



**DARLINGTON**  
Borough Council

**FORWARD PLAN  
FOR THE PERIOD: 9 JANUARY 2023 - 31 MAY 2023**

**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](http://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

## **DARLINGTON BOROUGH COUNCIL FORWARD PLAN**

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?**

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

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

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](mailto:lynne.wood@darlington.gov.uk).

Title	Decision Maker and Date	Page
Final Version of Supplementary Planning Policy (SPD) Design Code - Skertingham Garden Village	Council 16 Feb 2023 Cabinet 7 Feb 2023	4

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

**Title**

Final Version of Supplementary Planning Policy (SPD) Design Code - Skertingham Garden Village

**Brief Description**

Approval of Supplementary Planning Document as Council Policy following consultation process and updated by Planning Policy final SPD approval process by Cabinet and Council meetings.

**Decision Type**

Key

**Decision Status**

For Determination

**Urgent Decision**

No

**Anticipated Restriction**

Open

**Decision Maker**

Cabinet  
Council

**Date of Decision**

7 Feb 2023  
16 Feb 2023

**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**

Harrowgate Hill; Haughton and Springfield; Heighington and Coniscliffe; Sadberge and Middleton St. George; Whinfield

**Consultation Process**

Public consultation period via website

**Document to be submitted**

Report and Supplementary Planning Policy (SPD)

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

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FORWARD PLAN**