

Cabinet



Agenda

MONDAY
9 OCTOBER 2017
7.00 pm

COURTYARD ROOM
HAMMERSMITH
TOWN HALL
KING STREET
LONDON W6 9JU

Membership

Councillor Stephen Cowan, Leader of the Council
Councillor Sue Fennimore, Deputy Leader
Councillor Ben Coleman, Cabinet Member for Health and Adult Social Care
Councillor Wesley Harcourt, Cabinet Member for Environment, Transport & Residents Services
Councillor Lisa Homan, Cabinet Member for Housing
Councillor Andrew Jones, Cabinet Member for Economic Development and Regeneration
Councillor Sue Macmillan, Cabinet Member for Children and Education
Councillor Max Schmid, Cabinet Member for Finance

Date Issued
29 September 2017

If you require further information relating to this agenda please contact: Kayode Adewumi, Head of Governance and Scrutiny, tel: 020 8753 2499 or email: kayode.adewumi@lbhf.gov.uk

Reports on the open Cabinet agenda are available on the Council's website: www.lbhf.gov.uk/councillors-and-democracy

PUBLIC NOTICE

The Cabinet hereby gives notice of its intention to hold part of this meeting in private to consider items (15 to 16) which are exempt under paragraph 3 of Schedule 12A to the Local Government Act 1972, in that they relate to the financial or business affairs of any particular person, including the authority holding the information.

The Cabinet has received no representations as to why the relevant part of the meeting should not be held in private.

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

DEPUTATIONS

Members of the public may submit a request for a deputation to the Cabinet on non-exempt item numbers **4-11** on this agenda using the Council's Deputation Request Form. The completed Form, to be sent to Kayode Adewumi at the above address, must be signed by at least ten registered electors of the Borough and will be subject to the Council's procedures on the receipt of deputations. **Deadline for receipt of deputation requests: Wednesday 4 October 2017.**

COUNCILLORS' CALL-IN TO SCRUTINY COMMITTEES

A decision list regarding items on this agenda will be published by **Wednesday Date 11 October 2017**. Items on the agenda may be called in to the relevant Accountability Committee.

The deadline for receipt of call-in requests is: **Monday 16 October 2017 at 3.00pm**. Decisions not called in by this date will then be deemed approved and may be implemented.

A confirmed decision list will be published after 3:00pm on **Monday 16 October 2017**.

Cabinet Agenda

9 October 2017

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2. APOLOGIES FOR ABSENCE	
3. DECLARATION OF INTERESTS	
<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	
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13.	EXCLUSION OF PRESS AND PUBLIC	

The Cabinet is invited to resolve, under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of the following items of business, on the grounds that they contain the likely disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of the said Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.

14.	EXEMPT MINUTES OF THE CABINET MEETING HELD ON 4 SEPTEMBER 2017 (E)	
15.	CONTRACT AWARD: GENITO-URINARY MEDICINE (GUM) AND SEXUAL AND REPRODUCTIVE HEALTH SERVICE : EXEMPT ASPECTS (E)	
16.	PROCUREMENT STRATEGY FOR THE PROVISION OF TRANSPORT FUEL : EXEMPT ASPECTS (E)	

London Borough of Hammersmith & Fulham

Cabinet Minutes



Monday 4 September 2017

PRESENT

Councillor Stephen Cowan, Leader of the Council
Councillor Ben Coleman, Cabinet Member for Health and Adult Social Care
Councillor Wesley Harcourt, Cabinet Member for Environment, Transport & Residents Services
Councillor Lisa Homan, Cabinet Member for Housing
Councillor Andrew Jones, Cabinet Member for Economic Development and Regeneration
Councillor Sue Macmillan, Cabinet Member for Children and Education
Councillor Max Schmid, Cabinet Member for Finance

ALSO PRESENT

Councillor Andrew Brown
Councillor Joe Carlebach
Councillor Steve Hamilton
Councillor Lucy Ivimy
Councillor Harry Phibbs

22. MINUTES OF THE CABINET MEETING HELD ON 10 JULY 2017

That the minutes of the meeting of the Cabinet held on 10 July 2017 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

23. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Sue Fennimore.

24. DECLARATION OF INTERESTS

There were no declarations of interest.

25. CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2016/17 (OUTTURN)

RESOLVED:

1. To note the capital out-turn for the year.
2. To approve proposed technical budget variations to the capital programme as summarised in Table 1 and detailed in Appendix 2.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

26. CORPORATE REVENUE MONITOR 2017/18 MONTH 2 - 30 MAY 2017

RESOLVED:

1. To note the General Fund and Housing Revenue Account month 2 forecast revenue outturn variances.
2. To note the action plans amounting to **£1.765m**, seeking to address the General Fund gross overspend forecast variance of **£2.896m**. All overspending departments will need to respond with further actions to reduce the net forecast overspend after mitigating actions of **£1.131m**.
3. To approve the proposed virements requests in appendix 11.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

27. 2016/17 OUTTURN REPORT

Councillor Carlebach enquired about the lack of provision for the termination of the Tri-Borough. The Leader stated that a full report on the subject would be presented to Cabinet shortly setting out the financial position.

RESOLVED:

1. To note the gross General Fund provisional revenue underspend of £0.198m, subject to audit.
2. To note the HRA provisional underspend of £0.504m and overall increase in the HRA reserves of £1.565m resulting in a HRA balance of £20.086m as at 31st March 2017, subject to audit. HRA earmarked reserves are £25.6m.
3. To note that general fund earmarked reserves are £82.70m and general balances are £19.0m as at 31st March 2017, subject to audit.
4. To note the capital outturn of £70.6m.
5. To note the enhanced monitoring process for 2017/18 particularly in respect of bilateral Member challenge meetings (involving the Departmental Management team and Cabinet member with the Strategic Finance Director and Cabinet member for Finance) with services facing pressures due to demographics and unfunded new burdens from Government.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

28. HR, PAYROLL AND FINANCE SERVICES RECOMMENDATIONS

RESOLVED:

1. That approval be given for LBHF to join a public to public arrangement, subject to there being final agreement on detailed arrangements that satisfy LBHF's objectives and sufficiently meet the requirements referred to in the legal implications section of this report.
2. That agreement to join the Partnership be delegated to the Chief Executive in consultation with the Cabinet Member for Finance and the

Leader, and that the same delegation is also in place for the final decision to 'go-live' with services following transition.

3. That the financial recommendations as set out in the exempt report are noted.
4. That quarterly updates on progress moving to the Partnership, including costs, are made to Cabinet.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

29. INDUSTRIAL GROWTH STRATEGY

Councillor Jones stated that the strategy focused on a different approach for growth with new opportunities for people in the borough. It set out the Council's role as a facilitator for economic growth.

In answer to a question from Councillor Carlebach, the Leader replied that the Council was in current negotiations with BT Open Reach to address the expansion of high speed broadband in the borough.

RESOLVED:

1. To approve and adopt the draft Industrial Growth for Everyone document attached as Appendix 1.
2. To delegate authority to the Director for Housing, Growth, and Strategy in consultation with the Cabinet Member for Economic Development and Regeneration to complete a designed version of the strategy and publish the document.
3. To delegate authority to the Director for Housing, Growth, and Strategy in consultation with the Cabinet Member for Economic Development and Regeneration to develop an implementation action plan.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

30. SINGLE HOMELESS SERVICES PROCUREMENT STRATEGY

RESOLVED:

1. That the Lillie Rd & Talgarth Rd Procurement Strategy, as set out on the exempt part of the agenda, be approved
2. That a five-year contract award with the option to extend for two periods of 12 months each will be made to the Most Economically Advantageous Tender.
3. That a contract modification in accordance with section 20.3.2 of the Council's Contract Standing Orders to continue provision by the incumbent provider until contract award and implementation is completed until no later than 30th September 2018.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

31. NORTH WEST LONDON HOSPITAL DISCHARGE - JOINT WORKING AGREEMENT

Councillor Coleman stated that this paper aimed at improving the service that residents received when discharged from hospital. Five boroughs were collaborating to provide a more consistent service and maximise the efficiency of existing resources by working more closely together.

Councillor Brown asked whether officers could put a figure on how much the improvement in discharge had led to savings for the NHS. Lisa Redfern, Interim Director of Adult Social Services, replied that the discharge arrangements had improved significantly since this new arrangement. She would send Councillor Brown the information that demonstrated the efficiencies and savings for the NHS.

RESOLVED:

To approve the WLA (West London Alliance) Hospital Discharge Joint Working Agreement, WLA Hospital Discharge Data Processing Agreement and the Section 113 that underpins the joint hospital discharge service the boroughs of Hammersmith & Fulham, Royal Borough of Kensington and Chelsea, the City of Westminster, Brent and Ealing.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

32. MAYOR'S AIR QUALITY FUND & NEIGHBOURHOODS OF THE FUTURE COMBINED SCHEME

Councillor Harcourt stated that this was another Council's policy to improve the green of the borough and the air quality.

In answer to a question from Councillor Hamilton, Councillor Harcourt informed that many street trees had been planted across the borough as a result of several Council's schemes.

RESOLVED:

1. That approval be given to make realistic and necessary changes to the concept designs for the Hammersmith Grove South scheme, resulting in a preferred design which can be progressed to public consultation.
2. That authority be delegated to the Director of Transport and Highways in consultation with the Cabinet member for Environment, Transport and Resident's Services to approve the implementation of the Hammersmith Grove South Scheme, subject to a favourable outcome of public consultation in Autumn 2017.
3. That an order be placed with the Council's Term Contractor (F M Conway PLC) in the sum not to exceed £760,000.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

33. 20MPH SPEED LIMIT EXTENSION

Councillor Hamilton stated that it was too early to evaluate the effectiveness of the 20mph zones in slowing traffic down. He believed that additional calming measures should be delayed until required and focus should be given on identifying high accident areas.

Councillor Phibbs asked whether there was statistical significance that the traffic calming measures had effectively impacted on the reduction of speed. Mahmood Siddiqi, Director for Transport & Highways, replied that there had been many significant studies on the effectiveness of these measures and the priority was to identify the roads that would benefit from these measures.

Councillor Jones said that the results of the survey stated on the report was a measure of many factors and had no statistical significance. The effectiveness of the measures in the streets whose speed limit had been reduced was proved by the overall decrease in speed.

RESOLVED:

That approval be given to make the Traffic Management Order no 1283 (20mph speed limit extension) permanent.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

34. OLD OAK NEIGHBOURHOOD PLAN AREA AND FORUM APPLICATION DESIGNATION

An addendum to the report was circulated and published on the Council's website prior to the Cabinet meeting. It included a version of the Officer's report highlighting clarification wording to the first recommendation and certain aspects of the report requiring other clarifications or corrections. The Leader asked Matt Butler, Head of Policy & Spatial Planning, to ensure that the

residents present at the meeting received a copy of the addendum. All residents present received a hard copy of the addendum at the meeting.

Matt Butler stated that the Old Oak Interim Neighbourhood Forum had submitted a letter expressing their concerns about the content and officer recommendations in the report and raising 38 points. Officers provided a response in writing to each of the 38 points raised, as part of the addendum.

The Hammersmith Society had also submitted a representation in support of the comments sent from Old Oak Interim Neighbourhood Forum in addition to other points (also included in the addendum).

Councillor Harcourt and Councillor Jones stated that the area applied for was made up of distinct uses and varied character that did not easily translate into a cohesive area for the purposes of a neighbourhood plan. Therefore, by designating a smaller area, the proposed neighbourhood planning forum did not have the required minimum number of forum members and should be refused.

The Leader stated that the Council was very supportive of neighbourhood planning and communities being involved and engaged in the planning process. He would be happy to open a dialogue with residents to find an alternative way.

The Leader proposed to meet up with Henry Peterson, adviser to the Old Oak Interim Neighbourhood Forum and Melanie Whitlock, Vice Chair, The Hammersmith Society, to discuss a way forward and bring a better alternative back to Cabinet.

RESOLVED:

1. To designate the area identified in green to be referred to as the Old Oak Estate Neighbourhood Area as a Neighbourhood Area and to refuse the designation of areas in red in Figure 2 on the report;
2. To refuse the proposed neighbourhood forum due to insufficient members for the designated Neighbourhood Area.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

35. FORWARD PLAN OF KEY DECISIONS

The Key Decision List was noted.

36. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the remaining items of business on the grounds that they contain information relating to the financial or business affairs of a person (including the authority) as defined in paragraph 3 of Schedule 12A of the Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.

[The following is a public summary of the exempt information under S.100C (2) of the Local Government Act 1972. Exempt minutes exist as a separate document.]

37. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 10 JULY 2017 (E)

That the minutes of the meeting of the Cabinet held on 10 July 2017 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

38. HR, PAYROLL AND FINANCE SERVICES RECOMMENDATIONS: EXEMPT ASPECTS (E)

RESOLVED:

That the recommendations contained in the exempt report be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

39. SINGLE HOMELESS SERVICES PROCUREMENT STRATEGY: EXEMPT ASPECTS (E)

RESOLVED:

That the recommendations contained in the exempt report be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

Meeting started: 7.00 pm

Meeting ended: 7.55 pm

Chair

<p>London Borough of Hammersmith & Fulham</p> <p>CABINET</p> <p>9 OCTOBER 2017</p>	
HEALTH SERVICES OPTIMISATION	
Report of the Leader of the Council – Councillor Stephen Cowan	
Open Report	
Classification - For Decision	
Key Decision: Yes	
Wards Affected: All	
Accountable Director: Sarah Thomas, Director of Delivery and Value	
<p>Report Author: Peter Smith, Head of Policy & Strategy</p>	<p>Contact Details: Tel.: 020 8753 2206 Email: peter.smith@lbhf.gov.uk</p>

1. EXECUTIVE SUMMARY

- 1.1 This report updates Cabinet on a continuing programme of work to support the council's priority of optimising and improving local health services – specifically to continue to oppose proposals to close services at Charing Cross and Ealing hospitals.

2. RECOMMENDATIONS

- 2.1 To approve the allocation of resources to continue the work programme opposing the proposed downgrade of Charing Cross Hospital, including the closure of the 24 hour Accident & Emergency unit.
- 2.2 To note that, despite strategic differences with the NHS over the Shaping a Healthier Future (SaHF) proposals, the Council will continue to work closely with NHS agencies to provide high quality integrated health and social care services for residents and service users.
- 2.3 To delegate authority to the Interim Chief Executive, in consultation with the Cabinet Member for Adult Social Care, to agree activities and expenditure of up to a maximum of £150,000 in line with the work programme set out in this report.

3. REASONS FOR DECISION

- 3.1 Since the publication in 2012 of NHS NW London's proposals to reform acute hospital provision in north west London ('Shaping a Healthier Future' (SaHF)), agreed by the NHS in 2013, officers have been engaging with local residents in calling on NHS management to rethink its proposals to downgrade local hospital services, particularly at Charing Cross Hospital. Collaborative work with Ealing Council in 2016 to reject the Sustainability and Transformation Plan (STP) for the sub-region, which endorses the downgrading of both Charing Cross and Ealing hospitals, has also taken place.
- 3.2 Improving health outcomes locally relies heavily on established adult social care and health services including a robust healthcare infrastructure. The protection of the local hospital configuration and accessible acute and emergency services is a critical component today and in the future in light of population growth predictions.
- 3.3 This report seeks approval for a continued programme of work to challenge current NHS proposals, including a survey of local residents' views on the proposals and any legal action the council might take in fighting closure plans.

4. BACKGROUND

- 4.1 Cabinet will be aware that the SaHF programme has been running since 2012. Officers have opposed the proposals, as they are contrary to council priorities and the borough's reasonable healthcare needs. This was set out in the findings of the independent healthcare commission in 2015, chaired by Michael Mansfield QC, which concluded that the SaHF proposals are 'deeply flawed' and should be halted immediately.
- 4.2 In 2016, the North West London STP was developed. Whilst the council shared many of the goals of this programme around prevention, it incorporated the SaHF proposal to downgrade Charing Cross and Ealing hospitals to 'local hospital' status including the closure of the 24 hour A&E units at both sites. Hammersmith & Fulham Council, along with Ealing Council, declined to support the North West London STP.
- 4.3 The North West London Collaboration of Clinical Commissioning Groups published, in December 2016, the "Shaping a Healthier Future Strategic Outline Case (SOC) Part 1". The purpose of SOC Part 1 is to secure the capital funding to progress the downgrading of Ealing Hospital. Publication of the business case relating to Charing Cross Hospital has been postponed, with a scheduled publication for Part 2 of the SOC of "later in 2017".
- 4.4 However, demand for local hospital services continues to remain high and hospitals across the North West London region are consistently missing the A&E performance target that 95% of patients should be seen within four hours.

- 4.5 The council shares the NHS objectives of preventing health problems escalating and ensuring that, where problems do occur, residents are treated in community settings where appropriate. The proposed SaHF investment in GP and other out of hospital settings is welcome. Officers have also worked closely with NHS partners on the integration of health and social care and hospital discharge processes, for example through the Better Care Fund, and will continue to do so.
- 4.6 However, the council does not believe that the proposals for reconfiguration of acute care, being pursued by the NHS, are in the best interests of residents nor that they will meet the reasonable healthcare needs of local people. This concern is shared widely by the local community, as evidenced by the attendance and comments made at the public engagement and consultation events held by the council over the past three years.
- 4.7 This report asks Cabinet to approve ongoing active campaigning work on the issues, including continuing to seek the halting of proposals to downgrade Charing Cross Hospital. This will build on action taken since 2012, in partnership with other local authorities (particularly Ealing in respect of the similar proposals for Ealing Hospital) and community groups.

5. PROPOSAL AND ISSUES

- 5.1 The borough is expecting a significant population rise over the next twenty years as a result of a migration and demographic changes and development in the borough's regeneration areas. The borough's population is expected to increase by 11,895 people (6.7%) between 2011 and 2021; this compares to a 9.1% increase in London as a whole¹. The further projected increase in population between 2021 and 2031 is 8.2%; a similar level as the London average (8.3%). These population increases will have implications for health provision in the borough. The closure already of Hammersmith Hospital A&E, together with the proposed closure of Charing Cross Hospital A&E, could result in the health needs of the increasing local population not being adequately met.
- 5.2 The council is proposing new planning and regeneration policies in its emerging Local Plan, due to be adopted this year, with a projected target of 22,000 new homes to be built before 2035. The Local Plan proposes new planning policies to ensure that the borough has an adequate supply of high quality healthcare facilities and retains and enhances existing healthcare facilities, including the A&E services at Charing Cross Hospital. In the council's four regeneration areas, where the projected housing growth is expected to be delivered, it will be essential for new accessible local health services to be provided as part of supporting social infrastructure.

¹ Greater London Authority population projections 2015

- 5.3 The council will continue to explore its options for pursuing a legal challenge to the proposals for the reconfiguration of acute services at Charing Cross Hospital in accordance with the recommendation of the Independent Healthcare Commission for North West London (the Mansfield Commission) that “local authorities should consider seeking a judicial review of the decision to implement the (SaHF) programme if it is not halted.”
- 5.4 In view of the NHS’s lack of engagement or consultation since 2012 with local residents on their intentions for Charing Cross and Ealing hospitals, H&F Council and Ealing Council intend to commission independent market research into residents’ views of the SaHF proposals and their implications for local people. This will inform and shape both councils’ public service planning on health and social care services. The cost to H&F of participation in shared public engagement and possible legal challenge over the year ahead is likely to amount to between £50,000 and £150,000.
- 5.5 The key components of the resident engagement programme include surveys of local opinion on the proposals; mailouts and public information to inform public awareness and debate; and public meetings and events in order to secure wide and varied feedback on the NHS proposals and on the nature and extent of the council’s campaign to challenge the NHS proposals.

6. PROCUREMENT IMPLICATIONS

- 6.1 There are no specific procurement implications identified in the report.
- 6.2 Implications completed by: Alan Parry, Procurement Consultant.
Telephone 020 8753 2581

7. LEGAL IMPLICATIONS

- 7.1 Under the Health and Social Care Act 2012 (section 12) the council has a duty to take such steps as it considers appropriate to improve the health of people in its area. The Localism Act 2011 introduced the “general power of competence”, i.e. that a local authority has power to do anything that individuals generally may do, including for, or otherwise for, the benefit of the council, its area or people resident or present in its area. As with other council powers this power must be exercised reasonably.
- 7.2 The Council must have regard to, and comply with, the Code of Recommended Practice on Local Authority Publicity in all communications issued in relation to this work programme.

Implications completed by Rhian Davies, Chief Solicitor, Litigation and Social Care, tel. 020 7641 2729.

8. FINANCIAL IMPLICATIONS

- 8.1 The cost of delivering activity to oppose the implementation of the SaHF proposals will depend in part on the range of partners that the council can work with and the resources they can commit. Within the council, the starting point will be to prioritise resources from existing budgets. However, it is anticipated that to deliver effectively additional resource is likely to be required. Therefore, this report seeks approval to incur costs of up to a maximum of £150,000 in 2017/18 funded from the Corporate Demands and Pressures Reserve.

Implications completed by Andrew Lord, Head of Strategic Planning and Monitoring, tel 020 8753 2531.

9. IMPLICATIONS FOR BUSINESS

- 9.1 The continuing nature of this programme includes the use of already selected specialist providers, alongside internal resources, hence, there is no scope to consider using local SMEs and/creating local employment and skills opportunities at this stage

Implications verified by Alben Karameros, Earls Court Programme Manager, 020 7938 8583.

10. EQUALITY IMPLICATIONS

- 10.1 The equality of access to healthcare services for vulnerable residents is one of the council's key concerns about the proposals. An equalities impact assessment (EIA) was commissioned by the NHS from Mott McDonald in May 2012 to support the development of the original SaHF proposals. This was supported via an Equalities Action Plan through the Decision Making Business Case (2013). No new EIA has been published alongside the SOC, although it is stated that equalities assessments will be refreshed as further stages in the business case process are reached.
- 10.2 The 2012 NHS EIA concluded that in general terms the protected characteristics groups will benefit disproportionately from the expected improvements in quality. However, the EIA did also include the potential negative impacts, notably the risks to local good practice at meeting the needs of disadvantaged people by local hospitals. It notably highlights the risk that following hospital reconfiguration, such good practice may not be replicated by the "new" receiving hospitals and this may reduce local confidence in the post-reconfiguration arrangements. The EIA's assessment is that this is likely to have the greatest impact on Black, Asian and minority ethnic groups.
- 10.3 The EIA also identifies the following potential negative impacts: negative service impact during the period of transition, disruption of the relationships

between patients and clinicians, and; longer journeys to access emergency, paediatrics and maternity care.

- 10.4 The Mansfield Commission also noted the likely disproportionately negative impact on less affluent communities. Recommendation 4 (ii) of the Mansfield Inquiry report states that: “The Commission calls for an equalities impact assessment to be carried out into the whole SaHF programme, with a particular focus on the communities that will be deprived of services at Ealing and Charing Cross hospitals, as it is clear to the Commission that the selection of these hospitals for service closures will adversely affect the more deprived BME communities in the region.”
- 10.5 The Council retains significant concerns that the downgrade of Charing Cross hospital to local hospital status risks worsening access to healthcare services.

Implications verified by Fawad Bhatti, Policy & Strategy Officer, tel. 020 8753 3437.


BACKGROUND DOCUMENTATION (all published)

Kings Fund, [The reconfiguration of clinical services: What is the evidence?](#) 2014

Michael Mansfield QC, [Independent Healthcare Commission for North West London, 2015](#)

North West London Collaboration of Clinical Commissioning Groups, [Shaping a Healthier Future Strategic Outline Case \(SOC\) Part 1](#), 2016

Roger Steer, John Lister, Sean Boyle, [A review of Shaping a Healthier Future and the North West London STP](#), 2016

London Borough of Hammersmith & Fulham CABINET 9 OCTOBER 2017		
TENDER FOR THE PROVISION OF LITHOGRAPHIC PRINTING SERVICES		
Report of the Deputy Leader – Councillor Sue Fennimore		
Open Report		
Classification - For Decision		
Key Decision: Yes		
Wards Affected: All		
Accountable Director: Sarah Thomas, Director of Delivery & Value		
Report Author: Louise Raisey Strategic Head of Communications and Communities	Contact Details: Tel: 020 8753 2012 E-mail: louise.raisey@lbhf.gov.uk	

1. EXECUTIVE SUMMARY

- 1.1. This report seeks approval to set up a new Hammersmith and Fulham framework agreement for lithographic printing services (“the Framework”).
- 1.2. The work, commissioned from external printing firms, covers large-run and complex print jobs across all departments that cannot be produced in-house.
- 1.3. The estimated total value of proposed call-off contract(s) that may be procured under the Framework is £400,000 per year over four years, giving a total value of £1.6million. However, this figure depends on fluctuating demand.
- 1.4. The Framework will be managed by HammerPrint, under the Strategic Head of Communications and Communities, where expert print staff ensure:
 - the Framework delivers the best price for each call-off contract entered.
 - print specifications provide the best possible value to taxpayers
 - services are supported to deliver print savings (the equivalent spend in 2016/17 was £533,000)
 - corporate presentation standards are met.

2. RECOMMENDATIONS

- 2.1. To approve the procurement strategy and business case set out in this report.
- 2.2. To approve the set-up of a multi-supplier Framework for a period of four years to start in November 2017 for a notional value of £1.6 million and seek tenders for two lots with a maximum of five providers on each lot. The two lots being:
 - Lot 1 - Lithographic four colour printing
 - Lot 2 - Lithographic two colour printing
- 2.3. That the award criteria for admission to each of the framework agreements will be based on 50% quality and 50% price. That a maximum number of 9 organisations will be eligible for admission to each lot of the framework agreement.

3. REASONS FOR DECISION

- 3.1. To comply with the Public Contract Regulations 2015 (as amended) (the “Regulations”) relating to exposing services to regular competitive processes.
- 3.2. Ensures that the Council has access to the most competitive prices when buying printed products. In addition to choosing the five most competitive bidders for each lot. A mini competition will be conducted each time a piece of work is required and a call-off contract will be entered with the chosen supplier. This will ensure that the council gets the most economically advantageous tender for each printing job.

4. BACKGROUND

- 4.1. This is one of five routes the council uses to produce printed materials:
 - Litho and digital print framework – value £400,000 per year
 - Variable data print contract – value £600,000 per year
 - Internal digital printing in HammerPrint – value £225,000 per year
 - Local printing on service-based MFDs
 - Parking print contract.
- 4.2. The services were last tendered in 2012 on a London-wide basis. This framework agreement expired in December 2016.

5. PROPOSAL AND ISSUES

- 5.1. The Framework is arranged into two categories or lots:
 - Lot 1 - Lithographic four colour printing
 - Lot 2 - Lithographic two colour printing
- 5.2. Whilst the Council cannot specifically state that the aim is to appoint local providers, the requirements set out in the specifications for each of the two lots will require providers to deliver printed material within short periods of time that will favour those geographically nearer to central Hammersmith. Irrespective of the location of the print facilities the development of a local H&F framework agreement will also offer the opportunity for appointed providers to engage with other local suppliers (as part of the supply chain) to meet rapid turnaround requirements for some work.

- 5.3. An open procedure will be used to determine the providers offering the best value for money and the award will be forwarded to the Cabinet Member for approval.
- 5.4. All firms will be appointed on a 'no commitment' basis – i.e. the council will not offer minimum volumes of work. However, it is anticipated that all council printing will be procured via a mini- competition under the Framework.
- 5.5. For the purposes of establishing likely pricing levels, tenderers are required to price the example jobs specified in the pricing schedule and to maintain competitive prices.
- 5.6. The supplier will participate in performance monitoring and periodic review as arranged by the Council under the call-off contract.

Provisional timetable

October 2017	Approval to set up Framework Agreement
October 2017	Publish OJEU and Contracts Finder Notice and publish the Selection Questionnaire (SQ) and tender documents in accordance with the Open Procedure.
During November 2017	Evaluate both the SQ and tenderers proposals Identify successful bidders prior to drawing up CMD for contract award.
December 2017	Framework Agreement Awarded, and Contract Award Notices are Published in OJEU and Contracts Finder.

6. OPTIONS AND ANALYSIS OF OPTIONS

- 6.1. The Crown Commercial Services (CCS) offer an alternative procurement route print framework RM3785- managed print & digital solutions, Lot 1- Fully-managed end-to-end print and digital solutions. The CCS framework offers one supplier on this lot. Officers' evaluation of this alternative option concluded that it offered a less competitive route than developing an H&F framework, as outlined above, and should therefore not be pursued.
- 6.2. The adoption of a framework agreement that specifically applies to Hammersmith & Fulham is more likely to attract firms located in, or in the neighbourhood of, the borough.
- 6.2. H&F Council could also join the print service offered by the current shared facilities management service contract. RBKC currently draw down this element of the wider facilities management service, but H&F (and WCC) do not. Officers' evaluation of this option is that it is not transparent about the pricing of individual jobs so cannot demonstrate it offers a better-value solution and should therefore not be pursued.

7. EQUALITY IMPLICATIONS

- 7.1. Officers do not consider there are any equalities implications to this contract award.

8. LEGAL IMPLICATIONS

- 8.1. The Framework must be set up in compliance with regulations 27 (open procedure), 33 (Framework Agreements) and 46 (Division of Contracts into lots) of the Public Contract Regulations (“the Regulations”). The term of the Framework cannot exceed four years. Any call-off contract under the Framework may not entail substantial modifications to the terms laid down in the Framework.
- 8.2. Compliance with regulation 46 must be considered, in that, the council must confirm in the Contract Notice whether tender(s) may be submitted for one, for several or all the lots. In addition, whether there is a maximum limit on the number of lots that may be awarded to one tenderer. The procurement documents must indicate the objective and non-discriminatory criteria or rules it intend to apply for determining which lots will be awarded where the application of the award criteria would result in one tenderer being awarded more lots than the maximum number. Where one or more lot may be awarded to the same tenderer, the council may award contracts combining several or all lots but this must be specified in the Contract Notice that it reserves the right to do so and indicate the lots or group of lots that may be combined
- 8.3. Implications completed by: Sharon Cudjoe, solicitor – 020 7361 2993

9. FINANCIAL IMPLICATIONS

- 9.1. Expenditure for printing services is managed by departments. This includes ensuring there is adequate budget provision.
- 9.2. Printing costs are recharged to departments via the current recharging mechanism with a small uplift for administration.
- 9.3. Any savings made from renewing the council’s framework agreement would be passed on to the departments.
- 9.4. Implications completed by: Danielle Wragg, Finance Business Partner, 020 8753 4287.

10. IMPLICATIONS FOR BUSINESS

- 10.1. The Council will seek social value in the form of skills and employment opportunities for residents, local SME supply chain opportunities and any other corporate social responsibility activities as part of the framework establishing process.
- 10.2. Implications completed by Albena Karameros, Economic Development, 020 7938 853.

11. COMMERCIAL IMPLICATIONS

- 11.1. The Corporate Procurement Team (CPT) has provided support to Strategic Head of Communications and Communities in relation to this project and proposed tendering exercise. Tendering will be undertaken in compliance with the Regulations and the Council's Contracts Standing Orders.
- 11.2. The Council's Contracts Standing Orders require directors and heads of service to develop a procurement strategy for the Cabinet to consider prior to going out to the market. Given that the Council intends to run an open procurement process for the creation of 2 multi provider framework agreements (with no restrictions), the CPT is happy that the principles to develop a procurement strategy are contained in the body of the report.
- 11.3. Implications completed by Alan Parry, Procurement Consultant. Telephone 020 8753 2581.


12.0 RISK MANAGEMENT

- 12.1 The service is an important part of the Council's resilience arrangements where immediate printing may be required in a very short timescale, for example notices used during crisis management. As such this contributes positively to the management of continuity and resilience risk, number 6 on the Corporate Risk Register
- 12.2 Implications completed by: Michael Sloniowski, Principal Consultant, Risk Management, 020 8753 2587

13.0 BACKGROUND PAPERS USED IN PREPARING THIS REPORT

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

Agenda Item 6

London Borough of Hammersmith & Fulham CABINET 9 OCTOBER 2017		 hammersmith & fulham
CORPORATE REVENUE MONITOR 2017/18 MONTH 3 – 30th JUNE 2017		
Report of the Cabinet Member for Finance – Councillor Max Schmid		
Open Report		
Classification - For decision and for information Key Decision: Yes		
Wards Affected: All		
Accountable Director: Hitesh Jolapara – Strategic Finance Director		
Report Author: Andrew Lord – Head of Strategic Planning and Monitoring		Contact Details: Tel: 020 8753 2531 Andrew.Lord@lbhf.gov.uk

1. EXECUTIVE SUMMARY

- 1.1. The General Fund 2017/18 forecast outturn variance for month 3 is a gross overspend of £4.742m.
- 1.2. The potential value of mitigating actions is £2.378m, if fully delivered, which will result in a net overspend of £2.364m. Delivery of action plans is assigned to relevant responsible Directors. They are also tasked with developing further plans to close the remaining projected overspend.
- 1.3. The forecast overspend outturn variances reported by departments in overspend value order are:
 - 1) Regeneration, Planning and Housing Services, mainly due to temporary accommodation pressures
 - 2) Adult Social Care pressures within the Home Care and Direct Payments budgets
 - 3) Children's Services primarily due to Commissioning and Family Services
 - 4) Centrally Managed Budgets due to low interest rates on Council cash balances
 - 5) Environmental Services due to underachievement of income within building and property management and commercial operations.

6) Libraries and Archives due to non-delivery of planned savings.

1.4. The Housing Revenue Account outturn variance for 2017/18 is a break even position at Month 3 with a forecast contribution of £0.789m to HRA general reserves, with a HRA credit balance of £21.918m at year-end.

2. RECOMMENDATIONS

2.1. To note the General Fund and Housing Revenue Account month 3 forecast revenue outturn variances.

2.2. To note the action plans amounting to £2.815m, seeking to address the General Fund gross overspend forecast variance of £4.742m. All overspending departments will need to respond with further actions to reduce the net forecast overspend after mitigating actions of £2.364m.

2.3. To approve the proposed virements requests in appendix 11.

3. REASONS FOR DECISION

3.1. The reasons for the recommendations are to report the revenue expenditure position for the Council and to comply with the Financial Regulations.

4. CORPORATE REVENUE MONITOR (CRM) 2017/18 MONTH 3 GENERAL FUND

4.1. Table 1 below sets out the position for month 3.

Table 1: 2017/18 General Fund Gross Forecast Outturn Variance – Month 3

Department ¹	Revised Budget Month 3 £m	Forecast Outturn Variance Month 3 £m	Forecast Outturn Variance Month 2 £m	Variance between months 2 and 3 £m
Adult Social Care (ASC)	59.509	1.277	(0.012)	1.289
Children's Services (CHS)	45.446	1.191	1.227	(0.036)
Controlled Parking Account (CPA)	(22.235)	(0.437)	(0.130)	(0.307)
Corporate Services	16.528	(0.367)	(0.367)	0.000
Environmental Services (ES)	42.677	0.496	0.494	0.002
Regeneration, Planning and Housing Services (RPHS)	8.567	1.775	0.877	0.898

¹ Figures in brackets represent underspends

Library & Archives Service	2.685	0.142	0.142	0
Public Health Services	0	0	0	0
Centrally Managed Budgets (CMB)	18.921	0.665	0.665	0
Total	172.098	4.742	2.896	1.846

- 4.2. Within the overall departmental positions there are some significant over spends. The ASC overspends are partially offset against additional external funding allocations of £6.05m². In addition to this external funding, the Council provided £2.66m budget growth on an ongoing basis to support ASC budget pressures. The total additional funding is £8.71m in 2017/18.
- 4.3. Temporary Accommodation is the main budget pressure for RPHS. A combination of inflation, an increase in client numbers and changes to the funding of incentive payments to Direct Letting landlords has led to a forecast overspend of £1.775m. This is after a net increase in funding of £1.25m³.
- 4.4. Pressure on salary budget due to high utilisation of commissioning capacity above the budgeted establishment, loss of grant funding and income shortfall expected from the out of borough residents at the Haven are the main contributors to the Children's Services overspend.
- 4.5. Table 2 summaries the value of mitigating actions departments have identified to reduce overspends.. The potential value of mitigating actions is **£2.378m, if fully delivered**, which will result in a net overspend of **£2.364m**. All overspending departments will need to respond with further actions to reduce the net forecast overspend to nil by year-end. Any overspends at year end will require the use of Council reserves. Delivery of action plans has been assigned to relevant responsible officers below.

² This consists of improved Better Care Funding of £0.831m, Spring Budget funding of £4.297m and Adult Social Care grant of £0.922m.

³ For 2017/18 the Council will receive, after allowance for payments to Registered Social landlords, homelessness support grant of £3.25m. £2m of this compensates the Council for loss of a temporary accommodation management fee of £2m received in 2016/17.

Table 2: Summary of Net Forecast Outturn Variances After Action Plans

Department	Gross Forecast Outturn Variance Month 3 £m	Potential Value of Action Plan Mitigations Month 3 £m	Forecast Outturn Variance Net of Planned Mitigations £m
Adult Social Care	1.277	1.050	0.227
Children's Services	1.191	0.323	0.868
Controlled Parking Account	(0.437)	(0.437)	0
Corporate Services	(0.367)	0	(0.367)
Environmental Services	0.496	0.496	0
Regeneration, Planning and Housing Services	1.775	0.141	1.634
Library & Archives Service	0.142	0.140	0.002
Centrally Managed Budgets	0.665	0.665	0
Total	4.742	2.378	2.364
%	100%	50%	50%

5. CORPORATE REVENUE MONITOR 2017/18 MONTH 3 DEDICATED SCHOOLS GRANT

- 5.1. Dedicated schools grant (DSG) is paid in support of local authority schools budgets, being the main source of income for the schools budget. This is split between central expenditure and the individual schools budget (ISB) in conjunction with the local schools' forum.
- 5.2. DSG is forecasting a £4m overspend around the High Needs Block for 2017/18. The forecast overspend is due to the number of children with special education needs and the degree of complexity, as well as the requirement to provide education for post-19, which has not been matched by increased funding and that has placed significant pressures on the High Needs Block for the last three years.
- 5.3. The forecast allows for some contingency for costs in second half of the year. However, further work needs to be done to refine the placement models around SEN and for Early Years with the introduction of the 30 hours' childcare. The Council also gave the commitment to all providers of full-time nursery education

that it would honour arrangements for the 2017/18 Academic year. These additional costs are expected to be offset through additional funding achieved through the Government's 30 hour's child care initiative, but this will not be known until the Autumn. Finance are working with the service to refine the forecast models, understand the assumptions made.

- 5.4. There are some mitigations which have already been put in place to reduce contract spend in year on the High Needs Block as well as a movement in DSG from Schools Block to High Needs Block agreed at school's forum earlier this year. The 16/17 outturn position benefited from one off recouplement income and this accounts for much of the apparent deterioration in the outturn forecast year on year.

6. CORPORATE REVENUE MONITOR 2017/18 MONTH 3 HOUSING REVENUE ACCOUNT

- 6.1. The Housing Revenue Account is currently forecasting a **break even position** at Month 3 (appendix 10).

Table 3: Housing Revenue Account Forecast Outturn - Month 3

Housing Revenue Account	£m
Balance as at 31 March 2017	(20.129)
Add: Budgeted (Contribution) / Appropriation from Balances	(0.789)
Add: Forecast Surplus Outturn Variance	0.000
Projected Balance as at 31st March 2018	(20.918)

- 6.2 Following the disaster at Grenfell Tower, additional plans to enhance fire safety for the residents of the Council's homes are being put in place. One of these enhancements will be free replacement appliances for tenants and leaseholders whose electrical appliances fail electrical safety testing. There is currently no budget in place for this, the costs are currently being finalised but are expected to be in the range of £1.8m to £6.0m. There are also likely to be other revenue costs because of this programme. Costs will be updated as a programme of significant investment and funding is developed in the coming months.

7. VIREMENTS & WRITE OFF REQUESTS

- 7.1. Cabinet is required to approve all budget virements that exceed £0.1m. General Fund budget virements of £4.766m are proposed at month 3. These relate to budget adjustments within Corporate Services and a more consistent treatment of how section 106 contributions are reported. There is also a correction in how the Public Health Budget is shown. The HRA have also requested virements of £0.197m relating to drawdown from reserves. Appendix 11 has the details.
- 7.2. The virement requests this month include two MSP work streams. Commercial discussions and MSP maintenance and remedial work. Taking the commercial discussions to a conclusion will require additional resources of £0.256m. Until a

decision is reached on the future for Managed Services the Council will continue to incur additional costs to maintain all areas of MSP (Finance, HR, and Payroll). It is estimated that these will be £1.006m for 2017/18. Further details are provided in the Corporate Services appendix 4.

7.3. There are no write-off requests for month 3.

8. CONSULTATION

8.1. N/A.

9. EQUALITY IMPLICATIONS

9.1. Adjustments to budgets are not considered to have an impact on one or more protected groups so an equality impact assessment (EIA) is not required.

10. LEGAL IMPLICATIONS

10.1. There are no legal implications for this report.

11. FINANCIAL AND RESOURCES IMPLICATIONS

11.1. This report is financial in nature and those implications are contained within. Moving On are being reviewed and may impact on the accuracy of the figures in this report.

11.2. Implications completed by: Gary Ironmonger, Finance Manager, 0208 753 2109.

12. IMPLICATIONS FOR BUSINESS

12.1. There are no implications for local businesses.

13. RISK MANAGEMENT

13.1. Details of actions to manage financial risks are contained in appendices 1-10.

14. PROCUREMENT AND IT STRATEGY IMPLICATIONS

14.1. There are no implications for this report.

LOCAL GOVERNMENT ACT 2000

LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

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

LIST OF APPENDICES

Appendix number	Title
Appendix 1	Adult Social Care Revenue Monitor
Appendix 2	Children's Services Revenue Monitor
Appendix 3	Controlled Parking Account Revenue Monitor
Appendix 4	Corporate Services Revenue Monitor
Appendix 5	Environmental Services Revenue Monitor
Appendix 6	Regeneration Planning Housing Services Fund Revenue Monitor
Appendix 7	Library & Archives Service Revenue Monitor
Appendix 8	Public Health Services Revenue Monitor
Appendix 9	Centrally Managed Budgets Revenue Monitor
Appendix 10	Housing Revenue Account Revenue Monitor
Appendix 11	Virement Requests

**APPENDIX 1: ADULT SOCIAL CARE
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3**

Table 1 - Variance By Departmental Division				
Departmental Division	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Integrated Care	46,813	6,377	5,088	↓
Strategic Commissioning & Enterprise	4,774	(30)	(30)	→
Finance & Resources	7,382	0	0	→
Executive Directorate	540	(20)	(20)	→
Funding from ASC Pressures and Demand Reserves	0	(5,050)	(5,050)	→
TOTAL	59,509	1,277	(12)	↓

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Integrated Care		
A projected overspend of £3,969,000 on Home Care and Direct Payments. Similar to the previous 2 years, there are continued pressures as part of the out of hospital strategy including 7- day social care services to support customers at home and avoid hospital admissions or to enable early discharge. This has naturally led to an increase in home care costs above that which is normally expected. The main reasons for the forecast overspend in 2017/18 are the full year effect of increased customer's numbers from last year of 207 new customers, to date there are 46 new customers this year leading to a budget pressure of £3,105,000. The Home Care and Direct payment rates have increased due to the London living wage increases which results in pressures of £864,000.	3,969	3,430
Better Care Fund savings shortfall of £1,194,000. Within the base budget is an MTFs efficiency of £2m following previous negotiations with Health over the Better Care Fund. The efficiency target has various target measures to deliver savings by the avoidance of care in placements, savings in jointly commissioned contracts and securing lower prices. The department is projecting to deliver reductions on placements however in the last period there has been 11 new customers which has reduced the projected underspend in placements to (£806,000).	1,194	587

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Mental Health Services is projecting an overspend of £979,000. This service continues to have an increasing number of placements with the full year effect of last year of 6 new customers and prices increases above inflation leading to budget pressures of £717,000. In Mental Health, Home Care and Direct payment pressures amount to £262,000 with the full year effect of 6 further new customers.	979	977
Learning Disability services is projecting a net overspend of £119,000. There are demand pressures in Direct payments and Day care services.	119	0
Minor Variances	116	94
Total Integrated Care	6,377	5,088
Strategic Commissioning & Enterprise		
Small contractual underspends because of reduction in take up.	(30)	(30)
Total Strategic Commissioning & Enterprise	(30)	(30)
Executive Directorate		
Projected underspend against supplies and services budgets within the Directorate and Executive support budgets.	(20)	(20)
Total Executive Directorate	(20)	(20)
Funding from ASC Pressures and Demand Reserves		
ASC Funding from December 2016 and Spring 2017 budget settlements. The Department has been allocated Improved Better Care Funding of £4,297,000 in the Spring Budget and £831,000 in the December funding settlement. The plans for this funding are being discussed with Health and will need to be presented to the Health & Wellbeing Board. The funding can be used to stabilise Adult Social Care, manage the transfer of care, invest in out of hospital services and market management of providers. Given the financial pressures in both the Health and social care sectors each party is proposing to set aside £1m to develop a more sustainable market. The department also received a one off ASC support grant in December settlement of £922,000 which is proposed to allocate toward the Home Care demand pressures mentioned above. (A budget virement has been requested in the period 2 CRM report and approved at Political Cabinet).	(5,050)	(5,050)
Total Funding from ASC Pressures and Demand Reserves	(5,050)	(5,050)
TOTAL VARIANCE	1,277	(12)

Table 3 - Key Risks - Detail Items Over £250,000

Risk Description	Risk At Month 3 £000	Risk At Month 2 £000	Risk Management Since Last Report £000
Investment from health through the Better Care Fund has not yet been agreed for 2017/18. There is uncertainty about future years funding as Health budgets are also under significant financial pressures.	800	1,000	↑
Commissioners are continuing to receive requests for inflationary increases from placement providers above that which has already been built into the base budget.	236	236	→
Savings from Transformation Commissioning Programme to be delivered currently RAG rated amber.	744	744	→
Demographic pressures on Adult Social Care services would continue to increase as the population gets older. We continue to experience increases in numbers greater than anticipated during this financial year.	500	500	→
TOTAL RISKS MANAGED	2,280	2,480	↑

Supplementary Monitoring Information
<p>The Department continues to experience significant budget pressures. This is mainly because of the full year implications of new customers coming through the service from 2016/17 especially within home care and direct payments, there has been 57 new customers compared to previous month and price increases due to market pressures. The Department is proposing to use the new additional funding from the Improved Better Care Fund (IBCF) to mitigate the majority of these pressures leaving us with a projected overspend of £1,277,000. The department has commenced an action plan with a potential value of mitigating actions totalling £1,050,000 which will result in a net projected overspend of £227,000.</p> <p>Historically, the Department's budget has had underlying budget pressures, which were partly mitigated in year by using a combination of one off reserves, the carry forward of underspends and funding from health. For 2017/18, we are proposing to use the IBCF monies to reduce the projected overspend as shown above. This funding is time limited over a 3- year period, year one being 2017/18.</p> <p>At this early stage of the year, the department is highlighting a maximum potential risk of £2.3m due to negotiations with health which are yet to be finalised, in year savings at risk of non-delivery and demographic increases.</p>

APPENDIX 2: CHILDREN'S SERVICES
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3

Table 1 - Variance By Departmental Division				
Departmental Spending Heads	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Family Services	26,954	429	644	↑
Education	6,729	244	131	↓
Commissioning	4,995	787	787	→
Safeguarding, Review, and Quality Assurance	1,521	37	(9)	↓
Finance and Resources	5,247	(306)	(326)	↓
Schools Funding	0	0	0	→
TOTAL	45,446	1,191	1,227	↑

Table 2 - Variance Analysis		
Departmental Division	Month 3	Month 2
	£000	£000
Family Services		
Family Support & Child Protection - Salary pressures due to increased caseloads and activity plus the loss of grant funding this year. However, the overspend has reduced in P3 partly due to mitigating actions reducing reliance in agency spend and delays in recruitment.	86	204
Contact and Assessment - 4 Deputy Team manager posts and the loss of grant funding this year is contributing to the current forecast.	343	369
Multi Agency Safeguarding Hub - salary pressures over and above the budget due to a high level of maternity leave cover	63	75
Minor Variances	(63)	(4)
Total Family Services	429	644
Education		
The Haven – Although additional income is forecast to be generated from out of borough residents at The Haven, the overall income for 17/18 is forecast to be lower than that for 16/17.	208	(100)

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Children With Disabilities staffing - restructure has been delayed but will deliver planned efficiencies but further pressures remain after savings have been made in 17/18.	89	90
Short Breaks and Looked After Disabled Children - a small number of high cost placements are causing a pressure on this budget. The overspend is equivalent to one specialist placement.	171	171
Special Educational Needs (SEN) – there are cost pressures which have arisen due to the employment of additional staff post to support the SEN service in delivering the statutory requirement set out in the Children's and Families Act. These are mitigated in year by Invest to Save funding agreed by Members.	(15)	152
Educational Psychology - strong traded income generated by this service.	(93)	(93)
Governors Support - staffing vacancies and positive budget impact of 3BM taking over the clerking service.	(59)	(59)
Minor Variances	(57)	(30)
Total Education	244	131
Commissioning		
Pressure on salary budget due to the high utilisation of commissioning capacity above the baseline budgeted establishment in addition to additional projects and activity which are also beyond the baseline scope of the service. This issue was raised at the Budget Challenge Meeting in July and will be considered further.	787	787
Total Commissioning	787	787
Safeguarding, Review, and Quality Assurance		
Minor Variances	37	(9)
Total Safeguarding, Review, and Quality Assurance	37	(9)
Finance and Resources		
Finance and resources contains pressure budget which is due to be dispersed to various services to cover staffing spend pressures	(306)	(326)
Total Finance and Resources	(306)	(326)
TOTAL VARIANCE	1,191	1,227

Table 3 - Key Risks - Detail Items Over £250,000

Risk Description	Risk At Month 2 £000	Risk At Month 3 £000	Risk Management Since Last Report £000
Tower Hamlets Judgement - The likely liability should all connected carers be paid carers fees for prior years as far back as 2011 is estimated to be £2.1m. Work is being undertaken to analyse this further.	2,100	2,100	→
Tri-borough to Sovereign Service Delivery - £1.5m is a crude estimate pending key decisions and detailed costings of proposed service delivery models	1,500	1,500	→
No Recourse for Public Funds - risk of adverse variance based on 2016/17 outturn. Current year actuals and trends will be closely monitored.	270	270	→
TOTAL RISKS MANAGED	3,870	3,870	→

**APPENDIX 3: CONTROLLED PARKING ACCOUNT
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3**

Table 1 - Variance By Departmental Division				
Departmental Spending Heads	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Pay & Display (P&D)	0	(1,686)	(1,198)	↑
Permits	0	(112)	(135)	↓
Civil Enforcement Officer (CEO) Issued Penalty Charge Notice (PCN)	0	(60)	159	↑
Bus Lane PCNs	0	(187)	(235)	↓
CCTV Parking PCNs	0	(29)	(30)	↓
Moving Traffic PCNs	0	655	468	↓
Parking Bay Suspensions	0	194	95	↓
Towaways and Removals	0	68	69	↑
Expenditure and Other Receipts	0	720	677	↓
TOTAL	0	(437)	(130)	↑

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Pay & Display (P&D)		
Overachievement of income is due to cashless parking roll out (partly offset by additional expenditure to run the scheme). Income received in 2017-18 from P & D (including phone payments and card payments) is 12% higher than the same period the previous year. The introduction of phone payment has resulted in an increase in total.	(1,686)	(1,198)
Total Pay & Display (P&D)	(1,686)	(1,198)
Permits		

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Overachievement of income due to higher number of permits issued. However, income received in 2017-18 is slightly lower than the same period last year.	(112)	(135)
Total Permits	(112)	(135)
Civil Enforcement Officer (CEO) Issued Penalty Charge Notice (PAN)		
Income to date is 15% more than the same period last year.	(60)	159
Total Civil Enforcement Officer (CEO) Issued Penalty Charge Notice (PAN)	(60)	159
Bus Lane PCNs		
The numbers of PCNs issued is 3% lower than same period last year. Also income to date is 15% lower than same period the previous year. This has been exacerbated by the inability to register cases at Court or send warrants due to an IT issue with Traffic Enforcement Centre (TEC) earlier in the financial year. Recovery expected between July-Sept 2017.	(187)	(235)
Total Bus Lane PCNs	(187)	(235)
CCTV Parking PCNs		
Income in line with previous year, there are restrictions on the areas where CCTV can be used for parking enforcement. The number of PCNs is at the lowest levels and expected to continue for the rest of the year.	(29)	(30)
Total CCTV Parking PCNs	(29)	(30)
Moving Traffic PCNs		
The numbers of PCNs issued is 10% lower than same period last year. Income is also 14% lower than same period the previous year. Income here is difficult to predict as compliance and non-compliance with traffic rules and traffic flows has an impact on PCN issuance.	655	468
Total Moving Traffic PCNs	655	468
Parking Bay Suspensions		
Parking Suspensions is down in general and this was already flagged up. Income to date is 23% lower than same period the previous year though non-chargeable suspensions up due to a large number of gully maintenance works and the next phase of new electric charging bays being installed by highways.	194	95
Total Parking Bay Suspensions	194	95

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Towaways and Removals		
Income is similar to previous year, so forecast outturn is expected to be in line with the 2016-17 outturn	68	69
Total Towaways and Removals	68	69
Expenditure and Other Receipts		
Forecast includes an allowance to fill vacancies as soon as possible especially for staff to help clear the backlog and ensure prompt response to correspondence.	(2)	(100)
Additional expenditure in relation to cashless parking e.g. cashless parking contract, maintenance, and cash collection contracts. This has now taken into consideration new lower contract figures and additional costs for card processing fees.	823	853
Additional income due to cross departmental recharges, legal disbursements, and recovery in line with previous year.	(101)	(100)
Minor Variances	0	24
Total Expenditure and Other Receipts	720	677
TOTAL VARIANCE	(437)	(130)

Table 3 - Key Risks - Detail Items Over £250,000
None to report

APPENDIX 4: CORPORATE SERVICES
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3

Table 1 - Variance By Departmental Division				
Departmental Division	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
H&F Direct	15,202	0	0	→
Human Resources & Electoral Services	1,649	0	0	→
Finance & Audit	913	0	0	→
Delivery & Value	905	0	0	→
Executive Services	280	0	0	→
Commercial Director	94	0	0	→
Innovation & Change Management	(379)	(367)	(367)	→
Legal Services	(781)	0	0	→
ICT Services	(1,355)	0	0	→
TOTAL	16,528	(367)	(367)	→

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Innovation & Change Management (ICM)		
Business Intelligence - as of P3 there is £1,000k agreed in principal compared to a budget of £633k. This has the potential to increase as the year progresses. As of period 4 the responsibilities of this directorate are being transferred to Delivery and Value and the Commercial (Business Intelligence only). The associated virement request is included in this report.	(367)	(367)
Total Innovation & Change Management (ICM)	(367)	(367)
TOTAL VARIANCE	(367)	(367)

Table 3 - Key Risks - Detail Items Over £250,000
None to report

Supplementary Monitoring Information
<p>At this early stage of the financial year it is anticipated that all directorates will outturn on budget, this is except for ICM who are expecting a favourable variance based on £1,000k of agreements in principal at month 2. Whilst there are some challenging efficiencies included in the budget and some potential pressures it is expected that these will be managed by budget managers.</p> <p>Further work is required to conclude Commercial Discussions with BT in relation to the MSP contract. To maintain the current team working on this will costs up to £256k if this team is required to the end of the year. It is likely that this team will also work on other areas of MSP progression which is why a prudent estimate of the costs has been used for this virement request.</p> <p>MSP and the Agresso system are required for 2017/18 to deliver finance and HR services. Based on 2016/17 costs and 2017/18 work programmes for LBHF staff and the Intelligent Client Function it is estimated that these will be £1,006k.</p>

**APPENDIX 5: ENVIRONMENTAL SERVICES GROUP
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3**

Table 1- Variance By Departmental Division				
Departmental Spending Heads	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Building & Property Management (BPM)	(1,938)	631	384	↓
Transport, Highways, Parks & Leisure	18,056	(4)	(20)	↓
Environmental Health, Community Safety & Emergency Planning	6,387	87	(2)	↓
Cleaner, Greener & Cultural Services	20,763	(147)	(114)	↑
Other LBHF Commercial Services	(220)	(12)	293	↑
Executive Support and Finance	(371)	(59)	(48)	↑
TOTAL	42,677	496	494	↓

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Building & Property Management (BPM)		
Advertising hoardings income shortfall due to one off contract void period (new contract starts in July). One off costs relating to the new contract (£167k agency fees)	765	145
New commercial income opportunities not yet confirmed--being discussed with the Commercial Director	100	100
Rent income shortfall on commercial and civic accommodation, mainly due to a one off void period on the new Lila Huset lease	92	148
Building Control income shortfall due to reduction in service demand. Remedial plans include improved marketing to potential contractors	80	0
One off prior year credits from the Total Facilities Management contract	(300)	0
Reduced energy consumption in civic buildings giving rise to rebates	(145)	0
Staffing overspend in Technical Support	36	0
Minor Variances	3	(9)
Total Building & Property Management (BPM)	631	384

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Transport, Highways, Parks & Leisure		
Income overachievement due to increase in rechargeable project work	(104)	(96)
Wifi income shortfall, assuming income in line with last year	133	133
Underspend on TfL traffic lighting charges	(67)	(67)
Actual grounds maintenance contract inflation more than budget growth awarded. Inflation requirements to be revisited for 2018/19.	27	27
Minor Variances	7	(17)
Total Transport, Highways, Parks & Leisure	(4)	(20)
Environmental Health, Community Safety & Emergency Planning		
Forecast shortfall in licencing fees, mostly due to the downward revision of a major licence fee	73	0
Minor Variances	14	(2)
Total Environmental Health, Community Safety & Emergency Planning	87	(2)
Cleaner, Greener & Cultural Services		
Actual waste and street cleansing contract inflation more than budget growth awarded. Inflation requirements to be revisited for 2018/19	78	78
Forecast underspend on waste disposal due to continuation of reduced rate for recycling. Actual tonnages for June were lower than previously forecast	(229)	(194)
Minor Variances	4	2
Total Cleaner, Greener & Cultural Services	(147)	(114)
Other LBHF Commercial Services		
Settlement agreement now reached with ducting concession holder. Forecast assumes full receipt of guaranteed contractual income plus £135k draw down from departmental reserves. Full year income target is £290k	0	290
Minor Variances	(12)	3
Total Other LBHF Commercial Services	(12)	293
Executive Support and Finance		
Staffing underspends, mostly due to vacancy drag pending service reorganisation.	(48)	(48)
Minor Variances	(11)	0
Total Executive Support and Finance	(59)	(48)
TOTAL VARIANCE	496	494

Table 3 - Key Risks - Detail Items Over £250,000

Risk Description	Risk At Month 3 £000	Risk At Month 2 £000	Risk Management Since Last Report £000
If unplanned costs arise from the termination of the LINK shared service	400	400	→
Staffing budget shortfalls if savings cannot be achieved (unfunded pay award and apprentice levy costs)	250	250	→
If the market cannot sustain new income targets (CCTV, Parks & Markets Events). Forecast assumes these will be achieved in full	200	200	→
If expenditure incurred on disposed assets cannot be met by disposal receipts and on properties not being sold.	250	0	↓
Advertising hoardings income for Two Towers site - risk arising from the uncertainty in relation to former providers (Ocean), if actual income is lower than accrued for Q4 2016/17 and Q1 2017/18.	267	0	↓
TOTAL RISKS MANAGED	1,367	850	↓

Supplementary Monitoring Information

It is requested that s106 contribution of £600k be vired from Environmental Services to Centrally Managed Budgets, so that all the developer contributions used to support the Revenue Budget strategy are held centrally.

APPENDIX 6: REGENERATION, PLANNING HOUSING SERVICES
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3

Table 1 - Variance By Departmental Division				
Departmental Spending Heads	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Housing Solutions	5,333	1,775	877	↓
Housing Strategy	110	0	0	→
Economic Development, Learning & Skills	748	0	0	→
Development & Regeneration	13	0	0	→
Housing Services	108	0	0	→
Planning	2,194	0	0	→
Finance & Resources	61	0	0	→
TOTAL	8,567	1,775	877	↓

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Housing Solutions		
Inflationary pressure on temporary accommodation rents from private landlords has resulted in an adverse variance of £1,517k. This comprises of £561k direct inflationary pressure compared to 16/17 prices and savings on the net rental cost of £956k assumed in the budget that inflationary pressures on rents has made difficult to achieve despite pursuing longer term leases. There is also a forecast increase in average client numbers (from a budget of 782 units to a forecast of 889 (882 at CRM 2) that results in an adverse variance of £316k. The impact of the loss of the management fee has resulted in an adverse variance of £1,841k. There is a new adverse variance of £235k due to a revision this month to the bad debt provision (from a budget of 8.5% of rental income to a forecast of 10.5%) due to continuing pressures on income collection resulting from the implementation of Universal Credit.	3,906	3,329
Homelessness Support Grant provided by Department for Communities and Local Government (DCLG) to cushion the impact of the Homelessness Reduction Bill (after deducting an assumed £250,000 which we expect Registered Providers to claim). It should be noted that so far this is only promised for 17/18 and 18/19 so there is a risk of significant budget pressure thereafter.	(3,277)	(3,250)
Increase in Bed and Breakfast accommodation net costs due to continuing increasing inflationary pressures on rents results in an adverse variance of £248k. Higher average client numbers (155 forecast up from 147 at CRM 2 vs 134 in the budget) has resulted in an adverse variance of £46k. Also, a revision this month to the bad debt provision (from a budget of 10% of rental income to a forecast of 25%) of £270k has been forecast due to continuing pressures on income collection because of the implementation of Universal Credit.	564	216
Incentive payments to Direct Letting landlords formerly funded from an earmarked reserve. The variance is after funding £18k already requested in CRM2 from the remainder of the specific reserve held for this purpose.	582	582
Total Housing Solutions	1,775	877
TOTAL VARIANCE	1,775	877

Table 3 - Key Risks - Detail Items Over £250,000			
Risk Description	Risk At Month 3 £000	Risk At Month 2 £000	Risk Management Since Last Report £000
Overall Benefit Cap	452	452	→
Direct Payment (Universal Credit)	560	560	→
Increase in the number of households in Bed & Breakfast accommodation	159	159	→
Change in Local Housing Allowance subsidy entitlements	830	830	→
Inflationary pressures on Temporary Accommodation landlord costs	395	292	↓
Increased number of homelessness acceptances	336	336	→
The Governments High value void sales policy as legislated for in Housing & Planning Act 2016 - reduction in available accommodation	unknown	unknown	
Skills Funding Agency grant reduction	174	174	→
Planning application fee income - the first quarter's fee income invoicing will be reviewed for CRM 4 and this will inform the action required to manage staffing levels and other operating costs.	175	0	↓
TOTAL RISKS MANAGED	3,081	2,803	↓

Supplementary Monitoring Information
Changes to the wider political, legislative, and economic environment are of such a scale that the financial pressure can only be partially offset. The action plan to minimise the overspend for the year is included separately within this report. We are experiencing increasing inflationary pressure as we are outbid for temporary accommodation by other London Boroughs especially those looking to reduce the number of families they have in B&B.

**APPENDIX 7: LIBRARIES AND ARCHIVES SERVICES
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3**

Table 1 - Variance By Departmental Division				
Departmental Spending Heads	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Libraries Shared Services	0	142	142	→
TOTAL	0	142	142	

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Libraries Shared Services		
Commercial opportunities – delays in progressing some commercial ideas, and council is accepting lower than market rents and delays in rental agreements in Hammersmith Libraries.	142	142
Total Libraries Shared Services	142	142
TOTAL VARIANCE	142	142

Table 3 - Key Risks - Detail Items Over £250,000 - None to Report
None to report

Supplementary Monitoring Information
<p>The commercial opportunities are significantly behind target for the year. There have been delays to other schemes including workarries, and a café in Fulham Library. However, there is a carry forward balance of £45k, as well as other one off credits in the year which have reduced this forecast variance on the Commercial opportunities down to the £27k reflected.</p> <p>Programme support has now been allocated to push through initiatives and to ensure that there are further mitigating activities to ensure that the full savings can be achieved going forward.</p>

APPENDIX 8: PUBLIC HEALTH SERVICES
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3

Table 1 - Variance By Departmental Division				
Departmental Spending Heads	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Sexual Health	5,674	(376)	0	↑
Substance Misuse	4,570	(320)	0	↑
Behaviour Change	1,961	(126)	0	↑
Intelligence and Social Determinants	33	10	(12)	↓
Families and Children Services	6,388	(7)	(113)	↓
Public Health Investment Fund (PHIF)	4,162	0	0	→
Salaries and Overheads	160	86	0	↓
Transfer Payments	510	981	0	→
Drawdown from Reserves	0	(248)	125	↑
S113 Income	(1,119)	0	0	→
Public Health – Grant	(22,338)	0	0	→
TOTAL	0	0	0	↑

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Sexual Health		
Genito Urinary Medicine - savings from service redesign and lower prices	(300)	0
Young People's Services	(66)	0
Other Minor Variances	(10)	0
Total Sexual Health	(376)	0
Substance Misuse		
Detoxification and Residential Placements - lower costs based on activity levels and changes in practice	(210)	0
Reducing Reoffending	(60)	0
Other Minor Variances	(50)	0
Total Substance Misuse	(320)	0
Behaviour Change		
Smoking Cessation - contract extension agreed with savings	(96)	0
Other Minor Variances	(30)	0
Total Behaviour Change	(126)	0
Intelligence and Social Determinants		
Other Minor Variances	10	(12)
Total Intelligence and Social Determinants	10	(12)
Families and Children Services		
Community based health improvement - redirection of funds for community preventative projects	206	206
0-5 Health Visiting Programme - lower contract values agreed for extension	(137)	(288)
Obesity and Dietetics	(45)	0
Other Minor Variances	(31)	(31)
Total Families and Children Services	(7)	(113)
Salaries and Overheads		
s113 recharges - historical budget set too low so realignment needed	981	0
Other Minor Variances	86	0
Total Salaries and Overheads	1,067	0
Drawdown from Reserves		
Transfer to/from reserve to reduce the operating balance to zero.	(248)	125
Other Minor Variances		
Total Drawdown from Reserves	(248)	125

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
TOTAL VARIANCE	0	0

Table 3 - Key Risks - Detail Items Over £250,000
None to report

Supplementary Monitoring Information
All the public health contracts are being reviewed in light of the development of a prioritisation framework. Where contracts ended recently, services were redesigned to extract greater value from the new specifications. The new service models have led to financial savings as listed above. A budget virement is proposed to clarify what grant is received in year and the drawdown from the Public Health reserve. The income receivable from section 113 agreements is also corrected.

APPENDIX 9: CENTRALLY MANAGED BUDGETS
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3

Table 1 - Variance By Departmental Division				
Departmental Division	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Corporate & Democratic Core	3,556	0	0	→
Housing and Council Tax Benefits	(328)	0	0	→
Levies	1,570	(36)	(36)	→
Net Cost of Borrowing	32	750	750	→
Other Corporate Items (Includes Contingencies, Insurance, Land Charges)	5,403	0	0	→
Pensions & Redundancy	8,688	(49)	(49)	→
TOTAL	18,921	665	665	→

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Levies		
Other Minor Variances	(36)	(36)
Total Levies	(36)	(36)
Net Cost of Borrowing		
Historically low interest rates are expected to continue for the near future. This means investment income from the council's cash balances is likely to be in line with last year and an overspend of £750k is forecast.	750	750
Total Net Cost of Borrowing	750	750
Other Corporate Items (Includes Contingencies, Insurance, Land Charges)		
The housing market continues to be sluggish. Income for April and May support this prognosis and an overspend of £250k is forecast.	0	250
Contingency budget has been increased due to Business rate income for 2017-18 being higher than originally budgeted. This will be used to mitigate other spending pressures within Centrally Managed Budgets.	0	(250)
Total Other Corporate Items (Includes Contingencies, Insurance, Land Charges)	0	0

Table 2 - Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Pensions & Redundancy		
Other Minor Variances	(49)	(49)
Total Pensions & Redundancy	(49)	(49)
TOTAL VARIANCE	665	665

Table 3 - Key Risks - Detail Items Over £250,000			
Risk Description	Risk At Month 3 £000	Risk At Month 2 £000	Risk Management Since Last Report £000
The Commercialisation Savings of £0.5m are held on Centrally Managed Budgets. There is a risk that the full savings will be delivered in 2017-18.	500	500	→
TOTAL RISKS MANAGED	500	500	0

Supplementary Monitoring Information
There are £0.6m of commitments against the unallocated contingency budget of £1.8m. This leaves an uncommitted balance of £1.2m.

APPENDIX 10: HOUSING REVENUE ACCOUNT
BUDGET REVENUE MONITORING REPORT – 2017/18 MONTH 3

Table 1- Variance By Departmental Division				
Departmental Spending Heads	Revised Budget	Variance Month 3	Variance Month 2	Budget Performance Since The Last Report
	£000	£000	£000	£000
Housing Income	(76,283)	264	0	↓
Finance and Resources	14,907	(377)	0	↑
Housing Services	13,354	(459)	0	↑
Property Services	2,822	26	0	↓
Housing Repairs	13,768	533	0	↓
Housing Solutions	114	50	0	↓
Housing Strategy	256	0	0	→
Adult Social Care	48	0	0	→
Regeneration	355	(37)	0	↑
Safer Neighbourhoods	622	0	0	→
Capital Charges	29,248	0	0	→
(Contribution to) / Appropriation from HRA	789	0	0	→
TOTAL	0	0	0	→

Table 2- Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
Housing Income		
This relates to better than expected void performance on Council homes rents (from a budgeted figure of 1.3% to a forecast outturn of 0.9%) and tenant service charges (£367k), offset by a reduction in the forecast for Advertising Hoarding income of £381k due to delays and contractual issues, and a reduced forecast for income from commercial property of £250k. We are meeting with the agents overseeing the Council's commercial properties to review the portfolio and its performance.	264	0
Total Housing Income	264	0
Finance and Resources		
This relates mainly to delays in recruitment for the Finance and Rent Income teams.	(377)	0
Total Finance and Resources	(377)	0
Housing Services		
Underspends are expected on staffing costs (£300k) due to delays in recruitment, and lower than expected decant volumes (£122k). Also, an underspend on incentive payments to encourage tenants to downsize to smaller homes (£106k) is mainly due to a lack of homes that meet the requirements of potential tenants.	(528)	0
This is mainly due to forecast overspends on legal charges of £30k, storage costs of £18k and costs of £21k for providing emergency accommodation for residents.	69	
Total Housing Services	(459)	0
Property Services		
This predominately relates to a shortfall on rechargeable repairs income of £31k offset by small underspends across a few different budget heads (£5k).	26	
Total Property Services	26	0
Housing Repairs		
The out of scope element of the repairs contract with MITIE is predicted to overspend by £500k. This is due mainly to an increase in the identification by MITIE of the number of chargeable jobs, increases in void costs and increases in the number of disrepair cases.	533	0
Total Housing Repairs	533	0
Housing Solutions		

Table 2- Variance Analysis		
Departmental Division	Month 3 £000	Month 2 £000
This relates to a shortfall on rental income for Hostels due to the decanting of Lavender Court required following Cabinet's approval to dispose of the land at Lavender Court under a land sale agreement which will enable the development of 60 new affordable homes.	50	0
Total Housing Solutions	50	0
Regeneration		
This relates to lower than expected security costs for the Earls Court regeneration programme	(37)	0
Total Regeneration	(37)	0
(Contribution to) / Appropriation From HRA	0	0

Table 3 - Key Risks - Detail Items Over £250,000			
Risk Description	Risk At Month 3 £000	Risk At Month 2 £000	Risk Management Since Last Report £000
Due to delays in installing advertising hoardings at a number of sites, there is a risk that the income target will not be achieved this year. The risk has crystallised this month but officers are working to minimise the delay.	0	400	↑
Following the disaster at Grenfell Tower, additional plans to enhance fire safety for the residents of the Council's homes are being put in place. One of these enhancements will be free replacement appliances for tenants and leaseholders whose electrical appliances fail electrical safety testing. There is currently no budget in place for this, the costs are currently being finalised but are expected to be in the range of £1.8m to £6.0m. There are also likely to be other revenue costs because of this programme. Costs will be updated as a programme of significant investment and funding is developed in the coming months.	6,000	0	↓
A review of revenue repair costs and volumes on the out of scope element of the MITIE repairs and maintenance contract indicate that there is a risk of an overspend this year. Officers have reviewed the position in detail and the risk has crystallised this month.	0	500	↑

Table 3 - Key Risks - Detail Items Over £250,000

Risk Description	Risk At Month 3 £000	Risk At Month 2 £000	Risk Management Since Last Report £000
MITIE continue to charge the Council for additional services that were discontinued at the end of last year. Officers are currently in discussion with MITIE and the position will be updated next month.	473	0	↓
CLG's Settlement Payments Determination included a five-year transitional period during which time Councils may use the uplifted Major Repairs Allowance (MRA) as a proxy for depreciation. The Council subscribed to the transitional period and this ended in 2016/17. This year there is a risk that the depreciation charge will result in an increase in revenue costs. Officers are working through the implications and will provide an update in the coming months.	1,100	0	↓
Refunds to tenants as a result of the Southwark Water judgement. A £10m contingent liability has been included in the accounts and the majority of this risk is covered from earmarked reserves. There remains a residual risk that would apply in very limited circumstances of £600k	600	0	↓
TOTAL RISKS MANAGED	8,173	900	↓

Supplementary Monitoring Information

Reserve Drawdown Request - Cabinet approved the use of £197,000 from HRA reserves to fund the capital investment required to deliver an alternative weed treatment (instead of the use of glyphosate herbicide) for the Council's housing estates. The HRA Efficiency earmarked reserve will be used to fund these costs.


APPENDIX 11 - VIREMENT REQUEST FORM

BUDGET REVENUE MONITORING REPORT – Month 3

Details of Virement	Amount (£000)	Department
GENERAL FUND:		
Transfer Business Intelligence budgets plus 30% of Head of Innovation and Change Management (ICM) salary budget to the Commercial directorate (from CRM 4 there will no longer be a ICM directorate reported).	543 (543)	CS – Innovation and Change Management CS – Commercial Directorate
Transfer Change Delivery and Portfolio/Programme Management budgets plus 70% of Head of Innovation and Change Management (ICM) salary budget to the Commercial directorate.	164 (164)	CS – Innovation and Change Management CS – Delivery & Value
Transfer from Corporate Demands & Pressures reserve to MSP reserve to cover costs of Commercial Discussions. To be drawn down to revenue as costs incurred.	256 (256)	CS CMB
Transfer from Corporate Demands and Pressures Reserve to MSP Reserve to cover costs of MSP maintenance work. To be drawn down to revenue as costs incurred.	1,006 (1,006)	CS CMB
Transfer s106 contributions from the Environmental Services Group to Centrally Managed Budgets, so that all the s106 contributions relating to planning will be held corporately.	(600) 600	ES CMB
Differentiate between in-year grant receivable and the Receipts in Advance drawn down for Public Health and a correction in how section 113 Income is reported.	(2,197) 2,197	CMB (Public Health Receipts in Advance) PH
Total of Requested Virements (Debits)	4,766	
HOUSING REVENUE ACCOUNT (HRA)		
Drawdown from HRA Efficiency earmarked reserves	197 197	HRA HRA
Total of Requested Virements (Debits)	197	
CS – Corporate Services ES – Environmental Services CMB – Centrally Managed Budgets		

Details of Virement	Amount	Department
PH – Public Health		

Agenda Item 7

London Borough of Hammersmith & Fulham CABINET 9 OCTOBER 2017	 hammersmith & fulham
CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2017/18 (FIRST QUARTER)	
Report of the Cabinet Member for Finance – Councillor Max Schmid	
OPEN REPORT	
Classification: FOR DECISION AND FOR INFORMATION	
Key Decision: Yes	
Wards Affected: ALL	
Accountable Director: Hitesh Jolapara, Strategic Finance Director	
Report Author: Andrew Lord, Head of Strategic Planning and Monitoring	Contact Details: Tel: 0208 753 2531 Email: Andrew.lord@lbhf.gov.uk

1. EXECUTIVE SUMMARY

- 1.1. This report provides a financial update on the Council's Capital Programme and seeks approval for budget variations, as at the end of the first quarter, amounting to a net decrease of **£15.6m**. This decrease is primarily due to expenditure slippage to future years.
- 1.2. The Council has recently announced the introduction of the H&F Fire Safety Plus package which is expected to cost £20m with between £10m and £14m being funded from Housing Revenue Account reserves and the remaining balance coming from Housing Revenue Account borrowing headroom. This expenditure is not included in the first quarter forecast.
- 1.3. The Hammersmith Town Hall Refurbishment programme is currently on hold. For financial planning purposes it is assumed a maximum of £2m will be spent this year. A full update will be required at Quarter 2.

2. RECOMMENDATIONS

- 2.1. To approve the proposed budget variations to the capital programme totalling **£15.6m** (summarised in Table 1 and detailed in Appendix 2).

3. REASONS FOR DECISION

3.1. This report seeks revisions to the Capital Programme which require the approval of Cabinet in accordance with the Council's financial regulations.

4. CAPITAL PROGRAMME 2017-18 –Q1 OVERVIEW

4.1. The Council's capital programme as at the end of the first quarter 2017/18 – including proposed variations – is summarised in Table 1 below. A full analysis of elements of the programme funded from internal Council resource is included in section 6.

Table 1 – LBHF Capital Programme 2017-21 with proposed 2017/18 Q1 Variations

	Analysis of Movements (Revised budget to Q1)						Indicative Future Years Analysis				
	2017/18 Budget £'000	2017/18 Revised Budget £'000	Slippages from/(to) future years £'000	Addition/(Reduction) £'000	Transfers £'000	Total Variations (Q1) £'000	Revised Budget 2017/18 (Q1) £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	Total Budget (All years) £'000
CAPITAL EXPENDITURE											
Children's Services	28,258	43,169	(3,967)	-	-	(3,967)	39,202	11,301	-	-	50,503
Adult Social Care	865	1,271	-	511	-	511	1,782	-	937	-	2,719
Environmental Services	16,486	32,994	(10,969)	1,491	-	(9,478)	23,516	15,707	10,778	7,708	57,709
Libraries	-	285	-	-	-	-	285	-	-	-	285
Sub-total (Non-Housing)	45,609	77,719	(14,936)	2,002	-	(12,934)	64,785	27,008	11,715	7,708	111,216
HRA Programme	33,523	41,083	336	(632)	-	(296)	40,787	30,084	29,276	32,925	133,072
Decent Neighbourhoods Programme	19,655	23,789	(4,822)	2,453	-	(2,369)	21,420	23,050	29,529	13,075	87,074
Sub-total (Housing)	53,178	64,872	(4,486)	1,821	-	(2,665)	62,207	53,134	58,805	46,000	220,146
Total Expenditure	98,787	142,591	(19,422)	3,823	-	(15,599)	126,992	80,142	70,520	53,708	331,362
CAPITAL FINANCING											
Specific/External Financing:											
Government/Public Body Grants	10,360	25,683	-	773	-	773	26,456	2,157	3,364	2,157	34,134
Developers Contributions (S106)	18,920	24,410	(4,450)	(331)	-	(4,781)	19,629	8,953	-	16,950	45,532
Leaseholder Contributions (Housing)	2,849	12,635	(5,250)	-	-	(5,250)	7,385	6,943	4,005	2,849	21,182
Sub-total - Specific Financing	32,129	62,728	(9,700)	442	-	(9,258)	53,470	18,053	7,369	21,956	100,848
Mainstream Financing (Internal):											
Capital Receipts - General Fund	14,790	16,323	(6,519)	-	(2,735)	(9,254)	7,069	8,219	-	-	15,288
Capital Receipts - Housing*	11,063	14,634	2,678	3,825	-	6,503	21,137	12,077	26,793	4,644	64,651
Revenue funding - General Fund	544	4,531	-	25	-	25	4,556	521	521	521	6,119
Revenue Funding - HRA	2,464	2,464	-	168	-	168	2,632	6,028	-	1,313	9,973
Major Repairs Reserve (MRR) [Housing]	18,174	18,665	-	(491)	-	(491)	18,174	17,404	19,794	19,794	75,166
Earmarked Reserves (Revenue)	-	1,219	-	(276)	-	(276)	943	-	-	-	943
Sub-total - Mainstream Funding	47,035	57,836	(3,841)	3,251	(2,735)	(3,325)	54,511	44,249	47,108	26,272	172,140
Internal Borrowing	19,623	22,027	(5,881)	130	2,735	(3,016)	19,011	17,840	16,043	5,480	58,374
Total Capital Financing	98,787	142,591	(19,422)	3,823	-	(15,599)	126,992	80,142	70,520	53,708	331,362

*Capital Receipts include use of brought forward Housing receipts

4.2. A net variation to the 2017/18 programme of (£15.6m) is proposed, decreasing total budgeted expenditure from £142.6m to £127m. This is made up of:

- Expenditure slippage of £19.4m to later years.
- Inclusion of £3.8m for new schemes that will be funded from external grants/contributions.

4.3. The capital programme includes £13m for the refurbishment of **Hammersmith Town Hall**. The King Street Regeneration scheme is now subject to review. This has implications on the timing and scope of the Town Hall refurbishment works. For financial planning purposes it is now assumed that £2m will be spent in 2017/18 with the balance of expenditure in later years. A full update will be required on this scheme at Quarter 2.

5. CAPITAL FINANCE REQUIREMENT (CAPITAL DEBT)

5.1. The Capital Finance Requirement (CFR) measures the Council's long-term indebtedness. The current forecast for the General Fund Headline¹ CFR is shown in Table 2 below. The current HRA CFR forecast is shown in Table 3. Future years' numbers are prudent forecast. Actual expenditure may be lower and receipts higher than forecast. External borrowing levels are expected to continue their downward trajectory as debts are paid off when they reach maturity.

Table 2 – General Fund CFR at Q1 2017-18 (including future years forecast)

General Fund CFR Forecast	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m
Closing CFR (Including DSG-funded Schools Windows borrowing)	60.13	71.06	78.49	78.72
Closing CFR (Excluding DSG-funded Schools Windows borrowing)	51.11	51.61	59.82	60.79

Table 3 – HRA CFR at Q1 2017-18 (including future years forecast and excluding the impact of the Fire Safety Plus programme)

HRA CFR Forecast	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m
Closing Forecast HRA CFR (excluding deferred costs of disposal)	214.24	220.47	227.96	227.96
Deferred Costs of Disposal	6.56	9.02	13.46	16.01
Closing Forecast HRA CFR (including deferred costs of disposal)	220.80	229.50	241.43	243.98

- 5.2. The General Fund CFR remains heavily dependent on the timing and certainty of capital receipts forecasts.
- 5.3. The CFR is furthermore sensitive to any transfer of assets between the HRA and the General Fund (a process known as 'appropriation').
- 5.4. The Council is also reviewing how it can most effectively deliver the future efficiency programme and meet challenges such as the Managed Services replacement. This may require additional capital investment.
- 5.5. These combined issues may result in further general fund revenue pressures.
- 5.6. Housing CFR contains deferred costs of disposals mainly related to Earls Court project. If the project does not proceed, these costs will become revenue risk. The forecast amount of these costs by the end of 2020/21 is £16m.

¹ Excludes items such as finance leases and PFIs, funded through revenue budgets.

6. GENERAL FUND – MAINSTREAM PROGRAMME AND CAPITAL RECEIPTS

6.1. The General Fund mainstream programme cuts across the departmental programmes and represents schemes which are funded from internal Council resource – primarily capital receipts. The mainstream programme is summarised in Table 4 below.

Table 4 – General Fund Mainstream Programme 2017-21 with proposed 2017/18 Q1 Variations

	Revised Budget 2017/18 £'000	Variations (Q1) £'000	Revised Budget 2017/18 (Q1) £'000	Indicative Budget 2018/19 £'000	Indicative Budget 2019/20 £'000	Indicative Budget 2020/21 £'000	Total Budget (All years) £'000
Approved Expenditure							
Ad Hoc Schemes:							
Schools Organisation Strategy [CHS] (mainstream element)	934	-	934	-	-	-	934
Hammersmith Town Hall Refurbishment (Mainstream Element/CPMP) [ENV]	6,270	(4,270)	2,000	4,774	1,000	-	7,774
Other Capital Schemes [ENV]	4,432	432	4,864	-	-	-	4,864
Carnwath Road [ENV]	3,070	(3,070)	-	-	3,070	-	3,070
Rolling Programmes:							
Disabled Facilities Grant [ASC]	673	-	673	450	450	450	2,023
Planned Maintenance/DDA Programme [ENV]	2,794	806	3,600	1,275	1,500	2,500	8,875
Footways and Carriageways [ENV]	2,762	-	2,762	2,030	2,030	2,030	8,852
Controlled Parking Zones [ENV]	291	(253)	38	275	275	275	863
Column Replacement [ENV]	301	(23)	278	246	246	246	1,016
Parks Programme [ENV]	1,219	-	1,219	500	500	500	2,719
Total Mainstream Programmes	22,746	(6,378)	16,368	9,550	9,071	6,001	40,990
Financing							
Capital Receipts	16,323	(9,254)	7,069	8,219	-	-	15,288
General Fund Revenue Account	5,129	140	5,269	521	521	521	6,832
Increase/(Decrease) in Internal Borrowing	1,294	2,736	4,030	810	8,550	5,480	18,870
Total Financing	22,746	(6,378)	16,368	9,550	9,071	6,001	40,990

6.2. Forecast General Fund Capital receipts for 2017-18 are currently £7.07m. A summary of these receipts is included at Appendix 3.

6.3. As at the end of the first quarter of 2017/18, £0.6m of deferred disposal costs have been accrued in respect of anticipated General Fund disposals. These costs are netted against the receipt when received (subject to certain restrictions). In the event that a sale does not proceed these costs must be written back to revenue. A summary of the deferred costs is included in Appendix 3.

6.4. The receipts forecast has been reviewed and only includes sites that have been identified for disposal. No allowance is made for future sites that may come on stream. £7m of 2017/18 receipts have been received to date.

7. HOUSING CAPITAL PROGRAMME

7.1. The expenditure and resource analysis for 2017/18 of the Housing Programme is summarised in Table 5 below:

Table 5 – Housing Capital Programme 2017-21 with proposed 2017/18 Q1 Variations

	2017/18 Revised Budget £'000	Total Variations (Q1) £'000	Revised Budget 2017/18 (Q1) £'000	Indicative 2018/19 Budget £'000	Indicative 2019/20 Budget £'000	Indicative 2020/21 Budget £'000
Approved Expenditure						
Decent Neighbourhood Schemes	23,789	(2,369)	21,420	23,050	29,529	13,075
HRA Schemes	41,083	(296)	40,787	30,084	29,276	32,925
Total Housing Programme - Approved Expenditure	64,872	(2,665)	62,207	53,134	58,805	46,000
Available and Approved Resource						
Capital Receipts - Unrestricted	12,353	(272)	12,081	5,104	5,461	-
Capital Receipts - GF	673	-	673	450	450	450
Capital Receipts - RTB (141)	1,867	6,775	8,642	6,972	4,751	1,894
Capital Receipts - Sale of new build homes	414	-	414	-	-	-
Earls Court Receipts recognisable	-	-	-	-	16,581	2,750
Housing Revenue Account (revenue funding)	2,464	-	2,464	6,028	-	1,313
Major Repairs Reserve (MRR)	18,665	(491)	18,174	17,404	19,794	19,794
Contributions Developers (S106)	4,350	(2,402)	1,948	4,002	-	16,950
Repayment of NHHT loan	270	-	270	-	270	-
Contributions from leaseholders	12,635	(5,250)	7,385	6,943	4,005	2,849
Government Capital Grants and Contributions	-	609	609	-	-	-
Insurance claims	-	150	150	-	-	-
Internal Borrowing	11,181	(1,784)	9,397	6,231	7,493	-
Total Funding	64,872	(2,665)	62,207	53,134	58,805	46,000

7.2. Included in the HRA schemes are the following Health & Safety related works:

Health & Safety related spend included in the minor works programme	2017-18 as at 30th June 2017			April-June 17
	Original Budget £'000	Full year forecast* £'000	Forecasted Variance £'000	Actual spend £'000
APPROVED SCHEMES				
Fire safety Improvements	1,500	1,730	230	284
Warden Call System Upgrade	1,032	1,032	-	-
Roseford, Woodford, Shepherds extract systems	-	26	26	-
Edward Woods communal extract system	-	250	250	-
Estate CCTV	250	280	30	116
Melrose Terrace controlled access	-	50	50	-
Controlled Access continuing programme	500	500	-	-
Total	3,282	3,868	586	399

Health & Safety related spend in other sections of the HRA Programme	2017-18 as at 30th June 2017			April-June 17	Comments
	Original Budget £'000	Full year forecast* £'000	Forecasted Variance £'000	Actual spend £'000	
APPROVED SCHEMES					
Kitchen and Bathroom modernisation	250	500	250	13	Modernisation of older and run down kitchens and bathrooms has positive implications for the residents' hygiene and safety; hence a small proportion of this spend can be considered to be health & safety related.
Planned individual boiler replacement programme	1,050	1,050	-	196	Replacement of older boilers has positive implications for the resident safety; hence a small proportion of this spend can be considered to be health & safety related.
Banim Street, Munden St, Swanbank Ct boilers	350	300	50	-	
Farm Lane & Wheatsheaf, Malabar Ct boilers	420	-	420	-	Currently being procured via a separate contract; the original plan used an existing contract
Water supply - continuing programme	100	100	-	-	
Landlord's electrical installations	750	750	-	-	
Estate Lighting	150	150	-	18	Improvement of lighting conditions in housing estates has positive impact on the level of safety and reduced anti-social behaviour.
Total	3,070	2,850	220	227	

7.3. The Decent Neighbourhoods Fund contains the Council's Housing Capital Receipts which in accordance with the change in capital regulations, effective from 1 April 2013 must be used for Housing or Regeneration purposes and shows how the Council plans to reinvest those receipts in Housing and Regeneration.

7.4. The Council has announced plans for a H&F Fire Safety Plus programme to make sure our properties meet higher standards. This is expected to cost £20m with between £10m and £14m being funded from Housing Revenue Account reserves and the balance coming from Housing Revenue Account borrowing headroom. This expenditure is not included in the first quarter forecast.

8. EQUALITY IMPLICATIONS

8.1. There are no direct equalities implications in relation to this report. This paper is concerned entirely with financial management issues and as such is not impacting directly on any protected group.

9. LEGAL IMPLICATIONS

9.1. There are no direct legal implications in relation to this report.

9.2. Implications verified/completed by: David Walker, Principal Solicitor, Commercial and Corporate Property, 020 7361 2211

10. FINANCIAL IMPLICATIONS

10.1. This report is wholly of a finance nature.

11. IMPLICATIONS FOR BUSINESS

11.1. The Council's Capital Programme represents significant expenditure within the Borough and consequently, where supplies are sourced locally, may impact either positively or negatively on local contractors and sub-contractors. Where capital expenditure increases, or is brought forward, this may have a beneficial impact on local businesses; conversely, where expenditure decreases, or is slipped, there may be an adverse impact on local businesses.

11.2. Implications completed by: Prema Gurunathan, Economic Development Manager, Regeneration, Planning and Housing Services Dept. Tel: 020 8753 3111.

12. RISK MANAGEMENT

12.1. The impact to Councils of the Grenfell Tower fire is yet to be fully established. It is certain that many Councils will be undertaking property reviews to determine the levels of improvements required to ensure fire safety arrangements within their buildings meet both the expectations of the residents but also so that they comply with building regulations and other statutory duties. The H&F Fire Safety Plus Programme is an excellent programme that provides residents with assurance on safety.

12.2. Implications completed by: Michael Sloniowski, Shared Services Risk Manager ext. 2587

13. PROCUREMENT IMPLICATIONS

13.1. There are no immediate procurement implications arising from this report. The corporate Procurement team will advise and support service departments on their major capital procurements as and when such support is required, including consideration of whether and how any social value, local economic and community benefits might be obtained from these.

13.2. Implications verified/completed by: Alan Parry, Procurement Consultant. Tel:020 7361 2581.

14. VAT IMPLICATIONS

14.1. The Council needs to carefully consider its VAT partial exemption calculation and the risk of breaching the partial exemption threshold. Capital projects represent the bulk of this risk. A breach would likely cost the Council between £2 to 3 million pounds. VAT risks associated with Capital are managed by Corporate Finance in association with the relevant services.

LOCAL GOVERNMENT ACT 2000 LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	Capital Programme 2017-21 (Published Feb 2017)	Andrew Lord tel. 2531 Chris Harris tel. 6440	Finance Dept., Room10, Hammersmith Town Hall

LIST OF APPENDICES:

Appendix 1 – Detailed Capital Budgets, Spend and Variation analysis by Service

Appendix 2 – Analysis of Budget Variations

Appendix 3 – Capital Receipts Forecast

Appendix 1 – Detailed Capital Budget, Spend and Variation Analysis by Service

Children's Services

	Current Year Programme							Indicative Future Years Analysis				
	Analysis of Movements (Revised budget to Q1)							2018/19 Budget	2019/20 Budget	2020/21 Budget	Total Budget (All years)	
	2017/18 Original Budget	2017/18 Revised Budget	Slippages from/(to) future years	Additions/ (Reductions)	Transfers	Total Transfers/ Virements	Revised Budget 2017/18 (Q1)					£'000
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Scheme Expenditure Summary												
Lyric Theatre Development	-	1,847	-	-	-	-	1,847	-	-	-	-	1,847
Schools Organisational Strategy	19,074	30,738	-	-	-	-	30,738	501	-	-	-	31,239
Schools Window Replacement Project	9,184	9,551	(3,967)	-	-	(3,967)	5,584	10,800	-	-	-	16,384
Other Capital Schemes	-	1,033	-	-	-	-	1,033	-	-	-	-	1,033
Total Expenditure	28,258	43,169	(3,967)	-	-	(3,967)	39,202	11,301	-	-	-	50,503
Capital Financing Summary												
Specific/External or Other Financing												
Capital Grants from Central Government	7,518	22,237	-	-	-	-	22,237	-	-	-	-	22,237
Grants and Contributions from Private Developers (includes S106)	10,749	9,378	-	-	-	-	9,378	501	-	-	-	9,879
Capital Grants/Contributions from Non-departmental public bodies	-	839	-	-	-	-	839	-	-	-	-	839
Sub-total - Specific or Other Financing	18,267	32,454	-	-	-	-	32,454	501	-	-	-	32,955
Mainstream Financing (Internal Council Resource)												
Capital Receipts	807	934	-	-	-	-	934	-	-	-	-	934
General Fund Revenue Account (revenue funding)	-	230	-	-	-	-	230	-	-	-	-	230
Use of Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Sub-total - Mainstream Funding	807	1,164	-	-	-	-	1,164	-	-	-	-	1,164
Borrowing - non school windows	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing - school windows	9,184	9,551	(3,967)	-	-	(3,967)	5,584	10,800	-	-	-	16,384
Funding to be identified/agreed	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Financing	28,258	43,169	(3,967)	-	-	(3,967)	39,202	11,301	-	-	-	50,503

Appendix 1 – Detailed Capital Budget, Spend and Variation Analysis by Service/cont.

Adult Social Care Services

Current Year Programme							Indicative Future Years Analysis				
Analysis of Movements (Revised budget to Q1)											
2017/18 Original Budget	2017/18 Revised Budget	Slippages from/(to) future years	Additions/ (Reductions)	Transfers	Total Transfers/ Virements	Revised Budget 2017/18 (Q1)	2018/19 Budget	2019/20 Budget	2020/21 Budget	Total Budget (All years)	
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Scheme Expenditure Summary											
Extra Care New Build project (Adults' Personal Social Services Grant)	20	20	-	-	-	-	20	-	937	-	957
Community Capacity Grant	95	2	-	-	-	-	2	-	-	-	2
Transforming Care (Winterbourne Grant)	300	300	-	-	-	-	300	-	-	-	300
Social Care Capital Grant	-	949	-	511	-	511	1,460	-	-	-	1,460
Disabled Facilities Grant	450	-	-	-	-	-	-	-	-	-	-
Total Expenditure	865	1,271	-	511	-	511	1,782	-	937	-	2,719
Capital Financing Summary											
Specific/External or Other Financing											
Capital Grants from Central Government	115	971	-	511	-	511	1,482	-	937	-	2,419
Capital Grants/Contributions from Non-departmental public bodies	300	300	-	-	-	-	300	-	-	-	300
Sub-total - Specific or Other Financing	415	1,271	-	511	-	511	1,782	-	937	-	2,719
Mainstream Financing (Internal Council Resource)											
Capital Receipts	450	-	-	-	-	-	-	-	-	-	-
Sub-total - Mainstream Funding	450	-	-	-	-	-	-	-	-	-	-
Borrowing	-	-	-	-	-	-	-	-	-	-	-
Total Capital Financing	865	1,271	-	511	-	511	1,782	-	937	-	2,719

Appendix 1 – Detailed Capital Budget, Spend and Variation Analysis by Service/cont.

Environmental Services

Current Year Programme							Indicative Future Years Analysis				
Analysis of Movements (Revised budget to Q1)											
2017/18 Original Budget	2017/18 Revised Budget	Slippages from/(to) future years	Additions/(Reductions)	Transfers	Total Transfers/Virements	Revised Budget 2017/18 (Q1)	2018/19 Budget	2019/20 Budget	2020/21 Budget	Total Budget (All years)	
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Scheme Expenditure Summary											
Planned Maintenance/DDA Programme	2,775	2,794	-	-	821	821	3,615	1,275	1,500	2,500	8,890
King Street-Town Hall Redevelopment	5,075	10,520	(7,699)	-	(821)	(8,520)	2,000	9,024	1,000	-	12,024
Footways and Carriageways	2,030	2,762	-	-	-	-	2,762	2,030	2,030	2,030	8,852
Transport For London Schemes	2,157	2,489	-	(347)	-	(347)	2,142	2,157	2,157	2,157	8,613
Controlled Parking Zones	275	291	-	(253)	-	(253)	38	275	275	275	863
Column Replacement	269	301	-	(23)	-	(23)	278	246	246	246	1,016
Carnwath Road	3,070	3,070	(3,070)	-	-	(3,070)	-	-	3,070	-	3,070
Hammersmith Bridge Strengthening	-	170	-	-	-	-	170	-	-	-	170
Other Capital Schemes	-	8,993	-	25	-	25	9,018	-	-	-	9,018
Parks Expenditure	835	783	-	1,823	254	2,077	2,860	500	500	500	4,360
Alternative Weed Treatment	-	-	-	231	(131)	100	100	-	-	-	100
Phoenix Centre Capital Improvements	-	79	-	-	-	-	79	-	-	-	79
Shepherds Bush Common Improvements	-	583	(200)	-	-	(200)	383	200	-	-	583
Recycling	-	19	-	-	-	-	19	-	-	-	19
CCTV	-	17	-	35	-	35	52	-	-	-	52
Linford Christie Stadium Refurbishment	-	123	-	-	(123)	(123)	-	-	-	-	-
Total Expenditure	16,486	32,994	(10,969)	1,491	-	(9,478)	23,516	15,707	10,778	7,708	57,709
Capital Financing Summary											
Specific/External or Other Financing											
Grants and Contributions from Private Developers (includes S106)	-	10,397	(4,450)	1,921	-	(2,529)	7,868	4,450	-	-	12,318
Capital Grants and Contributions from GLA Bodies	2,157	1,066	-	(347)	-	(347)	719	2,157	2,157	2,157	7,190
Sub-total - Specific or Other Financing	2,157	11,463	(4,450)	1,574	-	(2,876)	8,587	6,607	2,157	2,157	19,508
Mainstream Financing (Internal Council Resource)											
Capital Receipts	13,533	14,716	(6,519)	-	(2,735)	(9,254)	5,462	7,769	0	0	13,231
Housing Revenue Account (revenue funding)	-	-	-	168	-	168	168	-	-	-	168
General Fund Revenue Account (revenue funding)	544	4,301	-	25	-	25	4,326	521	521	521	5,889
Use of Reserves	-	1,219	-	(276)	-	(276)	943	-	-	-	943
Sub-total - Mainstream Funding	14,077	20,236	(6,519)	(83)	(2,735)	(9,337)	10,899	8,290	521	521	20,231
Borrowing	252	1,295	-	-	2,735	2,735	4,030	810	8,100	5,030	17,970
Total Capital Financing	16,486	32,994	(10,969)	1,491	-	(9,478)	23,516	15,707	10,778	7,708	57,709

Appendix 1 – Detailed Capital Budget, Spend and Variation Analysis by Service/cont.

Libraries Services

Current Year Programme

Indicative Future Years Analysis

Analysis of Movements (Revised budget to Q1)

Scheme Expenditure Summary

Hammersmith Library Refurbishment Project

Total Expenditure

Capital Financing Summary

Specific/External or Other Financing

Grants and Contributions from Private Developers (includes S106)

Sub-total - Specific or Other Financing

Total Capital Financing

2017/18 Original Budget £'000	2017/18 Revised Budget £'000	Slippages from/(to) future years £'000	Additions/ (Reductions) £'000	Transfers £'000	Total Transfers/ Virements £'000	Revised Budget 2017/18 (Q1) £'000	2018/19 Budget £'000	2019/20 Budget £'000	2020/21 Budget £'000	Total Budget (All years) £'000
-	285	-	-	-	-	285	-	-	-	285
-	285	-	-	-	-	285	-	-	-	285
-	285	-	-	-	-	285	-	-	-	285
-	285	-	-	-	-	285	-	-	-	285
-	285	-	-	-	-	285	-	-	-	285

Appendix 1 – Detailed Capital Budget, Spend and Variation Analysis by Service/cont.

Housing Capital Programme

	Current Year Programme							Indicative Future Years Analysis			
	2017/18 Original Budget	2017/18 Revised Budget	Analysis of Movements (Revised budget to Q1)				Revised Budget 2017/18 (Q1)	2018/19 Budget	2019/20 Budget	2020/21 Budget	Total Budget (All years)
			Slippages from/(to) future years	Additions/ (Reductions)	Transfers	Total Transfers/ Virements					
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Scheme Expenditure Summary											
HRA Schemes:											
Supply Initiatives (Major Voids)	1,100	947	-	-	-	-	947	-	-	-	947
Energy Schemes	3,177	2,050	-	-	-	-	2,050	3,280	1,850	1,725	8,905
Lift Schemes	3,600	3,575	-	-	-	25	3,600	4,450	3,750	1,150	12,950
Internal Modernisation	250	250	-	-	-	250	500	250	500	1,750	3,000
Major Refurbishments	16,079	18,847	336	-	(275)	61	18,908	13,327	14,616	19,280	66,131
Planned Maintenance Framework	250	430	-	-	-	-	430	-	-	-	430
Minor Programmes	8,017	11,668	-	322	-	322	11,990	7,277	7,110	7,570	33,947
ASC/ELRS Managed	1,050	1,080	-	-	-	-	1,080	1,050	1,000	1,000	4,130
Disabled Facilities Grant	-	673	-	609	-	609	1,282	450	450	450	2,632
Rephasing & Reprogramming	-	1,563	-	(1,563)	-	(1,563)	-	-	-	-	-
Subtotal HRA	33,523	41,083	336	(632)	-	(296)	40,787	30,084	29,276	32,925	133,072
Decent Neighbourhood Schemes:											
Earls Court Buy Back Costs	7,005	14,314	(4,822)	-	-	(4,822)	9,492	5,602	13,694	6,758	35,546
Earls Court Project Team Costs	1,406	1,406	(633)	-	-	(633)	773	2,518	4,540	2,609	10,440
Housing Development Project	9,203	5,584	-	266	-	266	5,850	5,795	-	-	11,645
Other DNP projects	3,447	3,891	-	2,187	-	2,187	6,078	11,653	15,835	6,317	39,883
Subtotal Decent Neighbourhoods	21,061	25,195	(5,455)	2,453	-	(3,002)	22,193	25,568	34,069	15,684	97,514
Total Expenditure	54,584	66,278	(5,119)	1,821	-	(3,298)	62,980	55,652	63,345	48,609	230,586
Adjustment for deferred costs	(1,406)	(1,406)	633	-	-	633	(773)	(2,518)	(4,540)	(2,609)	(10,440)
Total Net Expenditure	53,178	64,872	(4,486)	1,821	-	(2,665)	62,207	53,134	58,805	46,000	220,146
Capital Financing Summary											
Specific/External or Other Financing											
Capital Grants from Central Government	-	-	-	609	-	609	609	-	-	-	609
Contributions from leaseholders	2,849	12,635	(5,250)	-	-	(5,250)	7,385	6,943	4,005	2,849	21,182
Grants and Contributions from Private Developers (includes S106)	8,171	4,350	-	(2,402)	-	(2,402)	1,948	4,002	-	16,950	22,900
Capital Grants/Contributions from Non-departmental public bodies	270	270	-	-	-	-	270	-	270	-	540
Insurance claims	-	-	-	150	-	150	150	-	-	-	150
Sub-total - Specific or Other Financing	11,290	17,255	(5,250)	(1,643)	-	(6,893)	10,362	10,945	4,275	19,799	45,381
Mainstream Financing (Internal Council Resource)											
Capital Receipts (HRA)	11,063	14,634	2,678	3,825	-	6,503	21,137	12,077	26,793	4,644	64,651
Capital Receipts (GF)	-	673	-	-	-	0	673	450	-	-	1,123
Housing Revenue Account (revenue funding)	2,464	2,464	-	-	-	-	2,464	6,028	-	1,313	9,805
Major Repairs Reserve (MRR) / Major Repairs	18,174	18,665	-	(491)	-	(491)	18,174	17,404	19,794	19,794	75,166
Sub-total - Mainstream Funding	31,701	36,436	2,678	3,334	-	6,012	42,448	35,959	46,587	25,751	150,745
Borrowing (Internal Borrowing-GF)	-	-	-	-	-	-	-	-	450	450	900
Borrowing (Internal Borrowing-HRA)	10,187	11,181	(1,914)	130	-	(1,784)	9,397	6,230	7,493	-	23,120
Total Capital Financing	53,178	64,872	(4,486)	1,821	-	(2,665)	62,207	53,134	58,805	46,000	220,146

Appendix 2 – Analysis of Budget Variations

Variation by Service	Amount £'000
Children's Services (CHS)	
Slippage of Schools' Windows project to future years due to budget re-profiling.	(3,967)
Total CHS variations	(3,967)
Adult Social Care (ASC)	
Social Care Capital Grant - additional funding received in 2017/18	511
Total ASC variations	511
Environmental Services (ENV)	
TFL funded schemes - reduction in the budget to reflect adjustment in external funding (TFL grant) received	(347)
Planned Maintenance/DDA Programme -transfer of budget from Hammersmith Town Hall Refurbishment/King Street Redevelopment to reflect 2016/17 actual spend	821
Hammersmith Town Hall Refurbishment/King Street Redevelopment -slippage to future years due to project delays	(7,699)
Other Capital Schemes - additional budget to reflect an increase in external funding (S106)	25
Carnwath Road - slippage to 2019/20 due to project delays	(3,070)
Control Parking Zones - reduction in budget to reflect actual spend forecast	(253)
Hammersmith Town Hall Refurbishment/King Street Redevelopment - transfer of budget to Planned Maintenance/DDA Programme to reflect 2016/17 actual spend	(821)
Column Replacement - reduction in budget to reflect actual spend forecast	(23)
CCTV - additional budget to reflect an increase in external funding (S106)	35
Linford Christie Stadium Refurbishment-transfer of S106 budget to Parks Programme	(123)
Parks Programme - transfer of budgets from Linford Christie Stadium Refurbishment project funded from S106 (£123k) and from Alternative Weed Treatment (£131k) to reflect 2016/17 spend adjustment	254
Shepherds Bush Common Improvements - slippage to 2018/19 due to project delays	(200)
Alternative Weed Treatment - additional budget as approved in Leader's Urgency Report in Dec 2016	231
Parks Expenditure-increase in budget to reflect additional S106 funding received for various parks projects	1,823
Alternative Weed Treatment-budget transfer to Parks Programme to reflect 2016/17 spend adjustment	(131)
Total ENV variations	(9,478)
Housing Capital Programme	
HRA schemes- net slippage from/(to) future years as a result of budget re-profiling	(296)
Earls Court Project Team Costs – slippage to future years due to project delays	(633)
Earls Court Buyback Costs-slippage to future years due to further project delays	(4,822)
Housing Development Project - additional budget approved via Leader's Urgency Decision	266
Other DNP projects - increase due to additional Cabinet approved (February 2016) costs related to Edith Summerskill House	2,187
Adjustment for costs related to Earls Court project to reflect delays in the project	633
Total Housing variations	(2,665)
Grand Total 2017-18 Q1 Variations	(15,599)

Appendix 3 – General Fund – Forecast Capital Receipts

Financial Year	Previous Forecast £'000s	Movement/ Slippage £'000s	Forecast Outturn at Quarter 1 £'000s	Full sales proceeds @ Q1 £'000s	Deferred Costs of Disposal reserved £'000s
2017/18					
Total 2017/18	16,323	(9,253)	7,069	6,720	
2018/19					
Total 2018/19	5,278	2,941	8,219	-	566
2019/20					
Total 2019/20	3,840	(3,840)	-	-	-
2020/21					
Total 2020/21	3,840	(3,840)	-	-	-
Total All Years	29,281	(13,992)	15,288	6,720	566

<p align="center">London Borough of Hammersmith & Fulham</p> <p align="center">CABINET</p> <p align="center">9 OCTOBER 2017</p>	
<p align="center">PURCHASING ADDITIONAL AFFORDABLE HOMES</p>	
<p>Report of the Cabinet Member for Housing: Councillor Lisa Homan and the Cabinet Member for Economic Development and Regeneration: Councillor Andrew Jones</p>	
<p>Open</p>	
<p>Classification - For Decision</p> <p>Key Decision: Yes</p>	
<p>Wards Affected: All</p>	
<p>Accountable Director: Kathleen Corbett Director for Finance and Resources: Regeneration, Planning & Housing Services</p>	
<p>Report Author: Firas Al-Sheikh, Acting Head of Housing Financial Investment and Strategy</p>	<p>Contact Details: Tel: 020 8753 4790 E-mail: firas.al-sheikh@lbhf.gov.uk</p>

1. EXECUTIVE SUMMARY

- 1.1 This report seeks approval to allocate funding for the purchase of properties in Hammersmith and Fulham and neighbouring boroughs for the provision of affordable housing. This will facilitate a much needed increase in the supply of affordable housing that will help to ease the temporary accommodation pressure that the council has, while also making best use of right to buy receipts.
- 1.2 The council currently holds £28.4m of retained right to buy receipts. The council signed an agreement with CLG in June 2012 this states these receipts must be:
- spent within three years of receipt on a quarterly basis for the provision of affordable housing which must be let at 80% or less of market rent.

- can only fund up to 30% of the costs of developing or acquiring properties. The other 70% must come from the councils own resources and cannot contain external grants such as those awarded by the GLA or HCA.

1.3 Full details of the restrictions are set out in Appendix 1.

1.4 This report seeks to expedite the use of these receipts for the purchase of properties for the provision of affordable housing.

2. RECOMMENDATIONS

2.1 That delegated authority be granted to the Lead Director of Regeneration, Planning & Housing Services with the Director of Finance and Resources of Regeneration, Planning & Housing Services, in consultation with the Cabinet Member for Housing and the Cabinet Member for Economic Development and Regeneration, to purchase individual properties in Hammersmith & Fulham and neighbouring boroughs for use as affordable housing to the value of £4.9m.

2.2 To approve the creation of an £4.9m budget in the Decent Neighbourhood Programme Budget to use for these purchases, with £3.43m being funded by unrestricted capital receipts and £1.47m being funded by right to buy one for one receipts.

3. REASONS FOR DECISION

3.1 Using the RtB 1-4-1 receipts to finance the purchases will allow the council to add to the availability of affordable rented housing in the borough and help to contain the current pressures on temporary accommodation costs in the General Fund.

3.2 If these purchases are not completed within the deadlines set by CLG then the council will have to return receipts to CLG with interest.

3.3 This is also an opportunity for the council to help its leaseholders of properties in high rise blocks who are struggling to sell on the open market due to the impact of the Grenfell Tower disaster.

4. OPTIONS AND ANALYSIS OF OPTIONS

4.1 Property acquisitions funded this way must be permanently allocated for use as affordable rented accommodation¹.

4.2 The Council could choose to not use the retained right to buy receipts. However, this would result in the Council repaying the right to buy receipts and interest, which would then be used by CLG to fund affordable housing elsewhere. This is not an acceptable outcome for the Council.

¹ Tenants living in them can still exercise their Right to Buy

- 4.3 The Council could spend the receipts on the construction of new affordable housing. While the Council intends to do this and has allocated receipts to existing and planned schemes, the receipts can only be used for actual expenditure. However, at this time there are no live schemes with relevant expenditure where the receipts could be used.
- 4.4 A final option would be to distribute the funding to housing associations who are planning to construct new affordable homes in lieu of grant. However, while the Council intends to do this on some schemes, most affordable schemes in the borough have GLA funding – and two sources of public funding cannot be used.
- 4.5 Therefore, the best way of using the right to buy receipts for affordable housing in the borough in the near future is to purchase existing properties. Officers will make a targeted approach to leaseholders who have purchased their property under the right to buy and who are selling their homes on the open market.

5. EQUALITY IMPLICATIONS

- 5.1 There are no equality implications.

6. LEGAL IMPLICATIONS

- 6.1 In June 2012 the council entered an agreement with the CLG pursuant to Section 11(6) of the Local Government Act 2003 relating to RTB receipts.
- 6.2 The agreement makes it clear that the council must use retained receipts for the provision of social housing which is defined in the agreement as low cost rental accommodation as defined by section 68(1)(a) of the Housing and Regeneration Act 2008 (“the Act”).
- 6.3 Section (1)(a) of the Act states:
(1) in this part “social housing” means -
(a) low cost rental accommodation (defined by section 69)
Section 69 states:
Accommodation is low cost rental accommodation if -
(a) it is made available for rent;
(b) the rent is below the market rate; and
(c) the accommodation is made available in accordance with rules designed to ensure that it is made available to people whose needs are not adequately served the commercial housing market.
- 6.4 Temporary accommodation falls within the definition of social housing if the rent charged is below the market rent.
- 6.5 Implications completed by: Janette Mullins, Senior Solicitor (Housing Litigation), 020 8753 2744.

7. FINANCIAL IMPLICATIONS

- 7.1 The Decent Neighbourhood Programme does not currently have a budget set aside to purchase these properties. Therefore, the £4.9m addition to the programme will require additional resources.
- 7.2 £1.47m of this will be met by retained Right to Buy one for one (Rtb 1-4-1) receipts (capped at 30%), with the remaining £3.43m being funded by unrestricted capital receipts. As at 1st April 2017 the HRA held £7m of unrestricted capital receipts which notwithstanding the receipts that will be generated this year is sufficient to fund this budget. However as £3.43m of these receipts would not be available to finance the existing programme as a result of this decision, it would lead to an increase in the Housing Revenue Account (HRA) Capital Financing Requirement (CFR) which is effectively internal or external borrowing. Projections as at August 2017 show the CFR can accommodate this.
- 7.3 The purchase of these homes will ultimately allow the transfer of households currently housed in temporary accommodation into permanent Council accommodation. Considering the reduction in the marginal cost of Housing Benefit and foregone administrative costs, it is estimated that this will prevent costs per household of approximately £2,899 to the Council with a further £14,402 per household saved each year by central government (i.e. a total saving of £17,301² per annum per household, to the Exchequer as a whole).
- 7.4 A financial appraisal will be carried out before each purchase is approved to ensure it can be accommodated in the HRA 40-year business plan. Buybacks of formerly owned council stock (in or out of the borough) will likely contribute more to the HRA due to the economies of scale that apply to management and maintenance overheads.
- 7.5 The purchase of these homes will significantly reduce the risk of RtB 1-4-1 receipts having to be repaid this year to central Government.
- 7.7 Implications completed by: Firas Al Sheikh, Acting Head of Financial Investment and Strategy, 020 8753 4790.

8. BACKGROUND PAPERS USED IN PREPARING THIS REPORT

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

² Numbers are based on Private Sector Licence Accommodation expected costs that fed into the 2017/18 Temporary Accommodation budget.


Appendix 1

How the retention of Right to Buy Receipts works

Retained RtB receipts (referred to as 1-4-1 receipts) are additional RtB receipts retained as a result of an authority's retention agreement with CLG. This agreement allows an authority to retain a greater proportion of its receipts than it would have under the alternative pooling arrangement in which an authority can only retain 25% of its RtB receipts. However, as part of the agreement the authority must meet the following conditions in the use of 1-4-1 receipts:

- The receipts must be spent within 3 years of initial retention. This is defined on a quarterly basis – i.e. if the council retains receipts in quarter 1 of 2017/18 then it must spend it by quarter 1 of 2020/21 (30th June 2020).
- 1-4-1 receipts can only be used towards the delivery of additional social/affordable rented housing. The test for this is asking whether the funding is facilitating additionality. In terms of defining affordable rented housing this is defined as being at 80% or less of market rents.
- 1-4-1 receipts can be used towards direct delivery, direct acquisitions, or grant funding an RP to development affordable rented housing.
- 1-4-1 receipts can only contribute towards 30% of the cost of delivery.
- The other 70% of funding can come from HRA resources, s106 or General Fund receipts. However, it cannot be mixed with GLA/HCA grants and if the General Fund borrows to fund the HRA then it should be recognised on the HRA CFR.
- In terms of the timing of using the 1-4-1 receipts the works/acquisition must have happened. I.e. the council cannot elect to pay the contractor in advance works or front load grant payments.

Agenda Item 9

<p>London Borough of Hammersmith & Fulham</p> <p>CABINET</p> <p>9 OCTOBER 2017</p>	 <p>h&f hammersmith & fulham</p>
CONTRACT AWARD: GENITO-URINARY MEDICINE (GUM) AND SEXUAL AND REPRODUCTIVE HEALTH SERVICE	
Report of the Cabinet Member for Health and Adult Social Care - Councillor Ben Coleman	
Open report A separate report on the exempt part of the Cabinet agenda provides financial and legal information.	
Classification - For Decision Key Decision: Yes	
Wards Affected: ALL	
Accountable Director: Mike Robinson Director of Public Health	
Report Author: Gaynor Driscoll Head of Commissioning Public Health Helen Byrne Senior commissioning manager Public Health	Contact Details: Tel: 07967347800 E-mail: Gaynor.driscoll@rbkc.gov.uk Tel: 02076411240 E-mail: hbyrne@westminster.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 This report requests the approval to award the contract for Genito Urinary Medicine (GUM) clinics and Sexual and Reproductive Health (SRH) services to the preferred provider. Awarding the contract is part of the London Sexual Health Transformation Programme (LSHTP). The procurement was advertised in the OJEU and proposed an open procedure.
- 1.2 This contract reflects our determination that our residents should continue to receive an exemplary service.
- 1.3 LSHTP devolved responsibility for re-procuring and commissioning of the GUM and SRH services to sub regions, Hammersmith and Fulham's sub region is Inner North West London (INWL). The approvals process for the London Borough of

Hammersmith & Fulham (LBHF) was granted in January 2016. Public Health undertook a competitive tendering procurement on behalf of the LSHTP.

- 1.4 It is proposed that the contract for these services go live on the 1st April 2018 allowing for a realistic mobilisation period. This is necessary due to the complexity and extent of changes required for the preferred provider to deliver a new pricing structure and new delivery system. This period will involve staff consultations and transitioning to the new operating model.

2. RECOMMENDATIONS

- 2.1 That Cabinet call off from the framework agreement and enter into a contract for five years from 1st April 2018 until the 31st March 2023, with the option to extend for a further two years using 1+1 framework (subject to performance and financial constraints), with the recommended provider at a five year projected contract cost of £14,461,589.

3. REASONS FOR DECISION

- 3.1 The proposed model will adopt the new Integrated Sexual Health Tariff (ISHT) pricing structure, which projects to make savings shown in section 9.
- 3.2 Screening for Sexually Transmitted Infections (STIs) and contraception are mandatory services for local authorities to commission, the preferred provider will deliver services for London at a reduced costs based on the ISHT.
- 3.3 The new services are designed to improve key outcomes, reduce inequalities and ensure that residents access the most appropriate service for their needs, following a thorough triage and risk assessment. The key features of the service are to provide;
 - Contraception including Long Acting Reversible Contraception (LARC)
 - HIV testing and diagnosis
 - Testing and treatment for STI
- 3.4 The new system will divert low and medium threshold cases from acute services to local community or e-services. This will be achieved by embedding effective clinical pathways and demand management strategies to transform services and focus on working with a population that are the most at risk of sexual health.

4. PROPOSAL AND ISSUES

- 4.1 By awarding this contract we are ensuring that our residents will continue to receive exemplary services at a reduced cost. The new service will focus on positive outcomes which will include targeted behaviour change initiatives. Residents will experience no reduction in the quality or accessibility to the services they need in their local area. There are additional opportunities through the e-services which will enhance the offer to residents.

- 4.2 The procurement process has been delayed by 12 months, due to the alignment of specifications required across London. The final London Specification and agreement with INWL GUM proposal delayed the process by 9 months. In addition, timescales shifted in agreeing the ISHT pricing strategy adopted by LSHTP.
- 4.3 Following the delay in procurement, it was agreed by legal, procurement and the directors within adult social care and public health, the option to progress with the preferred provider to negotiate the changes to the service specification and adopting the ISHT. Implications have been covered by legal in section 8.
- 4.4 All London Boroughs participating in LSHTP will retain sovereignty. The boroughs are collaborating to develop a new delivery model that is cost effective to transform the wider sexual health system.
- 4.5 The proposed model for the GUM and SRH services payment system will be based on the ISHT pathways and currencies, further details on the currencies can be found in section 9. Implementing the new ISHT will deliver immediate savings on a cost and volume contract. The new service model is aimed at high risk and symptomatic individuals who are at risk of acquisition and transmission of STIs and reduce unplanned pregnancies.
- 4.6 The service is open access and activity led which means residents can present to any service in London or nationally and costs are recouped through NHS cross charging principles.
- 4.7 Public health commissioners in INWL will act as the lead commissioner for the London boroughs that are named in the contract. The public health team will mobilise, implement, manage and maintain the contract on behalf of the London boroughs participating in the LSHTP.
- 4.8 In addition to the procurement of GUM clinics, the LSHTP undertook a procurement exercise for an online portal to offer home sampling testing of STIs, also known as e-services. The e-service provision is a cheaper alternative to the GUM clinics as it is designed to target asymptomatic patients. Hammersmith and Fulham have signed the Inter Authority Agreement to participate in this programme. The e-services will work alongside the GUM clinics and is part of the transformation of sexual health services across London.

5. OPTIONS AND ANALYSIS

- 5.1 The sexual health system is complex and requires transformation in order to move asymptomatic or low need individuals from GUM and sexual health services to the community based and the newly procured London e-services. The options following the tender evaluation are:
 - 5.2 Option 1 – award the contract to the preferred provider.

Benefits of Option 1:

- Significant opportunities to make efficiencies through implementing the ISHT and reducing the cost of the tariffs throughout the life of the contract.
- The ability to move asymptomatic patients to the e-service provider to reduce the attendance at clinics.
- Allows the local authority to gather further evidence of meeting demand including value for money and meeting equalities act requirements.
- Enables greater collaboration with local community services to reduce the long term costs associated with STIs and unplanned pregnancies.

Challenges of Option 1:

- The channel shift assumptions to the e-services provider may not be realised and therefore the potential savings will be lower than planned.

5.3 Option 2 - not to award the contract to the preferred provider and re run the procurement.

Benefits of option 2

- Current configuration of services could remain and no impact to patients accessing services,
- No other benefits have been identified.

Challenges of option 2

- Immediate savings in adopting the ISHT will be delayed.
- Not financially viable to local authorities to continue in the current format
- London boroughs might not agree to cross charging arrangements if ISHT is not implemented

5.4 Option 1 is the preferred option.

6. CONSULTATION

6.1 Cabinet Members and relevant Directors have been updated on the progress of the commissioning throughout the process.

6.2 The work of the LSHTP has involved extensive consultation with providers, clinicians, stakeholders and service users. Further co-production and consultation will be on-going to develop a sustainable system across London.

6.3 A survey questionnaire was developed by the LSHTP between May 2015 receiving 1500 responses. This was repeated April in 2016. Both paper and online surveys were completed and over 2200 responses from across all London GUM clinics were returned.

6.4 Table 1 below is the high level summary of the responses from both surveys:

6.5 Table 1

	May 2015 responses	April 2016 responses
I don't have symptoms but I attend regularly for sexual health tests	23%	52%
I have symptoms that I think are a STI and want to be tested	33%	19%
I am starting a new relationship and I want a sexual health test	19%	18%
I need contraception (including emergency contraception)	14%	9%

6.6 Supplier Engagement

The LSHTP conducted a Prior Information Notice (PIN), a number of common themes emerged across all the responses to the PIN questionnaires and in subsequent one to one meetings and focus groups. The key themes from the supplier engagement event including management of asymptomatic/ low risk patients, how to embed behaviour change into services, utilising technology for communication and diagnostics and collaborating with the wider system to transform services to reduce the acquisition and transmission of STIs.

7. EQUALITY IMPLICATIONS

7.1 GUM clinic services are open access and mandatory for all local authorities to provide. There will be minimal impact on residents as services will be accessible in each borough and will adopt fully the NHS hospital trusts policies linked to equalities.

8. LEGAL IMPLICATIONS

8.1 The procurement is subject to the Public Contracts Regulations 2015 (as amended) ("the Regulations") but because the services are health and social care services the council has a greater degree of flexibility over the procedure it uses to award the contract than would ordinarily be case.

8.2 The risk of a challenge being made is low.

8.3 Further information is set out in the exempt part of the Cabinet agenda

8.4 Legal Implications verified by: Keith Simkins Solicitor

9. FINANCIAL AND RESOURCE IMPLICATIONS

9.1 The current budget for GUM services is detailed in Table 2 and a projection of GUM services assuming a steady state and no assumptions of patient flows.

9.2 Table 2 – GUM budget and projected 5 year budget

Borough	Budget 17-18	Projected 5 year budget
Hammersmith and Fulham residents	£4,000,000	£20,000,00

9.3 The commissioning of the GUM services includes a pricing strategy to ensure the coding and delivery of the services is reflected accurately. Adopting the ISHT supports greater efficiencies based on person centred care and clinical need. Tenderers were asked to price the cost of the service against the ceiling tariff prices indicated in Table 3; these prices will form a baseline from where contract negotiations can progress throughout the life of the contract and additional tariffs may be added to reflect pathways and activities.

9.4 The returned prices differ from the original tender documents due to more currencies being added and a full review of the pathways that sit behind the tariff prices. The review of the tariff prices formed part of the delay to awarding the contract. The work was completed by a project team within the LSHTP and included clinicians and a challenge group to ensure the pathways and currencies are robust and transparent.

9.5 Table 3 – Integrated Sexual Health Tariffs

Currency	Tariff prices	
	Primary	Additional
STI Intervention A	£28.68	£20.69
STI Intervention B	£114.61	£96.81
STI Intervention C	£280.37	£248.23
T7 HIV Test	£55.65	£29.64
T6 Hepatitis Test*	£32.19	£24.57
T5 HSV Test	£77.08	£70.63
T4 Full Screen	£86.44	£59.76
T3 Chlamydia, Gonorrhoea and Syphilis Test	£65.88	£46.71
T2 Chlamydia and Gonorrhoea Test	£52.15	£32.97
TT Triple Site Test	£67.92	£67.92
TS Microscopy	£16.29	£16.29
SRH Complex*	£145.84	£117.83
SRH Std	£59.94	£33.98
Counselling	£133.94	£123.19
Ultrasound	£49.23	£49.23
T20 Shigella Test (New)	£70.02	£51.99
DT Dual Site Test (New)	£35.99	£35.99

LARC IUS Insertion (New)	£193.56	£174.21
LARC IUD Insertion (New)	£107.58	£88.23
LARC Implant Insertion (New)	£144.88	£124.09
EHC (New)	£58.77	£40.73
LARC Removal (New)	£63.95	£39.99
Assisted self-sample test	£7.11	£ 7.11

9.6 Table 4 shows the estimated spend of clinics over a five year period of the contract. The financial projections for these clinic services are based on a number of assumptions including patient flows, expected level of growth, the channel shift to e-services and the introduction of the ISHT. To note the projected spend increases in 20/23 due to population growth.

Table 4 – Estimated GUM Clinics Expenditure 2018/19 to 2022/23

	18/19 baseline	19/20 projected	20/21 projected	21/22 projected	22/23 projected	Total
H&F	£3,776,082	£2,476,871	£2,318,693	£2,387,887	£2,460,265	£13,419,798

9.7 In addition to the spend on the GUM clinic services we will also be investing in e services with each borough having a capped spend based on assumptions of channel shift. Table 5 indicates the e services spend which is capped, and Table 6 shows the combined costs of e services and clinic services. Both GUM clinic services and e-services will be funded through the same budget.

Table 5 – GUM e services budget estimates 2018/19 to 2022/23

	18/19 baseline	19/20 projected	20/21 projected	21/22 projected	22/23 projected	Total
H&F	£67,035	£164,414	£265,544	£269,810	£274,988	£1,041,791

Table 6 – Combined GUM services budget estimates 2018/19 to 2022/23

	18/19 baseline	19/20 projected	20/21 projected	21/22 projected	22/23 projected	Total
H&F	£3,843,117	£2,641,285	£2,584,237	£2,657,697	£2,735,253	£14,461,589

9.8 Savings Against Projected Budget

9.9 Table 7 provides an indication of the potential savings over the five years when comparing the new combined clinics and e services to the steady state budget as presented in table 2.

Table 7 – Savings from GUM contract budgets 2018/19 to 2022/23

	18/19 baseline	19/20 projected	20/21 projected	21/22 projected	22/23 projected	Total
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H&F	£156,883	£1,358,715	£1,415,763	£1,342,303	£1,264,747	£5,538,411
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- 9.10 2018/19 savings are significantly lower than later years as the movement to e-services will be lower in the first year of operation. As this becomes established the target expectations in respect of channel shift are much higher in later years.
- 9.11 These savings will form part of the councils' financial plans. No decision has been taken on the additional savings required to be made at this stage. Not all of the efficiencies made will be cashable as consideration needs to be given to potential investment in other targeted work separate to these contracts most notably the London wide e-service.
- 9.12 The budget for each contract will be held within the respective sovereign boroughs. The provider will be paid by invoicing each sovereign borough. The budget holder for the project is Gaynor Driscoll, Head of Commissioning Public Health.
- 9.13 Financial Implications verified by: Brighton Fong Finance Manager Public Health

10. BUSINESS IMPLICATIONS

- 10.1 There are no business implications in relation to this proposed procurement however, there is considerable social value in sustaining investment in sexual health services.

11. RISK IMPLICATIONS

- 11.1 Growth in demand could exceed assumptions of level of activity.
- 11.2 Challenge from the public regarding a perceived loss of access to their preferred operating system.
- 11.3 Business Continuity is a corporate risk, number 6 on the Corporate Risk Register. The risks associated with these contracts regarding the outgoing providers will be managed by the service as part of contract mobilisation and implementation when the contract is awarded. There will be some end of contract risks regarding the outgoing providers but the service will address these.
- 11.4 Risk implication completed/verified by: Michael Sloniowski, Risk Manager

12. PROCUREMENT IMPLICATIONS

- 12.1 The author of the report requests approval from Hammersmith and Fulham Cabinet for the award of a Call Off Agreement to enable Hammersmith and Fulham to access services under a Framework Agreement procured by the lead authority for the provision of Genito-Urinary Medicine and Sexual and Reproductive Health Services.

- 12.2 The Framework Agreement is still to be awarded by the lead authority and until such time as it is awarded it is not possible for a participating authority to award a Call Off Agreement to it. The award of the Call Off Agreement is therefore provisional and dependent on the subsequent award by the lead authority of the Framework Agreement.
- 12.3 The procurement of the Framework Agreement by the lead authority is subject to the Public Contract Regulations 2015 (as amended) (“the Regulations”); specifically those applying to social and other specific services as contained in Regulation 74 of the Regulations, the so called “Light Touch Regime”.
- 12.4 The procurement of the Framework Agreement was commenced as an Open Procedure but upon the submission of only one tender the procedure was changed to the Negotiated Procedure without Prior Notification as provided by Regulation 32 of the Regulations. This change of procedure is only permissible when it can be demonstrated that one of the grounds contained in Regulation 32 has been met.
- 12.5 There were requirements made by the London Sexual Health Transformation Board to make changes to the GUM specification which was not originally available at the outset of the procurement. As there was only one tender to the original submission the decision to engage the Negotiated Procedure was agreed between Public Health representing the commissioning authorities, Adult Social Care, Legal Services and Procurement Services. The cost and time of commencing a re-procurement was considered and rejected as not providing value for money for either Council. There is no risk of challenge to LBHF.
- 12.6 The estimated value of services to be procured under the proposed Call Off Agreement under a maximum term of five years is in excess of £14 million. Hammersmith and Fulham Contract Standing Order 17.3.1 requires that any contract with a value of £5million or above is awarded by the Cabinet.
- 12.7 Implications completed by: Tim Lothian, Procurement Officer, 020 8753 5377

13. IT IMPLICATIONS

- 13.1 The privacy impact assessment is to be reviewed to ensure all information governance (IG) requirements are satisfactory and in line with NHS requirements. No further IT implications.
- 13.2 Implications completed by Ciara Shimidzu, Head of Information, Strategy and Projects

Mike Robinson - Director of Public Health


Local Government Act 1972 (as amended) – Background papers used in the preparation of this report

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1	Approval to proceed to procurement - <i>published</i>	Helen Byrne	Public Health
2	Procurement strategy - <i>published</i>	Helen Byrne	Public Health

List of Appendices:

Appendix 1 – Procurement process – contained in the exempt part of the Cabinet agenda.

Agenda Item 10

<p>London Borough of Hammersmith & Fulham</p> <p>CABINET</p> <p>9 OCTOBER 2017</p>	
<p>PROCUREMENT STRATEGY FOR THE PROVISION OF TRANSPORT FUEL</p>	
<p>Report of the Cabinet Member for Environment, Transport and Residents Services – Cllr Wesley Harcourt</p>	
<p>Open report A separate report on the exempt part of the Cabinet agenda provides financial information.</p>	
<p>Classification - For Decision</p> <p>Key Decision: Yes</p>	
<p>Consultation: The following internal stakeholders have been consulted: Legal, Procurement, Finance, and Risk Management. Procurement have been consulted throughout the development of this procurement strategy. The following external stakeholders have been consulted: LASER Energy Buying Group and ESPO Energy.</p>	
<p>Wards Affected: All</p>	
<p>Accountable Director: Nick Austin, Director for Environmental Health</p>	
<p>Report Author: Alistair Ayres, Head of Emergency Services</p>	<p>Contact Details: Tel: 020 8753 3994 E-mail: alistair.ayres@lbhf.gov.uk</p>

1. EXECUTIVE SUMMARY

- 1.1. This Council aims to be the greenest borough in the country. Air pollution and improving air quality are key areas to make this a reality. This procurement is for diesel fuel, which we recognise is not a clean fuel. However, at present the technology does not exist for large commercial vehicles, such as dust carts, to run as hybrid or electric vehicles. We are actively researching what changes we can make to our fleet in general and having discussions with contractors about greening their fleet as when vehicle contracts come up for renewal. The Council is tackling pollution in other ways such as the electric car club and the launch of a network of on street charging points and set a target of eight percent of journeys to be by bicycle in the borough. We hope that within the

next two years' technology will have progressed enough for us to review the need for diesel and use cleaner fuels.

- 1.2. The council currently buys diesel fuel for fleet and contracted service vehicles from Harvest Energy Ltd. The contract was procured in 2016 through an energy procurement framework, hosted by the LASER Energy Buying Group (who act on behalf of a number of authorities and central government departments). The current contract expires on 30th September 2018. As such, a retender exercise needs to be undertaken for a new 24 month fuel supply contract to run from 1st October 2018 to 30th September 2020. Below is detailed the procurement strategy.

2. RECOMMENDATIONS

- 2.1. To approve the procurement strategy to use LASER Energy Buying Group to procure the fuel through the new Crown Commercial Services (CCS) framework agreement.

3. PROPOSAL AND ISSUES

- 3.1. In 2017/18, the Council purchased 612,009 litres of diesel at a total cost as set out on the exempt part of this report. The majority of fuel is consumed by external customers (mostly the Council's waste and street cleansing contractor, Serco), which is sold at cost plus a mark-up. The Serco contract stipulates a 7.5% mark up. All other external customers are charged a 10% mark up.
- 3.2. The proposal is to tender through LASER Energy Buying Group, who acts on behalf of a number of authorities and central government departments to procure fuel on their behalf. The energy procurement frameworks are OJEU compliant, contracted with Kent County Council acting as a Central Purchasing body.
- 3.3. It is proposed that the tender be conducted through an open procedure using LASER Energy Buying Group to access the Crown Commercial Service Liquid Fuels Framework Agreement.
- 3.4. The actual price paid per litre for delivered fuel under this framework is made up of:
 - 3.4.1. Commodity price of the fuel (diesel)
 - 3.4.2. Duty
 - 3.4.3. Supplier margin (fixed for the contract period)
 - 3.4.4. Management charge (fixed for the contract period)
- 3.5. Under this framework the commodity element of the price of the fuel purchased is calculated by reference to the Platts Index which can change on a daily basis. The preferred option is for a weekly lagged price. Where the council is charged an average of the daily prices in the week preceding the week of delivery.

- 3.6. The successful Supplier will be required as part of the pre-approval process for the Framework Agreement, the appropriate levels of insurance and demonstrate competency.
- 3.7. Through using the framework agreement, the council benefits from a reduced price (economies of scale due to the large volume of fuel being purchased across the framework). This would not be available if the Council tendered as an individual outside of the framework agreement. A savings methodology has been approved to assess the savings made by customers having access to this flexible pricing rather than having a fixed price for the commodity element of the price. In the last year of the previous Liquid Fuels framework savings were assessed at 3.5% of total spend across the framework.
- 3.8. This procurement is for diesel fuel. It is recognised that diesel is not a green fuel. However, the vast majority of the diesel is sold onto Serco to service their fleet. At the present time there is not the requisite technology for the dust carts to operate with a greener fuel type. The Serco contract ends in 2021. It is hoped that by this time the technology will be in place to allow an alternative fuel provision.

4. REASONS FOR DECISION

- 4.1. Through using the framework agreement, the council receives a reduced price, which would not be available should we tender as an individual outside of the framework agreement. This is therefore expected to be the cheapest option for service users.

5. OPTIONS AND ANALYSIS OF OPTIONS

- 5.1. It is proposed that this procurement is based 100% on cost.
- 5.2. Option 1: Use LASER Energy Buying Group to procure the fuel through the CCS national fuels framework agreement. The Council's new fuel contract will begin on 1st October 2018 and expiring on 30th September 2019. This is the recommended option.
- 5.3. Option 2: Use ESPO Liquid Fuels Framework to procure the fuel. This is not through the CCS framework. ESPO have conducted their own tender and secured a framework agreement. This is not a recommended option as the ESPO framework for liquid fuels has only one supplier the council can access. The CCS framework has 21 suppliers. In addition the ESPO rebate cost is 0.3ppl compared to 0.25ppl through LASER Energy Buying Group.
- 5.4. Option 3: LBHF procure as an individual authority through the Capital e-Sourcing platform. If the Council procures as an individual without access to the framework, it will not benefit from the reduced costs offered through the framework (the Council's fuel consumption is too small to offer suppliers any economy of scale). This is not a recommended option.

6. CONSULTATION

- 6.1. Public consultation is not necessary for this procurement.

7. EQUALITY IMPLICATIONS

- 7.1. There are no equality implications for this procurement.

8. LEGAL IMPLICATIONS

- 8.1. The Council is not specifically named in the OJEU notice as a contracting authority that is able to access the framework, however there is a link to a list of local authorities in which the Council is named. Therefore any risk of challenge in this respect is considered low. It is understood that the mini-competition has been carried out in compliance with Regulation 33 (8) (c) of the Public Contracts Regulations 2015. Legal Services will work with officers to arrange for the execution of the Call-Off contract and the Order Form.
- 8.2. Implications verified/completed by: Babul Mukherjee - Senior Solicitor, Contracts, telephone 020 7361 3410.

9. FINANCIAL IMPLICATIONS

- 9.1. Procuring through the framework is likely to secure the cheapest price, which will benefit the users of the service. Given that fuel is sold to external customers at cost plus a mark-up, it should be noted that any reduction in cost will lead to a reduction in the mark-up income generated by the Transport service. There would need to be a significant reduction in price for this to have any material effect on income levels - based on current usage, every 1 pence reduction in price would result in circa £500 of lost income for the whole year. There are no expected budgetary savings for the council as a result of this procurement.
- 9.2. Implications completed by Kellie Gooch – Head of Finance Environmental Services, telephone 020 8753 2203.

10. IMPLICATIONS FOR BUSINESS

- 10.1. There are no implications for local businesses in the borough. There are no suppliers within LBHF who can provide this service.

11. COMMERCIAL IMPLICATIONS

- 11.1. By collaborating with other councils on joint tendering exercises the Council usually achieves savings through aggregated demand and greater economies of scale. For the most part, should these potential savings occur, this will be a positive procurement outcome for Serco who consume the majority of the diesel fuel. The saving will help maintain their lower running costs for the provision of the council's waste and street cleansing services and consequently lower the risk of the contract being overly sensitive to cost

pressures whilst the Council will still receive the income that is generated through the mark up.

11.2. By using an OJEU compliant framework it will comply with the transparency requirements.

11.3. Comments completed by Joanna Angelides - LBHF Procurement Consultant, 0208 753 2586

12. OTHER IMPLICATION PARAGRAPHS

12.1. No strategic risk management comments.

12.2. Implications completed by Mike Sloniowski - Shared Services Risk Manager, telephone 020 8753 2587.

13. BACKGROUND PAPERS USED IN PREPARING THIS REPORT

None.

LIST OF APPENDICES:

Appendix 1: BUSINESS CASE AND PROCUREMENT STRATEGY REPORT

APPENDIX 1: BUSINESS CASE AND PROCUREMENT STRATEGY REPORT

BUSINESS CASE

1. BUSINESS CASE – WHY THE PROCUREMENT IS NEEDED

The council currently buys diesel fuel for fleet and contracted service vehicles from Harvest Energy Ltd. The contract was procured in 2016 through an energy procurement framework, hosted by the LASER Energy Buying Group (who act on behalf of a number of authorities and central government departments). The current contract expires on 30th September 2018. As such, a retender exercise needs to be undertaken for a new 24 month fuel supply contract to run from 1st October 2018 to 30th September 2020. Below is detailed the procurement strategy.

2. FINANCIAL INFORMATION

In 2017/18, the Council purchased 612,009 litres of diesel at a total cost as set out in paragraph 3.1 on the exempt part of this report. The majority of fuel is consumed by external customers (mostly the Council's waste and street cleansing contractor, Serco), which is sold at cost plus a mark-up. The Serco contract stipulates a 7.5% mark up. All other external customers are charged a 10% mark up.

3. OPTIONS APPRAISAL AND RISK ASSESSMENT

It is proposed that this procurement is based 100% on cost.

Option 1: Use LASER Energy Buying Group to procure the fuel through the CCS national fuels framework agreement. The Council's new fuel contract will begin on 1st October 2018 and expiring on 30th September 2019. This is the recommended option.

Option 2: Use ESPO Liquid Fuels Framework to procure the fuel. This is not through the CCS framework. ESPO have conducted their own tender and secured a framework agreement. This is not a recommended option as the ESPO framework for liquid fuels has only one supplier the council can access. The CCS framework has five suppliers. In addition the ESPO rebate cost is 0.3ppl compared to 0.25ppl through LASER Energy Buying Group.

Option 3: LBHF procure as an individual authority through the Capital e-Sourcing platform. If the Council procures as an individual without access to the framework, it will not benefit from the reduced costs offered through the framework (the Council's fuel consumption is too small to offer suppliers any economy of scale). This is not a recommended option.

It is proposed that option 1 is taken forward on the basis that through using the framework agreement, the council benefits from a reduced price (economies of scale due to the large volume of fuel being purchased across the framework). This would not be available if the Council tendered as an individual outside of the framework agreement. Procuring through the framework is likely to secure the cheapest price, which will benefit the users of the service.

4. THE MARKET

There are no suppliers within LBHF who can provide this service.

The contract was procured in 2016 through LASER Energy Buying Group (who act on behalf of a number of authorities and central government departments) to access the Crown Commercial Service Liquid Fuels Framework Agreement.

The proposal is to tender through LASER Energy Buying Group, who acts on behalf of a number of authorities and central government departments. The energy procurement frameworks are OJEU compliant, contracted with Kent County Council acting as a Central Purchasing body.

The actual price paid per litre for delivered fuel under this framework is made up of:

- 1.1.1. Commodity price of the fuel
- 1.1.2. Duty
- 1.1.3. Supplier margin
- 1.1.4. Management charge

Under this framework the commodity element of the price of the fuel purchased is calculated by reference to the Platts Index which can change on a daily basis. The preferred option is for a weekly lagged price. Where the council is charged an average of the daily prices in the week preceding the week of delivery.

Through using the framework agreement, the council benefits from a reduced price (economies of scale due to the large volume of fuel being purchased across the framework). This would not be available if the Council tendered as an individual outside of the framework agreement. A savings methodology has been approved to assess the savings made by customers having access to this flexible pricing rather than having a fixed price for the commodity element of the price. In the last year of the previous Liquid Fuels framework savings were assessed at 3.5% of total spend across the framework.

PROCUREMENT STRATEGY

5. CONTRACT PACKAGE, LENGTH AND SPECIFICATION

The contract consists of fuel delivery from supplier to the Bagley's Lane Deopt only. Delivery of fuel is approximately 38,000 litres per week.

The contract will be for a period of two years from 01/10/18 to 30/09/20.

6. SOCIAL VALUE, LOCAL ECONOMIC AND COMMUNITY BENEFITS

As part of qualifying for the CCS Framework Agreement, suppliers will be required to demonstrate past and current examples of delivering social value in comparable contracts/organisations.

An example of the above is that Suppliers will need to provide assurances that as part of service delivery they will take measures to reduce their environmental impact through the use of modern vehicles and effective logistic planning. Delivery will be monitored by the Council throughout the life of the contract.

There are no suppliers within LBHF who can provide this service. The nature of this procurement is inappropriate for the provision of any apprentices or training schemes as the contract is for fuel delivery only.

7. OTHER STRATEGIC POLICY OBJECTIVES

This procurement is for diesel fuel. It is recognised that diesel is not a green fuel. However, the vast majority of the diesel is sold onto Serco to service their fleet. At the present time there is not the requisite technology for the dust carts to operate with a greener fuel type. The Serco contract ends in 2021. It is hoped that by this time the technology will be in place to allow an alternative fuel provision.

8. STAKEHOLDER CONSULTATION

The following internal stakeholders have been consulted: Legal, Procurement, Finance and Risk Management. These stakeholders have reviewed the report and provided comment. Procurement have been consulted throughout the development of this procurement strategy.

The following external stakeholders have been consulted: LASER Energy Buying Group and ESPO Energy.

9. PROCUREMENT PROCEDURE

The proposal is to tender through LASER Energy Buying Group, who acts on behalf of a number of authorities and central government departments. The energy procurement frameworks are OJEU compliant, contracted with Kent County Council acting as a Central Purchasing body. The procurement will be a call off from the framework agreement.

10. CONTRACT AWARD CRITERIA

It is proposed that this procurement is based 100% on cost.

PROJECT MANAGEMENT AND GOVERNANCE

11. PROJECT MANAGEMENT

Tender will be completed through the framework agreement by LASER Energy Buying Group. LASER will send the costings and service specifications which will then be assessed by:

Alistair Ayes (Head of Emergency Services) and Roy Finan (Fleet Manager).


12. INDICATIVE TIMETABLE

The current contract expires on 30th September 2018. As such, a retender exercise needs to be undertaken for a new 24 month fuel supply contract to run from 1st October 2018 to 30th September 2020.

The tender through the framework will be completed no later than 31st March 2018.

13. CONTRACT MANAGEMENT

Alistair Ayres and Roy Finan will manage the service. Due to the nature of the procurement the contract will require little monitoring beyond monitoring fuel use and Platts price.

<p style="text-align: center;">London Borough of Hammersmith & Fulham</p> <p style="text-align: center;">CABINET</p> <p style="text-align: center;">9 OCTOBER 2017</p>	
<p>TFL FUNDED ANNUAL INTEGRATED TRANSPORT INVESTMENT PROGRAMME 2018/19</p>	
<p>Report of the Cabinet Member for Environment, Transport and Resident's Services – Cllr Wesley Harcourt</p>	
<p>Open Report</p>	
<p>Classification - For Decision</p> <p>Key Decision: Yes</p>	
<p>Wards Affected: All</p>	
<p>Accountable Director: Mahmood Siddiqi – Director of Transport and Highways</p>	
<p>Report Author: Chris Bainbridge – Interim Chief Transport Planner</p>	<p>Contact Details: Tel: 020 8753 3354 E-mail: chris.bainbridge@lbhf.gov.uk</p>

1. EXECUTIVE SUMMARY

- 1.1. This report refines and details the Council's integrated transport programme to be delivered in 2018/19, which forms part of the council's 2011 – 2031 Transport Plan (also known as Local Implementation Plan 2 or LIP2) and is funded entirely by Transport for London (TfL). This report seeks the approval of the submission of the programme to TfL and the design, consultation, and implementation of various elements of the programme. It further seeks approval for the delegation of the approval of construction of the capital programme to the Director of Transport and Highways in consultation with the Cabinet Member for Environment, Transport and Residents' Services.
- 1.2. The council's integrated transport award for 2018/19 is £1,755,000 and for Principal Road maintenance £481,000. This funding is specifically provided by TfL for transport projects delivering the council's transport objectives and targets, as detailed in the Council's LIP2. This report gives details of the Integrated Transport Programme. Proposals for principal road maintenance will be brought forward separately.

- 1.3. The Mayor of London's draft Transport Strategy (MTS3) was published for consultation in June 2017 and in the final version is expected to be issued in early 2018. Following this, the guidance for councils to draft their own Local Implementation Plan 3 (LIP3) will be issued in early 2018.

Funding category (17/18 figures in brackets)	Capital (£000)	Revenue (£000)	Total (£000)
Integrated transport	1,409 (1228)	346 (541)	1,755, (1796)
Principal road maintenance	481 (449)	0	481 (449)
Local transport fund	0 (50)	0 (50)	0 (100)
Total	1890 (1727)	346 (541)	2236 (2345)

- 1.4 The 2018/9 integrated transport programme has been developed in line with the administration's transport and environmental priorities in 'The change we need', in particular point 5 'greening the borough, being fair to drivers and better for cycling'.

2. RECOMMENDATIONS

2. That authority be delegated to the Director of Transport and Highways in consultation with the Cabinet Member for Environment, Transport and Residents Services to approve the implementation transport projects described in section 4 of this report, subject to favourable outcomes of public engagement and consultation.

3. REASONS FOR DECISION

- 3.1. Physical improvements to the public highway and programmes of work designed to reduce congestion, manage traffic and promote road safety fall under the council's statutory duties under a variety of acts including the Traffic Management Act 2004.
- 3.2. The production, management and maintenance of a Local Implementation Plan (LIP2 and LIP3) is a statutory duty for all London boroughs under the Greater London Authority Act 1999 and failure to do so could ultimately result in TfL undertaking the work and charging the Council for doing so.
- 3.3. Where changes to the highway are proposed, these are to be in line with section 122 of the Road Traffic Regulation Act 1984; securing the expeditious, convenient, and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities.

4. INTEGRATED TRANSPORT PROGRAMME 2018/19

The 2017/8 integrated transport programme is made up of a number of different project areas incorporating the Council's vision to be the greenest borough and

aligning with the Mayor’s Healthy Streets ambition. Each project area has a slightly differing focus and as such the recommendation for each area differs. However, all the projects will include underlying themes of greening, de-cluttering and removing redundant street furniture, the provision of additional cycle infrastructure, subject to considerations of road safety and pedestrian convenience (particularly for those with mobility impairments), and renewing street materials and assets so that there is a reduced demand on future maintenance funding for the Council. There are seven project areas: 20mph project, new projects, completion projects, enhancement projects, smarter travel projects, other transport projects and local transport fund projects

project area	Budget (£000)	paragraph
20mph project	30	4.2
Local Safety Projects	490	4.3
Environmental Projects	360	4.4
Hammersmith Grove (South)	200	4.5
Planned Maintenance Enhancements	90	4.6
SmarterTravel Programme	296	4.7
Preparation of LIP 3	50	4.8
Mayor’s Air Quality Fund Match Funding	75	4.9
Steventon Road	100	4.10
Completion of 17/18 Projects	64	4.11
total	1755	

4.1. 20mph Projects [£30,000]

In 2016 a significant extension of the borough’s 20mph speed limits was implemented. Funds in 2016 and 2017 were utilised to implement further features in the borough’s road network to encourage compliance with the new speed limits, and we expect that most of these works will be completed by March 2018; with a small amount, £30,000, to be made available in 2018/9.

Designs are developed and consulted on with residents and resident’s groups based on their feedback on compliance with the new speed limits based on speed surveys carried out in early 2017 compared to those before the extension to the 20mph speed limits.

4.2. Local Safety Projects [£490,000]

Schemes to be prioritised for funding from the following list:

- i) Pedestrian Crossing Improvements at various locations, prioritised according to collision statistics and residents’ requests.
- ii) Fulham Palace Road Corridor: to enable completion of projects identified in the 2016-17 review of major programme.

- iii) (New) King's Road: investigation and implementation of measures to improve cyclists' safety.
- iv) Imperial Road/Townmead Road
- v) Old Oak Road/Uxbridge Road Junction
- vi) Stamford Brook/Goldhawk Road

4.3 Environmental Projects (£360,000)

- i) Minor projects £150,000
- ii) School Travel Plans - supportive engineering measures, e.g. Banim Street
- iii) Smart Cities (e.g. inspection chamber covers which can record when gullies are full and amount of traffic passing over)
- iv) Street Art £20,000: Funding to commission local artists to undertake design work for locations like North End Road and using the new street type methodology to increase the place function of a street (rather than its movement function). Boroughs in London have had success in changing behaviour and increasing business simply by using art as part of the streetscape. RBKC, Waltham Forest, Newham and Lambeth are some of the boroughs who have done this type of street enhancement
- v) enhancement contributions for greening project £50,000.

4.4 Hammersmith Grove (South) (£200,000)

Part match funding for the Mayor's Air Quality Fund/Neighbourhood of the Future scheme. This involves landscaping, sustainable drainage, and projects to improve air quality, including electric vehicle charging points.

4.5. Planned Maintenance Enhancements (£90,000)

Enhancements/Improvements to support maintenance programme, including £40,000 for bus stop enhancements.

4.6 Smarter Travel Programme (£296,000).

Package of annual projects covering road safety education, training and publicity and travel awareness, ranging from cycle training in schools to working with large employers in their borough on their travel plans. Includes healthy workplace project.

4.7 Preparation of 2019/20 annual spending submission and LIP3 (£50,000)

Top sliced funding to allow for the collection and analysis of a wide range of transport data to inform subsequent integrated transport programme funding submissions. To include engagement with amenity groups residents' groups and similar bodies. The Mayor's LIP 3 guidance will be published early in 2018 following adoption of Mayor's Transport Strategy.

4.8 Mayor's Air Quality Fund Match Funding (£75,000)

Final year of three: match funding for the Mayor's Air Quality Fund 2 to deliver a range of air quality initiatives with partner boroughs and other organisations. Approval for implementation of these projects is sought separately.

4.9: Steventon Road (£100,000)

Implementation of scheme being designed in 2017/8. Includes review of traffic management arrangements, community engagement and sustainable drainage.

4.10 Completion of 17/18 Projects (£64,000)

To be allocated to projects whose timings may have slipped or which require small amounts of additional funding

5. OPTIONS AND ANALYSIS OF OPTIONS

- 5.1. LIP2 funding is ring fenced for the sole use of developing, consulting on and delivering revenue and capital projects that in some way work towards the council meeting its own transport objectives and targets and those set out by the Mayor of London in his Mayor's Transport Strategy (MTS2).
- 5.2. The indicative budget assigned to a project is based on a wide range of transport data, opportunities and risks identified through an internal officer working party set up with the sole purpose of allocating the annual grant. This work is funded from the grant itself through a top slice in the previous year. Some of the principles of allocation are set out in the LIP2 (smarter travel funded at 15% for example) and others are influenced by match funding opportunities, third party funding opportunities, emerging transport trends and policies and the council's ability to deliver projects.

6. CONSULTATION

- 6.1 This 2018/19 integrated transport programme is an interim plan pending the publication of the Mayor's Transport Strategy and preparation of the Council's Transport Plan (LIP 3) in 2018. It is a rolling forward of the first three-year delivery plan which formed part of the council's Transport Plan (LIP2) which was subject to considerable consultation with a wide range of stakeholders during its development in 2010/11. The delivery plan sets out sources of funding, delivery actions and a high level programme of investment in order to achieve the Council's transport objectives and targets.
- 6.2 The recommendations in this report seek the approval of the design and consultation of new projects. Project consultation is carried out by an internal project team and varies depending on the size and type of project. In all cases residents and businesses directly fronting any proposed road improvements are consulted, as are emergency services, transport lobby groups and ward councillors. The results of these consultations are reported back to the relevant Cabinet Member for further approval to implement the project.

7. EQUALITY IMPLICATIONS

- 7.1. The groups with the following protected characteristics will benefit from improvements to the council's highway network and urban environment through accessibility improvements such as dropped kerbs, decluttered and widened footways and improved street lighting; Age, Disability, Pregnancy, and Maternity.

- 7.2 All groups will benefit from improved air quality which is one of the core objectives of the LIP and the mayors emerging environmental policies.

8. LEGAL IMPLICATIONS

- 8.1 Where further consultation is to be carried out (as indicated in various parts of the report) either on an informal or statutory basis, it must follow public law principles in that it must be carried out at a formative stage of the decision making process, last for a reasonable period, provide sufficient information for consultees to make an informed representation and all representations must be taken into account before any decision is made.
- 8.2 The Council has the power to carry out works of improvement to the highway anticipated in the report under Part V of the Highways Act 1980 although some works will require the council to follow a formal procedure, which may lead to a public inquiry. Any changes made to existing traffic management orders will require the Council to follow the statutory process set out in the Road Traffic Regulation Act 1984 and secondary legislation and may lead to a public inquiry. A number of projects identified are exercisable pursuant to the Council's incidental powers as highway authority under section 111 of the Local Government Act 1972 and general powers of competence under section 1 of the Localism Act 2011.
- 8.3 As road traffic authority, the Council must exercise its functions as far as practicable to secure the expeditious, convenient, and safe movement of vehicular traffic (including pedestrians) and the provision of suitable and adequate parking facilities.
- 8.4 Implications verified by: Lindsey Le Masurier, Senior Solicitor 020 7361 2118

9. FINANCIAL IMPLICATIONS

- 9.1 At present the costs of each scheme are based on estimates. These are subject to change once the detail of each scheme has been costed. The funding however is limited to the amount approved by TfL. Any variation in costs in excess of the amount approved cannot be assumed to be funded by TfL unless this is approved in advance. Alternatively, officers may need to manage the workload to ensure that expenditure is contained within the approved provision.
- 9.2 Design, feasibility and consultation costs relating to certain projects set out in section 2 will be funded from the TfL grant and charged to capital and revenue depending on the nature of the project.
- 9.3 TfL LIP funding reduces the council's capital expenditure liability, through maintenance of the highway asset [which is a LIP objective] work and enables less draw down on revenue budgets.
- 9.4 Implications verified by: Gary Hannaway, Head of Finance. 0208 753 6071

10. IMPLICATIONS FOR BUSINESS

- 10.1 Businesses will benefit from the borough meeting its transport objectives and targets, as set out in the LIP2. A safe and efficient transport network will allow both staff and customers to access a wide range of businesses in all areas of the borough
- 10.2 An efficient and effective road network will allow business to deliver goods and services to a number of customers across the borough and within the wider west London sub-region.
- 10.3 Implications completed by: Chris Bainbridge, Interim Chief Transport Planner
020 8753 3069

11. RISK MANAGEMENT

- 11.1 The council and TfL approved transport plan deals with programme level risk management, in particular chapter three, the delivery plan. The table below details the capital programme risk and mitigation measures:

Risk	Mitigation measure [s]
Cost increase/budget reduction	All designs developed to be flexible to allow amendments to reflect budget reductions whilst still maintaining principles of LIP objectives.
Delay to schemes	LIP funding to be allocated in consecutive years to allow more involved projects to run over 18 months rather than the traditional 12 months.
Lack of stakeholder support	Develop designs that meet our LIP objectives that can be justified and presented to stakeholders in a suitable manner.
Policy compatibility	To develop a bespoke policy compliance tool that all potential projects will be assessed against.
Lack of resources to deliver	To maintain framework consultants to ensure resources are in place to deliver LIP objectives.

- 11.2 All integrated transport projects are managed through the divisional quality management system which incorporates all elements of project risk management and mitigation required for capital and revenue projects.
- 11.3 Physical improvements to the public highway and programmes of work designed to reduce congestion, manage traffic and promote road safety fall under the Council's statutory duties under a variety of acts including the

Traffic Management Act 2004, these works and other their associated statutory requirements therefore contribute positively to the management of risk number 8 managing statutory duty on the Council’s strategic risk register.

11.4 Implications verified by: Michael Sloniowski, Head of Risk Management. 0208 753 2587

12 .PROCUREMENT AND IT STRATEGY IMPLICATIONS

12.1 There are no procurement related issues associated with the recommendation. It will be the Council’s intention to use existing works term contractors and highway engineering consultants for the schemes outlined in the report.

12.2 Implications verified by: Alan Parry – Procurement Consultant, 020 8753 2581

13.BACKGROUND PAPERS USED IN PREPARING THIS REPORT

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	TfL Local Implementation Plan (LIP) 2017/18 annual spending submission guidance – published.	Chris Bainbridge	ENV, HTHX

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. 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.

KEY DECISIONS PROPOSED TO BE MADE BY CABINET ON 9 OCTOBER 2017 AND AT FUTURE CABINET MEETINGS UNTIL APRIL 2018

The following is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting and future meetings. 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

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) 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 4 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 4. 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 2017/18

Leader:	Councillor Stephen Cowan
Deputy Leader:	Councillor Sue Fennimore
Cabinet Member for Environment, Transport & Residents Services:	Councillor Wesley Harcourt
Cabinet Member for Housing:	Councillor Lisa Homan
Cabinet Member for Economic Development and Regeneration:	Councillor Andrew Jones
Cabinet Member for Health and Adult Social Care:	Councillor Ben Coleman
Cabinet Member for Children and Education:	Councillor Sue Macmillan
Cabinet Member for Finance:	Councillor Max Schmid

Key Decisions List No. 58 (published 8 September 2017)

KEY DECISIONS LIST - CABINET ON 9 OCTOBER 2017

The list also includes decisions proposed to be made by future Cabinet meetings

Where column 3 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.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet <i>(other relevant documents may be submitted)</i>
9 October				
Cabinet	9 Oct 2017	Health Services Optimisation This report updates members on a continuing programme of work to support the council's priority of optimising and improving local health services – specifically to continue to oppose proposals to close services at Charing Cross and Ealing hospitals	Leader of the Council	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.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
		Contact officer: Peter Smith Tel: 020 8753 2206 peter.smith@lbhf.gov.uk		
Cabinet	9 Oct 2017	TENDER FOR THE PROVISION OF LITHOGRAPHIC PRINTING SERVICES This report seeks approval to renew the council's framework agreement for lithographic printing.	Leader of the Council	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.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
		Contact officer: Louise Raisey Tel: 020 8753 2012 Louise.Raisey@lbhf.gov.uk		
Cabinet	9 Oct 2017	LOCAL DISCRETIONARY BUSINESS RATE RELIEF SCHEME The government has provided funds to grant relief for ratepayers who have received significant increases in their rates bills following the revaluation from 1st april 2017. this is the proposal for how lbhf distributes its share of the	Cabinet Member for Finance	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
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
		Contact officer: Belinda Black		

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
		funding for 2017/18, which is £2.387m.		papers to be considered.
Cabinet	9 Oct 2017 Reason: Expenditure more than £100,000	2017_18 Corporate Revenue Monitoring Month 3 Corporate Revenue forecast as at Month3	Cabinet Member for Finance Ward(s): All Wards Contact officer: Gary Ironmonger Tel: 020 8753 2109 Gary.Ironmonger@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.
Cabinet	9 Oct 2017 Reason: Expenditure more than £100,000	CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2017/18 (FIRST QUARTER) This report provides a financial update on the Council's Capital Programme and seeks approval for budget variations as at the end of the first quarter, 2017/18.	Cabinet Member for Finance Ward(s): All Wards Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@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.
Cabinet	9 Oct 2017 Reason: Expenditure more than £100,000	Award report from Genito-Urinary Medicine The report recommends award to the winning tenderer following procurement process. PART OPEN PART PRIVATE 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.	Cabinet Member for Health and Adult Social Care Ward(s): All Wards Contact officer: Helen Byrne, Gaynor Driscoll, Nicola Lockwood Tel: 0207 361 2418, Tel: 020 8753 5359 Helen.Byrne@lbhf.gov.uk, gaynor.driscoll@rbkc.gov.uk, Nicola.Lockwood@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.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
Cabinet	9 Oct 2017	<p>Procurement of Transport Fuel</p> <p>The council currently buys diesel fuel for fleet and contracted service vehicles from Harvest Energy. The contract was procured in 2016 through an energy procurement framework, hosted by the Laser Energy Buying Group (who act on behalf of a number of authorities and central government departments). The current contract expires on 30/09/2018. As such, a retender exercise will need to be undertaken, again through Laser Energy Buying Group for a new 24 month fuel supply contract to run from 01/10/18 to 30/09/20.</p> <p>PART OPEN</p> <p>PART PRIVATE 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> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	Cabinet Member for Environment, Transport & Residents Services	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.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Cabinet	9 Oct 2017	<p>TfL funded integrated transport investment programme 2018/19</p> <p>This report refines and details the councils integrated transport programme to be delivered in 2018/19, which forms part of the councils 2011-2031 Transport Plan [also known as the Local Implementation Plan or LIP2] and is funded entirely by Transport for</p>	Cabinet Member for Environment, Transport & Residents Services	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
	Reason: Expenditure more than £100,000		Ward(s): All Wards	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (<i>other relevant documents may be submitted</i>)
		London [TfL]. This report seeks the approval of the submission of the programme to TfL and the design, consultation and implementation of various elements of the programme. It further seeks delegation of the construction of the capital program		papers to be considered.
6 November				
Cabinet	6 Nov 2017 Reason: Expenditure more than £100,000	<p>Integrated Healthy Lifestyles Service Procurement Strategy</p> <p>This procurement Strategy is requesting approval to proceed with the procurement of an Integrated Healthy Lifestyles Services in LBHF. This is to ensure improved outcomes for residents; streamline systems; and make efficiencies.</p> <p>PART OPEN</p> <p>PART PRIVATE 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>	<p>Cabinet Member for Health and Adult Social Care</p> <p>Ward(s): All Wards</p> <p>Contact officer: Christine Mead, Neil Colquhoun Tel: 020 7641 4662, Tel: SOCNECO cmead@westminster.gov.uk , Neil.Colquhoun@rbkc.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.
Cabinet	6 Nov 2017 Reason: Expenditure more than £100,000	<p>Corporate Property Services Framework</p> <p>The report outlines revised LOTS to ensure external advice can be secured on a wide range of property advice to ensure the administrations outcomes on assets are delivered</p>	<p>Cabinet Member for Finance</p> <p>Ward(s): All Wards</p> <p>Contact officer: Nigel Brown Tel: 020 8753 2835 Nigel.Brown@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.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (<i>other relevant documents may be submitted</i>)
Cabinet	6 Nov 2017	<p>Procurement Of Contract Framework For The Planned Upgrade Of Existing Controlled Access Systems Serving Housing Properties And The Provision Of New Systems</p> <p>This report establishes the rationale for going out to procurement for a contract framework to carry out the council's planned programme of replacement and upgrade of controlled access systems serving housing properties and the provision of new systems.</p>	Cabinet Member for Housing	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.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet	6 Nov 2017	<p>60 Benworth Road - educational capital investment</p> <p>Capital investment in the schools largely funded by the Academy with a capital receipt from an asset of the caretakers house next to the school to allow</p> <p>PART OPEN</p> <p>PART PRIVATE 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>	Cabinet Member for Finance	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.
	Reason: Expenditure more than £100,000		Ward(s): North End	
Cabinet	6 Nov 2017	<p>Community Asset transfer - Talgarth Road</p> <p>Next phase of Community Asset transfer</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from</p>	Cabinet Member for Social Inclusion	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
	Reason: Budg/pol framework		Ward(s): North End	

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		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.		background papers to be considered.
Cabinet	6 Nov 2017 Reason: Affects 2 or more wards	Procurement Of Contract Framework For The Planned Refurbishment And Upgrade Of Communal Or District Heating Plant Rooms, Boilers, Controls, Pipework And Associated Plant This report establishes the rationale for going out to procurement for a contractual framework to carry out the councils planned programme of replacement and upgrade of communal or district heating plant rooms serving housing properties.	Cabinet Member for Housing Ward(s): All Wards Contact officer: Henrietta Jacobs Tel: 020 8753 3729 Henrietta.Jacobs@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.
Cabinet	6 Nov 2017 Reason: Affects 2 or more wards	Resolution to appropriate land at Edith Summerskill House and Watermeadow Court from housing to planning purposes The report requests approval for delegated authority to grant resolution to appropriate rights affecting Edith Summerskill House and Watermeadow Court in order to deliver new housing. PART OPEN PART PRIVATE 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	Cabinet Member for Economic Development and Regeneration Ward(s): Fulham Broadway; Sands End Contact officer: Matthew Doman Tel: 02087534547 Matthew.Doman@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.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
		maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	6 Nov 2017 Reason: Affects 2 or more wards	E services Inter Authority Agreement Requesting entering into an Inter Authority Agreement for participating in the pan London sexual health E services provision PART OPEN PART PRIVATE 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.	Cabinet Member for Health and Adult Social Care Ward(s): All Wards Contact officer: Gaynor Driscoll Tel: 0207 361 2418 gaynor.driscoll@rbkc.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.
Cabinet	6 Nov 2017 Reason: Expenditure more than £100,000	Advocacy Services (Professional and Self-Advocacy) - Direct Award of Reports The report seeks approval to direct award three professional advocacy contracts and one self-advocacy contract to two incumbent providers. This will ensure that the Council meets its statutory requirements under the Care Act 2014 and the Mental Health Act 2007.	Cabinet Member for Health and Adult Social Care Ward(s): All Wards Contact officer: Steven Falvey Tel: 020 8753 5032 Steven.Falvey@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.
Cabinet	6 Nov 2017 Reason: Expenditure more than £100,000	Contract Award Decision to appoint the construction contractor for the redevelopment of the Bridge Academy site for the provision of a range of young people services Following a procurement exercise over the summer 2016 this	Cabinet Member for Children and Education Ward(s): Palace Riverside Contact officer: Dave McNamara david.mcnamara@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

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (<i>other relevant documents may be submitted</i>)
		<p>decision will be to award the contract to the successful contractor</p> <p>PART OPEN</p> <p>PART PRIVATE 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>		background papers to be considered.
Cabinet	<p>6 Nov 2017</p> <hr/> <p>Reason: Affects 2 or more wards</p>	<p>Protecting the borough's parks and open spaces</p> <p>In 2014 the Labour Party made a manifesto commitment in their 'The change we need' document that if elected they would seek to afford the borough's parks and open spaces with better protection.</p> <p>This report seeks Cabinet approval enter an individual Deed of Dedication with Fields in Trust (where appropriate) to protect the borough's parks and open spaces.</p> <p>This approach has been endorsed by both the Parks Commission and the Community Safety, Environment and Residents Services Policy and Accountability Committee.</p>	<p>Cabinet Member for Environment, Transport & Residents Services</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Ullash Karia, Ian Ross Tel: 07958 017901, Tel: 07787 503209 Ullash.Karia@rbkc.gov.uk, Ian.Ross@rbkc.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.
Cabinet	<p>6 Nov 2017</p> <hr/> <p>Reason: Expenditure more than £100,000</p>	<p>Annual S106 Drawdown Report</p> <p>A report seeking authority for the drawdown of S106 and CIL monies for 2017/18</p>	<p>Cabinet Member for Economic Development and Regeneration</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Peter Kemp</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

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (<i>other relevant documents may be submitted</i>)
			Tel: 020 8753 6970 Peter.Kemp@lbhf.gov.uk	and / or background papers to be considered.
Cabinet	6 Nov 2017 Reason: Income more than £100,000	<p>Database Management & Tracking NEET</p> <p>Report to outline and seek agreement to extend Hammersmith & Fulham's current contractual arrangements for the provision of tracking young people not in education, employment or training.</p> <p>PART OPEN</p> <p>PART PRIVATE 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> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	<p>Councillor Sue Macmillan</p> <p>Ward(s): All Wards</p> <p>Contact officer: Rachael Wright-Turner Tel: 020 7745 6399 Rachael.Wright-Turner@rbkc.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.
Cabinet	6 Nov 2017 Reason: Expenditure more than £100,000	<p>2017_18 Corporate Revenue Monitoring Month 4</p> <p>Corporate Revenue Forecast as at Month 4</p>	<p>Cabinet Member for Finance</p> <p>Ward(s): All Wards</p> <p>Contact officer: Gary Ironmonger Tel: 020 8753 2109 Gary.Ironmonger@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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Cabinet	6 Nov 2017 Reason: Expenditure more than £100,000	FutureGov FamilyStory Phase 2 LBHF, WCC and RBKC Children's Services have completed a 6 month engagement with supplier FutureGov to explore how technology for social care could be radically redesigned to meet the needs of families, young people and practitioners. The next phase of work is to move the design from a concept to workable solutions. It is for a 12 month engagement to change the front-end user experience by developing task driven tools and a lightweight integrations layer across child protection. PART OPEN PART PRIVATE 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.	Cabinet Member for Children and Education Ward(s): All Wards Contact officer: Amy Buckley Tel: 0207 361 2202 Amy.Buckley@rbkc.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.
Cabinet	6 Nov 2017 Reason: Expenditure more than £100,000	Home Meals and Frozen Food Delivery Service To submit the Procurement Strategy to the Cabinet for approval of the Home Meals and Frozen Food Delivery Service, otherwise known as the Meals on Wheels Service. PART OPEN PART PRIVATE This report is part exempt from disclosure on the grounds that it contains information relating to the	Cabinet Member for Health and Adult Social Care Ward(s): All Wards Contact officer: Frank Hamilton Frank.Hamilton@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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		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.		
Cabinet	6 Nov 2017	Implementation of the Recommendations of the Poverty and Worklessness Commission This report sets out proposals for the implementation of the recommendations of the H&F Poverty and Worklessness Commission. It seeks funding for a Policy and Project Officer post and community capacity building resources to establish 'community hubs' in areas of deprivation across the borough. It also seeks funding for a review of volunteering across the borough.	Deputy Leader	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.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
4 December				
Cabinet	4 Dec 2017	2017_18 Corporate Revenue Monitoring Month 5 Corporate Revenue Forecast as at Month 5	Cabinet Member for Finance	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.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Cabinet	4 Dec 2017	Extension of Elm Grove Extra Care Housing Contract Elm Grove is an extra care housing scheme for 14 older people who require 24 hour care and support. It is recommended	Cabinet Member for Health and Adult Social Care	A detailed report for this item will be available at least five working days before the date of the meeting and will include details
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway	

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		<p>the contract is extended for a period of 2 plus 1 years.</p> <p>PART OPEN</p> <p>PART PRIVATE 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>	<p>Contact officer: Julia Copeland Tel: 0208 753 1203 julia.copeland@lbhf.gov.uk</p>	<p>of any supporting documentation and / or background papers to be considered.</p>
Cabinet	<p>4 Dec 2017</p> <hr/> <p>Reason: Expenditure more than £100,000</p>	<p>Sands End Community Trust</p> <p>To gain approval from cabinet to establish the Community Trust for Sands End Arts and Community Centre.</p>	<p>Cabinet Member for Health and Adult Social Care</p> <hr/> <p>Ward(s): Sands End</p> <hr/> <p>Contact officer: Yvonne Thomson Yvonne.Thomson@lbhf.gov.uk</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 of any supporting documentation and / or background papers to be considered.</p>
15 January 2018				
Cabinet	<p>15 Jan 2018</p> <hr/> <p>Reason: Expenditure more than £100,000</p>	<p>2017_18 Corporate Revenue Monitoring Month 6</p> <p>Corporate Revenue Forecast as at Month 6</p>	<p>Cabinet Member for Finance</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Gary Ironmonger Tel: 020 8753 2109 Gary.Ironmonger@lbhf.gov.uk</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 of any supporting documentation and / or background papers to be considered.</p>

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Cabinet	15 Jan 2018 Reason: Expenditure more than £100,000	CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2017/18 (SECOND QUARTER) This report provides a financial update on the Council's Capital Programme and seeks approval for budget variations as at the end of the second quarter, 2017/18.	Cabinet Member for Finance Ward(s): All Wards Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@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.
Cabinet	15 Jan 2018 Reason: Affects 2 or more wards	H&F Air Quality Management Plan H&F's 5 year plan to improve air quality in line with statutory requirements and air quality commission's recommendations	Cabinet Member for Environment, Transport & Residents Services Ward(s): All Wards Contact officer: Richard Buckley richard.buckley@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.
Cabinet	15 Jan 2018 Reason: Affects 2 or more wards	Rough Sleeping Commission Final Report The findings and recommendations of the independent expert-led Rough Sleeping Commission. PART OPEN PART PRIVATE 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.	Deputy Leader Ward(s): All Wards Contact officer: Peter Smith Tel: 020 8753 2206 peter.smith@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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5 February 2018				
Cabinet	5 Feb 2018	2017_18 Corporate Revenue Monitoring Month 7	Cabinet Member for Finance	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.
	Reason: Expenditure more than £100,000	Corporate Revenue Forecast as at Month 7	Ward(s): All Wards	
Contact officer: Gary Ironmonger Tel: 020 8753 2109 Gary.Ironmonger@lbhf.gov.uk				
Cabinet	5 Feb 2018	FOUR YEAR CAPITAL PROGRAMME 2018-22	Cabinet Member for Finance	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.
	Reason: Expenditure more than £100,000	This report presents the Council's four-year Capital Programme for the period 2018-22.	Ward(s): All Wards	
Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@lbhf.gov.uk				
Cabinet	5 Feb 2018	CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2017/18 (THIRD QUARTER)	Cabinet Member for Finance	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.
	Reason: Income more than £100,000	This report provides a financial update on the Council's Capital Programme and seeks approval for budget variations as at the end of the third quarter, 2017/18.	Ward(s): All Wards	
Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@lbhf.gov.uk				
5 March 2018				
Cabinet	5 Mar 2018	2017_18 Corporate Revenue Monitoring Month 8	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and
	Reason: Expenditure more than	Corporate Revenue Forecast as at Month 8	Ward(s): All Wards	

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	£100,000		Contact officer: Gary Ironmonger Tel: 020 8753 2109 Gary.Ironmonger@lbhf.gov.uk	will include details of any supporting documentation and / or background papers to be considered.
16 April 2018				
Cabinet	16 Apr 2018 Reason: Expenditure more than £100,000	2017_18 Corporate Revenue Monitoring Month 9 Corporate Revenue Forecast as at Month 9	Cabinet Member for Finance Ward(s): All Wards Contact officer: Gary Ironmonger Tel: 020 8753 2109 Gary.Ironmonger@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.