



Derby City Council

# Forward Plan

**Published  
14 May 2024**

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

The next Forward Plan will be published on 11 June 2024.

# Forward Plan

## Published 14 May 2024

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- Variation of Tenancy Agreement
- Adoption of the Climate Change Action Plan
- Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2024/25

## Changes since the last Forward Plan

Date Item Considered	Key Decision	Forward Plan Item No	Forward Plan in which first appeared
10 April 2024	Project Assemble	03/21	July 2021
10 April 2024	Derby's Schools Capital Programme Priority Schemes for 2024/25	35/23	January 2024
10 April 2024	Proposed Purchase and Remodelling of Property for Housing Needs in the City	36/23	February 2024
10 April 2024	Sinfin Golf Course	38/23	March 2024

New Items added May 2024		Forward Plan Item No	Directorate
Approval to change the age ranges and increase Free Early Education Entitlements (FEEE) places at three Council maintained nursery schools		39/23	People's Services
Variation of Tenancy Agreement		40/23	Place
Adoption of the Climate Change Action Plan		41/23	Place
Food Safety, Food Standards, Animal Feed and Health and Safety Service Plan 2024/25		42/23	Place
Supported Living and Supported Accommodation		43/23	People's Services

Withdrawn Items			Reason
No items			

<b>PEOPLE'S SERVICES</b>	<b>STRATEGIC DIRECTOR ANDY SMITH</b>
Reference / Date Inserted into Forward Plan	02/23 – June 2023
Decision	Children's Accommodation Strategy: Small Specialist Children's Residential Homes
What is the decision to be taken?	As reported to Council Cabinet on 3 August 2022, the Council was successful with its joint bid with Nottinghamshire Council to the Department for Education (DfE) for matched capital funding for children's homes. This was in support of the Council's Children's Accommodation Strategy. This report seeks approval to proceed with a procurement process to jointly commission a children's home provider with Nottinghamshire County Council as a block contract to manage, operate and refurbish a property under the ownership of Derby City Council
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Children's Social Care, Learning and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Gurmail Nizzer, Service Director, Children's Integrated Commissioning, 01332 642720
<p>Summary – The Local Authority has a duty to ensure there is sufficient accommodation within the Authority's area which meets the needs of children that the Local Authority is looking after, and whose circumstances are such that it would be consistent with their welfare for them to be provided with accommodation that is in the Local Authority's area (Sufficiency Duty). There are a cohort of children that need specialist support when transitioning from Tier 4 mental health provision, secure children's home placements, or require an alternative to inpatient or secure welfare. Recent national reviews outline the impact that the lack of appropriate provision has on the lives of vulnerable children.</p>	

Reference / Date Inserted into Forward Plan	33/23 - January 2024
Decision	School Term Dates 2025 - 2030
What is the decision to be taken?	To set school term dates in advance
Who will be consulted?	Consultation with Schools, Chief Executive Officers of Multi Academy Trusts, Unions, Neighbouring Local Authorities, the Public
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Children's Social Care, Learning and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Jayne Hadfield, Governor Support Manager, 01332 640364
Summary – To set the school term dates for 5 years: 2025-26; 2026-27; 2027-28; 2028-29; and 2029-30.	
Reference / Date Inserted into Forward Plan	37/23 – February 2024
Decision	Joint Policy for Aftercare Under Section 117 of the Mental Health Act 1983
What is the decision to be taken?	This policy has been jointly developed through the local mental health partnership to ensure clarity of roles and responsibilities for the local NHS Community Trusts and Local Authorities under S117 of the Mental Health Act.
Who will be consulted?	Consultation has taken place with staff and clinicians working in mental health services
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Integrated Health and Adult Care
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Karamjit Chhoker Head of Learning Disabilities Autism and Mental Health, 01332 640777
Summary – The Mental Health Act (MHA) places a joint duty on NHS and Local Authorities with social services functions to provide aftercare for people who have been detained under the relevant sections of the MHA. The duty applies to adults and children and was written to support people outside of hospital who have complex and/or enduring mental health needs.	

Reference / Date Inserted into Forward Plan	39/23 – May 2024
Decision	Approval to change the age ranges and increase Free Early Education Entitlements (FEEE) places at three Council maintained nursery schools
What is the decision to be taken?	Report outcome of a statutory consultation undertaken for three Council maintained nursery schools to change their age ranges and increase FEEE places and seek approval to issue formal statutory notices to make the changes from September 2024
Who will be consulted?	Statutory Consultation with staff, parents, local community and other early years childcare providers
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Children's Social Care, learning and Skills
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Hayley Millward - Senior Commissioning Officer Telephone 01332 642722
<p>Summary – Cabinet approval to issue the statutory notice following a statutory consultation to change the age ranges and increase FEEE places at three Council maintained nursery schools. This will support early years sufficiency of FEEE places and further support the delivery of the Governments Expanded Childcare Offer which rolls out from 1st April 2024 targeted at increased funded childcare for working parents.</p>	

Reference / Date Inserted into Forward Plan	43/23 – May 2024
Decision	Supported Living and Supported Accommodation
What is the decision to be taken?	Approval to re-tender the existing Supported Living and Supported Accommodation services through a change of procurement method from a Dynamic Purchasing System (DPS) to a Flexible Framework and widen access to appropriate partner organisations.
Who will be consulted?	Care providers, housing providers and social work colleagues and other partners including Derby Homes
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	10 July 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Integrated Health and Adult Care
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Andrew Muirhead, Head of Adults Commissioning, Integration and Market Development, 01332 643085
<p>Summary – The report seeks two decisions. The first decision relates to the proposed change to current contractual arrangements for service provision within Supported Living and Supported Accommodation, to ensure a more flexible arrangement whilst improving the quality and contractual management of service providers, and to allow collaboration with partners when commissioning these types of services. The second decision relates to the contract award of new providers following the retender activity, and the request to delegate authority for contract award to the relevant Strategic Directors in conjunction with the relevant Cabinet Member.</p>	

<b>PLACE</b>	<b>ACTING STRATEGIC DIRECTOR SAM DENNIS</b>
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	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Housing, Property and Regulatory Services
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	49/22 – March 2023
Decision	Towards a New Vision for Derby City Centre
What is the decision to be taken?	A report of the main comments made during a series of conversations with stakeholders on the Ambition Document in the summer and autumn of 2022 and the next steps towards the Vision
Who will be consulted?	Stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	City Centre, Regeneration, Culture and Tourism
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Andrew Waterhouse, Spatial Planning Group Manager, 01332 642124
<p>Summary – The City Council has been preparing a new Vision for the transformation of Derby City Centre. This will guide development and investment decisions over the medium to long term, providing a framework to ensure a joined up and cohesive approach. An Ambition document was launched in the summer of 2022 and a series of conversations held on it. This report will highlight the main points raised and outline the next steps.</p>	
Reference / Date Inserted into Forward Plan	07/23 – July 2023
Decision	Further Update on Darley Abbey Mills Bridge
What is the decision to be taken?	The report provides an update on the longer term solution for Darley Abbey Mills Bridge
Who will be consulted?	Residents, Businesses, Cabinet Member, Ward Councillors, local member of parliament and strategic stakeholders
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	No
Cabinet Portfolio Area	Climate Change, Transport and Sustainability
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Tara McKenna, Environment Strategy Delivery Manager, 01332 641755
<p>Summary – The report will provide an update on the longer term solutions for Darley Abbey Mills Bridge.</p>	

Reference / Date Inserted into Forward Plan	14/23 – August 2023
Decision	Future Direction of Travel for the Leisure Facility Operating Model
What is the decision to be taken?	The report will outline the different management and procurement options for Derby Arena, Springwood Leisure Centre and Sinfin Golf Course to meet the MTFP 2024/25 savings.
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	No
Cabinet Portfolio Area	City Centre, Regeneration, Culture and Tourism
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Wayne Sills - Area Manager Leisure, 01332 641267
<p>Summary – As part of the Council’s MTFP 2023-24 – 2025-26, a saving was identified of £665,000 from the Leisure Service budget. It was identified that consideration of an external operator to manage the Council’s leisure facilities should be explored. The facilities included are Derby Arena and Springwood Leisure Centre.</p> <p>In addition, Sinfin Golf Course, which is currently managed by Sheffield City Trust, is also to be included due to the current arrangement coming to an end.</p> <p>An Options Appraisal has been undertaken the details of which will be included in the cabinet report, along with recommendations for the direction of travel for the two leisure facilities and the golf course.</p>	

Reference / Date Inserted into Forward Plan	28/23 – December 2023
Decision	Our City Our River Acceptance of Grant and Enter Into Contracts for the Delivery of Derby Riverside
What is the decision to be taken?	To delegate authority to enter into contracts and ancillary agreements to enable the delivery of Derby Riverside element of the Our City Our River project
Who will be consulted?	Internal Consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	City Centre, Regeneration, Culture and Tourism
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Verna Bayliss, Director of Sustainability. 01332 643034
<p>Summary – The report will include details around the planning consent for the Derby Riverside Proposals for the enhanced flood alleviation measures for Derby. The costs to date - forecast costs and timeframe for delivery and risks and issues.</p>	

Reference / Date Inserted into Forward Plan	40/23 – May 2024
Decision	Variation of Tenancy Agreement
What is the decision to be taken?	To approval variations to the tenancy agreement
Who will be consulted?	Statutory consultation with tenants and internal consultees
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Housing, Property and Regulatory Services
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Clare Mehrbani - Director of Housing Services, 01332 888596, Carl Tring-Willis – Head of Housing Management, Taranjit Lalria Head of Governance 01332 888608 and Corporate Services or Ian Fullagar – Head of Strategic Housing 01332 643405
<p>Summary – The Variation of a secure tenancy under the Housing Act 1985 can be achieved in three ways. By agreement between the Landlord and Tenant, in relation to rent in accordance with the agreement and finally by the Council serving a notice under Housing Act 1985. Before serving a notice of variation on the tenant, the landlord must serve a preliminary notice: Informing the tenant of its intention to serve a notice of variation.</p> <p>Specifying the proposed variation and its effect.</p> <p>Inviting the tenant to comment on the proposed variation within such time, specified in the notice, as the landlord considers reasonable. The landlord must consider any comments made by the tenant within the specified time.</p>	

Reference / Date Inserted into Forward Plan	41/23 – May 2024
Decision	Adoption of the Climate Change Action Plan
What is the decision to be taken?	The Council's first Climate Action Plan covered the period 2022 - 2024. This new Plan will build on the achievements and lessons learnt from the previous two years on the journey to net zero by 2035.
Who will be consulted?	Internal consultees, Climate Change Action Plan Programme Board, City Sustainability Board and the Community Climate Change Forum
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Regeneration, Vibrancy and Climate Change
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Andy Hills – Climate Change Manager /Gemma Sylva – Climate Change Programme Manager – 07812 300242

Summary – The Climate Change Action Plan will provide the context and direction of travel to help deliver net zero by 2035. It will identify the main strategic projects the Council needs to develop in this area both internally and across the city using its influence as an enabler/place shaper.

Reference / Date Inserted into Forward Plan	42/23 – May 2024
Decision	Food Safety, Food Standards, Animal Feed and Health & Safety Service Plan 2024/25
What is the decision to be taken?	To approve the Food Safety, Food Standards, Animal Feed and Health & Safety Service Plan 2024/25
Who will be consulted?	None
What documents will be considered?	Report
The Earliest Date Council Cabinet will Consider it	12 June 2024
Will the report be considered in public	Yes
Cabinet Portfolio Area	Housing, Property and Regulatory Services
Overview and Scrutiny Board	Executive Scrutiny Board
For More Information Contact	Elizabeth Osterholm, 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.

