



FORWARD PLAN FOR THE PERIOD: 6 APRIL 2022 - 31 AUGUST 2022

What is a Forward Plan?

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

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,

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- 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.

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?

DARLINGTON BOROUGH COUNCIL FORWARD PLAN

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.

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**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Council Chamber Refurbishment

Brief Description

To consider proposals for the refurbishment of the Council Chamber for future Council and Committee meetings.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

3 May 2022

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Deputy Leader of the Council

Contact Officer/Report Author

Gail Banyard, PA Manager

Gail.Banyard@darlington.gov.uk

Department

Operations

Wards Affected

All Wards

Consultation Process

Consultation with Members of the Council

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Release of Capital Allocation in the MTFP - Corporate Landlord Capitalised Repairs 2022-23

Brief Description

To seek the release of funding in the capital Medium Term Financial Plan 2022/23 to 2025/26.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

3 May 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Special Educational Needs (SEND) Accessibility Strategy 2021/24

Brief Description

Schedule 10 of the Equality Act 2010 requires the Local Authority to review its Accessibility Strategy in relation to schools for which it is the responsible body.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

3 May 2022

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

People

Wards Affected

Harrowgate Hill; North Road; Park East; Pierremont; Red Hall and Lingfield; Whinfield

Consultation Process

Maintained Educational Settings – via online meetings

Parent and Carers – via online questionnaire

Children and Young People – via focus groups/online meetings.

Document to be submitted

Special Educational Needs (SEND) Accessibility Strategy 2021/24 and Equality Impact Needs Assessment.

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Agreed Syllabus for Religious Education

Brief Description

To consider the Agreed Syllabus for Religious Education in Darlington.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

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

Wards Affected

All Wards

Consultation Process

Meetings

Document to be submitted

Report and Agreed Syllabus

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

CCTV Replacement Camera Programme

Brief Description

To request release of funding to replace the remaining public space analogue CCTV cameras within the Borough of Darlington.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

Relevant Scrutiny Committee

Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Stronger Communities Portfolio

Contact Officer/Report Author

Charleen Dods

Charleen.Dods@darlington.gov.uk

Department

Services

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Darlington Station Improvement Project - Proceed to Delivery

Brief Description

To provide an update to Members on the Darlington Station Rail Improvement Project and to seek the necessary approvals to deliver the project.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

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

Services

Wards Affected

Bank Top and Lascelles; Park East

Consultation Process

Verbal consultation with Members

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Dolphin Centre Mechanical and Electrical Replacement – Release of Capital

Brief Description

To request release of funding for phase 3 of the final phase of the mechanical and electrical replacement programme within the Dolphin Centre.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

Relevant Scrutiny Committee

Health and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Health and Housing Portfolio

Contact Officer/Report Author

Charleen Dods

Charleen.Dods@darlington.gov.uk

Department

Services

Wards Affected

Park East

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Housing Management Policy

Brief Description

To approve the Housing Management Policy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

Relevant Scrutiny Committee

Health and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Health and Housing Portfolio

Contact Officer/Report Author

Gail Banyard, PA Manager

Gail.Banyard@darlington.gov.uk

Department

Operations

Wards Affected

All Wards

Consultation Process

Meeting with Tenants Panel

Document to be submitted

Report and Housing Management Policy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Land at Faverdale - Burtree Garden Village Development

Brief Description

To seek approval for strategic works to open up the site at Faverdale for development and disposal of land.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

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

Services

Wards Affected

Brinkburn and Faverdale

Consultation Process

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Public Space Protection Order – Darlington Town Centre

Brief Description

To request that Cabinet approve the extension of the Public Space Protection Order (PSPO) in Darlington Town Centre that was originally implemented on 1 March 2019

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

Relevant Scrutiny Committee

Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Stronger Communities Portfolio

Contact Officer/Report Author

Charleen Dods, Charleen.Dods@darlington.gov.uk

Department

Services

Wards Affected

College; Northgate; Park East; Park West

Consultation Process

Consultation will take place with Police and partners via the Begging Group, the general public and town centre businesses.

Online, media article, social media and telephone for those who have no internet access.

Document to be submitted

Report and Public Protection Order

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Representation on Other Bodies 2022/23

Brief Description

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

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

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

Operations

Wards Affected

All Wards

Consultation Process

Consultation with the 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

Schedule of Transactions - June 2022

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

22 Jun 2022

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

Services

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report and Schedule of Transactions

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

West Cemetery Drainage

Brief Description

To request the release of funding for additional drainage works within West Cemetery.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

22 Jun 2022

Relevant Scrutiny Committee

Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Local Services Portfolio

Contact Officer/Report Author

Charleen Dods

Charleen.Dods@darlington.gov.uk

Department

Services

Wards Affected

Hummersknott

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Collection of Council Tax, Business Rates and Rent 2021-22

Brief Description

To advise on collection rates for Council Tax, Business Rates and Rent and to seek approval for the write-off of irrecoverable debts.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Jul 2022

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

Operations

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Council Plan Performance Report 2021/22 – Quarters 3 and 4

Brief Description

Report detailing progress and performance against the actions and priorities outlined in the Council Plan in the final 2 quarters of the year.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Jul 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Project Position Statement and Capital Programme Monitoring Outturn 21/22

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

5 Jul 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Project Position Statement and Capital Programme Monitoring 2022/23 - Quarter 1

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

5 Jul 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Restoration of Locomotion No 1 Replica

Brief Description

To provide the options and financial implications of restoring the Locomotion No 1 Replica and the fundraising options

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Jul 2022

Relevant Scrutiny Committee

Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Local Services Portfolio

Contact Officer/Report Author

Charleen Dods

Charleen.Dods@darlington.gov.uk

Department

Services

Wards Affected

Northgate

Consultation Process

N/A

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

5 Jul 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Revenue Budget Monitoring 2022/23 - 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

5 Jul 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Xentrall Shared Services Annual Report

Brief Description

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

5 Jul 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Annual Audit Letter 2020/21

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

6 Sep 2022

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

Operations

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report and Annual Audit Letter

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**