

## **FORWARD PLAN FOR THE PERIOD: 5 FEBRUARY 2020 - 30 JUNE 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:–
  - (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, 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
Darlington Borough Local Plan 2016/36 - Publication Draft	Council 20 Feb 2020 Cabinet 11 Feb 2020
Medium Term Financial Plan	Council 20 Feb 2020 Cabinet 11 Feb 2020
Housing Revenue Account	Council 20 Feb 2020 Cabinet 11 Feb 2020
Capital Strategy and Capital Programme	Council 20 Feb 2020 Cabinet 11 Feb 2020
Treasury Management Strategy and Prudential Indicators	Council 20 Feb 2020 Cabinet 11 Feb 2020
Local Transport Plan	Cabinet 3 Mar 2020
Council Plan 2020/23	Council 26 Mar 2020 Cabinet 3 Mar 2020
Education Services Capital Programme	Cabinet 3 Mar 2020
Objection to Waiting Restrictions in Banks Road	Cabinet 3 Mar 2020
Objection to Traffic Regulation Order - Rethinking - Victoria Road	Cabinet 3 Mar 2020
Climate Change Cross Party Working Group	Cabinet 3 Mar 2020

Regulation of Investigatory Powers Act (RIPA) 2000	Cabinet 3 Mar 2020
Crown Street Library Trustees	Cabinet 3 Mar 2020
Schedule of Transactions	Cabinet 3 Mar 2020
Agreed Syllabus for Religious Education	Cabinet 28 Apr 2020
Replacement of Dog Control Orders with Public Space Protection Orders	Cabinet 28 Apr 2020
Surplus Council Land for Potential New Housing - Identification and Approval to Dispose	Cabinet 28 Apr 2020
Project Position Statement and Capital Programme Monitoring Outturn 2019/20	Cabinet 9 Jun 2020
Revenue Budget Outturn 2019/20	Cabinet 9 Jun 2020
Representation on Other Bodies 2020/21	Cabinet 9 Jun 2020