

APPENDIX 2



**LIST OF FORTHCOMING KEY DECISIONS**

10 September 2012– 3 December 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 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 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 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 (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>
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
Exercise of Option to Purchase Agreement - Land at Freely Lane, Bramham Approval is sought to: 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	Martin Blackett, Senior Surveyor  martin.blackett@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment</p> <p>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.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/10/12</p>	<p>Parks and Countryside, Procurement Unit.</p>	<p>Tender Returns</p>	<p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p>
<p>Implementing a new children's services structure through the restructure of existing provision</p> <p>To take one or more decisions in connection with the proposals for the new structure including the restructure of existing provision.</p>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<p>Staff, Trade Unions</p>	<p>Delegated Decision Report and relevant structure charts</p>	<p>Nigel Richardson, Director of Children's Services</p> <p>nigel.richardson@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 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.</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/10/12</p>	<p>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</p>	<p>Delegated decision report</p>	<p>Andrew Hall, Acting Head of Transportation Services  andrew.hall@leeds.gov.uk</p>
<p>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.</p>	<p>Chief Planning Officer</p>	<p>1/10/12</p>	<p>Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and Other bodies</p>	<p>Report and Morley Conservation Area Appraisal and Management Plan</p>	<p>Philip Ward, Conservation Officer  phil.ward@leeds.gov.uk</p>



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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
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
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

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Travel Plan SPD Approve Travel Plan Supplementary Planning Document as adopted part of the Local Development Framework.</p>	<p>Chief Planning Officer</p>	<p>1/10/12</p>	<p>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.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Nathan Huntley, Senior Highways Engineer  nathan.huntley@leeds.gov.uk</p>
<p>Troubled Families Programme 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>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<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  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>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.</p>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<p>Elected Members</p>	<p>Funding Letter</p>	<p>Ken Morton, Head of Service - Young People &amp; Skills  ken.morton@leeds.gov.uk</p>
<p>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.</p>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<p>Children's Services Directorate, Procurement Unit, Chief Officer Concerned</p>	<p>Proposals from the existing contracted providers</p>	<p>Iain Dunn, Strategic Category Manager  iain.dunn@leeds.gov.uk</p>
<p>Highway Maintenance vehicle replacement programme To approve the replacement of 21 vehicles operated by the Highway Maintenance Operational DSO</p>	<p>Director of City Development</p>	<p>17/10/12</p>	<p>Executive Member for Development and the Economy, Director of Resources</p>	<p>Design and Cost Report</p>	<p>Russell Martin, Highway Maintenance Manager - Ring Road Middleton  Russell.martin@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 contract for Targeted Information, Advice and Guidance (IAG) Service for young people 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>	<p>Director of Children's Services</p>	<p>1/11/12</p>	<p>Children's Services Leadership Team – w/c 26/11/12. 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>	<p>Contract award report</p>	<p>Mary Brittle, Commissioning Programme Manager (Learning &amp; Skills)</p> <p>mary.brittle@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
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

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<p>Rugby Union World Cup 2015 To approve the contract with Rugby Union World Cup 2015 to act as host city.</p>	<p>Director of City Development</p>	<p>15/11/12</p>	<p>Executive Member for Leisure.</p>	<p>Delegated decision report</p>	<p>Catherine Blanshard, Chief Libraries, Arts and Heritage Officer, Learning and Leisure  catherine.blanshard@leeds.gov.uk</p>
<p>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.</p>	<p>Chief Planning Officer</p>	<p>19/11/12</p>	<p>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.</p>	<p>Oulton and Woodlesford NDS</p>	<p>Steven Wilkinson, Senior Planner FPI  steven.wilkinson@leeds.gov.uk tel: 0113 3978078</p>

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>	<p>Director of Environment and Neighbourhoods</p>	<p>20/11/12</p>	<p>None</p>	<p>Report to be presented to the delegated decision panel</p>	<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 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.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>20/11/12</p>	<p>None</p>	<p>Report to be presented to the delegated decision panel</p>	<p>Neil Evans, Director of Environment and Neighbourhoods  neil.evans@leeds.gov.uk</p>
<p>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.</p>	<p>Director of Children's Services</p>	<p>21/11/12</p>	<p>Procurement Unit, Legal Services</p>	<p>Grant agreement</p>	<p>Iain Dunn, Strategic Category Manager  Iain.Dunn@leeds.gov.uk tel: 07891 271662</p>



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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>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).</p>	<p>Director of Adult Social Services</p>	<p>1/12/12</p>	<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>	<p>Report to the Director of Adult Social Services</p>	<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>	<p>Director of Adult Social Services</p>	<p>1/12/12</p>	<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>	<p>Report to Director of Adult Social Services</p>	<p>Tim O'Shea, Head of Adult Social Care Commissioning</p> <p>Tim.OShea@leeds.gov.uk</p>

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<p>Fire Safety Works in Schools 2012-13 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>	<p>Director of Children's Services</p>	<p>1/12/12</p>	<p>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</p>	<p>Design and cost report</p>	<p>Charlotte Foley, Lead Officer for the Built Environment  charlotte.foley@leeds.gov.uk Tel: 2143936</p>
<p>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.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/12/12</p>	<p>Informal and formal consultations have and continue to be undertaken with customers, Ward councillors, E&amp;N, and Local Housing Performance staff, stakeholders.</p>	<p>WNWhL Executive Decision Panel Report</p>	<p>Jeffrey Dembickjy, Senior Project Officer, ALMO Business Centre Leeds  jeff.dembickjy@abcl.org.uk</p>

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<p>Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies</p> <p>Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/12/12</p>	<p>None</p>	<p>Delegated Decision Report</p>	<p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p>
<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>	<p>Director of Environment and Neighbourhoods</p>	<p>1/12/12</p>	<p>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>	<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>

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<p>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).</p>	<p>Director of Adult Social Services</p>	<p>1/12/12</p>	<p>Collaboration with relevant stakeholders including NHS colleagues, legal services and commissioners.</p>	<p>Report to the Director of Adult Social Services and Section 75 Agreement</p>	<p>Maxine Naismith, Head of Service, Learning and Disability Services  maxine.naismith@leeds.gov.uk</p>
<p>The Use of £763k of CLG funding (Regional Homeless Money) to deliver sub regional homeless priorities</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/12/12</p>	<p>Ward Members</p>	<p>Report to DDP</p>	<p>Rob McCartney, Head of Housing Support  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
<p>Contract Amendment for the reallocation of Major Adaptations works from Morrison Facilities Services to East North East Homes Approval for amendment to two contracts 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 Homes DLO</p>	<p>Director of Environment and Neighbourhoods</p>	<p>6/12/12</p>	<p>Consultation with Legal Services and ALMOs</p>	<p>None</p>	<p>Tom Finch, Programme Manager  tom.finch@leeds.gov.uk</p>
<p>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.</p>	<p>Director of Adult Social Services</p>	<p>6/12/12</p>	<p>Discussion will be held with the service users and other stakeholders about the future of this service.</p>	<p>Report to the Director, Contract monitoring information</p>	<p>Sinead Cregan, Adult Commissioning Manager  sinead.cregan@leeds.gov.uk Tel: 0113 2243463</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Request to extend ten mental health voluntary sector contracts To extend the ten existing contracts from 1 April 2013 to 31 March 2016</p>	<p>Director of Adult Social Services</p>	<p>6/12/12</p>	<p>With service users and stakeholders about future services.</p>	<p>Report to the Director and monitoring reports</p>	<p>Sinead Cregan, Adult Commissioning Manager  sinead.cregan@leeds.gov.uk Tel: 0113 2243463</p>
<p>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.</p>	<p>Director of Children's Services</p>	<p>Not before 10th/12/12</p>	<p>None</p>	<p>Extension report</p>	<p>Paul Bollom, Head of Commissioning and Market Management, Children's Services  paul.bollom@leeds.gov.uk</p>



Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Bulk Fuel Purchasing To approve the proposal for a bulk fuel purchasing scheme to reduce the costs of domestic gas and electricity.</p>	<p>Executive Board 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  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
Council Tax reforms Policy on charging Council Tax on empty properties	Executive Board Portfolio: Leader of Council	12/12/12	Public consultation already undertaken	The report to be issued to the decision maker with the agenda for the meeting	Steve Carey steven.carey@leeds.gov.uk
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

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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.</p>	<p>Executive Board Portfolio: Adult Social Care</p>	<p>12/12/12</p>	<p>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.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Andrew Rawnsley, Head of Service - Learning Disability Community Support Services</p> <p>andrew.rawnsley@leeds.gov.uk Tel: 0113 2143446</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 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  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
<p>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.</p>	<p>Executive Board Portfolio: Neighbourhoods, Planning and Support Services</p>	<p>12/12/12</p>	<p>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.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Kathryn Bramall, Leeds Homes Policy Manager  kathryn.bramall@leeds.gov.uk</p>
<p>Local Council Tax Support Scheme The local Council Tax Support scheme to be adopted in Leeds</p>	<p>Executive Board Portfolio: Leader of Council</p>	<p>12/12/12</p>	<p>Public consultation already undertaken</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Steve Carey  steven.carey@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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</p>	<p>Executive Board Portfolio: Leader of Council</p>	<p>12/12/12</p>	<p>N/A</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Doug Meeson, Chief Officer (Financial Management)  doug.meeson@leeds.gov.uk</p>
<p>Outcome of consultation on expansion of school places for 2014 Permission to publish statutory notices for the proposals</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>12/12/12</p>	<p>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.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Stuart Gosney, Capacity Planning and Sufficiency Lead  stuart.gosney@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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.</p>	<p>Executive Board Portfolio: The Environment</p>	<p>12/12/12</p>	<p>None.</p>	<p>The report will be issued to the decision maker with the agenda for the meeting EDCI screening form</p>	<p>Tony Stringwell, Senior Project Manager  tony.stringwell@leeds.gov.uk, 0113 39 57400</p>
<p>Schools Funding - Changes to the way schools are funded To agree the new factors to approve school funding formula's</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>12/12/12</p>	<p>Schools Forum, Governing Bodies</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Simon Darby, School Funding and Initiatives Team Leader  simon.darby@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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.</p>	<p>Executive Board Portfolio: Neighbourhoods, Planning and Support Services</p>	<p>12/12/12</p>	<p>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.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Kathryn Bramall, Leeds Homes Policy Manager  kathryn.bramall@leeds.gov.uk</p>
<p>Tropical World Refurbishment To approve the design and cost report for the proposed Tropical World refurbishment.</p>	<p>Executive Board Portfolio: The Environment</p>	<p>12/12/12</p>	<p>Consultation will commence once Executive Board have agreed in principle to inject funds into a capital scheme</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Sean Flesher, Head of Parks and Countryside  sean.flesher@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 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>	<p>Executive Board Portfolio: Neighbourhoods, Planning and Support Services</p>	<p>12/12/12</p>	<p>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.</p>	<p>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>	<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 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 Leeds Burglary Reduction report to Executive Board - 22nd June 2011 Leeds Burglary Reduction report to Executive Board - 7th March 2012</p>	<p>Keith Gilert, Chief Officer - Community Safety  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
Procurement of a Painting Contractor to be used by East North East Homes Leeds using a Framework Agreement The Director or Environments and Neighbourhoods is to be asked for approval to use a Procurement Framework Agreement to procure a commercial Painting Contractor to be used by ENEHL to deliver an internal (to communal areas) and external painting programme over the period 2013/14 to 2016/17.	Director of Environment and Neighbourhoods	1/1/13	Decision supported by Housing Contracts Board	Report to Director of Environments and Neighbourhoods	Steve Hunt, Chief Executive - East North East Homes Leeds (ENEHL)  Tel: 247 6009

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Procurement Waiver to appoint YHA as managing agents to oversee the refurbishment and new build at Cottingley Springs. Procurement Waiver to appoint YHA as managing agents to oversee the refurbishment and new build at Cottingley Springs</p>	<p>Director of Environment and Neighbourhoods</p>	<p>2/1/13</p>	<p>With Ward Members</p>	<p>Report to DDP</p>	<p>Rob McCartney, Head of Housing Support  rob.mccartney@leeds.gov.uk</p>
<p>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.</p>	<p>Director of Adult Social Services</p>	<p>3/1/13</p>	<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>	<p>DDP report to the Director, 29th April 2010 DDP report, 3rd January 2013</p>	<p>Susan Gamblen, Commissioning Manager for Older People's Services  susan.gamblen@leeds.gov.uk, 0113 24 76088</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Procurement of a local healthwatch organisation for Leeds - to be known as Healthwatch Leeds Approval to award the Healthwatch Leeds contract to the successful bidding organisation / consortium following a procurement exercise.</p>	<p>Director of Adult Social Services</p>	<p>3/1/13</p>	<p>Consultation has been undertaken with a range of stakeholders including the general public, service users, carers, patients, Elected Members, the Leeds LINK, voluntary and community organisations, equality and diversity groups and communities, peer led organisations, NHS Commissioners and Providers, children and young people, Children's Services.</p>	<p>Report to the Director of Adult Social Services</p>	<p>Janet Somers, Consultation &amp; Involvement Officer  janet.somers@leeds.gov.uk</p>

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>	<p>Executive Board Portfolio: Children's Services</p>	<p>9/1/13</p>	<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>
Development of new council homes using Housing Revenue Account (HRA) Approval to progress proposals to the next stages of design, submission of planning applications and procurement of the first construction contract.	Executive Board Portfolio: Development and the Economy	9/1/13	Lead Members and effected ward members to be consulted on the proposals detailed in the report in December 2012.	The report to be issued to the decision maker with the agenda for the meeting	Sue Morse, Programme Delivery Manager  sue.morse@leeds.gov.uk      Tel: 0113 247 4111
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
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	9/1/13	N/A	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

<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>
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
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



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>	<p>Executive Board Portfolio: Development and the Economy</p>	<p>15/2/13</p>	<p>Executive Member for Development and the Economy and Ward Members</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Ben Middleton, Senior Surveyor</p> <p>ben.middleton@leeds.gov.uk</p>
<p>HRA Business Plan 2013/14</p> <p>Approval of the HRA Business Plan 30 Year Budget</p>	<p>Executive Board Portfolio: Leader of Council</p>	<p>15/2/13</p>	<p>DMT / COG, Strategic Governance Board</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Amanda Dove, Housing Services Manager - Investment and Assets</p> <p>mandy.dove@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Little London Primary School - Project to deliver additional capacity on existing site Approval for remodelling of existing school to provide additional teaching spaces to accommodate additional pupil numbers. Approval is sought to incur expenditure of approximately £675,000 (costs to be confirmed prior to submission of DCR).</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>Consultation regarding detailed work has been and will continue to be undertaken with the school. Public and Ward Member consultation has taken place on re-provision of the space at facility in the new school building and the community centre. Consultation will take place as part of the formal planning application to site a temporary unit at the school during the period of the works.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>James Saunders, Built Environment Programme Manager  james.saunders@leeds.gov.uk</p>
<p>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.</p>	<p>Executive Board Portfolio: Leader of Council</p>	<p>15/2/13</p>	<p>N/A</p>	<p>The report to be issued to the decision maker with the agenda for the meeting.</p>	<p>Doug Meeson, Chief Officer (Financial Management)  doug.meeson@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Morley Newlands Primary School. Construction of new 3FE primary school to replace the existing 2FE primary school as part of the Basic Need Programme Approval sought to incur expenditure of approximately £9,450,000 including fees for the reconstruction of a 3FE primary school (costs to be confirmed prior to the submission of DCR).</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>Consultation regarding the detailed work has been and will continue to be undertaken with the school. Public and Ward Members consultation has taken place and will continue throughout the development. Consultation will take place as part of the formal planning application which has been submitted on 16<sup>th</sup> November 2012.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>James Saunders, Built Environment Programme Manager  james.saunders@leeds.gov.uk</p>
<p>HRA Business Plan 2013/14 Approval of the HRA Business Plan 30 Year Budget</p>	<p>Executive Board Portfolio: Leader of Council</p>	<p>15/2/13</p>	<p>DMT / COG, Strategic Governance Board</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Amanda Dove, Housing Services Manager - Investment and Assets  mandy.dove@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Annual consultation on school admissions arrangements for September 2014 To approve the school admissions arrangements for 2014, in order to meet a statutory deadline of 15<sup>th</sup> April 2013.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>13/3/13</p>	<p>Consultation to take place between Friday 30<sup>th</sup> November and Friday 25<sup>th</sup> January 2013.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Lesley Savage, Senior Planning Manager  lesley.savage@leeds.gov.uk, 0113 24 75577</p>
<p>Property Maintenance - Software Package To award a contract to replace an existing business software system that is no longer economically sustainable with a new application that will facilitate current and future business requirements.</p>	<p>Chief Commercial Services Officer</p>	<p>21/3/13</p>	<p>Communication planned and ongoing with all key stakeholders.</p>	<p>Tender evaluation report</p>	<p>Sarah Martin, Chief Officer Property and Fleet  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
<p>Framework Agreement for the supply of assisted technology To approve the awarding of the Assisted Technology Framework contract following the procurement process.</p>	<p>Director of Adult Social Services</p>	<p>28/2/13</p>	<p>The equipment is provided following an assessment by a professional. Various multi-disciplinary professionals from both Adult Social Care and NHS have been involved in the tender process and will be part of the evaluation.</p>	<p>Report to the Director of Adult Social Services and the Tender Specification</p>	<p>Katie Cunningham, Service Manager  katie.cunningham@leeds.gov.uk Tel:2474453</p>
<p>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.</p>	<p>Director of Resources</p>	<p>5/13</p>	<p>Consultation will take place with Procurement, Recycling &amp; Waste Services, Environmental Policy Team, and Facilities Management.</p>	<p>Tender documents for trade waste contract Contract specification and PQQ</p>	<p>Sam Grimwood, Waste &amp; Resources Officer  sam.grimwood@leeds.gov.uk, 0113 2476954</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>
Beeston Primary School - Project to Deliver Additional Accommodation to Support Increase in School Capacity Approval for extension to existing school to provide additional teaching spaces and hall space. Approval is sought to incur expenditure of approximately £1,269,000 (costs to be confirmed prior to submission of DCR).	Executive Board Portfolio:Children's Services	24/4/13	Consultation regarding the detailed work has been and will continue to be taken with the school. Public and Ward Member consultation has taken place and will continue. Consultation will take place as part of the formal planning application which is expected to be submitted during December 2012	The report to be issued to the decision maker with the agenda for the meeting	James Saunders, Built Environment Programme Manager  james.saunders@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.