



FORWARD PLAN OF KEY DECISIONS

1 July 2008 – 31 October 2008

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 2008 – 31 October 2008. 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

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:

2008 2009

17 th July 2008	17 th December 2008
15 th August 2008	16 th January 2009
16 th September 2008	13 th February 2009
17 th October 2008	17 th March 2009
14 th November 2008	16 th April 2009

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 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 (दुभाषिण) 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 2008 to 31 October 2008

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)
School Devolved Formula Capital Budgets 2008/09 To seek approval to carry out capital works and incur expenditure at Leeds schools, to be funded by Devolved Formula Capital grant.	Director of Children's Services	1/7/08		Design and Cost report	Director of Children's Services
Major Refurbishment and General Building Works 2008/09 To authorise the incurring of £2,000,000 of expenditure in respect of Major Refurbishment and General Building Works Programme.	Director of Children's Services	1/7/08		Design and Cost report	Director of Children's Services

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)
<p>Big Lottery Funding for Construction of Fixed Play Areas - Capital Scheme 14769</p> <p>Approval of the fully funded injection of £820k from the Big Lottery Fund into the 2008/09 Capital Programme for the design and construction of eight play areas throughout the City. The play areas are Cragside Recreation Area, Deepdale Park, Harehills Park, Hesketh Lane Park, Meanwood Park, Middleton Park, Rookwood Park and Tyresal Park.</p>	<p>Director of Resources</p>	<p>1/7/08</p>	<p>Ward Members / Local Schools and Local Community</p>	<p>Design and Cost Report</p>	<p>Director of Resources</p>
<p>Care of Looked after Children - Independent Fostering Agencies</p> <p>Award of a framework contract to various Independent Fostering Agencies</p>	<p>Chief Officer - Children and Young People's Care</p>	<p>1/7/08</p>	<p>Full tender exercise involving looked after young people</p>	<p>Panel Report</p>	<p>Director of Children's Services</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)
Lower Wortley Road Improvements Authority to Spend from DOR	Director of Resources	1/7/08	None	Design and Cost Report and Delegated Decision Notice	Director of Resources
<p>Transforming Social Care In response to the government agenda "Transforming Social Care" (DoH LA Circular (DH) (2008)1) there will need to be a variety of changes to staffing arrangements predominantly within Adult Social Care.</p> <p>At this stage it is not determined what these are but as action plans are progressed it is expected that there will be a range of changes to resourcing to ensure achievement of targets. There will be a series of reports as this is developed.</p>	Director of Adult Social Services	1/7/08	As a minimum the Executive Board member, Staff and Trade Unions. However a consultation plan will be developed to ensure all stakeholders are consulted and informed appropriately.	Local Government Circular LAC (DH) (2008)	Director of Adult Social Services

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)
Funding for the Development of New Childcare Places and Extended Services To inject £11.4 million over 3 years into the Children's Services Capital Programme and give authority to incur this expenditure.	Executive Board (Portfolio: Children's Services)	16/7/08	Education Leeds, Children's Services, Providers and Stakeholders city-wide.	The report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
Otley - Heavy Goods Vehicle Traffic To seek approval for proposals for HGV Management in the Otley area.	Executive Board (Portfolio: Development and Regeneration)	16/7/08	Ward Members, Neighbouring Local Authorities	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Personalised Day Support for Older People To agree service improvement plan to deliver increased choice and more personalised day activities for older people.	Executive Board (Portfolio: Adult Health and Social Care)	16/7/08		The report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Services

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)
<p>Camera Enforcement of Bus Lanes Approval to the imposition of penalty charges and undertake civil enforcement in respect of bus lane contraventions.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>16/7/08</p>	<p>Key stakeholders have been involved in the development of the scheme and have backed the proposals. Ward members will be consulted as part of preliminary design. A publicity campaign will be carried out prior to the scheme being brought online.</p>	<p>The document to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>
<p>Independent Living PFI Project Approval of the revised scope and affordability of the Independent Living Project for Children's Services.</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>16/7/08</p>	<p>To seek approval to proceed to implement the Children's Independent Living Project as a City Council Change to the wider Independent Living Project, with a revised scope and affordability position to that previously considered by Executive Board.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Children's Services</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)
<p>Managing Pupil Numbers at Swallow Hill Community College</p> <p>Approval of the strategy proposed to manage the excess in pupil numbers in the existing Wortley High School building, and approval of the capital injection of £1.19m to meet the cost of required refurbishment and ICT works.</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>16/7/08</p>	<p>School & Temporary Governing Body</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Executive of Education Leeds</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)
<p>Bankside- Provision of Newly Built School</p> <ul style="list-style-type: none"> • To note the content of the report detailing the proposed scheme to provide new build school at Bankside Primary School. • Give in principle approval to proceed with the scheme and develop the design. 	Executive Board (Portfolio: Children's Services)	16/7/08	Consultation already undertaken includes public meeting with Governors, parents, school users and community in attendance. Future consultations include full ward councillor briefing, full consultation with governing body, school users including parents, pupils and community users, and other Council Services.	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds
Increased admission limit at Harehills Primary School To permanently increase the admission limit from 60 to 90 pupils per year.	Executive Board (Portfolio: Children's Services)	16/7/08	Public consultation took place during 2007. Report will consider any representations following publication of statutory notice.	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds

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)
<p>New Leaf Leisure Centres - Approval of Final Business Case, Affordability and off site Capital Works</p> <p>Approval to submit the final business case to the Department of Culture Media and Sport for approval. Approval to an injection into the Capital programme and authority to spend in respect of off site highway works at Morley and Armley leisure centres and a multi use games area at Armley.</p> <p>Notification of the securing of third party funding to part off set the highway costs.</p>	<p>Executive Board (Portfolio: Leisure)</p>	<p>16/7/08</p>	<p>Ward members, Leisure centre users, Executive Member for Learning and Leisure.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</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)
<p>Design & Cost Report Yeadon High Street-Capital scheme no: 12151/YEA/000</p> <p>Approval is sought to spend £260K of Town and District Centre Regeneration Fund monies to contribute to the highway improvement in Yeadon Town Street.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>16/7/08</p>	<p>Ward Members, Members of the Public, Project Yeadon, DREAM and LEDA.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>
<p>Options appraisal- Re-provision of East Moor Secure Children's Home Agreement to capital expenditure for building new secure children's home on a different site</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>16/7/08</p>	<p>Asset Management Board</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Children's Services</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)
<p>Affordable housing targets, housing mix and student housing</p> <p>Adopt informal planning policy to broadened housing mix and increase the affordable housing targets and clarify that student housing developments will be considered for affordable housing and existing policy concerning affordable housing will be applied. Apply the changes to applications received on or after Monday 28th July 2008.</p>	<p>Executive Board (Portfolio: City Development)</p>	<p>16/7/08</p>	<p>Consultation has taken place with lead members and also with a range of housing developers, land owners and agents (details within the report)</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</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)
<p>Leeds Sports Trust Approval not to proceed with the development of a Trust to manage the Council's Sports and Active Recreation Service and that further work be undertaken and reports brought back as to future options to address the challenges faced by the service.</p>	<p>Executive Board (Portfolio: Leisure)</p>	<p>16/7/08</p>	<p>Considerable consultation already undertaken and ongoing with key stakeholder groups including - Service staff; Service users; the Unions; the general public; various LCC Members/ officers.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>
<p>Leeds Future Transport Strategy Approve the capital contribution to the development costs to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme eligible for 100% Government funding.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>16/7/08</p>	<p>To be carried out as part of the Transport Strategy development.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</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)
<p>New Generation Transport (NGT) Update Fully funded capital injection to cover LCC contribution to the development of the NGT Major scheme Business Case.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>16/7/08</p>	<p>Public and Stakeholder consultation will take place from Autumn 2008 as part of the development of the Major Scheme Business Case.</p>	<p>The document to be issued to the decision maker with the agenda for the meeting</p>	
<p>Leeds International Pool Lisbon Street Leeds 1 To consider terms relating to the sale of the Leeds International Pool.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>16/7/08</p>	<p>Members of the Council</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</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)
Request to waiver contract procedure rule 12 and enter into a Supporting People contract with Leeds Partnership Foundation Trust for the Specialised Supported Living Service 1 (multiple disability) and Specialised Supported Living Service 2 (complex Authorisation to waiver contract procedure rule 12 and enter into a Supporting People contract with Leeds Partnership Foundation Trust for the Specialised Supported Living Service 1 (multiple disability) and Specialised Supported Living Service 2 (complex behaviour).	Director of Environment and Neighbourhoods	31/7/08	N/A	Report to be presented to the Delegated Decision Panel	Director of Environment and Neighbourhoods
Financial Management Restructure Approval of the Restructure of the Authority wide Financial Management function.	Director of Resources	1/8/08	Extensive consultation with Unions and other stakeholders including staff planned from late June 2008.	Chief Officer Delegated Decision report	Director of Resources

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)
Staff Structure for Corporate Property Management Approval of a staffing structure for the new Corporate Property Management Services within the Resources Directorate.	Director of Resources	1/8/08	Consultation with staff and Unions to take place over June and July	Delegated Decision Report	Director of Resources
Contract for Intensive 7 Day Family Support Award of Contract	Chief Officer - Early Years and Youth Service	1/9/08	Client Department	Contract Award Report	Director of Children's Services
Parks and Green Space Strategy To seek approval for the publication of the Parks and Green Space Strategy.	Executive Board (Portfolio: Leisure)	2/9/08	Extensive consultation has taken place throughout the development of the strategy with a range of stakeholders and members.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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)
A653 Dewsbury Road Bus Priority Measures, Ring Road Beeston Park Bus Land Permission to construct the scheme, subject to satisfactory funding arrangements being in place on return of tenders. The works are required to provide a quality bus corridor identified in the LTP and are an intrinsic part of the Yorkshire Bus Initiative.	Executive Board (Portfolio: Development and Regeneration)	2/9/08	Initial Member consultation has taken place.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Roundhay Mansion Approval of a Preferred and Reserve Bidder for the tenancy of the Roundhay Mansion.	Executive Board (Portfolio: Leisure)	2/9/08	Executive Member for Leisure and other Executive Board Members	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Pudsey Bus Station Redevelopment Approval to construct the highway works associated with the redevelopment of Pudsey Bus Station	Executive Board (Portfolio: Development and Regeneration)	2/9/08	As this is a joint LCC/Metro scheme, joint consultation is ongoing	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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)
Street Design Guide Approval of Supplementary Planning Document	Executive Board (Portfolio: Development and Regeneration)	2/9/08	Already carried out	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Review of the Council's lettings policy Approval of the revised Lettings Policy. The lettings policy is reviewed as part of a continuous process improvement, as a result of consultation with stakeholders including Arms Length Management Organisations, Registered Social Landlords, voluntary sector agencies and customers.	Executive Board (Portfolio: Neighbourhoods and Housing)	8/10/08	Customers waiting to be rehoused, Leeds City Council tenants, Arms Length Management Organisations, Belle Isle Tenant Management Organisation, Registered Social Landlords, Leeds Tenants' Federation, Legal Services, Voluntary agencies	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods

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

Central and Corporate

Councillor Richard Brett

Development and Regeneration

Councillor Andrew Carter

Environmental Services

Councillor Steve Smith

Neighbourhoods and Housing

Councillor John Leslie Carter

Leisure

Councillor John Procter

Children's Services

Councillor Stewart Golton

Learning

Councillor Richard Harker

Adult Health and Social Care

Councillor Peter Harrand

Leader of the Labour Group

Councillor Keith Wakefield

Leader of the Morley Borough
Independent Group

Councillor Robert Finnigan

Advisory Member

Councillor Judith Blake

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		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
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	
Community Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Council Business Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Crime and Disorder Reduction Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	

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	Report to be issued to the decision maker with the agenda for the meeting	
Local Transport Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
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	
Youth Justice Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Licensing Authority Policy Statement	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Leeds Strategic Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Safer Leeds Partnership Plan 2008	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Health and Wellbeing Partnership Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Economic Development Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Climate Change Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Leeds Housing Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	

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.