

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 November 2008 to 28 February 2009

Appendix 2

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)
Middleton Sissons 20mph zone Permission to construct the scheme and implement a 20mph Zone	Chief Highways Officer	3/11/08	Internal, and external consultation with Members, Emergency Services and Metro has taken place. Public consultation is ongoing.	None.	Director of City Development
Request to enter into a contract with Foundation Housing for the Temporary Emergency Accommodation Service/Resettlement Service To authorise the entering into of a contract following a competitive tendering exercise to provide Housing related support for a period of 3+1+1 years with Foundation Housing.	Director of Environment and Neighbourhoods	3/11/08	N/A	Report and tender documentation	Director of Environment and Neighbourhoods

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 enter into a Service Level Agreement with Adult Social Care for the Provision of Supporting People Services for People with Learning Disabilities Approval to enter into Supporting People Service Level Agreement with Leeds City Council, Adult Social Care Directorate for a period of 3 + 1 years.	Director of Environment and Neighbourhoods	3/11/08	N/A	Report and Options Appraisal for the Delegated Decision Panel	Director of Environment and Neighbourhoods
Request to enter into a Service Level Agreement with Adult Social Care for the Provision of Supporting People Services for People with Learning Disabilities Approval to enter into Supporting People Service Level Agreement with Leeds City Council, Adult Social Care Directorate for a period of 18+6 months.	Director of Environment and Neighbourhoods	3/11/08	N/A	Report and Options Appraisal for the Delegated Decision Panel	Director of Environment and Neighbourhoods

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)
Independent Advice and Guidance Contract Acceptance	Chief Officer - Early Years and Youth Service	3/11/08	Corporate Procurement Unit, Joint Preventative Commissioning Panel, Joint Preventative Partnership	None.	Director of Children's Services
Junior Youth Inclusion Projects Contract acceptance	Chief Officer - Early Years and Youth Service	3/11/08	CPU	None.	Director of Children's Services
Family Outreach Workers (West) To award the contract for the above.	Chief Officer - Early Years and Youth Service	3/11/08	Procurements Unit, Head of Children's Centre Services (HoCCS), Children's Centre Managers (West)	Tender evaluation documents	Director of Children's Services

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<p>Request to enter into a contract with Carr Gomm for the Provision of Supporting People Services for homeless families and women experiencing domestic violence (Leeds Floating Support for Families, SID 1031)</p> <p>Approval to enter into Supporting People contract with Carr Gomm for a period of 3 (1+1) years.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>3/11/08</p>	<p>N/A</p>	<p>Report and Options Appraisal for the Delegated Decision Panel</p>	<p>Director of Environment and Neighbourhoods</p>

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<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>	<p>Director of Adult Social Services, Director of Resources</p>	<p>3/11/08</p>	<p>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.</p>	<p>Local Government Circular LAC (DH) (2008)</p>	<p>Director of Adult Social Services, Director of Resources</p>
<p>Financial Management Restructure Approval of the Restructure of the Authority wide Financial Management function.</p>	<p>Director of Resources</p>	<p>3/11/08</p>	<p>Extensive consultation with Unions and other stakeholders including staff planned from late June 2008.</p>	<p>Chief Officer Delegated Decision Report</p>	<p>Director of Resources</p>

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Compulsory Purchase Order (Parent Scheme) Authority to spend from Director of Resources	Director of Resources	3/11/08	RHB Project Board	Design and Cost Report	Director of Resources
Demolition of buildings at the Copperfields College site Authority to spend on demolition works	Chief Officer, Corporate Property Management	3/11/08	Already carried out	Report to decision maker	Chief Officer, Corporate Property Management
Area Delivery Plans for 2008/09 Endorsement of 10 Area Delivery Plans	Executive Board (Portfolio: Neighbourhoods and Housing)	5/11/08	Elected Ward 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
Street Design Guide Approval of Supplementary Planning Document	Executive Board (Portfolio: Development and Regeneration)	5/11/08	Already carried out	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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Financial Performance Half Year 2008/09 In noting the financial position at the half year for the Authority a decision will be required as to the treatment of any variation identified.	Executive Board (Portfolio: Central and Corporate)	5/11/08		The report to be issued to the decision maker with the agenda for the meeting	Director of Resources
Proposed Leeds Arena, Selection of Preferred Development Proposal To select preferred developer / development process for the proposed Leeds arena	Executive Board (Portfolio: Development and Regeneration)	5/11/08	Arena Project Board and Yorkshire Forward	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
The Living City Wage To consider the implications of introducing a Living Wage for Leeds.	Executive Board (Portfolio: Central and Corporate)	5/11/08	To consider matters already nationally and locally researched by Living Wage organisations.	The report to be issued to the decision maker with the agenda for the meeting	Director of Resources

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Leeds Town and District Centres Programme- Oakwood Phase 2 Town and District Centre To approve expenditure for the Town and District Centre Regeneration Scheme as supported by Asset Management Group (AMG).	Executive Board (Portfolio: Development and Regeneration)	5/11/08		The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Round 6 Housing Private Finance Initiative Programme- Lifetime Homes; Lifetime Neighbourhoods Decision to submit Expression of Interest	Executive Board (Portfolio: Neighbourhoods and Housing)	5/11/08	Executive Members, Ward Members, Older People's Strategic Partnership Board	The report to be issued to the decision maker with the agenda for the meeting	Deputy Chief Executive
RFId Equipment in Libraries To seek authority to incur expenditure for £1,200,000 on the programme of installation of Radio Frequency Identification equipment in libraries.	Executive Board (Portfolio: Leisure)	5/11/08	N/A	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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<p>Adult Social Care's Older People's Day Service- service improvement plan Approval of proposal that day services will no longer be provided at these centres: Richmond Hill, The Willows, Farfield and Pendas Way. Approval of related reinvestment plan detailing how resources released will be reinvested in older people's services.</p>	<p>Executive Board (Portfolio: Adult Health and Social Care)</p>	<p>5/11/08</p>	<p>Permission was given by Executive Board in July 2008 to undertake consultation with service users and carers directly affected and this has been concluded.</p>	<p>The document to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Adult Social Services</p>
<p>Future of the former Horsforth Library Executive Board is requested to give authority to spend in the amount of £895,000 in respect of the proposed refurbishment of the former Horsforth Library to provide a new Youth Services Centre in Horsforth and office accommodation for the WNW Area Management Team.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>5/11/08</p>	<p>Ward Members, Deputy Executive Member for Learning, Asset Management Group, Directors of Environment & Neighbourhoods and the Children's Service.</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)
Framework Agreement for Financial Advisors for PFI Projects To award the contract for the Framework Agreement.	Chief Officer (PPPU)	6/11/08	N/A (advisors from client departments consulted)	Report to Panel	Deputy Chief Executive
Highways Maintenance Projects estimated to cost in excess of £5,000 for inclusion in the Highway Maintenance Capital Programme 2009/2010.	Chief Highways Officer	10/11/08	Each elected member will be consulted on the proposed streets in their ward during September 2008.	Report to the Director of City Development	Chief Highways Officer
To set Sport Centre prices for 2009/10 To agree Leisure Centre Prices for 2009/10	Chief Recreation Officer	17/11/08	Consultation with the Executive Member for Leisure	Report and comparison of prices with other providers and other councils	Chief Recreation Officer

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<p>Request to waive contract procedure rule 12 and enter into a Supporting People contract with Stonham Division of Home Group Ltd.</p> <p>Authorisation to waive contract procedure rule 12 and enter into a Supporting People contract with Stonham Division of Home Group Ltd. for the Leeds Prevention Service, Kirkstall Lodge and South Leeds Tenancy Sustainment services.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/12/08</p>	<p>N/A</p>	<p>Report to be presented to the Delegated Decision Panel</p>	<p>Director of Environment and Neighbourhoods</p>
<p>Maintenance and repairs to Leeds City Council's site excluding Housing Stock in the trades of painting and decorating; drainage / drain clearance; gutter cleaning; glazing; lightning protection; metalwork, roofing and tarmacdam / groundworks</p> <p>Award of Contracts</p>	<p>Chief Officer, Corporate Property Management</p>	<p>1/12/08</p>	<p>Client Departments</p>	<p>Contract Award Report</p>	<p>Chief Officer, Corporate Property Management</p>

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<p>Request for approval to enter into a Supporting People SLA for services for people with mental health problems</p> <p>Approval to enter into a Supporting People Service Level Agreement with Leeds City Council for their accommodation based services for people with mental health problems – Cottlingley Court, Spen Croft and Bewerley Croft Services.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/12/08</p>	<p>N/A</p>	<p>Report to be presented to the Delegated Decision Panel</p>	<p>Director of Environment and Neighbourhoods</p>

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<p>A653 Dewsbury Road Bus Priority Measures, Ring Road Beeston Park Bus Land</p> <p>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.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>3/12/08</p>	<p>Initial Member consultation has taken place.</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>Vision for Council Leisure Centres</p> <p>To consider proposals for future investment in Council Leisure Centres following the conclusion of a public consultation exercise.</p>	<p>Executive Board (Portfolio: Leisure)</p>	<p>3/12/08</p>	<p>The public, Area Committees, Youth Council, Citizens Panel and other key stake holders.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Recreation Officer</p>

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<p>Parks and Green Space Strategy To seek approval for the publication of the Parks and Green Space Strategy.</p>	<p>Executive Board (Portfolio: Leisure)</p>	<p>3/12/08</p>	<p>Extensive consultation has taken place throughout the development of the strategy with a range of stakeholders and members.</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 for changes to primary provision in the Richmond Hill Planning Area Permission to consult on options including</p> <ol style="list-style-type: none"> 1) Close Mount St Mary's and expand Richmond Hill 2) Close Mount St Mary's and Richmond Hill, and establish a new school 3) Close Mount St Mary's and Richmond Hill, and establish a joint community and Catholic provision. 	<p>Executive Board (Portfolio: Children's Services)</p>	<p>3/12/08</p>	<p>Consultation January/February 2009</p>	<p>The report to be issued to the decision maker with the agenda</p>	<p>Chief Executive of Education Leeds</p>

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A639 Arla Landslip To approve expenditure necessary to make the carriageway safe and keep this important link open to traffic.	Executive Board (Portfolio: Development and Regeneration)	3/12/08	N/A	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
City Centre Park In principle support for the development of a City Centre Park.	Executive Board (Portfolio: Leisure)	3/12/08	Members, Officers, CABE, Civic Trust	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
South Leeds High School Approve the proposal to close South Leeds High School and replace it with an Academy to serve the needs of children and young people from the Beeston & Holbeck, City & Hunslet and Middleton Park wards.	Executive Board (Portfolio: Children's Services)	3/12/08	Public consultation including Ward Councillors	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds

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Intake High School Arts College Approve the proposal to close Intake High School and replace it with an Academy to serve the needs of children and young people from the Bramley and Stanningley Ward.	Executive Board (Portfolio: Children's Services)	3/12/08	Public consultation including Ward Councillors	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds
Commissioning on Post 16 Provision Agree the principles underpinning the Leeds approach to the commissioning of 14+ provision and recommend that the LSC agree specific proposals for the commissioning of post 16 provision from September 2009.	Executive Board (Portfolio: Children's Services)	3/12/08	School Governors, secondary Headteachers, FE Colleges and LSC	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds

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Leeds Town and District Centres Programme - Headingley Town Centre Improvements To approve expenditure for the Headingley Town and District Centre Regeneration scheme as supported by Asset Management Group (AMG).	Executive Board (Portfolio: Development and Regeneration)	3/12/08		The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Design Cost Report-Roundhay CC To inject £300k into the Children's Services Capital Programme and give authority to incur this expenditure.	Executive Board (Portfolio: Children's Services)	3/12/08	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
Design Cost Report-Boston Spa CC To inject £350k into the Children's Services Capital Programme and give authority to incur this expenditure.	Executive Board (Portfolio: Children's Services)	3/12/08	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

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Leeds Local Development Framework Annual Monitoring Report Executive Board Approval of City Council recommendations for the Secretary of State's consideration.	Executive Board (Portfolio: Development and Regeneration)	3/12/08	Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Regional Spatial Strategy Review- Leeds City Council comments Executive Board's consideration of City Council's comments in response to the RSS Review consultation.	Executive Board (Portfolio: Development and Regeneration)	3/12/08	Via Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Reprovision of Windlesford Green (a hostel for adults with learning disabilities in Woodlesford) To update Members on revisions to the scheme for a new supported living development for people with learning disabilities at Windlesford Green, and to obtain approval to proceed with the revised scheme.	Executive Board (Portfolio: Adult Health and Social Care)	3/12/08	Consultation has taken place with service users, parents & carers, staff, local residents and Ward Members.	The report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Services

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The provision of a new mobile and fixed voice and data services contract The tender is currently being advertised and we aim to be in position to make a decision and award in December 2008. The new contract will need to be in place for when the current agreement with Orange expires in March 2009.	Chief ICT Officer	1/1/09		Tender pack / bids	Director of Resources
Family Support 8-13 year olds To accept the Contract	Chief Officer - Early Years and Youth Service	2/1/09	CPU, LCF Executive Board, Family Support and Parenting Board, Family Support and Parenting sub-groups and wedges.	Tender document	Chief Officer - Early Years and Youth Service
City Centre Swimming To agree a capital contribution to the University of Leeds in return for public swimming access to their proposed new pool.	Executive Board (Portfolio: Leisure)	14/1/09		The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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The City Varieties Music Hall Refurbishment Project Approve the incurring of expenditure for the proposed refurbishment	Executive Board (Portfolio: Leisure)	14/1/09	The Executive Member for Development and Regeneration and the Executive Member for Leisure.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Options for changes to primary provision in the Wetherby Planning Area Permission to consult on options to remove surplus places in the Wetherby area.	Executive Board (Portfolio: Children's Services)	14/1/09	Consultation February/March 2009	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds
Clapgate Primary School- Extension works to form two forms of entry school Approval to carry out capital works and incur expenditure in relation to the proposed scheme to carry out extension works.	Executive Board (Portfolio: Children's Services)	14/1/09	Clapgate Primary School	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds

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Leeds Flood Alleviation Scheme: Design Guide & Vision To approve the Design Guide and Vision	Executive Board (Portfolio: Development and Regeneration)	14/1/09	There have been consultations with stakeholders and internally. Joint public consultations will be held in November 2008.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Windmill Primary School - Extension Works to form two forms of entry school Approval to carry out capital works and incur expenditure in relation to the proposed scheme to carry out extension works.	Executive Board (Portfolio: Children's Services)	14/1/09	Windmill Primary School	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds
Design Cost Report- Farsley CC To inject £350k into the Children's Services Capital Programme and give authority to incur this expenditure.	Executive Board (Portfolio: Children's Services)	14/1/09	To inject £350k into the Children's Services Capital Programme and give authority to incur this expenditure.	The report to be issued to the decision maker with the agenda for the meeting	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)
Design Cost Report- Garforth CC To inject £450k into the Children's Services Capital Programme and give authority to incur this expenditure.	Executive Board (Portfolio: Children's Services)	14/1/09	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
UDP Review Saved Policies Executive Board Approval of City Council recommendations for the Secretary of State's consideration.	Executive Board (Portfolio: Development and Regeneration)	14/1/09	Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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<p>Bankside- Provision of Newly Built School Give approval to incur capital expenditure in relation to the proposed scheme to provide a new build school at Bankside Primary School.</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>13/2/09</p>	<p>Consultations will include public meeting with Governors, parents school users and community in attendance, full ward councillor briefing, full consultation with governing body, school users including parents, pupils and community users, and other Council services.</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>

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Bankside- Provision of Newly Built School Give approval to incur capital expenditure in relation to the proposed scheme to provide a new build school at Bankside Primary School.	Executive Board (Portfolio: Children's Services)	13/2/09	Consultations will include public meeting with Governors, parents school users and community in attendance, 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

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.