

## FORWARD PLAN FOR THE PERIOD: 3 JUNE 2020 - 30 OCTOBER 2020



### 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](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
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:—

## **DARLINGTON BOROUGH COUNCIL FORWARD PLAN**

- (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, 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,

## DARLINGTON BOROUGH COUNCIL FORWARD PLAN

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).

<b>Title</b>	<b>Decision Maker and Date</b>	<b>Page</b>
Annual Procurement Plan	Cabinet 14 Jul 2020	4
Waste Contract 2020	Cabinet 14 Jul 2020	5
Representation on Other Bodies 2020/21	Cabinet 14 Jul 2020	6
Project Position Statement and Capital Programme Monitoring Outturn 2019/20	Cabinet 14 Jul 2020	7
Replacement of Dog Control Orders with Public Space Protection Orders	Cabinet 14 Jul 2020	8
Revenue Budget Outturn 2019/20	Cabinet 14 Jul 2020	9
School Term Dates 2022/2023	Cabinet 15 September 2020	10
Xentrall Shared Services Annual Report	Cabinet 14 Jul 2020	11
Revenue Budget Monitoring - Quarter 1	Cabinet 14 Jul 2020	12
Project Position Statement and Capital Programme Monitoring - Quarter 1	Cabinet 14 Jul 2020	13
Draft Climate Change Strategy	Cabinet 14 Jul 2020	14
Darlington Sports Village	Cabinet 14 Jul 2020	15
Complaints Made to Local Government Ombudsman	Cabinet 15 Sep 2020	16
Agreed Syllabus for Religious Education	Cabinet 15 Sep 2020	17
Treasury Management Annual and Outturn Prudential Indicators 2019/20	Council 24 Sep 2020 Cabinet 15 Sep 2020	18
Regulatory Investigatory Powers Act (RIPA)	Cabinet 15 Sep 2020	20
Complaints, Compliments and Comments Annual Reports 2019/20	Cabinet 15 Sep 2020	21
Annual Review of the Investment Fund	Cabinet 15 Sep 2020	22

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

**Title**

Annual Procurement Plan

**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**

14 Jul 2020

**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**

Waste Contract 2020

**Brief Description**

Update on progress for waste management contract post 2025 and decision with regard to continuing to progress with procurement.

**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**

14 Jul 2020

**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**

Economic Growth and Neighbourhood Services

**Wards Affected**

All Wards

**Consultation Process and Consultees**

None

**Document to be submitted**

Report and appendices.

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

**Title**

Representation on Other Bodies 2020/21

**Brief Description**

To consider the appointment of Members to 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**

14 Jul 2020

**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**

All Wards

**Consultation Process and Consultees**

E-mails.  
Consultation with Group Leaders.

**Document to be submitted**

Report

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

**Title**

Project Position Statement and Capital Programme Monitoring Outturn 2019/20

**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**

14 Jul 2020

**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**

Replacement of Dog Control Orders with Public Space Protection Orders

### **Brief Description**

To present the response to the consultation undertaken on the introduction of Public Space Protection Orders to replace existing Dog Control Orders.

### **Decision Type**

Non-Key

### **Decision Status**

For Determination

### **Urgent Decision**

No

### **Anticipated Restriction**

Open

### **Decision Maker**

Cabinet

### **Date of Decision**

14 Jul 2020

### **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**

Economic Growth and Neighbourhood Services

### **Wards Affected**

All Wards

### **Consultation Process and Consultees**

Public consultation undertaken with the public via the Council's website. Police and the Police and Crime Commissioner were also consulted.

### **Document to be submitted**

Report



## DARLINGTON BOROUGH COUNCIL FORWARD PLAN

### **Title**

Revenue Budget Outturn 2019/20

### **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**

14 Jul 2020

### **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**

School Term Dates 2022/2023

### **Brief Description**

To consider and set the school term date arrangements for Darlington Maintained Schools for the Academic Year 2021/22

### **Decision Type**

Key

### **Decision Status**

For Determination

### **Urgent Decision**

No

### **Anticipated Restriction**

Open

### **Decision Maker**

Cabinet

### **Date of Decision**

14 Jul 2020

### **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

**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**

14 Jul 2020

**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**

14 Jul 2020

**Relevant Scrutiny Committee**

Economy and Resources Scrutiny Committee

**Relevant Cabinet Member(s)**

Resources Portfolio

**Contact Officer/Report Author**

Gail Banyard, PA Manager  
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**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 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**

14 Jul 2020

### **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**

Draft Climate Change Strategy

### **Brief Description**

The Climate Change Strategy sets out our approach to meeting the carbon neutral commitment of the climate change motion passed by Council in July 2019. It establishes our carbon footprint and lays the foundation for potential actions going forward. None of the potential actions have been costed yet, nor have feasibility studies been carried out. They are, however, the sorts of activity that we will have to take on if we are to be climate neutral.

### **Decision Type**

Non-Key

### **Decision Status**

For Determination

### **Urgent Decision**

No

### **Anticipated Restriction**

Open

### **Decision Maker**

Cabinet

### **Date of Decision**

14 Jul 2020

### **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**

All Wards

### **Consultation Process and Consultees**

None

### **Document to be submitted**

Report and Draft Climate Change Strategy

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

**Title**

Darlington Sports Village

**Brief Description**

Review of the Business Plan for the development of Darlington Sports Village

**Decision Type**

Key

**Decision Status**

For Determination

**Urgent Decision**

No

**Anticipated Restriction**

Part exempt

**Decision Maker**

Cabinet

**Date of Decision**

14 Jul 2020

**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**

Eastbourne

**Consultation Process and Consultees**

None

**Document to be submitted**

Report and Sports Village Business Plan.

## DARLINGTON BOROUGH COUNCIL FORWARD PLAN

### **Title**

Complaints Made to Local Government Ombudsman

### **Brief Description**

To provide Members with an update of the outcome of cases which have been determined by the Local Government, Social Care Ombudsman (LGSCO) and the Housing Ombudsman (HO).

### **Decision Type**

Non-Key

### **Decision Status**

For Determination

### **Urgent Decision**

No

### **Anticipated Restriction**

Open

### **Decision Maker**

Cabinet

### **Date of Decision**

15 Sep 2020

### **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**

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**

15 Sep 2020

**Relevant Scrutiny Committee**

Children and Young People Scrutiny Committee

**Relevant Cabinet Member(s)**

Children and Young People Portfolio

**Contact Officer/Report Author**

Richard Adamson, Estates Officer  
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**Department**

Childrens and Adults

**Wards Affected**

All Wards

**Consultation Process and Consultees**

Meetings  
Consultation with Primary and Secondary Schools in Darlington.

**Document to be submitted**

Report

## DARLINGTON BOROUGH COUNCIL FORWARD PLAN

### **Title**

Treasury Management Annual and Outturn Prudential Indicators 2019/20

### **Brief Description**

Report providing information on the regulation and management of the Council's borrowing, investments and cash-flow and requesting approval of the Prudential Indicators.

### **Decision Type**

Non-Key

### **Decision Status**

For Determination

### **Urgent Decision**

No

### **Anticipated Restriction**

Open

### **Decision Maker**

Cabinet

### **Date of Decision**

15 Sep 2020

Council

24 Sep 2020

### **Relevant Scrutiny Committee**

Economy and Resources Scrutiny Committee

### **Relevant Cabinet Member(s)**

Resources Portfolio

Resources Portfolio

### **Contact Officer/Report Author**

Gail Banyard, PA Manager

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### **Department**

Resources

### **Wards Affected**

All Wards

### **Consultation Process and Consultees**

None

### **Document to be submitted**

Report

**DARLINGTON BOROUGH COUNCIL  
FORWARD 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**

15 Sep 2020

### **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**

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**

15 Sep 2020

**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**

Annual Review of the Investment Fund

**Brief Description**

To provide an update on the schemes and projects agreed by Cabinet to be being funded from the £50m investment fund.

**Decision Type**

Non-Key

**Decision Status**

For Determination

**Urgent Decision**

No

**Anticipated Restriction**

Open

**Decision Maker**

Cabinet

**Date of Decision**

15 Sep 2020

**Relevant Scrutiny Committee**

Economy and Resources Scrutiny Committee

**Relevant Cabinet Member(s)**

Resources Portfolio

**Contact Officer/Report Author**

Tracy Blowers

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**Department**

Resources

**Wards Affected**

All Wards

**Consultation Process and Consultees**

None

**Document to be submitted**

Report

**DARLINGTON BOROUGH COUNCIL  
FORWARD PLAN**

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