



FORWARD PLAN OF KEY DECISIONS
Relating to Scrutiny Board (Resources and Council Functions)

1 January 2012 – 30 April 2012

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 January 2012 to 30 April 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)
Supply of cleaning materials and equipment to Leeds City Council To award a contract for the provision of cleaning materials and equipment to Leeds City Council.	Director of Resources	1/1/12		Award report from the tender process	wayne.baxter@leeds.gov.uk
The design and build of a new electrical infrastructure for the Apex Data Centre To award a contract to an appropriate contractor following a regulated tender process	Chief ICT Officer	1/1/12	N/A	Delegated Decision Report	andrew.byrom@leeds.gov.uk

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Awarding of the Framework Contract for the provision of Legal Services to Leeds City Council for a period of 2 years from the 1st January 2012 with the option of a further 2 years To award the Framework Contract for the provision of Legal Services to Leeds City Council	City Solicitor	1/1/12	n/a	Tender Returns	mark.turnbull@leeds.gov.uk
Supply and Maintenance of Vehicle Tyres To agree the award of Tender for the Supply and Maintenance of Vehicle Tyres	Chief Commercial Services Officer	1/1/12	Fleet Services, Procurement Unit, Chief Officer concerned	Tender Submissions	Carl Snowden carl.snowden@leeds.gov.uk

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<p>The Manufacture, Supply and Installation of Passenger Lifts, Stair Lifts and through the Floor Lifts to Leeds City Council Buildings</p> <p>Property Maintenance's procurement exercise for the award of a framework contract for the manufacture. Supply and installation of passenger lifts, stair lifts and through the floor lifts to Leeds Council Buildings</p>	Chief Commercial Services Officer	1/1/12	None	The award report from the tender process	sarah.martin@leeds.gov.uk
<p>Agency Worker Supply Contract</p> <p>To re-let LCC's general agency supply contract.</p>	Director of Resources	1/1/12	Trade Unions.	Decision report	alex.watson@leeds.gov.uk

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<p>INJECTION OF FUNDING INTO THE APPROVED CAPITAL PROGRAMME</p> <p>Approval to inject the following funding into the approved capital programme; £119,994 of Environmental Improvement Grant plus £47,000 of E_ACT funds to part finance the cost of setting up the East Leeds Academy, and a £1,500,000 revenue funding contribution to part finance the cost of the Leeds Basic Need programme for primary schools.</p>	<p>Director of Resources</p>	<p>1/1/12</p>	<p>East Leeds Academy, and schools included in the Basic Need programme.</p>	<p>Design and Cost Report</p>	<p>charlotte.foley@leeds.gov.uk</p>
<p>Collection of Local Taxation</p> <p>Approval of Council Tax and Business Rate write offs for period 1st April – 30th September 2011</p>	<p>Chief Revenues and Benefits Officer</p>	<p>1/1/12</p>	<p>Director of Resources</p>	<p>Report on values and type</p>	<p>david.levitt@leeds.gov.uk</p>

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Provision of Transport for Leeds City Council Staff engaged on Council Business To agree the award of Tender for the Provision of Transport for Leeds City Council Staff engaged on Council Business	Chief Officer Resources and Strategy	1/1/12	Planning Policy and Improvement, Procurement Unit, Chief Officer concerned	Tender Submissions	lorraine.ritchie@leeds.gov.uk
Supply and Maintenance of Vehicle Tyres To agree the award of Tender for the Supply and Maintenance of Vehicle Tyres	Chief Commercial Services Officer	1/1/12	Fleet Services, Procurement Unit, Chief Officer concerned.	Tender Submissions	carl.snowden@leeds.gov.uk
Long Term Vehicle Hire To agree the award of framework suppliers for the Long Term Hire of Vehicles	Chief Commercial Services Officer	1/1/12	Fleet Services, Procurement Unit, Chief Officer concerned	Tender Submissions	Carl Snowden carl.snowden@leeds.gov.uk

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Short Term Vehicle Hire To agree the award of framework suppliers for the Short Term Hire of Vehicles	Chief Commercial Services Officer	1/1/12	Fleet services, Procurement Unit, Chief Officer Concerned	Tender Submissions	Carl Snowden carl.snowden@leeds.gov.uk
Parks and Countryside - Replacement of Machinery - Hand Arm Vibration To approve the incurring of expenditure of £419,000 on the purchase of Hand Arm Vibration Machinery on Capital Scheme 12028NEW	Director of Resources	3/1/12	Chief Officer Resources and Strategy, Trade Unions, Health and Safety Committee, Association of Public Service for Excellence	Design and Cost Report	sean.flesher@leeds.gov.uk
Authority to spend on improvements to water safety Authority to spend on improvements to water safety	Director of Resources	3/1/12	Community Groups, Ward Members, Executive Member for Leisure	Design and Cost Report	sean.flesher@leeds.gov.uk

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<p>Monthly Financial Health Report 2011/12 In noting the financial position for the month for the Authority a decision will be required as to the treatment of any variation identified</p>	<p>Executive Board (Portfolio: Resources and Corporate Functions)</p>	<p>4/1/12</p>	<p>n/a</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk</p>
<p>Customer Access Programme Phase 1 Business Case Approval of Customer Access Programme Phase 1 Business Case, injection into the Capital Programme and authority to spend.</p>	<p>Executive Board (Portfolio: Resources and Corporate Functions)</p>	<p>10/2/12</p>	<p>Customer Access Delivery Board, ICT Commissioning Board, Strategic Investment Board, Corporate Leadership Team and Cabinet.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>anthony.burnham@leeds.gov.uk</p>

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<p>Changing the Workplace Programme Approval of detailed Business Case including funding approval for delivery of phase 1. Draft Heads of Terms approval plus agreement on delegated decision for final HOT.</p>	<p>Executive Board (Portfolio: Resources and Corporate Functions)</p>	<p>11/4/12</p>	<p>CLT, Cabinet</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>jane.watson@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	22 nd February 2012	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	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)
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)
Licensing Authority Policy Statement (Gambling Policy)	Council	November 2012	Via Executive Board, Scrutiny Board (Resources and Council Services), Licensing Committee,	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	Council	18 th January			

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Casino Section		2012	stakeholders, general public, Ward Members, current licensees		

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.