TOTAL MEMBERSHIP –	11
QUORUM –	3

PROTOCOLS

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

The voting representatives shall always be included in the membership.

TERMS OF REFERENCE

To undertake the Council's Scrutiny functions in relation to the following services

CHILDREN AND YOUNG PEOPLE PORTFOLIO

Education

Adult and Community Learning

Children's Safeguarding and Assessment

Looked After Children (including fostering and adoption)

Care Leavers

Life Stages (0-25)

COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE

MEMBERSHIP	
DARLINGTON BOROUGH COUNCIL 5 Conservative Group Members, 4 Labour Group Members, 1 Liberal Democrat Group Member and 1 Independent Group Member	5 x 4 x 1 x 1 x 0
OTHER MEMBERS	
TOTAL MEMBERSHIP –	11
QUORUM –	3

PROTOCOLS

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

TERMS OF REFERENCE

To undertake the Council's Scrutiny functions in relation to the following services

STRONGER COMMUNITIES PORTFOLIO

Policing

Community Safety

Community Development

Community Grants

The Council's responsibilities
for the Fire and Rescue
Services

Street Scene Enforcement

Illegal Encampments

Private Sector Housing

Licensing of premises (except
where delegated to the
Licensing Committee)

Hackney Carriage and Private
Hire Vehicles (except where
delegated to the Licensing
Committee)

Trading Standards and Animal
Welfare

Co-ordination of the Council's
responsibilities under the
Floods and Water Act

Civil Contingencies and
Emergency Planning

LOCAL SERVICES PORTFOLIO

Street Scene Policy
(refuse/recycling/street
cleaning/grounds maintenance)

Crematorium and Cemeteries

Arboriculture

Countryside and Allotments

Parks, Open Spaces and Play
Areas

Waste Management

Fleet Management and
Maintenance

Head of Steam

Hippodrome

Events and Programming

Library Service

Strategic Arts

2025

Parking Enforcement

Transport Policy
Transport and Highways Asset
Management (roads, paths, rights
of way, street lighting, traffic
signals, signage)

CCTV

Transport and Highways Network
Management and Improvement
Schemes

Equalities

Road Safety

Voluntary Sector

Parking Policy

Supported Bus Services and
Concessionary Fares

Sustainable Transport

GENERAL ROLE OF THE COUNCIL'S SCRUTINY COMMITTEES

Within its terms of reference, the Scrutiny Committee will :-

review and/or scrutinise decisions made, or other action taken in connection with the discharge of any functions which are the responsibility of Cabinet (see Call-in procedures as set out in the Scrutiny Procedure Rules);

make reports or recommendations to the Council or Cabinet, with respect to the discharge of any functions which are the responsibility of Cabinet;

review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the Cabinet; and

make reports or recommendations to the Council, or Cabinet, with respect to the discharge of any functions which are not the responsibility of Cabinet on matters which affect the Authority's area or the inhabitants of that area.

Policy Development -

Within its terms of reference, the Scrutiny Committee will:-

assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues;

conduct research, community and other consultation in the analysis of policy issues and possible options;

consider and implement mechanisms to encourage and enhance community participations in the development of policy options;

question Members of the Cabinet and/or Committees and Chief Officers about their views on issues and proposals affecting the area; and

liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

Review -

The Scrutiny Committee may :-

review and scrutinise the decisions made by and the performance of the Cabinet, Committees and Council Officers, both in relation to individual decision, and over time;

review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;

question Members of the Cabinet, Committees and Chief Officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;

monitor and challenge performance of the agreed targets for the Community Strategy.

question and gather evidence from any other person (with their consent):

make recommendations to the Cabinet, appropriate Committees or Council arising from the outcome of the scrutiny process; and

review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Scrutiny Committee and local people about their activities and performance.

In deciding what reviews are to be undertaken, Members will ensure that any work focuses on delivering outcomes and contributes to the strategic aims of the Council.

NOTES –

Officer Support -

Each Scrutiny Committee has a Lead Officer to support it, and, in the main, these Officers are from the relevant service delivery area.

Scrutiny Committees have access to any Officer or Member, who they feel may be able to assist in the review of any issue. They also receive support which is justifiable and is sufficient to provide both the administrative support and information required.

Role of the Chair -

The Chair will ensure that Scrutiny is Member-led and is focused on delivering outcomes.

Finance -

The Scrutiny Committees have no responsibility for the finances made available to them, the Monitoring and Co-ordination Group recommend resource allocation to the Assistant Director Resources

Annual Report -

Scrutiny Committees must report to Full Council on their workings and make recommendations to the Monitoring and Co-ordination Group for future work programmes and amended working methods if appropriate. These reports should be monitored to ensure that the outcomes of each review undertaken have improved, or made suggestions to improve service delivery.

HEALTH AND PARTNERSHIPS SCRUTINY COMMITTEE 31 OCTOBER 2019

WORK PROGRAMME

SUMMARY REPORT

Purpose of the Report

1. To consider the work programme items scheduled to be considered by this Scrutiny Committee during the 2019/20 Municipal Year and to consider any additional areas which Members would like to suggest should be added to the previously approved work programme.

Summary

2. Members are requested to consider the attached draft work programme (**Appendix 1**) for the remainder of the 2019/20 Municipal Year which has been prepared based on Officers recommendations and recommendations previously agreed by this Scrutiny Committee in the last Municipal Year.
3. Any additional areas of work which Members wish to add to the agreed work programme will require the completion of a quad of aims in accordance with the previously approved procedure (**Appendix 2**).

Recommendations

4. It is recommended that Members note the current status of the Work Programme and consider any additional areas of work they would like to include.
5. Members' views are requested.

Paul Wildsmith
Managing Director

Background Papers

No background papers were used in the preparation of this report.

Author: Hannah Fay

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no direct implications to the Health and Well Being of residents of Darlington.
Carbon Impact	There are no issues which this report needs to address.
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal.
Groups Affected	The impact of the report on any individual Group is considered to be minimal.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	The report contributes to the Sustainable Community Strategy in a number of ways through the involvement of Members in contributing to the delivery of the eight outcomes.
Efficiency	The Work Programmes are integral to scrutinising and monitoring services efficiently (and effectively), however this report does not identify specific efficiency savings.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

MAIN REPORT

Information and Analysis

6. The format of the proposed work programme, attached at **Appendix 1** has been reviewed to enable Members of this Scrutiny Committee to provide a rigorous and informed challenge to the areas for discussion.
7. Each topic links to the outcomes and the conditions in the Sustainable Community Strategy – One Darlington Perfectly Placed:-

SCS Outcomes:

- a) Children with the best start in life
- b) More businesses more jobs
- c) A safe and caring community
- d) More people caring for our environment
- e) More people active and involved
- f) Enough support for people when needed
- g) More people healthy and independent
- h) A place designed to thrive

Three Conditions:

- a) Build strong communities
- b) Grow the economy
- c) Spend every pound wisely

8. In addition, each topic links to performance indicators from the Performance Management Framework (PMF) to provide robust and accurate data for Members to use when considering topics and the work they wish to undertake. There are some topics where appropriate PMF indicators have not yet been identified however; these can be added as the work programme for each topic is developed.

Forward Plan and Additional Items

9. Once the Work Programme has been agreed by this Scrutiny Committee, any Member seeking to add a new item to the work programme will need to complete a quad of aims, attached at **Appendix 2**.
10. A copy of the Forward Plan has been attached at **Appendix 3** for information.

HEALTH AND PARTNERSHIPS SCRUTINY COMMITTEE WORK PROGRAMME

No.	Topic	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
1	Performance Management and Regulation/ Management of Change Regular Performance Reports to be Programmed	Quarter 2 - 5 December 2019	Relevant AD	A safe and caring community Children with the best start in life More people healthy and independent More people healthy and independent	Build strong communities. Spend every pound wisely	Full PMF suite of indicators	To receive biannual monitoring reports and undertake any further detailed work into particular outcomes if necessary
2	Monitoring Outcomes from the Medium Term Financial Plan 2016-20 Impact of ceasing/ reducing the following and has there been any cost shunting to other areas within the Council as a result of:-		Miriam Davidson/ Christine Shields	A safe and caring community Children with the best start in life More people healthy and independent	Build strong communities. Spend every pound wisely	Full PMF suite of indicators	To receive monitoring reports and undertake any further detailed work into particular outcomes if necessary

No.	Topic	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
(a)	Voluntary Sector Funding	Update report 5 December 2019 Last considered 19 December 2018 and 4 July 2018	Christine Shields				To update Members following the monitoring and evaluation of this funded projects
(b)	Healthwatch Darlington - Streamlined Service offered by HWD since April 2017	The Annual Report of Healthwatch Darlington Last considered 29 August 2019	Michelle Thompson, HWD				To scrutinise and monitor the service provided by Healthwatch – Annual
3 (a)	Integrated Care System (ICS) (Formerly Sustainability and Transformation Plan (STP) including the Better Health Programme (BHP))	Engagement and Communicatio n Strategy – To be confirmed Last reported 13 March 2019	Simon Clayton, NECS	More people healthy and independent	Spending Every Pound Wisely Build Strong Communities		To scrutinise and challenge progress of the principles underpinning the ICS and BHP and timelines for progress

No.	Topic	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
(b)	NHS Clinical Commissioning Group Financial Challenges and Impact on Services	5 December 2019 Last considered 4 July 2018	Mark Pickering, NHS Darlington CCG	More people healthy and independent	Build Strong Communities Spending Every Pound Wisely		To scrutinise and monitor the CCG to ensure delivery of the necessary QIPP required in order to achieve its financial duties and service delivery 2018/19
4 Page 61	CCG Stroke Services/Review of Stroke Rehabilitation Services	Last considered 29 August 2019	Katie McLeod CCG	More people healthy and independent	Spending Every Pound Wisely	To be determined	To scrutinise and challenge the CCG's and review of Stroke Rehabilitation Services in the community following discharge from Bishop Auckland Hospital
5	Director of Public Health Annual Report 2018/19 and 2019 Health Profile	5 December 2019	Miriam Davidson	More people healthy and independent			Annual report

No.	Topic	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
6	Primary Care (to include GP Access to appointments) To include:-	Update on new GP contract – 31 October 2019	Rebecca Thomas CCG/ Amanda Riley PCN	More people healthy and independent	Build Strong Communities		To scrutinise development around Primary Care Network and GP work, including digital health and its application, including signposting to services.
(a)	Digital Health (formerly Telehealth)	Last considered 19 December 2018 ; and by Review Group 16 Nov 2016	Ian Dove CDDFT	More people active and involved	Spending Every Pound Wisely		
7	Crisis Service Changes	Last considered 29 August 2019	Levi Buckley TEWV				To receive a briefing and undertake any further detailed work if necessary.
8	Right Care, Right Place	Last considered 29 August 2019	Levi Buckley TEWV				To receive a briefing and undertake any further detailed work if necessary.
9	Medium Term Financial Plan	Special 10 January 2020	Elizabeth Davison				To enable the Committee to give consideration to those areas of the MTFP within the Committee's remit

JOINT COMMITTEE WORKING – ADULTS AND HOUSING SCRUTINY COMMITTEE

	Topic	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
10	End of Life and Palliative Care – To include the Dementia End of Life Pathway Health and Partnerships to lead	Date to be advised Scoping Meeting held 25Apr17. Work undertaken in 2018 and 2019 with support from Dr Malcolm Moffatt of Public Health.	CDDFT/CCG	A safe and caring community Enough support for people when needed.	Spending Every Pound Wisely Build Strong Communities	To be determined	To scrutinise the provision of end of life care for people suffering from dementia across all agencies and service providers

JOINT COMMITTEE WORKING – CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

	Topic	Timescale	Lead Officer/ Organisation Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
11	Childhood Healthy Weight Plan (Childhood Obesity Strategy) Children and Young People to lead	30 January 2020 27 November 2017. Interim report to Cabinet 11 September 2018. .	Ken Ross	Children with the best start in life	Spending Every Pound Wisely Build Strong Communities	To be determined	To review the effectiveness of the Childhood Healthy Weight Plan on childhood obesity and mental health links in children and young people.

ARCHIVED ITEMS

Topic	Timescale	Lead Officer/ Organisations Involved	SCS Outcome	Darlington Conditions	Link to PMF (metrics)	Scrutiny's Role
Access to GP Appointments /GP Survey Results	Last considered 11 April 2018	Karen Hawkins/ Graeme Niven Darlington CCG	More people healthy and independent	Spending Every Pound Wisely Build Strong Communities	To be determined	To gather, collate and assess evidence of accessing GP appointments taking into consideration the two new schemes implemented as part of the Prime Minister's Challenge Fund. To scrutinise the results of the GP Survey
Pain Management	Last considered 31 October 2018; and 6 Sept 207 as part of the Regional Back Pain Pathway Programme	Karen Hawkins CCG	More people healthy and independent More people active and involved	Spending Every Pound Wisely Build Strong Communities	To be determined	To scrutinise and challenge the pain management pathway
Social Fund Arrangements	Last considered by Scrutiny 1 Nov 2017	Neeraj Sharmah, Citizens Advice Bureau				

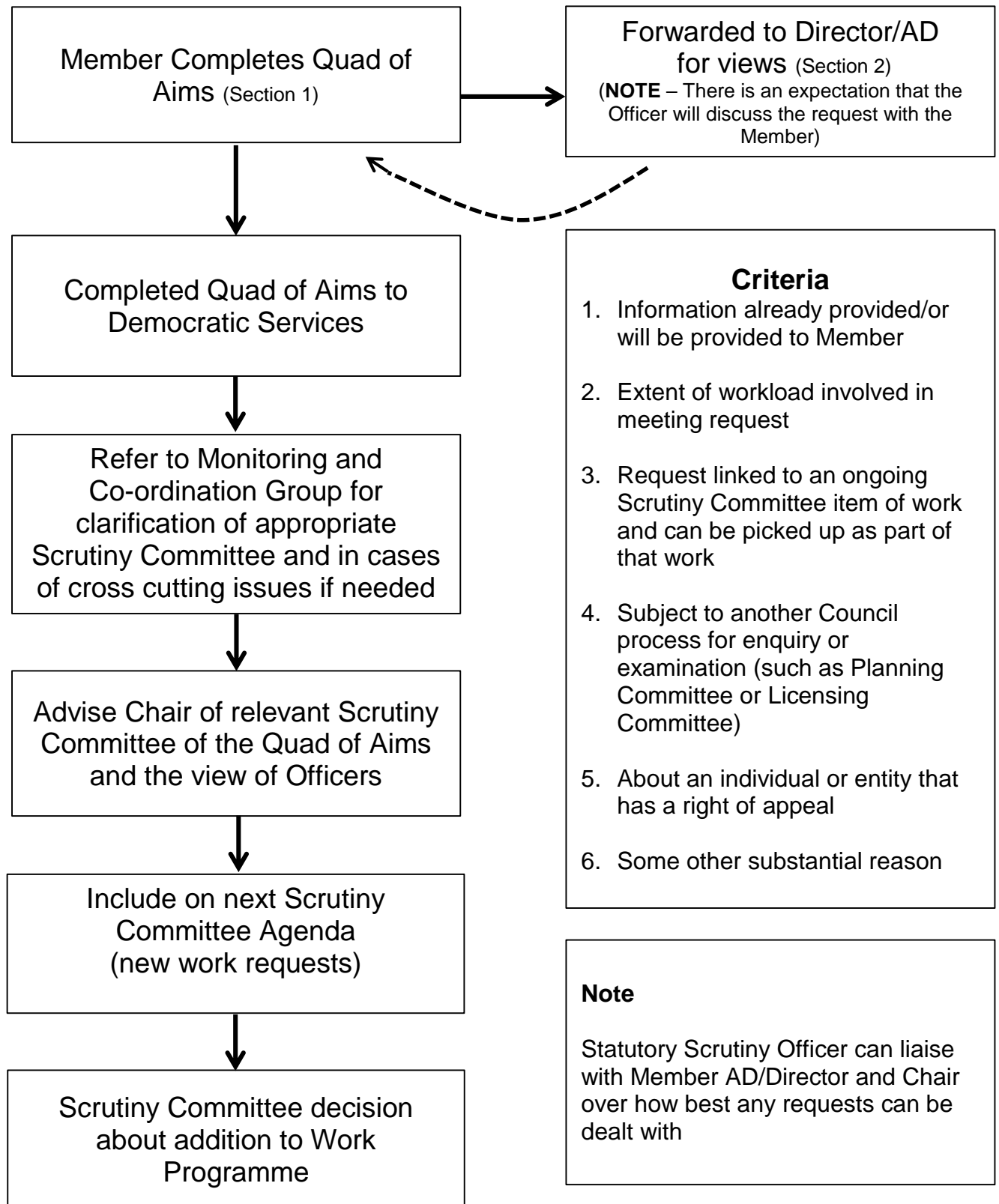
Darlington Partnerships Overview and Local Strategic Partners	Last considered 13 March 2019	Seth Pearson				Update on progress of the Darlington Partnership.
Winter Pressures (MTFP 2019/20)	Considered 13 March 2019	James Stroyan				To scrutinise the additional spend on winter pressures.
Integrated Care System (ICS) (Formerly Sustainability and Transformation Plan (STP) including the Better Health Programme (BHP)) To incorporate - Discharge to Assess and Discharge Management To include Maternity Services	Last considered 20 December 2017	DBC/CCG/ CDDFT Sue Jacques CDDFT	More people healthy and independent More people healthy and independent Children with the best start in life	Spending Every Pound Wisely Build Strong Communities	To be determined To be determined	To scrutinise the processes around discharge To receive regular updates and assurances with regard to maternity services
Substance Use/Misuse – Drugs and Alcohol (to include the promotion	Date to be confirmed					

of non alcoholic drinks)						
New Models of Care To include: the vision and proposals for Community Hubs around Darlington. Social Prescribing and NHS Long Term View The role of Health Navigators	Last considered 14 February 2018 Last considered 12 Sep 2018 Progress report on new model to be provided in 6 months' time Last considered 14 Feb 2018	Karen Hawkins CCG	More people healthy and independent	Spending Every Pound Wisely Build Strong Communities		To scrutinise and challenge new Models of Primary Care
Community Equipment Loan Service (CELS) Adults and Housing to lead	Members of A&H Scrutiny updated H&P Scrutiny following a visit to Mediquip 21 June 2017	Darlington CCG	More people healthy and independent	Spend Every Pound Wisely	To be determined	To scrutinise and monitor the spend and review the operation of the contract following its award in 2015.
Domiciliary Care		CDDFT	More people healthy and independent	Spend Every Pound Wisely	To be determined	To scrutinise and challenge

Adults and Housing to lead		HWD looking at Domiciliary Care		Build Strong Communities		processes in place
JOINT COMMITTEE WORKING – CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE						
Mental Health and Wellbeing for Children and Young People in Darlington		Ken Ross	More people healthy and independent More people active and involved	Spending Every Pound Wisely Build Strong Communities	To be determined	To examine CAMHS Service

Appendix 2

PROCESS FOR ADDING AN ITEM TO SCRUTINY COMMITTEE'S PREVIOUSLY APPROVED WORK PROGRAMME



PLEASE RETURN TO DEMOCRATIC SERVICES

QUAD OF AIMS (MEMBERS' REQUEST FOR ITEM TO BE CONSIDERED BY SCRUTINY)

SECTION 1 TO BE COMPLETED BY MEMBERS

NOTE – This document should only be completed if there is a clearly defined and significant outcome from any potential further work. This document should **not** be completed as a request for or understanding of information.

REASON FOR REQUEST?	RESOURCE (WHAT OFFICER SUPPORT WOULD YOU REQUIRE?)
PROCESS (HOW CAN SCRUTINY ACHIEVE THE ANTICIPATED OUTCOME?)	HOW WILL THE OUTCOME MAKE A DIFFERENCE?

Signed Councillor

Date

SECTION 2 TO BE COMPLETED BY DIRECTORS/ASSISTANT DIRECTORS

(NOTE – There is an expectation that Officers will discuss the request with the Member)

Page 71

<div>1. (a) Is the information available elsewhere? Yes No If yes, please indicate where the information can be found (attach if possible and return with this document to Democratic Services) (b) Have you already provided the information to the Member or will you shortly be doing so?</div> <div>2. If the request is included in the Scrutiny Committee work programme what are the likely workload implications for you/your staff?</div> <div>3. Can the request be included in an ongoing Scrutiny Committee item of work and picked up as part of that?</div> <div>4. Is there another Council process for enquiry or examination about the matter currently underway?</div> <div>5. Has the individual or entity some other right of appeal?</div> <div>6. Is there any substantial reason (other than the above) why you feel it should not be included on the work programme?</div>	<div>Criteria</div> <div>1. Information already provided/or will be provided to Member</div> <div>2. Extent of workload involved in meeting request</div> <div>3. Request linked to an ongoing Scrutiny Committee item of work and can be picked up as part of that work</div> <div>4. Subject to another Council process for enquiry or examination (such as Planning Committee or Licensing Committee)</div> <div>5. About an individual or entity that has a right of appeal</div> <div>6. Some other substantial reason</div>
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Signed Position Date

PLEASE RETURN TO DEMOCRATIC SERVICES

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FORWARD PLAN FOR THE PERIOD: 2 OCTOBER 2019 - 29 FEBRUARY 2020

What is a Forward Plan?

The Forward Plan is a list of all of the decisions, which are due to be taken by Cabinet. The Plan also includes all Key Decisions to be taken by Cabinet, a Member of the Cabinet or a designated Officer in accordance with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulation 2012. It also gives notice of the decisions that are likely to be taken in private. These decisions need to be published on the Forward Plan at least 28 clear days before the decision is to be taken. The Plan is updated on an ad hoc basis, but at least once a month. It can be accessed on the Council website www.darlington.gov.uk.

What is a Key Decision?

A key decision in the Council's constitution is defined as to:

1. result in the Borough Council incurring expenditure which is, or the making of savings which are, significant having regard to the budget for the service or function to which the decision relates; or
2. be significant in terms of its effects on communities living or working in an area comprising one or more wards in the Borough.

What are the reasons that a report can be held in private?

Whilst the majority of the Executive decisions listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some decisions to be considered that contains, for example, confidential, commercially or personal information.

The Forward Plan is a formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that some of the decisions listed in this Forward Plan will be held in private because the report will contain exempt information under Schedule 12A of the Local Government Act 1972 (set out below) and that the public interest in withholding the information outweighs the public interest in disclosing it.

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes:–
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

- (b) to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Who takes Key Decisions?

Under the Council's constitution, key decisions are taken by Cabinet.

Are only Key Decisions listed in the Forward Plan?

The Council only has a statutory obligation to publish key decisions and decisions that are to be heard at a private meeting, however, all decisions to be taken by Cabinet are included on the plan to give Scrutiny Committees and the public an early indication of decisions to be made.

What does the Forward Plan tell me?

The Plan gives information about:

- What decisions are coming up
- What key decisions are coming up
- When those decisions are likely to be made
- Which decisions will be held in private
- Who will make those decisions
- The relevant Scrutiny Committee that the decision relates to
- What consultation will be undertaken
- Whether the decision will be an open or closed report (and the reason why) (public and press are not allowed to access closed reports and will not be able to stay in the Cabinet meeting when a closed report is being considered)
- Who you can contact for further information

How to make representations

Members of the public have a right to make representations to the Council, including whether they think that any items we are proposing to consider in private should be dealt with in public. The Council will consider any representations before a decision is taken.

Anyone who wishes to make representations to the decision maker about a particular matter should do so in writing, at least a week before it is due to be considered, either by letter or email to Lynne Wood using the contact details set out below.

How and who do I contact?

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item.

For general information about the decision-making process and for copies of any documents outlined in the Forward Plan please contact Lynne Wood, Elections Manager, Democratic Services, Resources Group, Town Hall, Feethams, Darlington, DL1 5QT. Tel: 01325 405803. Email: lynne.wood@darlington.gov.uk.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title	Decision Maker and Date	Page
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Housing Allocation Policy	Cabinet 8 Oct 2019	7
Town Centre Car Parking	Cabinet 8 Oct 2019	8
Crown Street Library Trustees	Cabinet 8 Oct 2019	9
Schedule of Transactions	Cabinet 8 Oct 2019	10
Fairer Richer Darlington - Local Wealth Building	Cabinet 5 Nov 2019	11
Tees Valley Joint Waste Management Contract	Cabinet 5 Nov 2019	12
Objections to Traffic Orders – McMullen Road/Yarm Road	Cabinet 5 Nov 2019	13
Rail Heritage Quarter	Cabinet 5 Nov 2019	14
Joint Venture Proposal with Esh Homes	Cabinet 5 Nov 2019	15
Replacement of Dog Control Orders with Public Space Protection Orders	Cabinet 5 Nov 2019	16
Library Service Update	Cabinet 5 Nov 2019	17
Council Tax Empty Property Premium	Council 5 Dec 2019 Cabinet 5 Nov 2019	18
Council Tax Support - Scheme Approval 2019.20	Council 5 Dec 2019 Cabinet 5 Nov 2019	19
Revenue Budget Monitoring - Quarter 2	Cabinet 5 Nov 2019	20
Project Position Statement and Capital Programme Monitoring - Quarter 2	Cabinet 5 Nov 2019	21

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Darlington Town Centre Strategy 2019/30	Cabinet 5 Nov 2019	22
Haughton Children's Centre	Cabinet 5 Nov 2019	23
Acquisition of land at Snipe Lane	Cabinet 5 Nov 2019	24
Darlington Town Centre – Property Acquisitions and Development Site Opportunities	Cabinet 5 Nov 2019	25
Corporate Plan 2017-21	Cabinet 3 Dec 2019	26
Mid-Year Prudential Indicators and Treasury Management 2019/20	Council 30 Jan 2020 Cabinet 3 Dec 2019	27
Review of Outcome of Complaints Made to Ombudsman	Cabinet 3 Dec 2019	28
Dolphin Centre Ten Pin Bowling	Cabinet 3 Dec 2019	29
Capital Strategy and Capital Programme	Council 20 Feb 2020 Cabinet 10 Dec 2019	30
Medium Term Financial Plan	Council 20 Feb 2020 Cabinet 10 Dec 2019	31
Housing Revenue Account	Cabinet 10 Dec 2019	32
Corporate Plan 2020/24	Council 20 Feb 2020 Cabinet 10 Dec 2019	33
Annual Audit Letter	Cabinet 7 Jan 2020	34
Permit System to Manage and Co-ordinate Roadworks	Cabinet 7 Jan 2020	35
Calendar of Council and Committee Meetings 2020/21	Cabinet 4 Feb 2020	36
Project Position Statement and Capital Programme Monitoring - Quarter 3	Cabinet 4 Feb 2020	37

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Revenue Budget Monitoring - Quarter 3	Cabinet 4 Feb 2020	38
Schools Admissions 2021/22	Cabinet 4 Feb 2020	39
Medium Term Financial Plan	Council 20 Feb 2020 Cabinet 11 Feb 2020	40
Housing Revenue Account	Council 20 Feb 2020 Cabinet 11 Feb 2020	41
Capital Strategy and Capital Programme	Council 20 Feb 2020 Cabinet 11 Feb 2020	42
Treasury Management Strategy and Prudential Indicators	Council 20 Feb 2020 Cabinet 11 Feb 2020	43
Corporate Plan 2020/24	Council 20 Feb 2020 Cabinet 11 Feb 2020	44

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Darlington Crematorium Refurbishment

Brief Description

To present the options to Members to consider regarding refurbishment of the existing Crematorium in West Cemetery.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

8 Oct 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Ian Thompson, Assistant Director Community Services

Ian.Thompson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Meetings and survey with Funeral Directors and Faith Leaders.

Document to be submitted

Cabinet Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Housing Allocation Policy

Brief Description

Changes are being made to the Tees Valley Allocation Policy to reflect the legislative requirements around the Homelessness Reduction Act 2017, to ensure the policy is clear and transparent for applicants.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

8 Oct 2019

Relevant Scrutiny Committee

Adults and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Housing, Health and Partnerships Portfolio

Contact Officer/Report Author

Janette McMain

Janette.McMain@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Public consultation has been undertaken via a press release and survey around the Common Allocations Policy, with website links to the survey on the Compass and DBC's websites. The survey has been widely circulated to staff in Housing and Housing Providers/Housing related providers asking they encourage their staff and customers to complete the survey.

Document to be submitted

Report and Housing Allocation Policy.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Town Centre Car Parking

Brief Description

To consider parking options to support the town centre economy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

8 Oct 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Economy and Regeneration Portfolio, Leisure and Local Environment Portfolio

Contact Officer/Report Author

Dave Winstanley, Assistant Director Capital Projects, Transport and Highways Planning

dave.winstanley@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Crown Street Library Trustees

Brief Description

To make arrangements for the appointment of additional trustees of the Crown Street building, independent of the Council.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

8 Oct 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council

Contact Officer/Report Author

Luke Swinhoe, Assistant Director Law and Governance
Luke.Swinhoe@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Schedule of Transactions

Brief Description

To consider the terms negotiated by the Director, on behalf of the Council, to enable contractually binding contracts to be completed.

(NOTE - this report is included on the agenda for each meeting of Cabinet but there are not always transactions to consider)

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Fully exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Decision Maker

Cabinet

Date of Decision

8 Oct 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Guy Metcalfe, Head of Service for Asset Management and Investment
Guy.Metcalfe@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report and Schedule of Transactions.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Fairer Richer Darlington - Local Wealth Building

Brief Description

Tackling poverty and inequalities in Darlington by supporting local wealth creation that benefits all residents.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Seth Pearson, Partnership Director
seth.pearson@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

Consultation with other anchor organisations.

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Tees Valley Joint Waste Management Contract

Brief Description

To approve the outline business case for Waste Management post 2025 and the associated inter-authority agreement.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Ian Thompson, Assistant Director Community Services
Ian.Thompson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Objections to Traffic Orders – McMullen Road/Yarm Road

Brief Description

Proposed parking restrictions associated with the recent McMullen Road/Yarm Road roundabout improvement. The restrictions are considered to be required to maintain the free flow of traffic in accordance with the Council's statutory duty as set out in the Traffic Management Act 2004.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Andrew Casey

andrew.casey@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

Eastbourne; Red Hall and Lingfield

Consultation Process and Consultees

Letters and plans with Affected Residents and Ward Councillors

Document to be submitted

Report.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Rail Heritage Quarter

Brief Description

To present the outcome of work to date on the Rail Heritage Quarter, timeline for implementation and funding strategy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Ian Thompson, Assistant Director Community Services
Ian.Thompson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Significant amount of consultation taken place through the production of the Masterplan for the Rail Heritage Quarter. This will be on-going through the further development.

Document to be submitted

Report and Master Planning Documents.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Joint Venture Proposal with Esh Homes

Brief Description

Proposal for New Sites outside the Darlington Boundaries.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Elizabeth Davison, Assistant Director Resources
elizabeth.davison@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Replacement of Dog Control Orders with Public Space Protection Orders

Brief Description

To request approval to commence consultation with the public regarding converting the existing Dog Control Orders into Public Space Protection Orders.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Economy and Regeneration Portfolio

Contact Officer/Report Author

Ian Thompson, Assistant Director Community Services
Ian.Thompson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

8 week public consultation via website - Police, Crime and Victim Commissioner and Police will also be consulted

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Library Service Update

Brief Description

To present proposals to Members for the refurbishment of Crown Street Library and proposed service.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Ian Thompson, Assistant Director Community Services
Ian.Thompson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Meetings / discussions.

Officers will continue to work closely with the Friends of Crown Street Library through development proposals

Document to be submitted

Cabinet Report and Library Plan

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Council Tax Empty Property Premium

Brief Description

To consider and approve changes to the Council Tax Empty Property Premium from April 2020.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Council

5 Dec 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Anthony Sandys, Head of Housing and Revenues
anthony.sandys@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

Letter and e-mail

All current owners of long-term empty domestic properties where the Council Tax Empty Property Premium applies.

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Council Tax Support - Scheme Approval 2019.20

Brief Description

To consider and approve a draft Council Tax Support Scheme.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Council

5 Dec 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Anthony Sandys, Head of Housing and Revenues
anthony.sandys@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report and Council Tax Support Scheme.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Revenue Budget Monitoring - Quarter 2

Brief Description

To provide a summary of the latest budget position.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management
peter.carrick@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Project Position Statement and Capital Programme Monitoring - Quarter 2

Brief Description

To provide information on the delivery of the Council's Capital Programme, the financial outturn position, financing of Capital expenditure and an update on the current status of all construction projects currently being undertaken.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management, Brian Robson, Head of Capital Projects
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Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Darlington Town Centre Strategy 2019/30

Brief Description

To highlight the consultation response from the public and stakeholders with regards to the proposals for the improvements to Darlington Town Centre.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Economy and Regeneration Portfolio

Contact Officer/Report Author

Mark Ladyman, Assistant Director Economic Growth
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Department

Economic Growth and Neighbourhood Services

Wards Affected

Northgate; Park East

Consultation Process and Consultees

Consultation via website, 'One Darlington' magazine, meetings and information stand.
Public, partners and stakeholders.

Document to be submitted

Report and Strategy.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Haughton Children's Centre

Brief Description

To consider the proposed lease arrangement of the Haughton Children's Centre to the Education Village Academy Trust to provide Special Educational Needs and Disabilities (SEND) placements at Beaumont Hill Academy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Children and Young People Scrutiny Committee

Relevant Cabinet Member(s)

Children and Young People Portfolio

Contact Officer/Report Author

Tony Murphy, Head of Education and Inclusion
Tony.Murphy@darlington.gov.uk

Department

Childrens and Adults

Wards Affected

Haughton and Springfield

Consultation Process and Consultees

Meetings and communications.
Education Village Academy Trust and Department for Education

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Acquisition of land at Snipe Lane

Brief Description

Acquisition of 4.8 acres of land and house adjacent to the land acquired by the Council from Darlington Farmers Auction Mart (DFAM) for residential development. This land gives the Council control to stop any conflicting uses next to the development land and it can either be sold for low density residential development or self-build plots now or it can be held longer term and developed as higher volume residential development in the longer term.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Efficiency and Resources

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Richard Adamson

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Department

Economic Growth and Neighbourhood Services

Wards Affected

Park East

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Darlington Town Centre – Property Acquisitions and Development Site Opportunities

Brief Description

To gain members approval for the proposed developments identified in Darlington Town Centre and agree to the use of Compulsory Purchase Order powers in order to complete land assembly.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Nov 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Economy and Regeneration Portfolio

Contact Officer/Report Author

Mark Ladyman, Assistant Director Economic Growth
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Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Corporate Plan 2017-21

Brief Description

To receive an update on the Council's current Corporate Plan covering the period 2017 to 2021

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

3 Dec 2019

Relevant Scrutiny Committee

Efficiency and Resources

Relevant Cabinet Member(s)

The Leader

Contact Officer/Report Author

Neil Bowerbank, Head of Strategy, Performance and Communications
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Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Mid-Year Prudential Indicators and Treasury Management 2019/20

Brief Description

To consider the revised Treasury Management Strategy, Prudential Indicators and providing a half-yearly review of the Council's borrowing and investment activities.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

3 Dec 2019

Council

30 Jan 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management
peter.carrick@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Review of Outcome of Complaints Made to Ombudsman

Brief Description

To provide Members with an update of the outcome of cases which have been determined by the Local Government, Social Care (LGSCO) and the Housing Ombudsman (HO).

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

3 Dec 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Lee Downey, Complaints and Information Governance Manager
lee.downey@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Dolphin Centre Ten Pin Bowling

Brief Description

Proposals to introduce Ten Pin Bowling and extend the soft play within the Dolphin Centre.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

3 Dec 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Ian Thompson, Assistant Director Community Services
Ian.Thompson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

Park East

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Capital Strategy and Capital Programme

Brief Description

To consider the Council's proposed Capital Strategy and Capital Programme.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

10 Dec 2019

Council

20 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management
peter.carrick@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report, Capital Strategy and Capital Programme.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Medium Term Financial Plan

Brief Description

To propose a Medium Term Financial Plan (MTFP) for consultation.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

10 Dec 2019

Council

20 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio, Housing, Health and Partnerships Portfolio

Contact Officer/Report Author

Elizabeth Davison, Assistant Director Resources, Pauline Mitchell, Assistant Director Housing and Building Services
elizabeth.davison@darlington.gov.uk, pauline.mitchell@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

Full Consultation with Residents, staff, partners and Scrutiny Committees

Document to be submitted

Report and Medium Term Financial Plan.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Housing Revenue Account

Brief Description

To propose a Housing Revenue Account for consultation.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

10 Dec 2019

Relevant Scrutiny Committee

Adults and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Housing, Health and Partnerships Portfolio

Contact Officer/Report Author

Pauline Mitchell, Assistant Director Housing and Building Services
pauline.mitchell@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Meetings with Tenants Board.

Document to be submitted

Report and draft Housing Revenue Account.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Corporate Plan 2020/24

Brief Description

To consider the proposed Corporate Plan covering the period 2020 to 2024, and approve it for consultation.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet
Council

Date of Decision

10 Dec 2019
20 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Neil Bowerbank, Head of Strategy, Performance and Communications
neil.bowerbank@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

Consultation will be undertaken in conjunction with the Council's Medium Term Financial Plan (MTFP) and will include information in the 'One Darlington' magazine, social media, online survey, scrutiny committees and Member engagement.

Members, Residents, Staff, Partners and Local Businesses.

Document to be submitted

Report and Draft Corporate Plan.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Annual Audit Letter

Brief Description

High Level summary from the results of the audit work undertaken by Ernst & Young the Council's External Auditors

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

7 Jan 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management
peter.carrick@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report and Annual Audit Letter.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Permit System to Manage and Co-ordinate Roadworks

Brief Description

An update on work to develop a permit scheme for roadworks coordination that Councils across the country are being required to consider by the Department for Transport.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

7 Jan 2020

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Dave Winstanley, Assistant Director Capital Projects, Transport and Highways Planning
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Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Meetings and correspondence with Statutory undertakers.

Document to be submitted

Cabinet Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Calendar of Council and Committee Meetings 2020/21

Brief Description

To consider and approve the Calendar of Council and Committee Meetings for the 2020/21 Municipal Year.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Lynne Wood, Elections Manager
Lynne.Wood@darlington.gov.uk

Department

Resources

Wards Affected

N/A

Consultation Process and Consultees

E-mail.
Internal consultees.

Document to be submitted

Report and Calendar of Council and Committee Meetings.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Project Position Statement and Capital Programme Monitoring - Quarter 3

Brief Description

To provide a summary of the latest Capital resource and commitment position, to inform monitoring of the affordability and funding of the Council's capital programme.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management, Brian Robson, Head of Capital Projects
peter.carrick@darlington.gov.uk, brian.robson@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Revenue Budget Monitoring - Quarter 3

Brief Description

To provide an up to date forecast of the revenue budget outturn as part of the Council's continuous financial management process.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management
peter.carrick@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Schools Admissions 2021/22

Brief Description

To consider the Local Authority's Admission Arrangements for the 2021/22 academic year for maintained schools.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 Feb 2020

Relevant Scrutiny Committee

Children and Young People Scrutiny Committee

Relevant Cabinet Member(s)

Children and Young People Portfolio

Contact Officer/Report Author

Melanie Dickinson

Department

Childrens and Adults

Wards Affected

All Wards

Consultation Process and Consultees

Meetings and e-mail.

Consultation with Parents, Schools, Religious Authorities and the Local Community.

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Medium Term Financial Plan

Brief Description

To recommend a Medium Term Financial Plan (MTFP) to Council for approval.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

11 Feb 2020

Council

20 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Elizabeth Davison, Assistant Director Resources
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Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

Full consultation with residents, staff, partners and the Council's Scrutiny Committees.

Document to be submitted

Report and Medium Term Financial Plan

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Housing Revenue Account

Brief Description

To recommend the Housing Revenue Account to Council.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

11 Feb 2020

Council

20 Feb 2020

Relevant Scrutiny Committee

Adults and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Housing, Health and Partnerships Portfolio

Contact Officer/Report Author

Pauline Mitchell, Assistant Director Housing and Building Services
pauline.mitchell@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Meetings with Tenants Board.

Document to be submitted

Report and Housing Revenue Account

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Capital Strategy and Capital Programme

Brief Description

To recommend a Capital Strategy and Capital Programme to Council for approval.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

11 Feb 2020

Council

20 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

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Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report, Capital Strategy and Capital Programme.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Treasury Management Strategy and Prudential Indicators

Brief Description

To consider the Treasury Management Strategy, Prudential Indicators and providing a yearly review of the Council's borrowing and investment activities.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

11 Feb 2020

Council

20 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Efficiency and Resources Portfolio

Contact Officer/Report Author

Peter Carrick, Finance Manager Central/Treasury Management
peter.carrick@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

None

Document to be submitted

Report and Treasury Management Strategy.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Corporate Plan 2020/24

Brief Description

To consider the Council's Corporate Plan for 2020/24, following consultation, and recommend the Plan to Council for approval.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

11 Feb 2020

Council

20 Feb 2020

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council

Contact Officer/Report Author

Neil Bowerbank, Head of Strategy, Performance and Communications
neil.bowerbank@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process and Consultees

Consultation will be undertaken in conjunction with the Council's Medium Term Financial Plan (MTFP) and will include information in the 'One Darlington' magazine, social media, online survey, scrutiny committees and Member engagement.

Members, Residents, Staff, Partners and Local Businesses.

Document to be submitted

Report and Corporate Plan.

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

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