



Derby City Council

# Forward Plan

**Published  
16 February 2016**

## What is the Forward Plan?

**ITEM 5**

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 grant or loan of over £25,000 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 Council Meeting Information System 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 15 March 2016.

# **Forward Plan**

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<b>COMMUNITIES AND PLACE</b>	<b>ACTING STRATEGIC DIRECTOR CHRISTINE DURRANT</b>
Reference / Date Inserted into Forward Plan	63/14 – January 2015
Decision	Revisions to Derby Homes' Memorandum and Articles of Association
What is the decision to be taken?	To approve revisions to Derby Homes' Memorandum and Articles of Association
Who will be consulted?	Corporate consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Urban Renewal – Councillor Hussain
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	James Beale, Housing Development Team Leader 640316
Summary - The report sets out the reasons and requirements for the proposed revisions to Derby Homes' Memorandum and Articles of Association.	
Reference – Date Inserted into Forward Plan	72/14 – February 2015
Decision	Building Energy Management Strategy and Policy
What is the decision to be taken?	To approve the building energy management strategy and policy
Who will be consulted?	Corporate consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Centre Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Michael Clarke, Compliance Team Leader – Energy and Engineering
Summary - Through the application of the Policy the Council's staff, managers and members can contribute towards reducing the carbon emissions from its corporate property assets by responsible energy management. This will ultimately reduce the Council's energy consumption and hence release energy budgets for use in the delivery of direct services.	

Reference / Date Inserted into Forward Plan	9/15 – June 2015
Decision	Allocation of Local Growth Funding to the Highways and Transport and Regeneration Capital Programmes
What is the decision to be taken?	To approve the allocation of Local Growth Funding secured via the D2N2 Local Enterprise Partnership to the Highways and Transport and Regeneration Capital Programmes
Who will be consulted?	Infrastructure Programme Board, Regeneration Programme Board, Chief Officer Group and Neighbourhood Boards
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Rachel Shardlow, Transport Planning Programming and Policy Team Leader 641770
Summary - Relates to 3rd Local Transport Plan which sets out our transport strategy and implementation Plan. Relates to Corporate Budget decisions and related allocation of resultant transport budget between transport strategy areas. Relates to the D2N2 Local Enterprise Strategic Economic Plan and funding awarded in July 2014 as previously reported.	
Reference / Date Inserted into Forward Plan	11/15 – July 2015
Decision	Support for the Delivery of Phase 2 of the Castleward Urban Village
What is the decision to be taken?	To approve support for the delivery of phase 2 of the works
Who will be consulted?	Relevant internal teams, Leadership and Chief Officer Group
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	No
Cabinet Portfolio Area	Communities and City Centre Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Patrick Middleton, Principal Regeneration Manager 641621
Summary - Following the increasingly positive impact of Phase 1, the report details the nature and extent of Derby City Council support required to enable the delivery of Phase 2 of the Castleward Urban Village.	

Reference / Date Inserted into Forward Plan	16/15 – July 2015
Decision	Employee Health and Wellbeing Strategy – Health and Attendance Proposals
What is the decision to be taken?	To approve the Employee Health and Wellbeing Strategy health and attendance proposals
Who will be consulted?	Overview and scrutiny
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regulatory Services – Councillor Shanker
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Wendy Johnson, Head of Health, Safety and Wellbeing 640540
<p>Summary - It is a statutory requirement to prepare and publish a Health and Wellbeing Strategy (HWBS). Locally, Derby City Council and Southern Derbyshire Clinical Commissioning Group have an equal and joint duty to publish the HWBS which is delivered through the Health and Wellbeing Board. The HWBS sets out the priorities and plans for improving the health and wellbeing of the local population and in reducing inequalities.</p>	
Reference / Date Inserted into Forward Plan	21/15 – August 2015
Decision	Innovation Centre Facilities Management Contract
What is the decision to be taken?	To approve the awarding of a contract in connection with the management and operation of the Council's new Innovation Centre at Infinity Park
Who will be consulted?	Chief Officer Group
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	No
Cabinet Portfolio Area	Communities and City Centre Regeneration - Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Alan Smith, Head of Economic Regeneration 01332 641624
<p>Summary - Members are requested to approve a 5 year contract to manage and operate the Innovation Centre. Details will be provided within the report about the proposed terms of the contract, value of the facilities management fee / profit together with proposed arrangements to invest returns back into the building fabric and facilities.</p>	

Reference / Date Inserted into Forward Plan	23/15 – September 2015
Decision	Rolling 3 Year Programme of Schemes with the Asset Management Strategy Area of the Highways and Transport Capital Programme
What is the decision to be taken?	To approve the allocation of Local Growth Funding secured via the D2N2 Local Enterprise Partnership to the Highways and Transport and Regeneration Capital Programmes
Who will be consulted?	Infrastructure Programme Board, Chief Officer Group, Neighbourhoods Board, Sustainable Transport Group
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Cohesion and Integration – Councillor Afzal
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Rachel Shardlow, Transport Planning Programming and Policy Team Leader 641770
Summary - Relates to 3rd Local Transport Plan which sets out our transport strategy and implementation Plan. Relates to Corporate Budget decisions and related allocation of resultant transport budget between transport strategy areas. Relates to the Department for Transport's new formula for allocating Maintenance Block funding and the introduction of an additional incentivised element.	
Reference / Date Inserted into Forward Plan	33/15 – October 2015
Decision	Development of the Former Britannia Court Site
What is the decision to be taken?	To approve proposals for the development of the former Britannia Court Site
Who will be consulted?	Cabinet Member, Chief Officer Group, Departmental Leadership Team and Corporate Consultees as required
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Urban Renewal – Councillor Hussain
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	James Beale, Housing Development Team Leader 640316
Summary – The report will set out the proposals for the development of the former Britannia Court site.	

Reference / Date Inserted into Forward Plan	39/15 – November 2015
Decision	Flood Risk Management Strategy for Derby
What is the decision to be taken?	To approve the proposed Flood Risk Management Strategy for Derby before entering the public consultation period
Who will be consulted?	Cabinet Member, Chief Officer Group, External Stakeholders and Members of the Public
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Centre regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Dave Bartram, Head of Highways and Grounds Maintenance, Engineering and Street Cleansing 641516
Summary – To approve the proposed Flood Risk Management Strategy for Derby before entering the public consultation period as required by the provisions of Section 9 of the Floods and Water Management Act 2010. As lead authority for this area, Derby City Council must develop, maintain, apply and monitor a local Flood Risk Management Strategy.	



Reference / Date Inserted into Forward Plan	41/15 – November 2015
Decision	Use of Section 106 Money for Improvement to Leisure Facilities in Littleover and Blagreaves
What is the decision to be taken?	To approve schemes to improve leisure facilities in Littleover and Blagreaves, using Section 106 money from Heatherton development.
Who will be consulted?	Local ward Members and other interested parties
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Strategy and Policy – Councillor Banwait
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Andrew Waterhouse, Spatial Planning Group Manager 642124
<p>Summary – £330k of money was secured as part of a section 106 agreement for part of the Heatherton development to be spent on improving leisure facilities within a mile radius of that phase of the estate. Originally intended to be used to help implement a City park on adjacent land, alternative schemes are now being considered in light of the City park proposal no longer being a realistic option. Various proposals have been put forward for using this money and choices will need to be made as there is insufficient money to implement them all. Given the amount of money involved and the range of alternative options being put forward, it is appropriate for Council Cabinet to decide how to spend the money. The Leader has considered the options and is presenting his selection for Council Cabinet's approval.</p>	

Reference / Date Inserted into Forward Plan	44/15 – December 2015
Decision	Revised Communities, Environment and Regulatory Services Enforcement Policy
What is the decision to be taken?	To approve changes and revisions to the Communities, Environment and Regulatory Services Enforcement Policy
Who will be consulted?	Overview and Scrutiny
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regulatory Services – Councillor Shanker
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Michael Kay, Head of Environmental Protection, Licensing and Housing Standards 641940
Summary – The Communities, Environment and Regulatory Services Enforcement Policy was created in 2009 and requires updating to reflect changes in relation to the introduction of the Regulators Code and other enforcement powers that are now available.	
Reference / Date Inserted into Forward Plan	45/15 – December 2015
Decision	Planned Property Maintenance Capital Programme of Works 2016/17
What is the decision to be taken?	To approve the planned property maintenance capital programme of works for 2016/17 and reallocation of the planned maintenance funding to specified schemes
Who will be consulted?	Cabinet Member, Strategic Asset Management and Estates Corporate Property Board
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Centre Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Sarah Turner, Corporate Capital Programme Manager 641668
Summary – The report will set out the 2016/17 proposed planned maintenance capital programme including a breakdown for each project.	

Reference / Date Inserted into Forward Plan	54/15 – February 2016
Decision	Our River Our City Flood Alleviation and Regeneration Scheme – Acquisition of Package 1 Sites
What is the decision to be taken?	To approve the acquisition of package 1 sites in order to progress proposed Our City Our River flood defences and wider regeneration of City Road area
Who will be consulted?	Our River Our City Corporate Board and Chief Officer Group
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 April 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Centre Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Barbara Roberts, OCOR Principal Regeneration Manager 641627
Summary – Members are requested to consider and approve the acquisition of premises required to deliver the Package 1 OCOR flood defences and wider regeneration aspirations for City Road. Details will be provided in the report including proposed heads of terms and the budget allocation for these acquisitions.	
Reference / Date Inserted into Forward Plan	55/15 – February 2016
Decision	Cattle and Wholesale Market
What is the decision to be taken?	To consider an update on the Cattle and Wholesale Market
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Centre Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	John Sadler, Strategic Asset Manager 643334 and Jonathan Sayer, Principal Asset Surveyor 643277
Summary – To provide an update to members on the progress made following the Council Cabinet decisions taken in July 2015 in relation to the Cattle and Wholesale Market.	

Reference / Date Inserted into Forward Plan	56/15 – February 2016
Decision	Revised Statement of Community Involvement (SCI)
What is the decision to be taken?	To approve the content of the draft revised Statement of Community Involvement for public consultation and to delegate approval for the adoption of the document
Who will be consulted?	Statutory bodies, developers, planning agents, local businesses and the community
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Centre Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	David Brown, Senior Planning Officer 642120
Summary – The Council is required to prepare a Statement of Community Involvement which sets out how it will consult on planning applications and Development Plans. Members will be asked to approve the document for consultation and to delegate authority to adopt the Statement of Community Involvement following the consultation.	
Reference / Date Inserted into Forward Plan	57/15 – February 2016
Decision	Adoption of Markets Rights Policy
What is the decision to be taken?	To adopt the Markets Rights Policy to ensure that the Council is able to effectively regulate markets within Derby
Who will be consulted?	Market Stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Communities and City Centre Regeneration – Councillor Rawson
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Julian de Mowbray, Head of Trading Standards, Bereavement Services and Markets 641972
Summary – The Council has long established right to provide and regulate markets in the city, initially dating back to 1154 under a Royal Charter and more recently under the Food Act 1984. In order to provide a framework under which those rights can be effectively applied, a Markets Rights policy needs to be adopted.	

Reference / Date Inserted into Forward Plan	58/15 – February 2016
Decision	Transfer of Derby City Council's Building Control Function to an Arms Length Company
What is the decision to be taken?	To approve the transfer of Derby City Council's Building Control Function to an arms length company wholly owned by six Derbyshire authorities
Who will be consulted?	All staff and formal TUPE consultation
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regulatory Services – Councillor Shanker
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Mick Henman, Head of Building Consultancy and Emergency Planning 642096
Summary – The report will set out the business case for Derby City Council to be part of a transformational strategic joint Building Control Service for Derbyshire. The report will present the basis of a proposed partnership for future delivery of the Building Control service with other Local Authorities in Derbyshire.	

<b>CHIEF EXECUTIVE</b>	<b>PAUL ROBINSON</b>
Reference / Date Inserted into Forward Plan	34/15 – November 2015
Decision	Procurement of Projects on the 2016/17 Property and Schools Capital Programme
What is the decision to be taken?	To approve the undertaking of tender processes prior to approval of the Capital Programme to improve the resourcing and delivery of the 2016/17 schools and property programme
Who will be consulted?	Chief Officer Group and Corporate Capital Programme Board
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Strategy and Policy – Councillor Banwait
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Sam Divall, Corporate Capital Programme Manager 641609
Summary – The report relates to improved delivery of school and property projects on the Capital Programme. By beginning the procurement earlier we will be in a better position with secured resources to implement projects in the school holiday periods and to better programme and resource the property capital projects. No commitment or expenditure from the 2016/17 programme will be made prior to Council Cabinet approval of the programme.	
Reference / Date Inserted into Forward Plan	35/15 – November 2015
Decision	Derby's Schools Capital Programme Priority Schemes for 2016/17
What is the decision to be taken?	To approve the Derby's Schools Capital Programme priority schemes for 2016/17 following the Department for Education's announcement on capital allocations to local authorities
Who will be consulted?	Council Cabinet
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Strategy and Policy – Councillor Banwait
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Gurmail Nizzer, Head of School Organisation and Provision 642720
Summary – Council Cabinet will be advised of the Department for Education's capital announcement for Derby and be asked to consider the approval of the Schools Capital Programme priority schemes for 2016/17 subject to the approval of the Council's overall budget for 2016/17.	

<b>PEOPLE SERVICES</b>	<b>ACTING STRATEGIC DIRECTORS PERVEEZ SADIQ AND ANDY SMITH</b>
Reference / Date Inserted into Forward Plan	15/15 – August 2015
Decision	Use of School Surplus Balances
What is the decision to be taken?	To approve the use of school balances which exceed 8% in the case of primary, nursery and special schools and 5% in the case of secondary schools
Who will be consulted?	Affected schools
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Education and Skills – Councillor Russell
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Alison Parkin, Head of Finance 642674
Summary - Schools that trigger the surplus balance threshold must submit a plan for the use of those balances against criteria approved and contained within the Scheme for Funding Schools.	
Reference / Date Inserted into Forward Plan	52/15 – January 2016
Decision	Multi Systemic Therapy Service Commissioning Intentions
What is the decision to be taken?	To decide how to provide this service beyond the current contract end date
Who will be consulted?	Procurement, legal services, youth offending service, multi agency locality teams in children's social care
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Safeguarding and Children and Young People – Councillor Bolton
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Lisa Melrose, Head of Commissioning 642569
Summary – Multi-systemic Therapy (MST) is an intensive family and community based intervention which targets the multiple causes of serious anti- social behaviour in young people aged 12 - 17. MST intervenes with the individual, family and all the systems involved in the young people's lives such as peers, school, community and other agencies using methods such as behavioural therapy, cognitive behavioural therapy and structured family therapy. The contract with Action for Children ends on 30 June 2016, Council Cabinet is asked to consider the options and recommendation, and decide the future delivery model for this service.	

Reference / Date Inserted into Forward Plan	59/15 – February 2016
Decision	Adult Learning Service Course Fees 2016/17
What is the decision to be taken?	To approve the course fee structure for adult learning courses to be delivered by the Council's adult learning service in the 2016/17 academic year
Who will be consulted?	Learners and Skills Funding Agency
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 April 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Education and Skills – Councillor Russell
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Cath Harcula, Head of Adult Learning 642304
Summary – The Council is required to produce a fee structure for adult learning courses annually. The structure reflects the council's priorities. The fee rates are approved each academic year.	



Reference / Date Inserted into Forward Plan	60/15 – February 2016
Decision	Retendering of the Dementia Support Services
What is the decision to be taken?	To support the partnership approach to the retendering of dementia support services
Who will be consulted?	Service users, the public and stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	16 March 2016
Will the report be considered in public	Yes
Cabinet Portfolio Area	Integrated Health and Care – Councillor Repton
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Ian Chennery, Strategic Commissioning and Partnership Manager 642753
<p>Summary – Currently the Council funds Derby's community dementia support services to assist people with dementia and their carers to remain independent in the community. They provide an ongoing contact point for information and advice, short courses/briefings for carers and a range of community activities eg dementia cafes, self help groups, peer support and befriending. The services support people to live independently within the community by accessing information and advice, developing the skills of carers, reducing isolation and developing peer support networks. The service picks up referrals from Memory Assessment Clinics and works closely with a wide range of other dementia support services in hospitals and the community. Similar services are funded in the County and there is a health funded information service running in the hospital to support people who attend clinics and wards for other health conditions. The outcomes and working methods of all these services are very similar although the environment in which they work varies. An opportunity has been identified to explore a joint tender process for all three services that will improve services for people with dementia and their carers and provide better value for money for the City Council and for the other commissioners. The joint process builds on the existing partnership work within dementia support services that has assisted the implementation of the Derby Dementia 2013-16 Strategy.</p>	