



DARLINGTON
Borough Council

**FORWARD PLAN
FOR THE PERIOD: 6 DECEMBER 2023 - 30 APRIL 2024**

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

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.

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**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Council Tax and Business Rates Debt Recovery Strategy 2024/29

Brief Description

To approve the Council Tax and Business Rates Debt Recovery Strategy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

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

Online consultation with residents with online feedback form.

Document to be submitted

Report and Policy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Council Tax and Business Rates Discretionary Relief Policy 2024/29

Brief Description

To approve the Council Tax and Business Rates Discretionary Relief Policy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

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

Online consultation with residents with online feedback form.

Document to be submitted

Report and Policy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Delivery of New Homes at Blackwell - Joint Venture Proposal

Brief Description

To approve the establishment of a Joint Venture Company (JVC), which will build/sell houses under company name and seek approval for sale of land to newly incorporated JVC.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

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

Park West

Consultation Process

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Discretionary Housing Payment Policy 2024/29

Brief Description

To approve the Discretionary Housing Payment Policy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

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

Consultation with residents via on-line feedback form.

Document to be submitted

Report and Policy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Housing Services Climate Change Strategy

Brief Description

To approve the Housing Climate Change Strategy.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee, Health and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Health and Housing Portfolio, Resources 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 and written representation.

Document to be submitted

Report and Strategy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Land at Central Park – Sale to Network Rail

Brief Description

To allow access for maintenance and deliveries of track infrastructure required following relocation of Network Rail's maintenance depot due to the station improvement scheme.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Economy Portfolio, Resources Portfolio

Contact Officer/Report Author

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

Department

Services

Wards Affected

Stephenson

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Maintained Schools Capital Programme - Summer 2024 and High Needs Capital

Brief Description

To release the necessary funds to allow the 2024 summer programme for maintained schools to proceed.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

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

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

Consultation Process

Consultation undertaken with maintained schools.

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Northern Echo Redevelopment

Brief Description

To seek approval to utilise monies from Tees Valley Combined Authority (TVCA) investment fund to support redevelopment of the Northern Echo building into an adult skills facility and office space.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

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

Park East

Consultation Process

None

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Proposed Acquisition of former Wilkos, East Street, Darlington

Brief Description

To consider the acquisition of the head leasehold in East Street.

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 Jan 2024

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Economy Portfolio, Resources Portfolio

Contact Officer/Report Author

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

Department

Services

Wards Affected

Park East

Consultation Process

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Revised Climate Change Action Plan

Brief Description

To consider revised action plan to take into account of the new target.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

Council

25 Jan 2024

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

All Wards

Consultation Process

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Revised Climate Change Strategy

Brief Description

To consider revised Climate Change Strategy.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

9 Jan 2024

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

All Wards

Consultation Process

None

Document to be submitted

Report and Strategy

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Schedule of Transactions - January 2024

Brief Description

To consider the terms negotiated by the Director on behalf of the Council to enable contractually binding contracts to be complete.

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 Jan 2024

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

N/A

Document to be submitted

Report and Schedule of Transactions

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Calendar of Council and Committee Meetings 2024/25

Brief Description

To consider of a Calendar of Council and Committee Meetings for the 2024/25 Municipal Year.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Feb 2024

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 undertaken with the Members and officers.

Document to be submitted

Report and draft calendar

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Housing Revenue Account - Medium Term Financial Plan 2024/25 to 2026/28

Brief Description

To proposed the Housing Revenue Account to Council for approval for the financial year 2024/25.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet
Council

Date of Decision

6 Feb 2024
15 Feb 2024

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

Meetings with the Tenants Board.

Document to be submitted

Report and Housing Revenue Account

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Land at Faverdale - Burtree Garden Village - Proposed Infrastructure Development Agreement (IDA)

Brief Description

To seek approval to enter into an Infrastructure Development Agreement (IDA) with Homes England.

Decision Type

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

6 Feb 2024

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

None

Document to be submitted

Report and draft agreement

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Local Development Scheme (LDS)

Brief Description

A timetable detailing the production of Development Plan and Supplementary Planning Documents, including the resources required to produce them.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Feb 2024

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

All Wards

Consultation Process

N/A

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Medium Term Financial Plan (MTFP) 2024/25 to 2027/28

Brief Description

To propose a Medium Term Financial Plan for 2024/25 to 2027/28 to Council for approval.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet
Council

Date of Decision

6 Feb 2024
15 Feb 2024

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

Consultation / meetings with staff, residents, partners and Scrutiny Committees

Document to be submitted

Report and Medium Term Financial Plan

**DARLINGTON BOROUGH COUNCIL
FORWARD 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

6 Feb 2024

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

Prudential Indicators and Treasury Management Strategy

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
Council

Date of Decision

6 Feb 2024
15 Feb 2024

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

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

6 Feb 2024

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

Schools Admissions 2025/26

Brief Description

To consider the Local Authority's Admission Arrangements for the 2025/26 academic year for maintained schools.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

6 Feb 2024

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

All Wards

Consultation Process

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

Document to be submitted

Report

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Council Plan

Brief Description

To consider an updated Council Plan.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Mar 2024

Council

21 Mar 2024

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

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

Internal

Document to be submitted

Report and Council Plan

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Local Transport Plan

Brief Description

To update 2024/24 delivery of the Transport Programme including annual monitoring data, Transport Programme for 2024/25 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

5 Mar 2024

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

Services

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Local Transport Plan

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Title

Offset Strategy

Brief Description

To consider a document setting out the Council's approach to dealing with residual carbon emissions after all energy efficiency and other actions have been taken.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

5 Mar 2024

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

All Wards

Consultation Process

Internal consultation

Document to be submitted

Report and Strategy

**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

5 Mar 2024

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

Annual Procurement Plan

Brief Description

To consider the 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

9 Apr 2024

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 and Annual Procurement Plan

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**