

FORWARD PLAN OF KEY DECISIONS

*Proposed to be made in the period
April to July 2009
(Including Cabinet 30 March)*

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 *April to July 2009*.

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 £100,000;
- 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 Cabinet. 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
Katia Richardson on 020 8753 2368
or by e-mail to katia.richardson@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](#).

Forward Plan No. 83 (published 16 March 2009)

FORWARD PLAN OF KEY DECISIONS

*Proposed to be made in the period
April to July 2009
(Including Cabinet 30 March)*

LIST OF KEY DECISIONS PROPOSED

*Where the title bears the suffix (E), the report for
this proposed decision is likely to be exempt and full details cannot be published.
New entries are highlighted in yellow.*

<u>Date of decision-making meeting</u>	<u>Proposed Key decision</u>	<u>Lead Executive Councillor</u>	<u>Page</u>
Cabinet 30 March 2009	1. CAPITAL PROGRAMME AND REVENUE BUDGET 2008/09 MONTH 9 AMENDMENTS	LEADER	1 – 2
Cabinet 30 March 2009	2. REVIEW OF CARERS' STRATEGY	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	3 – 4
Cabinet 30 March 2009	3. BUILDING SCHOOLS FOR THE FUTURE STRATEGY FOR CHANGE AND NEXT STEPS (INCORPORATING PRIMARY CAPITAL PROGRAMME STRATEGY FOR CHANGE)	LEADER; CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	5 – 6
Cabinet 30 March 2009	4. NATIONAL NON-DOMESTIC RATES WRITE-OFFS	LEADER	7 – 8
Cabinet 30 March 2009	5. YOUTH CRIME ACTION PLAN (YCAP) PROPOSALS	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES; CABINET MEMBER FOR CRIME & STREET SCENE	9 – 10
Cabinet 30 March 2009	6. LONDON COUNCILS (LC) GRANTS SCHEME 2008/09	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	11 – 12

Cabinet 30 March 2009	7. RESIDENT'S SERVICES DEPARTMENT ACCOMMODATION – 77 GLENTHORNE ROAD (PART EXEMPT)	LEADER; CABINET MEMBER FOR CRIME & STREET SCENE CABINET MEMBER FOR RESIDENTS SERVICES	13 – 14
Cabinet 30 March 2009	8. EARLY YEARS CAPITAL GRANT	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	15 – 16
Cabinet 30 March 2009	9. INTEGRATION OF PUBLIC SERVICES IN HAMMERSMITH AND FULHAM	LEADER; CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	17 – 18
Cabinet 30 March 2009	10. 24-7 POLICING PILOT - 2009 TO 2011	CABINET MEMBER FOR CRIME & STREET SCENE	19 – 20
Cabinet 30 March 2009	11. ASKEW ROAD - PARKING STUDY AND STREETScape REVIEW	DEPUTY LEADER (+ ENVIRONMENT)	21 – 22
Cabinet 30 March 2009	12. PROPOSALS FOR GOVERNANCE ARRANGEMENTS - CHILDREN'S TRUST AND LOCAL SAFEGUARDING CHILDREN BOARD	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	23 – 24
Cabinet 30 March 2009	13. HOUSING REVENUE ACCOUNT BUDGET STRATEGY 2009-10	CABINET MEMBER FOR HOUSING	25 – 26
Cabinet 30 March 2009	14. PROPOSED PURCHASE BY LONDON BOROUGH OF HAMMERSMITH & FULHAM OF THE FORMER SPRING GROVE LAUNDRY SITE, PENNARD ROAD AND THE DISPOSAL OF COUNCIL-OWNED LAND AT 49-68 SULGRAVE GARDENS TO OCTAVIA HOUSING AND CARE (PART EXEMPT)	LEADER; CABINET MEMBER FOR HOUSING	27 – 28
Cabinet 27 April 2009	1. CAPITAL PROGRAMME AND REVENUE BUDGET 2008/09 MONTH 10 AMENDMENTS	LEADER	29 – 30

Cabinet 27 April 2009	2. DISABILITY EQUALITY SCHEME 2009-2012	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	31 – 32
Cabinet 27 April 2009	3. PROCUREMENT OF ENERGY 2009-2010	DEPUTY LEADER (+ ENVIRONMENT)	33 – 34
Cabinet 27 April 2009	4. CONTRACT AWARD - SECURITY & RECEPTION CONTRACT 2009-2012	CABINET MEMBER FOR CRIME & STREET SCENE	35 – 36
Cabinet 27 April 2009	5. NORMAND PARK IMPROVEMENT PROJECT - FINAL ACCOUNTS	DEPUTY LEADER (+ ENVIRONMENT); CABINET MEMBER FOR RESIDENTS SERVICES	37 – 38
Cabinet 27 April 2009	6. BUSINESS CONTINUITY	LEADER	39 – 40
Cabinet 27 April 2009	7. SCHEME OF ALLOCATION	CABINET MEMBER FOR HOUSING	41 – 42
Cabinet 27 April 2009	8. CORPORATE COMPLAINTS REQUEST AND INFORMATION SYSTEM (PART EXEMPT)	LEADER	43 – 44
Cabinet 27 April 2009	9. PROCUREMENT AND IMPLEMENTATION OF REPLACEMENT ELECTORAL MANAGEMENT SYSTEM	LEADER	45 – 46
Cabinet 27 April 2009	10. DEVELOPMENT OF TRAINED CARER SERVICE FOR DISABLED CHILDREN AND THEIR FAMILIES WITH ADDITIONAL FUNDING FROM THE DCSF	LEADER; CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	47 – 48
Cabinet 27 April 2009	11. COMMISSIONING HOME CARE AND HOUSING RELATED SUPPORT SERVICES	LEADER CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES; CABINET MEMBER FOR HOUSING	49 – 50
Cabinet 27 April 2009	12. HIGHWAYS & TRANSPORTATION CONSULTANCY SERVICES ACCESS AGREEMENT	LEADER; DEPUTY LEADER (+ ENVIRONMENT)	51 – 52

Cabinet 27 April 2009	13. ESTABLISHMENT OF CONNECTED CARE IN WHITE CITY AND EDWARD WOODS ESTATE AREAS	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	53 – 54
Cabinet 27 April 2009	14. KING STREET REGENERATION PROJECT - LAND SWAP TO FACILITATE RELOCATION OF THE HAMMERSMITH QUAKER MEETING HOUSE	LEADER; DEPUTY LEADER (+ ENVIRONMENT); CABINET MEMBER FOR STRATEGY	55 – 56
Cabinet 27 April 2009	15. AWARD OF CONTRACT FOR CATERING MANAGEMENT SERVICES	LEADER; DEPUTY LEADER (+ ENVIRONMENT); CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	57 – 58
Cabinet 27 April 2009	16. REVIEWING THE OUT OF SCHOOL CHILDCARE SERVICE	CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES	59 – 60
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Cabinet June 2009	1. TRANSFER OF CCTV MANAGEMENT ON H&F HOMES ESTATES BACK INTO THE COUNCIL	CABINET MEMBER FOR CRIME & STREET SCENE; CABINET MEMBER FOR HOUSING	61 – 62
Cabinet June 2009	2. FACILITIES MANAGEMENT REVIEW: PROPOSALS FOR A NEW SERVICE	LEADER; DEPUTY LEADER (+ ENVIRONMENT)	63 – 64
Cabinet June 2009	3. NORLAND HOUSE, POYNTER & STEBBING HOUSES, EDWARD WOODS ESTATE, QUEENSDALE CRESCENT, LONDON W11 - OVERCLADDING, PROVISION OF NEW ACCOMMODATION, ENVIRONMENTAL IMPROVEMENTS AND RENEWABLE ENERGY INITIATIVES	LEADER; DEPUTY LEADER (+ ENVIRONMENT); CABINET MEMBER FOR HOUSING	65 – 66
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Cabinet September 2009	1. FULHAM PALACE - PHASE 3 HERITAGE LOTTERY FUND APPLICATION	DEPUTY LEADER (+ ENVIRONMENT); CABINET MEMBER FOR RESIDENTS SERVICES	67 – 68

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Deputy Leader (+ Environment) (<i>Cllr Nicholas Botterill</i>)	69
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Cabinet Member for Community & Children's Services (<i>Cllr Antony Lillis</i>)	70
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KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

1

**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

**REPORT
CONTRIBUTORS**

DENV
CHSD
CSD
DFCS
HLS
RES

OTHER OFFICERS

TITLE:

CAPITAL PROGRAMME AND
REVENUE BUDGET 2008/09 MONTH 9
AMENDMENTS

SUMMARY:

The purpose of this report is to seek approval for changes to the capital programme and the revenue budget.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

*more than one ward
£100,000+*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Capital Monitoring Papers	Isaac Egberedu, ext. 2503	Finance
Revenue Monitoring Papers	James Arthur, ext. 2562	Finance

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

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Isaac Egberedu, ext. 2503

First published: Forward Plan No 74: 16 June 2008



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09
2

**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

**REPORT
CONTRIBUTORS**

CSD
CHSD
HLS

OTHER OFFICERS

TITLE:

REVIEW OF CARERS' STRATEGY

SUMMARY:

A Carers' Strategy for the Borough was agreed in 2005 and covers the period up until 2010. A review of the Strategy is being carried out and this report will outline the recommendations of the review.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

*more than one ward
£100,000+*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Notes from consultation events	Julie Mills x 5017	CSD
Notes from Project Board	Julie Mills x 5017	CSD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
Carers	Consultation events	July-October 2008
	Membership of review working groups	August - October 2008

DECISION TO BE MADE IN PARTNERSHIP WITH:

PCT

<i>First published:</i>	<i>Forward Plan No 76:</i>	<i>15 August 2008</i>
<i>Revised:</i>	<i>Forward Plan No 77:</i>	<i>15 September 2008 (moved from 3 November 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 79:</i>	<i>14 November 2008 (moved from 1 December 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 80:</i>	<i>16 December 2008 (moved from 5 January 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

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LEAD EXECUTIVE MEMBERS:

LEADER

Cllr Stephen Greenhalgh

CABINET MEMBER

FOR COMMUNITY &

CHILDREN'S SERVICES

Cllr Antony Lillis

REPORT CONTRIBUTORS

CHSD

OTHER OFFICERS

TITLE:

BUILDING SCHOOLS FOR THE
FUTURE STRATEGY FOR CHANGE
AND NEXT STEPS (INCORPORATING
PRIMARY CAPITAL PROGRAMME
STRATEGY FOR CHANGE)

SUMMARY:

Report to seek:

- 1) approval of draft Strategy for Change Pt 2 document and proposals to address issues arising from PfS feedback;
- 2) approval to proceed to next stage Outline Business Case;
- 3) approval of draft Strategy for Change Primary Capital Programme.

WARDS:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

*more than one ward
budg/pol framework*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Draft BSF Strategy for Change	Andy Rennison, ext. 2881	Children's Services
	John Brownlow, ext 3781	
Consultation documents	Dianne Holmes, ext. 4989	Children's Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Secondary Schools	Ongoing programme of school strategy development supported by NCSL	September - December 2008
2. Governors and parents of SEN and secondary schools affected by SEN Strategy and Fulham College proposals	Consultation document hard copy and online	17 th November 2008 - 12 th January 2009
	Public meetings	
	H&F News	
3. DCSF, Governors and parents of Queensmill School	Statutory consultation on expansion	17th November 2008 - 12th January 2009
4. Partnership for Schools	Ongoing dialogue as an iterative process to develop strategy	August 2008 - January 2009

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

<i>First published:</i>	<i>Forward Plan No 79:</i>	<i>14 November 2008</i>
<i>Revised:</i>	<i>Forward Plan No 81:</i>	<i>16 January 2009 (moved from 2 February 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009 (moved from 2 March 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

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**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

**REPORT
CONTRIBUTORS**

DFCS
HLS

OTHER OFFICERS

TITLE:

NATIONAL NON-DOMESTIC RATES
WRITE-OFFS

SUMMARY:

This report seeks approval to write off two National Non-Domestic Rate debts in excess of £100,00, in accordance with the council's financial regulations.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Local Government Finance Act 1988	Steve Barrett x 1053	Finance and Corporate Services, 2 nd Floor, Town Hall Extension
Case Papers	Jamie Mullins x 1650	Finance and Corporate Services, 6 th Floor, 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

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Steve Barrett

Extension 1053

First Published:

Forward Plan No 82: 13 February 2009

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

CABINET MEMBER
FOR CRIME & STREET
SCENE
Cllr Greg Smith

REPORT CONTRIBUTORS

CHSD
CSD

OTHER OFFICERS

TITLE:

YOUTH CRIME ACTION PLAN (YCAP)
PROPOSALS

SUMMARY:

The Borough has been selected as 1 of 69 Local Authorities to receive additional funding through the "Youth Crime Action Plan." £350,000 each year for the next 2 years.

YCAP is jointly funded by DCSF and DoH and Ministry of Justice.

There are seven themes, all of which must be addressed in the YCAP project to be submitted by 27th February 2009.

The themes are:
Think Family and Intensive Family Support – overseen by DOH.
Child Safety, YOS staff in Police Stations, After School Patrols, Reparation activity in young people's leisure time and Street based work. These areas are overseen by the DCSF.

A process for planning the prospective use of these funds was agreed at CYPPB and CDRP in December 2008.

WARDS:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

*£100,000+
more than one ward*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Letter from Government Ministers detailing funding offer	Larry Wright Head of Youth Offending Service Ext 6219	Children's Services
CYPPB/CDRP Reports outlining the local YCAP planning process	Larry Wright Head of Youth Offending Service Ext 6219	Children's Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Statutory Partners – Police, Probation Service, PCT	CDRP and CYPPB Meetings December 2008 and March 2009 Consultation Workshops held on 8 th January 2009 – approximately 50 attendees	To 27/2/09 Submission date to Central Government, Conditional on Cabinet Approval on 30/3/09
2. Voluntary Sector, including CAVSA	CDRP and CYPPB Meetings December 2008 and March 2009 Consultation Workshops held on 8 th January 2009 – approximately 50 attendees	To 27/2/09 Submission date to Central Government, Conditional on Cabinet Approval on 30/3/09

DECISION TO BE MADE IN PARTNERSHIP WITH:

Children and Young People's Partnership Board

Crime and Disorder Reduction Partnership

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Larry Wright Head of Youth Offending Service

Ext 6219

First Published:

Forward Plan No 82: 13 February 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

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**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

TITLE:

LONDON COUNCILS (LC) GRANTS
SCHEME 2008/09

WARDS:

ALL

SUMMARY:

This report gives the background to the
LC London Boroughs Grant Scheme
and seeks agreement to London
Borough of Hammersmith & Fulham's
continuing contribution to it.

**REPORT
CONTRIBUTORS**

CSD
FSD
HLS

**REASONS/
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

OTHER OFFICERS

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
London Council's Grants Scheme background information	Name: Sue Spiller Ext. 2483	CSD

CONSULTATION PROGRAMME

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

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Sue Spiller

ext 2483

First Published:

Forward Plan No 82: 13 February 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09
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LEAD EXECUTIVE MEMBERS:

LEADER
Cllr Stephen Greenhalgh

CABINET MEMBER
FOR CRIME & STREET
SCENE
Cllr Greg Smith

CABINET MEMBER
FOR RESIDENTS
SERVICES
Cllr Paul Bristow

REPORT CONTRIBUTORS

DFCS
HLS
ENVD (BTS)HLS
RES

OTHER OFFICERS

TITLE:

RESIDENT'S SERVICES
DEPARTMENT ACCOMMODATION –
77 GLENTHORNE ROAD (PART
EXEMPT)

SUMMARY:

The report seeks approval to appoint contractors to carry out the works required to the 1st & 2nd floors of 77 Glenthorne Road. The works are required in order to provide an efficient centralised location for the newly formed Resident's Services Department. The report will also seek to allocate the required funding.

WARDS:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Accommodation documentation	Derek Fulker ext.1873	Finance and Corporate Services

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

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Name Derek Fulker

ext. 1873

First Published: Forward Plan No 82: 13 February 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

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**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

**REPORT
CONTRIBUTORS**

GILL SEWELL

OTHER OFFICERS

Pat Bunche

TITLE:

EARLY YEARS CAPITAL GRANT

SUMMARY:

The DCSF has allocated £2.74m for 2008/2011 to enable adaptations to be made, primarily in the PVI sector, so that providers of early education are able to deliver the increased 3 and 4 year old offer in areas of disadvantage by September 2009 and in all areas by 2010.

Agreement is sought for the allocation of the ring-fenced early years capital funding and to give the Lead Member and the Director of Children's Services delegated authority to approve recommended allocations.

WARD/S:

All

**REASON/S
FOR BEING ON
THE FORWARD
PLAN:**

*Involves more than 2
wards and monetary
value exceeds
£100K*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
DCSF guideline paper	Pat Bunche Extension 3772	Children's Services
Choice for Parents, the best start for children: a ten year strategy	Pat Bunche Extension 3772	Children's Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
PVI sector providers and Schools	Meetings with head teachers, curriculum consultants and early years provider meetings	2008/09

DECISION TO BE MADE IN PARTNERSHIP WITH:

Director and Lead Member of Children's Services

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Gill Sewell

First Published:

Forward Plan No 82: 13 February 2009



KEY DECISION
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Cabinet on
30 March 2009*

30/03/09

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**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

TITLE:

INTEGRATION OF PUBLIC SERVICES
IN HAMMERSMITH AND FULHAM

SUMMARY:

Proposals for the integration of
commissioning between Hammersmith
& Fulham Primary Care Trust and the
Council.

WARDS:

ALL WARDS

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

More than one ward

**REPORT
CONTRIBUTORS**

SALLY WARREN
ANDREW WEBSTER
DAVID EVANS

OTHER OFFICERS

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
PCT Board paper (10 December 2008)	Sally Warren 2241	Executive Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Council and PCT Departments	Discussion with Directors and ADs AD Forum 29 January Integration Programme Delivery Board (Executive) Integration Steering Group (Councillors and Non Executives)	Ongoing
2. Health & Adult Social Care Scrutiny Committee	Discussion at meeting on 24 February 2009	24 February 2009
3. Public Service Board	Discussion at meeting on 22 January	22 January 2009

DECISION TO BE MADE IN PARTNERSHIP WITH:

Hammersmith & Fulham Primary Care Trust

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Sally Warren

2241

First published:

Forward Plan No 82: 13 February 2009

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER
FOR CRIME & STREET
SCENE
Cllr Greg Smith

REPORT CONTRIBUTORS

CSD
DFCS
HLS
HLS

OTHER OFFICERS

AD-Safer Communities

TITLE:

24-7 POLICING PILOT - 2009 TO 2011

SUMMARY:

This report sets out the rationale for extending the pilot 24/7 policing project from April 2009. The two pilot wards will remain and an additional one in Hammersmith Broadway commence. It requires that a varied legal agreement be entered into with the Metropolitan Police Service and that additional funding be identified from the Council reserves.

WARDS:

SHEP BUSH GRN
HAMM BROADWAY
FULHAM BRDWAY

REASONS FOR BEING ON THE FORWARD PLAN:

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
24/7 policing pilot report - 2009-2011	David Page ext.4001	Community Services
Legal Agreement between Met Police and LBHF	David Page ext. 4001	Community Services
18 month report on 24/7 policing pilot up to October 2008	David Page ext. 4001	Community Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Metropolitan Police	Regular meetings	3 months
2. Greater Hammersmith	Regular meetings	3 months

DECISION TO BE MADE IN PARTNERSHIP WITH:

Metropolitan Police

Greater Hammersmith

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

David Page

ext 4001.

First published:

Forward Plan No 82: 13 February 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

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**LEAD EXECUTIVE
MEMBERS:**

DEPUTY LEADER
(+ ENVIRONMENT)
Cllr Nicholas Botterill

**REPORT
CONTRIBUTORS**

DENV
HLS
DFCS

OTHER OFFICERS

TITLE:

ASKEW ROAD - PARKING STUDY
AND STREETScape REVIEW

SUMMARY:

120k has been received from Transport for London (TfL) to fund the installation of three raised entry treatments in Hadyn Park Road, Cobbold Road and Gayford Road.

A consultation with Residents and Businesses in the mentioned streets was carried out in December 2008/ January 2009, where support was received for the introduction on the measures.

WARDS:

ASKEW
RAVENS CRT PK

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Askew Road - Parking Study & Streetscape Review	Carl Gellard ext. 3522	ENVD/HTHX 4th Floor

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
Residents/Businesses	Consultation Leaflet	6 Weeks

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Name: Carl Gellard, ext. 3522

First published: *Forward Plan No 83:* 16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

12

**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

**REPORT
CONTRIBUTORS**

CHSD

OTHER OFFICERS

TITLE:

PROPOSALS FOR GOVERNANCE
ARRANGEMENTS - CHILDREN'S
TRUST AND LOCAL SAFEGUARDING
CHILDREN BOARD

SUMMARY:

The government has carried out a review of Children's Trusts and Local Safeguarding Children Boards. This paper proposes how we can locally address the issues identified and maintain effective accountability

WARDS:

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>
Statutory Guidance on inter-agency co-operation to improve the wellbeing of children	Name Carole Bell ext. 5076	CHSD
Guidance on Local Safeguarding Children Boards	Name Carole Bell ext. 5076	CHSD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. agencies involved in safeguarding children	day's consultation on 13 March	March/April
2. PCT board	paper to be considered by board	March/April

DECISION TO BE MADE IN PARTNERSHIP WITH:

key safeguarding partners including the PCT and the Police

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Name Carole Bell

ext. 5076

First published:

Forward Plan No 83: 16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
30 March 2009*

30/03/09

13

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER
FOR HOUSING
Cllr Lucy Ivimy

REPORT CONTRIBUTORS

CSD
DF
HLS
H&F HOMES

OTHER OFFICERS

N/A

TITLE:

HOUSING REVENUE ACCOUNT
BUDGET STRATEGY 2009-10

SUMMARY:

This report sets out the budget strategy for the Housing Revenue Account (HRA) to 2012/13, with detailed revenue estimates and the proposed rental and service charge increases for 2009/10.

WARDS:

ALL

REASON/S FOR BEING ON THE FORWARD PLAN:

*£100,000+
more than one ward*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Housing Revenue Account Budget Working Papers	Caroline Wilkinson Ext 1813	CSD
Housing Subsidy Determination Working Papers	Caroline Wilkinson Ext 1813	CSD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. H&F Homes	Joint working on the development of the budget strategy	July-Dec 2008
2. Housing Scrutiny Committee	Report to January meeting	Jan 2009
3. Tenants & Leaseholders	Borough Forum	Feb 2009

DECISION TO BE MADE IN PARTNERSHIP WITH:

H&F Homes

First published:

Forward Plan No 83: 16 March 2009

**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

CABINET MEMBER
FOR HOUSING
Cllr Lucy Ivimy

**REPORT
CONTRIBUTORS**

DENV
DFCS
CSD

OTHER OFFICERS

Head of Corporate
Valuation Services
H&F Homes

TITLE:

PROPOSED PURCHASE BY LONDON
BOROUGH OF HAMMERSMITH &
FULHAM OF THE FORMER SPRING
GROVE LAUNDRY SITE, PENNARD
ROAD AND THE DISPOSAL OF
COUNCIL OWNED LAND AT 49-68
SULGRAVE GARDENS TO OCTAVIA
HOUSING AND CARE (PART
EXEMPT)

SUMMARY:

This report proposes the Council
acquires the former Spring Grove
laundry site from Octavia Housing and
care to facilitate the regeneration and
improvement of Shepherds Bush Market
and the area immediate to it. Octavia
Housing would contemporaneously
acquire from the Council land at 49-68
Sulgrave Gardens to build out the
outstanding Section 106 affordable
housing obligations deriving from the
Westfield plc Section 106 agreement at
White City Centre.

WARDS:

ADDISON
SHEP BUSH GRN

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

*£100,000+
more than one ward*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Pennard Road Development File	Name Ian Ruegg ext. 1722	Housing Strategy Performance and Development Community Services
Sulgrave Gardens Development File	Name Ian Ruegg ext. 1722	Housing Strategy Performance and Development Community Services
White City Centre Section 106 Agreement	Name Ian Ruegg ext. 1722	Housing Strategy Performance and Development
White City Centre Section 106 Supplementary Agreement		Community Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
local residents	Resident steering group meetings and newsletters	May 2007 on going

DECISION TO BE MADE IN PARTNERSHIP WITH:

H&F Homes

Octavia Housing & Care

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Name Ian Ruegg

ext. 1722

First published:

Forward Plan No 83: 16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

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**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

**REPORT
CONTRIBUTORS**

DENV
CHSD
CSD
DFCS
HLS
RES

OTHER OFFICERS

TITLE:

CAPITAL PROGRAMME AND
REVENUE BUDGET 2008/09 MONTH
10 AMENDMENTS

SUMMARY:

The purpose of this report is to seek approval for changes to the capital programme and the revenue budget.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

*more than one ward
£100,000+*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Capital Monitoring Papers	Isaac Egberedu, ext. 2503	Finance
Revenue Monitoring Papers	James Arthur, ext. 2562	Finance

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

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Isaac Egberedu, ext. 2503

First published: Forward Plan No 74: 16 June 2008



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

2

**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

**REPORT
CONTRIBUTORS**

DFCS

OTHER OFFICERS

TITLE:

DISABILITY EQUALITY SCHEME
2009-2012

SUMMARY:

The Disability Equality Scheme has now
been reviewed and changes have been
made to the original scheme, therefore
approval is sought from Cabinet.

WARDS:

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>
Original DES scheme	Ammara Khan, ext 3430	Finance & Corporate Services
Redrafted DES	Ammara Khan, ext 3430	Finance & Corporate Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
Residents with disabilities	Better Govt Panel Meeting for Older People	3 months
Carers	Report submitted by HAFAD	
Support groups / Organisations lobbying on behalf of disability		

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Name Ammara Khan, ext 3430

First published: Forward Plan No 80: 16 December 2008
Revised: Forward Plan No 81: 16 January 2009 (moved from 2 February 2009)



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

3

**LEAD EXECUTIVE
MEMBERS:**

DEPUTY LEADER
(+ ENVIRONMENT)
Cllr Nicholas Botterill

**REPORT
CONTRIBUTORS**

ENVD (BTS)
DFCS

OTHER OFFICERS

TITLE:

PROCUREMENT OF ENERGY 2009-
2010

SUMMARY:

This report details the energy contracts currently by the Council, approved by Cabinet 16 July 2007, and the proposal for their renewal.

WARDS:

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>
Details of current energy supply contracts held by the Council	E. Parry ext. 3912	BTS/ENV

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

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Inger Eriksson

ext. 4764

First Published: Forward Plan No 81: 16 January 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

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**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR CRIME & STREET
SCENE
Cllr Greg Smith

**REPORT
CONTRIBUTORS**

CSD

OTHER OFFICERS

Dave Page

TITLE:

CONTRACT AWARD - SECURITY &
RECEPTION CONTRACT 2009-2012

SUMMARY:

The report requests approval to award the contract of supplying security and reception staff for council buildings for the period 1st April 2009 to 31st March 2012; with the option of a further two year's extension if in the Council's interest to do so.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Entry in Official Journal of the European Communities (OJEU)	John Francis ext. 6910	CSD
Pre-Qualification Questionnaire (PQQ)	John Francis ext. 6910	CSD
Contract Specification	John Francis ext. 6910	CSD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. The Market	Contactors' Open Day	Oct 2007
2. All Council Depts	Challenge Panel & Tender Appraisal Panel (TAP)	2007 2007 - 2008
3. Staff & trades unions	Regular meetings	2007 - 2008

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Dave Page - Assistant Director Safer Communities Division
& John Francis - Assistant Head of Procurement
ext. 2125 & ext. 6910

<i>First published:</i>	<i>Forward Plan No 76:</i>	<i>15 August 2008</i>
<i>Revised:</i>	<i>Forward Plan No 80:</i>	<i>16 December 2008 (moved from 5 January 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 81:</i>	<i>16 January 2009 (moved from 2 March 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 83:</i>	<i>16 March 2009 (moved from 30 March 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

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LEAD EXECUTIVE MEMBERS:

DEPUTY LEADER
(+ ENVIRONMENT)
Cllr Nicholas Botterill

CABINET MEMBER
FOR RESIDENTS
SERVICES
Cllr Paul Bristow

REPORT CONTRIBUTORS

DENV
HLS
DFRES

OTHER OFFICERS

TITLE:

NORMAND PARK IMPROVEMENT
PROJECT - FINAL ACCOUNTS

SUMMARY:

For Members to consider the final accounts for Normand Park including any associated budget implications and the requirement for any further funding.

WARDS:

NORTH END

REASON/S FOR BEING ON THE FORWARD PLAN:

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Final Accounts and Quantity Surveyor cost reports	Christina Parker ext. 3503	Environment
ECM Monitoring Report and Normand Park Project Board minutes	Christina Parker ext. 3503	Environment

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
NDC Board	Updated at Board meetings	Ongoing

DECISION TO BE MADE IN PARTNERSHIP WITH:

North Fulham NDC

<i>First published:</i>	<i>Forward Plan No 79:</i>	<i>14 November 2008</i>
<i>Revised:</i>	<i>Forward Plan No 81:</i>	<i>16 January 2009 (moved from 2 February 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009 (moved from 2 March 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 83:</i>	<i>16 March 2009 (moved from 30 March 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

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**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

**REPORT
CONTRIBUTORS**

DFCS

OTHER OFFICERS

H&F Bridge Partnership

TITLE:

BUSINESS CONTINUITY

SUMMARY:

The Council is asked to approve the establishment of a major improvement to the Council's business and service continuity.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
N/A	Jackie Hudson, ext. 2946	FDD IT Strategy

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Service Resilience Group	Regular meetings	Nov 2007 to August 2008

DECISION TO BE MADE IN PARTNERSHIP WITH:

H&F Bridge Partnership

<i>First published:</i>	<i>Forward Plan No 76:</i>	<i>15 August 2008</i>
<i>Revised:</i>	<i>Forward Plan No 78:</i>	<i>16 October 2008 (moved from 3 November 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 79:</i>	<i>14 November 2008 (moved from 1 December 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 80:</i>	<i>16 December 2008 (moved from 5 January 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 81:</i>	<i>16 January 2009 (moved from 2 February 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009 (moved from 2 March 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 83:</i>	<i>16 March 2009 (moved from 30 March 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

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**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR HOUSING
Cllr Lucy Ivimy

**REPORT
CONTRIBUTORS**

CSD

OTHER OFFICERS

Gareth Mead

TITLE:

SCHEME OF ALLOCATION

SUMMARY:

Guide to the allocation of council
properties and nominations to registered
social landlords for 2008-2009.

WARDS:

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>
Scheme of allocation 2005	Gareth Mead, interim AD Housing Options, ext. 5344	CSD
Code of Guidance	Gareth Mead, interim AD Housing Options, ext. 5344	CSD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. RSL's	Letters to each detailing changes and inviting comments, discussed at RSL forum, individual meetings with largest RSL's, discussed at April's HSCP	March -June 2008
2. H&F Homes	Individual meetings, discussed at April's HSCP	March-June 2008
3. Vol sector	300+ letters, and some individual meetings held	March-June 2008
4. Tenants and residents	Residents forum attended, information posted on LBHF website, discussed at April's HSCP	March-June 2008

DECISION TO BE MADE IN PARTNERSHIP WITH:

Local RSL's

H&F Homes

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Gareth Mead, interim AD Housing Options, ext. 5344

<i>First published:</i>	<i>Forward Plan No 74:</i>	<i>16 June 2008</i>
<i>Revised:</i>	<i>Forward Plan No 75:</i>	<i>16 July 2008 (moved from 8 September 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 78:</i>	<i>16 October 2008 (moved from 6 October 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 79:</i>	<i>14 November 2008 (moved from 1 December 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 80:</i>	<i>16 December 2008 (moved from 5 January 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 81:</i>	<i>16 January 2009 (moved from 2 February 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009 (moved from 2 March 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 83:</i>	<i>16 March 2009 (moved from 30 March 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

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**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

**REPORT
CONTRIBUTORS**

HEAD OF EXECUTIVE
SERVICES
CMT

OTHER OFFICERS

TITLE:

CORPORATE COMPLAINTS
REQUEST AND INFORMATION
SYSTEM (PART EXEMPT)

SUMMARY:

Introduction of a new Corporate
Complaints Management System
replacing the differing systems currently
in operation across the Council. The
new system implements the operational
requirements of the Corporate
Complaints Policy.

WARDS:

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>
Corporate Complaints Project Board	Jackie Hudson Ext 2946	DFAC

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

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Lyn Anthony

Ext 2946

<i>First published:</i>	<i>Forward Plan No 78:</i>	<i>16 October 2008</i>
<i>Revised:</i>	<i>Forward Plan No 79:</i>	<i>14 November 2008 (moved from 1 December 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 80:</i>	<i>16 December 2008 (moved from 5 January 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 81:</i>	<i>16 January 2009 (moved from 2 February 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009 (moved from 2 March 2009)</i>
<i>Revised:</i>	<i>Forward Plan No 83:</i>	<i>16 March 2009 (moved from 30 March 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

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**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

**REPORT
CONTRIBUTORS**

ELECTORAL
REGISTRATION AND
RETURNING OFFICER

TITLE:

PROCUREMENT AND
IMPLEMENTATION OF
REPLACEMENT ELECTORAL
MANAGEMENT SYSTEM

SUMMARY:

To seek Member approval to procure an Electoral Management System and the proposals for its implementation, together with details of the costs and expected benefits. The report will also detail the recommended supplier for the system following a market review.

WARD/S:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000 +

OTHER OFFICERS

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Documents with H&F Bridge Partnership	Steve Miller, Electoral Services Manager x 2175	Electoral Services

CONSULTATION PROGRAMME

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

DECISION TO BE MADE IN PARTNERSHIP WITH:

H&F Bridge Partnership

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Steve Miller, Electoral Services Manager x 2175

<i>First Published:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009</i>
<i>Revised:</i>	<i>Forward Plan No 83:</i>	<i>16 March 2009 (moved from May 2009)</i>

**LEAD EXECUTIVE
MEMBERS:**

LEADER

Cllr Stephen Greenhalgh

CABINET MEMBER

FOR COMMUNITY &

CHILDREN'S SERVICES

Cllr Antony Lillis

**REPORT
CONTRIBUTORS**

CSD

OTHER OFFICERS

TITLE:

DEVELOPMENT OF TRAINED CARER
SERVICE FOR DISABLED CHILDREN
AND THEIR FAMILIES WITH
ADDITIONAL FUNDING FROM THE
DCSF

SUMMARY:

To seek Member approval for the development of a new trained carer service for disabled children and their families with additional funding of £187,000 for the financial year 2009-2010 from the DCSF. The report will provide a breakdown of costings and summarise the overall strategy of which this development is a part.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Strategy for the development and delivery of the short breaks full offer.	Julian Easton 0208 749 6936	Disabled children's services
Aiming High for Disabled Children: Implementation Guidance	Julian Easton 0208 749 6936	Disabled children's services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Parents/ carers of disabled children	Questionnaire and events	6 months
2. Reps for disabled children and young people	Forums and individual feedback	6 months
3. Local authority and partners disabled children's services	Project development and management meetings, other communications	1 year

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Julian Easton ; 0206 749 6936

<i>First published:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009</i>
<i>Revised:</i>	<i>Forward Plan No 83:</i>	<i>16 March 2009 (moved from 30 March 2009)</i>



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09
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LEAD EXECUTIVE MEMBERS:

LEADER
Stephen Greenhalgh

CABINET MEMBER
FOR COMMUNITY &
CHILDREN'S SERVICES
Cllr Antony Lillis

CABINET MEMBER
FOR HOUSING
Cllr Lucy Ivimy

REPORT CONTRIBUTORS

CSD
HLS

OTHER OFFICERS

Sarah McClinton, AD
Quality, Commissioning
& Procurement, CSD

TITLE:

COMMISSIONING HOME CARE AND
HOUSING RELATED SUPPORT
SERVICES

SUMMARY:

This report will present commissioning options and service configurations in respect of home care and housing related support. Cabinet will be asked to agree the:

- next steps in the development process
- options to be presented for full public consultation, and
- procurement approach to be used.

WARDS:

All

REASON/S FOR BEING ON THE FORWARD PLAN:

*more than one ward
£100k+*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Cabinet Report 28 th April 2008 - Home Care & Housing Related Support Services & Imperial Wharf Extra Care Sheltered Development	Sarah McClinton x2588	CSD
Health & Adult Social Care Scrutiny Committee Report 5 th November 2008 - Home Care & Housing Related Support Developments	Sarah McClinton x2588	CSD

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. All current and potential users of home care and older people needing housing-related support	Stage 1 consultation - involving service users and representatives in defining quality outcomes for home care and home support services.	Nov/Dec 2008
2. All current and potential users of community alarm services and home care	Stage 2 consultation - a full programme of structured meetings plus question formats/written returns	Planned for April to July 2009
3. Older people who may need housing-related support in the future		
4. Tenants of sheltered housing		
5. Home care and housing related support provider organisations		
6. Staff in affected services and staff representatives		
7. Other Council departments and staff		

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Angela Cole, Interim Programme Manager x5154

First Published: Forward Plan No 83: 16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

12

**LEAD EXECUTIVE
MEMBERS:**

LEADER
Cllr Stephen Greenhalgh

DEPUTY LEADER
(+ ENVIRONMENT)
Cllr Nicholas Botterill

**REPORT
CONTRIBUTORS**

DENV
HLS
DFCS

OTHER OFFICERS

TITLE:

HIGHWAYS & TRANSPORTATION
CONSULTANCY SERVICES ACCESS
AGREEMENT

SUMMARY:

This report seeks approval to delegate to Chief Officers authority to enter into an Access Agreement to the Framework Contract being procured by the Royal Borough of Kensington & Chelsea in collaboration with this authority.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Highways & Transportation Consultancy Services Framework Contract (Oct 2009 - Sept 2013)	Name: Colin Glendenning ext 3056.	Env. Services

CONSULTATION PROGRAMME

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

DECISION TO BE MADE IN PARTNERSHIP WITH:

Royal Borough of Kensington & Chelsea

OFFICER RESPONSIBLE FOR WRITING THE REPORT:

Colin Glendenning, ext. 3056

First Published:

Forward Plan No 83: 16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09

13

LEAD EXECUTIVE MEMBERS:

CABINET MEMBER FOR COMMUNITY & CHILDREN'S SERVICES
Cllr Antony Lillis

REPORT CONTRIBUTORS

CSD

OTHER OFFICERS

TITLE:

ESTABLISHMENT OF CONNECTED CARE IN WHITE CITY AND EDWARD WOODS ESTATE AREAS

SUMMARY:

To seek Member approval to work with Turning Point's Centre of Excellence to develop Connected Care services in White City and Edward Woods estate areas. The report will outline the model, costs and expected benefits of this work.

WARDS:

WORM/WH CITY
COLL PK/OLD OAK
SHEP BUSH GRN

REASONS FOR BEING ON THE FORWARD PLAN:

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Connected Care Proposal	Hannah Carmichael ext. 5169	CSD, 77 Glenthorne Road, Hammersmith W6 0LJ

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Primary Care Trust - NHS Hammersmith	PCT Executive Team Meeting	Ongoing
2. White City/Edward Woods Estate Residents	Various - Turning Point to coordinate	Ongoing

DECISION TO BE MADE IN PARTNERSHIP WITH:

Primary Care Trust - NHS Hammersmith

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Name: Hannah E Carmichael

Tel.: 020 8753 5169

First Published:

Forward Plan No 83: 16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
27 April 2009*

27/04/09
14

LEAD EXECUTIVE MEMBERS:

LEADER
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DEPUTY LEADER
(+ ENVIRONMENT)
Cllr Nicholas Botterill

CABINER MEMBER
FOR STRATEGY
Cllr Mark Loveday

REPORT CONTRIBUTORS

DENV
DFCS
ADLDS

OTHER OFFICERS

TITLE:

KING STREET REGENERATION PROJECT - LAND SWAP TO FACILITATE RELOCATION OF THE HAMMERSMITH QUAKER MEETING HOUSE

SUMMARY:

Approval will be sought to a proposed land swap of the Council owned site at 30-32 Bradmore Park Road with the Quaker owned site at 20 Nigel Playfair Avenue in order to assist with the assembly of land necessary for the implementation of the King Street Regeneration Project

WARDS:

RAVENS CRT PK
HAMM BROADWAY

REASON/S FOR BEING ON THE FORWARD PLAN:

*more than one ward
£100,000+*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Valuation report dated 28 January 2009 prepared by Cushman & Wakefield	Bill Dyke ext. 1056	Environment

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

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Bill Dyke
ext. 1056

First Published: Forward Plan No 83: 16 March 2009

**LEAD EXECUTIVE
MEMBERS:**

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CABINER MEMBER
FOR COMMUNITY
& CHILDREN'S
SERVICES
Cllr Antony Lillis

**REPORT
CONTRIBUTORS**

CSD (DIRECTOR)
DF
TENDER APPRAISAL
PANEL

OTHER OFFICERS

TITLE:

AWARD OF CONTRACT FOR
CATERING MANAGEMENT SERVICES

SUMMARY:

This report makes recommendations
and seeks approval to award a Contract
for Catering Management Services as
set out in Appendix A.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Specification & associated docs	Helen Bowring x 3990	CHS
Contract strategy & shortlisting report	Helen Bowring x 3990	CHS
TAP file	Christina Houghton x 3532	CHS

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Schools	Written	12 months
2. Incumbent Contractor	Meeting	½ day
3. Other Councils	Meetings & Questionnaire	5 days

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Helen Bowring

x 3990

First Published:

Forward Plan No 83: 16 March 2009

LEAD EXECUTIVE MEMBERS:

CABINER MEMBER
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SERVICES

Cllr Antony Lillis

REPORT CONTRIBUTORS

GILL SEWELL

OTHER OFFICERS

Pat Bunche and
Rosemary Sallis

TITLE:

REVIEWING THE OUT OF SCHOOL
CHILDCARE SERVICE

SUMMARY:

To ensure that the childcare services offered to borough residents deliver the best opportunities for children and value for money, it is proposed that the service currently delivered by the council's early years and childcare service be reviewed including consideration of transfer to local primary schools and independent providers.

This report outlines the work undertaken thus far.

WARDS:

All

REASON/S FOR BEING ON THE FORWARD PLAN:

*£100,000+
more than one ward*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
MTFS papers	Gill Sewell Extension 3608	Children's Services
Extended Services Guidelines	Helen Bowring Extension 3990	Children's Services
Choice for Parents, the best start for children: a ten year strategy	Pat Bunche Extension 3772	Children's Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Schools and independent providers	Meetings with head teachers and cluster group meetings	2008/09
2. Service Users	Project meetings	008/09
3. Staff	Staff meetings	2008/09

DECISION TO BE MADE IN PARTNERSHIP WITH:

Schools and independent providers

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Gill Sewell

First Published:

Forward Plan No 83: 16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
June 2009*

/06/09

1

**LEAD EXECUTIVE
MEMBERS:**

CABINET MEMBER
FOR CRIME & STREET
SCENE

Cllr Greg Smith

CABINET MEMBER
FOR HOUSING

Cllr Lucy Ivimy

**REPORT
CONTRIBUTORS**

RES
DFCS
CSD

OTHER OFFICERS

TITLE:

TRANSFER OF CCTV MANAGEMENT
ON H&F HOMES ESTATES BACK
INTO THE COUNCIL

SUMMARY:

This report sets out the legal, financial and logistical issues in transferring management and monitoring of CCTV in H&F Homes Estates back into the Council. The report recommends serving notice on H&F Homes to transfer these functions back into the Council, and proposes the financial framework by which the capital and revenue costs of the transfer will be met.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Transfer of CCTV Management on H&F Homes Estates to the Council - Report	Matthew Payne ext.2579	Finance and Corporate Services

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
CCTV Transfer Project Steering Group (H&F Homes, CSD, FCSD, RES)	Regular meetings	3 months

DECISION TO BE MADE IN PARTNERSHIP WITH:

H&F Homes

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Adrian Price

ext 2260

First Published:

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KEY DECISION
*Proposed to be made at the
Cabinet on
June 2009*

/06/09
2

**LEAD EXECUTIVE
MEMBERS:**

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Cllr Nicholas Botterill

**REPORT
CONTRIBUTORS**

DENV
CHSD
CSD
DFCS
RES

OTHER OFFICERS

HLS

TITLE:

FACILITIES MANAGEMENT REVIEW:
PROPOSALS FOR A NEW SERVICE

SUMMARY:

This report details a Council wide review of Facilities Management (FM) and makes proposals for a new centralised service to be operated from within the Environment Department.

WARDS:

ALL

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
FM Brief	Chris Stroud, ext. 4704	Env
FM Project Board Minutes	Chris Stroud, ext. 4704	Env
CADT and CAMB Minutes	Chris Stroud, ext. 4704	Env

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. All Departments	FM Project Board, and asset management governance (CADT, CAMB)	Ongoing
2. Internal service users	Various Workshops and presentations	Ongoing
3. Staff	staffside consultation	Ongoing

DECISION TO BE MADE IN PARTNERSHIP WITH:

N/A

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Chris Stroud, ext. 4704

First Published:

Forward Plan No 83: 16 March 2009

LEAD EXECUTIVE MEMBERS:

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**CABINET MEMBER
FOR HOUSING**

Cllr Lucy Ivimy

**REPORT
CONTRIBUTORS**

ENV D (BTS)

DFCS

HLS

OTHER OFFICERS

H&F Homes

TITLE:

NORLAND HOUSE, POYNTER & STEBBING HOUSES, EDWARD WOODS ESTATE, QUEENSDALE CRESCENT, LONDON W11 - OVERCLADDING, PROVISION OF NEW ACCOMMODATION, ENVIRONMENTAL IMPROVEMENTS AND RENEWABLE ENERGY INITIATIVES

SUMMARY:

This report seeks approval to proceed with major refurbishment and regeneration works to the three tower blocks at Edward Woods Estate, including overcladding, provision of new residential accommodation (intended for sale) and office accommodation (intended for letting) provision of renewable energy sources and environmental improvements. Approval is also specifically sought for the sale of the newly created residential accommodation.

The works have been competitively tendered in accordance with the European Public Works Procurement Directive, and subject to receipt of authority to proceed with the works now requested, approval to accept the most economically advantageous tender is to be sought at H&F Homes Board.

WARD:

SHEP BUSH GRN

**REASON/S
FOR BEING ON THE
FORWARD PLAN:**

£100,000+

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
Tender preparation details, Bills of Quantities, BSi Quality Plan, correspondence	Matthew Martin ext. 4832	ENV/BTS
Tender returns, tender analysis report, Tender Appraisal Panel file	Matthew Martin ext. 4832	ENV/BTS
Funding information	Chris Hannington ext. 4512	H&F Homes

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Residents	Meetings	ongoing
2. H&F Homes	Meetings	ongoing
3. Deputy Leader & Cabinet Member for Environment	Presentation/ meeting	September 2007

DECISION TO BE MADE IN PARTNERSHIP WITH:

H&F Homes

OFFICER RESPONSIBLE FOR COORDINATING THE REPORT:

Inger Eriksson

ext. 4764

First Published:

Forward Plan No 83:

16 March 2009



KEY DECISION
*Proposed to be made at the
Cabinet on
September 2009*

/09/09

1

LEAD EXECUTIVE MEMBERS:

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CABINET MEMBER
FOR RESIDENTS
SERVICES
Cllr Paul Bristow

REPORT CONTRIBUTORS

DFCS
DENV
HLS
ENVD (BTS)

OTHER OFFICERS

TITLE:

FULHAM PALACE - PHASE 3
HERITAGE LOTTERY FUND
APPLICATION

SUMMARY:

The Council wishes to restore and reuse the walled garden and outbuildings at Fulham Palace. This report sets out these structures that are proposed to be restored and reused in partnership with Garden Organic (formerly the Henry Doubleday Research Association). The report outlines how the works are proposed to be funded and recommends as the first step a grant application to the Heritage Lottery Fund (HLF).

WARD:

PALACE RVRSIDE

REASON/S FOR BEING ON THE FORWARD PLAN:

*£100,000+
significant in 1 ward*

BACKGROUND DOCUMENT

<u>Description</u>	<u>Name/Ext. of Holder of Document</u>	<u>Department</u>
HLF Phase 1 Stage 2 Strategies, November 2003	Scott Cooper - 020 76107161	Env / Policy
HLF Phase 1 Stage 2, Public Consultation, July 2003	Scott Cooper - 020 76107161	Env / Policy
Restoring Bishop Terrick's Pride – Proposal by HDRA (December 2005)	Scott Cooper - 020 76107161	Env / Policy
Report to TAP	Scott Cooper - 020 76107161	Env / Policy

CONSULTATION PROGRAMME

<u>Stakeholders</u>	<u>Method of consultation</u>	<u>Consultation period</u>
1. Borough Residents	Open Public	May - October 2003
2. Borough Residents	Questionnaire	Citizens Panel Survey - Autumn 2005
3. Palace Visitors	Questionnaire	Visitor Survey - August 2005
4. Amenity Bodies	Targeted Public	January 2006

DECISION TO BE MADE IN PARTNERSHIP WITH:

Garden Organic

<i>First published:</i>	<i>Forward Plan No 58:</i>	<i>12 February 2007</i>
<i>Revised:</i>	<i>Forward Plan No 60:</i>	<i>13 April 2007 (moved from 14 May 2007)</i>
<i>Revised:</i>	<i>Forward Plan No 62:</i>	<i>15 June 2007 (moved from 16 July 2007)</i>
<i>Revised:</i>	<i>Forward Plan No 65:</i>	<i>14 September 2007 (moved from 8 October 2007)</i>
<i>Revised:</i>	<i>Forward Plan No 67:</i>	<i>15 November 2007 (moved from 7 January 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 70:</i>	<i>12 February 2008 (moved from 3 March 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 74:</i>	<i>16 June 2008 (moved from 14 July 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 75:</i>	<i>16 July 2008 (moved from 8 September 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 79:</i>	<i>14 November 2008 (moved from 1 December 2008)</i>
<i>Revised:</i>	<i>Forward Plan No 82:</i>	<i>13 February 2009 (moved from 2 March 2009)</i>

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