

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 June 2009 to 30 September 2009

Appendix 3

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 CPR 25.2 in respect of Youth Services commissioned by the IYSS To waive contract procedure rules and extend the current contracts with the organisations identified in the report	Chief Officer - Early Years and Youth Service	1/6/09	Leeds Youth Work Partnership. JPCP	Report of IYSS Manager	Chief Officer - Early Years and Youth Service gerry.hudson@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 for approval to vary the existing Supporting People Service Contract with Care and Repair (Leeds)</p> <p>Approval to vary the existing Supporting People Service Contract with Care and Repair (Leeds) by increasing the value of the contract by a cost of £178,190.11 to provide an expanded Handyperson service and to provide funding for an Asian Outreach Worker post to expiry of the current contract on 27.2.10.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/6/09</p>	<p>N/A</p>	<p>Report to be presented to the Delegated Decision Panel prior to the decision being taken.</p>	<p>Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>
<p>Supply of Milk, Yogurt and Dairy Products</p> <p>To extend the current contract until 31st March 2010</p>	<p>Chief Procurement Officer</p>	<p>1/6/09</p>	<p>User departments</p>	<p>Contract Extension Report</p>	<p>Chief Procurement Officer stephen.priestley@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)
Capital spending on Aiming High Programme Injection of £1071k into capital programme for Aiming High for Disabled Children, fully funded from Aiming High for Disabled Children capital block within the Sure Start Early Years and Childcare Grant.	Director of Resources	1/6/09	June 2008 (with stakeholders inc families of disabled children)	Aiming High Short Breaks Implementation Guidance	Director of Resources david.mcdermott@leeds.gov.uk
Contract Extension To grant the extension of Environmental Monitoring and Maintenance Plan for Morley Greaseworks, Gamblethorpe and Middletonbroom Disused Landfill Sites	Chief Officer Environmental Services	1/6/09	N/A	Extension of Environmental Monitoring and Maintenance Plan for Morley Greaseworks, Gamblethorpe and Middletonbroom Disused Landfill Sites	Chief Officer Environmental Services christopher.o'brien@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 - Miscellaneous/Commercial Property Refurbishment Programme 2009-10 Authority to Spend Key Decision	Director of Resources	1/6/09	The work regarding the miscellaneous properties is on-going. Housing Finance, Legal Services, Property Management Services, the ALMOs and strategic Landlord are working together to put together the programme of works to refurbish the properties, for them to be brought back into charge and leased as social rented properties, managed by the ALMOs.	DCR and DDN	Director of Resources karen.chiverall@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 enter into a Supporting People service level agreement with Leeds City Council Adult Social Care for the Neighbourhood Network Service</p> <p>Authorisation to enter into a Supporting People service level agreement with Leeds City Council Adult Social Care for the Neighbourhood Networks service</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/6/09</p>	<p>N/A</p>	<p>Report to be presented to the Delegated Decision Panel</p>	<p>Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>
<p>Award of contracts under the Skilled for Success Programme</p> <p>To award contracts with an approximate value of between £100-£350k per contract. Up to £724k is available within the tender opportunity.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>15/6/09</p>	<p>Procurement Unit and the Worklessness Strategic Outcomes Group</p>	<p>Report to award contracts with delegated decision notification will be submitted in July 2009</p>	<p>Director of Environment and Neighbourhoods tracey.phillips@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>Planning Appeals at Royds Lane, Rothwell and Fleet Lane, Oulton To consider the implications of the appeal decision for Council Policy on housing land supply.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	17/6/09	None	The report to be issued to the decision maker with the agenda for the meeting	<p>Director of City Development steve.speak@leeds.gov.uk</p>
<p>South Leeds Investment Partnership Agreement to progress the establishment of a South Leeds Investment Partnership, which will be led by the Council but will include a number of Private and Voluntary sector partners and stakeholders.</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	17/6/09	The partnership will include a Partnership Engagement Group which will oversee Community Engagement as the partnership progresses its work	The report to be issued to the decision maker with the agenda for the meeting	<p>Director of Environment and Neighbourhoods christine.addison@leeds.gov.uk</p>
<p>Design Cost Report - Playbuilders Capital Programme To give authority to incur expenditure of £1,000,000 (fully funded by DCSF) to replace and develop 22 play sites across Leeds</p>	<p>Executive Board (Portfolio: Children's Services)</p>	17/6/09	Children's Plan – published December 07 Play Strategy (DCSF) – December 08	The report to be issued to the decision maker with the agenda for the meeting	<p>Chief Officer - Early Years and Youth Service sally.threlfall@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>Free Travel to Faith Schools Whether to amend the existing Home to School/College Transport Policy such as to withdraw discretionary free travel to faith schools.</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>17/6/09</p>	<p>Full public consultation starting June 2009 ending August 2009 on proposal to withdraw free travel from September 2011.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Executive of Education Leeds allan.hudson@educationleeds.co.uk</p>
<p>Financial Performance Provisional Outturn 2008/09 In noting the provisional outturn for the authority a decision will be required as to the treatment of any variation identified.</p>	<p>Executive Board (Portfolio: Central and Corporate)</p>	<p>17/6/09</p>		<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Resources alan.gay@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>Proposal to add Specialist Community Provision at Whitkirk Primary School for pupils with complex physical difficulties and medical needs Permission from Executive Board to consult on the proposal.</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>17/6/09</p>	<p>It is proposed that Whitkirk Primary School serve the east of the city as a specialist resource and make up to 14 places available for children who have complex needs (an average of 2 children per year group).</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Executive of Education Leeds john.chadwick@leeds.gov.uk</p>
<p>ALMO annual review 2008-09 For information to June Executive Board, not decision.</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>17/6/09</p>	<p>Previously undertaken</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods maureen.boyle@leeds.gov.uk</p>
<p>Confederations of 14-19 (25) Learning Providers To approve arrangements being established for the roll-out of the 14-19 strategy</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>17/6/09</p>		<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Executive of Education Leeds pat.toner@educationleeds.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)
Leeds West Adademy (formerly Intake High School) in respect of Intake High School	Executive Board (Portfolio: Children's Services)	17/6/09	The following groups will be consulted on the OBC: <ul style="list-style-type: none"> • Project Steering Group • Design User Group • Education Leeds • PPP Unit Management Team • Planning 	The report to be issued to the decision maker with the agenda for the meeting	Chief Officer (PPPU) 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)
<p>Roundhay Road Relocation Project Approval to the purchase of a property at Killingbeck, together with other moves as part of the Roundhay Road Project and the associated financing of these proposals.</p>	<p>Executive Board (Portfolio: Adult Health and Social Care)</p>	<p>17/6/09</p>	<p>Extensive consultation has been undertaken with all stakeholders including Members for public facing services through the course of the project. Also, Roundhay Road Project Board, Finance Performance Group and Asset Management Board.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Adult Social Services steve.hume@leeds.gov.uk</p>
<p>Area delivery Plans 2010/11 Endorsement of 10 Area Delivery Plans</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>17/6/09</p>	<p>Elected Members, Area Committees, Regeneration Management Teams</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods liz.jarmin@leeds.gov.uk</p>
<p>Review of Area Functions Endorsement of the review of Area Functions for 2010/11</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>17/6/09</p>	<p>Elected Members, Area Committees, Regeneration Management Teams</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods liz.jarmin@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>51-57 Chapel Hill, Morley: Acquisition, demolition and development</p> <ul style="list-style-type: none"> • Support the project brief and scheme design • Give authority to spend £1,474,800 from Town and District Centre Regeneration Scheme: Morley Bottoms 12154/MOR/000. 	Executive Board (Portfolio: Neighbourhoods and Housing)	17/6/09	Consultation has already been undertaken with Local Councillors, Morley Town Centre Manager, Cabinet Member – Regeneration and local traders.	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods franklin.riley@leeds.gov.uk
<p>Care and Support Services to 3 adults with learning disabilities</p> <p>To enter into a contract with a support provider for Care and Support Services to 3 Adults with learning disabilities following a competitive tendering exercise</p>	Director of Adult Social Services	25/6/09	Adult Commissioning Board	Evaluation and Award Report	Director of Adult Social Services mark.phillott@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)
The Supply of Parts to Fleet Services To award the contract for the supply of parts to the Stores Division of Fleet Services at Torre Road	Director of Resources	30/6/09		Tender Evaluation Report	Director of Resources julie.meakin@leeds.gov.uk
Framework Agreement for Technical Advisors for PFI Projects Approval to issue OJEU notice for the procurement of the framework agreement	Director of Resources	1/7/09	Not applicable (Advisors from Client Departments)	Report to Board	Director of Resources david.outtram@leeds.gov.uk
Bangladeshi Community Centre for a 50 Years lease at peppercorn rent Approval for Legal progress and complete a 50 year lease at peppercorn rent	Executive Board (Portfolio: Neighbourhoods and Housing)	22/7/09	Elected members, Area Committee, Regeneration Management Team, community group	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods jas.panesar@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)
Health Inequalities To note the findings and recommendations of a service review conducted by external Auditors and to approve the joint action plan.	Executive Board (Portfolio: Adult health and social care)	22/7/09	The review was concluded involving extensive interviews of senior staff, partner organisations and elected members	The report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Services john.england@leeds.gov.uk
Proposed Funding Agreement and works to the Woodhouse Lane Multi Storey Car Park Approval to terms in respect of an agreement for funding to support the development of the arena and proposed works to the Woodhouse Lane multi storey car park	Executive Board (Portfolio: Development and Regeneration)	22/7/09	Arena Project Board, Yorkshire Forward	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development jean.dent@leeds.gov.uk
Population Growth and Primary School expansion To agree plans and actions	Executive Board (Portfolio: Children's Services)	22/7/09		The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds jackie.green@educationleeds.co.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>Royal Park Primary School To decline the request from the Royal Park Community Consortium for a six-month delay prior to any decision as to disposal and to seek Members approval to the selection of a purchaser of the property.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>22/7/09</p>	<p>Ward Members</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development brian.lawless@leeds.gov.uk</p>
<p>A653 Dewsbury Road Bus Priority Measures, Ring Road, Beeston Park Bus Lane 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>22/7/09</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>

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)
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)	22/7/09	N/A	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Vision for Council Leisure Centres Update To approve the proposals to deliver the Vision for Leisure Centres	Executive Board (Portfolio: Development and Regeneration)	22/7/09	Outcome of consultation was reported at the 3 rd December Executive Board	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development mark.allman@leeds.gov.uk
Capital Strategy and Asset Management Plan Approval of the Capital Strategy and Asset Management Plan	Executive Board (Portfolio: Development and Regeneration)	22/7/09		The report to be issued to the decision maker with the agenda for the meeting	Director of City Development john.ramsden@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)
Route 51/51a Bus Stop Accessibility Improvements To obtain authority to spend £715,000 to carry out consultation, design and construct improvements to improve accessibility to the bus stops along route 51/51a.	Executive Board (Portfolio: Development and Regeneration)	22/7/09	Ward Members, Emergency Services, Metro and adjacent properties	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development Keith.bristow@leeds.gov.uk
Street Design Guide Approval of Supplementary Planning Document	Executive Board (Portfolio: Development and Regeneration)	22/7/09	Already carried out	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Proposals for changes to primary provision in the Richmond Hill area Final decision following statutory notice	Executive Board (Portfolio: Children's Services)	22/7/09	n/a	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds lesley.savage@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>Leeds Joint Service Centres - Furniture and Interior Design Solution for two new Joint Service Centres in Leeds</p> <p>Authorisation to procure furniture and fittings and interior design for two new Joint Service Centres in Leeds</p>	<p>Deputy Chief Executive</p>	<p>1/8/09</p>	<ol style="list-style-type: none"> 1. Briefing with Relevant Councillors 2. Consultation with the Primary Care Trust 3. Consultation with relevant LCC Client Depts 4. Consultation with Local Residents 	<p>LCC Procurement Legislation, The PCT Procurement Legislation, Executive Board Report approved 04.03.09, LCC Constitution</p>	<p>Deputy Chief Executive david.page@leeds.gov.uk</p>
<p>The supply of Gas to Leeds City Council Premises Award of Contract</p>	<p>Chief Asset Management Officer</p>	<p>3/8/09</p>	<p>Client Departments</p>	<p>Contract Award Report</p>	<p>Chief Asset Management Officer philippa.elliott@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)
Connexions Intensive Support Services Contract Award	Chief Officer - Early Years and Youth Service	10/8/09	Wide ranging consultation process has taken place involving all key stakeholders, existing providers and the Directorate of Children's Services	Award Report	Chief Officer - Early Years and Youth Service gerry.hudson@leeds.gov.uk
A647 Armley High Occupancy Vehicle (HOV) Lane Permission to undertake detailed design and implementation of HOV lane	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Internal, and external consultation with Members, Public, Emergency Services and Metro.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development oliver.priestley@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>Middleton Park Restoration Project; Submission of Stage 2 Bid to the Heritage Lottery Fund</p> <p>To approve the submission of the Stage 2 Bid to the Heritage Lottery Fund (HLF) for Middleton Park.</p>	Executive Board (Portfolio: Leisure)	26/8/09	Consultation with communities in the area, the Executive Member, with Local Ward Members and with the Heritage Lottery Fund will be ongoing during the development phase between March and July.	The report to be issued to the decision maker with the agenda for the meeting.	Acting Chief Recreation Officer martin.farrington@leeds.gov.uk
<p>Fresh Meat, Cooked meats and Halal provision</p> <p>Contract for Catering and Cleaning Services</p> <p>To proceed with PQQ and Tender specification for renewal of contract</p>	Director of Resources	1/9/09	Group consultation on quality of product / Consultation with Existing Supplier / Muslim Panel	Tender specifications	Director of Resources mandy.snaith@leeds.gov.uk
<p>Catering Consumables</p> <p>Contract for Catering and Cleaning Services</p> <p>To proceed with PQQ and Tender specification for renewal of contract</p>	Director of Resources	1/9/09	Group consultation on quality of product / Consultation with Existing Supplier	Tender Specifications	Director of Resources mandy.snaith@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)
Grocery Contract for Catering and Cleaning Services To proceed with PQQ and Tender specification for renewal of contract	Director of Resources	1/9/09	Taste Panel of Students / Group consultation on quality of product / Consultation with Existing Supplier	Tender Specifications	Director of Resources mandy.snaith@leeds.gov.uk
Frozen Food Contract for Catering and Cleaning Services To proceed with PQQ and Tender specification for renewal of contract	Director of Resources	1/9/09	Taste Panel of Students / Group Consultation on quality of product / Consultation with Existing Supplier	Tender Specifications	Director of Resources mandy.snaith@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.