

Appendix 3



**FORWARD PLAN OF KEY DECISIONS
Relating to Scrutiny Board (Regeneration)**

1 February 2012 – 31 May 2012

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 February 2012 – 31 May 2012. 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:

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

Telephone: 0113 2474350

Fax: 0113 3951599

Email: 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 see a copy of the Forward Plan?

The Plan can be found on the Leeds City Council Website www.leeds.gov.uk. The Plan is regularly updated and for legal reasons is formally published on a monthly basis on the following dates:

2011/12

16 th June 2011	17 th December 2011
15 th July 2011	17 th January 2012
17 th August 2011	15 th February 2012
16 th September 2011	16 th March 2012
17 th October 2011	16 th April 2012
16 th November 2011	

About this publication

For enquiries about the Forward Plan of Key Decisions please:

E-mail: cxd.councilandexec@leeds.gov.uk or telephone: 0113 247 4357

Visit our website 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 ইংরেজীতে 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 जरूरत 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 इंटरप्रिटर (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 ਕਹਾਂਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂਗੇ.

(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 43 46 2 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 ترجمان (انٹرپرائز) سے رابطہ کریں گے۔

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 February 2012 to 31 May 2012

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Morley Conservation Area 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	1/2/12	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	Director of City Development phil.ward@leeds.gov.uk
Environment and Neighbourhoods Directorate, Strategy and Commission Division restructure Approval to implement restructure proposals	Director of Environment and Neighbourhoods	1/2/12	With members of staff affected and relevant trade unions	Decision reports and appendices	bridget.emery@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to invoke the first 12 month extension for the existing 3(+1+1) Service Level Agreement with Adult Social Care Learning Disabilities for the Independent Living Project (ILP) Services.	Director of Environment and Neighbourhoods	1/2/12		Report to be presented to the Delegated Decision Panel in November 2011	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Request to extend the current Supporting People contract with St. Anne's Community Services for the Holdforth Court hostel service and the Alcohol Floating Support Service for 12 months; this is maximum contract extension period. The total annual con</p> <p>Authorisation to extend the current Supporting People contract with St. Anne's Community Services for the Holdforth Court hostel service and the Alcohol Floating Support Service for 12 months, this is maximum contract extension period. The total annual contract value is approximately £382,279.98.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/2/12</p>	<p>n/a</p>	<p>Report to be presented to the Delegated Decision Panel</p>	<p>neil.evans@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to waive Contracts Procedure Rule 13 to enter a contract with Foundation for a period of 1 year Approval to waive Contracts Procedure Rule 13 to enter into a contract with Foundation for a period of 1 year	Director of Environment and Neighbourhoods	1/2/12	Quality Assessment was undertaken during the life of the current contract and involved detailed consultation with staff, clients and key stakeholders.	Report to be presented to the Delegated Decision Panel prior to decision being taken	sandra.twitchett@leeds.gov.uk
Request to invoke Contracts' Procedure Rule 25.1 to enter into the 6 month extension period to the existing 12(+6) month contract with Northern Life Care (trading as UBU)	Director of Environment and Neighbourhoods	1/2/12		Report to be presented to the Delegated Decision Panel prior to decision being taken	sandra.twitchett@leeds.gov.uk
The structure of the new Regeneration Programmes Division in the Environment and Neighbourhoods Directorate. Approval of the proposed new structure, as contained in the report of the Chief Regeneration Officer.	Director of Environment and Neighbourhoods	1/2/12	October 2011 (preliminary); November 2011 (formal)	Report of the Chief Regeneration Programmes Officer to the Delegated Decision Report & Appendices	christine.addison@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to enter into a 12 month contract with Touchstone for the Accommodation Based Service and Floating Support Service at an annual value of £448,228.	Director of Environment and Neighbourhoods	1/2/12		EIA Screening Document	luke.myers@leeds.gov.uk
Request to enter into a 12 month contract with Leeds Irish Health & Homes for a housing related support service.	Director of Environment and Neighbourhoods	1/2/12		Consultation with service users and stakeholders has been carried out as part of the Mental Health sector review.	sarah.best@leeds.gov.uk
Request to invoke Contracts' Procedure Rule 25.1 in order to enter into the 1 year extension period to the existing 2(+1) year contract with Riverside ECHG for the Bracken Court and Floating Support Service	Director of Environment and Neighbourhoods	1/2/12		Report to be presented to Delegated Decision Panel	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Headingley Hill, Hyde Park and Woodhouse Moor Conservation Area To approve the Headingley Hill, Hyde Park and Woodhouse Moor Conservation Area and Management Plan as non-statutory planning guidance</p>	<p>Chief Planning Officer</p>	<p>1/2/12</p>	<p>Ongoing consultation with local community, Ward Members and other bodies</p>	<p>DDN Report</p>	<p>philip.ward@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Recommendations and outcomes arising from the Strategic Sector Review for the future provision of housing related support services for Homeless People.</p> <p>Authorisation from the Director of Environment and Neighbourhoods to implement the recommendations and outcomes of the Strategic Sector Review for the future provision housing related support services for Homeless People.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/2/12</p>	<p>n/a</p>	<p>Report to be presented to the Commissioning Body</p>	<p>neil.evans@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Recommendations and outcomes arising from the Strategic Sector Review for the future provision of housing related support services for Young People. Authorisation from the Director of Environment and Neighbourhoods to implement the recommendations and outcomes of the Strategic Sector Review for the future provision housing related support services for Young People.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/2/12</p>	<p>n/a</p>	<p>Report to be presented to the Commissioning Body and the Director</p>	<p>neil.evans@leeds.gov.uk</p>
<p>Request to invoke the 1 year contract extension to the 2 (+1) year contract held with Great Places for the Resettlement Support Service at an annual value of £367,000.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/2/12</p>		<p>EIA screening document</p>	<p>luke.myers@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
CLG Single Homeless Funding	Director of Environment and Neighbourhoods	1/2/12	None	None.	rob.mccartney@leeds.gov.uk
Investment in Affordable Housing in Leeds To note the contents of the report and approve in principle approach to considering future investment of affordable housing in Leeds	Executive Board (Portfolio: Neighbourhoods, housing and regeneration)	10/2/12		The report to be issued to the decision maker with the agenda for the meeting	maggie.gjessing@leeds.gov.uk
Neighbourhood Investment Fund Approval to establish a Neighbourhood Investment Fund for Leeds	Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)	10/2/12	With Ward Members, local Communities and other stakeholders	The report to be issued to the decision maker with the agenda for the meeting	james.rogers@leeds.gov.uk
Kirkgate Market Agree optimum size and future redevelopment of Kirkgate Market	Executive Board (Portfolio: Development and the Economy)	10/2/12	With members and tenants	Executive Board Report	cath.follin@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Leeds River Aire Flood Alleviation Scheme To consider options for a phased approach to make recommendations	Executive Board (Portfolio: Development and the Economy)	10/2/12	None prior to Exec Board	The report to be issued to the decision maker with the agenda for the meeting	Gary Bartlett, Chief Highways Officer gary.bartlett@leeds.gov.uk
Core Strategy Publication Draft Authority to go out to public consultation	Executive Board (Portfolio: Development and the Economy)	10/2/12	CLT/LMT/relevant Executive Members	The report to be issued to the decision maker with the agenda for the meeting	David Feeney, Head of Forward Planning and Implementation david.feeney@leeds.gov.uk
Refurbishment of Street Lighting in High Street Boston Spa To consider the proposal to install a minimal lighting scheme on the High Street, Boston Spa	Executive Board (Portfolio: Development and the Economy)	10/2/12	Internal Officers, Ward Members and Boston Spa Parish Council have already been consulted.	The report to be issued to the decision maker with the agenda for the meeting	andrew.molyneux@leeds.gov.uk
Hydro Project - Options Appraisal Authority to spend approval	Executive Board (Portfolio: Development and the Economy)	10/2/12	Environment Agency, British Waterways, Recreational Users (canoeists, anglers etc)	The report to be issued to the decision maker with the agenda for the meeting	david.outram@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
HRA Self Financing and Business Plan To agree the HRA Business Plan	Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)	10/2/12	Strategic Governance Board, ALMO Boards	Government's HRA Self Financing proposals	John Statham john.statham@leeds.gov.uk
Review of commissioned housing related support services for people with mental health problems	Director of Environment and Neighbourhoods	1/3/12		Report to be presented to Delegated Decision Panel	neil.evans@leeds.gov.uk
Request to enter into the first 1 year extension period to the existing 3(+1+1) year service level agreement with Adult Social Care Mental Health for the three Transitional Housing Unit services, the Sustainment Team Floating Support Service and the	Director of Environment and Neighbourhoods	1/3/12		Report to be presented to the Delegated Decision Panel	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to enter into a Supporting People contract with St. Anne's Community Services for the St. Anne's Mental Health Floating Support Service at a total contract value of approximately £311,526.44 per annum.	Director of Environment and Neighbourhoods	1/3/12		EIA Screening	simon.griffiths@leeds.gov.uk
Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval Required	Executive Board (Portfolio :Development and the Economy)	7/3/12	Equality Impact Assessment	The report to be issued to the decision maker with the agenda for the meeting	colin.mawhinney@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Local Development Order 1: Solar Panels on Non-domestic Buildings To approve Local Development Order 1: Solar Panels on Non-domestic buildings	Executive Board (Portfolio: Development and the Economy)	7/3/12	There will be a formal period of consultation of at least 28 days before the LDO can be adopted. The Secretary of State must also be consulted.	The report to be issued to the decision maker with the agenda for the meeting	paul.bingham@leeds.gov.uk rowena.hall@leeds.gov.uk
Lower Kirkgate THI Stage 2 bid details and match funding Approve bid details and match funding	Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)	7/3/12	Consultation completed May 2011	The report to be issued to the decision maker with the agenda for the meeting	franklin.Riley@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 the Economy	Councillor Richard Lewis
Environmental Services	Councillor Mark Dobson
Neighbourhoods Housing and Regeneration	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 Morley Borough Indep	Councillor Robert Finnigan

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

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Vision for Leeds	Council	To be confirmed	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Planning, Policy and Improvement)
Council Business Plan	Council	July 2013	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Development Plan documents	Council		Via Executive Board, Scrutiny Board (Regeneration)	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, Scrutiny Board (Regeneration)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Housing and Regeneration City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Regeneration), Leeds Initiative	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
			Board, Housing and Regeneration Partnership Board		

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.