

**FORWARD PLAN
FOR THE PERIOD: 3 JANUARY 2019 - 30 APRIL 2019**



What is a Forward Plan?

The Forward Plan is a list of the key decisions, which are due to be taken, by the 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
 - (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.

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

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.

What does the Forward Plan tell me?

The Plan gives information about:

- 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 a 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**

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**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

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**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Housing Revenue Account 2019/20

Brief Description

To consider the draft revenue budget, rent levels and service charges for the Council's Housing Revenue Account (HRA) for the financial year 2019/20.

Decision Type

Key

Decision Status

For consultation

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

11 Dec 2018

Council

21 Feb 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

Meetings.

Document to be submitted

Report and Housing Revenue Account

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Medium Term Financial Plan (MTFP) 2019/20

Brief Description

To propose the Medium Term Financial Plan (MTFP) 2019/20 as a basis for consultation. The MTFP sets out the Council's priorities and resource allocations, Annual Capital Expenditure and proposals for the Capital Programme.

Decision Type

Key

Decision Status

For consultation

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

11 Dec 2018

Council

21 Feb 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council and 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

Meetings

Document to be submitted

Report, Medium Term Financial Plan and Schedule of Charges

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Tees Valley Joint Waste Management Strategy

Brief Description

Once consultation is completed, the Tees Valley Joint Waste Management Strategy will be reviewed and then submitted to each Tees Valley Council for adoption.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

8 Jan 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

None

Document to be submitted

Report and draft Tees Valley Joint Waste Management Strategy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Land at Neasham Road - Proposed New Housing Development - Disposal of Sites

Brief Description

Disposal of sites and proposed new housing development - land at Neasham Road

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Fully exempt 2 Information which is likely to reveal the identity of an individual.

Decision Maker

Cabinet

Date of Decision

8 Jan 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council and Efficiency and Resources Portfolio

Contact Officer/Report Author

Ian Williams, Director of Economic Growth and Neighbourhood Services
ian.williams@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

Eastbourne; Hurworth

Consultation Process

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Delivery of New Homes at Middleton St George - Joint Venture Proposal

Brief Description

To approve the establishment of a Joint Venture Company which will provide the infrastructure build and sale of homes in Middleton St George, under the company name Middleton St George JV Limited and to seek approval to acquire the land at Middleton St George for residential development, through the Councils Joint Venture arrangements

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

8 Jan 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council and Efficiency and Resources Portfolio

Contact Officer/Report Author

Sarah Hutchinson, Contracts Lawyer
sarah.hutchinson@darlington.gov.uk

Department

Resources

Wards Affected

Sadberge and Middleton St. George

Consultation Process

N/A

Document to be submitted

Report and draft Joint Venture proposal

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Permit System to Manage and Coordinate Roadworks

Brief Description

To seek permission to consult on the introduction of a Permit Scheme for the coordination and management of roadworks.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

Yes

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

8 Jan 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Steve Pryke

Steve.Pryke@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process

Public consultation

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

School Admission Arrangements 2020/21

Brief Description

To determine the admission arrangements, for the 2020/21 Academic Year, for the 7 primary schools for which Darlington Borough Council is the admission authority.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Feb 2019

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

E-Mail

Document to be submitted

Report and draft School Admission Arrangements

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Special Educational Needs and Disability (SEND) Strategy and High Needs Funding

Brief Description

To consider and agree the Special Educational Needs and Disability (SEND) Strategy and high needs funding bandings, following consultation.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Feb 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

All Wards

Consultation Process

Public consultation through stakeholder events/forum groups.

Document to be submitted

Report and Special Educational Needs and Disability (SEND) Strategy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Special Educational Needs and Disability (SEND) - Home to School Transport

Brief Description

To consider and agree the Special Education Needs and Disability (SEND) Transport (Home to School Transport), following consultation.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Feb 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

All Wards

Consultation Process

Public consultation through stakeholder events/forum groups.

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Housing Revenue Account 2019/20

Brief Description

To recommend to Council a revenue budget, rent levels and service charges for the Council's Housing Revenue Account (HRA) for the financial year 2019/20.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

12 Feb 2019

Council

21 Feb 2019

Relevant Scrutiny Committee

Adults and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Housing, Health and Partnerships Portfolio

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

Meetings.

Document to be submitted

Report and Housing Revenue Account

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Medium Term Financial Plan (MTFP) 2019/20

Brief Description

To propose the Medium Term Financial Plan (MTFP) 2019/20 to Council for approval following consultation. The MTFP sets out the Council's priorities and resource allocations, Annual Capital Expenditure and proposals for the Capital Programme.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

12 Feb 2019

Council

21 Feb 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council and Efficiency and Resources Portfolio

Contact Officer/Report Author

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

Department

All Departments

Wards Affected

All Wards

Consultation Process

Meetings.

Document to be submitted

Report, draft Medium Term Financial Plan and Schedule of Charges

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Public Space Protection Order

Brief Description

Report back to Cabinet following consultation on the introduction of a Public Space Protection Order for the town centre.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Feb 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Community Protection 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

On the Council's website; an article also appeared in the One Darlington magazine prior to the start of the consultation to direct people to the appropriate webpages to comment on the consultation. By hand for town centre businesses.

Document to be submitted

Report and draft Public Space Protection Order

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Private Sector Environmental Crime Enforcement - Update

Brief Description

To consider entering into a contract with Kingdom Services Group to provide enforcement for littering and dog fouling within the Borough of Darlington following the six-month pilot.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Feb 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

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Special Educational Needs and Disability (SEND) - High Needs Review - Capital Spend

Brief Description

To consider data evidence, SEND commissioning intentions and SEND capital funding allocation following consultation.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Mar 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

All Wards

Consultation Process

Stakeholder events/forum groups.

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Local Transport Plan 2019/20

Brief Description

To report on progress made in delivering the transport capital programme in 2018/19; key performance indicators; and releasing funding for the proposed transport capital programme in 2019/20. An update on the progress of the TVCA Strategic Transport Plan will also be reported.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Mar 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Leisure and Local Environment Portfolio

Contact Officer/Report Author

Sue Dobson

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process

Public consultation for the new Strategic Transport Plan, led by the Tees Valley Combined Authority.

Document to be submitted

Report and draft Local Transport Plan

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Children and Adults Capital Programme 2019/20

Brief Description

Proposed capital programme for maintained Darlington Schools and proposed adjustments to basic need allocations.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Mar 2019

Relevant Scrutiny Committee

Children and Young People Scrutiny Committee

Relevant Cabinet Member(s)

Children and Young People Portfolio

Contact Officer/Report Author

Julia McCabe

Department

Childrens and Adults

Wards Affected

All Wards

Consultation Process

School visits and agreement of Locally Agreed Asset Management Plan priorities

Document to be submitted

Report and Capital Programme

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Annual Procurement Plan 2019/20

Brief Description

To consider and approve the Annual Procurement Plan 2019/20

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

2 Apr 2019

Relevant Scrutiny Committee

Efficiency and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council and Efficiency and Resources Portfolio

Contact Officer/Report Author

Sarah Hutchinson, Contracts Lawyer
sarah.hutchinson@darlington.gov.uk

Department

Resources

Wards Affected

All Wards

Consultation Process

Internal Departments

Document to be submitted

Report and Annual Procurement Plan

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Darlington Borough Local Plan 2016/36 - Proposed Submission

Brief Description

To agree the final draft of the Local Plan to advertise for representations and ultimately submit for examination.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 Jun 2019

Council

18 Jul 2019

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Deputy Leader of the Council and Economy and Regeneration Portfolio

Contact Officer/Report Author

David Hand, Head of Service for Planning Policy, Economic Strategy and Environment

David.Hand@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process

Legal duty to seek representations prior to submission to Government for examination. Email and Letter and use of the Council's consultation portal.

Document to be submitted

Report and draft Local Plan

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Archived Item

Title

Rail Heritage and 2025 Celebration

Brief Description

Report of the emerging programme, commitments and resources to deliver the Rail Heritage 2025 ambitions.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

Relevant Scrutiny Committee

Place Scrutiny Committee

Relevant Cabinet Member(s)

Deputy Leader of the Council and Economy and Regeneration Portfolio, Leisure and Local Environment Portfolio

Contact Officer/Report Author

John Anderson

John.Anderson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process

High level consultations have taken place in the production of the Experience Darlington Strategy. Festival and Events International have carried out consultations with stakeholders and local communities in the development of the 2025 proposition. The HAZ has been supported by the four local authorities and the Rail Heritage 2025 Partnership Board.

Document to be submitted

Report and programme

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**