



## **LIST OF FORTHCOMING KEY DECISIONS**

10 September 2012– 13 November 2012

## **What is the ‘List of Forthcoming Key Decisions’?**

The ‘List of Forthcoming Key Decisions’ is a list of the key decisions the Authority intends to take from 10<sup>th</sup> September 2012 onwards. The document is updated as often as required. Details of each key decision will be available to the public at least 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 ‘List of Forthcoming Key Decisions’ tell me?**

This document gives information about:

what key decisions are due to be taken by the authority  
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, 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 this document 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?**

This document 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 meetings<sup>1</sup>, and the documents being considered by officers taking key decisions<sup>2</sup>, are available five working days beforehand on the Council's website (using the links below) and from the following address:

Governance Services, 4<sup>th</sup> Floor West, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 39 52194 / Fax: 0113 3951599

Email: [cxd.councilandexec@leeds.gov.uk](mailto: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 within this document. Other documents relevant to the key decision may be submitted to

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

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

the 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 within this document.

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 ‘List of Forthcoming Key Decisions’?**

This document can be found on the Leeds City Council website.

### **About this publication**

For enquiries regarding this document please e-mail: [cxd.corporategovern@leeds.gov.uk](mailto:cxd.corporategovern@leeds.gov.uk) or telephone: 0113 39 51712.

Visit our website [www.leeds.gov.uk](http://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 ज़रूरत 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 इंटरप्रिटर (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 ਕਹਾਂ ਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂ ਗੇ.

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 224 3462 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 (انٹرپرائٹر) سے رابطہ کریں گے۔

### LIST OF FORTHCOMING KEY DECISIONS

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b>
Collection of Local Taxation Approval of Council Tax and Business Rate write offs for period 1 <sup>st</sup> October 2011 to 31 <sup>st</sup> 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
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, Head of Commissioning and Market Management, Children's Services  paul.bollom@leeds.gov.uk
Disabled Facilities Grant 2012/13 To grant authority to spend approx £6,670,000 for a category B capital scheme – Capital Scheme 98040, Category B DOD. Assistance for private residents city wide, towards the provision of adaptations to the home.	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	Colin Moss, Adaptations Agency Manager  colin.moss@leeds.gov.uk

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<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"> <li>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</li> <li>2) Give authority to incur expenditure of approx £270k in connection with the land purchase.</li> </ol>	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><a href="mailto:martin.blackett@leeds.gov.uk">martin.blackett@leeds.gov.uk</a></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><a href="mailto:david.purdy@leeds.gov.uk">david.purdy@leeds.gov.uk</a></p>

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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 <sup>st</sup> 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



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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

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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
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

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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
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

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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
Schools devolved formula capital budgets 2012/13 Approval to carry out capital works and incur expenditure at Leeds schools, to be funded by Devolved Formula Capital Grant.	Director of Children's Services	1/10/12	Schools (excluding VA schools and Academies)	Design and cost report	Charlotte Foley, Lead Officer for the Built Environment  charlotte.foley@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

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<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>

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<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"> <li>• Window replacements - £188,000</li> <li>• Replacement doors - £121,000</li> <li>• Fire Safety Doors to communal areas - £500,000</li> <li>• Defective Housing – Prep for External wall insulation - £600,000</li> <li>• Total - £1,409,000</li> </ul>	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>

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<p>Youth Contract: Support for 16-17 year olds who are not in education, Employment or Training</p> <p>To approve £815k of fully funded expenditure into the Children's Services 12-13 budget.</p>	Director of Children's Services	1/10/12	Elected Members	Funding Letter	<p>Ken Morton, Head of Service - Young People &amp; Skills</p> <p>ken.morton@leeds.gov.uk</p>
<p>Youth Inclusion Projects, Inclusion Service, Substance Misuse Treatment</p> <p>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.</p>	Director of Children's Services	1/10/12	Children's Services Directorate, Procurement Unit, Chief Officer Concerned	Proposals from the existing contracted providers	<p>Iain Dunn, Strategic Category Manager</p> <p>iain.dunn@leeds.gov.uk</p>
<p>Highway Maintenance vehicle replacement programme</p> <p>To approve the replacement of 21 vehicles operated by the Highway Maintenance Operational DSO</p>	Director of City Development	17/10/12	Executive Member for Development and the Economy, Director of Resources	Design and Cost Report	<p>Russell Martin, Highway Maintenance Manager - Ring Road Middleton</p> <p>Russell.martin@leeds.gov.uk</p>

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Approval to invoke CPR 8.5 for the Supply & Maintenance of Fire Fighting Equipment through a non-approved framework The Chief Officer Public Private Partnerships Unit & Procurement is recommended to approve the invocation of Contract Procedure Rules 8.5 for the use of the non-approved framework contract Fire Safety Products & Associated Services framework set up by the Yorkshire Purchasing Organisation. This process will award a 12 months contract, with the option to extend for a further 6 months.	Chief Officer, Public Private Partnerships Unit and Procurement	11/12	Proposed consultation: <ul style="list-style-type: none"> <li>• Corporate Fire &amp; Safety Manager – Corporate Governance</li> <li>• Head of Facilities – Resources</li> <li>• Civic Buildings Manager – Resources</li> <li>• Fire Safety Manager – Children’s Services</li> <li>• Technical Monitoring Officer - ALMOs</li> </ul>	Award Report	David Outram, Chief Officer, Public Private Partnerships Unit and Procurement  david.outram@leeds.gov.uk



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<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 1<sup>st</sup> April 2013- 31<sup>st</sup> 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"> <li>• An event for stakeholders, including elected members, to be involved in planning to shape the new service took place in January 2012.</li> <li>• A soft market testing exercise has been conducted with the market place to seek their views on contracting models.</li> <li>• Consultation took place with young people Feb – April 2012.</li> <li>• Consultation with voluntary sector representatives from Young Lives Leeds on 25<sup>th</sup> July 2012.</li> </ul>	Contract award report	<p>Mary Brittle, Commissioning Programme Manager (Learning &amp; Skills)</p> <p>mary.brittle@leeds.gov.uk</p>

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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	1/11/12	<p>Department of Health requirement for 2011/12. The following boards were advised of the requirement:</p> <ul style="list-style-type: none"> <li>• Council Executive Board Report 2009</li> <li>• Joint Commissioning Strategic Board April 2009</li> <li>• Leeds Learning Disability Partnership Board 19 June 2009</li> </ul>	Report to the Director of Adult Social Services	<p>Janet Wright, Joint Commissioning Manager</p> <p>janet.wright@leeds.gov.uk</p>

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<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	<p>Megan Godsell, Housing Policy Manager</p> <p>megan.godsell@leeds.gov.uk</p>

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<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	1/11/12	<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>

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Inclusion Support for Disabled children, young people and parent carers Request to award a 3(+1+1) year contract from 1 <sup>st</sup> April 2013 for the provision of the Leeds Inclusion Support Service to the successful bidder following competitive tendering exercise	Director of Children's Services	1/11/12	Extensive consultation with stakeholders, including disabled children and their families has been undertaken. Further consultation will take place with providers as part of the procurement exercise. Regular briefings will take place for the Executive and Lead Member for Children's Services.	Delegated Decision Report	Paul Bollom, Head of Commissioning and Market Management, Children's Services  paul.bollom@leeds.gov.uk
The Learning Disability Section 75 Agreement between Adult Social Care and NHS Leeds (NHS Airedale, Bradford and Leeds Cluster) To agree the Learning Disability Section 75 Agreement between Leeds City Council Adult Social Care and NHS Leeds (NHS Airedale, Bradford and Leeds Cluster).	Director of Adult Social Services	1/11/12	Collaboration with relevant stakeholders including NHS colleagues, legal services and commissioners.	Report to the Director of Adult Social Services and Section 75 Agreement	Maxine Naismith, Head of Service, Learning and Disability Services  maxine.naismith@leeds.gov.uk

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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  megan.godsell@leeds.gov.uk
Roundhay Road Highway Improvements Following extensive consultation in 2011, approval of TRO proposals and scheme to be implemented.	Chief Officer (Highways and Transportation)	5/11/12	Gipton & Harehills Ward Members, members of the public, local businesses and residents whose frontages are impacted by the proposals.	Delegated Decision report	Lisa Martin, Trainee Engineer  Lisa.S.Martin@leeds.gov.uk
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

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Discretionary Housing Payments policy Approve the policy for making Discretionary Housing Payments for Housing Benefit customers requiring additional help.	Executive Board Portfolio: Leader of Council	7/11/12	Advice Leeds Network, Housing Associations, ALMOs	The report to be issued to the decision maker with the agenda for the meeting	Shaun Kelly, Finance Manager (Welfare Benefits)  shaun.kelly@leeds.gov.uk
Disposal of Richmond Court Hostel, LS9, to Yorkshire Housing for affordable housing redevelopment Approve the transfer of the Richmond Court Site, LS9, to Yorkshire Housing to facilitate the redevelopment of the site for 37 new affordable housing.	Executive Board Portfolio: Development and the Economy	7/11/12	Local Ward Members have been contacted and a meeting with them to be arranged in due course to discuss the proposals.	The report will be issued to the decision maker with the agenda for the meeting	Michael Cheung  michael.cheung@leeds.gov.uk

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Disposal of Stratford Court, School Lane, Chapel Allerton, to Unity Housing Association for redevelopment Approver the transfer of the Stratford Court scheme to Unity Housing Association to facilitate the redevelopment of a new affordable housing scheme comprising of 30x2 bedroom scheme for persons aged 55 and over.	Executive Board Portfolio: Development and the Economy	7/11/12	Existing residents, adjoining residents, Members of Chapel Allerton Neighbourhood Planning (CANplan), Ward Members, City Development, ENEhl.	The report to be issued to the decision maker with the agenda for the meeting	Michael Cheung  michael.cheung@leeds.gov.uk Tel: 247 4108
East Moor Secure Children's Home Inject £12.55 million DfE grant allocation into the City Council's Capital Programme for the replacement of East Moor Secure Children's Home and incur capital expenditure against the scheme.	Executive Board Portfolio: Children's Services	7/11/12	Elected Members, Public consultation evenings, OfSTED, Youth Justice Board.	The report to be issued to the decision maker with the agenda for the meeting	Sarah Sinclair, Chief Officer for Strategy, Commissioning and Performance  sarah.sinclair@leeds.gov.uk



Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Jobs, skills and business opportunities through Council contracts The approval of a policy framework to include employment, skills and supply chain provisions within Council Procurement. The recession has impacted the number and type of jobs that are available to local people. The Council is well placed as a buyer of goods and services to promote employment, skills and supply chain opportunities within the contracting process and support communities within its area to access these.	Executive Board Portfolio: Leisure and Skills	7/11/12	Key suppliers of a wide range of goods and services were consulted through the Scrutiny Board inquiry concluding in May 2012.	The report to be issued to the decision maker with the agenda for the meeting Scrutiny Inquiry Report of the Scrutiny Board (Sustainable Economy and Culture) "Maximising Powers to Promote, Influence and Create Local Employment and Skills Opportunities"	Sue Wynne, Chief Officer Employment & Skills  sue.wynne@leeds.gov.uk
LDF Core Strategy - Pre-submission Changes for Consultation Approval for pre submission changes for consultation	Executive Board Portfolio: Development and the Economy	7/11/12	A further 6 week period of public consultation, consistent with the Statement of Community Involvement.	The report to be issued to the decision maker with the agenda for the meeting	David Feeney, Head of Forward Planning and Implementation  david.feeney@leeds.gov.uk Tel: 2474539

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b>
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	7/11/12	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
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
Scheme of local welfare provision Approve a scheme of local welfare provision in Leeds to run from April 2013	Executive Board Portfolio: Leader of Council	7/11/12	Advice Leeds Network, Voluntary Action Leeds, Leeds City Credit Union	The report to be issued to the decision maker with the agenda for meeting	Shaun Kelly, Finance Manager (Welfare Benefits)  shaun.kelly@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Sovereign Street Site, Leeds LS1 Approval to the heads of terms to an occupier and their preferred developer for the development of plot C and to grant a six month exclusivity agreement to the occupier to conclude the legal documentation.	Executive Board Portfolio: Development and the Economy	7/11/12	Executive Member for the Development and the Economy, Ward Members.	The report to be issued to the decision maker with the agenda for the meeting	Ben Middleton, Senior Surveyor  Tel: 2477817
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>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 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2016.</p>	<p>Director of Adult Social Services</p>	<p>8/11/12</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 27<sup>th</sup> 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
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	8/11/12	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
Rugby Union World Cup 2015 To approve the contract with Rugby Union World Cup 2015 to act as host city.	Director of City Development	15/11/12	Executive Member for Leisure.	Delegated decision report	Catherine Blanshard, Chief Libraries, Arts and Heritage Officer, Learning and Leisure  catherine.blanshard@leeds.gov.uk
Oulton and Woodlesford Design Statement (NDS) Approval of the Oulton and Woodlesford Design Statement (NDS) to enable it to be formally adopted as a Supplementary Planning Document (SPD) within the Leeds Development Framework.	Chief Planning Officer	19/11/12	The document has undergone significant local consultation which has shaped the aspirations within it. A representations statement and EIA will be published alongside the NDS.	Oulton and Woodlesford NDS	Steven Wilkinson, Senior Planner FPI  steven.wilkinson@leeds.gov.uk tel: 0113 3978078

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Request to invoke the first 1 year extension period to the existing 2(+1) year service level agreement with Leeds City Council Adult Social Care</p> <p>Authorisation from the Director of Environment and Neighbourhoods to approve the request to enter into the first 1 year extension period to the existing 2(+1) year service level agreement with Adult Social Care for the six non-Independent Living Project services at a cost of £1,177,057.20 for the 1 year period.</p>	Director of Environment and Neighbourhoods	20/11/12	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
Request to invoke the second 1 year extension period to the existing 3(+1+1) year service level agreement with Leeds City Council Adult Social Care Authorisation from the Director of Environment and Neighbourhoods to approve the request to enter into the second 1 year extension period to the existing 3(+1+1) year service level agreement with Adult Social Care for the three Independent Living Project services at a cost of £3,113,533.82 for the 1 year period.	Director of Environment and Neighbourhoods	20/11/12	None	Report to be presented to the delegated decision panel	Neil Evans, Director of Environment and Neighbourhoods  neil.evans@leeds.gov.uk
Education Funding Agency Grant Agreement The signing of the grant agreement with the Education Funding Agreement to fund the maintained schools 6 <sup>th</sup> form provision, bursaries and post 16 SILC provision.	Director of Children's Services	21/11/12	Procurement Unit, Legal Services	Grant agreement	Iain Dunn, Strategic Category Manager  Iain.Dunn@leeds.gov.uk tel: 07891 271662

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b>
White Rose Fostering Framework Contract The award of the contracts for the White Rose Fostering Framework Contract	Director of Children's Services	21/11/12	Procurement Unit, Legal Services	Grant Agreement	Iain Dunn, Strategic Category Manager  iain.dunn@leeds.gov.uk Tel:07891 271662
Bill Payment Services for Leeds City Council Request to invoke Contract Procedure Rule 8.5 and enter into a non approved framework agreement for Bill Payment Services for Leeds City Council.	Director of Resources	27/11/12	None	Recommendation report to Revenues and Benefits Chief Officer / Director of Resources to appoint a preferred supplier	Andrew Cameron, Executive Officer, Support Services, Leeds Benefits and Revenues  andrew.cameron@leeds.gov.uk
Proposed Changes to the Letting Board Code To approve the proposed changes to Letting Board Code.	Chief Planning Officer	30/11/12	Consultation period held from 19 September 2012 to 17 October 2012.	The Letting Board Code: Guidance for Landlords on the erection of residential letting boards in inner north west Leeds (Draft September 2012)	Ryan Platten, Community Planning Officer - Inner North West Area  ryan.platten@leeds.gov.uk, 0113 247 8027



Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Fire Safety Works in Schools 2012-13</p> <p>Approval to Phase 2 of a programme of fire safety works at schools at an estimated cost of £758,000. This work is to commence during the financial year 2012-13 and approval is sought to incur expenditure. The design of this phase of the programme is underway.</p>	Director of Children's Services	1/12/12	Consultation regarding individual works has been and will continue to be undertaken with the individual schools. There is no requirement for resident or public consultation as these are internal building adaptations that will not require a formal planning application or impact the local community	Design and cost report	<p>Charlotte Foley, Lead Officer for the Built Environment</p> <p>charlotte.foley@leeds.gov.uk Tel: 2143936</p>
<p>Refurbishment of Cottingley Springs</p> <p>Request to Procurement waiver to appoint Strategic Group as the contractors for the new build and refurbishment of Cottingley Springs</p>	Director of Environment and Neighbourhoods	1/12/12	With Ward Members	None	<p>Rob McCartney, Head of Housing Support</p> <p>Rob McCartney - rob.mccartney@leeds.gov.uk Tel: 0113 2243480</p>

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.	Report to be presented to Environment and Neighbourhoods Delegated Decision Panel	<p>Debbie Forward, Head of Commissioning</p> <p>debbie.forward@leeds.gov.uk</p>
The Use of £763k of CLG funding (Regional Homeless Money) to deliver sub regional homeless priorities	Director of Environment and Neighbourhoods	1/12/12	Ward Members	Report to DDP	<p>Rob McCartney, Head of Housing Support</p> <p>rob.mccartney@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Contract Amendment for contract between the Council and Morrison Facilities Services for the reallocation of Major Adaptations works for West North West Homes Leeds and Aire Valley Homes Leeds from Morrison Facilities Services to East North East Hom Approval for amendment to two contracts	Director of Environment and Neighbourhoods	6/12/12	Consultation with Legal Services and ALMOs	None	Tom Finch, Programme Manager  tom.finch@leeds.gov.uk
Leeds Skyline HIV/AIDS Social Care and Prevention Service contract extension for one year from 1 April 2013 to 31 March 2014 To extend the existing contract from 1 April 2013 for one year.	Director of Adult Social Services	6/12/12	Discussion will be held with the service users and other stakeholders about the future of this service.	Report to the Director, Contract monitoring information	Sinead Cregan, Adult Commissioning Manager  sinead.cregan@leeds.gov.uk Tel: 0113 2243463
Request to extend ten mental health voluntary sector contracts To extend the ten existing contracts from 1 April 2013 to 31 March 2016	Director of Adult Social Services	6/12/12	With service users and stakeholders about future services.	Report to the Director and monitoring reports	Sinead Cregan, Adult Commissioning Manager  sinead.cregan@leeds.gov.uk Tel: 0113 2243463

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Extension of contract with North East Specialist Learning Centre (NE SILC) for the provision of short breaks for disabled children Invocation of Contract Procedure Rules 25.1 to extend the contract with NE SILC for the provision of short breaks for disabled children until 31 <sup>st</sup> March 2014. This contract started on 1 <sup>st</sup> April 2012 and is for 12 months, with the option to extend by a further two 12 month periods.	Director of Children's Services	Not before 10th/12/12	None	Extension report	Paul Bollom, Head of Commissioning and Market Management, 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>Bulk Fuel Purchasing</p> <p>To approve the proposal for a bulk fuel purchasing scheme to reduce the costs of domestic gas and electricity.</p>	<p>Executive Board</p> <p>Portfolio: The Environment</p>	<p>12/12/12</p>	<p>The recent Fuel Poverty Scrutiny requested that the Director of Environment and Neighbourhoods develop a proposal to launch a bulk fuel purchasing project for Leeds. A grant competition to support this was announced by DECC on the 19th October with a closing date of 30th November. There has therefore been very limited time for consultation after this announcement, but the proposal, developed jointly with other LCR authorities and CO2Sense, is based on learning from other bulk purchasing initiatives in the UK and the recommendations from Scrutiny. The proposal will be discussed with the Home Energy Project Board prior to Exec Board.</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, 0113 39 51767</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
Learning Disability Day Service Modernisation: Replacement of Rothwell Fulfilling Lives Building Executive Board are requested to give the authority to spend a total of £2,025,000 To fund the rebuilding at Rothwell Fulfilling Lives Centre (West building) on Holmsley Lane Woodlesford.	Executive Board Portfolio: Adult Social Care	12/12/12	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 Tel: 0113 2143446

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>12/12/12</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	12/12/12	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	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
Queen Elizabeth II Fields Scheme Information for the Executive Board on the Queen Elizabeth II Fields Scheme and agreement on the sites nominated for inclusion. The green space will be protected in perpetuity.	Executive Board Portfolio: The Environment	12/12/12	None.	The report will be issued to the decision maker with the agenda for the meeting EDCI screening form	Tony Stringwell, Senior Project Manager  tony.stringwell@leeds.gov.uk, 0113 39 57400

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b>
Schools Funding - Changes to the way schools are funded To agree the new factors to approve school funding formula's	Executive Board Portfolio: Children's Services	12/12/12	Schools Forum, Governing Bodies	The report to be issued to the decision maker with the agenda for the meeting	Simon Darby, School Funding and Initiatives Team Leader  simon.darby@leeds.gov.uk
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	12/12/12	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

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	12/12/12	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
Update on implications for Leeds and outcome of election of the West Yorkshire Police and Crime Commissioner 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.	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	Keith Gilert, Chief Officer - Community Safety  keith.gilert@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 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>	<p>12/12/12</p>	<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>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Collection of Local Taxation Approval of Council Tax and Business Rates write offs for period 1 <sup>st</sup> April 2012 to 30 <sup>th</sup> September 2012.	Director of Resources	1/13	Financial Management Group	Report on values and types	David Levitt, Corporate Debt Manager  david.levitt@leeds.gov.uk Tel: 0113 2475026
Assisi Place Extra Care Housing Scheme To approve the recommendation to invoke Contract Procedure Rule 31.1 to waive Contract Procedure Rule 13 to award a contract to Methodist Homes Association to provide the care and support service to 45 housing tenancies for older people residing in the Assisi Place extra care housing provision, at a cost of £302,895 per annum.	Director of Adult Social Services	3/1/13	<ol style="list-style-type: none"> <li>1. Future Housing Options for Older People Project Board</li> <li>2. The Health and Social Care Executive Board Member</li> <li>3. Adult Commissioning Board</li> </ol>	DDP report to the Director, 29th April 2010 DDP report, 3rd January 2013	Susan Gamblen, Commissioning Manager for Older People's Services  susan.gamblen@leeds.gov.uk, 0113 24 76088

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>A strategic review of the Leeds " Youth Offer"</p> <p>To delegate a budget from April 2013 to Area Committees so that they can commission activities (places to go, things to do for young people) which engage young people.</p> <p>To restructure the Youth Service and end their 'generalist' role within the overall Youth Offer, to have a clearly defined delivery role, which better meets more targeted need, whilst enshrining the significance of professional youth work.</p> <p>To determine if resource available for youth work which meets more targeted need should be subject to competition</p>	Executive Board Portfolio: Children's Services	9/1/13	<p>A consultant has conducted an elected member led review engaging with over 40 stakeholders sessions with elected members, young people, staff and voluntary and community faith partners.</p> <p>The principles and propositions from the review will be widely circulated with responses fed into the review.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Ken Morton, Head of Service - Young People &amp; Skills</p> <p>ken.morton@leeds.gov.uk</p>

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b>
East Leeds Extension and East Leeds Orbital Road To consider the Council's approach to infrastructure requirements of the East Leeds Extension.	Executive Board Portfolio: Development and the Economy	9/1/13	Executive Members for Development & the Economy and Neighbourhoods, Planning & Support Services; East Leeds Regeneration Board; and Ward Members.	The report to be issued to the decision maker with the agenda for the meeting	Adam Brannen, Programme Manager  adam.brannen@leeds.gov.uk
Appointment of bailiffs for recovery of unpaid parking and bus lane penalties To appoint bailiffs to collect outstanding warrants issued on behalf of Leeds City Council.	Director of Environment and Neighbourhoods	11/1/13		Business Case	Mark Jefford  mark.jefford@leeds.gov.uk - Tel: 0113 3952200
Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval Required	Executive Board Portfolio: Development and the Economy	15/2/13	Equality Impact Assessment	The report to be issued to the decision maker with the agenda for the meeting	Colin Mawhinney, Head of Economic Policy and Programmes  colin.mawhinney@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
City Centre Water Features Future management of water features in City Centre.	Executive Board portfolio: Development and the Economy	15/2/13	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
Holt Park District Centre 1) Approval to the Draft Informal Planning Statement as a guide to future development proposals for this site. 2) Approval to commence public consultation on the draft Informal Planning Statement	Executive Board Portfolio: Development and the Economy	15/2/13	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	Ben Middleton, Senior Surveyor  ben.middleton@leeds.gov.uk
Trade waste contract tender Approval is required to proceed with a trade waste framework contract tender in order to procure suitable contractors to provide trade waste and recycling services to Leeds City Council premises and schools from July 2013.	Director of Resources	5/13	Consultation will take place with Procurement, Recycling & Waste Services, Environmental Policy Team, and Facilities Management.	Tender documents for trade waste contract Contract specification and PQQ	Sam Grimwood, Waste & Resources Officer  sam.grimwood@leeds.gov.uk, 0113 24 76954



## **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.