FORWARD PLAN FOR THE PERIOD: 6 JANUARY 2021 - 31 MAY 2021

What is a Forward Plan?

DARLINGTON BOROUGH COUNCIL

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 <u>www.darlington.gov.uk</u>.

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.

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: <u>lynne.wood@darlington.gov.uk</u>.

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Title

Central Park - Hybrid Business Innovation Centre and Landscaping Works

Brief Description

Work has been ongoing to design the Hybrid Business Innovation Centre at Central Park. The vast majority of funding secured 'in principle' and a decision is sought on whether to proceed towards investing in and constructing the facility.

Decision Type Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Part exempt

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Economy Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

Stephenson

Consultation Process and Consultees

Briefing with Portfolio Holder, appropriate Cabinet Members and Ward Councillors; consultation with Central Park businesses and other local stakeholders; and market testing / procurement of future operator.

Document to be submitted

Report

Title Climate Change - Update

Brief Description

To provide Members with an update on the work of the Climate Change Cross Party Working Group.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Leader of the Council

Contact Officer/Report Author Barbara Strickland, PA Manager

Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected All Wards

Consultation Process and Consultees None

Title Deed of Dedication - Springfield Park, Darlington

Brief Description

Report requesting approval for officers to explore and examine the implications and advantages of developing a Deed of Dedication for Springfield Park.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Economy Portfolio

Contact Officer/Report Author Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected Whinfield

Consultation Process and Consultees Local residents

Document to be submitted Report and Deed of Dedication Form

Title Maintained Schools Capital Programme - Summer 2021

Brief Description

To release the necessary funds to allow the programme to proceed £207,882.

Decision Type Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Children and Young People Scrutiny Committee

Relevant Cabinet Member(s)

Children and Young People Portfolio

Contact Officer/Report Author

Sarah Foster sarah.foster@darlington.gov.uk

Department

Childrens and Adults

Wards Affected North Road; Park East; Pierremont; Red Hall and Lingfield; Whinfield

Consultation Process and Consultees

Consultation with maintained schools.

Title

Proposed Darlington Borough Council Compulsory Purchase Order - Darlington Station Improvements & Growth Zone

Brief Description

To seek authority to make a Compulsory Purchase Order (CPO) to acquire interests in the land immediately to the East and West of Darlington Station to enable the demolition of existing buildings and the construction of a multi-storey car park, transport interchanges and public realm works.

Decision Type Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Economy Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

Bank Top and Lascelles; Park East

Consultation Process and Consultees

All affected property owners and lessees have been contacted by Darlington Borough Council and TerraQuest, Land Referencing company engaged by DBC.

Title Public Space Protection Orders for Dog Control in Darlington

Brief Description

To vary the Order that came into force 7 September 2020. Two areas in Heighington that were 'no dogs' under the DCO have been mistakenly made 'dogs on leads' and need changing.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Stronger Communities Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department Economic Growth and Neighbourhood Services

Wards Affected Heighington and Coniscliffe

Consultation Process and Consultees None

Title Revision to the Council's Senior Management Structure

Brief Description

To consider changes to the Council's Senior Management Structure.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee

Relevant Cabinet Member(s) Leader of the Council

Contact Officer/Report Author Tracy Blowers Tracy.Blowers@darlington.gov.uk

Department Resources

Wards Affected

Consultation Process and Consultees Group Leaders

Title Skerningham - Traffic Modelling

Brief Description

To consider a motion from Council regarding access from the Skerningham development to the highway network and the integrity of Green Lane.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s) Local Services Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected Whinfield

Consultation Process and Consultees None

Title Tenancy Policy 2020-2025

Brief Description To approve the updated Tenancy Policy 2020-2025.

Decision Type Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 12 Jan 2021

Relevant Scrutiny Committee Health and Housing Scrutiny Committee

Relevant Cabinet Member(s) Health and Housing Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected All Wards

Consultation Process and Consultees Consultation with Tenants Board by post and telephone.

Document to be submitted Report, Equality Impact Assessment and draft Tenancy Policy 2020-2025

Title

Schedule of Transactions

Brief Description

To consider terms negotiated by the Director, on behalf of the Council, to enable contractually binding contract(s) to be completed.

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 12 Jan 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected All Wards

Consultation Process and Consultees None

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 9 Feb 2021

Relevant Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author

Gail Banyard, PA Manager Gail.Banyard@darlington.gov.uk

Department

Resources

Wards Affected All Wards

Consultation Process and Consultees None

Document to be submitted Report and Annual Audit Letter

Title Calendar of Council and Committee Meetings 2021/22

Brief Description

To consider a calendar of Council and Committee Meetings for the 2021/22 Municipal Year.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 9 Feb 2021

Relevant Scrutiny Committee

Relevant Cabinet Member(s) Leader of the Council

Contact Officer/Report Author

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

Department Resources

Wards Affected All Wards

Consultation Process and Consultees Internal consultation.

Document to be submitted Report and draft Calendar of Council and Committee Meetings.

Title Darlington Capital Strategy including Capital Programme

Brief Description To consider the Council's proposed Capital Strategy.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 9 Feb 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author Gail Banyard, PA Manager Gail.Banyard@darlington.gov.uk

Department Resources

Wards Affected All Wards

Consultation Process and Consultees None

Document to be submitted Report and Capital Strategy

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 9 Feb 2021

Council

18 Feb 2021

Relevant Scrutiny Committee Health and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Health and Housing Portfolio

Health and Housing Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@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

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 9 Feb 2021

Council

18 Feb 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council

Leader of the Council

Contact Officer/Report Author

Tracy Blowers Tracy.Blowers@darlington.gov.uk

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

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 9 Feb 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author

Gail Banyard, PA Manager Gail.Banyard@darlington.gov.uk

Department Resources

Wards Affected All Wards

Consultation Process and Consultees None

Title Regulatory Investigatory Powers Act (RIPA)

Brief Description

To inform and update Members about issues relevant to the use of the Regulation of Investigatory Powers Act 2000 and developments and recent developments.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 9 Feb 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author Gail Banyard, PA Manager Gail.Banyard@darlington.gov.uk

Department Resources

Wards Affected All Wards

Consultation Process and Consultees None

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 9 Feb 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author Gail Banyard, PA Manager Gail.Banyard@darlington.gov.uk

Department Resources

Wards Affected All Wards

Consultation Process and Consultees None

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 9 Feb 2021

Relevant Scrutiny Committee Children and Young People Scrutiny Committee

Relevant Cabinet Member(s)

Children and Young People Portfolio

Contact Officer/Report Author

Sarah Foster sarah.foster@darlington.gov.uk

Department Childrens and Adults

Wards Affected All Wards

Consultation Process and Consultees

Consultation with Parents, Schools, Religious Authorities and the Local Community - consultation at least once every 7 years.

Document to be submitted

Report and Admission Arrangements

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 9 Feb 2021

Council

18 Feb 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author

Gail Banyard Gail.Banyard@darlington.gov.uk

Department

Resources

Wards Affected All Wards

Consultation Process and Consultees None

Title Climage Change - Update

Brief Description

To provide Members with an update on the work of the Climate Change Cross Party Working Group.

Decision Type Non-Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 9 Mar 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Leader of the Council

Contact Officer/Report Author Barbara Strickland, PA Manager

Barbara.Strickland@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected All Wards

Consultation Process and Consultees None

Title Local Transport Plan

Brief Description

Update 2020-21 delivery of the Transport Programme including annual monitoring data, Transport Programme for 2021/22 and progress on the Local Implementation Plan.

Decision Type Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 9 Mar 2021

Relevant Scrutiny Committee Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s) Local Services Portfolio

Contact Officer/Report Author

Barbara Strickland, PA Manager Barbara.Strickland@darlington.gov.uk

Department Economic Growth and Neighbourhood Services

Wards Affected All Wards

Consultation Process and Consultees Scrutiny meeting.

Document to be submitted

Report and Local Transport Plan

Title Annual Procurement Plan 2021/22

Brief Description

To consider the Annual Procurement Plan and to agree direct contract awards.

Decision Type Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 13 Apr 2021

Relevant Scrutiny Committee Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s) Resources Portfolio

Contact Officer/Report Author Gail Banyard, PA Manager Gail.Banyard@darlington.gov.uk

Department

Resources

Wards Affected All Wards

Consultation Process and Consultees None

Document to be submitted Report and Procurement Plan

Title

Special Educational Needs and Disabilities (SEND) Capital Projects

Brief Description

To request the release of additional funds for Special Educational Needs (SEND) Capital Projects.

Decision Type Key

Decision Status For Determination

Urgent Decision No

Anticipated Restriction Open

Decision Maker Cabinet Date of Decision 13 Apr 2021

Relevant Scrutiny Committee Children and Young People Scrutiny Committee

Relevant Cabinet Member(s)

Children and Young People Portfolio

Contact Officer/Report Author

Sarah Foster sarah.foster@darlington.gov.uk

Department Childrens and Adults

Wards Affected All Wards

Consultation Process and Consultees

Consultatio with service users.

Items Pulled from Cabinet since publication of last Forward Plan

Title

Greater Faverdale (Burtree Garden Village) - Design Code

Brief Description

Approval of supporting documents for Local Plan Submission Draft.

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) Economy Portfolio

Contact Officer/Report Author

David Nelson, Planning Officer David.Nelson@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

Brinkburn and Faverdale; Heighington and Coniscliffe

Consultation Process and Consultees

Document to be made available on the Council's website. Part of the Local Plan Consultation.

Document to be submitted Report and Masterplan Documents for Faverdale.

FIELD_CONSULTATION FIELD_CONSULTEES FIELD_CONSULTATION FIELD_CONSULTEES