



**FORWARD PLAN OF KEY DECISIONS
For Scrutiny Board – Children and Families**

1 June 2012 – 30 September 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 June 2012 – 30 September 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:

2012/13

17 th May 2012	16 th November 2012
15 th June 2012	17 th December 2012
17 th July 2012	17 th January 2013
17 th August 2012	14 th February 2013
17 th September 2012	15 th March 2013
17 th October 2012	16 th April 2013

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 फोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फोन 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 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 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 (انٹر پریٹر) سے رابطہ کریں گے۔

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 June 2012 to 30 September 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)
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.	Director of Environment and Neighbourhoods	1/6/12	n/a	Report to be presented to the Commissioning Body and the Director	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)
Young Carers Service Delegated decision required to award a new contract following conclusion of a procurement exercise.	Director of Children's Services	1/6/12	Consultation was undertaken with young carers prior to development of the service specification.	Award report to be presented at delegated decision panel	paul.bollom@leeds.gov.uk
PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT SWARCLIFFE PRIMARY SCHOOL Approval to proceed with works to provide additional accommodation at Swarcliffe Primary school in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme	Director of Children's Services	1/6/12	Swarcliffe Primary School	Design and Cost Report	charlotte.foley@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>PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT NEW BEWERLEY PRIMARY SCHOOL</p> <p>Approval to proceed with works to provide additional accommodation at New Bewerley Primary school in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>	<p>New Bewerley Primary School</p>	<p>Design and Cost Report</p>	<p>charlotte.foley@leeds.gov.uk</p>
<p>Contract with Leeds Community Healthcare</p> <p>Request to waive contracts procedure rule 13 and enter into a new contract with Leeds Community Healthcare</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>	<p>n/a</p>	<p>Waiver Report</p>	<p>paul.bollom@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>Youth Inclusion Projects, Inclusion Service, Substance Misuse Treatment</p> <p>To agree the waiver of contracts procedure rule 13 to enter into contracts for the provision of: Youth Inclusion Projects, Inclusion Services, Substance Misuse Treatment.</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>	<p>Children's Services Directorate, Procurement Unit, Chief Officer Concerned</p>	<p>Proposals from the existing contracted providers</p>	<p>iain.dunn@leeds.gov.uk</p>
<p>Leeds 10 Primaries PFI Project (PFI-10) - Outcome of TUPE Negotiations</p> <p>Recommendation that the Director of Children's Services approves this one off payment (actual figure to be confirmed within Decision Report) in respect of the TUPE settlement submitted through the 10 Primaries PFI Project.</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>		<p>LCC Decision Report/TUPE Reconciliation Data (Spreadsheet)</p>	<p>nigel.wilson@leeds.gov.uk/ matthew.cooper@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)
School calendar - academic year 2013 - 2014 To agree the school calendar for community and voluntary controlled schools, and SILCs for the academic year 2013-2014.	Director of Children's Services	1/6/12	Headteacher and Governor Forums and the Teachers Joint Consultative Committee.	School Calendar – academic year 2013-2014	vicki.white@leeds.gov.uk
Implementing a new children's services structure through the restructure of existing provision To take one or more decisions in connection with the proposals for the new structure including the restructure of existing provision	Director of Children's Services	1/6/12	Staff, Trade Unions	Delegated Decision Report and relevant structure charts	Nigel Richardson, Director Children's Services nigel.richardson@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>Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1st March 2012 with the option to extend for a further 2 years if so required.</p>	<p>Director of City Development</p>	<p>1/6/12</p>	<p>Parks and Countryside, Procurement Unit.</p>	<p>Tender Returns</p>	<p>martin.wright@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>PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT HUGH GAITSKELL PRIMARY SCHOOL</p> <p>Approval to proceed with works to provide additional accommodation at Hugh Gaitskell Primary school in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>20/6/12</p>	<p>Hugh Gaitskell Primary School</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>alex.macleod@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>PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT BLENHEIM PRIMARY SCHOOL</p> <p>Approval to proceed with works to provide additional accommodation at Blenheim Primary School in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>20/6/12</p>	<p>Blenheim Primary School</p>	<p>The report is to be issued to the decision maker with the agenda for the meeting</p>	<p>alex.macleod@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>Establishment of the Leeds Apprenticeship Training Agency (ATA) To approve the setting up of the new company limited by guarantee (jointly owned by the Council and Leeds City College) under the terms and conditions set out in the draft Memorandum and Articles of Association.</p>	<p>Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)</p>	<p>20/6/12</p>	<p>Engagement activities will commence in early May with local businesses and other stakeholder groups including learning providers to raise awareness of the ATA approach and to build relationships. A detailed Communications Strategy is being developed to support engagement with businesses and learners.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p> <p>Apprentice Training Agency Feasibility Study by KPMG, 19th December 2011</p>	<p>Sue Wynne sue.wynne@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>Permission to consult on school place expansions for 2014</p> <p>Permission to consult on proposals for permanent school places for 2014</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>18/7/12</p>	<p>All ward members to be consulted prior to Exec Board to ensure they support testing through consultation. If approved, a formal statutory 6 week consultation period would follow 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This would include area committees and all ward members city wide.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>stuart.gosney@leeds.co.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>Outcome of statutory notice regarding change of age range of Brodetsky Primary School</p> <p>Decision on proposal to change of age range of Brodetsky Primary School</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>18/7/12</p>	<p>The proposal is brought forward by the governing body of the school, who have managed the consultation process and have consulted local ward members.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>stuart.gosney@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>Outcome of consultation on expansion of school places for 2014 Permission to publish statutory notices for the proposals</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>5/9/12</p>	<p>The report will summarise the formal statutory 6 week consultation period held 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This includes area committees and all ward members city wide.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>stuart.gosney@leeds.gov.uk</p>

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
Budget	Council	February 2013	Via Executive Board, Scrutiny Board (Resources and Council Services), relevant stakeholders	Report to be issued to the decision maker with the agenda for the meeting covering the following reports a) Revenue Budget b) Council Tax c) Capital Programme d) Treasury Management	Director of Resources
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)
Children & Young People's Plan (includes Children and Families City Priority Plan and Youth Justice Plan)	Council	July 2013	Via Executive Board, Scrutiny Board (Children and Families), Leeds Initiative Board, Children's Trust Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
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)

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
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
Licensing Authority Policy Statement (Gambling Policy)	Council	November 2012	Via Executive Board, Scrutiny Board (Resources and Council Services), Licensing Committee, stakeholders, general public, Ward Members, current licensees	Report to be issued to the decision maker with the agenda for the meeting, including the new policy, consultation report and relevant sections from the Gambling Act 2005.	Director of Resources
Insertion of Large Casino Section	Council	18 th January 2012			
Health and Wellbeing City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Health & Wellbeing and Adult Social Care), Leeds Initiative Board, Health and Wellbeing Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Care

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Safer and Stronger Communities Plan (includes Safer and Stronger Communities City Priority Plan)	Council	July 2013	Via Executive Board, Scrutiny Board (Safer and Stronger Communities), Leeds Initiative Board, Safer and Stronger Communities Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Sustainable Economy and Culture City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Sustainable Economy and Culture), Leeds Initiative Board, sustainable Economy and Culture Partnership Board	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 Board, Housing and Regeneration Partnership Board	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
Local Flood Risk Management Strategy	Council		Via Executive Board, Scrutiny Board (Sustainable Economy and Culture)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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.