



## **FORWARD PLAN OF KEY DECISIONS**

1 July 2010 – 31 October 2010

## **What is the Forward Plan?**

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 July 2010 – 31 October 2010. The Plan is updated monthly and is available to the public 14 days before the beginning of each month.

## **What is a Key Decision?**

A Key decision, as defined in the Council's Constitution is an executive decision which is likely to:

- result in the Authority incurring expenditure or making savings over £250,000 per annum, or
- have a significant effect on communities living or working in an area comprising 2 or more wards

## **What does the Forward Plan tell me?**

The Plan gives information about:

- what key decisions are coming forward in the next four months
- when those key decisions are likely to be made
- who will make those decisions
- what consultation will be undertaken
- who you can make representations to

## **Who takes key decisions?**

Under the Authority's Constitution, key decisions are taken by the Executive Board or Officers acting under delegated powers.

## **Who can I contact?**

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item. In addition, the last page of the Forward Plan gives a complete list of all Executive Board members.

## **How do I make contact?**

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact, please ring Leeds City Council and staff there will be able to assist you:

**Leeds City Council - Telephone: 0113 2474357**

## **How do I get copies of agenda papers?**

The agenda papers for Executive Board meetings are available five working days before the meeting from:

Ian Walton, Governance Services, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 2474350

Fax: 0113 3951599

Email: [cxd.councilandexec@leeds.gov.uk](mailto:cxd.councilandexec@leeds.gov.uk)

On occasions, the papers you request may contain exempt or confidential information. If this is the case, it will be explained why it will not be possible to make copies available.

### **Where can I get copies of the Plan?**

Copies of the Plan are available free of charge upon request to Leeds City Council. The Plan is regularly updated and for legal reasons is formally published on a monthly basis on the following dates:

#### **2010 2011**

|                                 |                                |
|---------------------------------|--------------------------------|
| 16 <sup>th</sup> July 2010      | 17 <sup>th</sup> December 2010 |
| 17 <sup>th</sup> August 2010    | 17 <sup>th</sup> January 2011  |
| 16 <sup>th</sup> September 2010 | 14 <sup>th</sup> February 2011 |
| 15 <sup>th</sup> October 2010   | 17 <sup>th</sup> March 2011    |
| 16 <sup>th</sup> November 2010  | 15 <sup>th</sup> April 2011    |

### **About this publication**

For enquiries about the Forward Plan of Key Decisions please:

E-mail: [cxd.councilandexec@leeds.gov.uk](mailto:cxd.councilandexec@leeds.gov.uk) or telephone: 0113 247 4357

Visit our website [www.leeds.gov.uk](http://www.leeds.gov.uk) for more information on council services, departments, plans and reports.

This publication can also be made available in Braille or audio cassette. Please call: 0113 247 4357

If you do not speak English and need help in understanding this document, please phone: 0113 247 4357 and state the name of your language.

We will then make arrangements for an interpreter to contact you. We can assist with any language and there is no charge for interpretation.

(Bengali):-

যদি আপনি ইংরেজিতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে 0113 2243462 এই নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

(Chinese):-

凡不懂英語又須協助解釋這份資料者，請致電 0113 22 43462 並說明本身所需語言的名稱。當我們聯絡傳譯員時，請勿掛斷電話。

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की ज़रूरत है, तो कृपया 0113 224 3462 पर फ़ोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फ़ोन पर कुछ देर के लिए इंतज़ार करना होगा) और उस दौरान हम किसी इंटर्प्रिटर (दुभाषिए) से संपर्क करेंगे।

(Punjabi):-

ਅਗਰ ਤੁਸੀਂ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਲੇਖ ਪੱਤਰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰ ਕੇ 0113 22 43462 'ਤੇ ਟੈਲੀਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਪਣੀ ਭਾਸ਼ਾ ਦਾ ਨਾਮ ਦੱਸੋ. ਅਸੀਂ ਤੁਹਾਨੂੰ ਟੈਲੀਫ਼ੋਨ 'ਤੇ ਹੀ ਰਹਿਣ ਲਈ ਕਹਾਂ ਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂ ਗੇ.

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 22 43462 پر فون کریں اور ہمیں اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ کو لائن پر ہی انتظار کرنے کیلئے کہیں گے اور خود درجہ جمان (انٹریپرٹیر) سے رابطہ کریں گے۔

**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 July 2010 to 31 October 2010

| <b>Key Decisions</b> | <b>Decision Maker</b> | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be Considered by Decision Maker</b> | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|----------------------|-----------------------|----------------------------------|------------------------------|---|--|
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| <b>Key Decisions</b>  | <b>Decision Maker</b>                             | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be Considered by Decision Maker</b>           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|---|----------------------------------|------------------------------|---|--|
| <p>Request to enter into a Supporting People contract with Leeds Partnership NHS Foundation Trust with an approximate total annual contract value of £1,499,591.02</p> <p>Authorisation to enter into a Supporting People contract with Leeds Partnership NHS Foundation Trust for a period of 2(+1) years. This is for the following services:<br/>Specialised Supported Living Service 1 (multiple disability)<br/>Specialised Supported Living Service 2 (complex behaviour)</p> <p>This is at an approximate annual cost of £1,499,591.02</p> | <p>Director of Environment and Neighbourhoods</p> | <p>1/7/10</p>                    | <p>n/a</p>                   | <p>Report to be presented to the Delegated Decision Panel</p> | <p>Director of Environment and Neighbourhoods<br/>neil.evans@leeds.gov.uk</p>                                |

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| Collection of Local Taxation<br>Approval of Council Tax and Business Rate write offs for the period 1 <sup>st</sup> October 2009 to 31 <sup>st</sup> March 2010                 | Chief Revenues and Benefits Officer | 1/7/10                           | Director of Resources                | Report on values by type                            | Chief Revenues and Benefits Officer<br>steve.carey@leeds.louv.uk   |
| Collection of debts other than Local Taxation<br>Approval to write off debts other than Local Taxation for the period 1 <sup>st</sup> April 2009 to 31 <sup>st</sup> March 2010 | Chief Revenues and Benefits Officer | 1/7/10                           | Director of Resources                | Report on values by type                            | Chief Revenues and Benefits Officer<br>peter.hutchinson@leeds.gov.uk   |
| Corporate Contract for the Supply of Milk, Yogurt and Dairy Produce<br>Acceptance of tender   | Director of Children's Services     | 1/7/10                           | Consultation with client departments | Consultation with client departments                | Director of Children's Services<br>ian.parker@leeds.gov.uk   |



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|---|--|----------------------------------|--|---|--|
| Morley Conservation Area<br>To amalgamate and extend the Morley Town Centre and Morley Dartmouth Park Conservation Area into the Morley Conservation Area and adopt the Morley Conservation Area Appraisal and Management Plan as non-statutory planning guidance | Chief Planning Officer                                   | 1/7/10                           | Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and other bodies | Report and Morley Conservation Area Appraisal and Management Plan                                       | Chief Planning Officer<br>phil.ward@leeds.gov.uk   |
| Funding for Voluntary Sector Organisations delivering youth work in 2010/11<br>Waiver of Contracts Procedure Rules in relation to Youth Work delivered by VCFS organisations in 2010/11   | Chief Officer - Early Years and Integrated Youth Service | 1/7/10                           | N/A  | Waiver of contract procedure rules in relation to Youth Work delivered by VCFS organisations in 2010/11 | Chief Officer - Early Years and Integrated Youth Service<br>john.paxton@leeds.gov.uk                         |

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| S106 Thorpe Lane / Bradford Road Junction<br>Permission to finance construction of the Thorpe Lane scheme, an intrinsic part of the S106 agreement with the Sharpe Lane, Middleton Development. Additional fees for an enlarged Geotechnical Study and consequent redesign of the scheme. | Director of Resources                       | 1/7/10                           | Initial member consultation, Stage 1 Safety Audit and internal consultation has taken place | None  | Director of City Development<br>dave.wilson@leeds.gov.uk   |
| New Generation Transport(NGT):Proposed Highway Design Approval for the NGT highway design.  | Chief Officer (Highways and Transportation) | 1/7/10                           | Extensive consultation carried out on the NGT proposals                                     | Highways and Transportation Board Report            | Chief Officer (Highways and Transportation)<br>andrew.wheeler@leeds.gov.uk                                   |
| Parks Service Review<br>To approve the implementation of a new management structure for the Parks and Countryside Service in City Development   | Chief Recreation Officer                    | 1/7/10                           | Staff concerned, Trades Union   | Review Report                                       | Chief Recreation Officer<br>richard.mond@leeds.gov.uk  |

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| Aiming High for Disabled Children Capital Scheme Number 15466/EQT/000<br>To give authority to incur expenditure of £379,042. This is the last year of the grant which is fully funded by the Department for Education | Director of Resources                | 1/7/10                           | Disabled Children's Programme Board  | Aiming High for Disabled Children (AHDC) Better Support for Families | Director of Resources<br>Gill.Parkinson@leeds.gov.uk   |
| Aiming High for Disabled Children Capital Scheme Number 15466/BLD/000<br>To give authority to incur expenditure of £250,915. This is the last year of the grant which is fully funded by the Department for Education | Director of Resources                | 1/7/10                           | Disabled Children's Programme Board  | Aiming High for Disabled Children (AHDC) Better Support for Families | Director of Resources<br>Gill.Parkinson@leeds.gov.uk   |
| Disabled Facilities Grant 2010/11 Capital Scheme 98040. Category C DOD<br>Authority to spend for a category C capital scheme  | Chief Officer Environmental Services | 1/7/10                           | Consultations are ongoing with Exec Member E&N and regular scrutiny board reports. | Design and Cost report/DDN   | Chief Officer Environmental Services<br>andy.beattie@leeds.gov.uk  |

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|--|---|----------------------------------|------------------------------|---|--|
| <p>Provision of Asbestos Surveying contracts for the ALMO's and BITMO<br/>A decision is required to extend the current contracts for Asbestos surveying for the ALMO's and BITMO so that they conclude as the newly procured contracts will commence in April 2011.<br/>The contracts are currently worth around £766k</p> | <p>Director of Environment and Neighbourhoods</p> | <p>1/7/10</p>                    | <p>None</p>                  | <p>None.</p>  | <p>Director of Environment and Neighbourhoods<br/>John.Statham@leeds.gov.uk</p>                              |
| <p>Provision of Stair Lift contracts for the ALMO's and BITMO<br/>A decision is required to extend the current contracts for the provision of stair lifts for the ALMO's and BITMO so they conclude when the newly procured contracts commence in April 2011</p>   | <p>Director of Environment and Neighbourhoods</p> | <p>1/7/10</p>                    | <p>Previously undertaken</p> | <p>None.</p>  | <p>Director of Environment and Neighbourhoods<br/>John.Statham@leeds.gov.uk</p>                              |

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| Decision regarding the contract with Great Places (formerly Manchester Methodist Housing Association) Floating Support Service contract<br>Decision regarding the remodelling of the current St Anne's Hostel service and expansion of the Resettlement Floating Support Service | Director of Environment and Neighbourhoods | 1/7/10                           | N/A   | Report to be presented to the Delegated Decision Panel | Director of Environment and Neighbourhoods<br>neil.evans@leeds.gov.uk  |
| Award of care and support contract(s) for 17 bed autism supported living service (Branding Court) from autism supported living framework agreement<br>To agree the award of the contracts for the service  | Director of Adult Social Services          | 1/7/10                           | Service users and carers will be involved in selecting providers from the framework agreement | A Delegated Decision Panel Report                      | Director of Adult Social Services<br>helen.gee@leeds.gov.uk  |

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|--|---|----------------------------------|--|---|--|
| <p>East Leeds Household Waste Sort Site Re-development<br/>To award contract to redevelop this waste recycling facility</p>  | <p>Chief Officer Environmental Services</p>       | <p>1/7/10</p>                    | <p>Local residents and Councillors prior to works commencing</p> | <p>Tender Documents</p>                                       | <p>Chief Officer Environmental Services<br/>susan.upton@leeds.gov.uk</p>                                     |
| <p>Request to enter into a Supporting People Contract with HFT (formerly Home Farm Trust) Supported Living Service at a total contract value of approximately £297,648.09 per annum<br/>Authorisation to enter into a Supporting People Contract with HFT (formerly Home Farm Trust) Supported Living Service at a total contract value of approximately £297,648.09 per annum</p> | <p>Director of Environment and Neighbourhoods</p> | <p>1/7/10</p>                    | <p>N/A</p>   | <p>Report to be presented to the Delegated Decision Panel</p> | <p>Director of Environment and Neighbourhoods<br/>neil.evans@leeds.gov.uk</p>                                |

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|--|--|----------------------------------|---|--|--|
| <p>Request to enter into a Supporting People contract with St Anne's Community Services for 6 Learning Disability Services</p> <p>Authorisation to enter into a Supporting People contract with St Anne's Community Services for 6 Learning Disability Services (Ex Trust Group Homes, Ashwood Villas, Hall Parks, Low Lane, Fearnville Grove, and North Grove Drive) at a total contract value of approximately £921,022.75 per annum</p> | <p>Director of Environment and Neighbourhoods</p>                | <p>1/7/10</p>                    | <p>N/A</p>                                  | <p>Report to be presented to the Delegated Decision Panel</p>                        | <p>Director of Environment and Neighbourhoods<br/>neil.evans@leeds.gov.uk</p>                                |
| <p>Update report on Aire Valley Leeds and Accelerated Development Zone (ADZ)</p> <p>Executive Board to support the principle of an urban-eco settlement and the approach outlined in the report</p>  | <p>Executive Board (Portfolio: Development and Regeneration)</p> | <p>21/7/10</p>                   | <p>CLT, LMT, and Development Plan Panel</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Director of City Development<br/>richard.askham@leeds.gov.uk</p>  |

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| Leeds South Bank Planning Statement and City Centre Park<br>Note the outcome to data of feasibility undertaken and agreement to commence consultation on the draft planning statement for Leeds South Bank and further feasibility work on the delivery of the city centre park | Executive Board<br>(Portfolio: Development and Regeneration) | 21/7/10                          | Executive Member for Development and Regeneration Full consultation on Draft Planning Statement post Executive Board | The report to be added to the decision maker with the agenda for the meeting  | Director of City Development<br>jane.cash@leeds.gov.uk   |
| Sovereign Street<br>Agree proposals for bringing Sovereign Street forward for redevelopment with associated high quality greenspace   | Executive Board<br>(Portfolio: Development and Regeneration) | 21/7/10                          | Executive Member for Development and Regeneration  | The report to be issued to the decision maker with the agenda for the meeting | Chief Asset Management Officer<br>jane.cash@leeds.gov.uk   |



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| Leeds LDF - Local Development Scheme Executive Board Approval of Resubmission LDS (following consideration by Secretary of State)  | Executive Board (Portfolio: Development and Regeneration) | 21/7/10                          | Development Plan Panel and Government Office for Yorkshire and the Humber (GOYH) have previously been considered | The report to be issued to the decision maker with the agenda for the meeting | Director of City Development<br>david.feeney@leeds.gov.uk  |
| The Future of Council Housing Project<br>The project's objective is to deliver an appraisal which will identify, assess and recommend the most desirable, viable and achievable option(s) to deliver the long term vision for council housing in Leeds | Executive Board (Portfolio: Neighbourhoods and Housing)   | 21/7/10                          | With all key stakeholders including Members, Tenants and Leaseholders, Housing Providers internal and external   | The report to be issued to the decision maker with the agenda for the meeting | Chief Housing Services Officer<br>neil.evans@leeds.gov.uk  |

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| <p>The Leeds Regeneration Framework, 2010 to 2030 Approval of the Leeds Regeneration Framework. This includes :-</p> <ol style="list-style-type: none"> <li>1. The strategy element, which consists of the Vision, the new objectives and the mechanism for determining where, when and how regeneration should take place across Leeds over the next 20 years.</li> <li>2. The programme element, which sets out the headline milestones to be achieved within each of our current and planned major regeneration programmes.</li> </ol> | <p>Executive Board (Portfolio: Neighbourhoods and Housing)</p> | <p>21/7/10</p>                   | <p>A wide-ranging consultation process has been ongoing since Sept 2009. This has been led by the Chief Regeneration Officer, and has involved a large number of internal and external stakeholders. Papers on the proposed framework have been taken to, and supported by, a number of key groups, including Strategic Leadership Team, Worklessness Strategic Outcomes Group and Narrowing the Gap Board. In addition, consultation has taken place with senior management teams across the Council, and with Members and Chief Officers. Further consultation is planned for early next year, including with the Youth Parliament.</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Director of Environment and Neighbourhoods<br/>stephen.boyle@leeds.gov.uk</p>                             |

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| ALMO Annual Reports 09/10<br>Approval and comments on the ALMO annual reports to the Council covering the period April 2009 – March 2010  | Executive Board<br>(Portfolio: Neighbourhoods and Housing) | 21/7/10                          | Previously Undertaken  | The report to be issued to the decision maker with the agenda for the meeting | Director of Environment and Neighbourhoods<br>john.statham@leeds.gov.uk                                      |
| Golden Triangle Partnership - Partnership Agreement - Transfer of Executive Powers from Executive Board<br>The transfer of specific powers from Executive Board to the Golden Triangle Partnership Board through a partnering agreement between Leeds, City of York and Harrogate Borough Council | Executive Board<br>(Portfolio: Neighbourhoods and Housing) | 21/7/10                          | The consultation has already taken place between the three local authorities legal representatives in developing the partnering agreement. The progress of this agreement has been tracked by the partnership board. | The report to be issued to the decision maker with the agenda for the meeting | Director of Environment and Neighbourhoods<br>ernie.gray@leeds.gov.uk  |
| Outcome of statutory notice on the Future of Primrose High School<br>Final decision on the future of Primrose High School   | Executive Board<br>(Portfolio: Children's Services)        | 21/7/10                          | Consultation ran Jan/Feb 2010, statutory notice ran 16 April to 28 May 2010  | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds<br>dirk.gilleard@educationleeds.co.uk                                     |

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| The future of educational provision on the current City of Leeds site<br>The Executive Board are asked to approve the development of educational options on the site. | Executive Board<br>(Portfolio: Children's Services)          | 21/7/10                          | Consultation ran Jan/Feb 2010, statutory notice ran 16 April to 28 May 2010 | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds<br>dirk.gilleard@educationleeds.co.uk                                     |
| Neighbourhood Network Services<br>Review outcome and approval of the way forward for the award of contracts   | Executive Board<br>(Portfolio: Adult Health and Social Care) | 21/7/10                          | Neighbourhood Network Review Panel  | The report to be issued to the decision maker with the agenda for the meeting | Director of Adult Social Services<br>dennis.holmes@leeds.gov.uk  |
| Outcome of statutory notice on the future of City of Leeds High School<br>Final decision on the future of City of Leeds High School                                   | Executive Board<br>(Portfolio: Children's Services)          | 21/7/10                          | Consultation ran Jan/Feb 2010, statutory notice ran 16 April to 28 May 2010 | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds<br>dirk.gilleard@educationleeds.co.uk                                     |
| Outcome of statutory notice on the future of Parklands Girls School<br>Final decision on the future of Parklands Girls School   | Executive Board<br>(Portfolio: Children's Services)          | 21/7/10                          | Consultation ran Jan/Feb 2010, statutory notice ran 16 April to 28 May 2010 | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds<br>pat.toner@educationleeds.co.uk   |

| <b>Key Decisions</b>  | <b>Decision Maker</b>                                      | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>  | <b>Documents to be Considered by Decision Maker</b>                           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|--|----------------------------------|---|---|--|
| Outcome of consultation on proposals to expand four primary schools<br>Permission to publish statutory notice to expand four primary schools                            | Executive Board<br>(Portfolio: Children's Services)        | 21/7/10                          | Consultation ran Jan/Feb 2010, statutory notice ran 30 <sup>th</sup> April – 28 <sup>th</sup> May 2010  | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds<br>george.turnbull@educationleeds.co.uk                                   |
| Outcome of consultation on proposals to make changes to Horsforth primary schools<br>Permission to publish statutory notice to make changes to Horsforth primary school | Executive Board<br>(Portfolio: Children's Services)        | 21/7/10                          | Consultation ran Jan/Feb 2010, statutory notice ran 16 <sup>th</sup> April to 28 <sup>th</sup> May 2010 | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds<br>george.turnbull@educationleeds.co.uk                                   |
| Area Delivery Plans 2010/11<br>Endorsement of 10 Area Delivery Plans  | Executive Board<br>(Portfolio: Neighbourhoods and Housing) | 21/7/10                          | Elected Members, Area Committees, Regeneration Management Teams   | The report to be issued to the decision maker with the agenda for the meeting | Director of Environment and Neighbourhoods<br>neil.evans@leeds.gov.uk  |

| <b>Key Decisions</b>  | <b>Decision Maker</b>  | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>                               | <b>Documents to be Considered by Decision Maker</b>                           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|--|----------------------------------|--|---|--|
| Former Royal Park School <ul style="list-style-type: none"> <li>• Consideration of offers for disposal of property</li> <li>• Consideration of request to waive payment of Court costs</li> </ul> | Executive Board<br>(Portfolio: Development and Regeneration) | 21/7/10                          | Hyde Park and Woodhouse and Headingley Ward Members        | The report to be issued to the decision maker with the agenda for the meeting | Director of City Development<br>john.ramsden@leeds.gov.uk  |
| Self Directed Support<br>Recent progress report on SDS implementation and agree start date for SDS and all new customers  | Executive Board<br>(Portfolio: Adult Health and Social Care) | 21/7/10                          |  | The report to be issued to the decision maker with the agenda for the meeting | Director of Adult Social Services<br>john.lennon@leeds.gov.uk  |
| Treatment of kerbside collected food waste<br>Approval of strategy and business case for procurement of food waste processing capacity  | Executive Board<br>(Portfolio: Environmental Services)       | 21/7/10                          | Waste Solution Programme Board, Planning, City Development | The report to be issued to the decision maker with the agenda for the meeting | Director of Environment and Neighbourhoods<br>andrew.mason@leeds.gov.uk                                      |

| <b>Key Decisions</b>  | <b>Decision Maker</b>  | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>   | <b>Documents to be Considered by Decision Maker</b>                                    | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|--|----------------------------------|--|--|--|
| <p>St Mary's Catholic Comprehensive School, Menston: Artificial Sports Pitch</p> <p>Approval to proceed with the provision of a new artificial sports pitch at St. Mary's Catholic Comprehensive School in Menston, and to incur expenditure from the approved capital programme.</p> | <p>Executive Board<br/>(Portfolio:Children's Services)</p>           | <p>21/7/10</p>                   | <p>St. Mary's Catholic Comprehensive School, Menston</p>                         | <p>The report to be issued to the decision maker with the agenda for the meeting</p>   | <p>Chief Executive of Education Leeds<br/>tony.palmer@educationleeds.co.uk</p>                               |
| <p>Agreement to enter into a lease of the St Aidan's (former) Opencast Coal Site at Swillington to the Royal Society for the Protection of Birds</p> <p>A. Are the Heads of Terms for the lease acceptable?<br/>B. Is the RSPB's forward plan acceptable?</p>                         | <p>Executive Board<br/>(Portfolio: Development and Regeneration)</p> | <p>21/7/10</p>                   | <p>Extensive consultations are being carried out on the RSPB's forward plan.</p> | <p>The report will be issued to the decision maker with the agenda for the meeting</p> | <p>Director of City Development<br/>max.rathmell@leeds.gov.uk</p>  |

| <b>Key Decisions</b>  | <b>Decision Maker</b>   | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>              | <b>Documents to be Considered by Decision Maker</b>                           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|---|----------------------------------|---|---|--|
| Homeless Prevention Fund Approval to amend the current criteria for the Homeless Prevention Fund so that loans, in addition to grants, can be offered to households to prevent homelessness | Executive Board<br>(Portfolio: Neighbourhoods and Housing)        | 21/7/10                          | Previously undertaken                     | The report to be issued to the decision maker with the agenda for the meeting | Director of Environment and Neighbourhoods<br>Rob.McCartney@leeds.gov.uk                                     |
| Leeds Breathing Space Scheme Approval for Leeds City Council to join the Breathing Space scheme that is administered by Wakefield District Council  | Executive Board<br>(Portfolio: Neighbourhoods and Housing)        | 21/7/10                          | Previously undertaken                     | The report to be issued to the decision maker with the agenda for the meeting | Director of Environment and Neighbourhoods<br>Rob.McCartney@leeds.gov.uk                                     |
| Treasury Management Annual Report 2009/10 To approve the treasury management annual report 2009 /10   | Executive Board<br>(Portfolio: Resources and Corporate Functions) | 21/7/10                          | None                                      | The report to be issued to the decision maker with the agenda for the meeting | Director of Resources<br>maureen.taylor@leeds.gov.uk   |
| Transport Policy The future of discretionary free transport to secondary schools  | Executive Board<br>(Portfolio: Children's Services)               | 21/7/10                          | Public consultation with all stakeholders | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds<br>viv.buckland@educationleeds.co.uk                                      |



| <b>Key Decisions</b>   | <b>Decision Maker</b>   | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>   | <b>Documents to be Considered by Decision Maker</b>   | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|--|---|----------------------------------|--|---|--|
| Financial Support to Leeds City Credit Union<br>To approve the use of Yorkshire Forward financial inclusion grant funding to reduce LCCU's loan indebtedness to the Council  | Executive Board<br>(Portfolio: Resources and Corporate Functions) | 21/7/10                          | None   | The report to be issued to the decision maker with the agenda for the meeting                                       | Director of Resources<br>paul.broughton@leeds.gov.uk   |
| Mercury emissions abatement from crematoria<br>To approve a strategy for abating at least 50% of mercury emissions from the Council's crematoria, with funding arrangements  | Executive Board<br>(Portfolio: Leisure)                           | 21/7/10                          | Finance, Procurement, Leeds' undertakers, Federation of Burial and Cremation Authorities | The report to be issued to the decision maker with the agenda for the meeting                                       | Director of City Development<br>richard.mond@leeds.gov.uk  |
| Leeds City Council Banking Contract<br>Delegated Executive decision (key) subject to call in for the appointment of approved supplier(s) for the provision of the councils banking and payment card service requirements for April 2011. | Director of Resources   | 23/7/10                          | Banking Project Board and Council Finance Heads  | A recommendation report to Banking Project Board to appoint a preferred supplier arising from the tender evaluation | Director of Resources<br>andrew.cameron@leeds.gov.uk   |

| <b>Key Decisions</b>   | <b>Decision Maker</b>                             | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be Considered by Decision Maker</b>  | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|--|---|----------------------------------|------------------------------|--|--|
| <p>Seek permission to award the contract for housing related support to older people in the West North West area of Leeds following identification of a successful organisation through the completion of a competitive tendering exercise</p> <p>Authorisation to award the contract for housing related support to older people in the West North West Area of Leeds, to the successful organisation following completion of the tender exercise</p> | <p>Director of Environment and Neighbourhoods</p> | <p>1/8/10</p>                    | <p>n/a</p>                   | <p>Report to be presented to the Delegated Decision Panel and all tender documents available if required</p> | <p>Director of Environment and Neighbourhoods<br/>neil.evans@leeds.gov.uk</p>                                |

| <b>Key Decisions</b>  | <b>Decision Maker</b>                             | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be Considered by Decision Maker</b>           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|---|----------------------------------|------------------------------|---|--|
| <p>Request to enter into a Supporting People Contract with St Anne's Community Services Floating Supported Living Service at a total contract value of approximately £260.284.24 per annum</p> <p>Authorisation to enter into a Supporting People Contract with St Anne's Community Services Floating Supported Living Service at a total contract value of approximately £260.284.24 per annum</p> | <p>Director of Environment and Neighbourhoods</p> | <p>1/8/10</p>                    | <p>N/A</p>                   | <p>Report to be presented to the Delegated Decision Panel</p> | <p>Director of Environment and Neighbourhoods<br/>neil.evans@leeds.gov.uk</p>                                |

| <b>Key Decisions</b>   | <b>Decision Maker</b>                             | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>   | <b>Documents to be Considered by Decision Maker</b> | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|--|---|----------------------------------|--|---|--|
| <p>Contract Award<br/>To approve the award of a 4 year framework contract for the ongoing landfill disposal of municipal wastes collected by Streetscene Services. The contract also looks to encourage bids from organisations who can offer landfill diversion options utilising any existing merchant capacity.</p> | <p>Director of Environment and Neighbourhoods</p> | <p>2/8/10</p>                    | <p>Corporate Procurement Unit(including legal services), Waste Solution Programme Board.</p> | <p>Contract Award Report</p>                        | <p>Director of Environment and Neighbourhoods<br/>susan.upton@leeds.gov.uk</p>                               |

| <b>Key Decisions</b>  | <b>Decision Maker</b>   | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>   | <b>Documents to be Considered by Decision Maker</b>                                     | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|---|----------------------------------|--|---|--|
| <p>The Provision of a Corporate Electronic Document &amp; Records Management System (EDRMS) and Implementation Support Services- Scheme Ref: LCCITS090012<br/>To award the contract to the successful tenderer.<br/>The tender for the above is currently underway with the anticipation that the contract be awarded in August 2010.</p> | <p>Assistant Chief Executive (Planning, Policy and Improvement)</p> | <p>2/8/10</p>                    | <p>ICT Strategic Sourcing / Central Procurement Unit / EDRMS Project Board</p> | <p>Tender pack and tender submissions</p>   | <p>Assistant Chief Executive (Planning, Policy and Improvement)<br/>claire.grundy@leeds.gov.uk</p>           |
| <p>Domiciliary Care Strategy<br/>To approve proposed changes including the development of a reablement service</p>  | <p>Executive Board (Portfolio: Adult Health and Social Care)</p>    | <p>25/8/10</p>                   | <p>Area Committees and Ward Councillors</p>                                    | <p>The report is to be issued to the decision maker with the agenda for the meeting</p> | <p>Director of Adult Social Services<br/>lynda.bowen@leeds.gov.uk</p>  |

| <b>Key Decisions</b>   | <b>Decision Maker</b>                                      | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>   | <b>Documents to be Considered by Decision Maker</b>                           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|--|--|----------------------------------|--|---|--|
| <p>New Chapter for Leeds Libraries</p> <p>To consult on proposals to make Leeds Libraries and Information Service more relevant to peoples' needs in response to their changing use.</p> | Executive Board<br>(Portfolio: Leisure)                    | 25/8/10                          | To commence after Executive Board call in period for 6 weeks to be followed by further report to future Executive Board meeting. | The report to be issued to the decision maker with the agenda for the meeting | Director of City Development<br>catherine.blanshard@leeds.gov.uk   |
| <p>Lifetime Neighbourhoods for Leeds - Round 6 housing PFI Project</p> <p>Updated position on the round 6 housing PFI Project</p>  | Executive Board<br>(Portfolio: Neighbourhoods and Housing) | 25/8/10                          | Refer to Appendix 3 of Executive Board 12 February 2010  | Executive Board report 12th Feb 2010 and Outline Business Case                | Director of Environment and Neighbourhoods<br>christene.addison@leeds.gov.uk                                 |
| <p>Adaptation Strategy</p> <p>Endorsing results of detailed bid solution phase.</p> <p>To agree the Adaptation Strategy for implementation</p>   | Executive Board<br>(Portfolio: Neighbourhoods and Housing) | 25/8/10                          | Previously undertaken  | The report to be issued to the decision maker with the agenda for the meeting | Chief Officer Environmental Services<br>helen.freeman@leeds.gov.uk   |

| <b>Key Decisions</b>   | <b>Decision Maker</b>   | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>   | <b>Documents to be Considered by Decision Maker</b>                                  | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|--|---|----------------------------------|--|--|--|
| <p>Changing the Workplace Programme<br/>Approval of detailed business case including preferred workplace solution plus authorisation for funding to deliver phase 1 City Centre</p>  | <p>Executive Board<br/>(Portfolio: Resources and Corporate Functions)</p> | <p>25/8/10</p>                   | <p>CLT, Cabinet</p>  | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Assistant Chief Executive (Planning, Policy and Improvement)<br/>jane.watson@leeds.gov.uk</p>             |
| <p>Provision of a major building works in relation to the Leeds Primary Capital Programme<br/>Approval to proceed with a major building programme to construct three replacement primary school and carry out major refurbishment and remodelling works at a further three schools, and to incur expenditure from the approved capital programme</p> | <p>Executive Board<br/>(Portfolio: Children's Services)</p>               | <p>25/8/10</p>                   | <p>Richmond Hill, Greenhill, Gildersome, Swillington, SS Peter and Paul RC, and Oulton Primary Schools</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Chief Executive of Education Leeds<br/>tony.palmer@educationleeds.co.uk</p>                               |

| <b>Key Decisions</b>   | <b>Decision Maker</b>   | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be Considered by Decision Maker</b>                           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|--|---|----------------------------------|------------------------------|---|--|
| 1st Quarter Financial Health Report<br>In noting the financial position after three months for the Authority a decision will be required as to the treatment of any variation identified.                                | Executive Board<br>(Portfolio: Resources and Corporate Functions) | 25/8/10                          |                              | The report to be issued to the decision maker with the agenda for the meeting | Director of Resources<br>doug.meeson@leeds.gov.uk  |
| Capital Programme Quarter One Update 2010/22<br>To update and approve the capital programme position as at quarter 1   | Executive Board<br>(Portfolio: Resources and Corporate Functions) | 25/8/10                          | None                         | The report to be issued to the decision maker with the agenda for the meeting | Director of Resources<br>maureen.taylor@leeds.gov.uk   |
| To award a contract to Methodist Homes<br>Request to waive contract procedure rule 13 in respect of the Moor Allerton Extra Care Housing Scheme (Yew Tree Court) and Dementia Day Care Scheme (Bay Tree Resource Centre) | Director of Adult Social Services                                 | 1/9/10                           | Legal and Procurement        | Report to the DASS  | Director of Adult Social Services<br>dennis.holmes@leeds.gov.uk  |



| <b>Key Decisions</b>   | <b>Decision Maker</b>  | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>  | <b>Documents to be Considered by Decision Maker</b>                                  | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|--|--|----------------------------------|---|--|--|
| <p>The future of Council Housing Project: The project's objective is to deliver an appraisal which will identify, assess and recommend the most desirable, viable and achievable option(s) to deliver the long term vision for Council housing in Leeds</p> <p>Authorisation to proceed with the project</p> | <p>Executive Board<br/>(Portfolio: Neighbourhoods and Housing)</p>   | <p>13/10/10</p>                  | <p>With all key stakeholders including members, tenants and leaseholders, Housing Providers internal and external</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Director of Environment and Neighbourhoods<br/>neil.evans@leeds.gov.uk</p>                                |
| <p>Residential Care Strategy for Older People in Leeds</p> <p>Approval to consult on options for future provision of long term residential care services</p>   | <p>Executive Board<br/>(Portfolio: Adult Health and Social Care)</p> | <p>13/10/10</p>                  | <p>All stakeholders</p>   | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Director of Adult Social Services<br/>dennis.holmes@leeds.gov.uk</p>                                      |

| <b>Key Decisions</b>  | <b>Decision Maker</b>                                   | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b>  | <b>Documents to be Considered by Decision Maker</b>                           | <b>Lead Officer</b><br>(To whom representations should be made and email address to send representations to) |
|---|---|----------------------------------|---|---|--|
| Allocation of RHB funded clearance sites to Affordable Housing Strategic Partnership Authorisation of the allocation of cleared sites in The Garnets, Beeston; The Crosbys, Holbeck; and St Hilda's, Cross Green to the Affordable Housing Strategic Partnership for redevelopment. | Executive Board (Portfolio: Neighbourhoods and Housing) | 13/10/10                         | Ward Members, Legal Licensing and Registration, Area Management, Local Community Groups | The report to be issued to the decision maker with the agenda for the meeting | Director of Environment and Neighbourhoods<br>sue.morse@leeds.gov.uk   |

## **NOTES**

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £250,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

### **Executive Board Portfolios**

### **Executive Member**

|                                      |                            |
|--------------------------------------|----------------------------|
| Resources and Corporate Functions    | Councillor Keith Wakefield |
| Development and Regeneration         | Councillor Richard Lewis   |
| Environmental Services               | Councillor Thomas Murray   |
| Neighbourhoods and Housing           | Councillor Peter Gruen     |
| Children's Services                  | Councillor Judith Blake    |
| Leisure                              | Councillor Adam Ogilvie    |
| Adult Health and Social Care         | Councillor Lucinda Yeadon  |
| Leader of the Conservative Group     | Councillor Andrew Carter   |
| Leader of the Liberal Democrat Group | Councillor Stewart Golton  |
| Leader of the Green Group            | Councillor Ann Blackburn   |
| Advisory Member                      | Councillor Jane Dowson     |

In cases where Key Decisions to be taken by the Executive Board are not included in the Plan, 5 days notice of the intention to take such decisions will be given by way of the agenda for the Executive Board meeting.

**LEEDS CITY COUNCIL**

**BUDGET AND POLICY FRAMEWORK DECISIONS**

| <b>Decisions</b>                      | <b>Decision Maker</b> | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be considered by Decision Maker</b>                       | <b>Lead Officer</b>  |
|---------------------------------------|-----------------------|----------------------------------|------------------------------|---|--|
| Budget                                | Council               | 23 <sup>rd</sup> February 2011   | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of Resources  |
| Council Plan                          | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting |  |
| Children & Young People's Plan        | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of Children's Services                              |
| Community Strategy                    | Council               | 2011                             | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Assistant Chief Executive (Policy, Planning and Improvement) |
| Council Business Plan                 | Council               | July 2011                        | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Assistant Chief Executive (Policy, Planning and Improvement) |
| Crime and Disorder Reduction Strategy | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of Environments and Neighbourhoods                  |

| <b>Decisions</b>   | <b>Decision Maker</b> | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be considered by Decision Maker</b>                       | <b>Lead Officer</b>  |
|--|-----------------------|----------------------------------|------------------------------|---|--|
| Development Plan documents   | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of City Development                                 |
| Local Transport Plan   | Council               | 2011                             | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of City Development                                 |
| Plans and alterations which together comprise the Development plan | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of City Development                                 |
| Youth Justice Plan   | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of Children's Services                              |
| Licensing Authority Policy Statement                               | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Assistant Chief Executive (Corporate Governance)             |
| Leeds Strategic Plan   | Council               | July 2011                        | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Assistant Chief Executive (Policy, Planning and Improvement) |
| Safer Leeds Partnership Plan 2008                                  | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of Environments and Neighbourhoods                  |
| Health and Wellbeing Partnership Plan                              | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of Adult Social Care                                |

| <b>Decisions</b>              | <b>Decision Maker</b> | <b>Expected Date of Decision</b> | <b>Proposed Consultation</b> | <b>Documents to be considered by Decision Maker</b>                       | <b>Lead Officer</b>                        |
|-------------------------------|-----------------------|----------------------------------|------------------------------|---|--|
| Economic Development Strategy | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of City Development               |
| Climate Change Strategy       | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of City Development               |
| Leeds Housing Strategy        | Council               |                                  | Via Executive Board          | Report to be issued to the decision maker with the agenda for the meeting | Director of Neighbourhoods and Environment |

**NOTES:**

The Council's Constitution, in Article 4, defines those plans and strategies which make up the Budget and Policy Framework. Details of the consultation process are published in the Council's Forward Plan as required under the Budget and Policy Framework.

Full Council ( a meeting of all Members of Council) are responsible for the adoption of the Budget and Policy Framework.