

FORWARD PLAN OF KEY DECISIONS

*Proposed to be made in the period
May 2006 to August 2006*

The following is a list of Key Decisions, as far as is known at this stage, which the Authority proposes to take in the period from May 2006 to August 2006.

KEY DECISIONS are those which are likely to result in one or more of the following:

- Any expenditure or savings which are significant, regarding the Council's budget for the service function to which the decision relates in excess of £300,000;
- Anything affecting communities living or working in an area comprising of two or more wards in the borough;
- Anything significantly affecting communities within one ward (where practicable);
- Anything affecting the budget and policy framework set by the Council.

The Forward Plan will be updated and published on the Council's website on a monthly basis. (New entries are highlighted in yellow.)

NB Key Decisions will generally be taken by the Executive at the Leader's Committee. The items on this Forward Plan are listed according to the date of the relevant decision-making meeting.

*If you have any queries on this Forward Plan, please contact
Cathy Cross on 020 8753 2139
or by e-mail to cathy.cross@lbhf.gov.uk*

Consultation

Each report carries a brief summary explaining its purpose, shows when the decision is expected to be made, background documents used to prepare the report, and the member of the executive responsible. Every effort has been made to identify target groups for consultation in each case. Any person/organisation not listed who would like to be consulted, or who would like more information on the proposed decision, are encouraged to get in touch with the relevant Councillor and contact details are provided at the end of this document.

If you are reading this on a PC, you can access this contact list quickly by pressing [here](#). Alternatively, click on the name of the Cabinet Member shown on the left-hand column of each report, to access the contact details for that particular councillor.

Forward Plan No. 48 (published 14 April 2006)

FORWARD PLAN OF KEY DECISIONS

*Proposed to be made in the period
May 2006 to August 2006*

LIST OF KEY DECISIONS PROPOSED

Leader's Committee is shown as LC. Where the title bears the suffix (E), the report for this proposed decision is likely to be exempt and full details cannot be published.

<u>Date of decision-making meeting</u>	<u>Proposed Key decision</u>	<u>Lead Executive Councillor</u>	<u>Page</u>
LC June 2006	1. PROVISION OF THE REGISTRATION SERVICE	LEADER	1 – 2
LC June 2006	2. THE FUTURE OF IT SERVICES	LEADER; CABINET MEMBER FOR PERFORMANCE & PROCUREMENT	3 – 4
LC June 2006	3. OLAS – TENDER FOR PROVISION OF SERVICES(E)	LEADER; CABINET MEMBER FOR PERFORMANCE & PROCUREMENT	5
LC June 2006	4. CHILDREN AND YOUNG PEOPLE'S PLAN	CABINET MEMBER FOR SOCIAL INCLUSION; CABINET MEMBER FOR EDUCATION	6 – 7
LC June 2006	5. APPROVAL OF EXTERNAL CONNEXIONS CONTRACT FOR INFORMATION ADVICE AND GUIDANCE 2006 - 2008 (E)	CABINET MEMBER FOR EDUCATION; CABINET MEMBER FOR PERFORMANCE & PROCUREMENT	8 – 9

LC 19 June 2006	6. ACCOMMODATION NEEDS FOR CHILDREN'S SERVICES (E)	CABINET MEMBER FOR SOCIAL INCLUSION; CABINET MEMBER FOR EDUCATION; CABINET MEMBER FOR REGENERATION	10 – 11
LC July 2006	1 EDWARD WOODS COMMUNITY CENTRE – PROPOSED EXTENSION	CABINET MEMBER FOR EDUCATION; CABINET MEMBER FOR PERFORMANCE & PROCUREMENT	12 – 13
LC July 2006	2 LOCAL DEVELOPMENT FRAMEWORK: LOCAL DEVELOPMENT SCHEME	CABINET MEMBER FOR REGENERATION; CABINET MEMBER FOR ENVIRONMENT & CONTRACT SERVICES	14 – 15

<u>HOW TO CONTACT THE LEAD EXECUTIVE MEMBERS</u>	<u>Page</u>
Leader (Cllr Stephen Burke)	16
Deputy Leader (Cllr Stephen Cowan)	16
Cabinet Member for Performance & Procurement (Cllr Christine Graham)	16
Cabinet Member for Regeneration (Cllr Dame Sally Powell)	17
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click on the blue type for contact details

KEY DECISION

Proposed to be made at
Leader's Committee on
June 2006

June/06

1

LEAD EXECUTIVE MEMBERS:

LEADER
[Cllr Stephen Burke](#)

REPORT CONTRIBUTORS

CE

OTHER OFFICERS

HEAD OF CUSTOMER FIRST,
COMMERCIAL SERVICES
MANAGER

TITLE:

PROVISION OF THE REGISTRATION SERVICE

SUMMARY:

In 2001 the Registration Service was consolidated at Fulham Register Office. A limited service was to be provided at Hammersmith Hospital.

Hammersmith Registration Office was kept open as a temporary outstation whilst the accommodation was prepared. A temporary receptionist was employed from an agency. Once the moved to the hospital was made the receptionist would no longer be needed and this was offered and accepted as a saving of £30K.

The hospital then decided it could no longer offer the accommodation. The Outstation is still operating and causing an overspend.

The report seeks to improne access to the Council's Registration Service and address the budget overspend through the closure of the Registrar's Outstation in Nigel Playfair Avenue. In its place a peripatetic service will be developed to enhance the service provided to the north and centre of the borough.

WARD/S:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

more than one ward

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
2001 Census Indicators of Deprivation in LBHF	Martin Robson (Ext. 3395)	Environment

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Staff	Internal meetings	Ongoing
2. Unions	Internal meetings	Ongoing
3. Related Services	Consultation took place in 2001 All related services will be advise of the changes.	

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

<i>First published:</i>	<i>Forward Plan No 40:</i>	<i>16 August 2005</i>
<i>Revised:</i>	<i>Forward Plan No 41:</i>	<i>15 September 2005 (moved from 18 October 2005)</i>
<i>Revised:</i>	<i>Forward Plan No 42:</i>	<i>14 October 2005 (moved from 15 November 2005)</i>
<i>Revised:</i>	<i>Forward Plan No 43:</i>	<i>15 November 2005 (moved from 16 January 2006)</i>
<i>Revised:</i>	<i>Forward Plan No 44:</i>	<i>15 December 2005 (moved from 14 February 2006)</i>
<i>Revised:</i>	<i>Forward Plan No 46:</i>	<i>13 February 2006 (moved from 21 March 2006)</i>



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KEY DECISION

Proposed to be made at
Leader's Committee on
June 2006

June/06

2

LEAD EXECUTIVE MEMBERS:

LEADER
[Cllr Stephen Burke](#)

CABINET MEMBER FOR PERFORMANCE & PROCUREMENT
[Cllr Christine Graham](#)

REPORT CONTRIBUTORS

DF
CE

OTHER OFFICERS

TITLE:

THE FUTURE OF IT SERVICES

SUMMARY:

This report will recommend options for ensuring that the Council's IT resources are able to deliver the Council's Customer First Strategy. Consideration is being given to options for IT service delivery in order to ensure that the major service transformation programme which the Customer First Strategy envisages can be delivered.

WARD/S:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

£300,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
IT Business case		
Customer Service Strategy and IT Strategic Framework	Jackie Hudson (Ext. 2946)	FD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. IT community staff	Meetings, briefings, TU consultation	15th Sept to 21 st Oct
2. CMT	CMT briefings	15th Sept to 21st Oct
3. IT steering group	Regular meetings	15th Sept to 21st Oct
4. Residents	Under consideration	8/11/05 onwards

DECISION TO BE MADE IN PARTNERSHIP WITH:

Agilisys, strategic partner

First published: Forward Plan No 42: 14 October 2005
Revised: Forward Plan No 43: 15 November 2005 (moved from 13 December 2005)
Revised: Forward Plan No 44: 15 December 2005 (moved from 16 January 2006)
Revised: Forward Plan No 46: 13 February 2006 (moved from 14 March 2006)

KEY DECISION

Proposed to be made at the
Leader's Committee on
June 2006

June/06

3

LEAD EXECUTIVE MEMBERS:

LEADER
[Cllr Stephen Burke](#)

CABINET MEMBER FOR
PERFORMANCE AND
PROCUREMENT
[Cllr Christine Graham](#)
REPORT
CONTRIBUTORS

DF

OTHER OFFICERS

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Service specification, Contract Documents, Correspondence.	Julian Hubbersgilt (Ext. 1199)	FD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
N/A		

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

First published: Forward Plan No 42: 14 October 2005
Revised: Forward Plan No 46: 13 February 2006

KEY DECISION

Proposed to be made at
Leader's Committee on
June 2006

June/06

4

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER
FOR SOCIAL
INCLUSION

[Cllr Reg McLaughlin](#)

CABINET MEMBER
FOR EDUCATION

[Cllr Melanie Smallman](#)

TITLE:

CHILDREN AND YOUNG PEOPLE'S
PLAN

SUMMARY:

To agree the Children and Young People's Plan which has been produced after extensive consultation with users, carers and stakeholders to identify key priorities for children's services in Hammersmith and Fulham.

WARD/S:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**
budg/pol framework

**REPORT
CONTRIBUTORS**
DCS

OTHER OFFICERS

Assistant Director
Commissioning

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Children and Young Plan - consultation version	Julie Muhammad	Children's Trust
report on consultation activity to date with children, parents and targeted groups	Julie Muhammad	Children's Trust

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. schools	meetings	until 7 April
2. children, young people and carers	existing fora	
3. police, health bodies	joint meetings	
4. departments within authority	dissemination to Directors	
5. voluntary sector	dissemination to individual organisations	

DECISION TO BE MADE IN PARTNERSHIP WITH:

The draft plan went to the Children's Trust Board for approval with key stakeholders - police, the PCT and the voluntary sector on 6 March for consultation until 7 April



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KEY DECISION

Proposed to be made at
Leader's Committee on
June 2006

June/06

5

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER
FOR EDUCATION
[Cllr Melanie Smallman](#)

CABINET MEMBER
FOR PERFORMANCE &
PROCUREMENT
[Cllr Christine Graham](#)

REPORT CONTRIBUTORS

DED
DF
HLSACE (P+P)

OTHER OFFICERS

TITLE:

APPROVAL OF EXTERNAL
CONNEXIONS CONTRACT FOR
INFORMATION ADVICE AND
GUIDANCE 2006 - 2008 (E)

SUMMARY:

This report seeks approval to allocate the new Connexions contract for information advice and guidance. The invitation to tender was issued on 3rd March 2006; a shortlist of potential contractors will be interviewed on 28th April 2006 following an appraisal of all tenders by a Tender Appraisal Panel and approval by Connexions Executive Local Management Committee.

WARD/S:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

£300,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
DFES Procurement guidelines	Andy Colley Ext 3762	Education
Best value review - Capital Careers	Andy Colley Ext 3762	Education
Making the most of Connexions	Andy Colley Ext 3762	Education

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Young people	Surveys	Ongoing
2. Teachers	Surveys	Ongoing
3. Contractors	Verbally and written	Ongoing
4. Headteachers	Meetings	Ongoing

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

First published: Forward Plan No 47: 15 March 2006



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KEY DECISION

Proposed to be made at
Leader's Committee on
June 2006

June/06

6

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER FOR SOCIAL INCLUSION
[Cllr Reg McLaughlin](#)

CABINET MEMBER FOR EDUCATION
[Cllr Melanie Smallman](#)

CABINET MEMBER FOR REGENERATION
[Cllr Dame Sally Powell](#)

REPORT CONTRIBUTORS

DCT
DF
HLS
HCPS

OTHER OFFICERS

TITLE:

ACCOMMODATION NEEDS FOR CHILDREN'S SERVICES (E)

SUMMARY:

The report outlines the Accommodation needs for Children's Services, and the actions needed to secure leases to ensure the most efficient and effective use of accommodation

WARD/S:

HAMM BROADWAY
PARSN GRN/WALHM

REASONS/ FOR BEING ON THE FORWARD PLAN:

£300,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Property Portfolios	Gerry Wilson	Env Dept
	Ext 2826	Town Hall Extension
Lease Agreements	Gerry Wilson	Env Dept
	Ext 2826	Town Hall Extension

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
N/A		

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

First published: Forward Plan No 47: 15 March 2006
Revised: Forward Plan No 48: 14 April 2006 (moved from 19 April 2006)



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KEY DECISION

Proposed to be made at
Leader's Committee on
July 2006

July/06

1

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER
FOR EDUCATION

[Cllr Melanie Smallman](#)

CABINET MEMBER
FOR PERFORMANCE &
PROCUREMENT

[Cllr Christine Graham](#)

TITLE:

EDWARD WOODS COMMUNITY
CENTRE - PROPOSED EXTENSION

SUMMARY:

To accept a tender to erect an extension
to the community centre comprising café
and office facilities for the use of the
community and associated facilities

WARD:

SHEP BUSH GRN

REASONS/ FOR BEING ON THE FORWARD PLAN:

£300,000+

REPORT CONTRIBUTORS

ENVD (BTS)

DF

HLS

OTHER OFFICERS

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Tender preparation details, correspondence, Bills of Quantities, project file	R. Marwaha Ext 4863	ENV/BTS, 3 rd floor Riverview House, Beavor Lane, W6 9AR
Tender returns, external Quantity Surveyors tender analysis report	R. Marwaha Ext 4863	ENV/BTS, 3rd floor Riverview House, Beavor Lane, W6 9AR
Client project development file	B. Westwood Ext 3702	ED, 2 nd floor Cambridge House, Cambridge Grove, W6

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Building users	Consultation meetings	Ongoing
2. Local residents	Consultation meetings	Ongoing
3. Ward Councillors	Consultation meetings	Ongoing
4. ERDF/GOL	Correspondence	Ongoing
5. HFHMS	Consultation meetings	Ongoing

DECISION TO BE MADE IN PARTNERSHIP WITH:

All of the above

First published: Forward Plan No 46: 13 February 2006

KEY DECISION

Proposed to be made at the
Leader's Committee on
July 2006

July/06

2

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER FOR
REGENERATION

Cllr Dame Sally Powell

CABINET MEMBER FOR
ENVIRONMENT &
CONTRACT SERVICES

Cllr Michael Cartwright

REPORT CONTRIBUTORS

DENVD

OTHER OFFICERS

TITLE:

LOCAL DEVELOPMENT
FRAMEWORK: LOCAL
DEVELOPMENT SCHEME

SUMMARY:

The Planning & Compulsory Purchase Act came into force in September 2004. This introduced a new planning system consisting of Local Development Frameworks (LDF) to replace the Unitary Development Plans (UDP). The Local Development Scheme (LDS) which sets out the content and programme for preparing the LDF came into effect in June 2005.

The Act requires the council to revise their Local Development Scheme (LDS) at such time as they consider appropriate.

This report to Leader's Committee will seek agreement to adjustments to the LDS that are required in respect of the agreed programmes for LDF documents as well to any new documents that are identified for inclusion in the scheme. It will also seek agreement to bring the revised LDS into effect once it has been agreed by GoL.

WARD/S:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

more than one ward

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
PPS12: Local Development Frameworks	Trevor Harvey (Ext. 3039)	ENVD
Local Development Scheme (1 June 2005)	Trevor Harvey (Ext. 3039)	ENVD
Planning and Compulsory Purchase Act 2004	Trevor Harvey (Ext. 3039)	ENVD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
N/A		

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

<i>First published:</i>	<i>Forward Plan No 40:</i>	<i>16 August 2005</i>
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<i>Revised:</i>	<i>Forward Plan No 43:</i>	<i>15 November 2005 (moved from 16 January 2006)</i>
<i>Revised:</i>	<i>Forward Plan No 45:</i>	<i>16 January 2006</i>
<i>Revised:</i>	<i>Forward Plan No 46:</i>	<i>13 February 2006</i>
<i>Revised:</i>	<i>Forward Plan No 47:</i>	<i>15 March 2006 (moved from 19 April 2006)</i>
<i>Revised:</i>	<i>Forward Plan No 48:</i>	<i>14 April 2006 (moved from June 2006)</i>

CONTACT DETAILS FOR THE LEADER AND CABINET MEMBERS

(For decisions made by the full Executive, contact any or all of the members below)

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DEPUTY LEADER (Councillor Stephen Cowan)

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(Councillor Christine Graham)

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E-mail address: melanie.smallman@lbhf.gov.uk

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Hammersmith Town Hall
King Street, London W6 9JU**

Adviser: **Scott McAlpine**
scott.mcalpine@lbhf.gov.uk