

Plan for Neighbourhoods: Neighbourhood Board membership and place boundary form

About the Neighbourhood Board and place boundary confirmation form

The Neighbourhood Board and place boundary confirmation form will be used to assess the readiness of the 75 places receiving funding through the Plan for Neighbourhoods programme. We will ask for information about:

- the Neighbourhood Boards
- governance arrangements
- any amendments to the default geographic boundaries

We know places had set up a 'Town Board' to deliver the previous administration's Long-Term Plan for Towns programme and submitted the associated membership details and boundaries for approval. We are using an updated system to collate this information which will require towns to provide the full suite of information. This will make the approval process and management of the data much simpler, and save time when making updates in the future.

The approval process will be expedited for places retaining either their board membership and default or revised boundary agreed by the previous administration.

Submitting your form

Once you have completed the form, you will be asked to submit for certification. The information provided will then be sent to your organisation's data certifier (such as the Section 151 officer) for approval. You will not be able to edit your responses once you have submitted the form.

Get help

If you have questions about using Delta or need further support, [complete the service desk form](#).

How we'll use your information

Read how we'll use the information from your form in our [privacy notice](#).

Confirm any previous agreements

This question is now locked as the 'Neighbourhood Board endorsement' confirmation box has been checked. To change your answer, which will clear any boundary map files uploaded, uncheck the 'Neighbourhood Board endorsement' confirmation box.

Did you receive previous agreement on your 'Town Board' chair and membership or an amendment to your default place boundary?

This relates to the previous administration's Long-Term Plan for Towns programme and will help us understand if you are submitting information about a new or existing board. If your board was content to keep the default boundary and did not previously request a revision, select 'Yes - agreement on 'Town Board' chair and membership'.

- ☐ Yes - agreement on 'Town Board' chair and membership
- ☐ Yes - agreement on a revised place boundary
- ☒ Yes - agreements on both the 'Town Board' chair and membership and a revised place boundary
- ☐ No - I have not received any previous agreements

This question is now locked as the 'Neighbourhood Board endorsement' confirmation box has been checked. To change your answer, which will clear any boundary map files uploaded, uncheck the 'Neighbourhood Board endorsement' confirmation box.

Select which of the previously agreed elements you are seeking to change for this programme.

The default geography for the Plan for Neighbourhoods remains the [ONS Built-Up Areas in England](#), [Localities 2020 geography in Scotland](#) or [Settlements 2015 data in Northern Ireland](#).

Previously agreed place boundaries under the previous administration's Long-Term Plan for Towns programme will continue to be valid.

- ☒ 'Town Board' (now Neighbourhood Board) membership
- ☒ Place boundary

or

- ☐ I do not wish to change the previously agreed Board membership or place boundary

About your Neighbourhood Board membership

In this section, we will ask about the details of your Neighbourhood Board membership, including:

- the independent chair
- the secretariat lead
- the first point of contact for your board
- the parliamentary representative
- the local councillors who will sit on your board
- the senior representative from the police
- any other members of your board

Confirm details of the independent chair for your Neighbourhood Board.

Full name

Angela Howey

Organisation

EE

Role

General Manager

Email address

angela.howey@ee.co.uk

Contact telephone number

07976 884534

Pen portrait (maximum 250 words)

Angela has been a senior representative of the private sector in Darlington for many years. She served as Chair of the Towns Board since its inception. She is also chair of an innovative private sector initiative which aligns and directs businesses CSR activity in Darlington

Word count (click here to view count)

45

Has your MP been consulted in selecting the chair?

- ☒ Yes
☐ No

Confirm details of the secretariat lead for your Neighbourhood Board.

Full name

Seth Pearson

Organisation

Darlington Borough Council

Role

Director of Partnerships

Email address

Seth.Pearson@darlington.gov.uk

Contact telephone number

07825 083796

Will the secretariat lead be the first point of contact for your board?

- ☒ Yes
☐ No

Confirm details of the parliamentary representative for your Neighbourhood Board.

This should be the relevant local MP whose constituency includes the boundary for this programme. For respondents in Scotland, Wales and Northern Ireland, confirm the details of any relevant MSPs, MSs or MLAs.

Where a neighbourhood boundary is spread across constituencies, and the share is 25% or more, a second MP may be invited to sit on the board. Use the 'Parliamentary representative 2' fields to provide these details as needed.

Parliamentary representative 1

Full name

Lola McEvoy

Constituency

Darlington

Parliamentary representative 2 (optional)

Full name

Constituency

Confirm the local councillors who will sit on your Neighbourhood Board.

In areas where there are 2 tiers of local authorities, there should be one councillor from each tier of local government. In unitary authorities, there can be 2 councillors from the borough. Provide the details of at least one local councillor, and use the extra fields as needed.

Local councillor 1

Full name

Steve Harker

Local authority

Darlington

Local councillor 2 (optional)

Full name

Jim Garner

Local authority

Darlington

Local councillor 3 (optional)

Full name

Local authority

Local councillor 4 (optional)

Full name

Local authority

Confirm the senior representative from the police for your Neighbourhood Board.

This should be the Police and Crime Commissioner (PCC) or an agreed local senior representative from the police.

Full name

Joy Allen

Organisation

Durham Police and Crime Commissioner

How many other members are there on your board?

Only include full members of the board. Details about observers are not required (for example officials from the local authority).

14

Confirm details of the remaining members of your board.

Only include full members of the board. Details about observers are not required (for example officials from the local authority).

Other member 1

Full name

Chris Farlow

Organisation

Carver Commercial

Other member 2

Full name

David Gartland

Organisation

Darlington College

Other member 3

Full name

Gary Hutchinson

Organisation

ARRIVA

Other member 4

Full name

Gordon Pybus

Organisation

Darlington Association on Disability

Other member 5

Full name

Hilary Bevan

Organisation

Bevan VAT

Other member 6

Full name

Janine Brown

Organisation

YMCA

Other member 7

Full name

Jim O'Connor

Organisation

Durham Constabulary

Other member 8

Full name

Kay Sandham

Organisation

Cockerton Community Business Group

Other member 9

Full name

Martin Short

Organisation

NHS

Other member 10

Full name

Sarah Bentley

Organisation

Tandem

Other member 11

Full name

Stephen Fenwick

Organisation

Tees Valley Combined Authority

Other member 12

Full name

Shaun Campbell

Organisation

Arthur Wharton Foundation

Other member 13

Full name

Yvonne Beattie

Organisation

700 Club

Other member 14

Full name

Yvonne Richardson

Organisation

Community Representative

About your place boundary

In this section, we will ask you to:

- provide details of the proposed boundary change
- describe the rationale behind any changes
- confirm that the changes have been endorsed by the board

Provide a copy of your town's boundary map that was agreed by the previous administration.

 Boundary Map agreed by previous administration.docx 579 KB

Provide a copy of the proposed boundary amendment.

Include a revised map overlaying the requested amendments onto the default ONS Built Up Area boundary.

 Proposed Boundary amendment.docx 1 MB

Describe the rationale for any changes you wish to make and set out how they will help to deliver the programme's objectives.

Changes must remain within the spirit of the programme to:

- retain the place that was originally selected
- remain contiguous
- not introduce additional, separate population centres into the agreed area (for example, different communities or neighbourhoods)
- have the agreement of the board and a clear rationale

In line with the prospectus the Board would like to request a boundary change to include a green space which has been excluded due to the emphasis on the built up area, very much as the example in the guidance. South Park is an important asset to Darlington and next to a left behind neighbourhood. It is very likely that the park would be the location for a community resource and could provide additional activities for local people.

Confirm that the Neighbourhood Board has endorsed the proposed boundary amendment.

☒ I confirm that the Neighbourhood Board has endorsed the proposed boundary amendment.


Governance documents

In this section, we will ask for copies of governance documents for your Neighbourhood Board, including:

- terms of reference
- code of conduct
- conflict interest policy and record of entries (if available)

Provide a copy of your Neighbourhood Board's terms of reference.

This can be the same as the code of conduct agreed for the 'Town Board' under the Long-Term Plan for Towns programme.

 Plan for Neighbourhoods Terms of Reference.docx

25 KB

Provide a copy of your Neighbourhood Board's code of conduct.


This can be the same as the code of conduct agreed for the 'Town Board' under the Long-Term Plan for Towns programme.

 Code of Conduct.pdf

263 KB

Provide a copy of your Neighbourhood Board's conflict of interest policy and a record of entries (if available).

Indicate any records relating to new members of the Neighbourhood Board.

 Plan for Neighbourhoods Terms of Reference.docx

25 KB

Published documents

The operations of your Neighbourhood Board must be transparent. You should therefore ensure that your board publishes its membership and governance arrangements online.

In this section, we will ask:

- you to confirm that documents will be published online
- for a link to where the documents will be published

Confirm that you will publish your:

- Neighbourhood Board membership
- Neighbourhood Board decision log
- board papers, including minutes, terms of reference and governance arrangements
- agreed place boundary

This should be published on the lead local authority's website, or equivalent site.

☒ I confirm the documents will be published online

Share a link to where the documents will be published.

<https://www.darlington.gov.uk/business-and-licensing/business/town-centre/regenerating-darlington/information-and-documents/>

Stakeholder engagement

You must develop your Regeneration Plan in close consultation with local residents, which should be well evidenced. You should use the capacity funding to do so and consider transferring some, or all, of the funding to local community organisations.

We recognise that many places will already have undertaken extensive community engagement to develop plans under the previous administration's Long-Term Plan for Towns programme. Further engagement should seek to build on that work, in the context of the strategic objectives and broader interventions list of the Plan for Neighbourhoods.

In this section, we will ask about:

- any community engagement activity to date
- any areas where we can support you to develop your Regeneration Plan
- how we can support you to carry out stakeholder engagement activities

Provide a short summary of any community engagement activity undertaken to date.

This may include who you have engaged with so far, insights and results you have gained about your place, and any further engagement required.

At the Towns Fund Board meeting of April 1st which agreed to accept responsibility for the Plan for Neighbourhoods, it also agreed to work with Darlington's voluntary and community sector to undertake comprehensive community engagement that will seek the views of communities of geographic neighbourhoods as well as communities of interest. The Board has representatives selected to serve on it from the Voluntary and Community Sector Engagement group which the Neighbourhood Board has proposed as providing oversight for the community engagement. The Board members shared with the group will have dedicated responsibilities for developing and representing the views and interest of different communities.

Tell us about any areas where we can support you to develop your Regeneration Plan.

We hope that we can have early discussions and gain views on any interventions that might be outside the preapproved list so to avoid wasting time on things that wouldn't ultimately be approved

Tell us how we can support you to carry out stakeholder engagement activities.

As Darlington is in the later tranche of towns to be included, it would be helpful if you will be able to share with us how other towns have gone about stakeholder engagement

Capacity funding allocations

You have received £250,000 of capacity funding to date.

As the revised funding profile makes clear, a further capacity funding payment of £200,000 will be issued in the 2025 to 2026 financial year, with a final £150,000 of capacity funding in the 2026 to 2027 financial year.

In this section, we will ask about:

- how your capacity funding has been used to date
- your board's plans for the next round of capacity funding (2025 to 2026 financial year)

Provide a short summary of how your capacity funding has been used to date.

Outline details about the organisation, activities and amount of funding allocated.

In preparation for Long Term Plan for Towns, we commissioned Inclusion North, an organisation committed to inclusion, to help us frame our community engagement which puts us in a good position to carry out this work.

Provide a short summary of your board's plans for the next round of capacity funding in the 2025 to 2026 financial year.

Inclusion North also chair the Voluntary and Community Engagement Group, the primary third sector collaboration in Darlington. We are supporting Inclusion North with capacity funding to enable this group to carry out its roll in developing capacity within communities to maximise the impact of the Plan for Neighbourhoods programme. The group has well established roots in our local communities and will quickly map what assets are available to build on. We will first commission the group to develop an assessment and costed capacity building investment programme for the Board to consider.

Declaration

By submitting this form, you confirm that the information you have provided is correct and has been agreed with your respective Section 151 officer, Section 95 officer or chief finance officer.

☒ I confirm

Feedback

How easy was it to understand the questions?

- ☐ Very easy
- ☐ Easy
- ☐ Neither easy nor difficult
- ☐ Difficult
- ☐ Very difficult

How was your overall experience using the Delta system?

- ☐ Very easy
- ☐ Easy
- ☐ Neither easy nor difficult
- ☐ Difficult
- ☐ Very difficult

On average, how much time did you and your team spend completing the form (including collating and providing information)?

- ☐ Up to 3 hours
- ☐ 4 to 6 hours
- ☐ 7 to 9 hours
- ☐ 10 to 12 hours
- ☐ More than 12 hours

Would you be willing to take part in user research about your experience using the Delta platform?

- ☐ Yes
- ☐ No