

FORWARD PLAN FOR THE PERIOD: 3 MARCH 2021 - 31 JULY 2021



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
 - (b) to make an order or direction under any enactment

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

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**

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DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Darlington Crematorium Refurbishment – Cost Update

Brief Description

To provide Cabinet with a cost update in relation to the refurbishment of the crematorium in West Cemetery and request additional resources to deliver the refurbishment of the crematorium and new chapel.

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

Hummersknott

Consultation Process and Consultees

N/A

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

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

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

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 Mar 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

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

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

9 Mar 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

Document to be submitted

Report and Schedule of Transactions

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Supporting the Childhood Health Weight Plan for Darlington

Brief Description

For approval to commence a review of the available planning powers to support the Council's objectives of achieving targets set in the Childhood Healthy Weight Plan for Darlington document.

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, Health and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Economy 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

The Council is strongly committed to involving as many people as possible in the preparation of any planning policy changes to ensure that stakeholders and the community have an opportunity to have their say. The Council is legally required by Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulation 2012, alongside the Darlington Statement of Community Involvement (SCI) to carry out early engagement during the scoping exercise and formally consult on the draft planning policy.

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Document to be submitted
Report

**DARLINGTON BOROUGH COUNCIL
FORWARD 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

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Proposed Waiting Restrictions George Stephenson Drive - Objections

Brief Description

To advise of two objections received to a proposal for waiting restrictions on George Stephenson Drive and requesting that considering be give to whether to proceed with the proposal.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

13 Apr 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

Brinkburn and Faverdale

Consultation Process and Consultees

Letter to public for comments and advertisement in the Northern Echo.

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Release of Capital Allocation in the MTFP - Capitalised Repairs in Corporate Buildings

Brief Description

To seek the release of funding allocated in capital Medium Term Financial Plan 2019/20-2022/23 to undertake capitalised repairs in Dolphin Centre and South Park Lodge.

Decision Type

Non-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)

Economy Portfolio

Contact Officer/Report Author

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

Department

Economic Growth and Neighbourhood Services

Wards Affected

Park East

Consultation Process and Consultees

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD 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.

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Stronger Communities Fund

Brief Description

To consider the establishment of a pilot scheme to enable Councillors to utilise the fund at their discretion to deliver the objectives of the Stronger Communities Fund (SCF).

Decision Type

Non-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)

Stronger Communities 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

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Customer Engagement Strategy 2021/24

Brief Description

To approve the Customer Engagement Strategy 2021-2024.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 May 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

Tenants Board via on-line and telephone.

Document to be submitted

Report, Equality Impact Assessment and draft Customer Engagement Strategy 2021/24.

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

School Term Dates 2022/23

Brief Description

To consider and set the school term date arrangements for Darlington Maintained Schools for the Academic Year 2022/23.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

1 Jun 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

Meetings/consultation with School Governing Bodies.

Document to be submitted

Report and proposed school term dates

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Partnership Working in Darlington

Brief Description

To update Cabinet on a new partnership approach to delivering success for Darlington agreed with partners and to recommend amending the Council's constitution with regard to its lead strategic documents.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

1 Jun 2021

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Leader of the Council

Contact Officer/Report Author

Tracy Blowers

Tracy.Blowers@darlington.gov.uk

Department

Economic Growth and Neighbourhood Services

Wards Affected

All Wards

Consultation Process and Consultees

Partners and the public.

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Complaints, Compliments and Comments Annual Reports 2019/20

Brief Description

To consider the annual complaints, compliments and comments annual reports for Adult Social Care, Children's Social Care, Corporate, Housing and Public Health.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Jul 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 annual reports

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Project Position Statement and Capital Programme Monitoring Outturn 2020/21

Brief Description

To provide information on the delivery of the Council's Capital Programme, the financial outturn position, financing of Capital expenditure and update on projects.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Jul 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

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Project Position Statement and Capital Programme Monitoring - Quarter One

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

6 Jul 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

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Representation on Other Bodies 2021/22

Brief Description

To appoint Members to the various outside bodies to which Cabinet can appoint.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Jul 2021

Relevant Scrutiny Committee

Economy and Resources 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**Consultation Process and Consultees**

Consultation with Leaders of the Council's political groups via e-mail and meetings if necessary.

Document to be submitted

Report

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Revenue Budget Outturn 2020/21

Brief Description

To present the Revenue Outturn to allow consideration of the results in light of the Council's Medium Term Financial Plan and to consider the Council's Collection Fund and Housing Revenue Account outturn.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Jul 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

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

Title

Revenue Budget Monitoring - Quarter 1

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

6 Jul 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

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Xentrall Shared Services Annual Report

Brief Description

To review of progress and performance of Xentrall Shared Services, the Stockton and Darlington partnership.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Jul 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 annual report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Reports pulled from Cabinet since publication of last Forward Plan

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

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

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

FIELD_CONSULTATION
FIELD_CONSULTEES
FIELD_CONSULTATION
FIELD_CONSULTEES