



Derby City Council

Forward Plan

**Published
5 July 2022**

What is the Forward Plan?

The Forward Plan contains details of key decisions to be taken by the Council Cabinet.

What information is included in the Forward Plan?

- The Council Cabinet Member responsible.
- The earliest date on which the decision will be taken.
- Who will be consulted before the decision is taken and how.
- What documents will be considered by the Council Cabinet.
- Which council officer to contact for more information or to make representations.

➡ What is a Key Decision?

A key decision is:

- a decision about an Executive function which results in significant expenditure or savings to the council's budget. The threshold for 'significant' expenditure/savings is £250,000 or
- any decision that is likely to have a significant impact on two or more wards within the City.

Other information

This Forward Plan supersedes all previous Forward Plans.

The Date of Consideration indicated is the earliest date by which it is proposed the Council Cabinet will consider the matter.

Anyone wishing to make representations to the Council Cabinet about any of the items listed should contact the lead officer at least 10 days prior to the date of consideration.

Documents relating to Key Decisions will be published on the Democracy Portal five clear days before the meeting. To request paper copies of documents please contact Democratic Services, Council House, Corporation Street, Derby DE1 2FS. committee@derby.gov.uk 01332 643649.

The next Forward Plan will be published on 16 August 2022.

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Changes since the last Forward Plan

Date Item Considered	Key Decision	Forward Plan Item No	Forward Plan in which first appeared
5 July 2022	Levelling Up Fund Round 2 Applications	46/21	May 2022

New Items added July 2022		Forward Plan Item No	Directorate
Repayment Options for Leaseholders on Major Works Charges		06/22	Communities and Place
Derby Bid for the Road Cycle Race Tour Series		07/22	Communities and Place
Extension of Delegation to Approve Affordable Housing Schemes		08/22	Communities and Place
Derby Nuclear Skills Academy		09/22	Communities and Place

Withdrawn Items			Reason
None			

COMMUNITIES AND PLACE	STRATEGIC DIRECTOR RACHEL NORTH
Reference / Date Inserted into Forward Plan	38/20 – May 2021
Decision	Our City Our River Next Steps
What is the decision to be taken?	To receive and update on the Our City Our River next steps
Who will be consulted?	Internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration, Decarbonisation and Strategic Planning and Transport
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Sarah Banks, Principal Project Co-ordinator 07812 300591
Summary – The report will give an update on the plan for Our City Our River next steps.	
Reference / Date Inserted into Forward Plan	03/21 – July 2021
Decision	Project Assemble
What is the decision to be taken?	To receive an update on progress on plans for the Cultural Heart of the city, including the Assembly Rooms site
Who will be consulted?	Major Property Projects Board
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration, Decarbonisation and Strategic Planning and Transport
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Catherine Williams, Head of Regeneration and Major Projects, 01332 641639
Summary – The report will give progress update on plans for the Cultural Heart of the city, including the Assembly Rooms site. It will detail identified work needed to complete the Feasibility phase, producing an Outline Business Case to take the project to PMO Gateway 2. Where known, the costs will be presented in the report.	

Reference / Date Inserted into Forward Plan	23/21 November 2021
Decision	Grant Award Review of Community Managed Libraries
What is the decision to be taken?	A decision is required on the grant review of Community Managed Libraries. A grant is provided to Direct Help & Advice (DHA) to deliver front line services at 10 library sites in the city
Who will be consulted?	Council departments and key stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Community Development, Place and Tourism
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Mark Elliott, Library Service Manager 01332 641725
Summary – A Council Cabinet decision in 2021, stated that a grant award review should be completed. The scope included a review of the levels of grant, the grant allocation mechanism and the support packages provided to the Community Managed Library delivery partner.	

Reference / Date Inserted into Forward Plan	25/21 – December 2021
Decision	Ward Committee and Neighbourhood Partnership Board Governance
What is the decision to be taken?	Improve and simplify the process for administering the delegated ward funding budget
Who will be consulted?	All councillors
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Community Development. Place and Tourism
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Maria Murphy, Managing Director of Derby Homes, 01332 888522
Summary – This proposal seeks to put forward a more simplified process for administering delegated budgets to enable Councillors to respond more swiftly to local neighbourhood priorities. Given the relatively low level of funding allocations within this budget a more proportionate system is recommended.	
Reference / Date Inserted into Forward Plan	45/21 – May 2022
Decision	Eastern Gateway
What is the decision to be taken?	To update Cabinet and seek approval on funding arrangements for the Eastern Gateway project
Who will be consulted?	Cale Street (owners of Derbion Centre)
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	No
Cabinet Portfolio Area	Regeneration, Decarbonisation and Strategic Planning and Transport
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Catherine Williams, Head of Regeneration and Major Projects, 07812 300024
Summary – To update Cabinet on the Eastern Gateway project which is to be supported through Future High Streets Fund and seek approval for the final proposed funding arrangements.	

Reference / Date Inserted into Forward Plan	48/21 – May 2022
Decision	Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2022/23
What is the decision to be taken?	To recommend the Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2022/23 to be approved by Council
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Streetpride, Leisure and Public Spaces
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Elizabeth Blaney, Team Leader - Food and Safety, 01332 641966
Summary – The Food Safety, Food Standards, Animal Feed and Health & Safety Plan is dedicated to these functions carried out by Environment and Regulatory Services. The Food Standards Agency and the Health and Safety Executive, requires these plans to be submitted to members for approval to ensure local transparency and accountability.	
Reference / Date Inserted into Forward Plan	01/22 – June 2022
Decision	Allestree Park Rewilding Project
What is the decision to be taken?	To accept the outcomes of the consultation report and to agree next steps for the project.
Who will be consulted?	Consultation has been undertaken using the "Let's Talk Derby" platform so that people could take part through an online and paper surveys, quick polls, ideas board, forums and stories.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Streetpride, Leisure and Public Spaces
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Duncan Cowie, Head of Parks & Active Living, 01332 641572
Summary – In November 2021 Council Cabinet decided to develop a rewilding project at Allestree Park and to carry out a consultation exercise so that the details of the rewilding are co-created with key stakeholders and the people of Derby. The outcomes of the consultation will be reported and next steps identified.	

Reference / Date Inserted into Forward Plan	03/22 – June 2022
Decision	Procurement as part of the Mobility Programme
What is the decision to be taken?	To approve undertaking procurement as part of Joint Mobility as a Service project in partnership with Nottingham City Council
Who will be consulted?	Specialised industry providers and potential users as required to establish an operational scheme
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Streetpride, Leisure and Public Spaces
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Nigel Brien Head of Traffic & Transport 641833
Summary – MaaS (Mobility as a Service) - update on future programme. MaaS sits within the Transforming Cities project. This further development is to explore the development and procurement of a wider scheme, in partnership with Nottingham City Council, using studies conducted in the region and the experience of testing a limited trial in Derby.	
Reference / Date Inserted into Forward Plan	04/22 – June 2022
Decision	Review of Crematoria and Burial Provision in Derby
What is the decision to be taken?	This report is updating members of the current position of the crematoria service and then to set the direction of travel for future delivery for the service including future burial provision.
Who will be consulted?	Elected members, funeral directors, senior managers, service users, community groups, internal support services
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	No
Cabinet Portfolio Area	Streetpride, Leisure and Public Spaces
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Christos Zannettou, Commercial Manager 01332 956409
Summary – This report is updating members of the current position of the crematoria service and then to set the direction of travel for future delivery for the service including future burial provision.	

Reference / Date Inserted into Forward Plan	05/22 – June 2022
Decision	UK City of Culture Bid Legacy
What is the decision to be taken?	To define legacy options from Derby's UK City of Culture bid and the role of culture in city regeneration. The report will cover governance options, key projects and short term resource implications to maintain the momentum developed through the bid.
Who will be consulted?	Cultural partners, wider partners and stakeholders such as Arts Council, University of Derby, business community; internal Council teams, artists, creatives and arts audiences.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	3 August 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Finance, Digital and Culture
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Mike Brown, Arts Development Manager, 01332 641488
Summary – The item will recommend next steps following Derby's bid for UK City of Culture 2025. These will aim to build on the momentum and partner engagement developed through the bid, define cultures contribution to city regeneration, and provide a foundation for any future bid to the UK City of Culture competition.	

Reference / Date Inserted into Forward Plan	06/22 – July 2022
Decision	Repayment Options for Leaseholders on Major Works Charges
What is the decision to be taken?	A policy to enable Leaseholders to have access to suitable repayment terms on recharges due for Major works undertaken on their block of flats.
Who will be consulted?	Internal colleagues, Customer Voice Tenants Focus Group, Leaseholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	14 September 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Adults, Health and Housing
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Michael Kirk, Finance Director and Company Secretary (Derby Homes), 01332 888703 Mazer Hussain, HRA Business Manager, 01332 641498
<p>Summary – The Council currently has circa 660 Leaseholders, who lease a flat where the Council is the freeholder for the block of flats. There is an obligation on Leaseholders to pay towards major works undertaken to the communal areas and the fabric of the building. Currently Leaseholders only option is to pay for these charges within one year of them being charged, as per their lease. The Major Works repayment options attempt to balance the need for the Council to recover contributions to these works, whilst allowing fair and transparent repayment terms for Leaseholders.</p>	

Reference / Date Inserted into Forward Plan	07/22 – July 2022
Decision	Derby Bid for the Road Cycle Race Tour Series
What is the decision to be taken?	A decision is required on the bidding opportunity for Derby to become a host city to deliver the Road Cycle Race Tour Series for 2023 - 2025
Who will be consulted?	Relevant Council departments and key stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	3 August 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Streetpride, Leisure and Public Spaces
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Claire Davenport, Director of Leisure, Culture and Tourism, 01332 642797
Summary – The opportunity has arisen for Derby to bid to become a Host City for the men and women's Road Cycle Race Tour Series. This event would take place in the city centre starring the best of British riders. It would be an annual event for 3 years from 2023 to 2025 and would bring a number of benefits to the city that support our strategic outcomes.	
Reference / Date Inserted into Forward Plan	08/22 – July 2022
Decision	Extension of Delegation to Approve Affordable Housing Schemes
What is the decision to be taken?	The report seeks to extend the existing delegated approval, granted by Cabinet in August 2021, for the approval of affordable housing schemes
Who will be consulted?	Legal, Finance, Cabinet Member
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	3 August 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Adults, Health and Housing
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Karen Brierley. Principal Housing Development Manager, 01332 640318
Summary – To extend an existing delegation to approve affordable housing schemes for a further 3 years to improve scale and pace of delivery.	

Reference / Date Inserted into Forward Plan	09/22 – July 2022
Decision	Derby Nuclear Skills Academy
What is the decision to be taken?	To approve arrangements for the iHub at Infinity Park to be transitioned into a new Nuclear Skills Academy facility - and the Council's financial contribution towards enabling this.
Who will be consulted?	All current IHub tenants through one to one engagement
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	3 August 2022
Will the report be considered in public	No
Cabinet Portfolio Area	Regeneration, Decarbonisation and Strategic Planning and Transport
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Tim Bagshaw, Head of Economic Growth, 07795 931896
<p>Summary – The Council has been working with Rolls Royce, University of Derby, Nuclear AMRC and the National College for Nuclear on the rapidly developing project to repurpose the IHub as the new Derby Nuclear Skills Academy. This item is a further report to Cabinet following the initial June briefing, providing an update on project progress and the resource and legal implications for the Council in particular.</p>	

CORPORATE RESOURCES	STRATEGIC DIRECTOR SIMON RILEY
Reference / Date Inserted into Forward Plan	34/21 – February 2022
Decision	Development of Derby City Council branding
What is the decision to be taken?	The Comms and Marketing team has been reviewing the Derby City Council brand and its sub-brands and are in the process of streamlining brands for the Council and its services. This report seeks approval to implement this work.
Who will be consulted?	Internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Governance
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Kara MacFadyen, Communications & Marketing Head of Service, 01332 640236 Ed Green, Communications & Marketing Manager, 01332 255442
<p>Summary – An LGA Peer Review in 2019 found that the Council was extremely inconsistent in branding and messaging, as well as raising concerns about the current brands overall effectiveness. A proliferation of sub brands have also been created, without there appearing to be any overarching strategy or rationale, other than short-term promotion.</p> <p>This matters because it means there is a real risk the council will not get the credit for the popular services it provides – and can therefore adversely impact on its reputation and the levels of trust people have, creating a vicious circle where unfavourable views of the council are not addressed because people do not appreciate what it does. The Peer Review recommended an evaluation of the (30 year-old) Council’s brand and corporate identity, to ensure it is consistent and stronger. This Cabinet report will present next steps and seek approval for funding to continue that work.</p>	

Reference / Date Inserted into Forward Plan	39/21 – March 2022
Decision	Refurbishment of the Guildhall
What is the decision to be taken?	To agree the repairs and refurbishment to return the Guildhall into use
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Finance, Digital and Culture
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Steve Caplan Director of Property Services 01332 647834 and Robbie Kerr General Manager Derby Live 01332 641503
Summary – The Guildhall has been closed for 2 years following problems with the building. The essential and desirable works have been identified and this report seeks to give authorisation and budget to deliver the works needed.	
Reference / Date Inserted into Forward Plan	42/21 – May 2022
Decision	Derby Museum & Art Gallery – Arts Council, Museum Estate and Development Fund Application (MEND) Bid
What is the decision to be taken?	A Derby Museum & Art Gallery – Arts Council, Museum Estate and Development Fund Application (MEND) Bid has been submitted and successful for the on urgent roofing replacement works which are required within the next 1 to 2 years, to protect the historic building fabric and the council's museum and art collection.
Who will be consulted?	Directors of Property and Leisure and Culture
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Governance
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Phil Derbyshire, Head of Service, 07812 301084
Summary – A Derby Museum & Art Gallery – Arts Council, Museum Estate and Development Fund Application (MEND) Bid has been submitted and successfully awarded the sum of £0.750 for the on urgent roofing replacement works which are required within the next 1 to 2 years, to protect the historic building fabric and the council's museum and art collection. The report is to accept the grant award and its terms and conditions.	

Reference / Date Inserted into Forward Plan	02/22 – June 2022
Decision	Property Transactions
What is the decision to be taken?	To seek approval to declaring several property assets surplus to requirements and their subsequent disposal
Who will be consulted?	Local Ward member will be notified of the relevant properties in their Ward
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	3 August 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Finance, Digital and Culture
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	John Sadler Strategic Asset Manager, 01332 643334 /07812 301937
Summary – As part of the property rationalisation process several properties have been identified as possibly surplus to requirements. Approval is required to confirm the status of these properties. In addition, the report will seek consent to dispose of the properties.	

PEOPLE SERVICES	STRATEGIC DIRECTOR ANDY SMITH
Reference / Date Inserted into Forward Plan	40/21 – May 2022
Decision	Proposed Plans for the Use of Special Educational Needs and Disabilities (SEND) Capital Funding
What is the decision to be taken?	To approve proposed plans for the use of Special Educational Needs and Disabilities (SEND) 'Living My Best Life' capital funding
Who will be consulted?	Children, Young People and Families, Education, Health, Social Care, Voluntary sector and providers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Children, Young People and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Pauline Anderson, Director of Learning, Inclusion & Skills, 01332 640358
<p>Summary – This report explains the plans on provision for SEND in Derby City within the remit of SEND Capital Programme. The proposed SEND provisions have been developed following a consultation with all stakeholders and outlines a shared and clear direction for Local Area, to drive strong outcomes for children, young people and their families. It creates a continuum of support to ensure that children and young people in Derby City with SEND can live their best life, accessing the right support, at the right place and at the right time.</p>	

Reference / Date Inserted into Forward Plan	43/21 – May 2022
Decision	Preferred Sponsor for Snelsmoor Grange Primary School, Boulton Moor, for recommendation to the Secretary of State
What is the decision to be taken?	The Council has held a competition process, in line with Department for Education guidance, to identify a sponsor to open the new school at Boulton Moor. Following a detailed evaluation, this report seeks approval to recommend the Council's preferred sponsor to the Secretary of State. It should be noted that the Secretary of State will take the Council's preferred sponsor into consideration but has the option to decide to appoint an alternative sponsor.
Who will be consulted?	Once a sponsor has been appointed, they are required to carry out formal consultation with stakeholders and the local community during the pre-opening phase of the new school.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	No
Cabinet Portfolio Area	Children, Young People and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Diane Whitehead, Head of School Organisation and Provision, 01332 642724
<p>Summary – A new primary school is required to accommodate pupils from housing developments at Fellow Lands Way, Chellaston, and Snelsmoor Grange, Boulton Moor. The Council has held a competition process, in line with Department for Education guidance, to identify a sponsor to open the new school. This report seeks approval to recommend the Council's preferred sponsor to the Secretary of State. The decision on which sponsor is appointed to open the new school is then taken by the Secretary of State.</p>	