

Appendix 2



LIST OF FORTHCOMING KEY DECISIONS

10 September 2012– 10 January 2013

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 10th 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 meetings¹, and the documents being considered by officers taking key decisions², are available five working days beforehand on the Council's website (using the links below) and from the following address:

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

Telephone: 0113 39 52194 / Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

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

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

² <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 or telephone: 0113 39 51712.

Visit our website www.leeds.gov.uk for more information on council services, departments, plans and reports.

This publication can also be made available in Braille or audio cassette. Please call: 0113 22 4444.

If you do not speak English and need help in understanding this document, please phone: 0113 22 4444 and state the name of your language. We will then make arrangements for an interpreter to contact you. We can assist with any language and there is no charge for interpretation.

(Bengali):-

যদি আপনি ইংরেজীতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে 0113 2243462 এই নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

(Chinese):-

凡不懂英語又須協助解釋這份資料者，請致電 0113 22 43462 並說明本身所需語言的名稱。當我們聯絡傳譯員時，請勿掛斷電話。

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की 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 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 (انٹریپرٹیر) سے رابطہ کریں گے۔

LIST OF FORTHCOMING KEY DECISIONS

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
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
Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1 st March 2012 with the option to extend for a further 2 years if so required.	Director of Environment and Neighbourhoods	1/10/12	Parks and Countryside, Procurement Unit.	Tender Returns	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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.</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 nigel.richardson@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 & 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>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Inclusion Support for Disabled children, young people and parent carers Request to award a 3(+1+1) year contract from 1st April 2013 for the provision of the Leeds Inclusion Support Service to the successful bidder following competitive tendering exercise</p>	<p>Director of Children's Services</p>	<p>1/11/12</p>	<p>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.</p>	<p>Delegated Decision Report</p>	<p>Paul Bollom, Head of Commissioning and Market Management, Children's Services paul.bollom@leeds.gov.uk</p>
<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>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
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
Education Funding Agency Grant Agreement The signing of the grant agreement with the Education Funding Agreement to fund the maintained schools 6 th 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
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

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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.</p>	<p>Director of Resources</p>	<p>27/11/12</p>	<p>None</p>	<p>Recommendation report to Revenues and Benefits Chief Officer / Director of Resources to appoint a preferred supplier</p>	<p>Andrew Cameron, Executive Officer, Support Services, Leeds Benefits and Revenues andrew.cameron@leeds.gov.uk</p>
<p>Proposed Changes to the Letting Board Code To approve the proposed changes to Letting Board Code.</p>	<p>Chief Planning Officer</p>	<p>30/11/12</p>	<p>Consultation period held from 19 September 2012 to 17 October 2012.</p>	<p>The Letting Board Code: Guidance for Landlords on the erection of residential letting boards in inner north west Leeds (Draft September 2012)</p>	<p>Ryan Platten, Community Planning Officer - Inner North West Area ryan.platten@leeds.gov.uk, 0113 247 8027</p>

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

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 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>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>1/12/12</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
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	1/12/12	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
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)	1/12/12	The document sets out issues and proposals that have been consulted on as part of the Local Transport Plan preparation process which has included Members and stakeholders	Delegated decision report	Andrew Hall, Acting Head of Transportation Services andrew.hall@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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>1/12/12</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>
<p>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.</p>	<p>Chief Planning Officer</p>	<p>1/12/12</p>	<p>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.</p>	<p>New Farnley VDS</p>	<p>Gareth Read, Planning Assistant gareth.read@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 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>Roundhay Road Highway Improvements</p> <p>Following extensive consultation in 2011, approval of TRO proposals and scheme to be implemented.</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/12/12</p>	<p>Gipton & Harehills Ward Members, members of the public, local businesses and residents whose frontages are impacted by the proposals.</p>	<p>Delegated Decision report</p>	<p>Lisa Martin, Trainee Engineer</p> <p>Lisa.S.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>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>
<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</p> <p>rob.mccartney@leeds.gov.uk</p>

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<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>1/12/12</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>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>

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<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 31st March 2014. This contract started on 1st 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>
<p>Collection of Local Taxation Approval of Council Tax and Business Rates write offs for period 1st April 2012 to 30th September 2012.</p>	<p>Director of Resources</p>	<p>1/13</p>	<p>Financial Management Group</p>	<p>Report on values and types</p>	<p>David Levitt, Corporate Debt Manager david.levitt@leeds.gov.uk Tel: 0113 2475026</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Procurement of a Painting Contractor to be used by East North East Homes Leeds using a Framework Agreement</p> <p>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.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/1/13</p>	<p>Decision supported by Housing Contracts Board</p>	<p>Report to Director of Environments and Neighbourhoods</p>	<p>Steve Hunt, Chief Executive - East North East Homes Leeds (ENEHL)</p> <p>Tel: 247 6009</p>
<p>Procurement Waiver to appoint YHA as managing agents to oversee the refurbishment and new build at Cottingley Springs.</p> <p>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</p> <p>rob.mccartney@leeds.gov.uk</p>

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<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"> 1. Future Housing Options for Older People Project Board 2. The Health and Social Care Executive Board Member 3. Adult Commissioning Board 	<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</p> <p>susan.gamblen@leeds.gov.uk, 0113 24 76088</p>

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<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>3/1/13</p>	<p>Department of Health requirement for 2011/12. The following boards were advised of the requirement:</p> <ul style="list-style-type: none"> • Council Executive Board Report 2009 • Joint Commissioning Strategic Board April 2009 • Leeds Learning Disability Partnership Board 19 June 2009 	<p>Report to the Director of Adult Social Services</p>	<p>Janet Wright, Joint Commissioning Manager</p> <p>janet.wright@leeds.gov.uk</p>

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<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>Assistant Chief Executive (Customer Access and Performance)</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 & Involvement Officer janet.somers@leeds.gov.uk</p>

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<p>S106 Greenspace funded enhancements to Queen's Park, to include two play areas, Multi-Use Games Area, landscaping, paths and detention pond Approval is sought to inject and spend £289,484.63 section 106 green space monies in capital scheme 16750 to fund major enhancement works at Queen's Park, Pudsey.</p>	<p>Chief Planning Officer</p>	<p>4/1/13</p>	<p>Ward Member and public consultation is complete.</p>	<p>DCR, EIA</p>	<p>Chris Bolam christopher.bolam@leeds.gov.uk Tel: 0113 247 8087</p>
<p>Belle Isle Tenant Management Organisation (BITMO) contribution to Belle Isle Capital Programme 2012/13 Approval from the Director for BITMO to contribute £600,000 to additional capital elements.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>Not before 7th/1/13</p>	<p>BITMO Board, local Ward Members.</p>	<p>Delegated decision report</p>	<p>Christopher Simpson, Chief Executive, Belle Isle TMO christopher.simpson@belleisletmo.co.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Update of Contaminated Land Inspection Strategy and Cost Recovery Policy To approve the updated Contaminated Land Inspection Strategy and Cost Recovery Policy.	Chief Planning Officer	7/1/13	A draft version of the Strategy has been sent out for consultation and no significant changes have been required.	The revised Contaminated Land Inspection Strategy and Cost Recovery Policy	Stella Keenan, Contaminated Land Officer stella.keenan@leeds.gov.uk, 0113 24 78154
2nd Stage Housing Services Restructure Approval from the Director for Housing Support and Housing Partnership restructure.	Director of Environment and Neighbourhoods	8/1/13	Affected staff, Trade Unions.	Delegated Decision Report	Liz Cook, Chief Officer Housing Services liz.cook@leeds.gov.uk

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 & Skills</p> <p>ken.morton@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Accessing Department of Health (DOH) funding to deliver Extra Care Housing To approve the final two submissions to the DOH bids in line with the 18th January 2013 deadline and to delegate detailed development to the Director of City Development in conjunction with the Director of Environment and Neighbourhoods and the Director of Adult Social Care.</p>	<p>Executive Board Portfolio: Development and the Economy</p>	<p>9/1/13</p>	<p>Lead Members and effected ward members to be consulted on the proposals detailed in the report in December 2012.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Janey Haigh, Project Officer janey.haigh@leeds.gov.uk Tel: 0113 2474491</p>
<p>Council Brownfield Land Programme To establish a brownfield land programme using receipts ring fenced from the sale of identified Council-owned sites.</p>	<p>Executive Board Portfolio: Development and the Economy</p>	<p>9/1/13</p>	<p>Executive Members for Development and the Economy and Neighbourhoods, Planning and Support Services.</p>	<p>The report to be issued to the decision maker with the agenda for the the meeting</p>	<p>Adam Brannen, Programme Manager adam.brannen@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
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
Leeds City Region Business Rates Pool Final decision on whether to participate in a Leeds City Region Business Rates Retention Scheme.	Executive Board Portfolio: Leader of Council	9/1/13	None.	The report to be issued to the decision maker with the agenda for the meeting	Michael Woods, Principal Financial Manager - Financial Development mike.woods@leeds.gov.uk

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>9/1/13</p>	<p>N/A</p>	<p>The report will 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>Procurement Waiver to appoint Strategic Team Group as the contractors for the new build and refurbishment of Cottingley Springs Approval to appoint Strategic Team Group as the contractors for the refurbishment and new build at Cottingley Springs by approving a procurement waiver.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>9/1/13</p>	<p>Ward Members.</p>	<p>None</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
Support to the Leeds Rail Growth Package - Agreement of Terms and Conditions Agreement of terms and conditions further to the in principle agreement of Executive Board on the 17 October 2012 to provide support to the Leeds Rail Growth Package.	Executive Board Portfolio: Leader of Council	9/1/13	None.	The report to be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk
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
National Citizen Scheme (NCS) proposed delivery by Leeds Youth Service Agreement to sub contract arrangement with NCS Network Partnership (National Youth Agency, Catch 22, Serco, UK Youth, V Inspired)	Director of Children's Services	11/1/13	Contract is currently with Legal Services for their advice on terms and conditions.	National Citizen Service contract	Jean Davey, Youth Offer Lead jean.davey@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>To proceed with asbestos related works in Leeds schools and seek authority to incur expenditure from the capital programme Approval to proceed with asbestos related works in Leeds schools and seek authority to incur expenditure from the capital programme of £466,315.</p>	<p>Director of Children's Services</p>	<p>14/1/13</p>	<p>Affected schools including governors.</p>	<p>Design & Cost Report</p>	<p>Charlotte Foley, Lead Officer for the Built Environment charlotte.foley@leeds.gov.uk, 0113 2243936</p>
<p>Supported Accommodation Contract The award of the contract for supported accommodation</p>	<p>Director of Children's Services</p>	<p>15/1/13</p>	<p>Procurement Unit, Legal Services.</p>	<p>Waiver Report</p>	<p>Iain Dunn, Strategic Category Manager iain.dunn@leeds.gov.uk Tel: 07891 271662</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Commissioning of Independent Support work for disabled children requiring specialist provision Approval to award a framework contract to deliver Independent Support Work for disabled children requiring specialist provision from 1st January 2014. This award will follow a competitive tender exercise to commence January 2013.</p>	<p>Director of Children's Services</p>	<p>25/1/13</p>	<p>Lead Member for Children's Services will be briefed on the decision and families and other stakeholders will be consulted on the service model.</p>	<p>Extension Report</p>	<p>Paul Bollom, Head of Commissioning and Market Management, Children's Services</p> <p>paul.bollom@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>31/1/13</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</p> <p>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>31/1/13</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>Request to invoke Contracts Procedure Rule 25.1 to invoke the first 12 month extension period of the existing 3+1+1 year contract with Creative Support to provide the Hall Lane service Approval to invoke Contracts Procedure Rule 25.1 to invoke the first 12 month extension period of the existing 3+1+1 year contract with Creative Support to provide the Hall Lane service</p>	<p>Director of Adult Social Services</p>	<p>31/1/13</p>	<p>Quality assessment will be undertaken during the life of the contract and will involve detailed consultation with staff, clients and key stakeholders.</p>	<p>Reports to be presented to the Adult Social Care and Environment and Neighbourhoods DDP</p>	<p>Sandra Twitchett Address: 2nd Floor East, Merrion House Tel:2476975</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>To invoke Contracts' Procedure Rule 25.1 to enter into the 1 year extension period with Care & Repair Leeds for the Home Improvement Agency and the Housing Choices Services</p> <p>Request to invoke Contracts' Procedure Rule 25.1 in order to enter into the 1 year extension period to the existing 2(+1) year contract with Care & Repair Leeds for the Home Improvement Agency and the Housing Choices Services.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/2/13</p>	<p>Consultation with service users and stakeholders has been carried out during a validation visit which took place in 2010 where users expressed satisfaction with the service.</p>	<p>EIA Screening</p>	<p>Sarah Best, Programme Management Officer</p> <p>sarah.best@leeds.gov.uk Tel: 0113 2476112</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Behaviour, Emotional and Social Difficulties (BESD) - Permission to consult on BESD school expansions for 2013-14 academic year. To approve the following consultations to change the age range of the BESD Specialist Inclusive Learning Centre, to expand the capacity of the provision using existing sites at Elmete Wood, Stonegate Road, the Burley Park Centre, the Hunslet Gate Centre and the Tinshill Centre. To expand the North East SILC (Oakwood Lane).</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>Initial consultation completed, statutory consultation cannot begin until this key decision is made.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Alun Rees, Head of the Virtual College alun.rees@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Change of host school for Primary resourced provision for deaf and hearing impaired children To give permission to consult on the closure of the resourced provision for deaf and hearing impaired children at Cottingley Academy Primary School, and the opening of a new resourced provision for deaf and hearing impaired children at Talbot Primary School.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<ul style="list-style-type: none"> • Cottingley Academy and the governors and Headteacher at Talbot have been consulted and are in agreement with the proposals. • A full statutory consultation will need to take place. This will be outlined in the report. • Parents of deaf children and organisations such as National Deaf Children's Society will be involved in planning the future provision. 	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Tony Bowyer, Sensory Service Lead tony.bowyer@leeds.gov.uk Tel: 0113 3957498</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Charges for non-residential Adult Social Care Services To report on the outcome of the consultation on charges for non residential services (home care, supported living, day care, transport, direct payments, care ring and telecare) and request Executive Board to approve changes to the charging and contributions policy framework and to service user contributions.	Executive Board Portfolio: Adult Social Care	15/2/13	A three-month public consultation period has taken place on the proposals involving service users and carers, service user and care led groups and forums, VCFS organisations, partner organisations, staff and elected members. Elected members have been involved in developing the proposals through a cross party Members Advisory Board	The report to be issued to the decision maker with the agenda for the meeting	Ann Hill, Head of Finance (Adult Social Care) ann.hill@leeds.gov.uk
Community Infrastructure Levy - Preliminary Draft Charging Schedule. Approval of CIL Preliminary Draft Charging Schedule for public consultation.	Executive Board Portfolio: Development and the Economy	15/2/13	Request to consult – March 2013 (6 Weeks)	The report to be issued to the decision maker with the agenda for the meeting	Lora Hughes, Principal Planner lora.hughes@leeds.gov.uk Te: 0113 3950714

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<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>
<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>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Mental Health Day Service Transformation Approval to implement: (i) new service model, and (ii) changes to asset bases	Executive Board Portfolio: Adult Social Care	15/2/13	Formal consultation period September – December 2012.	The Report to be issued to the decision maker with the agenda for the meeting	Debbie Ramskill, Interim Head of Service debbie.ramskill@leeds.gov.uk Tel: 0113 3957242
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	15/2/13	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
<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 16th 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>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Permission to consult on further phase of schools expansions 2014 Permission to consult on proposals for permanent school places for 2014.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>All ward members to be consulted prior to Executive Board to ensure they support testing through consultation. If approved, a formal statutory 6 week consultation period would follow 11 February to 29 March 2013 with prescribed consultees and other stakeholders. This would include 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>
<p>Public consultation on changes to Children's Services Transport Policy Permission to enter into public consultation on the scope and content of a new Children's Services Transport Policy</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>February 2013</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Allan Hudson, Senior Contract Manager Allan.hudson@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Sustainable Communities Investment Programme - Nevilles and Cross Green To approve an injection from the capital programme and the HRA to support a programme of delivery of projects in these neighbourhoods between 2013-2016. To delegate final approval for projects to the Director of Environment and Neighbourhoods within the set funding and timescale parameters.</p>	<p>Executive Board Portfolio: Neighbourhoods, Planning and Support</p>	<p>15/2/13</p>	<p>CLT and LMT reports – January 2013, Ward Member consultation – December 2012, Community Leadership Team (Cross Green) – January 2013, Community consultation (Nevilles & Cross Green) – January 2013.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Christa Smith, Project Manager christa.smith@leeds.gov.uk Tel: 0113 2478198</p>
<p>White Rose Framework Contract The award of the contracts for the White Rose Residential Framework Contract.</p>	<p>Director of Children's Services</p>	<p>15/2/13</p>	<p>Procurement Unit, Legal Services.</p>	<p>Grant Agreement</p>	<p>Iain Dunn, Strategic Category Manager iain.dunn@leeds.gov.uk Tel: 07891271662</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Wrap Up Leeds Final Report To receive and approve a statistical and qualitative report assessing the effects of Wrap Up Leeds and comment on lessons learnt for a future Green Deal programme.</p>	<p>Executive Board Portfolio: The Environment</p>	<p>15/2/13</p>	<p>The final report will be based on information provided by Yorkshire Energy Services (the managing agent).</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</p>
<p>Annual Pedestrian Crossing Review 2013 Chief Officer of Highways and Transportation to approve the proposals made in the report as the basis for the 2013/14 programme for introducing new pedestrian crossings.</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>19/2/13</p>	<p>Local members are advised of the progress made with their requests by the Traffic Section and notified of the final outcome of the review. One approved, each individual scheme is then taken forward for a separate delegated decision for detailed design and construction – this includes consultations with ward members and affected frontages</p>	<p>Design and Cost Report: Annual Pedestrian Crossing Review 2013</p>	<p>Kasia Speakman, Assistant Transport Planner Tel: 0113 2476312</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Adult Social Care Voluntary Grants Schedule 2013/2014 A decision of the Director of Adult Social Services to approve the Voluntary Sector Grants Schedule for 2013/2014.</p>	<p>Director of Adult Social Services</p>	<p>28/2/13</p>	<p>Executive member Adult Social Services, Adult Commissioning Board.</p>	<p>Report to the Director of Adult Social Services</p>	<p>Mark Phillott, Commissioning Manager mark.phillott@leeds.gov.uk Tel: 07891 276577</p>
<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>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Property Maintenance - Extension of the 'Supply of General Building Supplies' for 12 months from 31st March 2013 Request to invoke Contract Procedure Rules 25.1 to apply for the 12 month extension period to the existing 3 year contract for the 'Supply of General Building Supplies' to Property Maintenance from 31st March 2013 until the 31st March 2014.</p>	Chief Commercial Services Officer	3/13	Communication planned and ongoing with all key stakeholders.	DDN and extension report	<p>Sarah Martin, Chief Officer Property and Fleet</p> <p>sarah.martin@leeds.gov.uk</p>
<p>Reinstatement works following fire damage at Temple Newsam Farm Authority to spend from insurance fund.</p>	Director of City Development	1/3/13	Corporate Procurement Unit, Insurance Section, Ward Members, Executive Member for Leisure	Design and Cost Report	<p>Anne Chambers, Head of Corporate Property Management</p> <p>anne.chambers@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<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>7/3/13</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>
<p>A58(M) Woodhouse Tunnel Strengthening Works Following, and subject to full approval being granted by the Department for Transport,</p> <ul style="list-style-type: none"> (i) Approve the implementation of the A58(M) Woodhouse Tunnel Strengthening Works; and (ii) Give authority to incur expenditure of £20 million. 	<p>Executive Board Portfolio: Development and the Economy</p>	<p>13/3/13</p>	<p>On such a key part of the highway network, an extensive consultation programme is being developed. This will include all ward Members and key stakeholders. Findings will be included in the Executive Board report.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Paul Russell, Principal Engineer paul.russell@leeds.gov.uk, 0113 24 76171</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 15th April 2013.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>13/3/13</p>	<p>Consultation to take place between Friday 30th November and Friday 25th 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>City Centre Water Features Future management of water features in City Centre.</p>	<p>Executive Board portfolio: Development and the Economy</p>	<p>13/3/13</p>	<p>Local Ward Members (City & Hunslet) and businesses who may be effected by the decision taken.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Roy Coello, Head Of Engineering Service roy.coello@leeds.gov.uk</p>

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<p>HECA Report 2013 To approve the Home Energy Conservation Act report to be submitted to Government by the end of March 2013. The HECA report describes our future domestic energy strategy to significantly reduce energy demand, cut carbon emissions and tackle fuel poverty. It is a statutory requirement and will focus particularly on future Green Deal plans.</p>	<p>Executive Board Portfolio: The Environment</p>	<p>13/3/13</p>	<p>The HECA report will be based on evidence gathered over the past two decades on domestic energy use in the city and will use this to forecast priority actions for all domestic energy sectors. This will focus particularly on the Green Deal for both carbon reduction and fuel poverty alleviation actions.</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</p>
<p>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</p>	<p>Executive Board Portfolio: Development and the Economy</p>	<p>13/3/13</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 ben.middleton@leeds.gov.uk</p>

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<p>Lettings Policy Review 2013 Executive Board decision to approve a revised Lettings Policy.</p>	<p>Executive Board Portfolio: Neighbourhoods, Planning and Support Services</p>	<p>13/3/13</p>	<p>Consultation has been undertaken 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 Tel: 0113 2243296</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>13/3/13</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 Tel: 0113 2474250</p>

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<p>New temporary contract for Family Intensive Support Providers. The new contract will be for 3 months with a possible further 3 month extension To create a new temporary contract with current providers to ensure a smooth transition in the re-commissioning of the Family Intensive Support Services.</p>	<p>Director of Children's Services</p>	<p>31/3/13</p>	<p>Contracts, Chief Officer, Finance</p>	<p>Waiver report and delgated decision forms</p>	<p>Lousie Atherton, Commissioning Programme Manager louise.atherton@leeds.gov.uk</p>
<p>Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval Required</p>	<p>Executive Board Portfolio: Development and the Economy</p>	<p>24/4/13</p>	<p>Equality Impact Assessment</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Colin Mawhinney, Head of Economic Policy and Programmes colin.mawhinney@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>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).</p>	<p>Executive Board Portfolio:Children's Services</p>	<p>24/4/13</p>	<p>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</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>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 & 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 & Resources Officer sam.grimwood@leeds.gov.uk, 0113 24 76954</p>

MEMBERSHIP OF THE EXECUTIVE BOARD

Executive Board Portfolios

Leader of Council

Deputy Leader and Executive Member for Children's Services

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

Executive Member for Leisure and Skills

Executive Member for Development and the Economy

Executive Member for the Environment

Executive Member Adult Social Care

Executive Member for Health and Well Being

Executive Member

Councillor Keith Wakefield

Councillor Judith Blake

Councillor Peter Gruen

Councillor Adam Ogilvie

Councillor Richard Lewis

Councillor Mark Dobson

Councillor Lucinda Yeadon

Councillor Lisa Mulherin

In cases where Key Decisions to be taken by the Executive Board are not included in the Plan, 5 days notice of the intention to take such decisions will be given by way of the agenda for the Executive Board meeting.