

FORWARD PLAN FOR THE PERIOD: 4 DECEMBER 2024 - 31 MARCH 2025

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)
- 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.

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.

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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Title

Annual Statement of Accounts 2022/23

Brief Description

To consider the Council's Annual Statement of Accounts 2022/23.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

7 Jan 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Annual Statement of Accounts

Title

Climate Change Progress

Brief Description

Annual report July (with figures) / six month update January (no figures) - for the climate change action plan.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

7 Jan 2025

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Economy Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Chief Executive and Economic Growth

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Action Plan.

Title

Council Plan Performance Reporting Update

Brief Description

Report detailing progress and performance against the actions and priorities outlined in the Council Plan.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

7 Jan 2025

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

Resources and Governance

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Title

Darlington Indoor Market

Brief Description

To provide an update on current arrangements.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Fully exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Decision Maker

Date of Decision

Cabinet

7 Jan 2025

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Economy Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Economy and Public Protection

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Title

Environment Act 2021 - Waste Management Arrangements

Brief Description

To present options to Members to implement a weekly food waste collection.

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker Date of Decision

Cabinet 7 Jan 2025 Council 30 Jan 2025

Relevant Scrutiny Committee

Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Local Services Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Environment, Highways and Community Services

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Title

Maintained Schools Capital Programme - Summer 2025

Brief Description

To release the necessary funds to allow the 2025 summer programme for maintained schools to proceed

Decision Type

Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

7 Jan 2025

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 undertaken with maintained schools.

Document to be submitted

Title

Release of Capital for Children's Play Area - West Park

Brief Description

Release of Section 106Capital for Children's Play Area at West Park, Darlington.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet 7 Jan 2025

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

People

Wards Affected

Brinkburn and Faverdale

Consultation Process

N/A

Document to be submitted

Title

Schedule of Transactions

Brief Description

To consider the terms negotiated by the Chief Executive on behalf of the Council to enable contractually binding contracts 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

Date of Decision

Cabinet

7 Jan 2025

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Resources Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Environment, Highways and Community Services

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Schedule of Transactions.

Title

Calendar of Council and Committee Meetings

Brief Description

Consideration of a Calendar of Council and Committee Meetings for the 2025/26 Municipal Year.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

4 Feb 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

Internal consultation only

Document to be submitted

Report and Calendar.

Title

Capital Strategy

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

Date of Decision

Cabinet

4 Feb 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Capital Strategy

Title

Council Tax Calculation of Tax Base 2025/26

Brief Description

To consider the Council's tax base for 2025/26.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker Date of Decision

Cabinet 7 Jan 2025 Council 30 Jan 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Title

Customer Services Strategy 2025/30

Brief Description

To approve the Customer Services Strategy 2025-30.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

4 Feb 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

On-line consultation with all residents.

Document to be submitted

Report and Customer Services Strategy

Title

Digital Darlington Strategy 2025-30

Brief Description

To approve the Digital Darlington Strategy 2025/30.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

4 Feb 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Strategy

Title

Housing Revenue Account - Medium Term Financial Plan 2025/27 to 2028/29

Brief Description

To propose a Housing Revenue Account (HRA) for the financial year 2025/26 to Council.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

4 Feb 2025

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

Resources and Governance

Wards Affected

All Wards

Consultation Process

Meetings with Tenants Board and consultation with Scrutiny Committee

Document to be submitted

Report and Housing Revenue Account

Title

Land at Coniscliffe Road, Darlington

Brief Description

To consider the strategic acquisition of land at Coniscliffe Road, Darlington

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

Date of Decision

Cabinet

4 Feb 2025

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Resources Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Chief Executive and Economic Growth

Wards Affected

Hummersknott

Consultation Process

N/A

Document to be submitted

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

Date of Decision

Cabinet

4 Feb 2025

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Economy Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Chief Executive and Economic Growth

Wards Affected

Brinkburn and Faverdale

Consultation Process

None

Document to be submitted

Report and draft agreement

Title

Preventing Homelessness and Rough Sleeping Strategy 2025/30

Brief Description

To consider and approve the Preventing Homelessness and Rough Sleeping Strategy 2025/30.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 Feb 2025

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

Resources and Governance

Wards Affected

All Wards

Consultation Process

Consultation with Scrutiny Committee.

Document to be submitted

Report and Strategy

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

Date of Decision

Cabinet

4 Feb 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Title

Prudential Indicators and Treasury Management Strategy 2025/26

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

Date of Decision

Cabinet

4 Feb 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

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

Date of Decision

Cabinet

4 Feb 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Title

Review of the Medium Term Financial Plan (MTFP)

Brief Description

To propose a Medium Term Financial Plan (MTFP) to Council for approval.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker Date of Decision

Cabinet 4 Feb 2025 Council 27 Mar 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

Consultation with residents, staff, partners and Scrutiny Committees.

Document to be submitted

Report and Medium Term Financial 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

Date of Decision

Cabinet

4 Feb 2025

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 and School Admission Arrangements

Title

Strategic Asset Plan

Brief Description

Public document setting out the Asset Management Strategy, Policy and Action Plan 2024-2029.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

4 Feb 2025

Relevant Scrutiny Committee

Economy and Resources Scrutiny Committee

Relevant Cabinet Member(s)

Resources Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Environment, Highways and Community Services

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Asset Plan

Title

Woodland Road Waiting Restrictions

Brief Description

To consider setting aside objections to proposed waiting restrictions on Woodland Road.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

4 Feb 2025

Relevant Scrutiny Committee

Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Local Services Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Environment, Highways and Community Services

Wards Affected

College; Pierremont

Consultation Process

N/A

Document to be submitted

Title

Darlington Transport Plan

Brief Description

Update on the 2023/24 delivery of the Transport Programme inc 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

Date of Decision

Cabinet

4 Mar 2025

Relevant Scrutiny Committee

Communities and Local Services Scrutiny Committee

Relevant Cabinet Member(s)

Local Services Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Environment, Highways and Community Services

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Title

North East Smokefree Declaration

Brief Description

To consider the Council signing the North East Smokefree Declaration.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Cabinet

Date of Decision

4 Mar 2025

Relevant Scrutiny Committee

Health and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Health and Housing Portfolio

Contact Officer/Report Author

Sarah Foster

sarah.foster@darlington.gov.uk

Department

People

Wards Affected

All Wards

Consultation Process

N/A

Document to be submitted

Report and Declaration.

Title

Regulation of 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

Date of Decision

Cabinet

4 Mar 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Title

Annual Procurement Plan Update

Brief Description

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

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision

Cabinet

8 Apr 2025

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 and Governance

Wards Affected

All Wards

Consultation Process

None

Document to be submitted

Report and Plan

Title

Physical Activity Strategy

Brief Description

To consider the adoption of a Physical Activity Strategy.

Decision Type

Non-Key

Decision Status

For Determination

Urgent Decision

No

Anticipated Restriction

Open

Decision Maker

Date of Decision 8 Apr 2025

Cabinet

Relevant Scrutiny Committee

Health and Housing Scrutiny Committee

Relevant Cabinet Member(s)

Health and Housing Portfolio

Contact Officer/Report Author

Lucy Simms

Lucy.Simms@darlington.gov.uk

Department

Resources and Governance

Wards Affected

All Wards

Consultation Process

Scrutiny and Health and Well Being Board

Document to be submitted

Report and Strategy