



Work Programme

This document has been classified as: **Official**

Sean Allen (Democracy Support Officer)

Tel: 0191 424 7544

Hebburn Community Area Forum – 1 June 2026

Report to Hebburn Community Area Forum

Cabinet Portfolio/Lead Member: Cllr Susan Sybenga, Lead Member for Finance, Governance, Finance and Corporate Services

Report of Director of Governance and Corporate Affairs

Subject: Work Programme for the Forum 2026/2027

Date: 1 May 2026

Wards affected: Hebburn North, Hebburn South, Monkton

Council ambitions: Strong Communities

Does the report and any appendices contain information which has been identified as confidential or exempt?

- No, this report does not contain information identified as confidential or exempt.

For Executive Decisions only:

Is the decision a Key Decision? Yes / No

Is it included in the Forward Plan? Yes / No

If not in the Forward Plan is the report: General Exception Rule / Special Urgency Rule

Relevant Scrutiny Chair:

Is the decision eligible for call-in by Scrutiny? Yes / No

(If the decision is anything other than any executive decision made by the Cabinet or a Key Decision made by an officer under delegated powers, call-in is not applicable. This should be explained in the report).

Purpose of Report

- 1.1 To present the Forum's currently scheduled activities for the 2026/2027 Municipal Year in a clear and structured format for the information of the Members.
- 1.2 To give Members an opportunity to amend or insert new activities to be considered at future meetings of the Forum.

Background Information

- 2.1 At the start of each Municipal Year, Members are invited to agree an initial work programme for the Community Area Forum for the year ahead.
- 2.2 It is important to note that the work programme is not a rigid document but rather it will form the basis of the Forum's work for the next 12 months and can be amended or supplemented by Members at each meeting. This allows flexibility to reflect local priorities.
- 2.3 The Chairman will also, on occasion, be asked to approve the inclusion of any additional topics that might arise between meetings.

Main issues and Options to be Considered

- 3.1 The report seeks suggestions for items for future consideration by the CAF.

Implications

Financial and Resources

5.1 There are no known financial or resource implications arising from this report at this time.

Legal and Governance

6.1 To ensure that the CAF considers items relevant to its terms of reference as per the Constitution.

Risk

7.1 As this report is presented for information and not for any direct decision-making, there are no risks attached to it.

Equality and Diversity and Community

8.1 There are no equality, diversity or community implications arising from this report.

Environmental and Sustainability

9.1 There are no environmental or sustainability implications from this report.

Council Ambitions, Policies, Strategies and Plans

10.1 This report aligns with the Council Ambitions of being healthy and well, and part of strong communities.

Consultation and Engagement

11.1 Officers would welcome feedback on how useful the data provided is and if further evidence and information would be useful for the CAF.

Recommendations

- 12.1 Members are invited to review the issues identified and make any amendments or additions deemed necessary for the draft work programme for 2026/27

Reasons for Recommendations

- 13.1 To ensure the CAF has a varied work programme for 2026/27

List of Appendices

Where reports include appendices, the report author should list them here. If there are no appendices, state "None".

Community Partners Report

Section 100D of the Local Government Act 972 gives the public right to inspect background papers for reports. Report Authors must set out at the end of the report a list of documents which have been relied upon in writing the report, or which contain facts or matters on which the report has been based.

This needs to include published works such as legislation and where possible provide weblinks to these documents. Where a weblink is not available, the document must be provided electronically to Democratic Services at the same time as the report to be published for inspection.

Reports containing confidential or exempt information as defined by the Local Government (Access to Information) Act 1985 and which will be considered in private do not need background papers to be referenced.

Background papers must be retained for a period of four years.

The following is a list of the background papers (excluding exempt papers) relied upon in the preparation of the above report:

Background Paper	File Ref:	File Location