

Appendix 3



FORWARD PLAN OF KEY DECISIONS

1 October 2012 – 31 January 2013

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 October 2012 – 31 January 2013. A new Plan is issued on a monthly basis, but the Plan is updated as often as required during that month. Details of each key decision will be available to the public 28 clear days before the decision is due to be taken.

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 one or more wards.

Article 13 of the Council's Constitution provides more details about which decisions will be treated as key decisions.

What does the Forward Plan tell me?

The Plan gives information about:

what key decisions are due to be taken in the next four months

when those key decisions are likely to be made

who will make those decisions

what consultation will be undertaken

the documents that will be considered by the decision maker and where these can be accessed, and how other documents which may become available to the decision maker at a later date can be requested

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?

The contact details of a lead officer are provided for each key decision listed in the Plan. In addition, the last page of the Forward Plan gives a complete list of all Executive Board members. If you are unsure how to make contact, please ring Leeds City Council on 0113 222 4444 and staff there will be able to assist you.

How do I get copies of the documents being considered by the decision maker?

The Plan lists the documents (meaning any report or background papers, other than those only in draft form) which will be taken into consideration by the decision maker in relation to any key decision.

The agenda papers for Executive Board meetings¹, and the documents being considered by officers taking key decisions², are available five working days beforehand on the Council's website (using the links below) and from the following address:

Governance Services, 4th Floor West, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 39 52194 / Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

If you wish to obtain copies or extracts of any other listed documents you should contact the lead officer for the particular key decision named on the Plan. Other documents relevant to the key decision may be submitted to the

¹ <http://democracy.leeds.gov.uk/ieListMeetings.aspx?CId=102&Year=2012>

² <http://democracy.leeds.gov.uk/mgDelegatedDecisions.aspx?bcr=1&DM=4>

decision maker at any time before the decision is made. If you wish to receive details of those documents as they become available, please contact the lead officer for the particular key decision named on the Plan.

Sometimes 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 see a copy of the Forward Plan?

The Plan can be found on the Leeds City Council website. The Plan will be issued once a month on or before the following dates, and will be updated as often as required between these dates:

Publication date	Period covered by the Plan
Friday 31 st August	1 st October 2012 – 31 st January 2013
Wednesday 3 rd October	1 st November 2012 – 28 th February 2013
Friday 2 nd November	1 st December 2012 – 31 st March 2013
Monday 3 rd December	1 st January 2013 – 30 th April 2013
Thursday 3 rd January	1 st February 2013 – 31 st May 2013
Thursday 31 st January	1 st March 2013 – 30 th June 2013
Friday 1 st March	1 st April 2013 – 31 st July 2013
Tuesday 2 nd April	1 st May 2013 – 31 st August 2013

About this publication

For enquiries about the Forward Plan of Key Decisions please e-mail: cxd.corporategovern@leeds.gov.uk or telephone: 0113 39 51712.

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 22 4444.

If you do not speak English and need help in understanding this document, please phone: 0113 22 4444 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 जरूरत 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 (दुभाषिए) 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 ਕਹਾਂਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂਗੇ।

(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 ترجمان (انٹرپرائز) سے رابطہ کریں گے۔

FORWARD PLAN OF KEY DECISIONS

For the period 1 October 2012 to 31 January 2013

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
A653 Dewsbury Road junction with A6029 Rein Road, Tingley - Proposed pedestrian crossing facilities To seek approval to incur expenditure and undertake the detailed design and implementation of a pedestrian crossing on the A653 Dewsbury Road junction with A6029 Rein Road, Tingley.	Chief Officer (Highways and Transportation)	1/10/12	Morley South Ward Members	None	Nick Borrás, Senior Engineer - Traffic Management nick.borras@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Advocacy Consortia Model</p> <p>To approve request to invoke Contracts Procedure Rule 31.1 to waive Contract Procedure Rule 13 to enter into a contract with the Advonet from 1st April 2013 to 31st March 2016.</p>	<p>Director of Adult Social Services</p>	<p>1/10/12</p>	<p>The joint advocacy review in 2009 included extensive consultation with service users and demonstrated that there is a strong case for advocacy services but that they were working under pressure and in some cases lacked resources to be able to extend their services. Since this time there has been ongoing consultation with advocacy providers and their customers, including involvement of management steering groups. ASC, NHS, ABL and Advocacy providers have worked closely together to develop this model in order to ensure it is fit for purpose and will continue to do so. A 'Briefing Paper' was presented to Councillors on January 27th 2012 outlining the action undertaken to date and the future plans for short term, issue based independent advocacy in the city. Throughout the duration of the contract consultation will take place with customers and stakeholders to assess the effectiveness of the service.</p>	<p>Waiver Report</p>	<p>Mick Ward, Head of Commissioning</p> <p>mick.ward@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Award of contract to Leeds Partnership Foundation Trust for the care and support services to adults with learning disabilities To invoke Contract Procedure Rule 31.4 (to allow waiver of Contract Procedure Rule 13).	Director of Adult Social Services	1/10/12	<p>Department of Health requirement for 2011/12. The following boards were advised of the requirement:</p> <ul style="list-style-type: none"> • Council Executive Board Report 2009 • Joint Commissioning Strategic Board April 2009 • Leeds Learning Disability Partnership Board 19 June 2009 	Report to the Director of Adult Social Services	<p>Janet Wright, Joint Commissioning Manager</p> <p>janet.wright@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Award of Residential Care Home Framework Contracts to Care Homes who comply with the Leeds Quality Standards</p> <p>To agree to the placement of care homes onto the Residential Framework Contract on either the core standard or the enhanced standard.</p>	Director of Adult Social Services	1/10/12	<p>The process was developed in partnership with Ernst and Young and all providers were given opportunities through a range of consultation events to comment on the service specification, quality standards and the methodology applied to derive the fee that LCC will pay for care services within the Leeds boundary. A cross party Advisory Group consisting of Elected Members, service providers, voluntary sector, NHS Leeds and service users were consulted through this project, along with residents/relatives and other Older People. Documents published on Talking Point.</p>	Report to Director of Adult Social Services	<p>Tim O'Shea, Head of Adult Social Care Commissioning</p> <p>Tim.OShea@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Bereavement Services Charges To increase burial and cremation charges by 4.5%.	Director of Environment and Neighbourhoods	1/10/12	Executive Member for Environmental Services, Core City comparison.	Report to accompany delegated decision will be prepared in due course.	Sean Flesher, Head of Parks and Countryside sean.flesher@leeds.gov.uk
Collection of Local Taxation Approval of Council Tax and Business Rate write offs for period 1 st October 2011 to 31 st March 2012.	Director of Resources	1/10/12	Chief Financial Officer	Report on values and type	David Levitt, Corporate Debt Manager david.levitt@leeds.gov.uk
Construction Skills Commissioning	Director of City Development	1/10/12	Jobcentre Plus, Members, existing/potential providers	Delegated decision report	Jane Hopkins, Head of Employment and Skills jane.hopkins@leeds.gov.uk
Contract with Leeds Community Healthcare Request to waive Contracts Procedure Rule 13 and enter into a new contract with Leeds Community Healthcare.	Director of Children's Services	1/10/12	n/a	Waiver Report	Paul Bollom, Interim Lead Commissioner for Children's Services paul.bollom@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Disabled Facilities Grant 2012/13</p> <p>To grant authority to spend approx £6,670,000 for a category B capital scheme – Capital Scheme 98040, Category B DOD.</p> <p>Assistance for private residents city wide, towards the provision of adaptations to the home.</p>	Director of Environment and Neighbourhoods	1/10/12	Consultations are ongoing with Executive Member for Environment and Neighbourhoods and regular Scrutiny Board reports.	Design and Cost Report and delegated decision report	<p>Colin Moss, Adaptations Agency Manager</p> <p>colin.moss@leeds.gov.uk</p>
<p>Elmete Primary Centre</p> <p>To give authority to spend for the removal of asbestos and demolition of Elmete Primary Centre.</p>	Director of City Development	1/10/12	Executive Member for Development and the Economy, Ward Members	Design and Cost Report	<p>Phil Elliott, Building Surveyor</p> <p>phil.elliott@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Exercise of Option to Purchase Agreement - Land at Freely Lane, Bramham</p> <p>Approval is sought to:</p> <ol style="list-style-type: none"> 1) Trigger an option to purchase agreement to acquire third party owned land to support the sale and redevelopment of Bramham House, a Council owned property; and 2) Give authority to incur expenditure of approx £270k in connection with the land purchase. 	Director of City Development	1/10/12	Executive Member for Development and the Economy, Ward Members, and Bramham Parish Council have already been consulted.	Design and Cost Report	<p>Martin Blackett, Senior Surveyor</p> <p>martin.blackett@leeds.gov.uk</p>
<p>Extension of Disrepair and Shops Maintenance Contract</p> <p>Agreement to final 12 month extension as provided for under 2008 procurement exercise.</p>	Director of Environment and Neighbourhoods	1/10/12	None	Contract Extension Report	<p>David Purdy, Principal Contracts Manager</p> <p>david.purdy@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1 st March 2012 with the option to extend for a further 2 years if so required.	Director of Environment and Neighbourhoods	1/10/12	Parks and Countryside, Procurement Unit.	Tender Returns	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk
Furniture Framework Agreement Approval to proceed with a furniture framework tender agreement in order to procure a suitable single supplier for the supply and installation of office furniture over a minimum period of two years.	Director of Resources	1/10/12	Procurement, Business Improvement, Facilities Management, Health and Safety, Occupational Health, Business Support.	Tender document for a furniture framework agreement	Jane Watson, Head of Business Improvement jane.2.watson@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>ICT Services - Invest To Save Initiatives</p> <p>Invest in a range of initiatives to deliver services more efficiently and save the council money in the long term. Replace the IT Asset Management software with a more efficient product and so better manage the estate. Continue the programme of server virtualisation and so create a more efficient and supportable environment. Start to look at 'cloud' service options as a consumer and potentially a provider. Further develop more 'Bring Your Device' options.</p>	Chief ICT Officer	1/10/12	ICT Commissioning Board, departmental and member communication ongoing and planned. Strategic Investment Board	Invest To Save Business Case & DDN, SIB Report.	<p>David Maidment, Head of ICT Strategy, Architecture & Commissioning</p> <p>david.maidment@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Implementing a new children's services structure through the restructure of existing provision To take one or more decisions in connection with the proposals for the new structure including the restructure of existing provision.	Director of Children's Services	1/10/12	Staff, Trade Unions	Delegated Decision Report and relevant structure charts	Nigel Richardson, Director of Children's Services nigel.richardson@leeds.gov.uk
Kendal Carr, Holborn Court and Cockcroft House Sheltered Housing - Request for approval for Permanent Suspension of Lettings and Disposal Approval to close 3 x Sheltered Housing Schemes.	Director of Environment and Neighbourhoods	1/10/12	Informal and formal consultations have and continue to be undertaken with customers, Ward councillors, E&N, and Local Housing Performance staff, stakeholders.	WNWhL Executive Decision Panel Report	Jeffrey Dembickjy, Senior Project Officer, ALMO Business Centre Leeds jeff.dembickjy@abcl.org.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Leeds Community Learning Programme 2012-13 Award of contract(s) following a procurement exercise, to deliver Community Learning provision from August 2012 (Formal First Step and Community Learning funding).	Director of City Development	1/10/12	Consultation has taken place with the Executive Member Leisure and Skills and the Executive Board Member, formerly Neighbourhoods, Housing and Regeneration. There has been specific internal consultation with Children's Services and City Development and external partners including Jobcentre Plus, the Skills Funding Agency, training providers and local FE/HE representatives	None	Sue Wynne, Chief Officer Employment & Skills sue.wynne@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority for approval of the supporting document for Leeds setting out details of the strategy and implementation proposals for Leeds included in the West Yorkshire Local Transport Plan.	Chief Officer (Highways and Transportation)	1/10/12	The document sets out issues and proposals that have been consulted on as part of the Local Transport Plan preparation process which has included Members and stakeholders	Delegated decision report	Andrew Hall, Acting Head of Transportation Services andrew.hall@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Modification of the Shadwell Conservation Area and the approval of the Shadwell Conservation Area Appraisal and Management Plan</p> <p>The Chief Planning Officer to approve the following:</p> <ol style="list-style-type: none"> 1. The Modification of the Shadwell Conservation Area (boundary map Appendix 2 with effect from 17 September 2012. 2. Adoption of the Shadwell Conservation Area Appraisal and Management Plan as non-statutory planning guidance (and as such with weight as a material consideration) with effect from 17 September 2012. 	Chief Planning Officer	1/10/12	A 5 week period of public consultation has already taken place.	Shadwell Conservation Area Appraisal and Management Plan and the Shadwell Conservation Area Boundary	<p>Matthew Bentley, Senior Conservation Officer</p> <p>matthew.bentley@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Morley Conservation Area To amalgamate and extend the Morley Town Centre and Morley Dartmouth Park Conservation Area into the Morley Conservation Area and adopt the Morley Conservation Area Appraisal and Management Plan as non-statutory planning guidance.	Chief Planning Officer	1/10/12	Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and Other bodies	Report and Morley Conservation Area Appraisal and Management Plan	Philip Ward, Conservation Officer phil.ward@leeds.gov.uk
New Farnley Village Design Statement (VDS) Approval of the New Farnley Village Design statement so that it can be formally adopted as a Supplementary Planning Document (SPD) within the Leeds Development Framework.	Chief Planning Officer	1/10/12	The document has undergone significant local consultation which had shaped the aspirations within it. A representations statement and EIA will be published alongside the VDS.	New Farnley VDS	Gareth Read, Planning Assistant gareth.read@leeds.gov.uk
Occupational Health Services and Complementary Framework Services Award of contracts.	Director of Resources	1/10/12	Subject to Call in	Award Report	Kathryn Tarrant, Occupational Health Manager kathryn.tarrant@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Proposed Insulation & Render Cladding to Highways Maisonette 122-133 undertaking a mini competition under the Leeds City Council Procurement Unit DEEP Framework (ref LCC22842)</p> <p>That the Director of Environment and Neighbourhoods approves a key decision to allow the procurement and installation of the energy saving cladding system through the Leeds City Council DEEP framework.</p>	Director of Environment and Neighbourhoods	1/10/12	Consultation will take place with residents / Ward Members once the contract has been awarded.	Report to Director of Environment and Neighbourhoods	<p>Steve Hunt, Chief Executive - East North East Homes Leeds (ENEHL)</p> <p>steve.j.hunt@enehl.org.uk</p>
<p>Provision of Transport for Leeds City Council Staff engaged on Council Business</p> <p>To agree the award of Tender for the Provision of Transport for Leeds City Council Staff engaged on Council Business.</p>	Chief Officer Resources and Strategy	1/10/12	Planning Policy and Improvement, Procurement Unit, Chief Officer concerned	Tender Submissions	<p>Suzanne Hopes, Head of Customer Services & Support</p> <p>suzanne.hopes@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Reinstatement works following fire damage at Temple Newsam Farm Authority to spend from insurance fund.	Director of City Development	1/10/12	Corporate Procurement Unit, Insurance Section, Ward Members, Executive Member for Leisure	Design and Cost Report	Anne Chambers, Head of Corporate Property Management anne.chambers@leeds.gov.uk
Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies.	Director of Environment and Neighbourhoods	1/10/12	None	Delegated Decision Report	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Request to invoke Contract Procedure Rule 25.1 in order to invoke the second 12 month extension periods to the three existing contracts with DISC Approval required to invoke Contract Procedure Rule 25.1 in order to invoke the second 12 month extension period to the three existing contracts with DISC for the Drug Rehabilitation Requirement Care Coordination & Structured Intervention Service, the Community Drug Treatment Advice, Information, Triage & Support Service and the Community Drug Treatment Psychosocial & Structured Intervention Service.	Director of Environment and Neighbourhoods	1/10/12	Consultation currently being undertaken with service users, providers and key stakeholders through the Drug Treatment Strategic Sector Review which is currently underway.	Report to be presented to the Delegated Decision Panel	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Request to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St Anne's Community Services</p> <p>Authorisation to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St Anne's Community Services for six Learning Disability supported living services at a total contract value of £724,849.91 per annum.</p>	Director of Environment and Neighbourhoods	1/10/12	Invocation of extension to existing contract previously authorised to ensure continuity of service delivery. Service will be subject to review and possible remodelling during 2013 as part of the forthcoming Sector Review of supported living services for people with learning disability.	Report to be presented to Delegated Decision Panel	<p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Request to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St. Anne's Community Service</p> <p>Authorisation to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St. Anne's Community Services for Ex-Trust Group Homes at a total contract value of approximately £442,460.32 per annum.</p>	Director of Environment and Neighbourhoods	1/10/12	Invocation of extension to existing contract previously authorised to ensure continuity of service delivery. Service will be subject to review and possible remodelling during 2013 as part of forthcoming Sector Review of supported living services for people with a Learning Disability.	Report to be presented to Delegated Decision Panel	<p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p>

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<p>Restructure of Regional Policy Team</p> <p>Approval of the restructure of the Regional Policy Team including deletion of four existing posts and the creation of fourteen new posts. The additional posts will support the activity of the Leeds City Region in particular the Local Enterprise Partnership and new activity relating to the development of the City Deal.</p>	<p>Assistant Chief Executive (Customer Access and Performance)</p>	<p>1/10/12</p>	<p>Affected staff / trade unions</p>	<p>Delegated decision report including appendices, equality, diversity, cohesion and integration screening</p>	<p>Rob Norreys, Head of Regional Policy</p> <p>rob.norreys@leeds.gov.uk</p>
<p>Schools devolved formula capital budgets 2012/13</p> <p>Approval to carry out capital works and incur expenditure at Leeds schools, to be funded by Devolved Formula Capital Grant.</p>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<p>Schools (excluding VA schools and Academies)</p>	<p>Design and cost report</p>	<p>Charlotte Foley, Lead Officer for the Built Environment</p> <p>charlotte.foley@leeds.gov.uk</p>

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<p>The adoption of the Rawdon Cragg Wood Conservation Area Appraisal and Management Plan</p> <p>The adoption of the Rawdon Cragg Wood Conservation Area Appraisal and Management Plan.</p>	Chief Planning Officer	1/10/12		Rawdon Cragg Wood Conservation Area Appraisal and Management Plan	<p>Andrew Graham, Senior Urban Design / Conservation Officer</p> <p>andy.graham@leeds.gov.uk</p>
<p>The Learning Disability Section 75 Agreement between Adult Social Care and NHS Leeds (NHS Airedale, Bradford and Leeds Cluster)</p> <p>To agree the Learning Disability Section 75 Agreement between Leeds City Council Adult Social Care and NHS Leeds (NHS Airedale, Bradford and Leeds Cluster).</p>	Director of Adult Social Services	1/10/12	Collaboration with relevant stakeholders including NHS colleagues, legal services and commissioners.	Report to the Director of Adult Social Services and Section 75 Agreement	<p>Maxine Naismith, Head of Service, Learning and Disability Services</p> <p>maxine.naismith@leeds.gov.uk</p>

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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	1/10/12	None	The award report from the tender process	<p>Sarah Martin, Chief Officer Property and Fleet</p> <p>sarah.martin@leeds.gov.uk</p>

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To enter into new contractual arrangements with homecare providers to extend legacy cost and volume provision Request to invoke Contract Procedure Rule 31.1 and to waive Contract Procedure Rule 13 to enter into new contracts with the existing independent service providers.	Director of Adult Social Services	1/10/12	As part of the implementation of the framework contract arrangements two years ago, people in receipt of legacy arrangements cost and volume arrangements were consulted and indicated they wished to retain those legacy arrangements. This decision is therefore directed by that consultation.	Report to Director of Adult Social Services	Mark Phillott, Commissioning Manager mark.phillott@leeds.gov.uk
Travel Plan SPD Approve Travel Plan Supplementary Planning Document as adopted part of the Local Development Framework.	Chief Planning Officer	1/10/12	The draft SPD has gone through significant internal consultation and a full statutory external consultation. Amendments have been made to the SPD as a result of these conditions.	The report to be issued to the decision maker with the agenda for the meeting	Nathan Huntley, Senior Highways Engineer nathan.huntley@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Troubled Families Programme</p> <p>Approval of initial spending profile for Troubled Families programme. Approximately £2.3 million will be made available to Leeds from the DCLG in 2012/13 to work with families to positively impact on a range of issues including worklessness, crime, anti-social behaviour and school attendance.</p>	Director of Children's Services	1/10/12	<p>Consultation on the direction of travel of the troubled families programme, including an outline of an options appraisal for spending have been presented to Corporate Leadership Team, Children's Service Leadership Team, Children's Trust Board, Safer Leeds Executive and the Troubled Families Programme Board.</p>	<p>Programme Board Mandate, Troubled Families Financial framework, Options Appraisal (to follow)</p>	<p>Jim Hopkinson, Head of Service - Targeted Services</p> <p>jim.hopkinson@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Use of non approved Procurement Framework for selection of Contractors for part of ENEHL Housing Capital Programme 2012/13</p> <p>Approval for the use of a non LCC approved Procurement Framework, The Alliance, to undertake mini procurement exercises to select Contractors to undertake housing capital works for the ENEHL 2012/13 programme to the estimated value of £1.4m as prescribed below:</p> <ul style="list-style-type: none"> • Window replacements - £188,000 • Replacement doors - £121,000 • Fire Safety Doors to communal areas - £500,000 • Defective Housing – Prep for External wall insulation - £600,000 • Total - £1,409,000 	Director of Environment and Neighbourhoods	1/10/12	Previously undertaken	<p>Report to the Director of Environment and Neighbourhoods</p> <p>Report to Housing Contracts Board</p>	<p>Steve Hunt, Chief Executive - East North East Homes Leeds (ENEHL)</p> <p>steve.j.hunt@enehl.org.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Yewtree and Rosewood Extra Care Provision To award a contract to Methodist Homes Association to provide 65 housing tenancies for older people residing in the Moor Allerton extra care housing provision.	Director of Adult Social Services	1/10/12	Project Board and the Health and Social Care Executive Board Member	Report to the Director of Adult Social Services	Susan Gamblen, Commissioning Manager for Older People's Services susan.gamblen@leeds.gov.uk
Youth Contract: Support for 16-17 year olds who are not in education, Employment or Training To approve £815k of fully funded expenditure into the Children's Services 12-13 budget.	Director of Children's Services	1/10/12	Elected Members	Funding Letter	Ken Morton, Head of Service - Young People & Skills ken.morton@leeds.gov.uk
Youth Inclusion Projects, Inclusion Service, Substance Misuse Treatment To agree the waiver of Contract Procedure Rule 13 to enter into contracts for the provision of: Youth Inclusion Projects; Inclusion Services; and Substance Misuse Treatment.	Director of Children's Services	1/10/12	Children's Services Directorate, Procurement Unit, Chief Officer Concerned	Proposals from the existing contracted providers	Iain Dunn, Strategic Category Manager iain.dunn@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Extension of existing contracts with four domiciliary care provides for the provision of Community Based Respite Care</p> <p>This Community Based Respite Care covers the whole Leeds City Council District. The service enables carers to have a weekly break from caring for their adult family members. To invoke Contract Procedure Rules 25.1 to extend the existing contracts for twenty four months from 1st November 2012 with Allied Healthcare, Czajka Community Care, CareUK, and Leeds Jewish Welfare Board.</p>	Director of Adult Social Services	11/10/12	Service users have been consulted through a survey in April 2012.	Report to the delegated decision panel	Bridget Maguire, Carers Commissioning Officer

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Developing the Council's Financial Strategy To advise Executive Board of the Government's technical consultation on Business Rates Retention, and its potential implications for the Council's financial strategy.	Executive Board Portfolio: Leader of Council	17/10/12	All local authorities have been consulted by Central Government and this report details the Council's response to that consultation.	The report to be issued to the decision maker with the agenda for the meeting	Alan Gay, Director of Resources alan.gay@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Green Deal Go Early</p> <p>To approve capital expenditure of a £1m grant from DECC on energy efficiency grants and loans. A LCR proposal has been sent to DECC for a grant of £2.7m to spend on energy efficiency loans/grants to prove the concept of the Green Deal. Approx £1m will be available for Leeds, primarily targeted at traditional Victorian terraces, system built properties and properties with narrow cavities. The energy efficiency package will be based around external wall insulation to reduce energy costs, cut fuel poverty rates and give the immediate neighbourhood a better appearance.</p>	<p>Executive Board</p> <p>Portfolio: Environment</p>	17/10/12	<p>The proposal has been discussed with the Home Energy Project Board and details of areas to be targeted will be agreed in consultation with the Executive Members for Environmental Services and Housing. Tenants and residents in the selected areas will be approached re their willingness to participate.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>George Munson, Energy and Climate Change Manager</p> <p>george.munson@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Learning Disability Day Service Modernisation Refurbishment of Rothwell Fulfilling Lives Building Release / authority to spend £1,100,000 Capital for refurbishment of Rothwell Fulfilling Lives Building.	Executive Board Portfolio: Adult Social Care	17/10/12	Extensive consultation has taken place over last 3 years with service users, carers, staff and Elected Members as part of the learning Disability Day Service Modernisation programme; further consultation will take place including Ward Members	The report to be issued to the decision maker with the agenda for the meeting	Andrew Rawnsley, Head of Service - Learning Disability Community Support Services andrew.rawnsley@leeds.gov.uk
Leeds LGBT Friendly City To consider and approve options and proposals on how Leeds can be an LGBT Friendly City.	Executive Board Portfolio: Leader of Council	17/10/12	Individual options may be subject to consultation when approved	The report to be issued to the decision maker with the agenda for the meeting	Lelir Yeung, Head of Equality lelir.yeung@leeds.gov.uk
Leeds Rail Growth Package To agree in principle a request to provide financial assistance for the development of the Leeds Rail Growth Package as part of the development of the former Kirkstall Forge site.	Executive Board Portfolio: Development and the Economy	17/10/12	None	The report to be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Monthly Financial Health Report 2012/13 In noting the financial position for the month for the Authority a decision will be required as to the treatment of any variation identified.	Executive Board Portfolio: Leader of Council	17/10/12		The report to be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk
NGT - update on progress and spending approvals Update on progress / approval to spend.	Executive Board Portfolio: Development and the Economy	17/10/12	Extensive consultation already undertaken	The report to be issued to the decision maker with the agenda for the meeting	Andrew Wheeler, Highway Design and Construction / NGT Manager andrew.wheeler@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Outcome of competitions for two new primary schools To determine the outcome of the competitions held to open two new primary schools.	Executive Board Portfolio: Children's Services	17/10/12	The competitions were approved following formal statutory consultation held 12 Sep – 11 Oct 2011. This included consultation with and members directly and through area committees, and with all other stakeholders. Following the competition, a statutory notice was published describing the bids received, and advertised to ward members and all other stakeholders. A public meeting was held during the notice period, to allow members of the public and other stakeholders to find out more about the bids. Information on the views expressed during that notice period form the basis of the report.	The report to be issued to the decision maker with the agenda for the meeting	Stuart Gosney, Capacity Planning and Sufficiency Lead stuart.gosney@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Tropical World Refurbishment To approve the design and cost report for the proposed Tropical World refurbishment.	Executive Board Portfolio: The Environment	17/10/12	Consultation will commence once Executive Board have agreed in principle to inject funds into a capital scheme	The report to be issued to the decision maker with the agenda for the meeting	Sean Flesher, Head of Parks and Countryside sean.flesher@leeds.gov.uk
Request to invoke Contracts' Procedure Rule 25.1 in order to extend the contract with Creative Support for the Independent Living Service Request to invoke Contracts' Procedure Rule 25.1 in order to enter into the first 1 year extension period to the existing 3(+1+1) year contract with Creative Support for the Independent Living Service for Older People at a cost of £307,041.	Director of Environment and Neighbourhoods	25/10/12	Consultation with service users and stakeholders has been carried out during a validation visit which took place in 2010 where service users expressed satisfaction with the service.	EIA Screening	Sarah Best, Programme Management Officer

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Award of contract for Targeted Information, Advice and Guidance (IAG) Service for young people</p> <p>The award of a contract to the successful applicant in the procurement of a Targeted IAG Service for young people. Contract for 1st April 2013- 31st March 2015, with 3 extension periods of 1 year.</p>	Director of Children's Services	1/11/12	<p>Children's Services Leadership Team – w/c 26/11/12.</p> <p>Consultation that has already taken place:</p> <ul style="list-style-type: none"> • An event for stakeholders, including elected members, to be involved in planning to shape the new service took place in January 2012. • A soft market testing exercise has been conducted with the market place to seek their views on contracting models. • Consultation took place with young people Feb – April 2012. • Consultation with voluntary sector representatives from Young Lives Leeds on 25th July 2012. 	Contract award report	<p>Mary Brittle, Commissioning Programme Manager (Learning & Skills)</p> <p>mary.brittle@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Award of grant funding to develop 12 additional pitches at Cottingley Springs, Gypsy and Traveller Site</p> <p>Approval to sign Grant Funding Agreement with the Homes and Community Agency (HCA) to receive grant of £1.074m in order to develop 12 additional pitches at Cottingley Springs, Cottingley</p>	Director of Environment and Neighbourhoods	Between 1/11/12 and 30/11/12	Ward Members	EIA Screening	Megan Godsell, Housing Policy Manager
<p>Extension of the 'Asbestos Removal Framework Contract' for the 12 months from 30th November 2012</p> <p>Request to invoke Contract Procedure Rule 25.1 to apply for the 12 month extension period to the existing 3 year contract for the Asbestos Removal Framework Contract from 30th November 2012 to the 30th November 2013.</p>	Chief Commercial Services Officer	1/11/12	N/A	DDN and extension report	<p>Sarah Martin, Chief Officer Property and Fleet</p> <p>sarah.martin@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Extension of the 'Building Demolition Framework Contract' for 12 months from 30th November 2012 Request to invoke Contract Procedure Rule 25.1 to apply for the 12 month extension period to the existing 3 year contract for the Building Demolition Framework Contract for Property Maintenance from 30 th November 2012 to the 30 th November 2013.	Chief Commercial Services Officer	1/11/12	N/A	DDN and extension report	Sarah Martin, Chief Officer Property and Fleet sarah.martin@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Request to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with HFT (Home Farm Trust) Authorisation to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with HFT (Home Farm Trust) for the provision of the Supported Living Service at a total contract value of £276,968.11 per annum.	Director of Environment and Neighbourhoods	1/11/12	None	Report to be presented to the delegated decision panel	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Request to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with Leeds City Council Adult Social Care</p> <p>Authorisation to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with Leeds City Council Adult Social Care for provision of six Learning Disability supported living services at a total contract value of £1,177,057.20 per annum.</p>	Director of Environment and Neighbourhoods	1/11/12	None	Report to be presented to the delegated decision panel	<p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Request to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St Annes' Community Services</p> <p>Authorisation to invoke Contract Procedure Rules 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St Annes Community Services for the provision of the Floating Supported Living Service with a total contract value of £256,512 per annum.</p>	Director of Environment and Neighbourhoods	1/11/12	None	Report to be presented to the delegated decision panel	<p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Request to invoke Contract Procedure Rule 25.1 to allow the invocation of the second 1 year extension period, to the existing 3(+1+1) contract with Leeds City Council Adult Social Care</p> <p>Authorisation to invoke Contract Procedure Rule 25.1 to allow the invocation of the second 1 year extension period, to the existing 3(+1+1) contract with Leeds City Council Adult Social Care for provision of three Learning Disability supported living services at a total contract value of £3,113,533.82 per annum.</p>	Director of Environment and Neighbourhoods	1/11/12	None	Report to be presented to the delegated decision panel	<p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Transfer of Gypsy and Traveller site into the Housing Revenue Account The report sets out the proposals to transfer the income and expenditure of the Gypsy and Traveller site into the Housing Revenue Account	Director of Environment and Neighbourhoods	Between 1/11/12 and 30/11/12	Ward Members	EIA Screening	Megan Godsell, Housing Policy Manager
Capital Programme Half Year Update for 2012-2015 To note the resources position at the half year point and agree the changes or adjustments that need to be made to ensure the capital programme is affordable.	Executive Board Portfolio: Leader of Council	7/11/12	None	The report to be issued to the decision maker with the agenda for the meeting	Alan Gay, Director of Resources alan.gay@leeds.gov.uk
City Centre Water Features Future management of water features in City Centre.	Executive Board portfolio: Development and the Economy	7/11/12	Local Ward Members (City & Hunslet) and businesses who may be effected by the decision taken.	The report to be issued to the decision maker with the agenda for the meeting	Roy Coello, Head Of Engineering Service roy.coello@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Holt Park District Centre</p> <p>1) Approval to the Draft Informal Planning Statement as a guide to future development proposals for this site.</p> <p>2) Approval to commence public consultation on the draft Informal Planning Statement</p>	Executive Board Portfolio: Development and the Economy	7/11/12	Executive Member for Development and the Economy and Ward Members	The report to be issued to the decision maker with the agenda for the meeting	<p>Ben Middleton, Senior Surveyor</p> <p>ben.middleton@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Leeds City Region Green Deal Procurement</p> <p>To approve revenue expenditure of £500k to develop a full business plan and procure a delivery partner. To commit £30m of prudential borrowing to a fund to provide fully recoverable energy efficiency loans. The energy efficiency loans will be available to all properties in the city with subsidies available for specific people and specific property types. The effect of the fund will be to reduce energy costs, cut fuel poverty rates and create local employment opportunities.</p>	<p>Executive Board Portfolio: Environment</p>	<p>7/11/12</p>	<p>The business case was requested by Leeds City Region Leaders and will be presented to LCR CEOs and Leaders in September and October respectively for approval. The business case has been developed in consultation with service across the Council, including finance, housing, procurement, legal, sustainable development and planning, with the Home Energy Project Board providing guidance and challenge. The proposal will be agreed in consultation with the Executive Members for Environmental Services and Housing.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting Leeds City Region Business Case</p>	<p>George Munson, Energy and Climate Change Manager</p> <p>george.munson@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Lettings Policy Review Executive Board decision to approve consultation with partners on a revised Lettings Policy for Leeds, in response to changes introduced by the Localism Act 2011 and new government statutory Code of Guidance on allocations.	Executive Board Portfolio: Neighbourhoods, Planning and Support Services	7/11/12	The report seeks approval to commence formal consultation on a revised Lettings Policy for Leeds with Members of the public, Customers on the Leeds Homes Register, Social housing tenants, Arms Length Management Organisations and the Belle Isle Tenant Management Organisation, Registered Social Landlords, Leeds Tenants Federation, and Voluntary agencies.	The report to be issued to the decision maker with the agenda for the meeting	Kathryn Bramall, Leeds Homes Policy Manager kathryn.bramall@leeds.gov.uk
Monthly Financial Health Report 2012/13 In noting the financial position for the month for the Authority a decision will be required as to the treatment of any variation identified.	Executive Board Portfolio: Leader of Council	7/11/12		The report will be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Proposed Hotel alongside the Arena, Clay Pit Lane, Leeds 2 Approval in principle to leasing a site for the development of a hotel alongside the Arena, Clay Pit Lane, Leeds 2	Executive Board Portfolio: Development and the Economy	7/11/12	Ward Members, Executive Member	The report to be issued to the decision maker with the agenda for the meeting	Richard Fenton, Senior Development Surveyor richard.fenton@leeds.gov.uk
Resident Permit Parking Policy To approve the draft Resident Permit Parking Policy	Executive Board Portfolio: Development and the Economy	7/11/12	The report is based on the current working practices developed following the consultation on specific schemes and has been discussed with the Executive Member for City Development. Individual scheme reports would still require approval from the Highways and Transportation Board which details the community consultation on a scheme.	The report to be issued to the decision maker with the agenda for the meeting	Howard Claxton, Traffic Engineering Manager howard.claxton@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Tenancy Strategy Executive Board decision to approve the final version of the Tenancy Strategy for Leeds, following consultation with Stakeholders and as required by the Localism Act 2011.	Executive Board Portfolio: Neighbourhoods, Planning and Support Services	7/11/12	Consultation will have taken place with Members of the public, Customers on the Leeds Homes Register, Social housing tenants, Arms Length Management Organisations and the Belle Isle Tenant Management Organisation, Registered Social Landlords, Leeds Tenants Federation, Voluntary agencies.	The report to be issued to the decision maker with the agenda for the meeting	Kathryn Bramall, Leeds Homes Policy Manager kathryn.bramall@leeds.gov.uk
Treasury Management Strategy Update 2012/13 To note the half year update on the treasury management strategy 2012/13 including any actions that may be needed to ensure borrowing costs can be met.	Executive Board Portfolio: Leader of Council	7/11/12	None	The report to be issued to the decision maker with the agenda for the meeting	Alan Gay, Director of Resources alan.gay@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Seek permission to award contract for the Mental Health Housing Support and Recovery Service following identification of successful organisation through the completion of a competitive tender exercise</p> <p>Authorisation to award a contract for the Mental Health Housing Support and Recovery Service to the successful organisation following completion of the competitive tender exercise.</p>	Director of Environment and Neighbourhoods	1/12/12	Consultation has taken place during 2010 and 2011 with existing service providers, strategic partners, service users and commissioners around the proposals arising from the review of services and the tender proposal. Approval has been obtained from elected Members through previous delegated decision processes and the Supporting People Commissioning Body.	<p>Report to be presented to Environment and Neighbourhoods Delegated Decision Panel</p>	<p>Debbie Forward, Head of Commissioning</p> <p>debbie.forward@leeds.gov.uk</p>
<p>Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval Required</p>	Executive Board Portfolio: Development and the Economy	12/12/12	Equality Impact Assessment	The report to be issued to the decision maker with the agenda for the meeting	<p>Colin Mawhinney, Head of Economic Policy and Programmes</p> <p>colin.mawhinney@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Initial Budget Proposals / Medium Term Financial Plan Agreement to the proposals for the allocation of available resources to support the delivery of the council's spending priorities for 2013/14 and 2014/15, and agreement to the indicative position for the following two years. The final budget proposals will be presented to Full Council in February for approval.	Executive Board Portfolio: Leader of Council	12/12/12	In accordance with the Council's constitution, consultation will be undertaken with stakeholders.	The report to be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk
Monthly Financial Health Report 2012/13 In noting the financial position for the month for the Authority a decision will be required as to the treatment of any variation identified	Executive Board Portfolio: Leader of Council	12/12/12	N/A	The report to be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Outcome of consultation on expansion of school places for 2014 Permission to publish statutory notices for the proposals	Executive Board Portfolio: Children's Services	12/12/12	The report will summarise the formal statutory 6 week consultation period held 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This includes area committees and all ward members city wide.	The report to be issued to the decision maker with the agenda for the meeting	Stuart Gosney, Capacity Planning and Sufficiency Lead stuart.gosney@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Update on implications for Leeds and outcome of election of the West Yorkshire Police and Crime Commissioner</p> <p>The election of a Police and Crime Commissioner for West Yorkshire could potentially change the way in which local policing, crime reduction and services for victims are delivered in the future. The report aims to set up the current position and understanding of potential risks and opportunities for the city as a result of these changes.</p>	Executive Board Portfolio: Neighbourhoods, Planning and Support Services	12/12/12	Ongoing consultation is taking place with Ward Members, Safer and Stronger Communities Scrutiny Board, Safer Leeds Executive and Safer and Stronger Communities Priorities Board on implications for the city, and development of Safer Leeds business. Members and partners via Safer Leeds Executive and other Boards as highlighted above.	The report to be issued to the decision maker with the agenda for the meeting Implications of Police and Crime Commissioner Executive Board report - 14th December 2011	<p>Keith Gilert, Chief Officer - Community Safety</p> <p>keith.gilert@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Update on Leeds Burglary Reduction Programme</p> <p>The Burglary Reduction Programme has contributed to significant reductions in domestic burglary across the city over the past 12 months. Funding to support this initiative has come through the Community Safety Fund (CSF), which is allocated to Community Safety Partnerships (CSP) by the Home Office on an annual basis. From April 2013, the CSF will form part of the newly elected Police and Crime Commissioners (PCC) pooled budget. The PCC will determine how this funding is allocated across the sub-region, taking away direct control from local CSP.</p>	<p>Executive Board Portfolio: Neighbourhoods, Planning and Support Services</p>	12/12/12	<p>Ongoing consultation is taking place with Ward Members in localities of concern and via Member briefings and development sessions.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p> <p>Leeds Burglary Reduction report to Executive Board - 22nd June 2011</p> <p>Leeds Burglary Reduction report to Executive Board - 7th March 2012</p>	<p>Keith Gilert, Chief Officer - Community Safety</p> <p>keith.gilert@leeds.gov.uk</p>

MEMBERSHIP OF THE EXECUTIVE BOARD

Executive Board Portfolios

Leader of Council

Deputy Leader and Executive Member for Children's Services

Deputy Leader and Executive Member for Neighbourhoods, Planning and Support Services

Executive Member for Leisure and Skills

Executive Member for Development and the Economy

Executive Member for the Environment

Executive Member Adult Social Care

Executive Member for Health and Well Being

Executive Member

Councillor Keith Wakefield

Councillor Judith Blake

Councillor Peter Gruen

Councillor Adam Ogilvie

Councillor Richard Lewis

Councillor Mark Dobson

Councillor Lucinda Yeadon

Councillor Lisa Mulherin

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.