



Derby City Council

# Forward Plan

**Published  
16 May 2023**

## 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](mailto:committee@derby.gov.uk) 01332 643649.

The next Forward Plan will be published on 13 June 2023.

# **Forward Plan**

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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
12 April 2023	Schools' Capital Programme Priority Schemes 2032/24	39/22	January 2023
12 April 2023	Compulsory Purchase of Empty Homes	44/22	February 2023
12 April 2023	Development of the Knoll, Village Street	48/22	February 2023
12 April 2023	Development of the site at Bonsall Avenue/ Repton Avenue formerly known as Warwick House care home.	50/22	March 2023
12 April 2023	Proposed plans on Special Educational Needs and Disabilities (SEND) High Needs Transformation Programme	51/22	March 2023

New Items added May 2023		Forward Plan Item No	Directorate
Youth Justice Plan		53/22	People's Services
Extension to the Age Range at Kingsmead Special School		54/22	People's Services
SEND External Support to Assist Delivery of Improvement Plan		55/22	People's Services
Outcome of Statutory Consultation on the Proposed Closure of Ashgate Nursery School		56/22	People's Services
Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2023/24		57/22	Communities and Place

Withdrawn Items			Reason
Refurbishment of the Guildhall		39/21	Decision not required at this time

<b>COMMUNITIES AND PLACE</b>	<b>STRATEGIC DIRECTOR RACHEL NORTH</b>
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 September 2023
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	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	12 July 2023
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	45/22 – February 2023
Decision	External Business Advertising on Refuse Collection Vehicles
What is the decision to be taken?	A report asking to give approval to start a procurement exercise to establish a provider who can arrange the sale of external business advertising on Derby City Council's Refuse Collection Vehicles.
Who will be consulted?	Elected members, Internal Services, Businesses within the city, other local authorities
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	14 June 2023
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	Mary Wilkins, Commercial Development Officer, 01332 255391
Summary – This item relates to starting a procurement exercise to establish a provider for the sale of external business advertising on Derby City Council's Refuse Collection Vehicles.	
Reference / Date Inserted into Forward Plan	49/22 – March 2023
Decision	Towards a New Vision for Derby City Centre
What is the decision to be taken?	A report of the main comments made during a series of conversations with stakeholders on the Ambition Document in the summer and autumn of 2022 and the next steps towards the Vision
Who will be consulted?	Stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 July 2023
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	Andrew Waterhouse, Spatial Planning Group Manager, 01332 642124
Summary – The City Council has been preparing a new Vision for the transformation of Derby City Centre. This will guide development and investment decisions over the medium to long term, providing a framework to ensure a joined up and cohesive approach. An Ambition document was launched in the summer of 2022 and a series of conversations held on it. This report will highlight the main points raised and outline the next steps.	

Reference / Date Inserted into Forward Plan	57/22 – March 2023
Decision	Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2023/24
What is the decision to be taken?	To recommend the Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2023/24 to be approved by Council
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 July 2023
Will the report be considered in public	Yes
Cabinet Portfolio Area	Streetpride, Leisure and Public Protection
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Elizabeth Osterholm, Service Manager - 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.	

<b>CHIEF EXECUTIVE'S</b>	<b>PAUL SIMPSON</b>
Reference / Date Inserted into Forward Plan	46/22 – February 2023
Decision	Approval and Adoption of a Corporate Debt Management Policy
What is the decision to be taken?	The debt management approach and policy is necessary to provide a framework to assist with improved debt management processes, which will have a direct impact on the level of outstanding debt and required bad debt provision; recovery actions are appropriate and proportionate to the specific areas of debt and reasons and a coordinated and prioritised approach is made by the Council on payment allocation.
Who will be consulted?	All appropriate Heads of Service and council colleagues with a focus on the key income areas, areas of debt concerns and value as well as welfare and citizen considerations. An EIA will be completed to evidence wider consultation
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 July 2023
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	Amanda Verran, Head of Business Support, 01332 643305
<p>Summary – Derby City Council has both a legal duty and a responsibility to the people of Derby to ensure effective income management and that the income due to the council is paid promptly to support the delivery of council services.</p> <p>This Corporate Debt Policy aims to promote and support proper and equitable debt management processes for all major sources of income owed to the council and to ensure the council minimises debt and maximises rates of collection. The council must ensure that all collection processes comply with the relevant legislation, and the policy has been written to ensure that in doing so, the council's processes are fair to everyone, and that where recovery action is necessary, the council is consistent in its approach and assists customers who experience financial difficulty.</p>	



<b>PEOPLE'S SERVICES</b>	<b>STRATEGIC DIRECTOR ANDY SMITH</b>
Reference / Date Inserted into Forward Plan	52/22 – March 2023
Decision	Derby and Derbyshire Integrated Care Strategy
What is the decision to be taken?	To approve the Integrated Care Strategy which is a document which sets out plans to address the health, social care and public health needs of the local area. The preparation of the Integrated Care Strategy is a statutory responsibility of the Integrated Care Partnership.
Who will be consulted?	A range of consultations have taken place
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	14 June 2023
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	Alison Wynn, Assistant Director of Public Health, 01332 643106
<p>Summary – The Integrated Care Partnership (ICP) is a joint committee of Derby City Council, Derbyshire County Council and Derby and Derbyshire Integrated Care Board. The ICP has a statutory responsibility to develop an Integrated Care Strategy to address the health, social care and public health needs of the local area (Derby and Derbyshire-wide). A draft Integrated Care Strategy has previously been reviewed by the ICP with a final version going to the ICP in April for its approval.</p>	

Reference / Date Inserted into Forward Plan	53/22 – May 2023
Decision	Youth Justice Plan
What is the decision to be taken?	The Youth Justice plan is a statutory annual plan setting out how youth justice services will be delivered across a Local Authority area funding the blend of Youth Justice Board grant funding and Local Authority funding
Who will be consulted?	Staff group within Youth offending Service, Youth Justice Partnership Board, parents and children
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 July 2023
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	Andrew Kaiser, Head of Service, Early Help and Children's Social Care, 07812 301217
<p>Summary – Local authorities have a statutory duty to submit an annual youth justice plan relating to provision of youth justice services. Section 40 of the Crime and Disorder Act 1998 sets out the youth justice partnership's responsibilities in producing a plan. It states that it is the duty of each local authority, after consultation with partner agencies, to formulate and implement an annual youth justice plan, setting out how youth justice services in their area are to be provided and funded, how they will operate, and what functions will be carried out. The plan should address the functions assigned to a youth justice service, including how services will prevent offending behaviour and reduce reoffending.</p>	

Reference / Date Inserted into Forward Plan	54/23 – May 2023
Decision	Extension to the Age Range at Kingsmead Special School
What is the decision to be taken?	To consider approving an extension to the age range of Kingsmead Special School from 11-16 to 7-18, with an additional 20 places available at the school, from September 2023.
Who will be consulted?	All interested parties including parents of pupils at Kingsmead Special School, staff, governors and other City special schools.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 July 2023
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	Diane Whitehead, Head of School Organisation and Provision, 01332 642724
<p>Summary – Through the development of Derby City Council’s SEND Strategy and Vision - ‘Living My Best Life’, and careful consideration of local data, it has been identified that there is a growing need for SEMH provision in the City. The aim is that Derby City parents of children with an Education, Health and Care Plan (EHCP) should be able to gain a place for their child in a Derby City Special School, as far as possible and appropriate. The provision of additional SEMH specialist places will help increase opportunities for children and young people with SEND to attend a local school. Following consultation on the proposal to change the age range of Kingsmead Special School from 11-16 to 7-18, with 20 additional places, Council Cabinet will be asked to consider consultation responses and take a final decision on the proposal.</p>	

Reference / Date Inserted into Forward Plan	55/22 – May 2023
Decision	SEND External Support to Assist in Delivery of Improvement Plan
What is the decision to be taken?	To seek approval for the continuation of support from IMPOWER to deliver the improvement plan for young people with SEN Needs
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 July 2023
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 Melvin-Anderson OBE, Service Director – Learning and Skills 01332 640358 Andy Smith, Strategic Director of Peoples Services, 01332 643556
Summary – To approve the DSG Management Plan including related workstreams.	

Reference / Date Inserted into Forward Plan	56/22 – May 2023
Decision	Outcome of Statutory Consultation on the Proposed Closure of Ashgate Nursery School
What is the decision to be taken?	The Council has worked with Ashgate and Central Nursery Schools and has carried out informal and statutory consultation on a proposal to close Ashgate Nursery School. This report will present the outcome of the statutory consultation and seek a decision on whether to proceed with closure of the nursery.
Who will be consulted?	Following Cabinet approval on 7 December 2022, a seven week consultation exercise was being carried out with all stakeholders. Following Cabinet approval on 15 March 2023, the outcome of the statutory consultation will be included in this Cabinet report. Statutory consultation has been carried out in line with current guidance.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 July 2023
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	Diane Whitehead, Head of School Organisation and Provision, 01332 642724
Summary – The Council has worked with Ashgate and Central Nursery Schools and has carried out informal and statutory consultation on a proposal to close Ashgate Nursery School. This report will present the outcome of the statutory consultation and seek a decision on whether to proceed with closure of the nursery.	