



Derby City Council

# Forward Plan

**Published  
15 May 2018**

## What is the Forward Plan?

## ITEM 5

The Forward Plan contains details of key decisions to be taken by the Council Cabinet.

## What information is included in the Forward Plan?

- The Council Cabinet Member responsible.
- The earliest date on which the decision will be taken.
- Who will be consulted before the decision is taken and how.
- What documents will be considered by the Council Cabinet.
- Which council officer to contact for more information or to make representations.

## ➦ What is a Key Decision?

A key decision is:

- a decision about an Executive function which results in significant expenditure or savings to the council's budget. The threshold for 'significant' expenditure/savings is £250,000 or any grant or loan of over £25,000 or
- any decision that is likely to have a significant impact on two or more wards within the City.

## Other information

This Forward Plan supersedes all previous Forward Plans.

The Date of Consideration indicated is the earliest date by which it is proposed the Council Cabinet will consider the matter.

Anyone wishing to make representations to the Council Cabinet about any of the items listed should contact the lead officer at least 10 days prior to the date of consideration.

Documents relating to Key Decisions will be published on the Council Meeting Information System five clear days before the meeting. To request paper copies of documents please contact Democratic Services, Council House, Corporation Street, Derby DE1 2FS.

[committee@derby.gov.uk](mailto:committee@derby.gov.uk) 01332 643649.

The next Forward Plan will be published on 12 June 2018.

# Forward Plan

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## **Changes since the Last Forward Plan**

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<b>COMMUNITIES AND PLACE</b>	<b>STRATEGIC DIRECTOR CHRISTINE DURRANT</b>
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 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Neighbourhoods and Public Protection
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Penny Marshall, Carbon Reduction Commitment Manager 641787 or 07391739261
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	11 July 2018
Will the report be considered in public	No
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Matthew Wilson, Regeneration Manager 641589
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	54/15 – February 2016
Decision	Our River Our City (Derby Riverside) Masterplan Options
What is the decision to be taken?	To approve the preferred Masterplan options for delivery of the proposed flood defences and wider regeneration of the North Riverside
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	8 August 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	David Marshall, Interim City Centre Regeneration Manager 642062
Summary – Members are requested to consider and endorse the preferred Masterplan option for the North Riverside area that forms part of the OCOR Package 2 works. Details will be provided in the report of the 2 Masterplan options, the potential economic benefits and financial implications of both options and reasons for recommendation.	
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 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Neighbourhoods and Public Protection
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Mike Kay, Acting Director for Public Protection 641940
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	23/16 – September 2016
Decision	Development of the Former Britannia Court Site
What is the decision to be taken?	To approve options for the development of the former Britannia Court site
Who will be consulted?	Cabinet Member
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	8 August 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Housing and Urban Renewal
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	James Beale, Housing Development Team Leader 640316
Summary – To receive an update and recommendations for the development and use of the former Britannia Court site.	
Reference / Date Inserted into Forward Plan	76/16 – May 2017
Decision	Leisure, Culture and Tourism Options Appraisal
What is the decision to be taken?	To consider the Options Appraisal for alternative delivery models for Leisure, Culture and Tourism
Who will be consulted?	Key internal and external stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	11 July 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Leisure, Culture and Tourism
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Claire Davenport, Director of Leisure, Culture and Tourism
Summary – The Options Appraisal Report provides the Council with the options for the future governance and delivery of the Leisure, Culture and Tourism department within the Council. The project has explored alternative delivery models and will recommend proposals for the future governance of these services.	

Reference / Date Inserted into Forward Plan	11/17 – September 2017
Decision	A52 Wyvern Transport Improvement Scheme – Update
What is the decision to be taken?	To provide an update on the A52 Wyvern transport Improvement Scheme
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Tara McKenna, Project Co-ordinator A52 641755
Summary – To give an update on the A52 Wyvern Transport Improvement Scheme.	
Reference / Date Inserted into Forward Plan	12/17 – September 2017
Decision	Becketwell Regeneration Development
What is the decision to be taken?	To approve the next phase of works
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	15 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Paul Paige-Smith, Regeneration Project Manager 641621
Summary – The report will put forward recommendations regarding the next phase of the works with supporting governance documentation.	

Reference / Date Inserted into Forward Plan	33/17 – November 2017
Decision	Development of Prospective Local Measures to Comply with the Revised National Air Quality Plan
What is the decision to be taken?	To approve the development of prospective measures to reflect changes to national policy in June 2017
Who will be consulted?	Statutory consultees and stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Neighbourhoods and Public Protection
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Nigel Brien, Acting Head of Traffic and Transportation 641833
<p>Summary – Central Government revised the National Plan for NO2 from vehicle emissions in July 2017. The new national policy places requirements on the Council to develop a Local Plan for NO2, with a range of measures that could be developed to improve Air Quality. These measures require testing and work will take several months to examine the possible impacts and potential variations. Further reports will be required as part of the approval process for a local plan, which was submitted to the secretary of state in September 2017.</p>	
Reference / Date Inserted into Forward Plan	37/17 – December 2017
Decision	Acquisition of Dwellings Funded by the Housing Revenue Account
What is the decision to be taken?	To approve the acquisition of new build dwellings funded via the Housing Revenue Account to provide affordable rented housing
Who will be consulted?	Chief Officer Group and Cabinet Members
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	No
Cabinet Portfolio Area	Housing and Urban Renewal
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	James Beale, Housing Development Team Leader 640316
<p>Summary – The report will set out a proposal to acquire new build dwellings funded via the Housing Revenue Account to provide affordable rented housing.</p>	



Reference / Date Inserted into Forward Plan	40/17 – December 2017
Decision	Adoption of the Planning Obligations Supplementary Document Review
What is the decision to be taken?	To adopt the Planning Obligations Supplementary Document Review
Who will be consulted?	Public Consultation, developers, agents, statutory bodies and the Regeneration and Housing Scrutiny Review Board
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	11 July 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Rachel Reid, Senior Planning Officer 642112
Summary – The item relates to planning obligations or S106 contributions. The review brings the document up to date in light of the Derby City Local Plan 2017 and the Community Infrastructure Levy Regulations.	
Reference / Date Inserted into Forward Plan	49/17 – March 2018
Decision	Investment at Infinity Park Derby
What is the decision to be taken?	To approve that the Council pursues investment in property at Infinity Park Derby to facilitate inward investment
Who will be consulted?	Cabinet Members, Ward Members and key Council Officers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	No
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Greg Jennings, Acting Director Regeneration, Property and Housing 641617
Summary – Infinity Park Derby is the Council's flagship development site and has attracted investment from various funds (e.g. Regional Growth Fund, Local Growth Fund) to create infrastructure on the site (e.g. highways and the i-hub centre) to attract businesses and promote further development. This report seeks approval for the Council's own investment in property at Infinity Park to facilitate inward investment from companies looking to locate here. The proposals will be State Aid compliant.	

Reference / Date Inserted into Forward Plan	50/17 – March 2018
Decision	Derby Economic Growth Strategy – Consultation Draft
What is the decision to be taken?	To note the responses to the consultation draft received to date and instruct officers to prepare the final Strategy
Who will be consulted?	Chief Officers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Alan Smith, Head of Economic Regeneration 641624
Summary – To report the results of the consultation process on the draft strategy and to outline how this strategy will be completed.	
Reference / Date Inserted into Forward Plan	51/17 – March 2018
Decision	Purchase of Residential Dwellings to Provide Affordable Housing Funded Through the Housing Revenue Account
What is the decision to be taken?	To approve the purchase of 20 homes including 18 wheelchair accessible units to provide additional affordable housing in the popular suburb of Mickleover
Who will be consulted?	Cabinet Member, Chief Officer Group, Officers and Derby Homes
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Housing and Urban Renewal
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Carly Saunt, Housing Development Officer 640321
Summary – The report seeks approval to acquire an additional 20 units at Hackwood Farm development in Mickleover to provide additional affordable homes. The purchase will be funded through the Housing Revenue Account and Right to Buy receipts.	

Reference / Date Inserted into Forward Plan	52/17 – May 2018
Decision	Award of Grant and Loan to War Memorial Village
What is the decision to be taken?	To approve the awarding of grant funding via the Right to Buy recycled capital pot and loan funding to the War memorial Village to provide additional social housing within the Village
Who will be consulted?	Cabinet Member, Chief Officers and Derby Homes
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Housing and Urban Renewal
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	James Beale, Housing Development Team Leader 640316
Summary – The report seeks authorisation to award grant funding via the Right to Buy recycled capital pot and loan funding to the War Memorial Village to provide additional social housing within the Village.	
Reference / Date Inserted into Forward Plan	53/17 – May 2018
Decision	Alvaston District Centre Improvement Project
What is the decision to be taken?	To approve the delivery of the Alvaston District Centre Improvement Project and the required budget
Who will be consulted?	Cabinet and Ward Members, Finance Legal, Highways and Planning
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Greg Jennings, Acting Director of Regeneration, Property and Housing 641617
Summary – The report will set out the proposals for public realm improvements at Alvaston District Centre. The project costs, delivery plan will be provided along with an assessment of any risk associated with the project	

Reference / Date Inserted into Forward Plan	54/17 – May 2018
Decision	Compulsory Purchase of 5 Vacant Properties
What is the decision to be taken?	To approve the commencement of compulsory purchase proceedings for 5 vacant properties
Who will be consulted?	Cabinet Member, Strategic Director and Heads of Service
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	11 July 2018
Will the report be considered in public	No
Cabinet Portfolio Area	Housing and Urban Renewal
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Sue Li, Compulsory Purchase and Enforcement Officer 640323
Summary – The report will set out details of 5 vacant properties which the Council proposes to compulsorily purchase.	
Reference / Date Inserted into Forward Plan	55/17 – May 2018
Decision	Variation to Disposal Contract
What is the decision to be taken?	To approve a variation of the waste disposal contract
Who will be consulted?	Internal consultees and the supplier
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Neighbourhoods and Public Protection
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Simon Aitken, Streetpride Area Manager 641506
Summary – The Council currently disposes of all of its blue bin waste through a contract provided by Biffa. Due to changes in legislation in China a requirement is that all waste receives further sorting to achieve lower contamination levels. This could be an additional cost to the Council.	

Reference / Date Inserted into Forward Plan	56/17 – May 2018
Decision	Implementing a Risk Based Approach to Highways Asset Management
What is the decision to be taken?	The adoption of the recommendations within the 'Well-managed highway infrastructure' Code of Practice Oct 16 is a matter for each Highway Authority, based on our own legal interpretation, risks, needs and priorities
Who will be consulted?	Cabinet Member, Scrutiny Board and Stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	8 August 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Neighbourhoods and Public Protection
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Kully Boden, Highway Asset Team Leader 642013
<p>Summary – From October 2018, all local authorities will be working towards the new Well Managed Highway Infrastructure Code of Practice - Oct 16. Changing from reliance on specific guidance and recommendations on intervention levels in previous Codes to a risk-based and integrated asset approach determined by each Highway Authority will involve appropriate analysis, development and gaining of approval through our executive processes. It will form key policy in the defence of third party claims on the highway.</p>	

Reference / Date Inserted into Forward Plan	57/17 – May 2018
Decision	Market Hall Transformation
What is the decision to be taken?	To approve the business case to deliver the Market Hall Transformation
Who will be consulted?	Internal consultees. A Communications Strategy and Stakeholder Management Plan has been developed which includes Market Hall tenants, key organisations and individuals and Vibrant City Partnership.
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	8 August 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration and Economy
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Greg Jennings, Acting Director Regeneration, Property and Housing 641617
Summary – The transformation of the grade II listed Market Hall, enhancing and preserving this important building and creating a new vibrant attraction within the city centre. The report will set out the business case for the improvements works to the Market Hall, confirming the scope of the works, budget, programme and risks associated with the project's delivery.	
Reference / Date Inserted into Forward Plan	61/17 – May 2018
Decision	Infinity Garden Village
What is the decision to be taken?	To approve the memorandum of Understanding and necessary documentation and any actions required to develop the project
Who will be consulted?	Internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Housing and Urban Renewal
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Chris Morgan, Principal Regeneration Manager 641596
Summary – The report is to approve the Memorandum of Understanding, necessary documentation and any actions required to develop the project.	

<b>PEOPLE SERVICES</b>	<b>STRATEGIC DIRECTOR ANDY SMITH</b>
Reference / Date Inserted into Forward Plan	21/17 – October 2017
Decision	Children Missing Education (CME) Policy Update
What is the decision to be taken?	To approve the adoption of a policy on Children Missing Education (CME)
Who will be consulted?	Relevant Officers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Education and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Donna Brookes, Head of Locality 3 and 4 641317
Summary – This is a policy update for children missing education to include children with special educational needs and disability and those on a part time timetable.	
Reference / Date Inserted into Forward Plan	26/17 – October 2017
Decision	Improving Provision for Children and Young People with Special Educational needs and Disabilities
What is the decision to be taken?	To approve proposals to improve provision for pupils with Special Educational Needs and Disabilities
Who will be consulted?	Parents, carers, SEND partners and schools
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Education and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Gurmail Nizzer, Acting Director of Commissioning and Head of School Organisation and Provision 642720 and Paula Nightingale, Head of Inclusion 640351
Summary – Consultation is to take place on improving provision for children and young people with Special Educational Needs and Disabilities. Following consultation, Council Cabinet will be asked to consider consultation responses and decide whether to approve those proposals that do not require a statutory process and publish a statutory notice for those proposals that do require a statutory process. There are no proposals to reduce funding for SEND provision.	

Reference / Date Inserted into Forward Plan	58/17 – May 2018
Decision	Establishment of a New School in Mickleover
What is the decision to be taken?	To approve the commencement of a competition process to establish a new school in Mickleover to accommodate pupils from new housing at Hackwood Farm
Who will be consulted?	Schools and stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Education and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Gurmail Nizzer, Acting Director of Commissioning 642720
Summary – The Council has a legal duty to ensure sufficient school places for those pupils residing in its administrative boundary. A new housing development for up to 700 properties is proposed at Hackwood Farm, Mickleover and local primary schools are full. The report will seek approval to invite proposals from potential sponsors to open the school.	
Reference / Date Inserted into Forward Plan	59/17 – May 2018
Decision	Graduated Response Strategy
What is the decision to be taken?	To approve the Graduated Response Strategy and support its development and delivery
Who will be consulted?	Schools and SENCOs
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	13 June 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Education and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Paula Nightingale Head of Inclusion Services 640351
Summary – The Graduated Response Strategy formalises the action schools need to take to ensure that those children and young people who may have SEND have their needs identified, met and enable them to achieve the best possible outcomes.	



Reference / Date Inserted into Forward Plan	60/17 – May 2018
Decision	Safeguarding Policy Update
What is the decision to be taken?	To approve the updated Safeguarding Policy
Who will be consulted?	Relevant officers and trade unions
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	11 July 2018
Will the report be considered in public	Yes
Cabinet Portfolio Area	Safeguarding and Children and Young People
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Heather Greenan, Head of Performance and Intelligence 643462
Summary – This is a policy update of the Council's overall safeguarding arrangements including the roles and responsibilities. The policy was last approved in 2015.	

## Changes since the last Forward Plan

Date Item Considered	Key Decision	Forward Plan Item No	Forward Plan in which first appeared	Notes
11 April 2018	Property Improvement Capital Programme	36/17	December 2017	
11 April 2018	Schools Capital Programme Priority Schemes for 2018/19	44/17	January 2018	
	Review of Eaton Court Policies	70/16	March 2017	Decision no longer required
	Future Packages of Our City Our River	28/17	November 2018	Duplicate of Item no 54/15