



Derby City Council

Forward Plan

**Published
9 August 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 on 6 September 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	7 September 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	Jim Harvey, Principal Energy Officer 640206
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	9 November 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	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	7 September 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	7 September 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	7 September 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	7 September 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	7 September 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 Tomlinson, Service Director for Communities, Environmental and Regulatory Services 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	7 September 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	7 September 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	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	7 September 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	12/16 – August 2016
Decision	Application for a Loan and Grant Agreement from the City Living Fund
What is the decision to be taken?	To approve an application for a loan and grant agreement from the City Living Fund
Who will be consulted?	Heads of Finance and Legal, Regeneration Fund Board and Cabinet Member
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	Joanne Neville, Regeneration Manager 641595
<p>Summary – City Living Fund was approved by the Council Cabinet in October 2014. Applications for the use of fund are invited from the site owners/ developers of vacant sites and buildings.</p>	

Reference / Date Inserted into Forward Plan	13/16 – August 2016
Decision	Food Law Enforcement Plan and Health and Safety Enforcement Plan 2016/17
What is the decision to be taken?	To approve the Food Law Enforcement Plan and Health and Safety Enforcement Plan 2016/17
Who will be consulted?	Overview and Scrutiny
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	7 September 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	Helen Castledine-Smith, Food Safety Team Leader 641941
<p>Summary – The Food Law Enforcement Plan and the Health and Safety Enforcement Plan are dedicated to the food and health and safety law enforcement functions carried out by Communities, Environment and Regulatory Services. The Food Standards Agency and the Health and Safety Executive, requires the plans to be submitted to members for approval to ensure local transparency and accountability.</p>	

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	7 September 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.	

CHIEF EXECUTIVE	PAUL ROBINSON
Reference / Date Inserted into Forward Plan	14/16 – August 2016
Decision	Employ Local Contract Acceptance
What is the decision to be taken?	To seek approval to accept the Employ Local ESF Contract. The report will set out potential risks and mitigating measures the Council will need to consider as the Accountable Body.
Who will be consulted?	Adult Learning, Finance, Legal Services
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	7 September 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
Summary – A bid has been submitted for the ESF Programme - Employ Local which will be delivered across Derby and Derbyshire. If the bid is successful, it is proposed the Council is the Accountable Body and will need to sign a contract with DWP. There are a number of responsibilities and risks associated with taking on the Accountable Body role which the Council will need to consider.	

PEOPLE SERVICES	STRATEGIC DIRECTOR ANDY SMITH
Reference / Date Inserted into Forward Plan	09/16 – July 2016
Decision	Primary School Places – Additional Capacity
What is the decision to be taken?	To consider proposals for additional primary school capacity required to ensure the Council meets the its statutory duty to provide sufficient school places
Who will be consulted?	Effectuated schools and other stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	7 September 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	Gurmail Nizzer, Head of School Organisation and Provision 642720
Summary – The Council has a statutory duty to provide sufficient school places. Council Cabinet would be asked to approve proposals for additional capacity at effectuated primary schools.	

Changes since the last Forward Plan

Date Item Considered	Key Decision	Forward Plan Item No	Forward Plan in which first appeared	Notes
3 August 2016	Children's Centres Consultation	06/16	June 2016	
3 August 2016	Outdoor Football Pitch Provision	10/16	July 2016	
3 August 2016	Library Service	65/15	May 2016	
3 August 2016	Progress on the Sustainability and Transformation Plan	11/16	July 2016	
	Achieving Change in the School Crossing Patrol Service	68/15	May 2016	Withdrawn