



Derby City Council

Forward Plan

**Published
17 May 2022**

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 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 14 June 2022.

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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
13 April 2022	Approval of Derby's Schools Capital Programme priority schemes for 2022/23	27/21	December 2021
13 April 2022	Children's Residential Provision and Placements	29/21	December 2021
13 April 2022	Development of the Tourism Service to support recovery of the city and meet the needs as a future UK City of Culture	32/21	February 2022
18 May 2022	Derby City Centre Plan – 'Ambition'	36/21	February 2022

New Items added May 2022		Forward Plan Item No	Directorate
Proposed Plans for the Use of Special Educational Needs and Disabilities (SEND) Capital Funding		40/21	People's Services
Revision of the Council's Single Discretionary Award Policy		41/21	Corporate Resources
Derby Museum & Art Gallery – Arts Council, Museum Estate and Development Fund Application (MEND) Bid		42/21	Corporate Resources
Preferred Sponsor for Snelsmoor Grange Primary School, Boulton Moor, for recommendation to the Secretary of State		43/21	People's Services
The Humber Flood Risk Management Plan		44/21	Communities and Place
Eastern Gateway		45/21	Communities and Place
Levelling Up Fund Round 2 Applications		46/21	Communities and Place
Former Aida Bliss Site, City Road, Derby		47/21	Communities and Place

Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2022/23	48/21	Communities and Place
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Withdrawn Items		Reason
Holiday Activities and Food funding from the Department for Education for 2022	35/21	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 Rive next steps
Who will be consulted?	Internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
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	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 June 2022
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	23/21 November 2021
Decision	Grant Award Review of Community Managed Libraries
What is the decision to be taken?	A decision is required on the grant review of Community Managed Libraries. A grant is provided to Direct Help & Advice (DHA) to deliver front line services at 10 library sites in the city
Who will be consulted?	Council departments and key stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Wellbeing, Leisure, Culture and Tourism
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Mark Elliott, Library Service Manager 01332 641725
Summary – A Council Cabinet decision in 2021, stated that a grant award review should be completed. The scope included a review of the levels of grant, the grant allocation mechanism and the support packages provided to the Community Managed Library delivery partner.	

Reference / Date Inserted into Forward Plan	25/21 – December 2021
Decision	Ward Committee and Neighbourhood Partnership Board Governance
What is the decision to be taken?	Improve and simplify the process for administering the delegated ward funding budget
Who will be consulted?	All councillors
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Place and Community Development
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Maria Murphy, Managing Director of Derby Homes, 01332 888522
Summary – This proposal seeks to put forward a more simplified process for administering delegated budgets to enable Councillors to respond more swiftly to local neighbourhood priorities. Given the relatively low level of funding allocations within this budget a more proportionate system is recommended.	
Reference / Date Inserted into Forward Plan	33/21 – February 2022
Decision	Climate Change Action Plan
What is the decision to be taken?	To accept the Councils action plan which sets out a range of actions the Council will take to mitigate the impacts of climate change and drive towards net carbon zero.
Who will be consulted?	Internal Consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	The action plan has been consulted on widely across services and will continue to develop over the coming years.
Cabinet Portfolio Area	Regeneration, Decarbonisation and Strategic Planning and Transport
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Andy Hills, Environment and Business Energy Efficiency Group Manager, 01332 642014
Summary – The Action plan sets out a range of actions the Council will take to mitigate the impacts of climate change and drive towards net carbon zero.	

Reference / Date Inserted into Forward Plan	44/21 – May 2022
Decision	The Humber Flood Risk Management Plan
What is the decision to be taken?	The Council should approve the publication of the Humber Flood Risk Management Plan, a strategic document published by the EA which includes strategic flood risk management measures for Derby.
Who will be consulted?	The Infrastructure Programme Board has been consulted. Members of the public have been consulted on draft EA document.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Streetpride and Public Spaces
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Ashley Dunn - Acting Team Leader, Drainage and Flood Risk Management 01332 641796

Summary – The Environment Agency (EA) has a duty to publish a Flood Risk Management Plan for the Humber river catchment basin. As a Flood Risk Area, Derby has a duty to cooperate with this process and define a range of strategic flood risk management measures. These have been publicly consulted on and now need approval of the Council before EA publication.

Reference / Date Inserted into Forward Plan	45/21 – May 2022
Decision	Eastern Gateway
What is the decision to be taken?	To update Cabinet and seek approval on funding arrangements for the Eastern Gateway project
Who will be consulted?	Cale Street (owners of Derbion Centre)
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
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	Catherine Williams, Head of Regeneration and Major Projects, 07812 300024

Summary – To update Cabinet on the Eastern Gateway project which is to be supported through Future High Streets Fund and seek approval for the final proposed funding arrangements.

Reference / Date Inserted into Forward Plan	46/21 – May 2022
Decision	Levelling Up Fund Round 2 Applications
What is the decision to be taken?	To brief Cabinet on the proposed Levelling Up Fund Round 2 applications and seek approval for those applications to be submitted
Who will be consulted?	Key stakeholders via Partnership Board
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
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, 07812 300024
Summary – To brief Cabinet on the proposed Levelling Up Fund Round 2 applications to be submitted by Derby City Council, and to seek approval for those applications to be submitted.	
Reference / Date Inserted into Forward Plan	47/21 – May 2022
Decision	Former Aida Bliss Site, City Road, Derby
What is the decision to be taken?	To update Cabinet on options to progress development of the former Aida Bliss site
Who will be consulted?	Local community, local Ward councillors, business stakeholders, also via planning process
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	No
Cabinet Portfolio Area	Place and Community Development
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	David Fletcher, Director - City Development & Growth, 07823 976744
Summary – This report considers options for the development of the Aida Bliss site and sets out a preferred option.	

Reference / Date Inserted into Forward Plan	48/21 – May 2022
Decision	Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2022/23
What is the decision to be taken?	To recommend the Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2022/23 to be approved by Council
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Streetpride and Public Spaces
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Elizabeth Blaney, Team Leader - Food and Safety, 01332 641966
Summary – The Food Safety, Food Standards, Animal Feed and Health & Safety Plan is dedicated to these functions carried out by Environment and Regulatory Services. The Food Standards Agency and the Health and Safety Executive, requires these plans to be submitted to members for approval to ensure local transparency and accountability.	

CORPORATE RESOURCES	STRATEGIC DIRECTOR SIMON RILEY
Reference / Date Inserted into Forward Plan	34/21 – February 2022
Decision	Development of Derby City Council branding
What is the decision to be taken?	The Comms and Marketing team has been reviewing the Derby City Council brand and its sub-brands and are in the process of streamlining brands for the Council and its services. This report seeks approval to implement this work.
Who will be consulted?	Internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Governance
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Kara MacFadyen, Communications & Marketing Head of Service, 01332 640236 Ed Green, Communications & Marketing Manager, 01332 255442
<p>Summary – An LGA Peer Review in 2019 found that the Council was extremely inconsistent in branding and messaging, as well as raising concerns about the current brands overall effectiveness. A proliferation of sub brands have also been created, without there appearing to be any overarching strategy or rationale, other than short-term promotion.</p> <p>This matters because it means there is a real risk the council will not get the credit for the popular services it provides – and can therefore adversely impact on its reputation and the levels of trust people have, creating a vicious circle where unfavourable views of the council are not addressed because people do not appreciate what it does. The Peer Review recommended an evaluation of the (30 year-old) Council’s brand and corporate identity, to ensure it is consistent and stronger. This Cabinet report will present next steps and seek approval for funding to continue that work.</p>	

Reference / Date Inserted into Forward Plan	38/21 – March 2022
Decision	Energy Bills Rebate 2022/23 - approval of the Council's discretionary scheme.
What is the decision to be taken?	To agree the eligibility criteria to provide support to energy bill payers who are not eligible under the terms of the core Energy Bills Rebate scheme
Who will be consulted?	No formal consultation
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Finance, Assets and Digital
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	John Massey, Head of Revenues, Benefits and Exchequer Services 01332 643774
<p>Summary – The Energy Bills Rebate scheme for 2022/23 will provide a £150 payment for most households in Council Tax bands A - D. The Government has also provided funding to enable the Council to make awards up to £150 for households not entitled to an award under the core scheme. This report includes a proposed discretionary scheme setting out the eligibility criteria for awards under the Council's discretionary scheme.</p>	
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 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Finance, Assets and Digital
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Steve Caplan Director of Property Services 01332 647834 and Robbie Kerr General Manager Derby Live 01332 641503
<p>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.</p>	

Reference / Date Inserted into Forward Plan	41/21 – May 2022
Decision	Revision of the Council's Single Discretionary Award Policy
What is the decision to be taken?	To amend the Single Discretionary Award Policy so that households participating in the Homes for Ukraine scheme do not have their entitlement to Council Tax Support affected by the £350 monthly 'thank you' payment or by non dependent deduction arising from the presence and income of their Ukrainian guest
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Finance, Assets and Digital
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	John Massey, Head of Revenues, Benefits and Exchequer Services 01332 643774
Summary – To amend the Single Discretionary Award Policy so that households participating in the Homes for Ukraine scheme do not have their entitlement to Council Tax Support affected by the £350 monthly 'thank you' payment or by non dependent deduction arising from the presence and income of their Ukrainian guest.	

Reference / Date Inserted into Forward Plan	42/21 – May 2022
Decision	Derby Museum & Art Gallery – Arts Council, Museum Estate and Development Fund Application (MEND) Bid
What is the decision to be taken?	A Derby Museum & Art Gallery – Arts Council, Museum Estate and Development Fund Application (MEND) Bid has been submitted and successful for the on urgent roofing replacement works which are required within the next 1 to 2 years, to protect the historic building fabric and the council's museum and art collection.
Who will be consulted?	Directors of Property and Leisure and Culture
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
Will the report be considered in public	Yes
Cabinet Portfolio Area	Governance
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Phil Derbyshire, Head of Service, 07812 301084
Summary – A Derby Museum & Art Gallery – Arts Council, Museum Estate and Development Fund Application (MEND) Bid has been submitted and successfully awarded the sum of £0.750 for the on urgent roofing replacement works which are required within the next 1 to 2 years, to protect the historic building fabric and the council's museum and art collection. The report is to accept the grant award and its terms and conditions.	

PEOPLE SERVICES	STRATEGIC DIRECTOR ANDY SMITH
Reference / Date Inserted into Forward Plan	40/21 – May 2022
Decision	Proposed Plans for the Use of Special Educational Needs and Disabilities (SEND) Capital Funding
What is the decision to be taken?	To approve proposed plans for the use of Special Educational Needs and Disabilities (SEND) 'Living My Best Life' capital funding
Who will be consulted?	Children, Young People and Families, Education, Health, Social Care, Voluntary sector and providers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2022
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. 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. It 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, at the right place and at the right time.</p>	

Reference / Date Inserted into Forward Plan	43/21 – May 2022
Decision	Preferred Sponsor for Snelsmoor Grange Primary School, Boulton Moor, for recommendation to the Secretary of State
What is the decision to be taken?	The Council has held a competition process, in line with Department for Education guidance, to identify a sponsor to open the new school at Boulton Moor. Following a detailed evaluation, this report seeks approval to recommend the Council's preferred sponsor to the Secretary of State. It should be noted that the Secretary of State will take the Council's preferred sponsor into consideration but has the option to decide to appoint an alternative sponsor.
Who will be consulted?	Once a sponsor has been appointed, they are required to carry out formal consultation with stakeholders and the local community during the pre-opening phase of the new school.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 July 2022
Will the report be considered in public	No
Cabinet Portfolio Area	Children, Young People and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Diane Whitehead, Head of School Organisation and Provision, 01332 642724
<p>Summary – A new primary school is required to accommodate pupils from housing developments at Fellow Lands Way, Chellaston, and Snelsmoor Grange, Boulton Moor. The Council has held a competition process, in line with Department for Education guidance, to identify a sponsor to open the new school. This report seeks approval to recommend the Council's preferred sponsor to the Secretary of State. The decision on which sponsor is appointed to open the new school is then taken by the Secretary of State.</p>	