



Derby City Council

Forward Plan

**Published
14 February 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 01332 643649.

The next Forward Plan will be published on 14 March 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
2 February 2023	Long Term Waste Contract	37/22	January 2023
15 February 2023	South Derby Growth Zone – Use of Compulsory Purchase Order Powers and Collaboration Agreements	13/22	August 2022
15 February 2023	Discretionary Travel Assistance for Eligible Students aged 16 – 19 with Special Educational Needs and Disabilities (SEND)	20/22	September 2022
15 February 2023	Derby Racecourse Football Hub Project	23/22	October 2022
15 February 2023	Determination of the 2024-2025 Admission Arrangements for Derby City Community and Voluntary Controlled Schools	27/22	October 2022
15 February 2023	Procurement of a Strategic Development Partner to Support City Centre Regeneration	31/22	November 2022
15 February 2023	Derbyshire and Derby Joint Minerals Local Plan	32/22	November 2022
15 February 2023	Secondary School Place Planning Proposal - Saint Benedict Catholic Voluntary Academy	34/22	December 2022
15 February 2023	Strategic Property Acquisition	38/22	January 2023
15 February 2023	Community Managed Libraries Update	41/22	January 2023

New Items added January 2023		Forward Plan Item No	Directorate
Bids to Brownfield Release Fund		43/22	Communities and Place

Compulsory Purchase of Empty Homes	44/22	Communities and Place
External Business Advertising on Refuse Collection Vehicles	45/22	Communities and Place
Approval and Adoption of a Corporate Debt Management Policy	46/22	Corporate Resources
Statutory Consultation on the Future Viability of Ashgate Nursery School	47/22	People's Services
Development of Site of The Knoll, Village Street	48/22	Communities and Place

Withdrawn Items		Reason
Additional Secondary School Places - Capital Programme allocations to scheme(s)	24/22	Duplicate item
Safer Roads Fund Bid	42/22	Not a key decision

COMMUNITIES AND PLACE	STRATEGIC DIRECTOR RACHEL NORTH
Reference / Date Inserted into Forward Plan	38/20 – May 2021
Decision	Our City Our River Next Steps
What is the decision to be taken?	To receive and update on the Our City Our River next steps
Who will be consulted?	Internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 2023
Will the report be considered in public	No
Cabinet Portfolio Area	Regeneration, Decarbonisation and Strategic Planning and Transport
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Sarah Banks, Principal Project Co-ordinator, 07812 300591
Summary – The report will give an update on the plan for Our City Our River next steps.	
Reference / Date Inserted into Forward Plan	03/21 – July 2021
Decision	Project Assemble
What is the decision to be taken?	To receive an update on progress on plans for the Cultural Heart of the city, including the Assembly Rooms site
Who will be consulted?	Major Property Projects Board
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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	15 March 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	33/22 – December 2022
Decision	Approval of the Infrastructure Board Capital Programmes (Highways & Transport, Flood Defence and Vehicles, Plant & Equipment) 2023/24
What is the decision to be taken?	Approval of capital work programmes for Highways & Transport, Flood Defence and Vehicles, Plant & Equipment. The H&T programme includes s106 and external funding.
Who will be consulted?	Neighbourhood Boards and Councillors, Sustainable Transport Partnership, Infrastructure Programme Board, DMT Cabinet Member
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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	Rizwana Shaheen Hussain, Programme and Policy Team Leader, 01332 641760
Summary – The report sets out proposed Capital schemes and budgets for delivery in 2023/24 for the Highways & Transport, Flood Defence and Vehicles, Plant & Equipment programmes.	

Reference / Date Inserted into Forward Plan	36/22 – December 2022
Decision	Closure and Redevelopment of Drewry Lane Car Park
What is the decision to be taken?	To approve the closure of the car park, transfer to the Housing Revenue Account, and redevelopment for affordable homes
Who will be consulted?	Ward councillors have been briefed. Immediate neighbours to the site will be informed by letter prior to the Cabinet report being finalised and will have opportunity to object or comment through the statutory planning process.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 2023
Will the report be considered in public	No
Cabinet Portfolio Area	Regeneration, Decarbonisation and Strategic Planning and Transport
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Michael Gillie, Housing Regeneration Manager, 01332 643480
Summary – This car park sees very little use (less than one vehicle per space per month) and generates minimal revenue. Subject to planning, it has capacity for 17 new homes for Council rent, a mix of houses and apartments. Mitigation of noise from the ring road will be needed.	

Reference / Date Inserted into Forward Plan	43/22 – February 2023
Decision	Bids to Brownfield Release Fund
What is the decision to be taken?	To seek delegated approval to submit one or more bids to the current round of the Brownfield Land Release Fund, in order to promote the development of council-owned land, and to accept funding should the bids be successful
Who will be consulted?	Internal consultation with stakeholders. No external consultation as this is a proposal to seek funding and not a customer-facing decision.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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 Gillie, Housing Regeneration Manager, 01332 643480
Summary –The government has made £60m through the current round of BLRF to fund the costs of preparing council-owned brownfield sites for housing development. Bids must be submitted by 31st March.	
Reference / Date Inserted into Forward Plan	44/22 – February 2023
Decision	Compulsory Purchase of Empty Homes
What is the decision to be taken?	Requesting approval to begin compulsory purchase proceedings to bring 4 empty homes into use
Who will be consulted?	Internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 April 2023
Will the report be considered in public	No
Cabinet Portfolio Area	Adults, Health and Housing
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Sue Li, Empty Homes, Compulsory Purchase and Enforcement Manager, 01332 640323
Summary – Use of enforcement proceedings to bring empty homes into use where owner are unable or unwilling to do so	

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	12 April 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	48/22 – February 2023
Decision	Development of Site of The Knoll, Village Street
What is the decision to be taken?	The Council proposes to redevelop this site to provide 18 new homes for rent, subject to planning. Delegated authority to enter into the necessary contracts will be sought.
Who will be consulted?	Ward councillors have been briefed. Neighbouring residents to be informed by letter drop and will have opportunity to comment through the planning process.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 April 2023
Will the report be considered in public	No
Cabinet Portfolio Area	Adults, Health and Housing
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Michael Gillie, Housing Regeneration Manager, 01332 643480
Summary – This report is to seek the formal approvals required to deliver a key project within the approved HRA capital programme, which is also a priority in the 2022/23 Council Delivery Plan.	

CORPORATE RESOURCES	STRATEGIC DIRECTOR SIMON RILEY
Reference / Date Inserted into Forward Plan	39/21 – March 2022
Decision	Refurbishment of the Guildhall
What is the decision to be taken?	To agree the repairs and refurbishment to return the Guildhall into use
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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	John Sadler, Strategic Asset Manager, 01332 643334 and Robbie Kerr, General Manager Derby Live, 01332 641503
Summary – The Guildhall has been closed for 2 years following problems with the building. The essential and desirable works have been identified and this report seeks to give authorisation and budget to deliver the works needed.	

Reference / Date Inserted into Forward Plan	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 April 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>	

PEOPLE SERVICES	STRATEGIC DIRECTOR ANDY SMITH
Reference / Date Inserted into Forward Plan	35/22 – December 2022
Decision	Proposed Plans on Special Educational Needs and Disabilities (SEND) Capital Funding Phase 2/3
What is the decision to be taken?	To approve plans for Special Educational Needs and Disability (SEND) Living My Best Life Capital Programme for Derby
Who will be consulted?	Children, Young People and Families, Education, Health, Social Care and the Voluntary Sector
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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 Anderson, Director of Learning, Inclusion & Skills, 01332 640358
<p>Summary – This report explains the plans on provision for SEND in Derby City within the remit of SEND Capital Programme at Phase 2. The proposed SEND provisions have been developed following a consultation with all stakeholders and outlines a shared and clear direction for Local Area, to drive strong outcomes for children, young people and their families. This programme creates a continuum of support to ensure that children and young people in Derby City with SEND can live their best life, accessing the right support, in the right place and at the right time.</p>	

Reference / Date Inserted into Forward Plan	39/22 – January 2023
Decision	Schools Capital Programme Priority Schemes 2023/24
What is the decision to be taken?	Following the Department for Education's announcement of capital allocations to local authorities, the report will seek Council Cabinet approval of the proposed priority school schemes for 2023/24.
Who will be consulted?	Council Cabinet
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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	Gurmail Nizzer, Director of Children's Integrated Commissioning, People Services 01332 642720
Summary – Council Cabinet will be advised of the Department for Education's capital announcement for Derby. Council Cabinet will be asked to consider the approval of the Schools Capital Programme priority schemes for 2023/24. The schemes will be subject to the approval of the Council's overall budget for 2023/24 and the Department for Education capital allocation announcement.	

Reference / Date Inserted into Forward Plan	40/22 – January 2023
Decision	Adults Social Care Fees and Charges 2023/24
What is the decision to be taken?	To consider and agree the fees for 23/24 to be offered for externally commissioned adult social care services, and also the charges for services that the Council provides. The report will also provide an update on the DHSC Fair Cost of Care exercise
Who will be consulted?	External providers in the local care market ie Residential Care Homes, Homecare and Supported Living will be consulted with regarding their current and ongoing key cost pressures by the Council's Commissioning and Market Management Team.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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	Kirsty McMillan, Director for Integration and Direct Services, 01332 642743
<p>Summary – This report is submitted annually to Cabinet to consider and approve the fee rates for non specialist Adult Social Care services (organised via contracts and also via Direct Payments). This report will also include additional considerations of the outcome analysis of the national Fair Cost of care work for older adults nursing and residential care and for homecare and will set out the proposed Market Sustainability Plan.</p>	

Reference / Date Inserted into Forward Plan	47/22 – February 2023
Decision	Statutory Consultation on the Future Viability of Ashgate Nursery School
What is the decision to be taken?	The Council has been approached by two of the city's maintained nursery schools seeking assistance with options to ensure their future viability. The Council has worked with the schools and has consulted on a proposal to close Ashgate Nursery School. This report will present the outcome of the consultation and seek approval to proceed to a statutory four week consultation period.
Who will be consulted?	Following Cabinet approval on 7 December 2022, a seven week consultation exercise is being carried out with all stakeholders, including school staff, governors, parents and local councillors. The outcome of the informal consultation will be included in this Cabinet report. If statutory consultation goes ahead, notices will be displayed in accordance with current guidance.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 March 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 been approached by two of the city's maintained nursery schools seeking assistance with options to ensure their future viability. The Council has worked with the schools and has consulted on a proposal to close Ashgate Nursery School. This report will present the outcome of the consultation and seek approval to proceed to a statutory four week consultation period.	