

# Transport, Environment and Residents Services Select Committee

## Agenda

Tuesday 6 November 2012  
7.00 pm

**COUNCIL CHAMBER, HAMMERSMITH TOWN HALL**  
*(PLEASE NOTE CHANGE OF VENUE)*

### MEMBERSHIP

<b>Administration:</b>	<b>Opposition</b>
Councillor Rachel Ford (Chairman) Councillor Robert Iggulden Councillor Ali de Lisle Councillor Jane Law Councillor Matt Thorley Councillor Gavin Donovan	Councillor Wesley Harcourt (Vice-Chairman) Councillor Jean Campbell Councillor Lisa Homan

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[http://www.lbhf.gov.uk/Directory/Council\\_and\\_Democracy](http://www.lbhf.gov.uk/Directory/Council_and_Democracy)

Members of the public are welcome to attend. A loop system for hearing impairment is provided, along with disabled access to the building.

Date Issued: 29 October 2012

# Transport, Environment and Residents Services Select Committee Agenda

6 November 2012

<u>Item</u>	<u>Pages</u>
<b>1. MINUTES AND ACTIONS</b>	1 - 13
(a) To approve as an accurate record, and the Chairman to sign, the minutes of the meeting of the Committee held on 10 <sup>th</sup> September and attached at Appendix 1.	
(b) To monitor the acceptance and implementation of recommendations as set out at Appendix 2.	

## **2. APOLOGIES FOR ABSENCE**

## **3. DECLARATIONS OF INTEREST**

If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.

At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken.

Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.

Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Audit, Pensions and Standards Committee.

- 4. HEATHROW AIRPORT OPERATIONAL FREEDOMS TRIAL - PRESENTATION BY BAA**
- Tim Hardy, Director of Airside and Cheryl Monk, Head of Community Engagement will attend the meeting on behalf of BAA to answer questions from Members of the Committee and the public in respect of Phase 2 of the Operational Freedoms Trial at Heathrow Airport.
- 5. GET H&F MOVING - ONE YEAR ON** 14 - 26
- Get H&F moving is the Council's multi-modal transport identity developed to engage with stakeholders across the board in order to improve transport quality and provision in the borough. This report summarises the high profile media campaign culminating in the Transport Summit a year ago, the driver's charter and links to the boroughs current transport plan 2011 - 2031 and seeks views on how the campaign could be used over the next year and beyond.
- The report also forms part of the wider consultation on the borough's 2013/14 (and 2014/15 to 2016/17) integrated transport investment plan and seeks recommendations from the Committee for transport investment projects and initiatives.
- 6. SPORTS PARTICIPATION IN PARKS AND OPEN SPACES** 27 - 34
- This report details sports participation in Hammersmith & Fulham parks, open spaces and leisure facilities. It addresses the impact on uptake and participation in the light of recent pricing reviews and how the Council can build on the legacy of the 2012 Olympic Games.
- 7. LEISURE CARD - REVIEW OF REVISED ARRANGEMENTS** 35 - 40
- This report reviews and evaluates the success of the revised concessionary leisure card arrangements.
- 8. FLOODING SCRUTINY TASK GROUP - EXECUTIVE RESPONSE** 41 - 52
- This report sets out the Executive response by the Cabinet to the report and recommendations of the Flooding Scrutiny Task Group.
- 9. WORK PROGRAMME AND FORWARD PLAN** 53 - 74
- The Committee is asked to review its work programme for the current Municipal Year. Details of forthcoming Key Decisions which are due to be taken by the Cabinet are provided in order to enable the Committee to identify those items where it may wish to request reports.
- 10. DATE OF NEXT MEETING**
- The Committee is asked to note the date of its next meeting, which is scheduled to be held on 15 January 2013.



## Transport, Environment and Residents Services Select Committee Minutes

Monday 10 September 2012

### **PRESENT**

**Committee members:** Councillors Rachel Ford (Chairman), Robert Iggulden, Jean Campbell, Ali De-Lisle, Lisa Homan, Jane Law, Matt Thorley and Gavin Donovan

**Other Councillors:** Victoria Brocklebank-Fowler (Cabinet Member for Transport & Technical Services) and Greg Smith (Cabinet Member for Residents Services)

**Officers:** Chris Bainbridge (Head of Transport Policy and Network Management), Ullash Karia (Bi-Borough Head of Leisure and Parks), Gary Marson (Principal Committee Coordinator), Adrian Overton (Public Protection and Safety Officer), Dave Page (Bi-Borough Director of Safer Neighbourhoods), David Ruse (Tri-Borough Director of Libraries and Archives) and Valerie Simpson (Head of Licensing and Trading Standards)

### **12. MINUTES AND ACTIONS**

Members noted that the priorities emerging from the Community safety Partnership Strategic Assessment 2012-15 reported to the previous meeting would be submitted to the Crime and Disorder Reduction Partnership within the next fortnight prior to approval by the Cabinet Member for Residents Services.

#### **RESOLVED that -**

- (a) the minutes of the meeting of the Committee held on 16 July 2012 be confirmed and signed as a correct record; and
- (b) progress with the acceptance and implementation of recommendations be noted.

### **13. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Wesley Harcourt.

### **14. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **15. CYCLING PROVISION AND SAFETY**

The Committee gave consideration to cycling provision in the borough, receiving a report which set out recent trends in participation, provided the latest position in respect of cycle lanes, parking, bicycle theft and pedestrian-cyclist conflict and addressed the issue of the Olympic cycling legacy. Members also received a presentation from John Griffiths of hfcyclists which compared Hammersmith & Fulham's provision with best practice across London, highlighted issues of concern to cyclists in the borough and identified opportunities for improvement from a user perspective.

Chris Bainbridge, Head of Transport Policy and Network Management, informed the Committee that an increase in cycling was a key component of the Mayor of London's and the Council's Transport Strategy as it would help reduce traffic congestion, enhance the efficiency of the road and rail networks and improve both air quality and the health and well-being of individuals. The number of journeys made by bicycle had increased by 43% between 2003 and 2010 in Hammersmith & Fulham and now represented 4% of all journeys, one of the highest figures in London. The Transport Local Implementation Plan had set a target to increase this figure to 7% by 2031.

The main features of the plan to encourage more cyclists on to the road were cycle superhighways - 12 safe, fast and direct cycle routes from outer London to the centre - and the Mayor's Cycle Hire Scheme. Two of the superhighways would pass through the borough. Preparatory work had been delayed as a consequence of the deaths of two cyclists on one of the early superhighways in Bow but it was expected that TfL would shortly commission the design of the routes through the borough.

Following agreement at Cabinet the previous week, the popular cycle hire scheme was due to be extended to the whole of Fulham and Hammersmith eastwards from the town centre up to Shepherds Bush by March 2014. It was anticipated that some 60-70 docking stations, each with spaces for a minimum of 25 bikes would be provided in the borough. Potential sites had been assessed against a range of criteria and a public consultation exercise would be undertaken by TfL prior to applications for planning permission. In response to concern expressed at the potential safety issues arising from inexperienced and under prepared cyclists using the Cycle Hire scheme and the lack of provision of safety equipment, it was emphasised that accident rates among users were extremely low. Helmets could not be provided because it was essential that they were an exact fit for the wearer.

Members sought and were provided with approximate figures for the cost of each of the Cycle Hire docking stations. It was noted that 3,900 Borough residents were currently members of the scheme and most had switched their mode of transport from public transport rather than car. This was not surprising given that only a small minority of journeys in central London were undertaken by car. The effect would still relieve pressure on a stretched public transport system. No data was currently available for the frequency of the journeys made by bike by Hammersmith & Fulham residents but TfL would be monitoring usage.

Members noted that safety remained the major barrier to cycling for many people. The number of cyclists injured or killed on the roads was increasing with 16 fatalities in London in 2011 against 10 the previous year. Locally the performance trends were slightly better than the London average but number of injured cyclists continued to show small year on year increases with 167 injuries and one fatality recorded in 2011. It was emphasised that the figures were still relatively low and, given the large increase in cycling, represented a diminishing proportion of the overall number of cyclists but highlighted the importance of continuing to address the issue.

The Committee was informed that HGVs accounted for 56% of cyclist fatalities despite only amounting to 5% of the vehicles on London's roads. The Council had therefore pioneered innovative mutual awareness sessions for cyclists and HGV drivers. All Serco drivers engaged in Council contracts had attended the sessions and Mr Bainbridge confirmed that there was a desire to increase the reach of the scheme. Further impetus had been provided by TfL's requirement that all Crossrail drivers should participate and the programme was offered to all firms in the borough and advertised in trade magazines. Officers were working with Kensington & Chelsea to attempt to ensure that all firms bidding for Council contracts would be required to participate.

The Council also offered cycle training to all who lived, worked or studied in the borough and had introduced various highway engineering measures designed to improve cycle safety. Mr Griffiths of hfcyclists highlighted concerns regarding cyclists' perception of danger on Hammersmith Bridge, requesting the introduction of a 20mph speed limit. The accident rate on the bridge was low and it was not believed that a 20mph speed limit would be justified but monitoring of traffic speeds and volumes would shortly be undertaken and the markings on the carriageway were due to be altered in order to increase cyclists visibility to drivers.

Another potential area for improvement requested by hfcyclists and highlighted by Members was Beadon Road. The Committee noted that traffic flows were likely to be altered as a consequence of proposed development in the area and as redevelopment schemes came forward the opportunity would be taken to make the necessary improvements.

Other measures to encourage cycling included the provision of on-street cycle parking, with 94 additional spaces being installed in 2011/12, bringing the total in Hammersmith & Fulham to over 2,000. Developers were required to

provide secure and convenient cycle parking and Officers worked with schools on travel plans, resulting in an increase in the proportion of children cycling to school from 5% to 10%. It was agreed that consideration could be given to prioritising pothole repairs on routes to schools in order to help further increase this figure.

Members highlighted the problem of conflict between cyclists and other road users, in particular complaints from pedestrians regarding cyclists on the Thames Path. Measures had been taken to encourage cyclists to use alternative paths and routes wherever possible with TfL removing the prohibition on cycling alongside the A4 between Hammersmith Flyover and Hogarth Roundabout and schemes being introduced to divert cyclists onto back routes away from busy sections of the Path. It was noted that it would not be appropriate to extend the cyclists contraflow in King Street in order to improve the further improve the alternatives owing to the number of pedestrians and the need for traffic to flow at that point. Speed limit signage could be considered for cyclists on the riverside. It would not be enforceable but could serve as a reminder for courtesy and caution.

Concern was also expressed in respect of the shared use pedestrian/cyclist path recently introduced in Bishops Park. It was noted that extensive consultation had taken place with park users prior to the change and the dividing line between the two sections had been removed to encourage cyclists to ride more courteously and give way to pedestrians. The situation would, however, continue to be monitored.

Members looked at measures to build on the growth in interest in cycling driven by recent British success in the Olympic Games and Tour de France. It was noted that the Mayor of London intended to hold a two day annual festival of cycling from 2013 onwards which it was hoped would include the biggest charity fundraising cycle ride in the world.

In response to a range of questions from members of the public, Mr Bainbridge informed the Committee that it would not be feasible to make access to pathways in parks more difficult for cyclists to access because it would also have the unintended effect of impeding wheelchair users. The provision of mirrors on blind bends was also not advisable since it would be contrary to guidance on minimising streetscape clutter and might encourage motorists to higher speeds. It was regretted that some cyclists felt that the Police failed to prioritise the investigation of accidents in which they were involved but Mr Bainbridge assured Members that the Council liaised with the Police in the investigation of the causes of serious incidents.

**RECOMMEND that –**

the channel for dialogue between the Council and hfcyclists be maintained;  
and

## **RESOLVED that –**

a further report on cycling provision be presented in due course in order to enable the Committee to assess progress.

### **16. PARKS SATISFACTION LEVELS**

The Committee received a report which reviewed the levels of satisfaction amongst users of the Borough's 159 hectares of public parks and improvements introduced as a consequence of customer feedback.

Members noted that on the basis of the most recent data, drawn from a Residents Survey undertaken in 2008, there were more than 7million visits to the parks each year, with 80% of residents visiting at least once every 12 months. Annual user surveys suggested that levels of satisfaction, although reflective of variables such as demographic profile and proximity to parks, had consistently been above 70% in recent years, which compared favourably with the overall satisfaction rating for the Council of 62%. The most recent survey, in 2011, had recorded satisfaction levels of 76%, a marginal decline on the previous year's figure of 78% which was possibly due in part to the considerable disruption caused by works at Bishops Park and Shepherds Bush Common. It was noted that residents in the north of the Borough were more likely to be dissatisfied (19%) than those in the centre (11%) and south (8%).

Priorities identified by the user surveys had led to a number of improvements including the refurbishment of 7 new play areas, enhanced café provision and signage, investment in litter reduction and work with the Parks Constabulary to combat anti social behaviour. Nine of the Borough's parks had now been awarded Green Flag status.

It was noted that an active user engagement programme was in place although it was necessary to balance the sometimes conflicting demands placed on the parks by different stakeholders. One example of this was the commercial usage of parks and the Committee enquired as to how the conflict with the needs of the wider public was addressed. Members identified a number of parks, such as Ravenscourt Park and South Park, which were sometimes difficult to use because they were so heavily utilised by schools and other groups. Ullash Karia, Bi-Borough Head of Leisure and Parks, emphasised that efforts were being made to signpost commercial users from busier parks to those with greater spare capacity. It was not anticipated that differential pricing would significantly assist in managing demand as the main users were schools who required access during fixed periods. Where it existed, usage survey data at individual parks would be supplied to Members.

In response to further questions from Members, Mr Karia informed the Committee that outdoor exercise equipment could be provided subject to demand and cost and tennis courts were now being marked out for more flexible multiple use. In Ravenscourt Park, for example, they were now also capable of accommodating netball, a facility which proved popular with schools. If resources allowed, further work could be done to enhance the



already existing range of interactive educational tools, such as the mobile phone application which identified places and items of interest within the parks.

**17. TRI BOROUGH LIBRARY SERVICE AND ARCHIVES - UPDATE ON IMPLEMENTATION AND PERFORMANCE**

Members received an update report on the implementation of the Tri-Borough Libraries and Archives Service, reviewing governance arrangements, the current mandate and priorities, performance to date and planned service improvements.

The Committee noted that the Tri-Borough service had formally commenced on 1<sup>st</sup> April 2012. The new integrated staffing structures were now in place and attention was focused on service delivery. A mandate had been agreed for each of the participating authorities which set out the local vision, aspirations and priorities for the service. Although the service was being managed on a Tri-Borough basis each Borough retained its own distinct branding, appearance and policy framework. The combined service was expected to deliver combined savings of £940,000 in 2012/13, of which Hammersmith & Fulham's share was £204,000. There was the potential for additional savings in future years. A number of significant customer benefits were set to be delivered as a consequence of the joint approach, including a wider offering of books and other materials though access to all three Borough's collections, consistency of service standards and improved capacity to attract external sponsorship and funding.

David Ruse, Tri-Borough Director of Libraries and Archives, set out details of the performance of the new service. Stock issues from the four libraries now managed by the Council were slightly down on 2011/12 but in view of the previous downward trends and the inevitable disruption to frontline staff as a consequence of the restructuring, this was perceived as a reasonable outcome. The stock at Hammersmith Library was being extensively overhauled in an effort to stem a continuing decline in issues prior to the medium term solution of the planned £1.65m refurbishment.

A number of service developments were planned including an extension of the range of events and activities taking place in libraries, the introduction of a single library card across the three boroughs and the introduction of eBooks available through digital downloads. The libraries would be promoted more extensively and efforts were being made to increase the number of volunteers working alongside permanent library staff. Initial discussions had been held with the team working on White City regeneration to explore the library offer in the area and consider ways of sharing expertise and resources. The new volunteer run Avonmore Library and Neighbourhood Centre, formerly Barons Court Library, had opened in July under the management of the CAB.

The Committee took the opportunity to question Mr Ruse on a number of matters. Members were informed that whilst middle and senior managers all worked on a tri-borough basis, frontline staff tended to remain within Hammersmith and Fulham libraries. The decision had been taken to stock

eBooks in order to widen usage. Mr Ruse emphasised that Libraries which failed to catch up with the e-market would become increasingly irrelevant. Newspaper and magazine stock was ordered centrally for the four Borough managed libraries while decisions on which items to carry at Avonmore and the planned Sands End facility would be the responsibility of the local management. In response to a question on the scope for additional voluntary sector usage of library space, Mr Ruse highlighted the way in which the CAB not only operated the Avonmore Library but also delivered surgeries at other facilities as they offered a safe and neutral venue. The Council was committed to the concept of libraries as a community hub and would be pleased to work with other charities and voluntary groups to this end.

Members also posed a number of questions in respect of the Archives service at Lilla Huset. The local history collection was now open to public visitors once a fortnight rather than the previous monthly arrangement. The extended hours had been positively received and there were increasing numbers of visitors and enquiries. It remained, however, only a temporary provision as the accommodation costs at Lilla Huset were due to rise considerably and an exit strategy needed to be put in place. The Committee was informed that there was potential to incorporate the material and provide for public access at Hammersmith library following its planned refurbishment.

## **18. STATEMENT OF GAMBLING PRINCIPLES - REVIEW**

The Committee received details of a draft revision to the Council's Statement of Gambling Principles and the outcome of a 12 week public consultation on the proposed changes.

Members noted that all licensing authorities were required to prepare a statement of the principles they intended to apply in exercising their licensing functions under the Gambling Act 2005 at intervals of no more than three years. The new Statement was due to come into effect in January 2013 and provided for the retention of the Council's 'No Casino' resolution and the introduction of a pool of conditions which could be applied to different types of premises such as adult gaming centres, betting shops and family entertainment centres. It was hoped that this change would make it easier for applicants, residents and agencies to understand and request consistent conditions for each type of premises when making, commenting upon or considering applications. A number of drafting amendments had also been proposed in the interests of clarity and to improve guidance to objectors on what constituted a relevant representation.

The Committee noted details of the response to the public consultation. Each of the proposed changes had attracted the support of the majority of the respondents and the Metropolitan Police had also commented favourably, making a number of requests which had been incorporated in the pool of conditions.

**RESOLVED that –**

the revised Statement of Gambling Principles and associated pool of conditions be noted

**19. PERFORMANCE INDICATORS 2011/12 OUTTURN**

Members received a report which set out the 2011/12 outturn data in respect of those key performance indicators for the Transport and Technical Services and Environment, Leisure and Residents Services Departments identified by the Committee for review and monitoring. Members requested further information to be supplied in respect of the maintenance of principal and non principal classified roads.

**20. WORK PROGRAMME AND FORWARD PLAN**

The Committee gave consideration to its work programme for the remainder of the 2012/13 Municipal Year. The next meeting was due to receive an update on progress in the twelve months since the end of the 'Get H&F Moving' campaign and Members asked for an invitation to be extended to the British Airports Authority in order to raise a number of current aviation issues. A report on noise nuisance was also requested.

Members also noted details of forthcoming relevant key decisions which were to be taken by the Cabinet and would be open to scrutiny by the Committee

**21. DATE OF NEXT MEETING**

The Committee noted that its next meeting was scheduled to be held on 6<sup>th</sup> November 2012.

Meeting started: 7.00 pm  
Meeting ended: 8.48 pm

Chairman .....

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**APPENDIX 2****Recommendation Tracking**

The monitoring of progress with the acceptance and implementation of recommendations enables the Committee to ensure that desired actions are carried out and to assess the impact of its work on policy development and service provision. Where necessary it also provides an opportunity to recall items where a recommendation has been accepted but the Committee is not satisfied with the speed or manner of implementation, thus enhancing accountability. It also enables the number of formal update reports submitted to the Committee to be kept to a minimum, thereby freeing up Members time for other reviews.

The schedule below sets out progress in respect of those substantive recommendations arising from this Committee.

<b>Meeting Date</b>	<b>Item</b>	<b>Recommendation</b>	<b>Lead Responsibility</b>	<b>Progress</b>	<b>Outcome</b> (full or partial implementation, reasons for non implementation, influence on policy development or service provision)
7 September 2010	Parks and Open Spaces Strategy	Strategy be established to develop and manage the relationship with schools in respect of parks and open spaces, including an implementation plan and timelines	Ullash Karia		Progress report presented to Committee in February 2011. Strategy to be developed.
7 September 2010	Transport Plan	Residents groups be directly consulted on the proposals contained within the Implementation Plan	Nick Boyle	Completed	Residents groups directly consulted
9 November 2010	Crime & Disorder Reduction Partnership	1. the Police be requested to invite ward Members to Safer Neighbourhood Panels and supply details of meetings dates  2. the CDRP give more publicity to its innovative community safety work to widen access to information and	Met Police Borough Commander  Dave Page	In progress  Completed	Borough Commander has asked all the SNT sergeants to invite councillors. Does not appear to have been implemented as yet. Further communication with Police required  Positive comms strategy with H&F

		reassure the public  3. an informal session of the Committee be convened to receive testimony from offenders in receipt of interventions	Gary Marson	Completed	News regarding work done by CDRP. Included in Crime Summit workshops on 5.3.11  Held on 31 <sup>st</sup> January. Outcomes reported to ERSSC.
11 January 2011	Winter Service Arrangements	1. efforts be made to clarify the legal position regarding liability for injuries caused as a result of private snow clearance and communicate this to the public  2 the review of severe weather policy and practice be reported to the Committee for comment	Graeme Swinburne  Graeme Swinburne	Completed	Media and Communications has reiterated messages encouraging residents to clear snow near their property. As long as this is carried out sensibly the risk of claim is very low.  A review of this winters service will be carried out during the summer
11 January 2011	School Travel Plans	the Council continue to vigorously promote active modes of travel to school	Nick Boyle	Ongoing	The draft transport plan for Hammersmith & Fulham contains a local target to increase the percentage of trips made by cycle and on foot on the school run from 42% to 49% in 2014 and to 70% by 2031.
16 February 2011	Litter Bin Review	1. A procurement exercise be undertaken to introduce standard bins i) inside town centres and ii) in all other areas  2. Where appropriate future bins have cigarette stubber plates and, where there is side access, slam locks  3. The waste collection contractor	Dave Newman  Dave Newman  Dave Newman	Ongoing  Ongoing  Ongoing	In order to make the best use of funds available, discussions have taken place with suppliers regarding the supply of some new bins and the refurbishment of others, all to be equipped, as necessary, with slam locks and stubber plates.  Various aspects of the Waste Contract

		replace a small number of damaged bins annually			are currently being reviewed by the senior management team within RSD.
5 April 2011	Offender Management – Report of the Committee	1. The probation services, HM Prison Service and the benefits agencies work together to ensure all offenders coming out of prison are given the opportunity of support from the probation service to help process benefits applications in advance of their release.	London Probation Service	Completed	New Pathways established to enable applications to be processed prior to release from prison
		2. the probation service should liaise with the H&F Volunteer Centre to identify projects for the Community Payback scheme and to consult voluntary sector organisations on possible projects, including an event to bring voluntary sector and statutory partners together.	London Probation Service	In progress	Although the Probation Service is committed to following this through, and attempts have been made to arrange meetings with the Community and Voluntary Sector Association and the 16 Safer Neighbourhood Panels, logistical obstacles have hindered progress to date. Further presentation by the Probation Service due to be delivered to the Committee's meeting in January 2012.
		3 the probation service should consult ward councillors and local organisations on possible projects in local neighbourhoods.	London Probation Service	In progress	
6 September 2011	Traffic Calming Policy Review – Carriageway Resurfacing	1. Consultations on removal of existing traffic calming measures during technical appraisals prior to planned maintenance should continue to only be undertaken on roads outside 20mph zones where the characteristics of the street allow for the possibility of removal.	Nick Boyle		The work instruction for planned carriageway maintenance (which is managed under the highways BSI quality registration) is currently being re-written to reflect the current (and continued) approach, as per the recommendation) and will be incorporated into the quality

		<p>2. speed cushions should only be removed in 20mph zones as part of a zone or neighbourhood review, and not during planned maintenance.</p> <p>3. Parking bay cushions should be maintained during planned maintenance technical reviews only where parking stress is low.</p> <p>4. Consultation with residents on the retention of traffic calming features during planned maintenance technical reviews should be restricted to the street in question.</p> <p>5. Consultation, when undertaken, should offer the option of alternative traffic calming features as well as straight retention or removal of humps.</p> <p>6. The term traffic calming should continue to be applied</p>			management system by the start of the new financial year.
8 November 2011		<p>1. footways outside all Sheltered Housing schemes be considered for prioritised gritting.</p> <p>2. Members submit specific recommendations for footway and carriageway gritting prioritisation to Officers for consideration, with</p>	Ian Hawthorn	Completed	
			Members	Completed	

		particular reference to locations with large concentrations of elderly people 3. The press office be requested to promote and encourage residents to 'self help' the gritting of local footpaths in accordance with government guidance in advance of the Council's own gritting operations.	Ian Hawthorn/Simon Jones	Completed	The Council has provided information on the website and has also published the Governments advice about self help. An article has been printed in the Chronicle and was also included in our Your Magazines just before Christmas and in an e-newsletter.
11 April 2012	Theft from Young People – Borough Youth Forum Report	the Head of Community Safety and Operations be recommended to consider the adequacy of the CCTV coverage in the identified theft hotspot areas.	Claire Rai	Completed	'Hot spot' locations reviewed. All but one have adequate fixed CCTV coverage. At the remaining site Neighbourhood Warden mobile CCTV vehicles are deployed to capture intelligence and deter potential offenders when crime reports increase. The vehicles were used at the beginning of the school term to deter school boy robberies.





London Borough of Hammersmith & Fulham

TRANSPORT, ENVIRONMENT AND  
RESIDENTS SERVICES SELECT  
COMMITTEE



**DATE**

**TITLE**

**Wards**

6 November 2012

Get H&F Moving – One Year on

All

**SYNOPSIS**

Get H&F moving is the Council's multi-modal transport identity developed to engage with stakeholders across the board in order to improve transport quality and provision in the borough. This report summarises the high profile media campaign culminating in the Transport Summit a year ago, the driver's charter and links to the boroughs current transport plan 2011 - 2031 and seeks views on how the campaign could be used over the next year and beyond.

The report also forms part of the wider consultation on the borough's 2013/14 (and 2014/15 to 2016/17) integrated transport investment plan and seeks recommendations from the committee for transport investment projects and initiatives.

**CONTRIBUTORS**

**RECOMMENDATIONS:**

DTTS

- i) The Committee is asked to consider how the campaign could be used over the next year and beyond; and
- ii) Recommendations are sought on transport investment projects and initiatives

**CONTACT**

**NEXT STEPS**

Nick Boyle  
x3069

Any actions agreed following this meeting will be considered as part of the Borough's integrated transport programme of investment for 2013/14 and the three year delivery plan for 2014/15 to 2016/17, both of which are key decisions made by the Cabinet in due course.

## **1. EXECUTIVE SUMMARY**


- 1.1 Get H&F moving is the borough's multi modal transport identity made up of an image of a road and the four underground lines that serve the borough as shown in the top right hand corner of the report front sheet. The campaign was launched in February 2011, when congestion in the borough was the highest in London, with the news that the borough had secured over £2m of funding from TfL for the Fulham Palace Road slip-road project, which was completed in March 2012.
- 1.2 The campaign was made up of a variety of engagement methods (innovative and traditional), a drivers' charter and culminated in a transport summit chaired by the select committee in which representatives from TfL, Thames Water, BAA and borough transport officers were questioned on transport matters by over 100 residents.
- 1.3 This reports the high profile media campaign and summarises the comments made by hundreds of residents and businesses in the borough about the state of the boroughs transport. In addition it reviews progress against the ten point drivers charter published at the start of the campaign and identifies the links between the campaign and the boroughs adopted transport plan for 2011 – 2031 which sets out the boroughs transport objectives, delivery plan and transport targets.

## **2. GET H&F MOVING CAMPAIGN**


- 2.1 The campaign was developed as a response to the increased dissatisfaction reported by residents about transport in the borough, alongside TfL reports that congestion in the borough was the worst in London. The campaign centred on a theme of 'have your say' and a number of outlets were provided to allow residents, businesses and commuters to tell us what they thought.
- 2.2 First and foremost a dedicated website landing page was set up [www.lbhf.gov.uk/geth&fmoving](http://www.lbhf.gov.uk/geth&fmoving) to host the considerable transport information and campaign material. This page is still up and running and there are a multitude of opportunities to use this platform going forward as transport will always be an important and interesting subject matter for us all. The landing page was the main source of customer comments. Residents were able to self complete forms and submit them to the Council.
- 2.3 Secondly a London taxi or 'listening cab' was branded up in the campaign livery and travelled around London on its regular taxi-ing duties. However, over two weekends in 2011 the cab travelled to predetermined locations in the borough with the Cabinet Member for environment (now leader of the council) and transport officers to listen

to the public on transport topics. More than 100 residents talked to us about their wide ranging transport concerns.

# HELP US get h&f moving



Hammersmith & Fulham Council



**Stuck in traffic?  
Trapped on the train?  
Delayed on the District Line?**

Let us know about it...

Our listening cab is touring the borough to get residents' views on how our local transport network can be improved. Join us in the listening cab on **Saturday, 12 March at:**


**Shepherds Bush Library, Wood Lane**  
10.00 to 11.30am

**Lyric Square, Hammersmith**  
12.00 to 1.30pm

**Vanston Place, Fulham**  
2.00 to 3.30pm

[www.lbhf.gov.uk/getmoving](http://www.lbhf.gov.uk/getmoving)

2.4 Another key element of the campaign was the weekly double page spread in the Fulham and Hammersmith Chronicle. During the campaign the whole two pages were taken up with transport stories ranging from High Speed 2 to local highways improvements and cycle parking installation. Below are some examples of the double page spreads from 2011.



## your council this week

www.lbhf.gov.uk

INFORMATION PROVIDED BY HAMMERSMITH & FULHAM COUNCIL

**Over the last nine months, through its Get H&F Moving campaign, Hammersmith & Fulham Council has been asking residents and commuters for their views on transport in the borough – the good, the bad and the ugly.**

And we received hundreds of comments telling us exactly what you think about roads, trains, tubes, buses, cycling and walking in the borough – well over 500 of them.

H&F cabinet member Nick Botterill said: "The council really has to thank everyone who took the time and effort to join in to make Get H&F Moving a community venture."

### SHEPHERDS BUSH

**YOU SAID, WE DID**

- The H&F Moving Cab has visited a corner of the borough, asking residents for their views on transport in the borough – the good, the bad and the ugly.
- The council has agreed to install cycle parking at the Shepherd's Bush Library, Wood Lane.
- The council has agreed to install cycle parking at the Lyric Square, Hammersmith.
- The council has agreed to install cycle parking at the Vanston Place, Fulham.
- The council has agreed to install cycle parking at the Lyric Square, Hammersmith.
- The council has agreed to install cycle parking at the Vanston Place, Fulham.

### HAMMERSMITH

**YOU SAID, WE DID**

- The council has agreed to install cycle parking at the Lyric Square, Hammersmith.
- The council has agreed to install cycle parking at the Vanston Place, Fulham.
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### FULHAM

**YOU SAID, WE DID**

- The council has agreed to install cycle parking at the Vanston Place, Fulham.
- The council has agreed to install cycle parking at the Lyric Square, Hammersmith.
- The council has agreed to install cycle parking at the Vanston Place, Fulham.

How we've been getting borough moving again!

**THE CAMPAIGN**  
This campaign has captured people's imaginations and stirred a lot of interest.  
"It's been a real opportunity for residents to speak, discuss and help themselves and others on their transport concerns. The council has agreed to install cycle parking at the Lyric Square, Hammersmith. The council has agreed to install cycle parking at the Vanston Place, Fulham. The council has agreed to install cycle parking at the Lyric Square, Hammersmith. The council has agreed to install cycle parking at the Vanston Place, Fulham."

**YOU THE MOVIE!**  
The council has agreed to install cycle parking at the Lyric Square, Hammersmith. The council has agreed to install cycle parking at the Vanston Place, Fulham. The council has agreed to install cycle parking at the Lyric Square, Hammersmith. The council has agreed to install cycle parking at the Vanston Place, Fulham."

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2.5 Despite it being in its infancy social media was another key element of the campaign and the Council's twitter feed was a further method of seeking comments from the travelling public. Should the campaign be stepped up, in the future, for whatever reason, possibly in response to a major transport project, social media is likely to play an increased role due to its flexibility and real time application.

**h&f** putting residents first

**your council this week** >>> INFORMATION PROVIDED BY HAMMERSMITH & FULHAM COUNCIL

**www.lbhf.gov.uk**

Stuck traffic? Stopped on the tube? Help get the borough moving by joining the next roadshows

**get h&f moving**

# SPEAK UP FOR HIGH SPEED RAIL

The clock is ticking on your chance to have a say in the consultation to bring High Speed Rail to the borough. Hammersmith & Fulham Council is encouraging everyone in the borough to take part in the Department for Transport consultation that runs until 29 July.

The new High Speed Rail line will run from Euston to Birmingham, but crucially include a major interchange at Old Oak Common, bringing about a significant development in a corner of the borough much neglected and leading to major regeneration of the area.

"We want to make sure the people of H&F are listened to as part of the consultation being carried out. It's easy for those opposed to progress to drown out the voices of local people. It's important that the vast majority of people in the borough who approve of High Speed Rail and a new station at Old Oak are heard", said Councillor Mark Lowery, H&F Council Cabinet Member for Strategy.

### A BOOST FOR BUSINESS

Local businesses have joined local residents in voicing their support for a scheme that will not only regenerate the area, but open up the country by allowing High Speed connections to the north.

Richard Salazar, Managing Director of Avolites Ltd, said, "We are a manufacturer of theatrical lighting systems with a worldwide customer base. Our manufacturing, design and head office are in Park Royal where we have regular visits from international customers who account for 75% of our business. Improvements to the transport system will help us ensure we remain and therefore retain employment in the area."

**H&F's HSR**

Research carried out by H&F Council has revealed that over 50% of residents are in favour of the new station, with the majority citing the need for significant regeneration of Old Oak as a primary benefit.

Proposals put the likely number of new jobs in west London at 20,000, with 10,000 new houses expected to be built in the immediate vicinity of Old Oak. In turn, shops, businesses and community facilities will be attracted to the area to complement the regeneration of Old Oak.

In order to ensure the most is made of that fantastic opportunity, world renowned architects Terry Farrell and Partners are working with H&F Council to look at the potential for the area. This principle objective of the work is to produce a vision of the area and to set out a compelling and exciting picture of what Old Oak Common could look like.

**DO WE NEED HIGH SPEED RAIL?**

Britain's railways are struggling to cope with the huge increases in passenger numbers over recent years. According to the Department for Transport in 1994 rail passengers travelled fewer than 18 billion miles, whereas in 2009 this rose to almost 22 billion miles, and this trend is expected to continue.

High Speed Rail will provide a viable alternative to driving, and should also be used for both important goods that currently require main investment in roads to be actually reduced and the withdrawal of plans to build extra runways at Heathrow and Stansted.

By building a new arterial rail line, not only can journey times between the UK's major cities be slashed, but it also allows scope for increasing capacity on the existing network by taking travellers off already overcrowded lines that are struggling to cope with commuter and freight services.

The proposal to build a High Speed Rail line between London and Birmingham would include a major new interchange station at Old Oak. Residents, businesses and local organisations in Hammersmith and Fulham have overwhelmingly welcomed the scheme and forward by the Department of Transport (DfT).

The development would bring significant investment to an area of the borough that is most from the effects of unemployment and poor housing.

The DfT consultation into High Speed Rail runs through to the end of July and so far canvassing of opinion in the local area has received significant levels of support. Hammersmith and Fulham Council are keen to encourage as many people as possible to show their support for the new station.

By completing the 'Show your support for H&F' form opposite and returning it by freepost to the address supplied or completing an electronic version online at [www.lbhf.gov.uk](http://www.lbhf.gov.uk) you can also tell the Department for Transport what you think and be part in the consultation at <http://highspeedrail.dft.gov.uk/showyour support>

As well as being of great benefit locally, High Speed Rail could have broader positive impacts. Journey times between London and Birmingham would be cut to 49 minutes, with the overall journey of the line northwards bringing Manchester and Leeds within 50 minutes and Glasgow and Edinburgh within 1.5 hours.

Advocates of the scheme believe that the 25mph train will help bridge the north south economic divide. By giving London better access to the UK's varied markets for labour, goods and specialist services, the capital can maintain its prosperity and compete with other major European cities such as Paris, Frankfurt and Madrid which are all already in the centre of high-speed networks.

The development of the station would include links to Central, the Great Western Main Line, Heathrow Express, the West London Line, the North London Line and Bakerloo tube. A proposed spur to Heathrow would be built as part of a second phase of development, which would allow transit between Old Oak and the airport in just eleven minutes.

The consultation into High Speed Rail runs through to the end of July and so far canvassing of opinion in the local area has received significant levels of support. Hammersmith and Fulham Council are keen to encourage as many people as possible to show their support for the new station.

**BREATHING NEW LIFE INTO OLD OAK**

"This could be the start in the area that this sense of a new reality means." Mr B. Brown White City Estate

2.5 Over 500 comments were received through the various modes of communication and were collated and analysed by council transport officers. This priceless raw data was used directly in three ways. Firstly the comments were categorised into broad themes in order to develop plans for the transport summit and more specifically to advise which specialists from which organisations to invite. Secondly quick wins were identified and programmed for immediate implementation using the boroughs flexible transport funding known as the local transport fund (£100k per annum from TfL to invest in local transport projects). For the most part this was recommendations for cycle parking. Finally the campaign was purposely piggybacked to seek recommendations for locations for docking stations for the Mayor's cycle hire scheme western extension. TfL required the borough to identify 80 viable sites of which nearly all came from the get H&F moving campaign.

2.6 The data was used indirectly to reinforce the statutory consultation which was carried out alongside the campaign on the boroughs transport plan (paragraph 5). Furthermore the more location specific comments were used to advise project work and to influence the three year delivery plan contained within the transport plan.

### 3. TRANSPORT SUMMIT

- 3.1 On Tuesday 8 November 2011, nine months after the launch of the get H&F moving campaign the select committee hosted the first borough transport summit attended by over 100 residents and businesses. The agenda was developed from the 500 comments that were made through the get H&F moving campaign and five themes were discussed; road works, congestion, cycling, public transport and Heathrow. Below is the invitation to the summit and a summary of the Select Committee meeting that followed;



- 3.2 The Committee reflected on issues and themes arising from the public Scrutiny Transport Summit which had immediately preceded the meeting. A panel of guest speakers comprising of representatives from Transport for London, BAA, Thames Water and the Council, including Councillor Nick Botterill, Deputy Leader and Cabinet Member for Environment and Asset Management, had been questioned by Committee members and the public on a wide variety of transport related topics.
- 3.3 Issues raised at the Summit included the new Barclays Cycle Superhighway Number 9 and the extension of the London Bicycle hire scheme, cyclist safety, the redesign of the Fulham Palace Road/Lillie Road junction, traffic congestion at Hammersmith Broadway, the management of utility roadworks and remedial works to Hammersmith Flyover. Public transport provision had also been addressed including the reliability of the 266 bus service, the closure of the River Taxi service at Chelsea Harbour and the reduction of District Line services at Olympia station. A presentation had been given on the Operational Freedoms trials designed to use the runways and airspace around Heathrow Airport more efficiently, resulting in questions being directed at BAA regarding the impact on local residents, the consultation exercise and evaluation measures. Discussion also took place on Government policies in respect of the use of the flight path, in particular

the practices of 'Westerly Preference' and 'Continuous Descent Approach'. There will be a representative of BAA at tonight's meeting.

- 3.4 Aviation policy in London is currently high on the political agenda with both the Government and Mayor of London commissioning studies into runway capacity in the south east. The debate over the future of Heathrow continues with opposing views from senior politicians and the proposal for a new airport in the Thames estuary.

#### 4. DRIVER'S CHARTER

- 4.1 As part of the Get H&F Moving campaign launch in February 2011 a ten point driver's charter was published proposing to deliver 10 practical measures to improve the experience of driving in the borough.



*The Driver's Charter*

**Ten point plan to deliver a fair deal for motorists**

As part of its Get H&F Moving transport plan, the council is proposing to deliver ten practical measures to improve the experience of drivers in our borough.

1. **Traffic light review** - to ensure unnecessary ones are removed
2. **Bus lanes review** - to improve traffic flow
3. **Road works** - hourly charge for utilities who dig up roads
4. **Speed bumps** - consult local people on removing unnecessary bumps
5. **Pot holes** - fixed within 24 hours
6. **Parking permits** - remain competitive with neighbouring boroughs
7. **Parking spaces** - create additional bays where possible
8. **Less signage** - remove 400 more in the next two years
9. **Parking enforcement** - the primary aim is to preserve parking for residents
10. **C-Charge** - continue to oppose any measure that harms drivers

To read the detailed pledges visit [www.lbhf.gov.uk/getmoving](http://www.lbhf.gov.uk/getmoving)



#### **4.2 1. Review all traffic lights to remove any that are unnecessary**

TfL is the traffic authority for traffic signals in London and in 2010 it undertook a review of all 6,000+ traffic signal sites in London and identified 145 that they considered could be removed. Four of these sites are in the borough and to date one site (a pelican crossing) has been removed, one site upgraded from a pelican crossing to a puffin, a further pelican crossing is currently at consultation to be removed and the final site is programmed to be consulted on when the adjacent site is up for redevelopment.

In addition to these four, a further site was identified by the borough and the existing three arm traffic signal was replaced by a puffin crossing increasing green time to the principal traffic movement significantly. Further still as part of a transport project this year another site on Fulham Palace Road is out to consultation to be removed.

The borough holds regular liaison meetings with TfL traffic signal department representatives, and we work with TfL to ensure that signal timings are set to maximise traffic flow to the extent that this is compatible with road safety and the needs of pedestrians. Several pelican crossings have been converted to puffin crossings, which do not hold up traffic when no-one is waiting to cross, but do allow more time for less mobile people to cross the road. The next signal project is the roll out of countdown technology at sites across the borough starting this year.

#### **4.3 2. Carry out a Bus lane review to improve traffic flow**

In 2011 a review of all 44 bus lanes in the borough was carried out to ensure that their signing and lining is correct and that they are enforceable. As part of this review four bus lanes were identified that could be removed without adversely affecting the speed and reliability of buses or general traffic, and one was selected which formed part of an existing project (Scrubs Lane) as a test case to consult TfL as the public transport authority. To date TfL have objected to the removal of this bus lane and we are working with them to understand their position.

We have now introduced discounted parking bays in bus lanes on Goldhawk Road, Askew Road and Fulham Road where they are used outside of operational bus lane times of 7am-10am and 4pm-7pm in order to allow parking close to local businesses at a rate of 40 pence per hour

#### **4.4 3. Hourly charge for utilities companies who dig up the road**

The borough was one of the first to sign up to the London permitting scheme which requires anyone who wishes to dig up the road (including ourselves) to secure a permit to do so. The borough can condition these permits in order to incentivise those carrying out works to do so efficiently.

The next evolution in the management of streetworks is lane rental and the borough is currently in talks with Department for Transport (DfT) to be included in a second phase of the national trial lane rental scheme. TfL is currently running a pilot lane rental scheme and the borough (along with RBKC and WCC) would implement a second scheme heavily influenced by local factors. The provisional date for implementing this scheme is 2014.

A graduated fees structure for all parking suspensions relating to works will be introduced in Oct 2012, which means the unit cost of the suspension of bays will increase with time in order to encourage more efficiency with utilities works, to ensure the smooth and expeditious movement of traffic.

#### **4.5 4. Consult local people on removing speed humps**

In 2008 a trial began in which the borough altered the way roads with speed cushions are resurfaced. Historically the traffic calming features were replaced like for like. However, in 2008 a new review process was introduced at Member's request, which considered a range of factors and recommended as to whether or not residents were consulted on the removal of the speed cushions during planned resurfacing work. This approach was subsequently reported back to the Select Committee in 2011 and the process formally adopted.

Approximately 20% of roads on the annual road resurfacing programme are suitable for consultation and to date not one has returned a majority vote for the removal of any traffic calming devices. However as a result of consultation alterations to the layout of the features is common; rationalising the amount of features, replacing outdated features and removing cushions that are installed in parking bays.

#### **4.6 5. Pot holes fixed within 24 hours**

This commitment was unfortunately 'lost in translation' in that only urgent pot holes which present an immediate danger and risk to the travelling public are repaired in 24 hours. The target for non-urgent pot holes is 28 days.

59 urgent pot hole repairs were carried out in 2011/12 to a value of £3,521.60. In addition a further 374 non urgent pot holes repairs to a value of £91,407.62 were undertaken in 2011/12 within 28 days.

#### **4.7 6. Parking permits to remain competitive with neighbouring boroughs**

The table below indicates that the resident's parking permits are competitively priced when compared with similar London boroughs. In addition, the Council has frozen the price of the first resident's permit from April 2011 until the 2015/16 financial year.



Borough	Cost Dec 2010	Cost July 2012	change (£)
Islington	£160	up to £411	251
Lambeth	£170	up to £260	90
Hackney	£92	up to £257.50	165.5
Camden	£163	up to £250	87
<i>Brent</i>	£50	up to £200	150
Ken & Chelsea	£154	up to £171	17
Tower Hamlets	£70	up to £150	80
Westminster	£132	up to £132	0
<i>Wandsworth</i>	£95	£120	25
H'smith & Fulham	£99	£119	20
<i>Southwark</i>	£99	due to increase to £125	26

**4.8 7. Create additional parking spaces where possible and safe to do so.**

Over the past two years an additional 88 parking bays have been created in the borough as part of our ongoing controlled parking zone review programme.

**4.9 8. Remove 400 more signs over the next two years (2011– 13)**

More than 600 posts and 250 signs have been removed from the borough over the past two years as part of our ongoing de-cluttering programme.

**4.10 9. Ensure the primary aim of parking enforcement is to preserve parking for residents**

The borough continues a policy of providing parking priority to residents and their visitors through the extension of bays and discounts provided to resident's visitors. We have extended parking controls to protect residents where they have voted in favour of doing so, e.g. around the Westfield shopping centre.

The blue badge enforcement initiative has been successful in reducing the number of blue badges being fraudulently used, thus freeing up spaces for residents. There have been over 183 successful prosecutions for the abuse of blue badges since Aug 2010.

**4.11 10. Continue to oppose any measures that harm drivers e.g. extended C-Charge**

The Western extension of the C-Charge zone was removed in December 2010, following a major campaign by the Council and others. There are no

plans to reintroduce it, or any other form of road pricing. The Council aims to reduce congestion by the variety of measures described above, in particular the better co-ordination of road works and junction capacity improvements such as the Fulham Palace slip road scheme. It was hoped that by now we would have significant empirical data to confirm that this project has been the success it appears to be. The headline figure of an additional 200 cars through the junction per hour was predicted. However, due to the structural repairs to the flyover and the Olympic Route Network over the summer, data could not be collected. Anecdotal evidence from drivers and TfL is that this project has achieved its many goals and when data can be collected and analysed it will be. Strategic data collected by TfL suggests that we are no longer the most congested borough which could be due to this project in some capacity.

## **5. TRANSPORT PLAN 2011 - 2031**

5.1 The Council's Transport Plan 2011 – 2031 or second Local Implementation Plan (LIP2) was approved by the cabinet on 20 June 2011 and by TfL on 11 October 2011. The LIP2 contains seven borough transport objectives and a performance management plan containing the borough's ten targets, both of which are detailed below;

### **5.2 Borough transport objectives**

- To support sustainable population and employment growth in the five regeneration areas - White City, Earl's Court/West Kensington, Hammersmith Town Centre, Fulham Riverside and Old Oak Common.
- To improve the efficiency of our road network.
- To improve the quality of our streets.
- To improve air quality in the borough.
- To make it easier for everyone to gain access to transport opportunities.
- To support residents and businesses by controlling parking spaces fairly.
- To reduce the number of people injured and killed on our streets.

### 5.3 Borough transport targets

Target no.	LIP2 objective	Indicator	Baseline	Short-term (interim target)	Long-term target (indicative)
1a.	1,2,4	<b>Walking mode share</b> % of residents trips by main mode	36.9%	37.5% (2013/14)	40% (2030/31)
1b.	1,2,4	<b>Cycling mode share</b> % of residents trips by main mode	3.9%	4.5% (2013/14)	8%(2030/31)
2.	2	<b>Bus service reliability</b> average excess wait time for high frequency services (mins)	1.2	1.2 (2013/14)	1.2 (2017/18)
3.	2,3,5	<b>Asset condition</b> % of the Borough Principal Road Network with a UKPMS score greater than 70.	8.4%	8.4% (2013/14)	10% (2017/18)
4a.	7	<b>Road casualties</b> Number of KSI (3 year rolling average)	110	99 (2013)	51 (2030)
4b.	7	<b>Road casualties</b> Number of all casualties per billion vehicle kilometres (3 year rolling average)	1195	1074 (2013)	558 (2030)
5.	2,3,4	<b>CO<sup>2</sup> emissions</b> Kilotonnes (kt) emanating from ground-based transport per year	155	130 (2013)	85 (2025)

Number	LIP2 objective	Indicator	Baseline	Short-term (interim target)	Long-term target (indicative)
6a.	2,4,5	<b>Bus route 220 journey time and reliability</b> Fulham Palace Road	NB 18.4/15.2 SB 18.0/10.2	NB 15.5/10.0 SB 16.5/7.0	NB 14.0/7.0 SB 14.0/5.0
6b.	2,4,5	<b>Bus route 237 journey time and reliability</b> Goldhawk Road	EB 7.0/4.3 WB 11.6/7.9	EB 7.1/3.0 WB 11.6/5.5	EB 6.0/3.0 WB 9.0/4.0
7.	2,4,5,7	<b>The school run</b> percentage of school trips made on foot or by bike	42%	49%	70%

5.4 In addition to the transport objectives and targets a three year delivery plan (2011/12 to 2013/14) is contained within the transport plan which sets out how the borough intends to invest the annual grant funding from TfL of approximately £2m. The table below shows the third and final year submission from the LIP2, which was considered by the Cabinet Member for Transport and Technical Services in October 2012;

<b>13/14 integrated transport project</b>	<b>Original LIP2 submission (£k)</b>
Fulham Palace Road corridor completion	140
Accident Investigation (to include 14/15 to 16/17 delivery plan scheme development and blank canvas consultations)	38
Riverwalk completion	85
Goldhawk Road corridor completion	800
Uxbridge Road corridor completion	90
Du Cane Road neighbourhood completion	17
Riverside neighbourhood completion	18
Fulham Palace Road east neighbourhood completion	18
Charing Cross neighbourhood completion	17
St Marys Cemetery neighbourhood	120
Hammersmith Grove neighbourhood	130
Sulgrave Road neighbourhood	130
white city neighbourhood	90
Cathnor Park neighbourhood	140
Cycle Training	60
Children's education, training and publicity	175
Cycling awareness campaigns	15
General Campaigns	45
Travel awareness	36

- 5.5 During the next financial year the borough is required to submit a new three year delivery plan (2014/15 to 2016/17) which itself will be a Key Decision. It is proposed to bring the draft of this delivery plan back to the Select Committee as part of the consultation exercise.

## **6. EMERGING TRANSPORT ISSUES**

- 6.1 Over the last year there have been two subjects that have created interest with stakeholders, traffic lights and traffic enforcement. Both of these involve multiple authorities and this section seeks to set out the boroughs remit.
- 6.2 Transport for London is the traffic authority for London and as a result is responsible for the installation, maintenance and timings of all 6,000 sets of traffic lights in the capital. The borough works closely with TfL and promotes highway improvements projects that sometimes require alterations to TfL's traffic signals. In order to deliver these projects the borough needs to meet TfL's requirements for traffic signal projects and they have final say in whether or not the project will proceed.

- 6.3 With regards to signal timings, again TfL is responsible for setting and reviewing them. TfL has a service level agreement with all boroughs that states that they cannot make a permanent change to a signalling plan without the consent of the borough. However many of the signals in the borough operate on a dynamic signal plan in that they actively change (through TfL either automatically or manually) depending on traffic conditions.
- 6.4 The borough is working with TfL to implement new traffic signal technology that increases the efficiency of our road network, for all road users. This includes countdown technology (like that seen at Oxford Circus) and a new wireless system of linking signals along a corridor to allow their timing coordination.
- 6.5 In 2004 the power to enforce certain traffic violations was transferred to the borough. These include banned turns, weight and width limits, yellow box junctions, U turns and one way streets. It does not include speeding which is enforced solely by the police.
- 6.6 Due to the nature of these offences enforcement through officers on street (CEOs) is impractical and as such they are enforcement using the boroughs CCTV network as is the case with most other boroughs. These powers have only just been introduced outside London and as such there is a significantly lower level of camera enforcement.
- 6.7 The borough seeks to prioritise sites for enforcement based on the objectives in the transport plan (para 5) mainly 'to improve the efficiency of our road network and 'to reduce the number of people injured and killed on our streets'.

## **7. RECOMMENDATIONS**

- i) The Committee is asked to consider how the campaign could be used over the next year and beyond; and
- ii) Recommendations are sought on transport investment projects and initiatives.

### **LOCAL GOVERNMENT ACT 2000** **LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	LIP2 and MTS2	Nick Boyle x3069	TTS/5 <sup>th</sup> floor HTHX
2.	Get h&f Moving project file	Nick Boyle x3069	TTS/5 <sup>th</sup> floor HTHX

# Agenda Item 6



## London Borough of Hammersmith & Fulham

### ENVIRONMENT, LEISURE & RESIDENTS SERVICES SELECT COMMITTEE

DATE	TITLE	Wards
6 <sup>th</sup> November 2012	<b>Sports Participation in Hammersmith &amp; Fulham of Parks and Open spaces</b>	All

#### SYNOPSIS

This report details sports participation in Hammersmith & Fulham parks, open spaces and leisure facilities. It addresses the impact on uptake and participation in the light of recent pricing reviews and how the Council can build on the legacy of the 2012 Olympic Games.

#### CONTRIBUTORS

James Budkiewicz  
Acting Community  
Sports Manager – LBHF  
ext - 4101

#### RECOMMENDATIONS:

The Committee is asked to;

1. review and comment upon sports participation in Hammersmith & Fulham and the relationship between pricing and uptake.
2. comment on the usage of the parks and open spaces for sports activities, future pricing strategies and the Olympic legacy activities.

#### CONTACT

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Sports Manager  
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London  
W6 0LJ  
0208 753 4103

#### NEXT STEPS

Comments and recommendations submitted by the Committee will be considered by Officers and the Cabinet Member for Residents Services.

## 1. INTRODUCTION

The purpose of this brief report is to summarise and review sports participation in H&F parks and open spaces, particularly with a view to ensuring balance and fairness considering the increasing demands placed upon the limited resources by the various stakeholder groups, whilst also gauging the impact of pricing policies.

## 2. POLICY AND PROCEDURE

- 2.1 Historically all sports bookings were recorded, managed and allocated via the dedicated Sports Booking resource at Residents Services, 77 Glenthorne Road, Hammersmith. Since 9<sup>th</sup> July 2012 Quadron Services Limited have taken on the responsibility of all borough tennis bookings. QSL have also taken on the responsibility to collect for casual pay and play payment for those games not pre-booked. This move has seen a significant improvement to the service in terms of hours available to pre-book, 7-days per week from 9am - dusk. The increased resource on the ground has also resulted in increased revenue from casual usage across all sites. The transfer is still in its infancy but initial results are promising.
- 2.3 Standard sports bookings are made over the phone, although complex block bookings are often made via Email and will on occasion require a site visit/meeting to ensure clarification and correct interpretation. All bookings (excluding tennis) are currently recorded on Artifax software and weekly reports are distributed to the following to action and facilitate the booking:
- Grounds maintenance – Quadron Services Limited
  - Parks team
  - Sports Officers
  - Community Sports Team
- 2.5 The fees and charges levied for usage are currently reviewed on a 6-monthly basis. This review is completed through a method of benchmarking with neighbouring boroughs and an annual % uplift. Rates will vary depending on the location and status of the group booking; in borough state schools receive the lowest rates and out of borough private schools being charged higher rates. Single bookings pay a premium and those booking 10+ sessions may qualify for a discount + VAT exemption depending on the terms of their booking.
- 2.6 A number of factors must be taken into consideration when allocating sport bookings. These include:
- Suitability of desired location,
  - Ancillary facilities availability e.g. changing rooms and toilets.
  - Potential conflict with residents/parks users
  - Continuity of bookings
  - Avoiding overuse of particularly popular areas.
  - Maximising child safety

It is imperative that the dedicated sports booking team use a common sense approach to balance the views of both residents and sport team/bookers alike. Challenges revolve around supporting longstanding bookings and agreements whilst also providing opportunities for new bookings to be introduced.

### 3. FACILITY OVERVIEW

#### 3.1 Facility List:

Venue	Facilities Available
<b>Tennis</b>	
Bishops Park Tennis Facility	12 FS tennis Courts, 4 x junior
Brook Green Tennis Facility	4 x tennis courts
Ravenscourt Park Tennis Facility	7 x tennis courts
Eel Brook Common	2 x tennis Courts
South Park	4 x tennis courts
Hurlingham Park	3 x tennis courts / 2 x Netball courts
<b>All Weather Pitch</b>	
Ravenscourt Park	3/4 size football pitch
Hurlingham Park	3/4 size football pitch
Eel Brook Common	2 x 5-side football pitch
<b>Gyms &amp; Fitness</b>	
Linford Christie Outdoor Sports Centre	Athletic Stadium, 4x5side AWP, 1xFS-AWP, 1xgrasspitch
Sands End Gym	Gym and 2 x studios
Lillie Road Fitness centre	Gym and 2 x studios
Hammersmith Broadway Squash Club	Gym + 2 x studio + 4 squash courts
Fulham Pools	Gym + gym
Phoenix Fitness Centre & JA swimming Pool	Gym + swimming pool + 2 studios
<b>Other</b>	
South Park Sports facilities	Grass pitches (2 x Cricket, 2 x Football, Jnr Rugby)
Hurlingham Park Sports Facility	Grass pitches (2xfootball, 2xRugby), Netball, Training Area
Wormwood Scrubs	Grass pitches(12xfootball, 1xGaelic, 1xRugby)
Ravenscourt Park Basketball Area	1 x Basketball court, 3 x Netball Court

#### 3.2 Facility Provisions:

**Fitness gyms** :There are four public facilities and a large distribution of private health and fitness sites across LBHF which is significantly higher than any neighbouring borough. GLL currently operate 3 sites in H&F, whilst Virgin Active operate Fulham Pools

**Grass pitches**: The borough continues to increase the number of grass sports pitches where possible and the FA recognise Wormwood Scrubs as the second largest green field facility, providing a Hub site for club sports.

**All-weather pitches**: There is generally good provision of smaller all-weather pitches, although they are not evenly distributed and some are in need of refurbishment.

**Swimming pools**: There are enough pools to meet local demand; most residents live within easy travel distance to their local pool. The Leisure Needs Assessment indicates that “There is a surplus of swimming provision and pools are currently not operating at full capacity despite LBHF being an importer of demand”.



**Sports halls:** Although the borough has a small number of community sports halls based in schools, sports facilities and community centres, it currently lacks community provision and this is something that ELRS looks to correct over the next three years.

#### 4. CURRENT USAGE & PRICING

4.1 As the table below indicates, the general trend is towards an increase in participation. This is a trend that continues to be identified in 2012.

##### Hammersmith & Fulham Sports Usage/Bookings Information

	April 2010 - 31 March 2011 Usage/bookings	2010/11 Cost £	April 2011 - 31st March 2012 Usage/bookings	2011/12 Cost £	Usage % Inc	Price % Inc
<b>Sport Bookings</b>						
Cricket	161	£60.00	282	£85.00	75.16	41.67
Rugby	334	£60.00	360	£70.00	7.78	16.67
Football	1558	£60.00	1801	£70.00	15.60	16.67
Tennis	9058	£7.00	12421	£7.00	37.13	0.00
All-weather pitches	4525	£30.00	4691	£35.00	3.67	16.67
Training Area	158	£30.00	121	£32.00	-23.42	6.67
Netball	953	£9.00	1364	£10.00	43.13	11.11
Activity Areas	906	£15.00	787	£20.00	-13.13	33.33
<b>GLL Usage</b>						
Broadway Squash Centre	234,025	Various	274,224	Various	17.18	
Lillie Road Fitness Centre	145,220	Various	178,144	Various	22.67	
Phoenix + JA	160,443	Various	160,835	Various	0.24	
<b>Fulham Pools</b>						
Swim	64,629	Various	63,145	Various	-2.30	
Gym	4,169	Various	4,394	Various	5.40	

4.2 The leading factors contributing towards this increase in uptake and participation include:

- Competitively priced facilities, regularly benchmarked against neighbouring authorities.
- Improvement in grounds maintenance contract. Better playing surfaces that attract custom and improved durability, allowing more usage.
- Increase in the amount of school usage, due to increase in capacity of many schools dependent upon H&F parks and open spaces.
- Increase in floodlight provision
- An increase in facilities available
- Effect of Olympic build up.

4.3 Ravenscourt Park and South Park have seen significant demand from school usage. This is particularly apparent in the summer months. Demand at

Ravenscourt Park is reaching a significantly challenging level. This combined with local school growth and dependency on the site will certainly lead to Ravenscourt Park popularity continuing. The following measures are being taken or considered to ease the demand moving forward:

- All schools have been surveyed re: their sporting requirements and estimated usage from Autumn 12 - Summer 15. A summary of responses identifies the areas of conflict across each term. The main clashes are over the All Weather Pitch (AWP) usage in the afternoons
- The suggestion to mark up 2 new netball courts on the existing north-side tennis courts has been carried out; this has eased the clash over netball facilities.
- Requests for usage for the Spring term 2013 have been received - these are currently being reviewed with the intention to offer preliminary confirmation to schools by October half term
- Schools will be surveyed to determine their usage of the AWP, in order to determine what innovations can be made, additionally, the proposed renovations of Wormholt Park will be costed as will proposals to convert the north tennis courts (now marked for netball as well) to an additional AWP, although this would make potential conflict in usage with tennis and netball.
- 2014 - Hammersmith Park (South Africa Rd, White City) is to be renovated, and will provide additional sporting facilities. Wormholt Park - also to be renovated, could also provide capacity for users. It should be noted that this venue has historically provided a non-chargeable facility, which may become chargeable after renovations.
- Facilities are finite and all schools will not necessarily be able to get their preferred slots, but will have to be willing to compromise in the short term until developments are able to open up more facilities.

4.4 Linford Christie Outdoor Sports Centre offers a range of sports facility and continues to have capacity to accommodate higher level usage although some schools are put off by the building/facility conditions (which are currently being enhanced) and location, with the associated travel costs.

## 5. PARTICIPATION

5.1 In terms of identifying the most common barriers preventing people from being more active, these include, and are certainly not unique to Hammersmith & Fulham; work commitments, financial constraints, lack of motivation and the need for more family activities. Other factors that have been identified as contributing towards low levels of participation include limited awareness of opportunities generally, need for more opportunities for adult men to take part in team sports, limited awareness of the availability of childcare facilities, published information does not generally indicate whether services are accessible for disabled people, specifically for disabled people or mixed ability, embarrassment, not being able to afford to be active (this is more a perceived barrier as physical activity can be free.)

## 6. SERVICE IMPROVEMENTS / OPPORTUNITIES

A number of improvements have been identified for possible implementation with a view to both improving the service and customer experience whilst also increasing participation, revenue and reducing costs.

6.1 **Online Booking** – Work continues to identify an online booking solution. A previous project to implement an online booking facility (Zipporah) was rejected at

the user acceptance stage. Other options are currently in the process of being considered.

- 6.2 **Addressing Unauthorised Usage** - A greater emphasis on addressing those schools that currently refuse to book and pay for their usage of the parks and open spaces with the co-operation of Parks Constabulary and Sports Officers reporting usage that is not included in the weekly parks booking sheets. This highlights the importance of booking to ensure the sustainability of the parks in preventing overuse and avoiding double usage.
- 6.3 **Finding Alternative/New Locations** – Efforts are being made to try and relocate activities from some of the more popular locations to those currently underused. Lillie Road Recreation Ground, Eel Brook Common and Wormwood Scrubs all have greater capacity and efforts are being made to encourage schools to relocate their PE activities where possible. Wormholt Park will also provide additional capacity once the works have been completed.
- 6.4 **Floodlights** – The darker winter months often result in lower participation. Some of this reduction could be avoided by the introduction of greater floodlight provision. Recent improvement to existing floodlight provision has been achieved at Bishops Park (extending usage from 8pm to 9pm) and Hurlingham Park (Inc provision and addition of Wednesday evening).

## 7. OLYMPIC LEGACY PROJECTS

- 7.1 The following projects have been identified to potentially harness the spotlight of the Games on London as a catalyst to inspire change locally, in particular with a view to increasing the numbers of residents taking part in regular physical activity and sport in priority groups and specific wards (White City) with the highest levels of lifestyle related illnesses or the lowest levels of participation.
- 7.2 Redevelopment of the hard court facility in Ravenscourt Park to deliver an outdoor Basketball and Netball court that meets minimum national guidance situated in accessible location. The project would become Hammersmith and Fulham's as well as West London's most visible Legacy project for the 2012 London Olympics. The cost was £197,500 funded by external grants from the EBA and Inspired Facilities fund (lottery) (£147,000), and from the Parks Capital budget (£50,000). The project was completed and launched on 18th August 2012
- 7.3 Sports Development created a new sports club development initiative called Club Excel for the Olympic period. It is designed to reward clubs for improving their practice so as they achieve the best standards of delivery possible. So far 5 clubs have achieved rewards through the initiative with another 10 planned for the next year.
- 7.4 During the Olympic period the Ping! Table tennis project visited Hammersmith and Fulham. Table tennis tables were located at three venues across the borough offering free pay and play table tennis (Westfield, Lyric Square, Fulham Broadway). Following the end of the Paralympics the tables have been relocated to local H&F communities to enable continued free table tennis opportunities.
- 7.5 As part of the Sport England Olympic Legacy programme, Sports Development have been delivering the Sportivate initiative. The project targets young people aged 14-25 years who do little sport with new 8 week activity courses with the aim

to inspire them into continued participation. To date the programme has been very successful with H&F leading West London in terms of numbers engaged.

- 7.6 Charities that support disabled people (HAFAD, Mencap, MIND) are working with Sports Development to apply to the Sport England 'Inclusive Sports Fund'. If successful the project would target disabled residents with new sports opportunities through both opening up mainstream activity and expanding disabled specific opportunities.
- 7.7 **Ride London** - Another legacy for H&F following the inspiring road race coming through Hammersmith & Fulham is the RideLondon campaign. RideLondon will be a world-class festival of cycling, - [www.ridelondon.co.uk](http://www.ridelondon.co.uk) It is anticipated that this will encourage both commuter and casual cycling through-out the borough. LBHF have baseline figures that we can compare year on year to evaluate the project and gauge its relative success.
- 7.8 Other legacy projects include creating opportunities with Thames Valley Harriers Athletics Club based at Linford Christie Outdoor Sports Centre and Furnivall Scull Club and a number of volunteering organisations.

## **8. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE SERVICES**

- 8.1 Fees and charges for the Leisure service will be reviewed as part of the 2013/14 budget setting process and agreed by Full Council in February 2013, ready for implementation from 1<sup>st</sup> April 2013. Fees and charges should be set to be competitive against the market but should also reflect the enhanced service offering given the service improvements and investment set out in paragraphs 4.2 and 7.2.
- 8.2 The general trend towards an increase in participation should also be considered as part of the fees and charges review to ensure that any link between price and demand is optimised. It should be noted that the lead Cabinet Member for the Environment, Leisure and Residents Services Department has delegated authority to approve changes to fees and charges where the anticipated annual impact on income is less than £100k. This allows the service to more quickly respond to changes in the service and/or market in order to maximise the return to the Council.

## **9. RECOMMENDATIONS**

The Committee is asked to;

1. review and comment upon sports participation in Hammersmith & Fulham and the relationship between pricing and uptake.
2. comment on the usage of the parks and open spaces for sports activities, future pricing strategies and the Olympic legacy activities.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	None		

# Agenda Item 7



## London Borough of Hammersmith & Fulham

### ENVIRONMENT, LEISURE & RESIDENTS SERVICES SELECT COMMITTEE

<b>DATE</b>	<b>TITLE</b>	<b>Wards</b>
6 <sup>th</sup> November 2012	<b>Review of Revised Leisure Card Arrangement</b>	All

#### **SYNOPSIS**

This report reviews and evaluates the success of the revised concessionary leisure card arrangements.

#### **CONTRIBUTORS**

James Budkiewicz  
Acting Community  
Sports Manager –  
LBHF ext - 4101

#### **RECOMMENDATION:**

The Committee is asked to comment upon the revised arrangements.

#### **CONTACT**

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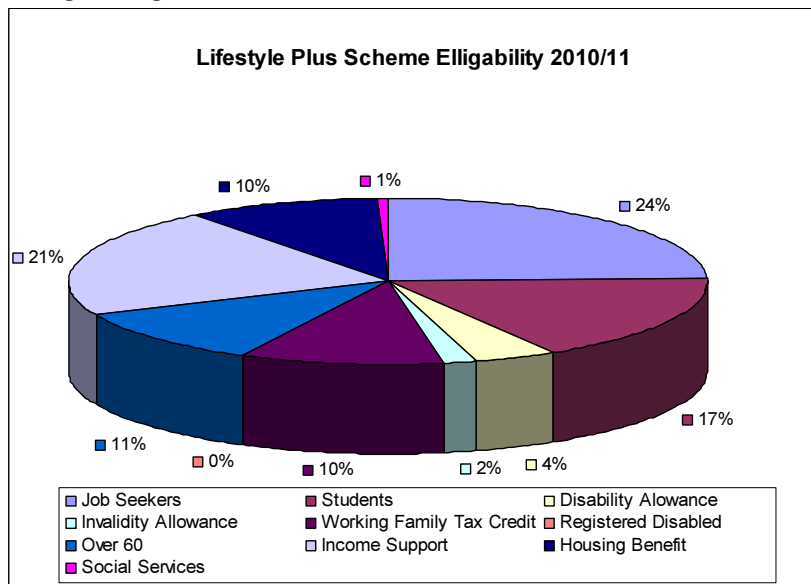
#### **NEXT STEPS**

Comments and recommendations submitted by the Committee will be considered by Officers and the Cabinet Member for Residents Services.

# 1. INTRODUCTION

1.1 The Lifestyle Plus Scheme (LPS) was a concessionary scheme targeted mainly at access to leisure centres. Membership was open to people living in the borough who were in receipt of a range of benefits, including unemployment benefits, state pension, income support, invalidity/sickness benefit and housing benefit. It was also open to full time students. The scheme started in the 1980's with membership costs of £ 2.00 per person, per year, which by 2011 had risen to £20.50 per year. Membership of the scheme reached a peak in 1996 with 6,500 card holders but declined over time to a level of approximately 1,800 in 2011. Based on feedback from customers, the main reasons for the decline were the cost of the card, its bias towards off-peak access and the stigma of an easily identifiable concessionary card.

1.2 The breakdown of those in possession of the LPS in 2010/11 could be divided into the following categories:



1.3 Hammersmith & Fulham was previously fairly unique in its approach to the LPS concessionary card and most other boroughs opted for a different model. Whilst no two concessionary card schemes are entirely the same, there is a general consensus around a low initial cost for the card and then a higher cost for each entry fee. Hammersmith & Fulham LPS took the opposite approach. Table 1 on the following page compares Hammersmith & Fulham to its closest neighbouring authorities.

	Annual Membership	Swimming		Gym	
		Av % discount	Av Entry Price	Av % discount	Av Entry Price
Old LBHF Lifestyle Plus Scheme (LPS)	<b>£20.50</b>	<b>72%</b>	<b>£0.50p</b>	<b>91%</b>	<b>£0.50p</b>
Kensington & Chelsea	<b>£11.75</b>	<b>66%</b>	<b>£1.20</b>	<b>50%</b>	<b>£2.85</b>
Wandsworth	<b>£6.00* *six months only</b>	<b>56%</b>	<b>£1.70</b>	<b>50%</b>	<b>£4.00</b>
Ealing	<b>£3.00</b>	<b>50%</b>	<b>£1.70</b>	<b>50%</b>	<b>£3.20</b>
Richmond	<b>£6.00</b>	<b>45%</b>	<b>£2.00</b>	<b>10%</b>	<b>£5.10</b>
Brent	<b>£5.00</b>	<b>46%</b>	<b>£1.40</b>	<b>57%</b>	<b>£2.00</b>
Hounslow	<b>£2.00</b>	<b>87%</b>	<b>£0.50p</b>	<b>74%</b>	<b>£1.50</b>

**Table 1**

1.1.1 Following the modelling of various options, it was agreed that the borough would not operate a leisure card and would decommission the existing LPS. Instead Greenwich Leisure Limited (GLL) would provide and manage a concessionary card that operates under the terms of their existing Pay and Play concessionary offer. The council's other private sector leisure provider, Virgin Active, also agreed to offer the same terms.

1.3 This report attempts to review and evaluate the success of the revised scheme, exploring its relative success and impact on visitor numbers.

## **2. REVISED SCHEME**

2.1 Under the new arrangements, residents previously entitled to an LPS card pay GLL £3 per annum for the new card (compared to £20.50 per annum for LPS) and will then be able to use the following facilities as indicated in table 2.

	Phoenix Leisure Centre	Fulham Pools	Hammersmith Broadway	Lillie Road
Swimming	£1.40	£1.40	n/a	n/a
Gym	£2.55	£2.55	£2.55	£2.55

**Table 2**

Therefore a swim costs £0.90p more per visit than was previously available to LPS members, but the annual fee is reduced by £17.50. On that basis, residents can swim on 19 occasions before it costs more. A gym visit will cost £1.65 more per visit, but with a reduced annual fee residents can access the gym 9 times before it costs more.

2.2 GLL agreed to cover 100% of the Council's loss of income, taking on the risk and the costs associated with the operation of the new membership scheme. Any further income for the Council would have to be generated from profit share



arrangements. Discussions around profit share arrangements continue and GLL have indicated a willingness to enter into an 'open book' accounting arrangement. On this basis, it should be possible to agree a profit share arrangement. On a 50/50 share basis the Council could generate between £13,000 and £35,000 in additional income per annum on top of the £35,890 already earned.

- 2.3 Due to LBHF operating its Leisure facilities under two different operators, the delivery of this project has been more challenging. However, actions relating to the technology and relationships between the two systems have progressed.

### **3. TRANSFER OF SCHEME**

- 3.1 The last LPS card was issued on the 13 November 2011. This final batch of cards were given an expiry date 3 months later. The final remaining LPS cards remained in circulation until 13 February 2012. From 14th February 2012, all LPS membership cards have expired and have not been accepted at H&F Leisure facilities.
- 3.2 Although a small flurry of enquiries were received initially, only a few long standing LPS members lodged significant dissatisfaction with the revised scheme.
- 3.3 Much of the communication had occurred in the lead up to November 2011. The LPS membership was reduced from an annual or six-monthly card to quarterly arrangement in Dec 2010. This inevitably raised queries which were addressed and, in essence, prepared LPS members for the inevitable change to the scheme.

### **4. USAGE**

- 4.1 Initial reporting challenges were identified by Virgin Active (VA) at the scheme's roll-out. This was primarily on the basis that the back office systems used by GLL and VA were not compatible and resulted in VA resorting to a manual swiping system., which ultimately reduced the accuracy of the early figures relating to usage at Fulham Pools. However, the usage figures for the 3 GLL sites, reproduced over the page, are deemed true and representative of actual usage.

4.3 Usage across the sites over this period follows the following trend:

**Leisure Centre Usage in H&F 2010/11 – 2012/13**

		Broadway	Lillie Road	Phoenix	GLL Total	F/ Pools	TOTAL
<b>2010/11</b>	<b>Q1</b>	56,590	36,588	37,231	<b>130,409</b>	21,742	152,151
	<b>Q2</b>	55,726	34,396	36,726	<b>126,848</b>	23,111	149,959
	<b>Q3</b>	67,634	40,390	40,545	<b>148,569</b>	14,001	162,570
	<b>Q4</b>	71,368	43,037	42,187	<b>156,592</b>	18,328	174,920
	<b>Total</b>				<b>562,418</b>	<b>77,182</b>	<b>639,600</b>
<b>2011/12</b>	<b>Q1</b>	69,607	44,183	37,333	<b>151,123</b>	23,376	174,499
	<b>Q2</b>	61,313	45,273	38,881	<b>145,467</b>	24,860	170,327
	<b>Q3</b>	72,641	46,560	42,434	<b>161,635</b>	15,721	177,356
	<b>Q4</b>	72,909	47,195	52,741	<b>172,845</b>	19,695	192,540
	<b>Total</b>				<b>631,070</b>	<b>83,652</b>	<b>714,722</b>
<b>2012/13</b>	<b>Q1</b>	72,360	47,910	56,461	<b>176,731</b>	18,523	195,254
	<b>Q2</b>	73,007	48,212	50,350	<b>171,569</b>	20,825	192,394
	<b>Q3</b>				<b>0</b>		0
	<b>Q4</b>				<b>0</b>		0
	<b>Total</b>				<b>348,300</b>	<b>39,348</b>	<b>387,648</b>

4.3 Given that the last remaining LPS cards remained in circulation until mid February 2012, we only currently have data relating to 7 months of usage without the LPS and with concessionary access being purely through the new offer.

4.4 The most relevant information to compare and contrast is Q1+Q2 usage over the past 3 years.

Year	Q1 + Q2 Total	% Change
<b>2010/11</b>	302,110	
<b>2011/12</b>	344,826	14.1%
<b>2012/13</b>	387,648	12.4%

4.5 The current usage reports would suggest that the revised concessionary offer has had minimal detrimental impact in terms of participation. Usage continues to grow, although this increase has slowed from 14% to 12%.

4.6 Usage of Fulham Pools has decreased but reporting issues are largely to blame and this issue has since been rectified.

4.7 It was previously predicted that those LPS members most likely to be effected would be those who visit most frequently. GLL's introduction of the GYM London membership at £19.99 per month has largely mitigated this concern.

4.8 The number of complaints received by LBHF regarding the revised scheme has essentially stopped. In addition, the associated staffing resource to roll out the scheme, estimated to be £15,000pa, has been removed. This included staff in

the borough's Libraries who dealt with new applicants and renewals and the sports booking back office card production and distribution mechanism, which is no longer required.

- 4.9 Further analysis following a full years implementation of the revised scheme should provide greater clarity regarding its impact on participation. This is particularly the case when seasonal trends and fluctuations in visitor numbers are taken into consideration.
- 4.10 Conversation is ongoing with GLL regarding the open book accounting arrangement and subsequent income split following the implementation of the revised scheme.
- 4.11 The £35,000 annual payment agreed with GLL has been honoured.

**5. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE SERVICES**

- 5.1 Given the guaranteed income under the current agreement and the reduction in management costs to the Council, it is recommended that the GLL concessionary card arrangement is continued in the short to medium term. However, given the relatively short time period that the card has been in use (7 months), the recommendation to review further following a years implementation is supported.
- 5.2 The Leisure service should continue to discuss 'open book' accounting and potential profit share arrangements with GLL, particularly given the increase in usage trends in order to deliver the maximum return for the Council in the long term.

**6. RECOMMENDATIONS**

The Committee is asked to comment upon the revised arrangements.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	None		

# Agenda Item 8



London Borough of Hammersmith & Fulham

## TRANSPORT, ENVIRONMENT AND RESIDENTS SERVICES SELECT COMMITTEE

DATE	TITLE	Wards
6 November 2012	Flooding Scrutiny Task Group – Executive Response	All

### SYNOPSIS

This report sets out the Executive Response by the Cabinet, at its meeting on 15<sup>th</sup> October 2012, to the report and recommendations of the Flooding Scrutiny Task Group. The report to Cabinet is set out at Appendix A for Members' information. The proposed Executive Response was agreed in full.

### CONTRIBUTORS

Gary Marson  
Governance &  
Scrutiny,  
FCS

### CONTACT

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Principal Committee  
Coordinator  
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### FOR INFORMATION

### NEXT STEPS

The response of Thames Water to the recommendations is currently being sought. Once this is received a further report will be submitted to this Committee and arrangements will be put into place to monitor the implementation of the recommendations.

### LOCAL GOVERNMENT ACT 2000 LIST OF BACKGROUND PAPERS

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
	None		

# Cabinet

15 OCTOBER 2012

**CABINET MEMBER  
FOR TRANSPORT  
AND TECHNICAL  
SERVICES**

*Councillor Victoria  
Brocklebank-Fowler*

**EXECUTIVE RESPONSE TO THE  
FLOODING SCRUTINY REPORT**

**Wards: ALL**

This provides the Cabinet's Executive Response to the report of the Flooding Scrutiny Task Group, which was agreed by the Overview and Scrutiny Board 24 July 2012. The scrutiny report contains 20 recommendations to the Cabinet, Council and Thames Water. The Cabinet's draft Executive Response is attached at Appendix 1.

The scrutiny report (attached at Appendix 2) summarises the findings of a scrutiny inquiry carried out between January to July 2012, which received evidence from a range of stakeholders and expert witnesses, as well as from a wider online public consultation.

The draft Executive Response to the scrutiny report has been drawn up in consultation with the Cabinet Member for Transport and Technical Services.

The Executive Response provides the executive decisions in respect of the scrutiny recommendations, whereby the Cabinet is invited to either agree, reject or amend each recommendation.

**CONTRIBUTORS**

Head of Highway  
Maintenance and  
Projects

Head of Highways &  
Construction

Flood Risk Manager

Governance and  
Scrutiny

EDFCG  
DoL

**Recommendation:**

**That approval be given to the Executive  
Response to the Flooding Scrutiny report, as  
set out at Appendix 1.**

**HAS A EIA BEEN  
COMPLETED?  
N/A**

**HAS THE REPORT  
CONTENT BEEN  
RISK ASSESSED?  
N/A**

## **1. BACKGROUND**

- 1.1. The flooding scrutiny inquiry was undertaken between January to July 2012. The Flooding Scrutiny Task Group was commissioned by the Overview and Scrutiny Board on 7 December 2011, following a referral from the Environment and Residents Services Select Committee, to examine how the Council should discharge of its new responsibilities under the Flood and Water Management Act 2010 as the lead local flood authority for the borough.
- 1.2. The Terms of Reference for the Task Group inquiry were to consider the key strategic priorities for flood risk management in the borough and the appropriate communications with local residents for flood risk management. This has entailed consideration of the strategic objectives for flooding as outlined in the draft Surface Water Management Plan and other statutory responsibilities related to flood risk management, as well as engagement with the Council's lead partner agency Thames Water and with local residents through an initial consultation exercise and awareness campaign.
- 1.3. During the inquiry, the Task Group interviewed a wide range of stakeholders and expert witnesses. It has considered key documents and legislation, including the Flood and Water Management Act 2010, Flood Risk Regulations 2009 and the authority's draft Surface Water Management Plan.
- 1.4. Witnesses to the Task Group have included the Cabinet Member for Environment and Asset Management (then Councillor Nicholas Botterill), the Head of Policy and Spatial Planning, the Head of Highways and Construction, the Flood Risk Manager the Highways Maintenance Manager, the Senior Environmental Policy and Projects Officer, the Environmental Quality Manager, and other Council officers, including officers from the Parks department.
- 1.5. The Task Group interviewed Simon Jones, Assistant Director-Communication, to discuss communications and engagement with local residents on flooding. Representatives from the Environment Agency, the Association of British Insurers, and representatives from Thames Water.

## **2. THE SCRUTINY REPORT**

- 2.1. The Flooding scrutiny report and recommendations were agreed by the Overview and Scrutiny Board on 24 July 2012 and were referred to the Cabinet for an Executive Response and executive decisions in respect of each of the scrutiny recommendations. The Flooding Scrutiny Task Group report is attached at Appendix 2.
- 2.2. The report examines three key areas: mapping flooding risk, mitigating flooding risk and stakeholder engagement, which includes engagement with the general public as well as communication with partner agencies such as Thames Water and puts forward its conclusions, suggestions and recommendations detailed in each section of the report.

### **3. SCRUTINY RECOMMENDATIONS**

- 3.1. The scrutiny report contains 20 recommendations to the Cabinet, Council and Thames Water. The recommendations of the Task Group are summarised on pages 4 – 9 of the scrutiny report, which also provides initial estimates of any financial and resource implications which are anticipated.
- 3.2. The H&F Cabinet, Council and Thames Water are now requested to provide an Executive Response and executive decisions in respect of each scrutiny recommendation.

### **4. THE EXECUTIVE RESPONSE**

- 4.1. The Cabinet is requested to agree an Executive Response to the scrutiny report, which will be published on the Council website and referred back to the Transport, Environment and Residents Services Select Committee for information and monitoring of the implementation of agreed recommendations. The Cabinet's Executive Response to the Flooding Scrutiny Task Group report is provided at Appendix 1.
- 4.2. The Executive Response at Appendix 1 provides the response to the report and executive decisions in respect of relevant scrutiny recommendations. The Cabinet is invited to either agree, reject or amend each relevant recommendation. Recommendations which require a policy decision are referred to the full Council for a decision at the appropriate time. Recommendations to external agencies are referred to the relevant external agencies (Thames Water) for an Executive Response.
- 4.3. The Executive Response has been drawn up in consultation with Councillor Victoria Brocklebank Fowler, Cabinet Member for Transport and Technical Services.
- 4.4. The Cabinet is now asked to approve the Executive Response to the Scrutiny recommendations as set out in Appendix 1.

### **5. RISK MANAGEMENT**

- 5.1 Not applicable.

### **6. EQUALITY IMPLICATIONS**

- 6.1 An initial EIA assessment was carried out at the beginning of the Scrutiny inquiry in January 2012. During the inquiry, the Task Group sought a diverse range of views and considered how current policy and proposals in this area might affect different sections of the community (eg different age groups, ethnic groups and so forth). No equality issues were raised and little or no impact on equality as a result of the recommendations in the report are envisaged.



## **7. COMMENTS OF THE EXECUTIVE DIRECTOR OF FINANCE AND CORPORATE GOVERNANCE**

- 7.1 Initial financial and resource implications are provided within the report, referenced under each recommendation under Summary of Recommendations pages 4-9.
- 7.2 The initial financial and resource implications for each recommendation are summarised below:

### Recommendation One: Flood Risk Mapping

It is proposed to commission an update to the Surface Water Management Plan and Strategic Flood Risk Assessment as a joint commission led by the Royal Borough of Kensington and Chelsea (RBKC). The combined cost of the commission is anticipated at approximately £100k, of which it is anticipated H&F will be responsible for approximately £60k. These costs are currently estimates and will be updated upon receipt of tenders. The flooding revenue budget will be used to cover these costs.

### Recommendation Nine: Porous Paving

Some assistance, possibly through consultants, may be required to undertake the feasibility and cost assessment, with the project managed by in-house officers. The cost of external consultants advice are anticipated to be in the region of £10-30k.

### Recommendation Seventeen: A Flood Fair

Funding has been confirmed from Drain London for a flood fair. This is in the form of match funding up to a total of £10k. The Council are undertaking this is partnership with RBKC and hence are proposing to use £5k of funding from the existing flooding budget, with £5k being received from RBKC to cover the total £20k for the flood fair.

This work will be undertaken by in-house resources, with assistance from the Council press office and external parties such as Thames Water, the Environment Agency etc who will be invited to contribute to the fair.

## **8. COMMENTS OF THE DIRECTOR OF LAW**

- 8.1. The process for consideration of the scrutiny report and Executive Response are consistent with the Overview and Scrutiny Procedure Rules set out in Part 4 paragraph 13 of the Council Constitution.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	The Flooding scrutiny report	Michael Carr X2076	Governance & Scrutiny
<b>CONTACT OFFICER:</b>		<b>NAME:</b> Michael Carr – Scrutiny Development Officer <b>EXT.</b> 2076	



## Hammersmith & Fulham Council

### Executive Response to the Flooding Scrutiny Report

### By The Cabinet, 15 October 2012

#### Introduction

The Cabinet welcomes the Flooding scrutiny report, which provides a useful review of the responsibilities of the new Council as the lead local flood authority and the responsibilities of the our local partner agencies under the Flood and Water Management Act. It also provides some useful research into best practice in the field, especially with regards to flood risk mapping and mitigation and partnerships, both with statutory partner and with the general public.

The scrutiny inquiry itself has also provided a useful step in taking forward the Council's flood risk management strategy, the development of the Flood Risk Management Plan, public consultation and public awareness campaigns and initial dialogue with statutory partners at the Environment Agency and Thames Water to improve flood risk management.

#### **Recommendation One: Flood Risk Mapping**

**It is recommended that the Council seek to identify high risk flooding areas using historical data and by recording flooding events as they occur.**

***Suggested Executive Decision: Approved in principle and referred with more detailed costing to the Cabinet Member for Transport and Technical Services for decision.***

#### **Recommendation Two: The Flood Water Management Plan**

**It is recommended that the Council undertake a review of the current Surface Water Management Plan.**

***Suggested Executive Decision: APPROVED***

#### **Recommendation Three: Pooling Resources**

**It is recommended that the Council assess whether it would be appropriate to pool its resources with neighbouring Local Lead Flood Authorities, either on a pan-London basis or through the tri-borough arrangements, to ensure that the Council has sufficient technical expertise to enable it to discharge its responsibilities under the Flood Water Management Act and the Flood Risk Regulations.**

***Suggested Executive Decision: APPROVED***

#### **Recommendation Four: Green Roofing**

It is recommended that the Council approach the Department for Environment Food and Rural Affairs (DEFRA) to enquire about the availability of funding for a pilot programme using financial incentives to encourage the development of new or retrofitted green roofs on pre-selected sites.

***Suggested Executive Decision: APPROVED***

#### **Recommendation Five: Flood Risk Assessments**

It is recommended that the Council require planning applicants to provide a detailed flood risk assessment, placing a particular emphasis on any application for a basement development. This assessment should include an acknowledgement from the applicant that they understand surface water flooding risk and also require them to state what sustainable drainage systems (SUDs) they intend to incorporate into their development. If an applicant does not intend to incorporate any SUDs they should be required to explain why their development will not have any detrimental impact on surface water flooding in the borough.

***Suggested Executive Decision: Endorsed and referred to the Transport & Technical Services department for a decision on implementation within the Council's existing Submission Development Management policies approved by Council in October 2011.***

#### **Recommendation Six: Rainwater Retention**

It is recommended that the Council assess what mechanisms it can introduce to either temporarily or permanently hold back rainwater, with a particular emphasis on limiting water flowing rapidly from the north of the borough to the south of the borough.

***Suggested Executive Decision: APPROVED***

#### **Recommendation Seven: Bio-diversity**

It is recommended that the Council set biodiversity targets over a five year period. These targets should include, but not be limited to, the number of new trees planted, the number of swales introduced and the amount of new meadow grass added to the borough.

***Suggested Executive Decision: Approved in principle and a more detailed report on the targets be submitted to the relevant Cabinet Member.***

#### **Recommendation Eight: Environmental Grants**

It is recommended that the Council consider approaching environmental trusts and agencies, including the Western Riverside Environmental Fund, the SITA Trust, the Million Ponds Project, the Forestry Commission, the Woodland Trust, London Orchard Project, the Capital Growth Fund, the Heritage Lottery Fund and the Environment Agency, to apply for support towards for any project the Council intends to

undertake which has an emphasis on biodiversity and green infrastructure.

***Suggested Executive Decision: APPROVED***

**Recommendation Nine: Porous Paving**

It is recommended that the Council undertake a feasibility and cost assessment as to whether porous surfaces would be a suitable material to use on (i) highways, (ii) footpaths and (iii) hard standing areas and if the Council deems porous paving a feasible and cost-effective alternative, establish annual targets for replacing existing paving in line with ongoing regeneration and maintenance work.

***Suggested Executive Decision: APPROVED***

**Recommendation Ten: Information Sharing**

It is recommended that the Council engage directly with Thames Water to seek to come to an arrangement to allow for the sharing of all relevant information to enable both parties to better fulfil their responsibilities under the Flood Water Management Act and the Flood Risk Regulations.

***Suggested Executive Decision: APPROVED***

**Recommendation Eleven: Flooding Data Format**

It is recommended that Thames Water and the Council agree upon a uniform data format for data collection.

***Suggested Executive Decision: APPROVED***

**Recommendation Twelve: Flood Contacts**

It is recommended that, in order to facilitate a better working relationship between the Council and Thames Water, each organisation identify an individual point of contact for operational matters.

***Suggested Executive Decision: APPROVED with the Flood Risk Manager to undertake the role of the individual point of contact for the Council. Thames Water is also requested to appoint an individual point of contact for operational enquiries.***

**Recommendation Thirteen: Information Sharing Systems**

It is recommended that the Council and Thames Water examine the website operated by Northamptonshire County Council and seek to implement a similar system to allow both responsible parties to report flooding events and share information. Additionally they should explore the possibility of incorporating the flooding asset register into this system. This system should be for internal use only and not for public use.

***Suggested Executive Decision: APPROVED***

**Recommendation Fourteen: Flood Risk Management Assets**

Thames Water, in order to abide by their obligations under the Flood Water Management Act should share all information in respect to the sewer system in and around the London Borough of Hammersmith and Fulham, with particular emphasis and urgency given to any part of the sewer network identified on the public register of Flood Risk Management Assets.

***Suggested Executive Decision: Endorsed and referred to Thames Water for a decision and response.***

#### **Recommendation Fifteen: Planning Applications Assessments**

It is recommended that the Council and Thames Water undertake a review into how they share information on planning applications, how planning applications flood risk assessments are processed, prioritised for comment and referred. This should include agreeing the criteria for referral to Thames Water for consultation on specific applications that warrant a surface water flooding perspective. Additionally both the Council and Thames Water, if making representations, should take into account the interlinking nature of their respective flooding roles and make any representations they see fit in this light.

***Suggested Executive Decision: APPROVED***

#### **Recommendation Sixteen: Flooding Insurance**

It is recommended that the Council make a representation to the Department for Environment Food and Rural Affairs (DEFRA) stating that the insurance industry should take greater account of any sustainable drainage systems (SUDs) or other property protection measures incorporated into a property when calculating its insurance premium.

***Suggested Executive Decision: APPROVED***

#### **Recommendation Seventeen: A Flood Fair**

It is recommended that the Council hold a Flood Fair. The aim of the Flood Fair should be to collect historical information on flooding incidents, increase awareness of flooding risks and clarify responsibilities between the responsible flooding parties. Other stakeholders, such as Thames Water, the Environment Agency, the Department for Environment Food and Rural Affairs (DEFRA), and companies that provide sustainable drainage systems (SUDS) and other flooding prevention systems should be invited along. All residents that the Council is aware have suffered from flooding in the past should be invited, as well as community groups. Ideally the event would be held over a number of days in different parts of the borough.

***Suggested Executive Decision: APPROVED***

#### **Recommendation Eighteen: Community Engagement**

It is recommended that the Council seek to engage with residents through Residents Associations and other community forums.

***Suggested Executive Decision: APPROVED.***

**Recommendation Nineteen: Flooding Advice**

It is recommended that the Council continue to offer advice to residents online about flood risk. In addition, at times when it is felt flooding risk is more likely to concern the public; the Council should promote the possible sustainable drainage systems (SUDs) available to residents via local and social media. The council should encourage local residents to maintain and increase the permeability of back gardens by providing advice and guidance, particularly in those areas most at risk of surface water flooding.

***Suggested Executive Decision: APPROVED.***

**Recommendation Twenty: Flooding Incidents**

It is recommended that, when the Council is alerted to a flooding incident in the borough they should attempt to make direct contact with those affected and advise them of the possible sustainable drainage systems (SUDs) available to them. They should follow up with these residents after a six month period to see what steps they have taken to mitigate future flooding problems.

***Suggested Executive Decision: APPROVED.***

**Councillor Brocklebank Fowler – Cabinet Member for Transport and Technical Services**

*Signed* \_\_\_\_\_

**The London Borough of Hammersmith & Fulham**

# Agenda Item 9



London Borough of Hammersmith & Fulham

## TRANSPORT, ENVIRONMENT AND RESIDENTS SERVICES SELECT COMMITTEE

<b>DATE</b>	<b>TITLE</b>	<b>Wards</b>
6 November 2012	Work Programme and Forward Plan	All

### **SYNOPSIS**

The Committee is asked to review its work programme for the current municipal year. Details of forthcoming Key Decisions which are due to be taken by the Cabinet are provided in order to enable the Committee to identify those items where it may wish to request reports.

### **CONTRIBUTORS**

Gary Marson  
Governance &  
Scrutiny,  
FCS

### **RECOMMENDATION that;**

the Committee reviews and agrees its work programme, subject to update at subsequent meetings

### **CONTACT**

Gary Marson  
Principal Committee  
Coordinator  
0208 753 2278

### **NEXT STEPS**

N/A



## 1. Introduction

- 1.1 The purpose of this report is to enable the Committee to review its work programme for 2012/13.

## 2. Report

- 2.1 The Committee's work programme for the current municipal year is set out at Appendix 1. The list of items has been drawn up in consultation with the Chairman, having regard to previous decisions of this Committee, relevant items within the Key Decisions List (previously entitled the Forward Plan) and actions and suggestions arising from previous meetings.
- 2.2 The Committee is requested to consider the items within the work programme and suggest any amendments or additional topics to be included in the future, whether for a brief report to Committee or as the subject of a time limited Task Group review or single issue 'spotlight' meeting. Members might also like to consider whether it would be appropriate to invite residents, service users, partners or other relevant stakeholders to give evidence to the Committee in respect of any of the proposed reports.

## 3. Future Key Decisions

- 3.1 Attached at Appendix 2 to this report is an extract of the Key Decision List showing the decisions to be taken by the Executive at the Cabinet, including Key Decisions within the relevant Cabinet Members portfolio areas which will be open to scrutiny by this Committee should Members wish to include them within the work programme. Items within the Committee's remit are italicised.

### **LOCAL GOVERNMENT ACT 2000** **LIST OF BACKGROUND PAPERS**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
	None		

**Transport, Environment & Residents Services Select Committee –Work Programme 2012/13**

<b>Meeting</b>	<b>Subject</b>	<b>Scope</b>
<b>January 2013</b>	Budget & Council Tax	
	Departmental Business Plans	
	Offender Management – Local Delivery Unit Performance	Presentation by London Probation Trust
	Library Provision – BYF Report	Report of BYF on young people’s engagement with the library service
	CCTV Transformation Review	Consultation on service changes
	Noise Nuisance	What Constitutes a nuisance/services/performance
<b>February 2013</b>	Performance Indicators – Mid Year	
	Regeneration of Eyesore properties	
	Westfield – local impact?	Special single issue meeting to review impact on parking, noise, litter, business, local employment opportunities etc
<b>April 2013</b>	Annual Review of use of Surveillance Powers (RIPA)	Annual monitoring report
	Civil Enforcement Officer Safety - Update	Monitoring of trends of assaults against Civil Enforcement Officers and the effectiveness of recent measures to protect staff from attacks

### Unallocated Items

Items on agreed work programme not allocated to a specific meeting date

<b>Item</b>	<b>Detail</b>
Traffic Calming	Review of traffic calming works associated with road resurfacing
Fly Tipping	Review of issues on private property
Schools usage of Parks	Strategy to manage demand and relationships with schools users
Thames Water Tideway Tunnel	To be submitted once the proposed sites are made known
Cemeteries Review	Progress report on the review of cemetery space in the borough
Town Centre Management	
Contact Centre – Review of the Customer Experience	

### Possible Task Groups

<b>Item</b>	<b>Detail</b>	<b>Comment</b>
Flooding	Flood Risk Assessment/Surface Water Management Plans	Commissioned and underway
Local Impact of Westfield? Cycling Provision? Opportunities for improving libraries in a Tri-B Environment?		

## APPENDIX 2

### NOTICE OF CONSIDERATION OF A KEY DECISION

In accordance with paragraph 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Cabinet hereby gives notice of Key Decisions which it intends to consider at its next meeting and at future meetings. The list may change between the date of publication of this list and the date of future Cabinet meetings.

### NOTICE OF THE INTENTION TO CONDUCT BUSINESS IN PRIVATE

The Cabinet also hereby gives notice in accordance with paragraph 5 of the above Regulations that it intends to meet in private after its public meeting to consider Key Decisions which may contain confidential or exempt information. The private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

Reports relating to key decisions which the Cabinet will take at its private meeting are indicated in the list of Key Decisions below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please e-mail Katia Richardson on [katia.richardson@lbhf.gov.uk](mailto:katia.richardson@lbhf.gov.uk). You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

Representations are to be received at least 10 working days before the meeting to allow a response to be published on the Council's website. Where representations miss this deadline, the Council's response will be published as soon as practicable before the meeting.

### KEY DECISIONS PROPOSED TO BE MADE BY CABINET ON 12 NOVEMBER 2012

The following is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting. The list may change over the next few weeks. A further notice will be published no less than 5 working days before the date of the Cabinet meeting showing the final list of Key Decisions to be considered at that meeting.

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

- Any expenditure or savings which are significant (ie. in excess of £100,000) in relation to the Council's budget for the service function to which the decision relates;
- Anything affecting communities living or working in an area comprising 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 Key Decisions List will be updated and published on the Council's website on a monthly basis.

**NB: Key Decisions will generally be taken by the Executive at the Cabinet.**

*If you have any queries on this Key Decisions List, please contact  
Katia Richardson on 020 8753 2368 or by e-mail to [katia.richardson@lbhf.gov.uk](mailto:katia.richardson@lbhf.gov.uk)*

### **Access to Cabinet reports and other relevant documents**

Reports and documents relevant to matters to be considered at the Cabinet's public meeting will be available on the Council's website ([www.lbhf.org.uk](http://www.lbhf.org.uk)) a minimum of 5 working days before the meeting. Further information, and other relevant documents as they become available, can be obtained from the contact officer shown in column 3 of the list below.

### **Decisions**

All decisions taken by Cabinet may be implemented 5 working days after the relevant Cabinet meeting, unless called in by Councillors.

### **Making your Views Heard**

You can comment on any of the items in this list by contacting the officer shown in column 3. You can also submit a deputation to the Cabinet. Full details of how to do this (and the date by which a deputation must be submitted) will be shown in the Cabinet agenda.

#### **LONDON BOROUGH OF HAMMERSMITH & FULHAM: CABINET 2012/13**

<b>Leader (+ Regeneration, Asset Management and IT):</b>	<b>Councillor Nicholas Botterill</b>
<b>Deputy Leader (+ Residents Services):</b>	<b>Councillor Greg Smith</b>
<b>Cabinet Member for Children's Services:</b>	<b>Councillor Helen Binmore</b>
<b>Cabinet member for Communications:</b>	<b>Councillor Mark Loveday</b>
<b>Cabinet Member for Community Care:</b>	<b>Councillor Marcus Ginn</b>
<b>Cabinet Member for Housing:</b>	<b>Councillor Andrew Johnson</b>
<b>Cabinet Member for Transport and Technical Services:</b>	<b>Councillor Victoria Brocklebank-Fowler</b>

*Key Decisions List No. 2 (published 12 October 2012)*

## KEY DECISIONS LIST - CABINET ON 12 NOVEMBER 2012

*Where column 4 shows a report as **EXEMPT**, the report for this proposed decision will be considered at the private Cabinet meeting. Anybody may make representations to the Cabinet to the effect that the report should be considered at the open Cabinet meeting (see above).*

\* All these decisions may be called in by Councillors; If a decision is called in, it will not be capable of implementation until a final decision is made.

*Items within the remit of this Committee are indicated in italics*

Key Decision Reason	Proposed Key Decision	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Open or private meeting	Documents to be submitted to Cabinet <i>(other relevant documents may be submitted)</i>
<b>November</b>				
Affects more than 1 ward	<b>Establishment of a Housing &amp; Regeneration Joint Venture Vehicle</b>  Procurement of a development partner to establish a housing joint venture vehicle in relation to Watermeadow Court and Edith Summerskill House sites.	Cabinet Member for Housing	<b>PART OPEN</b>  <b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
		Ward(s): All Wards  Contact officer: Mel Barrett, Matin Miah Tel: 0208753 3480 melbourne.barrett@lbhf.gov.uk, matin.miah@lbhf.gov.uk		
Affects more than 1 ward	<b>Establishing Tri-Borough Integrated Health and Social Care Community Services - Update and Next Steps</b>  Tri-Borough Integration of	Cabinet Member for Community Care		A detailed report for this item will be available at least five working days before the date of the meeting and
		Ward(s): All Wards		

Key Decision Reason	Proposed Key Decision	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Open or private meeting	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
	Health and Social Care Services.	Contact officer: Andrew Webster Tel: 208 753 5001 Andrew.Webster@lbhf.gov.uk		will include details of any supporting documentation and / or background papers to be considered.
<i>Affects more than 1 ward</i>	<p><b><i>Removal of All 6 Automated Public Conveniences (APCS) in the Borough</i></b></p> <p><i>To remove all 6 Automated Public Conveniences (APCs) in the borough with customers utilising alternative toilets such as those in the Mayor for London's Toilet Scheme. Also to consider the future of the urinals at Shepherds Bush Green.</i></p>	<p><i>Deputy Leader (+ Residents Services)</i></p> <hr/> <p><i>Ward(s): All Wards</i></p> <hr/> <p><i>Contact officer: Lyn Carpenter</i>  <i>lyn.carpenter@lbhf.gov.uk</i></p>	<p><b><i>PART OPEN</i></b></p> <p><b><i>PART PRIVATE</i></b> <i>Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</i></p>	<i>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</i>
Expenditure more than £100,000	<p><b>Corporate Revenue Monitoring 2012_13 : PERIOD 5 (August)</b></p> <p>Report seeks approval for changes to the Revenue Budget</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Key Decision Reason	Proposed Key Decision	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Open or private meeting	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
Expenditure more than £100,000	<p><b>Rationalisation of Microsoft Academic Licences</b></p> <p>Inclusion of academic licences within the Microsoft enterprise agreement to ensure consistency with upgrade to Office 2010</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Howell Huws Tel: 020 8753 5025 Howell.Huws@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Minimising the Cost of Temporary Housing Accommodation</b></p> <p>Proposal for funding to minimise the costs of temporary accommodation through (1) incentives to private sector landlords and (2) a project team (HB Assist) to respond to the impact of benefit and subsidy changes.</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): All Wards</p> <p>Contact officer: Mike England, Aaron Cahill Tel: 020 8753 5344, Tel: 020 8753 1909 mike.england@lbhf.gov.uk, Aaron.Cahill@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>New Vehicles for Adult Social Care Passenger Transport Home to Day Care Centre Services</b></p> <p>Lease / hire of new replacement vehicles (6) to ensure continuity of service provision to users with assessed needs in attending Day Care Centres.</p>	<p>Cabinet Member for Community Care</p> <p>Ward(s): All Wards</p> <p>Contact officer: Stella Baillie</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.



Key Decision Reason	Proposed Key Decision	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Open or private meeting	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
			interest in maintaining the exemption outweighs the public interest in disclosing the information.	
Expenditure more than £100,000	<b>3rd Sector Investment Fund Allocation</b>  This report seeks agreement to extend one 3rd Sector Investment Fund grant funding agreement under the service area of Economic Wellbeing & Opportunity Service Area. Cabinet is asked to approve a 24 month extension from 1st October 2012 to 30 September 2014 to the current 3rd Sector Investment Fund grant funding agreement with H&F Citizens Advice Bureau – Core Service.	Cabinet Member for Community Care  Ward(s): All Wards  Contact officer: Susan Hughes  susan.hughes@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

## DECISIONS PROPOSED TO BE MADE BY FUTURE CABINET MEETINGS

### December

Affects more than 1 ward	<b>Annual Report on the Social Care of Looked After Children</b>  Looked After Children Social Care report.	Cabinet Member for Children's Services  Ward(s): All Wards  Contact officer: Steve Miley Tel: 020 8753 2300 steve.miley@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<b>Housing Development: Appointment of Development Management Services Agent</b>  Appointment of development	Cabinet Member for Housing  Ward(s): All Wards		A detailed report for this item will be available at least five working days before the date of the meeting and

Key Decision Reason	Proposed Key Decision	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Open or private meeting	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
	management services agent to deliver affordable housing products built using innovative modern methods of construction through the Council's housing development company.	Contact officer: Mel Barrett, Matin Miah Tel: 0208753 3480 melbourne.barrett@lbhf.gov.uk, matin.miah@lbhf.gov.uk		will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Housing Development: Appointment of Building Contractor</b></p> <p>To appoint a building contractor for the next phase of the 'hidden homes' sites to build affordable housing through the Housing Development Company.</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): All Wards</p> <p>Contact officer: Mel Barrett, Matin Miah Tel: 0208753 3480 melbourne.barrett@lbhf.gov.uk, matin.miah@lbhf.gov.uk</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Award of a Framework Agreement for Printing Services (Lots 1 &amp; 2)</b></p> <p>This report seeks approval to award a Framework for Printing Services (Lots 1&amp;2) to the recommended list(s) of providers to commence on 1 December 2012 for a period of 4 years.</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Louise Raisey Tel: 020 8753 2012 Louise.Raisey@lbhf.gov.uk</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information)</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Key Decision Reason	Proposed Key Decision	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Open or private meeting	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
			under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	
Expenditure more than £100,000	<p><b>Hammersmith Town Hall - Smart Accommodation Programme - Phase 1</b></p> <p>Tender acceptance report to appoint contractor to carry out remodelling works on 1st and 2nd floor offices at Hammersmith Town Hall to provide smart working, open plan accommodation to maximise occupancy.</p>	<p>Deputy Leader (+ Residents Services)</p> <p>Ward(s): Hammersmith Broadway</p> <p>Contact officer: Mike Cosgrave, Velma Chapman Tel: 020 8753 4849, Tel: 020 8753 4807 mike.cosgrave@lbhf.gov.uk, velma.chapman@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Redevelopment of intranet</b></p> <p>Provision of a new resilient platform for intranet, with improved ease of use</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Howell Huws Tel: 020 8753 5025 Howell.Huws@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Reprocurement of framework Social Care IT system</b></p> <p>Confirmation of reprocurement of Framework social care system (or equivalent social</p>	<p>Cabinet Member for Community Care, Cabinet Member for Children's Services</p> <p>Ward(s): All Wards</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details

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	care system) is requested for both Adult Social Care and Children's Services from January 2013.	Contact officer: Mark Hill  mark.hill2@lbhf.gov.uk	grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<b>Corporate Revenue Monitoring 2012_13 PERIOD 6 (September)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT) Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Affects more than 1 ward	<b>Council Housing Tenancy Agreement</b>  Cabinet will be asked to agree a new tenancy agreement following consultation, which will include reference to new flexible fixed term tenancies; basis for tenants to operate a business from home; clarify tenancy succession issues; highlight the consequences of tenancy fraud and attempts at tenancy fraud; general updating and presentational improvements to current document.	Cabinet Member for Housing  Ward(s): All Wards  Contact officer: Aaron Cahill Tel: 020 8753 1909 Aaron.Cahill@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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Expenditure more than £100,000	<p><b>Capital Budget Monitor - 2nd Quarter Amendments 2012/13</b></p> <p>To seek approval for changes to the Capital Programme - 2012/13</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered. Budget
Expenditure more than £100,000	<p><b>Treasury Management Mid Year Review</b></p> <p>This reports covers Quarter 1 and 2 for 2012/13 and provides information on the Council's debt, borrowing and investment activity up to the 30th September 2012</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Rosie Watson Tel: 020 8753 2563 Rosie.Watson@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b><i>Fulham Palace Road Corridor Scheme - Approval to spend S106</i></b></p> <p><i>Request approval to spend £750,000 of s106 funding from the Fulham Reach development that has been assigned to the Fulham Palace Road Corridor (from Talgarth Road to Putney Bridge) and will be available to LBHF in December 2012.</i></p>	<p><i>Cabinet Member for Transport and Technical Services</i></p> <p>Ward(s): Fulham Reach; Hammersmith Broadway; Munster; Palace Riverside; Town</p> <p>Contact officer: Nerissa Harrison Tel: 020 8753 6722 nerissa.harrison@lbhf.gov.uk</p>		<i>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</i>

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Expenditure more than £100,000	<p><b>Update on Edward Woods Estate Regeneration Scheme</b></p> <p>Update on progress and request for approval of overspend and change of tenure 12 penthouse flats for Edward Woods Estate Regeneration Scheme</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): Shepherds Bush Green</p> <p>Contact officer: Roger Thompson Tel: 020 8753 3920 Roger.Thompson@lbhf.org.uk</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Affects more than 1 ward	<p><b>Council Housing Tenancy Agreement</b></p> <p>Cabinet Approval for the revised Tenancy Agreement and Notice of Variation</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): All Wards</p> <p>Contact officer: Aaron Cahill Tel: 020 8753 1909 Aaron.Cahill@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Working from anywhere</b></p> <p>The three Councils, RBKC, WCC and H&amp;F, want to enable staff to work from any location across the three boroughs as required by the needs of their service. This work will make it</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting

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	possible to use computers from any such location.	Contact officer: Howell Huws Tel: 020 8753 5025 Howell.Huws@lbhf.gov.uk	contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Tri-borough ICT provision procurement - initiation</b></p> <p>This paper will seek approval for the H&amp;F participation in the initiation of the procurement of key ICT services tri-borough; for the consequent re-organisation of the three Councils' client side into one tri-borough; for the funding for the next stages of procurement</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Jackie Hudson Tel: 020 8753 2946 Jackie.Hudson@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Annual Review of Trade Waste Service</b></p> <p><i>Decision required about continuation (or not) of the trade waste service.</i></p>	<p>Deputy Leader (+ Residents Services)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Sue Harris Tel: 020 8753 4295 Sue.Harris@lbhf.gov.uk</p>		<i>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</i>



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Expenditure more than £100,000	<b>Internships</b> To progress a H&F Internship programme to a full operating model. Interns will be appointed to support key functions and business operations. For this reason placements will be 12 months in duration. The programme will create at least 120 meaningful work experience opportunities for local residents over 3 years. Placements will be prioritised for H&F and tri-borough residents. A Cabinet decision is required to procure an external service provider to provide an internship marketplace solution and support the advertising and selection processes.	Leader of the Council (+Regeneration, Asset Management and IT) Ward(s): All Wards Contact officer: Debbie Morris, Marc O'Hagan Tel: 0208 753 1126 debbie.morris@lbhf.gov.uk, Marc.O'Hagan@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

### January

<i>Affects more than 1 ward</i>	<b>SERCO Contract Review</b> <i>Description: Review and decision about whether to continue with SERCO Waste and Street Cleansing contract which expires in 2015.</i>	<i>Deputy Leader (+ Residents Services)</i> Ward(s): All Wards Contact officer: Sue Harris Tel: 020 8753 4295 Sue.Harris@lbhf.gov.uk		<i>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</i>
Expenditure more than £100,000	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 7(October)</b> Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT) Ward(s): All Wards Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be



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				considered.
<i>Affects more than 1 ward</i>	<p><b><i>Supply of tickets for pay and display machines</i></b></p> <p><i>This is a bi-borough framework agreement with RBKC for the supply of tickets for pay and display machines.</i></p>	<p><i>Cabinet Member for Transport and Technical Services</i></p> <p>Ward(s): All Wards</p> <p>Contact officer: Osa Ezekiel</p> <p>Osa.Ezekiel@lbhf.gov.uk</p>		<p><i>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</i></p>
<i>Expenditure more than £100,000</i>	<p><b><i>Provision of a blue badge investigation and enforcement service</i></b></p> <p><i>The Council has piloted a scheme to tackle the abuse of Disabled Parking Permits (blue badges). The pilot has proved to be successful and the Council now wants to enter into a long-term contractual arrangement for a minimum of 3 years and a maximum of 7.</i></p>	<p><i>Cabinet Member for Transport and Technical Services</i></p> <p>Ward(s): All Wards</p> <p>Contact officer: Osa Ezekiel</p> <p>Osa.Ezekiel@lbhf.gov.uk</p>		<p><i>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</i></p>
<i>Expenditure more than £100,000</i>	<p><b><i>Contract for the maintenance of pay and display machines</i></b></p> <p><i>This is a bi-borough contract with RBKC for the maintenance of pay and display machines</i></p>	<p><i>Cabinet Member for Transport and Technical Services</i></p> <p>Ward(s): All Wards</p> <p>Contact officer: Osa Ezekiel</p> <p>Osa.Ezekiel@lbhf.gov.uk</p>		<p><i>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</i></p>
<i>Expenditure more than £100,000</i>	<p><b>Managed Services Programme</b></p> <p>Following the completion of the Managed Services procurement process, a report will be brought to Cabinet for</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p>		<p>A detailed report for this item will be available at least five working days before the date of the meeting and will include details</p>

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	decision on LBHF's position re. signing up to the framework	Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk		of any supporting documentation and / or background papers to be considered.
<b>February</b>				
Expenditure more than £100,000	<p><b>Elevator Monitoring Unit Installation - Various Sites</b></p> <p>The works consist of the supply and installation of elevator Monitoring Units and Auto Diallers to be fitted to each lift in providing automatic reporting of lift breakdowns and communication between each lift car and operators at a manned call centre in dealing with lift entrapment.</p>	<p>Cabinet Member for Housing</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Velma Chapman Tel: 020 8753 4807 velma.chapman@lbhf.gov.uk</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>Corporate Revenue Monitoring 2012_13 : PERIOD 8 (November)</b></p> <p>Report seeks approval for changes to the Revenue Budget</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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Budg/pol framework	<b>2013/14 Budget and Council Tax Setting report</b>  To approve the 2013/14 Budget Estimates and Council Tax levels.	Leader of the Council (+Regeneration, Asset Management and IT)  Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
<b>March</b>				
Expenditure more than £100,000	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 9 (December)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT)  Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<b>Capital Budget Monitor - 3rd Quarter Amendments 2012/13</b>  To seek approval for changes to the Capital Programme 2012/13	Leader of the Council (+Regeneration, Asset Management and IT)  Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<b>Holy Cross/Lycée expansion and co-location Tender Approval</b>  Approval to accept the most economically advantageous tender to carry out new-build	Cabinet Member for Children's Services  Ward(s): Parsons Green and Walham	<b>PART OPEN</b>  <b>PART PRIVATE</b> Part of this report is exempt from disclosure on the	A detailed report for this item will be available at least five working days before the date of the meeting and will include details

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	and refurbishment works to enable the expansion of Holy Cross RC Primary School and its co-location with the French Lycée school on the site of the former Peterborough Primary School.	Contact officer: John Brownlow Tel: 020 8753 john.brownlow@lbhf.gov.uk	grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	of any supporting documentation and / or background papers to be considered.
Expenditure more than £100,000	<p><b>New Queensmill School - Tender Approval</b></p> <p>Approval to accept most economically advantageous tender to construct new school accommodation for Queensmill ASD School</p>	<p>Cabinet Member for Children's Services</p> <hr/> <p>Ward(s): Wormholt and White City</p> <hr/> <p>Contact officer: John Brownlow Tel: 020 8753 john.brownlow@lbhf.gov.uk</p>	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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<b>April</b>				
Expenditure more than £100,000	<p><b>Corporate Revenue Monitoring 2012_13 : PERIOD 10 (January)</b></p> <p>Report seeks approval for changes to the Revenue Budget</p>	<p>Leader of the Council (+Regeneration, Asset Management and IT)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Affects more than 1 ward	<p><b>Letting of concession of Wi-Fi on lamp posts</b></p> <p><i>Letting of a concession to allow mobile data devices to be fitted to lamp posts.</i></p>	<p>Deputy Leader (+ Residents Services)</p> <p>Ward(s): All Wards</p> <p>Contact officer: Sharon Bayliss Tel: 020 8753 1636 sharon.bayliss@lbhf.gov.uk</p>		A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.