

**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 December 2008 to 31 March 2009

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Design Cost Report - Youth Capital Fund To give authority to incur expenditure of £370,100 (fully funded by DCSF).</p>	<p>Director of Resources</p>	<p>1/12/08</p>	<p>Panel of young people</p>	<p>Youth Matters</p>	<p>Sally Threlfall, Head of Early Years Service sally.threlfall@leeds.gov.uk</p>
<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, Chief Officer (HR)</p>	<p>1/12/08</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>

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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 Award of Contracts	Chief Officer, Corporate Property Management	1/12/08	Client Departments	Contract Award Report	Chief Officer, Corporate Property Management
Restructure of Property Management Services (Environments and Neighbourhoods) To approve new structure proposals for the Property Management Service, in line with recent changes to contractual and funding arrangements.	Chief Officer (HR)	1/12/08	Staff and TU consultation started September 08 (informal). Formal consultation period will commence on production of Delegated Decision report (anticipated end October). Management will continue to work with TUs during implementation proposals. The service will also liase with key members as appropriate.	Delegated Decision Panel Report	Chief Officer (HR) neil.evans@leeds.gov.uk

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<p>Corporate Records Management Facility at Westland Road. Approval of release of £745,400 from the Strategic Development Fund to enable conversion of the selected Westland Road Site into a bespoke records management facility.</p>	<p>Executive Board (Portfolio : Central and Corporate)</p>	<p>3/12/08</p>	<p>The business case in the appendix of this report has been consulted upon widely across the authority, and has gained approval from Asset Management Group, and from Corporate Leadership Team. Please see document control sheet for full details. The Design and Cost report had been consulted on by the Project Manager (Document and Records Management), Project Manager for the Westland Road project itself, Project Officer (Document and Records Management), and colleagues in the Strategic Design Alliance, and within Financial Management.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting.</p>	<p>James Rogers, Assistant Chief Executive (Planning, Policy and Improvement) james.rogers@leeds.gov.uk</p>

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<p>The provision of a new mobile and fixed voice and data services contract</p> <p>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.</p>	Chief ICT Officer	2/1/09		Tender pack / bids	Director of Resources
<p>Learning disabilities staffing review</p> <p>To approve a revised staffing structure for the learning disability service within social care.</p>	Director of Resources, Chief Officer (HR)	2/1/09	Consultation has taken place with staff and their representatives.	Report to the Chief Human Resources Officer including updated job outlines.	Director of Resources paul.broughton@leeds.gov.uk
<p>Consents and variations to the Council's Loan Agreement with Yorkshire County Cricket Club</p> <p>To grant consents and agree variations to the Council's Loan Agreement with Yorkshire County Cricket Club pursuant to the development of the Headingley Cricket Ground</p>	Executive Board (Portfolio : Central and Corporate)	14/1/09	The Executive Member for Development and Regeneration and the Executive Member for Central and Corporate.	The report to be issued to the decision maker with the agenda for the meeting	Director of Resources doug.meeson@leeds.gov.uk

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3rd Quarter Financial Health Report In noting the financial position after nine months for the authority a decision will be required as to the treatment of any variation identified.	Executive Board (Portfolio:Central and Corporate)	13/2/09		The report to be issued to the decision maker with the agenda for the meeting	Director of Resources
Renewal of Liability Insurance Cover with effect from 1st April 2009 To place the annual liability insurance cover with an insurer subject to a long term agreement.	Director of Resources	4/3/09	None	Liability Insurance Programme Tender Documents	Director of Resources robert.davison@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**

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.