



Derby City Council

Forward Plan

**Published
14 June 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 01332 643649.

The next Forward Plan will be published in 5 July 2016.

Forward Plan

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COMMUNITIES AND PLACE	STRATEGIC DIRECTOR CHRISTINE DURRANT
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	13 July 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	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	7 September 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	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	13 July 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	13 July 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	13 July 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	13 July 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	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	5 October 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	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	13 July 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	13 July 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	61/15 – March 2016
Decision	Smoke and Carbon Monoxide Alarm (England) Regulation 2015 Statement of Principles
What is the decision to be taken?	To endorse the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 Statement of Principles and the penalty charge structure
Who will be consulted?	Overview and Scrutiny
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	Michael Kay, Head of Environmental Protection, Licensing and Housing Standards 641940
<p>Summary – A new regulatory duty came into force on 1 October 2015 requiring landlords to provide smoke alarms in private rented property. The duty extends to carbon monoxide alarms where solid fuel appliances are present. A breach of the requirements requires enforcement action by the Council. The Council may require the landlord to pay a penalty charge for non compliance. As required by the regulations, a statement of principles to determine the amount of penalty charge is to be published on the Council website.</p>	
Reference / Date Inserted into Forward Plan	62/15 – March 2016
Decision	Derby Enterprise Growth Fund
What is the decision to be taken?	To agree to re-profile the re-payment of the Derby Enterprise Growth Fund Internal Loan
Who will be consulted?	Accountancy and Legal services
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	Emma Dann, RGF Programme Manager 643047
<p>Summary – The report will outline the current position with Derby Enterprise Growth Fund, the pipeline of projects seeking support through the fund and impact on the DEGF cashflow.</p>	

Reference / Date Inserted into Forward Plan	65/15 – May 2016
Decision	Library Service
What is the decision to be taken?	To approve a new Library Service delivery model subject to public and stakeholder consultation
Who will be consulted?	Corporate consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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 Potton, Head of Library Services 641719
Summary – The report outlines progress with the Libraries Strategic Review, which was launched in September 2015. It includes a summary of the results of the public consultation on the future of Derby Libraries held between December 2015 and February 2016. The report proposes a new service delivery model capable of delivering the Libraries' savings outlined in the Medium Term Financial Plan 2016/19 and recommends a further round of public / stakeholder consultation on those proposals to take place during summer 2016.	
Reference / Date Inserted into Forward Plan	66/15 – May 2016
Decision	Compulsory Purchase of Empty Properties
What is the decision to be taken?	To approve the acquisition and resale of between 4 and 6 empty properties to secure their renovation and occupation
Who will be consulted?	Departmental managers and the Cabinet Member
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2016
Will the report be considered in public	No
Cabinet Portfolio Area	Urban Renewal – Councillor Hussain
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Sue Li, Compulsory Purchase and Enforcement Officer 640323
Summary – To bring vacant homes back into use to provide much needed housing. Other benefits include reducing negative environmental and social impacts of homes lying empty and neglected. Increasing New Homes Bonus.	

Reference / Date Inserted into Forward Plan	68/15 – May 2016
Decision	Achieving Change in the School Crossing Patrol Service
What is the decision to be taken?	To approve the strategy for withdrawing the school crossing patrol budget by 2017/18 along with implementation actions
Who will be consulted?	Public
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	David Gartside, Head of Traffic and Transportation 641821
Summary – Members agreed on 20 January 2016 to implement the Council's budget saving review. The budget for the school crossing patrol service is to be withdrawn by 2017/18. The report will review the existing situation and provide initial implementation actions for approval.	
Reference / Date Inserted into Forward Plan	69/15 – May 2016
Decision	A52 Wyvern Transport Improvement Scheme – Revised Scheme Costs and Funding
What is the decision to be taken?	To provide an update on revised scheme costs and funding and to seek approval to submit a Stage 2 funding application to the LEP
Who will be consulted?	Neighbourhood Boards and developers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	Tara McKenna, Project Co-ordinator (A52) 641755
Summary – To provide an update on the revised scheme costs and scope and provide an update on funding secured to date and funding applications made. To request approval to submit a Stage 2 funding application to the LEP.	

Reference / Date Inserted into Forward Plan	01/16 – June 2016
Decision	Regeneration Capital Programme
What is the decision to be taken?	To approve proposals for the Regeneration Capital Programme 2016/17 to 2018/19
Who will be consulted?	Partners, stakeholders and the public
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	Matthew Wilson, Regeneration Manager 641589
<p>Summary – To approve a number of changes to project budgets within the Regeneration Capital Programme 2016/17 to 2018/19. These changes will include movements of budgets between schemes, addition of some external funding and re-profiling of budgets between financial years. The projects in the Capital Programme are those judged to make the greatest contribution to achieving the Corporate Objectives of creating jobs, improving education and skills and regenerating neighbourhoods.</p>	
Reference / Date Inserted into Forward Plan	02/16 – June 2016
Decision	Energy Procurement Framework Renewal
What is the decision to be taken?	To approve the renewal of the energy framework for energy procurement and new framework providers
Who will be consulted?	Senior managers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	James Harvey, Principal Energy Officer 640206
<p>Summary – To approve the renewal of the energy framework and appoint a new supplier for gas.</p>	

Reference / Date Inserted into Forward Plan	05/16 – June 2016
Decision	Property Improvement Capital Programme
What is the decision to be taken?	To respond to requests made by the Corporate Scrutiny and Governance Board for further information and to approve schemes to be included in the capital programme
Who will be consulted?	Relevant Officers and Scrutiny
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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, Property Programme Manager 641668
Summary – The Corporate Scrutiny and Governance Board had requested further information on schemes presented for inclusion in the 2016/17 - 2017/18 Property Improvement Capital Programme this report aims to respond to these requests for further information and requests approval for these schemes to be included in the capital programme.	

CHIEF EXECUTIVE	PAUL ROBINSON
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	13 July 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	67/15 – May 2016
Decision	Consultation on the Council Tax Support Scheme
What is the decision to be taken?	To approve the consultation proposals
Who will be consulted?	Public
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	John Massey, Head of Revenues, Benefits and Exchequer 643774
Summary – The Council Tax Support Scheme must be reviewed annually. If changes are to be made a public consultation must take place and the new scheme approved by Council Cabinet by 31 January.	

Reference / Date Inserted into Forward Plan	08/16 – June 2016
Decision	Insurance Valuation of Council Properties
What is the decision to be taken?	To approve the procurement of temporary quantity surveyors to carry out a programme of insurance valuations on council Properties
Who will be consulted?	Relevant internal teams and Chief Officer Group
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2016
Will the report be considered in public	No
Cabinet Portfolio Area	Strategy and Policy – Councillor Banwait
Overview and Scrutiny Board	Corporate Scrutiny and Governance Board
For More Information Contact	Richard Boneham, Head of Governance and Assurance 643280
Summary – The report will address a number of issues relating to the property list for submission to the Insurer as part of the Council's insurance renewal.	

PEOPLE SERVICES	STRATEGIC DIRECTOR ANDY SMITH
Reference / Date Inserted into Forward Plan	03/16 – June 2016
Decision	Special Education Needs and Disabilities Funding
What is the decision to be taken?	To approve a new approach to allocating funding for children and young people with special education needs and disabilities
Who will be consulted?	Schools, parents and other stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	Iain Peel, Service Director for Education and Skills 642665
Summary - The Council currently has an approach of only awarding additional resources to SEND young people via a statutory assessment. This places an unnecessary burden on parents / carers, schools and young people and means that resources are slow to follow children. This proposal allows access to additional resources once schools have maximised their own resources and expertise, and should a young person meet the thresholds.	
Reference / Date Inserted into Forward Plan	04/16 – June 2016
Decision	Care Homes Consultation
What is the decision to be taken?	To consult on the future of care homes operated by Derby City Council
Who will be consulted?	Public, service users and families
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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	Kirsty Everson, Service Director Integrated Commissioning 642743
Summary – The report will consider the ownership and operating model of five of the seven care homes owned and operated by the Council.	

Reference / Date Inserted into Forward Plan	06/16 – June 2016
Decision	Children's Centres Consultation
What is the decision to be taken?	To approve the reconfiguration of 7 Children's Centres in the City
Who will be consulted?	Statutory consultation
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	3 August 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	Fiona Colton, Head of Service – Early Help 641164
<p>Summary – There has been a full public consultation exercise on whether to allow the running of 7 Children Centre buildings to be taken over by nearby schools or other agencies providing services to young children. This is with a view to saving the Council a modest amount of money but front line children centre services will continue to be run from the remaining Children Centres in the city. The report will include the results of the public consultation exercise.</p>	

Reference / Date Inserted into Forward Plan	07/16 – June 2016
Decision	Re Tender for Domiciliary Care in Four Established Extra Care Schemes
What is the decision to be taken?	To approve the carrying out of a retender of care services within 4 established extra care schemes in the city
Who will be consulted?	Residents, their families, housing providers and other stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 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 – Extra care provides a high quality accommodation and support option for residents with care needs and provides a viable alternative to residential care. It features an onsite domiciliary care team contracted by the Council that works in partnership with the housing providers to meet the individual care and support requirements of residents and develop a supportive community within the scheme. The expiry dates of the current contracts creates an opportunity for a single combined tender process to select new registered care provider/s for the residents of the established extra care schemes in consultation with residents and the 3 housing providers who own the schemes. The value of the tender over the 4 year life of the contract will be in an estimated £5.7m - linked to the assessed needs of the residents. The single tender process provides the opportunity to explore the advantages in terms of quality and price of one or multiple care providers for the schemes. It also creates the potential for a future joint tender process in 2020/21 for all 5 local extra care schemes supported by the Council.</p>	