

Cabinet

Agenda

MONDAY
15 APRIL 2024
7.00 pm

GROUND FLOOR
145 KING STREET
LONDON W6 9XY

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Membership

Councillor Stephen Cowan, Leader of the Council
Councillor Ben Coleman, Deputy Leader
Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and
Community Safety
Councillor Bora Kwon, Cabinet Member for Civic Renewal,
Councillor Alex Sanderson, Cabinet Member for Children and Education
Councillor Wesley Harcourt, Cabinet Member for Climate Change and
Ecology
Councillor Andrew Jones, Cabinet Member for The Economy,
Councillor Frances Umeh, Cabinet Member for Housing and
Homelessness
Councillor Rowan Ree, Cabinet Member for Finance and Reform
Councillor Sharon Holder, Cabinet Member for Public Realm

Date Issued
05 April 2024

If you require further information relating to this agenda please contact:
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katia.neale@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 that it may want to hold part of this meeting in private to consider the exempt elements of item 6 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 but spaces are limited. To register for a place please contact katia.neale@lbhf.gov.uk. Seats will be allocated on a first come first serve basis. 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 item numbers **4-6** on this agenda using the Council's Deputation Request Form. The completed Form, to be sent to Katia Neale 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 10 April 2024.**

COUNCILLORS' CALL-IN TO SCRUTINY COMMITTEES

A decision list regarding items on this agenda will be published by **Tuesday 16 April 2024**. Items on the agenda may be called in to the relevant Accountability Committee.

The deadline for receipt of call-in requests is: **Friday 19 April 2024 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 **Friday 19 April 2024**.

Cabinet Agenda

15 April 2024

<u>Item</u>		<u>Pages</u>
1.	MINUTES OF THE CABINET MEETING HELD ON 4 MARCH 2024	5 - 17
2.	APOLOGIES FOR ABSENCE	
3.	DECLARATION OF INTERESTS	

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

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

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

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

4.	DECARBONISATION OF THE COUNCIL'S NONDOMESTIC PORTFOLIO - APPROVAL OF APPROACH TO CONTRACT AWARD/S	18 - 24
5.	REVENUE BUDGET REVIEW 2023/24 - MONTH 9 (DECEMBER 2023)	25 - 74
6.	PROCUREMENT STRATEGY FOR THE HOUSING CLEANING SERVICES CONTRACT	75 - 89

This report has one appendix which contains information exempt within the meaning of Schedule 12A to the Local Government Act 1972 and is not for publication. The appendix has therefore been circulated with restrict access.

Any discussions on the contents of an exempt appendix will require Cabinet to pass the proposed resolution identified at the end of the agenda to exclude members of the public and the press the proceedings for that discussion.

7. FORWARD PLAN OF KEY DECISIONS

90 - 136

8. DISCUSSION OF EXEMPT ELEMENTS (ONLY IF REQUIRED)

LOCAL GOVERNMENT ACT 1972 - ACCESS TO INFORMATION

Proposed resolution:

Under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of an item of business, on the grounds that it contains 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.

London Borough of Hammersmith & Fulham

Cabinet

Minutes



Monday 4 March 2024

NOTE: A recording of the meeting can be watched at on YouTube at: <https://www.youtube.com/watch?v=6Qxo3UDuzz0>

PRESENT

Councillor Stephen Cowan, Leader of the Council
Councillor Ben Coleman, Deputy Leader
Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology
Councillor Andrew Jones, Cabinet Member for The Economy
Councillor Sharon Holder, Cabinet Member for Public Realm
Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety
Councillor Bora Kwon, Cabinet Member for Civic Renewal
Councillor Rowan Ree, Cabinet Member for Finance and Reform
Councillor Alex Sanderson, Cabinet Member for Children and Education
Councillor Frances Umeh, Cabinet Member for Housing and Homelessness

ALSO PRESENT

Councillor Jose Afonso
Councillor Aliya Afzal-Khan
Councillor Adronie Alford
Councillor Victoria Brocklebank-Fowler

1. MINUTES OF THE CABINET MEETING HELD ON 12 FEBRUARY 2024

RESOLVED:

That the minutes of the meeting of the Cabinet held on 12 February 2024 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

Councillor Alex Sanderson noted she had to leave the meeting after presenting and voting on the first three reports on the agenda.

3. DECLARATION OF INTERESTS

There were no declarations of interest.

4. SCHOOL BUDGET (DEDICATED SCHOOLS GRANT) 2024/25

Councillor Aliya Afzal-Khan asked what services comprised the historic commitment to Central Services Schools Block (CSSB) and how they would be impacted by the CSSB allocation for 2024/25. She also asked how the High Needs Block expenditure would be spent to directly benefit young people and children with special education needs.

Councillor Alex Sanderson, Cabinet Member for Children and Education, replied that she would respond to both her questions in writing.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

1. Schools Block Budget 2024/25 Financial Year:
 - a. To approve the Local Authority formula for allocating resources to Hammersmith & Fulham schools for 2024/25 as set out in Appendix 1, the Authority Proforma Tool (APT) for setting school budgets.
 - b. To approve the National Funding Formula (NFF) transitional funding formula factor rates (as set out in Appendix 1) as the basis for calculating the 2024/25 schools funding formula, together with a 0.5% per pupil Minimum Funding Guarantee (MFG) protection for individual schools versus 2023/24 levels with respect to pupil led funding.
 - c. To approve the transfer of £1.177m (1.0% of the total schools' block allocation) from the schools' block to the high needs block in the 2024/25 financial year. This is to support high needs education expenditure for special educational needs in Hammersmith and Fulham. This is subject to Ministerial agreement from the Department of Education.
 - d. To approve de-delegation budgets of £0.622m for maintained mainstream schools only which was agreed by Schools Forum on 16 January 2024.
 - e. To approve the education functions budgets of £0.307m for maintained mainstream schools only, which was agreed by Schools Forum on 16 January 2024.
2. Central Services Schools Block Budget 2024/25:
 - a. To approve the proposed budget allocation for Central Services Schools Block DSG totalling £2.106m.

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.

5. BECOMING A PARTNER OF THE NATIONAL CARE LEAVER COVENANT

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

That Cabinet approves the decision for the London Borough of Hammersmith and Fulham to become a Partner of the national Care Leaver Covenant.

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.

6. PAN LONDON HOUSING COMPACT COMMITMENTS TO YOUNG PEOPLE LEAVING CARE

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

In fulfilling our aspirations and support for care leavers, we are seeking Cabinet support to enable the Council to implement the recommendations of the Pan London Housing Compact. To achieve this, officers are recommending that Cabinet:

1. Adopts the guiding principle that care leavers up to the age of 25 should, if possible, be found as being in 'priority need' under homelessness legislation;
2. Adopts the guiding principle that, if possible, no care leaver up to the age of 25 should be found 'intentionally homeless'.

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.

7. SOUTH FULHAM (WEST) CLEAN AIR NEIGHBOURHOOD

Councillor Sharon Holder, Cabinet Member for Public Realm, introduced the report highlighting that the South Fulham (West) Clean Air Neighbourhood trial had been developed with residents and aimed to promote healthy living by protecting people from toxic air which could lead to serious health conditions. The trial intended to reduce congestion and pollution and used smart number plate technology to discourage out-of-borough motorists, who were not shopping in the area or visiting friends and family, from using residential streets as cut-throughs.

Cabinet received eleven valid deputations for this item. With the Leader's permission each representative was permitted to address Cabinet for 5 minutes. The main points highlighted by each deputation were:

1. David Tarsh

- He said he was against the Clean Air Neighbourhood (CAN) scheme being made permanent as he believed the supporting information on the report was misleading.
- He said the Council's data showed that air quality in South Fulham was not a problem even before the trial.
- He said the scheme did not have public support, had divided the local community, endangered businesses, and harmed people's livelihoods.
- He believed the Opinion survey was not transparent on their questions.
- He believed streets should be free for everyone to use. By reducing traffic in certain streets it also reduced customers and pushed traffic elsewhere.

2. Caroline Shuffrey

- She said that visitors exemptions were issued using RingGo, which was not fit for purpose and had negatively impacted the community. She felt this issue had to be resolved before implementing the scheme.
- She said she had spent many hours explaining to residents how to use RingGo and helping them to appeal when fines had been issued. She said residents found the process very stressful and inefficient, and put off some people from using the system entirely. As the Cabinet report

highlighted, only 300 visitor permits were issued each month, in an area covering a large number of residents.

- She stated that comparisons of all data 22 vs 23 (not just RingGo data) had no sensible meaning and could not be used to indicate success of the trial due to the high number of Coronavirus cases in 2022.
- She said that visitors without a permit coming from the West could not turn right along New Kings Road and were forced to divert their journey, increasing it considerably.
- She said that private hire vehicles would not enter the trial area to drop-off or pick-up passengers to avoid fines, forcing women to walk home at night.
- She was in favour of a coordinated attempt to reduce traffic but that would need improvement to public transport and Government support.
- She had started a petition requesting consultation on the South Fulham CAN scheme that had raised over 12,100 signatories, showing many people were against the scheme.

3. Neil McCarroll

- He said he was the owner of a local business and was concerned about the negative effect on all businesses due to the implementation of CAN around Wandsworth Bridge Road.
- He said that his area was first introduced to the scheme at a well-attended 3-day event organised by the Council for businesses and residents. The majority of the attendees were concerned, but the Council reassured that the scheme was a success in South Fulham.
- Encouraged by the concerns of the community he travelled to South Fulham to enquire about the real impact of the scheme. He visited four businesses at random, and none were happy with the scheme or the process for visitor permits. Out of the four businesses he had consulted, one had since closed down and trade was down for the others. Since then he had consulted other business in the area who reported a downturn in trade and increase traffic on the boundary roads.
- He said that Mastercard data showed an increase in spending during the CAN trial but noted that could be due to NatWest having replaced expired Visa Cards with Mastercards since 2021.

4. Allison Rodger

- She said she was the owner of a couture fashion boutique on New Kings Road, with clients both local and from all over Britain.
- She said that since the introduction of the trial, businesses including hers had suffered a decline in revenue. Her customers from outside the borough did not wish to drive to Fulham due to longer journey times and the need to have a visitor permit to avoid a fine. She said her experience was echoed by many other businesses in South Fulham.
- She said that her views and views from other businesses were not heard during the trial period and questioned the data in the report related to South Fulham businesses.

- She said the Council stated that data indicated an increase in activity and spending in the area, which was not in line with the reality for many shops around her.

5. Vivienne Goldstein

- She said she had lived in Parsons Green for over twenty years and had started the Parsons Green Residents Group due to her concerns about the ramifications of the CAN scheme on the local area.
- She believed that the Council had failed to engage in a meaningful way with the wider community and the scheme only benefited a few.
- She stated that the scheme's supporters were boycotting businesses that did not support CAN.
- She said the scheme had eroded community spirit, which was now deeply divided, and had damaged businesses. She also said traffic had been pushed onto busier roads, adding to congestion and increasing pollution to residents living on those roads.
- She suggested the cameras should stop operating between 8pm and 6am to allow cars through at night and improve women's safety.

6. Caroline Brooman-White

- She said that she had lived on the Wandsworth Bridge Road for over forty years and the introduction of the CAN had negatively impacted her life and that of her family and neighbours, and local businesses, who were not happy with the scheme.
- She stated that the report did not provide a comprehensive picture of how the congestion, increased pollution, tyre dust and general decline of many businesses on the road was destroying the heart of the community.
- She added that businesses needed to be supported as they were suffering but afraid to speak up to avoid being boycotted.
- She stated that she fully understood that there was a traffic problem in South Fulham and would like to see a scheme implemented that would be of benefit to everyone. She started a new residents group, but they were not able to engage with the Council and would like to have their views heard.

7. Donald Grant

- He said that Wandsworth Bridge Road residents were suffering from displaced, slower moving and more idling traffic which would otherwise have used public roads to the west.
- He stated that the interpretation of data in the report had ignored the increased journey time.
- They would like the air quality to be properly considered and reported over periods reflecting the start and end of the trial.
- He believed that the majority of residents were not in favour of the scheme.
- He stated that the Opinion survey questions were theoretical, and the survey had not explained it would inform the decision to make the

scheme permanent. He added that the survey missed out some neighbouring areas and had some misleading questions.

8. David Morris

- He said his deputation strongly supported the report's recommendation to make the scheme permanent to deal with out of Borough through traffic without resorting to physical barriers.
- He said before the scheme, Perrymead Street residents had suffered with 'rat running' traffic for decades. Throughout the day and night there used to be either gridlocked traffic and road rage or the street was used as a 'racetrack' for speeding vehicles. Cars and trees were damaged and the air was polluted.
- He said that the trial had transformed not only Perrymead Street but also the whole area which had become safer, quieter and healthier.
- He said that children coming to the four schools in the area suffered with the traffic in Peterborough Road before the trial was implemented, which had since considerably reduced.
- He said that since the trial started 13 shops had opened.
- He stated that not all of the traffic had been displaced to perimeter roads as some had disappeared.
- They were concerned by reports that some Uber drivers were still declining to take passengers to their doors. They were glad to see that Council had been in discussions with Uber to allow pick-ups and drop offs to trigger automatic permits.
- He believed that there had been substantial consultation on the scheme. The independent polling and online consultation showed that the majority of residents in the trial area and in the Borough supported the scheme.

9. Edward Jospé

- He said that his deputation commended the Council's commitment to tackling Air Pollution in the Borough.
- He said that over the course of the past 3 years Wandsworth Bridge Road Association (WBRA) had engaged with the local community via multiple means to develop the vision of the road.
- He stated that as part of the CAN and substantial consultation the Council appointed WSP to develop detailed plans with that vision. The plans were publicly presented by Council officers in May 2023 and attended by 15,000 visitors at a series of public events.
- He said that the detailed plans were on the Council's website and on the WBRA's website and were publicly visible on the boardings opposite Barton House on the Wandsworth Bridge Road, including a timeline for works.
- He stated that the redesign of the Wandsworth Bridge Road had been a commitment from the Council for nearly two years following extensive and ongoing consultations.
- He urged the Council to begin the transformation and include improvements on the road, with raised crossings, widened pavements,

and to work with TfL and Wandsworth to fully redesigned pedestrian, and cycle friendly junctions at either end of the road.

10. Jonathan Massey

- He said that his deputation supported the scheme to be made permanent as the trial had improved the quality of life of all local residents, making the area less polluted and congested, making the streets safer and easier to navigate, in particular for pedestrians and cyclists.
- He said that there were four schools located within the area, as well as South Park and the Sands End Community Centre; all of these had benefitted from the CAN.
- He stated that they did not want to go back to the unacceptable traffic congestion, pollution, road rage and danger to local pedestrians and cyclists which was a daily occurrence before the scheme was introduced.
- He asked the Council to implement further restrictions in Clancarty Road and Settrington Road.
- He said that the bad publicity regarding the scheme could be negatively impacting businesses.

11. Lou Abigail Savage

- She said that her deputation overwhelmingly supported the CAN scheme as it had profoundly improved the quality of life for the residents of Linver Road and the other roads within the scheme in many ways.
- She said that since the introduction of the scheme the side roads were no longer used as 'racetracks' or noisy and polluted, which improved safety on the roads and fostered a new sense of community. Before the trial began, residents had to endure excessive noise from drivers including verbal abuse and blaring horns at all times of the day.
- She said the reduction in noise and air pollution had improved the health and safety of all residents.
- She said that during the previous summer, 90% of residents of Linver Road had signed a letter of support for the scheme.
- She stated that people on her road were helping each other learning to use the RingGo system to register visitors.

The Leader asked numerous questions to each deputation speaker at the end of their speech and asked what suggestions they would make to improve the scheme. In response to some concerns about the perceived impact of the scheme on local businesses, he said the Council was committed to engaging with businesses and helping them to thrive.

The Leader invited John Galsworthy, Director of Climate Change and Transport, to respond to the issues below raised by the deputations.

Businesses - He reassured members and residents that anyone visiting residents or businesses would receive exemptions if they registered. Visitors had until midnight on the day of their visit to register. Businesses were offered a

tablet free of charge to register customers on the premises. Council officers had supported businesses to understand the process and he said further business support and communication would follow. He noted that 13 businesses had opened since the trial began and 8 had closed.

In relation to Mastercard data, he said it was the industry standard for the investment market to use data from all transactions carried out using Mastercard and hand-held terminals which took into account adjustments for changes in suppliers in the market.

Traffic - He stated that generally once the traffic was full it flooded into the side streets with the help of Satnav technology. According to studies, reducing capacity of access routes increased traffic flow as it reduced backlogs and congestion. He added that the post-pandemic traffic in London had increased considerably throughout the day, rather than only at peak times. The congestion was now marginally less in Wandsworth Bridge Road, depending on the time of the day, and more interventions would be necessary in the future following further consultation and TfL involvement. The Council was hoping to start some interim measures in the summer.

Air Quality – John Galsworthy stated that the key aim of the scheme was to reduce pollution emission at source and experts had confirmed that the air quality in the area was below acceptable levels prior to the scheme's introduction. With the queues of traffic in the inner road gone and less pollution generated in those areas the pollution dispersed from the main roads into the side roads and the overall concentration of pollution across the whole area went down.

The Leader asked for the experts' air quality data and the risks to be published to avoid misunderstandings.

Uber – Councillor Coleman stressed that the Council was extremely concerned about women's safety and had just signed an agreement with Uber for a technical solution that would trigger automatic permits rather than relying on the driver or passenger having to register manually. The Council was also engaging with other private hire car companies to make similar arrangements.

Survey – John Galsworthy stated that in addition to the statutory survey and numerous public meetings consulting residents, independent opinion polling was carried out by Opinium, one of Britain's leading market research agencies. Opinium prepared the questions in line with Government guidance on traffic scheme consultations.

Councillor Coleman stressed that he had participated in a large number of meetings with residents to discuss the scheme. John Galsworthy added that residents' input was used on the design of the camera placements.

Councillor Victoria Brocklebank-Fowler stated that many people had complained about the questions on the consultation. She asked if not being able to ask a direct question was specific to a traffic order. John Galsworthy replied that this was the traffic order regulation process given by the Secretary of State.

Councillor Brocklebank-Fowler asked why the Council had not consulted all residents before the traffic order was put in place. The Leader replied that the initial scheme started on the eastern side of Wandsworth Bridge Road and involved significant consultation. The scheme was developed with residents and was widely supported. This success led to residents on the western side to ask for the scheme to be implemented in their area.

Councillor Coleman stressed that the scheme would continue to evolve and improve. The majority of people in the area supported it. He invited residents to work together with the Council to help improve the scheme in the future.

Councillor Sharon Holder noted that Mark Fanneran, Head of Service Development for Parking Services, had visited numerous businesses and organisations in the area and asked that any issues or new ideas be reported to him.

The Leader concluded by thanked residents for taking the time to provide their views and said the concerns and suggestions heard at the meeting would be taken on board.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

1. That Cabinet notes and carefully considers the feedback received for the South Fulham (West) Clean Air Neighbourhood trial carried out from the time the experimental traffic management order detailed in the body of this report was made on 14th December 2022 (“ **the Trial**”) in addition to the independent polling analysis (Appendix 1 and Appendix 2), alongside the data collected as part of the trial.
2. That Cabinet approves the consulting and publication of the proposal to make a permanent traffic management order for the South Fulham (West) Clean Air Neighbourhood project (as detailed in the section Permanent Order based on the Trial) and delegates authority to the Strategic Director of Environment in consultation with the Cabinet Member for Public Realm to consider the responses received and make and publish the making of the permanent order along with any necessary associated highway works subject to the outcome of the statutory consultation process.
3. That Cabinet approves the publication of an experimental traffic order to implement further vehicle restrictions in Clancarty Road and Settrington Road (as detailed in the section New Experimental Order identified during the Trial) along with any necessary associated highway works.
4. That Cabinet gives authority to the Strategic Director of Environment in consultation with the Cabinet Member for Public Realm to take all necessary steps to affect the decisions in recommendations 2 and 3.

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.

8. PARKING STRATEGY

Cabinet received one valid deputation for this item. With the Leader's permission Natalie Lindsay, the representative, was permitted to address Cabinet for 5 minutes. The main points highlighted were:

- She said cars contributed to air pollution, poor health in the population, and climate change - and were dangerous to other users of the public realm.
- She noted that the Council applied public space storage principals for the cycle storage hubs, but not for all vehicles. Parking a bicycle was 6 times more expensive than parking a SUV.
- She believed targeting new charges at the heaviest-emitting vehicles would be the most effective and equitable policy approach.
- She urged the Council to implement a radical emissions-based charging model on top of a fully comprehensive space allocation payment schedule.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

- To approve the parking related initiatives set out as follows:
 - Business Visitor Parking Permit – section 1
 - Motorcycle Parking Permit – section 2
 - All day Trader Parking Permit – section 3
 - Cycle Hub Permit – section 4
 - EV charging for residents – section 5
 - Prescribed loading and places – section 6
- To delegate the implementation of those initiatives to the Strategic Director of Environment, in consultation with the Cabinet Member for Public Realm.

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.

9. **APPROVAL TO PROCURE A BOROUGH-WIDE RESPONSIVE REPAIRS CONTRACTOR AND TERMINATE EXISTING TERM-SERVICE CONTRACT FOR LOT 1 AND LOT 2**

Councillor Adronie Alford praised the Council for terminating the contract with a company that had caused many problems in the community.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

1. To note that Appendix 2 is not for publication on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).
2. To authorise the termination of the contracts (LOT 1 and LOT 2) for responsive repairs (housing) with Morgan Sindall Property Services LTD on 31 August 2024 subject to the finalisation of approved terms between the parties, the negotiation of which is delegated to the Strategic Director of Finance in consultation with the Assistant Director of Legal Services and the Assistant Director of Repairs.
3. To approve the procurement strategy to undertake a mini competition via the 'Responsive Maintenance and Void Property Works' part of the 'National Housing Management Forum' Framework. This contract will be for a period of 36 months. We will incept the contract on 1 September 2024.
4. To approve that the Strategic Director of Finance, in consultation with the Assistant Director of Legal Services and the Assistant Director of Repairs be authorised to enter into agreements as necessary to bring the decisions in this report into effect.

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.

10. FORWARD PLAN OF KEY DECISIONS

The Key Decision List was noted.

11. DISCUSSION OF EXEMPT ELEMENTS (ONLY IF REQUIRED)

There was no discussion of exempt elements.

Meeting started: 7.00 pm
Meeting ended: 10.18 pm

Chair

Agenda Item 4

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Cabinet

Date: 15/04/2024

Subject: Decarbonisation of the Council's nondomestic portfolio - Approval of approach to contract award/s

Report of: Councillor Andrew Jones, Cabinet Member for the Economy and Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology

Report author: Sebastian Mazurczak. Energy and Compliance Manager, Economy

Responsible Director: Jonathon Pickstone, Strategic Director of The Economy

SUMMARY

1. The Council is progressing its commitment to achieve net zero by 2030, including the decarbonisation of properties in its non-domestic portfolio. Cabinet is asked, in light of the grant funding timelines, to delegate approval to award Works / Optimisation Service (WOS) contract(s) for retrofitting and decarbonising HF Council properties to the Strategic Director for Economy and the Strategic Director for Finance, in consultation with the Cabinet Member for the Economy and Cabinet Member for Climate Change and Ecology.
 2. WOS contract(s) will be used for the installation of Energy Conservation Measures (ECMs) at H&F non-domestic properties, supporting the Council to achieve its net-zero carbon target and reduce borough carbon emissions.
 3. The works will be part funded by the Public Sector Decarbonisation Scheme administrated by Department for Energy and Net Zero (Salix Grant) to which the Council has most recently applied for grants totalling £5,465,412. The grant funding requires match funding from the Council, which will be funded from the Corporate Planned Maintenance Programme budget.
 4. Cabinet's agreement will enable the Council to award a contract and start spending grant monies as soon as possible if Salix grant funding is won, necessary because grant funding is time limited. The most recent Salix grant application results are expected to be announced by March/ April 2024. If unsuccessful, the Council will continue to apply to future rounds.
 5. This paper follows the procurement strategy approved at Cabinet on 18th July 2022 and the in-principle approval to award a contract already approved at Cabinet on 6th March 2023. The Council was not awarded the Salix (Phase 2) funding after Cabinet's last approval in March 2023 as the scheme was overwhelmed by applications. Cabinet is being asked to reaffirm its in principle support to award again should the Council be successful in future grant rounds, whether in March/ April 2024 or thereafter.
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RECOMMENDATIONS

1. That Cabinet delegates approval for award of contracts to the Strategic Director of the Economy and Strategic Director for Finance, in consultation with the Cabinet Member for the Economy and Cabinet Member for Climate Change and Ecology with contracts awarded after the announcement of grant funding in March /April 2024.
2. That Cabinet notes the contracts will be up to a value of £ 12 m (subject to the size of the PSDSC grant awarded by Salix), but where the total value of the contract will not exceed the combined amount of grant funding received (£5.465m or less) and Council funding available to be allocated to the scheme.
3. If the current application with Salix is unsuccessful, for Cabinet to confirm the same delegation for future Salix applications up the same value of £ 12 m without returning to Cabinet again for approval.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Building shared prosperity	The installation of combined low carbon technologies and renewable energy technologies in public buildings will allow opportunities within the borough for businesses and employment, creating better social, economic, and environmental conditions within the borough.
Creating a compassionate council	The decarbonization projects will directly contribute to the Council's H&F plan 2023-2026 for a stronger, safer, kinder borough as it tackles decarbonizations and energy poverty, showing great savings in both.
Doing things with local residents, not to them	Building on shared prosperity, cannot be done hand in hand without resident's contributions, through engagement which maintains a strong and capable third sector that is well equipped to support its rapidly changing communities.
Being ruthlessly financially efficient	Cutting inefficiencies, streamlining processes and workstreams to run alongside each other and share of resources is just one of the ways where this Net-Zero Carbon Project will succeed, but as well as scrutiny of paybacks and analyzing investment against gains and use of alternative frameworks to find the best efficient delivery models.
Taking pride in H&F	The decarbonization of public buildings will enable the Council to lead by example in delivering a cleaner, better, and greener borough by 2030 and giving gravitas to its H&F Plan 2023-2026 for a stronger, safer, kinder borough for everyone.

Rising to the challenge of the climate and ecological emergency	By the Net-Zero Decarbonization Programme, H&F will proudly lead work with residents and partners to build a clean, safe and sustainable future that works for the benefit of all people and the environment and enable the recovery of the borough's rich local ecosystems.
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Financial Impact

The purpose of this report is to request an in-principle contract award approval, to enable the expediting of a major carbon reduction capital investment programme of works that is part funded by grant.

The overall cost of the Works / Optimisation Service (WOS) contract has been Assessed as up to £12 million, of which the maximum LBHF contribution will be £6.4m which is inclusive of a LBHF funded 10% contingency for the project, with spend to be incurred over 2024/25 and 2025/26.

Officers have received a decision on a grant application from the PSDS3c Salix bid phase, and LBHF have been successful in being awarded £ 5,376,849. Of which the corporate value is £3,418,343 and the schools value is £1,958,506. The final form of the programme can now be drawn up, within the budget envelope outlined here (£11.777m), plus the payment model to the contractor.

The Council's contribution to the cost of this contract will be funded from its Corporate Planned Maintenance Programme (CPMP) capital budget in the first instance, with other capital budgets being reviewed for potential usage.

Financial Regulations require the Director of Finance to accept any grant funding and the associated terms & conditions once the grant has been confirmed and before procurement.

The work on these schemes will be enhancing Council assets and therefore, will be capital in nature. There are no significant risks that the cost will fall to revenue given officers will have control over which works are handed to the contractors.

Verified by: Will Stevens, Corporate Finance Manager for The Economy, 4 April 2024
Verified by Danny Rochford, Head of Finance for Economy, 4 April 2024

Legal Implications

The Council has power to undertake these works as they will make its non-domestic buildings work more effectively and in a way that is more environmentally beneficial. This is conducive to and calculated to facilitate the carrying out of the Council's functions from these buildings.

The value of the WOS Contract/s to be awarded will be a "public works contract" as it is above the thresholds for the Public Contracts Regulations 2015 (PCR) to apply. The requirements of the PCR will need to be complied with in any contract award process. This could be an award by way of a call-off contract under a third-party framework agreement if this appears to be an efficient method of procurement and offers best value.

The value of the proposed award means this will be a High Value Contract under

the Council's Contract Standing Orders (CSOs) and these will need to be complied with in relation to any procurement strategy and contract award. The contract could be awarded by way of a call-off agreement under a suitable third-party framework agreement. This method of procurement complies with the CSOs. The rules of the Framework will have to be complied with when awarding a contract under it. Subject to compliance with CSOs additional work can be awarded to Asset Plus under their existing contract.

This is a key decision under the Council's Constitution. It will need to be included on the key decision list on the Council's website.

John Sharland (Senior solicitor, Contracts & Procurement), 4 April 2024

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

Proposals and Analysis of Options

Background

6. Since declaring a climate and ecological emergency and publishing its 2030 net zero commitment, the Council has developed a roadmap to decarbonise its non-domestic portfolio.
7. Cabinet took a key step in the roadmap in July 2022 when it approved a procurement strategy to use the RE:FIT framework to award two contract types to a suitable 'energy partner':
 - An 'IGP contract' to develop high-level assessments (HLAs) and Investment grade proposals (IGPs) for decarbonization and retrofit projects.
 - 'Works/Optimization Service' (WOS) contracts to manage the installation and delivery of low-carbon heating systems and energy conservation measures (ECMs).
8. After a successful procurement exercise, Asset Plus Limited were awarded the IGP contract (with a value of £0) in August 2022; as per the RE:FIT framework. The Council is now able to award a 'follow-on' WOS contract to the Asset Plus without any additional tendering exercise.
9. Since their appointment, Asset Plus have supported the Council to make three grant applications to Salix Funding:
 - PSDS 3 saw the Council awarded £250,000, enabling the Council to match fund and deliver the installation and delivery of low-carbon heating systems and energy conservation measures at two Council owned sites, its Macbeth Centre and Brook Green Nursery.
 - PSDS 3B (Phase 2) saw Salix finance overwhelmed with applications and was not in a position to award H&F a grant.
 - PSDS 3C (Phase 3) which, submitted on 7th November 2023, is seeking grant monies totaling £5,465,412 to support decarbonisation of both schools

and corporate sites. News of the outcome is expected by March/ April 2024.

10. Salix funding, if won, will need to be spent by March 2026, with 50% spent in financial year 2024-5 and the remaining 50% spent in financial year 2025-6.
11. If the Council's wins its full grant application sum, the Council plans to award a minimum contract of £10,762,693 to Asset Plus (RE:FIT awarded supplier) to ensure its match funding commitment.
12. Once grant funding is awarded, the timeframe for spending the entirety of the grant is very short, requiring the Council to mobilize WOS contracts immediately to mitigate the risk of not being able to spend the full grant amount before the expiry of the grant period by 31st March 2026.
13. To reduce the risk of underspending grant monies, prior approval to award a high-value contract with delegated authority will enable the Council to:
 - maximize the Council's chances to spend the entire grant awarded.
 - progress an ambitious part grant-funded retrofit programme that will deliver the decarbonization of initially seventeen of the Council assets (submitted to PSDS3C); this scheme of work will contribute significantly to the Council's efforts to decarbonize its non- domestic portfolio (including School buildings), in line with the Council's net-zero by 2030 target.

Contract value and available budget

14. Due to the process of Salix's assessment of PSDS3c applications, the Council has not yet heard back about the outcome of its grant application. An announcement is expected in February/ March 2024. Once the grant value is known, a total value for the contract can be agreed.
15. It's estimated that the monies will enable the Council to decarbonize seventeen of its properties initially (of what already submitted in the application) but further assessment work is underway across the wider portfolio to identify further suitable sites.

Procurement Implications

16. The framework operates differently to others to accommodate the grant funding offered by central government and can link the assessment of change needed to works undertaken. The awards themselves would need to proceed in line with the rules of the framework and in line with our Contract Standing Orders.
17. All contracts need to be logged on the contract register, allocated a contract Manager and improvements to assets verified as worked are progressed.

Verified by: Joanna McCormick, Assistant Director Procurement & Commercial, 16 February 2024

Risk Management Implications

18. The report recommends giving in 'principle' approval to award

contracts via the RE: FIT Framework, subject to funding approved under the capital programme and confirmation of external grant funding from the Public Sector Decarbonization Scheme administered by Department for Energy and Net Zero and Salix. This is in line with the Council objective of being ruthlessly financially efficient.

19. The report identifies that the timeframe for spending the entirety of the grant is very short and, without the action being recommended here, there is a risk of not being able to spend the full grant amount before the expiry of the grant. Officers will need to ensure that expenditure incurred is in line with the grant conditions and that suitable documentation is obtained and retained for inspection by the grant provider. Robust project and contract management arrangements will be required to ensure the successful delivery of the programme in line with the funding conditions.

Verified by: Binney Jules, Risk and Assurance Manager, 16 February 2024

Climate and Ecological Emergency Implications

20. To meet the H&F 2030 net zero target, the Council will need to retrofit the majority of its corporate buildings and schools under its operational control.
21. The primary focus of this work should be on removing gas from all H&F sites but likewise look at making the buildings more energy efficient by looking at fabric first approach. This contract is essential to enabling this to happen at the pace required by the 2030 target, enabling heat pumps and associated retrofit works as well as renewable energy technological interventions to take place in buildings and schools initially and further buildings and schools as funding becomes available.

Verified by: Hinesh Mehta, Head of Climate Change, 16 February 2024

Local Economy and Social Value

22. It is a requirement that all contracts awarded by the council with a value above £100,000 provide social value commitments that are additional to the core services required under the contract. These commitments must amount to at least 10% in value of the price of the contract proposed.
23. Asset Plus will be asked to commit to deliver social value measures before it is awarded a contract. These commitments should be of a proxy value of at least 10% of the price of the contract and should include persuasive method statements to provide confidence that these measures can and will be delivered.
24. It is advised that the commissioner works with Legal to ensure appropriate social value clauses are included in the contract so that the council can enforce its right to compensation if social value commitments are not delivered.

Paul Clarke, Social Value Officer, Economic Development Team, 4 April 2024.

Property

25. The works contract will enable progress towards decarbonisation of the council's operational portfolio, a commitment by 2030.

Verified by: Jonathan Skaife, Assistant Director, Commercial Property Services, 15 February 2024

LIST OF APPENDICES

None

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Cabinet

Date: 15/04/2024

Subject: Revenue Budget Review 2023/24 - Month 9 (December 2023)

Report of: Councillor Rowan Ree, Cabinet Member for Finance and Reform

Responsible Director: Sukvinder Kalsi, Strategic Director of Finance

SUMMARY

This is the fourth financial review of 2023/24. The outcomes of this review reflect the challenging macro-economic conditions and is based on a prudent view. A pressure of £1.5m (or 0.7% of the net budget) is forecast prior to any mitigations and use of contingencies. Mitigations and recovery action plans could reduce the forecast to £0.6m before the use of any contingencies, and this will be monitored during for the remainder of the budget year.

The strategic operating environment for the Council and across the economy remains challenging, with high inflation and interest rates. This is reflected in reducing household incomes and is increasing demand on public services, adding costs to our service delivery, and reducing the income that is collected for services.

The budget for 2023/24 was based on:

- preserving front line services valued by residents/businesses/visitors.
- ensuring the delivery of key Council priorities (e.g., free home care, council tax support scheme and weekly collection of waste)
- increasing investment in services including fly-tipping, food waste collection, homelessness, free school breakfasts, care packages for disabled children and family hubs
- maintaining financial resilience of the Council

The approved General Fund budget was also based on pay and price allowances of 5%, investment in services of almost £10.7m (plus a £1m fund for cost-of-living programmes) and savings of £2.9m.

RECOMMENDATIONS

1. To note the General Fund financial forecast at Month 9 and the significant improvement in the position since the previous report at Month 6.
2. To note that the position on the Housing Revenue Account (HRA) as set out in paragraph 11.
3. To note the in-year Dedicated Schools Grant High Needs Block forecasted surplus of £0.056m (thereby reducing the cumulative deficit).

4. To approve General Fund budget changes totalling £6.139m (this includes £3m of balances transferable to reserves) as detailed in Appendix 10.

Wards Affected: All

H&F values	Summary of how this report aligns to the H&F Priorities
Being ruthlessly financially efficient	We need to always confirm that spend fits our council's priorities; challenge how much needs to be spent; and achieve results within agreed budgets. Finance is everyone's business, and every penny counts.
Creating a compassionate council	As the Council's resources have been reduced, we have protected the services on which the most vulnerable residents rely. This budget continues all our previous policies to support residents and proposes new spending on care packages for disabled children and additional resources to help residents through the cost-of-living crisis.
Building shared prosperity	A considerable proportion of services are delivered in partnership with local and national companies, and this will continue to promote all business sectors to the benefit of residents. In addition, there will be increased investment in the Industrial Strategy Delivery and the development and promotion of the STEAM sector strategy.
Doing things with residents, not to them	The use of co-production across the Council is embedded and all service matters are developed with the engagement of residents. The Council is continuing the REAP (Resident Experience and Access Programme) Programme to improve residents' access to the services.
Taking pride in H&F	The budget includes significant investment in public realm services especially waste collection, street cleaning and open/park spaces. Our new waste contract includes provisions to tackle fly-tipping and collection of food waste.
Rising to the challenge of the climate and ecological emergency	The Council has established a Climate Change Team, and the team has developed a Climate and Ecology Strategy (and is

	making a significant contribution to the international and national policy debates). It is also securing grants from national programmes to help with improvements of the thermal efficiency of Council properties and homes).
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Financial Impact

All the issues set out in this report are of a financial nature.

Andre Mark, Head of Finance (Strategic planning and investment), 12 February 2024 and verified by James Newman, Assistant Director of Finance, 19 February 2024.

Legal Implications

The Council has a statutory duty under s151 of the Local Government Act 1972 to arrange for the proper administration of its financial affairs as well as a common law fiduciary duty to taxpayers with regards to its use of and accounting for public monies. This report assists in the discharge of those duties.

There are no other legal implications for this report.

Verified by Jade Monroe, Chief Solicitor, Legal Services 15 February 2024.

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

GENERAL FUND

1. Full Council approved a General Fund revenue budget in February 2023 of £201.6m. The budget across all services including investment of £10.9m and savings of £2.9m.
2. The General Fund forecast at Month 9 (end of December 2023) is a forecast pressure of £1.510m. Table 1 sets out an analysis by Department and Table 2 an analysis by subjective type of expenditure.

Table 1 – Month 9 (December 2023): General Fund forecast (underspends in brackets)

Department	Revised Budget Month 9	Forecast Outturn Variance Month 9	Forecast Outturn Variance Month 6	Variance movement since previous month
	£m	£m	£m	£m
Social Care	67.590	2.631	3.848	(1.217)
Children's Services	59.497	2.379	2.474	(0.096)
The Economy Department	12.121	2.130	1.151	0.979
The Environment Department	62.905	1.288	1.267	0.021
Controlled Parking Account	(32.116)	0.010	0.593	(0.583)
Corporate Services	18.551	0.564	0.669	(0.105)
Finance	1.986	(0.402)	(0.034)	(0.368)
Centrally Managed Budgets	17.080	(7.090)	(4.869)	(2.221)
Total	207.614	1.510	5.099	(3.589)

Table 2 – Month 9 (December 2023): General Fund subjective forecast
(underspends in brackets)

Subjective	Revised budget Month 9	Forecast Outturn Variance Month 9	Forecast Outturn Variance Month 6	Variance movement since previous month	Actuals Month 9
	£m	£m	£m	£m	£m
Employees	137.339	(1.976)	(0.840)	(1.145)	102.225
Premises-Related Expenditure	13.490	5.210	2.695	2.515	15.230
Transport-Related Expenditure	1.571	0.147	0.073	0.074	1.300
Supplies & Services	57.896	4.249	(2.428)	7.166	40.223
Third Party Payments	195.698	15.816	9.502	6.390	137.262
Transfer Payments	172.945	(3.637)	(1.323)	(2.314)	93.091
Support Services	18.036	(0.342)	7.284	(7.140)	7.317
Items Excluded from the Cost of Services	(109.213)	(2.615)	(1.384)	(1.854)	(7.200)
Income	(294.024)	(15.338)	(8.482)	(6.856)	(165.894)
Non-Controllable Expenditure	13.876	(0.005)	0.002	0.003	(183,801)
Total	207.614	1.510	5.099	(3.589)	39.753

3. Across the Council, inflation continues to be a significant financial risk. The continuing national economic conditions of high inflation and interest rates present many significant challenges to the Council, increasing costs for delivering services, reducing our income from residents/businesses/visitors, making investment plans more expensive and is increasing the demand for public services. In its Spring Budget of March 2023, the government predicted that inflation, as measured by the Consumer Price Index (CPI) would have fallen to 6.9% by the second quarter, and to 2.9% by the end of the year. CPI inflation measured at the end of December was 4.0%.
4. The 2023/24 Hammersmith & Fulham budget included a £13.6m provision for inflation. This assumed:
 - Contract inflation of £7.6m (5%) which has been distributed within departmental base budgets.
 - £6m (5%) to fund the 2023/24 pay award. Chief Officer pay award was finalised in June 2023 and the remainder is retained corporately until other pay awards are confirmed.
5. Inflationary pressures are likely to exceed the sums set aside within the budget assumptions for 2023/24. The increase in costs does not just affect the General Fund but also the HRA, schools and the capital programme. Pressure on

household incomes may also increase demand for Council services, such as homelessness or welfare support, and impact on council income streams (such as Council Tax collection rates).

6. Current interest rates remain at 5.25% (as of December 2023) and despite the fall in inflation, the Bank of England have indicated that it is likely to remain at this level for the rest of the budget year. This may impact both revenue and capital expenditure due to higher costs of borrowing, but also increased interest yields on cash balances. Any additional new borrowing that the council undertakes will be subject to the higher rate and this increase in costs will have to be factored into the council's medium term financial plans.
7. Action is required to monitor and manage the inflationary and departmental risks. An unallocated contingency of £2.6m is held within the 2023/24 budget and will be used as financial mitigations where necessary. Departmental action plans of £0.875m have been identified and if delivered would decrease the overspend to £0.635m before the use of any contingencies (see below).

Table 3: Summary of net forecast outturn variances after action plans and unallocated contingency

Department	Forecast Outturn Variance	Potential Value of Action Plan Mitigations	Forecast Outturn Variance after Mitigations
	£m	£m	£m
Social Care	2.631	(0.500)	2.131
Children's Services	2.379	0	2.379
The Economy Department	2.130	(0.375)	1.755
The Environment Department	1.288	0	1.288
Controlled Parking Account	0.010	0	0.010
Corporate Services	0.564	0	0.564
Finance	(0.402)	0	(0.402)
Centrally Managed Budgets	(7.090)	0	(7.090)
Total	1.510	(0.875)	0.635

8. The main departmental variances are set out in Appendices 1 to 7. Additional information is provided on the delivery of planned savings and the type of expenditure (such as employees).

MTFS SAVINGS MONITORING

9. The MTFS savings target for 2023/24 is £2.9m along with the forecast delivery against targets for the Council-wide employee management saving of £2.5m. This is set out below in table 4.
10. A detailed schedule of savings is included in Appendix 11.

Table 4: MTFS savings

Department	Target Savings Delivery	Delivery Risk Rating			Forecast Savings Delivery	Forecast Non-Delivery of Savings
		Low	Medium	High		
	£000's	£000's	£000's	£000's	£000's	£000's
Social Care and Public Health	(1,670)	(1,470)	(200)	0	(1,670)	0
Children's Services	(700)	(700)	0	0	(700)	0
The Economy	(14)	(14)	0	0	(14)	0
The Environment	(283)	(283)	0	0	(283)	0
Corporate Services	(257)	(164)	(73)	(20)	(237)	(20)
Total	(2,924)	(2,631)	(273)	(20)	(2,904)	(20)
Employee Budget Efficiencies (2%)	(2,500)	0	(2,500)	0	(2,500)	0

HOUSING REVENUE ACCOUNT

11. The strategic operating environment of the Housing Revenue Account continues to be challenging (as the General Fund) with high inflation and interest rates. There are additional national regulatory building obligations (e.g., damp & mould and disrepair). The overall assessment is that an additional call from reserves will be necessary (for example to undertake additional repairs and the position is summarised in Table 5 below (and detailed in Appendix 8).

Table 5: Housing Revenue Account forecast outturn

Housing Revenue Account (General Reserve)	£m
Balance as of 31 March 2023	(10.023)
Less: Budgeted appropriation from balances (base deficit of £1.4m and one-off temporary use of reserves)	3.630
Balance as of 31st March 2024	(6.393)

12. The details of the financial performance of the HRA are set out in Appendix 8. It is usual to project emerging pressures at this stage of the budget year and work is in progress to identify mitigations. It is intended that the balances on the HRA will be a minimum of £5m at the end of March 2024. This level of general balances is considered reasonable given the overall levels of income and expenditure on the HRA.

DEDICATED SCHOOLS GRANT (DSG)

13. DSG is paid in support of local authority schools' and is the main source of income for the schools' budget. It is split between central expenditure and the individual schools' budget (ISB) in conjunction with the local schools' forum.
14. Funding for the High Needs Block (HNB) continues to be under pressure with the latest forecast set out in Table 7. For 2023/24, a DSG HNB surplus of £0.056m is forecast which will go towards reducing the cumulative deficit, along with safety valve funding of £1.500m. The overall cumulative deficit is forecast to reduce to £3.193m by year end. The additional Government funding forecast is subject to the council managing its DSG recovery plan as part of the grant conditions and close monitoring by the DfE (Department for Education).
15. The council holds earmarked reserves against the cumulative deficit which is released as the deficit is managed down.

Table 7: Dedicated Schools Grant – High Needs Block deficit

	£m
Cumulative deficit brought forward	4.749
In-year forecast surplus	(0.056)
Safety valve funding	(1.500)
Cumulative deficit carried forward	3.193

VIREMENT AND WRITE OFF REQUESTS

16. General Fund virements of £5.789m are proposed as detailed in Appendix 10.

REASONS FOR DECISION

17. To report the revenue expenditure forecast and comply with Financial Regulations.

EQUALITIES IMPLICATIONS

18. As required by Section 149 of the Equality Act 2010, the Council has considered its obligations regarding the Public-Sector Equality Duty and it is not anticipated that there will be any direct negative impact on groups with protected

characteristics, as defined by the Act, from the adjustments to the budgets required because of this report.

19. If any such adjustments might lead to a service change and/or changes in staffing structures that could have a negative impact on groups with protected characteristics, then a full Equality Impact Assessment will need to be carried out.

RISK MANAGEMENT IMPLICATIONS

20. The Council has a statutory duty to arrange for the proper administration of its financial affairs and a fiduciary duty to taxpayers with regards to its use of and accounting for public monies. This report assists in the discharge of those duties.
21. The report recognises the significant external pressures which are expected to bear down on the Council's costs during 2023/24, including persistently high levels of inflation and increasing interest rates. Detailed risks are set out for departments in the appendices, and include areas overspends are being caused by increased demand for services (particularly social care) and the prospect that there is further will be further demand going forward, further increasing pressure on budgets. It is recognised that unallocated contingency has been held and will be applied to reduce the potential overspend for the year, however, this is a short-term mitigation only. Directorates and the central Finance team will need to continue to closely monitor expenditure to ensure it remains within budget and that planned savings are delivered in full or implement alternative mitigating actions to address forecast overspends or savings targets which cannot be delivered.
22. The report also recognises the significant pressures facing the HRA, with a significant reduction in the HRA General Reserve being noted for the end of the year. Officers must ensure that costs and income are closely monitored and controlled and that corrective actions to protect and maintain the financial stability of the HRA are agreed and embedded.

Implications completed by: David Hughes, Director of Audit, Fraud, Risk, and Insurance, 16 February 2024

List of Appendices:

Appendix	Title
Appendix 1	Social Care
Appendix 2	Children's Services
Appendix 2a	Dedicated Schools Grant (DSG)
Appendix 3	The Economy Department
Appendix 4	The Environment Department
Appendix 4a	Controlled Parking Account
Appendix 5	Corporate Services
Appendix 6	Finance
Appendix 7	Centrally Managed Budgets
Appendix 8	Housing Revenue Account
Appendix 9	Action Plans
Appendix 10	Virement Requests
Appendix 11	MTFS Savings

APPENDIX 1: SOCIAL CARE
BUDGET REVENUE MONITORING MONTH 9

Table 1 - Forecast Variance by Subjective			
Subjective	Budget £000's	Variance Month 9 £000's	Variance Month 6 £000's
Employees	19,562	(447)	(298)
Premises-Related Expenditure	677	244	209
Transport-Related Expenditure	26	0	0
Supplies & Services	2,558	0	(12)
Third Party Payments	86,790	4,784	4,968
Transfer Payments	13,259	(1,291)	(1,019)
Support Services	7,908	0	0
Items Excluded from the Cost of Services	0	0	0
Income	(68,746)	(659)	0
Non-controllable expenditure (technical accounting adjustments e.g., overhead redistribution)	5,556	0	0
Total	67,590	2,631	3,848

Table 2 - Variance by Departmental Division			
Departmental Division	Revised Budget	Forecast Variance Month 9	Forecast Variance Month 6
	£000	£000	£000
Independent Living, Quality, Performance & Safeguarding	26,981	786	1,523
Specialist Support and Independent Living	28,039	2,159	2,671
Commissioning	6,306	(251)	(256)
Resources	5,788	(16)	(12)
Social Care Directorate	476	(47)	(78)
Public Health	0	0	0
TOTAL	67,590	2,631	3,848

Table 3 - Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000
Independent Living, Quality, Performance & Safeguarding		
<p>Main reasons for the improvement of £0.737m in the forecast overspend are the actions in managing down demand through a range of initiatives:</p> <ul style="list-style-type: none"> - Review and resize double-handed care packages which have come out of hospital. - Review of care package eligibility of CHC and transferring to NHS. - Review of home care & direct payments packages. <p>Despite the improvement in the forecast, this division remains with a revised overspend due to:</p> <ul style="list-style-type: none"> - A projected overspend in home care packages costing £0.934m resulting from a 5.2% increase in hours delivered since April 2023. - A projected overspend of £0.985m in nursing and residential placements due to increasing unit costs of 12% since last year and 15 net additional new placements since April 2023. This is offset by funded nursing care and nursing care additional contributions (£0.568m) due to increase in average contributions. - Adult supported living services forecasting overspends of £0.265m due to combination of 3 new placements and increasing unit costs. - There are forecast net underspends (£0.534m) in the direct payment service due to review and right size of direct payments where residents are regularly returning surplus funds and an underspend (£0.296m) in staffing mainly due to earlier delays in recruitment. <p>Mitigation plans are in place to partly address this overspend.</p>	786	1,523
Independent Living, Quality, Performance & Safeguarding Total	786	1,523
Specialist Support and Independent Living Total		

<p>The main pressures remain in Learning Disability (LD) services is due to a full year cost effect of new or returning residents commencing from 2022-23 and higher market costs.</p> <p>The projected overspend comprises of:</p> <ul style="list-style-type: none"> - £0.955m for Adult Supported Living with 9 new residents since April 23 and average costs increases of 16% over the last year. - £0.635m for Homecare. - £0.113m for Day Care due to 3 new transitions residents. - An increase in rent and service charges for the Parkview centre of £0.288m. - Following a contractual review of the Individual Service Fund (ISF) there are contractual reductions of (£0.403m). <p>Further mitigation plans are in place to partly address the LD overspend.</p> <p>The Mental Health service is forecasting an overspend as detailed below.</p> <ul style="list-style-type: none"> - £0.503m for Adult Supported Living due to unit cost increases of 7% for new residents. - £0.216m for Home Care due to the full year cost effect of new residents entering the service in 2022/23. - £0.211m for overspends in nursing and residential placements with 10 new jointly funded placements. Within in-house services there is a forecasted underspend of (£0.359m) which is mainly on staffing vacancies of (£0.261m) and lower supplies and services costs of (£0.098m). 	2,159	2,671
Specialist Support and Independent Living Total	2,159	2,671
Commissioning		
A projected underspend on a range of Commissioned variable contracts in supporting people and carers services (£0.058m), Meals and a Chat reduced volumes (£0.047m) and within the third sector community programme (£0.146m).	(251)	(256)
Commissioning Total	(251)	(256)
Resources		
Minor underspend variance	(16)	(12)
Resources Total	(16)	(12)
Social Care Directorate		
Projected underspend due to earlier vacancies in the year.	(47)	(78)

Social Care Directorate Total	(47)	(78)
Public Health		0
The Public Health (PH) grant will continue to be subject to conditions, including a ring-fenced requiring LAs to use the grant for Public Health activity only. The PH grant for 2023/24 is £24.016m (an increase of £0.759m from 22/23) and equates to £124.3 per head of population. The additional grant is to meet agenda for change responsibilities. The year end forecast is an underspend of (£0.205m) which can be used to meet PH outcomes in the following year.	0	0
Public Health Total	0	0

Table 5 - Key Risks - Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
There are 11 Learning Disabilities transitions currently in Children's Services and awaiting Care Act assessment. There is one resident Health are still funding without prejudice where the continuing health criteria is being reviewed.	143	292
The equipment provider is requesting additional support to be reimbursed over the lifetime of the contract. The overall revised risk is £0.384m with the additional financial support split 60:40 between North West London Integrated Care Board and the Council. The previous risk has been reduced as the loss of credits for returned equipment are now in the forecast as not been applied to reduce the invoices.	154	272
TOTAL RISKS MANAGED	297	564

Supplementary Monitoring Information
<p>The month 9 revenue monitoring is forecasting a reduced projected overspend of £2.631m and an improvement plan of further measures of (£0.5m). Bi-weekly joint service & finance meetings continue to review activity with resulting improvements in the forecast of (£1.217m) since the period 6 forecast of £3.848m.</p> <p>The month 9 forecast remains caveated with some risks and cost pressures which include:</p> <ul style="list-style-type: none"> - The continued impact of the hospital discharges placed by NHS and requiring reassessment of care is increasing social care costs. - The continued impact of cost-of-living pressures on the care market providers. As part of the Social Care reforms for the fair cost of care, the department is paying higher unit

costs to reflect the cost of provision.

The departmental forecast assumes full expenditure of the Discharge Support grant of £2.352m. This funding is ringfenced and covers post hospital discharge care costs on average for 20 days. However, most care assessed needs are much longer therefore this arises to an additional budgetary pressure to the Council.

APPENDIX 2: CHILDREN'S SERVICES
BUDGET REVENUE MONITORING MONTH 9

Table 1 - Forecast variance by subjective			
Subjective	Revised budget £000	Variance month 9 £000	Variance month 6 £000
Employees (historic past service costs)	30,962	(300)	(22)
Premises-related expenditure	513	251	57
Transport-related expenditure	163	(35)	(36)
Supplies & services	5,622	(164)	493
Third party payments	57,407	8,042	3,605
Transfer payments (e.g., housing benefits, schools funding transfers)	69,547	(2,346)	(304)
Support services (internal trading services)	1,633	(488)	0
Income	(115,173)	(2,605)	(1,318)
Items excluded from the cost of services (debt management and capital charges)	0	0	0
Non-controllable expenditure (technical accounting adjustments e.g., overhead redistribution)	8,823	(7)	0
Total	59,497	2,378	2,475

Table 2 - Variance by Departmental Division			
Departmental Division	Revised Budget	Forecast Variance Month 9	Forecast Variance Month 6
	£000	£000	£000
Children and Young People's Services	32,845	1,857	912
Education	15,405	1,110	1,409
Children's Commissioning	6,867	(930)	(331)
Children's Performance & Improvement	2,952	(236)	(198)
CHS Departmental Budgets	1,428	578	683
School Funding	0	0	0
Total	59,497	2,378	2,475

Table 3 - Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000
Children and Young People's Services		
<p>Placements - £1.114m overspend.</p> <ul style="list-style-type: none"> • New placement increase - £0.608m • Increase in block contract properties – £0.107m. • Changes to existing packages - £0.301m increase. <p>The above is partly offset by additional one-off income from the Household Support Fund, Health and UASC grant.</p> <p>Non-Placement Client related £1.107m overspend.</p> <ul style="list-style-type: none"> • Transport - £0.344m • Section 17 - £0.736m overspend includes interventions that will become residential packages part funded by Health (25%) in February 2024. <p>Assessments - £105k overspend.</p> <ul style="list-style-type: none"> • During Covid there was a decrease in use of service resulting in underspends. Post covid, the demand for the service has gradually increased. <p>Staffing – £490k Due to underspend from part year vacancies held. £372k of the staffing underspend relates to reduction in activity levels within the fostering team. This is helping to partly offset the increase in related placements spend.</p> <p>Additional variances - there are other minor offsetting variances within the service.</p>	1,857	912
Children and Young People's Services Total	1,857	912
Education		

<p>The Education Directorate General fund forecast overspend is £1.1m, a favourable movement of £0.3m since CRM6 largely as a result in a favourable movement in placement costs within the Short Breaks service.</p> <p>Travel Care and Support Services: There is an overspend of £1.286m in Travel Care and Support for Children and Young with Education and Health Care Plans. This is a movement of £0.078m since CRM6. The overspend can be split to show demand led pressure is £0.9m and unavoidable inflation in excess of 5% is £0.3m. Some of the increased costs has been mitigated by sharing transport where applicable.</p> <p>EHC Caseworkers Service: The predicted overspend is £0.180m, a favourable movement of £0.005m since CRM6. This is primarily due to increased usage of agency staff to cover vacancies to deliver statutory duties.</p>	1,110	1,409
Education Total	1,110	1,409
Children's Commissioning		
<p>CHS commissioning staff - £0.230m favourable due to in-year vacancies currently being recruited to and secondments due to grant funded activities.</p> <p>With respect to commissioned services there is an in-year underspend of £0.7m due to expenditure met from grant funding and effective procurement efficiencies.</p>	(930)	(331)
Children's Commissioning Total	(930)	(331)
Children's Performance & Improvement		
<p>Favourable variance due to part year vacancies for posts being recruited to (£0.145m) and reduced activity in Family Group Conferencing numbers from 120 to 65 (£0.077m)</p>	(236)	(198)
Children's Performance & Improvement Total	(236)	(198)
CHS Departmental Budgets		
<p>Departmental staffing vacancy budget is held centrally and has been met from in-year staffing underspends across all children's services</p>	578	683

directorates in 2023/24.		
CHS Departmental Budgets Total	578	683
School Funding		
No material variances - budgets delegated to Schools	0	0
School Funding Total	0	0
Total Variance	2,379	2,475

Table 4 – Key Risks – Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
	0	0
Total Risks Managed	0	0

Supplementary Monitoring Information

APPENDIX 2a: DEDICATED SCHOOLS GRANT (DSG)
BUDGET REVENUE MONITORING MONTH 9

Table 1 – Variance by Departmental Division			
Departmental Division	Revised Budget	Forecast Variance Month 9	Forecast Variance Month 6
	£000	£000	£000
High Needs Block Expenditure	32,613	(124)	(401)
Early Years Block Expenditure	15,475	68	74
Schools Block Expenditure	38,405	(31)	(13)
Central School Services Block Expenditure	2,422	0	0
DSG Income – to meet expenditure	(88,915)	87	340
TOTAL	0	0	0

Table 2 High Needs Block (HNB) Deficit	£000
High Needs Block DSG deficit brought forward from prior years	4,749
In Year High Needs Block forecasted surplus less Early Years carry forward deficit	(56)
2023-24 High Needs Block Safety Valve funding (To be confirmed)	(1,500)
Forecast High Needs deficit after Safety Valve funding	3,193

Table 3 – Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000
High Needs Block (<i>High Needs funding supports provision for children and young people with special educational needs from their early years to age 25 and in addition the Alternative Provision</i>)		
Forecast underspend on the high needs block after block transfer support is £0.124m favourable, a slight adverse movement of £0.277m. A further £1.5m High Needs Safety Valve funding for the financial year is expected.	(124)	(401)
There is significant risk to the expenditure forecast from continuing inflationary pressures in the economy which are impacting on the cost of Special Educational Needs placements.		
High Needs Block Total	(124)	(401)
Early Years Block (<i>Funding for Early Years including Two Year Old funding and Early Years Pupil Premium</i>)		
Early Years DSG in 2022/23 was subject to retrospective clawback in 2023/24 of £0.74m more than retained Early Years balance. An overspend will result unless underspends on activity in 2023/24 can mitigate.	68	74
Early Years Block Total	68	74

Schools Block (<i>Core funding for mainstream maintained schools</i>)		
<p>The Schools Block DSG accounted for by the Local Authority relates to the delegated budgets for maintained mainstream schools.</p> <p>Schools can elect that a proportion of their funding is dedelegated back to the local authority for day-to-day management. Use of funds are monitored by schools via The Schools Forum. All grant is expected to be expended in 2023/24 financial year including retained balances of £0.315m held from 2022/23 financial year on behalf of schools.</p> <p>There is a top slice of £0.262m in 2023/24 to contribute to the statutory functions undertaken by the local authority on behalf of schools. This includes finance, asset management, asbestos management and surveys and statutory functions provided by the Business Intelligence service.</p> <p>Underspends on the dedelegated and statutory education budgets will be paid back to contributing schools.</p>	(31)	(13)
Schools Block Total	(31)	(13)
Central School Services Block (<i>Funding for the Local Authorities ongoing responsibilities</i>)		
<p>Central Services Block funds core services undertaken for all schools. In addition, there is budget for historic functions will wind down over the medium term. For 2023/24 there is a budgeted contribution of £0.908m to support the High Needs Block from the historic funding element.</p>	0	0
Central School Services Block Total	0	0

Table 3 – Key Risks – Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
<p>Inflationary cost pressures and demand with respect to Education and Healthcare Plans for young people with special educational needs. This will be monitored closely through 2023/24.</p> <p>The final £3m funding through the Safety Valve agreement to 2024/25 requires the elimination of the High Needs deficit by 2025/26.</p>		
TOTAL RISKS MANAGED	0	0

Supplementary Monitoring Information

None to report

APPENDIX 3: THE ECONOMY DEPARTMENT
BUDGET REVENUE MONITORING MONTH 9

Table 1 – Forecast Variance by Subjective			
Subjective	Budget £000's	Variance Month 9 £000's	Variance Month 6 £000's
Employees	20,235	(365)	164
Premises-Related Expenditure	5,723	3,787	2,039
Transport-Related Expenditure	10	2	(0)
Supplies & Services	3,827	1,132	604
Third Party Payments	25,029	3,993	1,568
Transfer Payments	98	0	0
Support Services	301	49	30
Items Excluded from the Cost of Services	0	0	0
Income	(37,029)	(6,471)	(3,255)
Non-controllable expenditure Technical Accounting Adjustments e.g., overhead redistribution)	(6,073)	2	2
Total	12,121	2,130	1,151

Table 2 – Variance by Departmental Division			
Departmental Division	Revised Budget	Forecast Variance Month 9	Forecast Variance Month 6
	£000	£000	£000
Housing Solutions	10,863	2,248	443
Economic Development, Skills Service	973	0	0
Planning	2,101	(368)	564
Property and Asset Strategy	(1,996)	257	150
Place	53	0	0
Regeneration & Development	111	(7)	(6)
Head of Finance	16	0	0
TOTAL	12,121	2,130	1,152

Table 3 – Variance Analysis

Departmental Division	Month 9 £000	Month 6 £000
Housing Solutions		
Bed and Breakfast – The latest forecast is for 191 clients on average (compared to a budget of 115) of whom 106 are placed into B&B annexes (at end of December 2023) which is resulting in a forecast overspend of £2,252,000. Additional overspend of £360,000 is mainly due to the placement of a small number of clients into commercial hotels. Also, out of hours (OOH) placements and pre-booked accommodation numbers have been higher than planned (from a budget of 6 to an actual of 22 per day on average to the end of December), resulting in a forecast overspend of £548,000.	3,160	1,600
Private Sector Leasing – Although the forecasted average number of Private Sector Leasing units (1,019) is closely aligned with the budgeted number (1,020), pressures on procurement costs are causing a forecast overspend.	177	(68)
Additional one-off top up of Homelessness Prevention Grant	(1,089)	(1,089)
Housing Solutions Total	2,248	443
Planning		
Planning – Income from applications and pre-applications has fluctuated in recent years and is expected to be lower than budgeted this year. However, the latest activity indicates that this shortfall will be offset by additional income from Planning and Performance Agreements.	(368)	564
Planning Total	(368)	564
Property & Asset Strategy		
Relates to lower than budgeted income from corporate buildings and property repairs costs.	257	151
Property & Asset Strategy Total	257	151

Table 5 – Key Risks – Detail Items Over £250,000

Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
Housing Solutions – Overall Benefit Cap (OBC) & DHP	26	52
Housing Solutions – Cost of Living Crisis and Ending of eviction ban – an increase in court proceedings against tenants may result in an increased net cost due to an increase in households in temporary accommodation.	55	111

Housing Solutions – Increase in bad debt provision on Temporary Accommodation (Bed & Breakfast and Private Sector Leasing) rent arrears because of reductions in personal income due to Cost-of-Living Crisis	71	142
Housing Solutions – There is a risk of a further increase in the number of households in Temporary Accommodation – based on an additional 100 households this year above the current forecast	146	292
Housing Solutions – Inflationary pressures on Temporary Accommodation landlord costs, based on an extra 1.5% rental inflation above the current forecast	72	145
Housing Solutions – There is a risk of large families being accommodated in B&B	35	70
Housing Solutions – Domestic Abuse Act – increase in households in temporary accommodation – extra 70 households this year above the current forecast	102	204
Planning – volatility in income from Planning and Licencing fees	0	170
Planning – potential unbudgeted costs associated with judicial reviews and major planning appeals.	25	200
Facilities Management & Corporate Buildings – there are risks relating to repairs and maintenance costs, energy costs and historic debts.	345	415
TOTAL RISKS MANAGED	877	1,801

Table 6 – Supplementary Monitoring Information

<p>Housing Solutions</p> <p>In November 2023, we saw 336 homelessness approaches, with 74 new homelessness applications made. In December 2023, we saw 211 homelessness approaches, with 50 new homelessness applications made. The decrease in applications between November and December is due to seasonality and mirrors the pattern we saw the previous year. Compared to the previous year, in November we saw a 48% increase in homelessness approaches and in December we saw a 56% increase.</p> <p>Increasing mortgage interest rates mean many households on lower incomes are now priced out of the market. Increased costs of living are also affecting affordability of rents. Changes to eviction rules regarding ‘no fault evictions’ has caused some landlords to leave the market altogether.</p> <p>An increase in homelessness as Homes for Ukraine sponsorship placements and initial accommodation arrangements made by Ukrainians arriving on the family visa scheme break down continues to be a risk. Sustained difficulty procuring private rented accommodation is impacting our ability to prevent and relieve homelessness. Fewer private rented properties are affordable to households on benefits.</p> <p>Planning</p> <p>Income in recent years has fluctuated between £2.2m (2020/21), £3.1m (2021/22), £3.1m in (2022/23) and is currently budgeted to reach £3.7m in 2023/24. Based on current trend, it is expected that Planning income will reach the budgeted target in 2023/24. This will continue to be monitored and updates will be reported here. The</p>
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inherent volatility of planning income means it is difficult to predict future income expectations due to several factors including:

- Possible further Planning reforms
 - Ukraine war, inflation and recession impact on wider economy and on delays in construction projects)
 - Potential developer response to wider stakeholder engagement rationalising or delaying projects
 - Changes to the statutory charging schedule
 - Economic factors such as the concerns about economic recession on developer/investor confidence and planning activity
 - Changes in legislation e.g., permitted development rights, Planning Performance Agreement regulation
 - Changes to pre-application charging fees and Planning Performance Agreement templates
 - Local and wider market conditions
 - Availability of development sites in the borough
 - Developers by-passing the pre-application process as it is not compulsory
 - Reduced developer confidence in the service through reduced staffing – may be less likely to fund Planning Performance Agreements
 - Government schemes to encourage house building, including grant schemes
 - Developers' responding to current and pipeline housing supply in borough (they don't want to flood the local market)
 - Adverse weather conditions, and delays in supply chains, delaying construction pipeline
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APPENDIX 4: THE ENVIRONMENT DEPARTMENT
BUDGET REVENUE MONITORING MONTH 9

Table 1 – Forecast variance by subjective			
Subjective	Revised budget £000	Variance month 9 £000	Variance month 6 £000
Employees	23,626	(737)	(568)
Premises-related expenditure	4,585	636	221
Transport-related expenditure	1,224	177	108
Supplies & services	18,145	1,366	1,320
Third party payments	13,175	593	932
Transfer payments (e.g., Housing Benefits, Schools funding transfers)	116	0	0
Support services (Internal Trading Services)	6,871	33	20
Items excluded from the cost of services (Debt management and Capital Charges)	833	(30)	(30)
Income	(23,944)	(750)	(737)
Non-controllable expenditure Technical Accounting Adjustments e.g., overhead redistribution)	18,274	0	0
Total	62,905	1,288	1,267

Table 2 – Variance by departmental division			
Departmental division	Revised budget £000	Forecast variance month 9 £000	Forecast variance month 6 £000
Climate Change and Transport	1,730	(41)	4
Public Protection	9,707	670	616
Public Realm	51,428	692	658
Executive and Support	40	(32)	(11)
Total	62,905	1,288	1,267

Table 3 – Variance analysis		
Departmental division	Month 9 £000	Month 6 £000
Climate Change and Transport		
Other net variances	(41)	4
Climate Change and Transport Total	(41)	4
Public Protection		
Private Sector Housing income less than budgeted	506	501

CCTV historic budget shortfall on 24/7 staffing rota	180	128
Other net variances	(16)	(13)
Public Protection Total	670	616
Public Realm		
Street Lighting Energy overspend	351	267
Waste Contract budget pressure, mostly related to fuel costs	439	418
Other net variances	(98)	(27)
Public Realm Total	692	658
Executive & Support		
Other net variances	(32)	(11)
Executive & Support Total	(32)	(11)
TOTAL VARIANCE	1,288	1,267

Table 5 – Key risks – detail items over £250,000		
Risk Description	Risk at month 9 £'000	Risk at month 6 £'000
Workforce vacancy savings not delivered	436	450
Income targets not met	125	250
Highway project recharges less than budget	700	700
New contract pension risk	1,000	600
TOTAL RISKS BEING MANAGED	2,261	2,000

Supplementary Monitoring Information
The department continues to maximise external income and manage and mitigate risk as far as possible. The new workforce savings will be challenging to deliver, given existing vacancy savings targets already factored into the base budget. The department may need to identify alternative mitigation in year. This will be kept under close review as the year progresses.

APPENDIX 4A: CONTROLLED PARKING ACCOUNT
BUDGET REVENUE MONITORING MONTH 9

Table 1 – Forecast variance by subjective			
Subjective	Revised budget £000	Variance month 9 £000	Variance month 6 £000
Employees	8,663	4	(242)
Premises-related expenditure	92	0	0
Transport-related expenditure	143	0	0
Supplies & services	3,216	300	611
Third party payments	6,183	(965)	(930)
Transfer payments (e.g., housing benefits, schools funding transfers)	0	0	0
Support services (internal trading services)	232	0	0
Items excluded from the cost of services (debt management and capital charges)	0	0	0
Income	(52,946)	671	1,154
Non-controllable expenditure (technical accounting adjustments e.g., overhead redistribution)	2,301	0	0
Total	(32,117)	10	593

Table 1 – Variance by Departmental Division			
Departmental Division	Revised Budget £000s	Forecast Variance Month 9 £000s	Forecast Variance Month 6 £000s
Income	(52,946)	671	1,154
Expenditure	20,830	(661)	(561)
Total	(32,117)	10	593

Table 2 – Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000
Income		
Impact of the closure of Wandsworth Bridge for 3 months.	671	1,154
Income Total	671	1154

Expenditure		
Underspend on projects due to delayed implementations and the realisation of savings with external providers.	(661)	(561)
Expenditure Total	(661)	(561)
Total Variance	10	593

Table 4 – Key Risks – Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
TOTAL RISKS MANAGED	0	0

Supplementary Monitoring Information
None to report

APPENDIX 5: CORPORATE SERVICES
BUDGET REVENUE MONITORING MONTH 9

Table 1 – Forecast variance by subjective			
Subjective	Revised budget £000	Variance month 9 £000	Variance month 6 £000
Employees	23,396	635	590
Premises-Related Expenditure	225	8	33
Transport-Related Expenditure	4	3	2
Supplies & Services	10,378	1,034	1,047
Third Party Payments	6,748	(639)	(639)
Transfer Payments	0	0	0
Support Services	95	30	(39)
Items Excluded from the Cost of Services	6	60	0
Income	(8,454)	(567)	(326)
Non-controllable expenditure (technical accounting adjustments e.g., overhead redistribution)	(13,846)	0	0
Total	18,551	564	669

Table 2 – Variance by Departmental Division			
Departmental Division	Revised Budget	Forecast Variance Month 9	Forecast Variance Month 6
	£000	£000	£000
Communications and Communities	957	10	46
Democratic Services, Coroners & Mortuaries	2,833	(200)	(91)
Digital Services	13,223	0	151
Legal Services	(106)	(45)	(59)
Members Support	359	4	10
Resident Services	12,625	509	274
Corporate Services Directorate	(47)	287	337
People & Talent	2,554	0	0
Sub-Total	32,397	564	669
Departmental non-controllable budgets	(13,846)	0	0
Total	18,551	564	669

Table 3 – Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000

Communications and Communities		
	10	46
Communications and Communities Total	10	46
Democratic Services, Coroners & Mortuaries		
	(200)	(91)
Democratic Services, Coroners & Mortuaries Total	(200)	(91)
Digital Services		
	0	151
Digital Services Total	0	151
Legal Services		
	(45)	(59)
Legal Services Total	(45)	(59)
Members Support		
	4	10
Members Support Total	4	10
Resident Services		
Business Rates and Council Tax enforcement income shortfall	431	295
Postage and delivery cost increase due to additional recovery action	126	126
Accessible Transport underspend due to temporary reduction in passenger numbers	(638)	(638)
Share of new workforce saving not yet delivered	199	227
Delay on customer services savings delivery due to increased demand on the service	231	115
Other smaller net overspends	160	149
Resident Services Total	509	274
Corporate Services Directorate		
Includes the department's share of the 2023/24 workforce saving (£0.302m - excluding the Resident Services element). The overspend is partly netted off by underspends from vacancies held and recorded across the department.	287	337
Corporate Services Directorate Total	287	337
People & Talent		
	0	0
People & Talent Total	0	0
Total Variance	564	669

Table 5 - Key Risks - Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
Business Rates and Council Tax enforcement income not achieved as forecast	150	150
Total Risks Managed	150	150

Supplementary Monitoring Information
None to report

APPENDIX 6: FINANCE
BUDGET REVENUE MONITORING MONTH 9

Table 1 - Forecast variance by subjective			
Subjective	Revised budget £000	Variance month 9 £000	Variance month 6 £000
Employees	8,659	(717)	(434)
Premises-Related Expenditure	0	0	0
Transport-Related Expenditure	1	0	(1)
Supplies & Services	2,590	379	181
Third Party Payments	241	5	(1)
Transfer Payments	0	0	0
Support Services	65	3	2
Items Excluded from the Cost of Services	0	0	0
Income	(4,149)	(72)	219
Non-controllable expenditure (technical accounting adjustments e.g., overhead redistribution)	(5,421)	0	0
Total	1,986	(402)	(34)

Table 2 - Variance by Departmental Division			
Departmental Division	Revised Budget	Forecast Variance Month 9	Forecast Variance Month 6
	£000	£000	£000
Assurance, Programmes & Analytics	1,554	(171)	(124)
Audit, Fraud, Risk and Insurance	1,139	(103)	(42)
Corporate Services	521	128	116
Finance	3,735	19	25
Managed Services	2,132	137	107
Corporate Procurement	653	(112)	(41)
Commercial Advertising	(2,325)	(300)	(74)
Sub-Total	7,409	(402)	(34)
Departmental non-controllable budgets	(5,423)	0	0
Total	1,986	(402)	(34)

Table 3 - Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000
Assurance, Programmes & Analytics		
Staffing underspend from part year vacancies as recruitment takes place.	(171)	(124)
Assurance, Programmes & Analytics Total	(171)	(124)
Audit, Fraud, Risk and Insurance		
Underspend from part year vacancies whilst recruitment takes place along with underspend on contracted out internal audit days.	(103)	(42)
Audit, Fraud, Risk and Insurance Total	(103)	(42)
Corporate Services		
Employee turnover saving of £0.152m reported here but fully offset by staffing underspends from vacant posts across the department.	128	116
Corporate Services Total	128	116
Finance		
	19	25
Finance Total	19	25
Managed Services		
Overspend forecast following the 2023-24 pay award increasing the Council's share of costs beyond the current budget provision.	137	107
Managed Services Total	137	107
Corporate Procurement		
Staffing underspend from vacant posts whilst recruitment takes place.	(112)	(41)
Corporate Procurement Total	(112)	(41)
Commercial Advertising		
Strong performance on digital advertising revenues.	(300)	(74)
Commercial Advertising Total	(300)	(74)
Total Variance	(402)	(34)

Table 4 - Key Risks - Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
None to report		
Total Risks Managed	0	0

Supplementary Monitoring Information
None to report

APPENDIX 7: CENTRALLY MANAGED BUDGETS
BUDGET REVENUE MONITORING MONTH 9

Table 1 - Forecast variance by CIPFA Subjective			
Subjective	Revised budget £000	Variance month 9 £000	Variance month 6 £000
Employees	2,234	(49)	(30)
Premises-Related Expenditure	1,675	285	136
Transport-Related Expenditure	0	0	0
Supplies & Services	11,560	202	(6,614)
Third Party Payments	124	4	0
Transfer Payments	89,925	0	0
Support Services	931	0	7,272
Items Excluded from the Cost of Services	5,121	(42)	(36)
Income	(98,756)	(7,490)	(5,596)
Non-controllable expenditure (technical accounting adjustments e.g., overhead redistribution)	4,265	0	0
Total	17,080	(7,090)	(4,867)

Table 2 - Variance by Departmental Division			
Departmental Division	Revised Budget	Forecast Variance Month 9	Forecast Variance Month 6
	£000	£000	£000
Corporate and Democratic Core	2,346	62	(51)
Housing Benefits	(328)	0	0
Levies	2,078	(42)	(36)
Net Cost of Borrowing	(345)	(7,500)	(5,000)
Treasury, Pensions and Insurance	3,341	390	258
Maternity and Redundancy	1,013	0	0
Other Corporate Items	8,973	0	(39)
Total	17,080	(7,090)	(4,867)

Table 3 - Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000
Corporate and Democratic Core		
£0.107m overspend on audit fees due to price increases partly offset by underspend on bank charges	62	(51)
Corporate and Democratic Core Total	62	(51)
Housing Benefits		
	0	0
Housing Benefits Total	0	0
Levies		
Minor variance on expected levy costs	(42)	(36)
Levies Total	(42)	(36)
Net Cost of Borrowing		
Forecast return from cash balances based on current cashflows and higher than budgeted rates. This remains highly volatile and subject to external market conditions and internal cashflow assumptions.	(7,500)	(5,000)
Net Cost of Borrowing Total	(7,500)	(5,000)
Treasury, Pensions and Insurance		
The impact of sector wide inflationary pressures has increased the cost of insurance premiums for the Council in year. A reprocurement exercise is underway to mitigate cost pressures for future years although this remains volatile.	390	258
Treasury, Pensions, and Insurance Total	390	258
Maternity and Redundancy Items		
	0	0
Maternity and Redundancy Total	0	0
Other Corporate Items		
	0	0
Other Corporate Items Total	0	0

Table 4 - Key Risks - Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
None to report	0	0
Total Risks Managed	0	0

Supplementary Monitoring Information
None to report

APPENDIX 8: HOUSING REVENUE ACCOUNT
BUDGET REVENUE MONITORING MONTH 9

Table 1 - Forecast variance by subjective			
Subjective	Revised budget £000	Variance month 9 £000	Variance month 6 £000
Income	(97,115)	(315)	(326)
Premises-Related Expenditure	26,252	(744)	(969)
Employees	24,231	1,794	2,106
Supplies & Services	10,617	3,109	2,897
Support services (internal trading services)	1,577	(457)	369
Third Party Payments	2,342	(364)	(3)
Transport-Related Expenditure	28	200	257
Items excluded from the cost of services (debt management and capital charges)	11,499	(222)	(170)
Non-controllable expenditure (technical accounting adjustments e.g. overhead redistribution)	24,199	(668)	(214)
Appropriation From HRA General Reserve	3,630	2,333	3,948

Departmental Division	Revised Budget £000	Forecast Variance Month 9 £000	Forecast Variance Month 6 £000
Housing Income	(94,424)	(256)	(293)
Finance & Resources	6,687	(0)	(8)
Housing Management	7,971	998	987
Resident and Building Safety	10,109	(321)	(597)
Void & Repairs	12,664	1,556	1,473
H&F maintenance (DLO)	3,584	1,789	1,788
Safer Neighbourhoods	768	(492)	(0)
Housing Hub	6,479	959	1,103
Place	12,221	(472)	199
Regeneration & Development	1,191	(208)	(321)
Capital Charges	29,159	(449)	(383)
Corporate Support Service Recharges	7,220	(770)	(0)
Appropriation From HRA General Reserve	3,630	2,333	3,948

Table 3 - Variance Analysis		
Departmental Division	Month 9 £000	Month 6 £000
Housing Income		

A forecast on dwelling rent and service charges income loss of £0.3m, offset by leasehold service charges from 2022/23 (£0.5m) and business rate reimbursements on advertising hoarding sites (£0.1m).	(256)	(293)
Housing Income Total	(256)	(293)
Finance & Resources		
	0	(8)
Finance & Resources Total	0	(8)
Housing Management		
A high level of decants is driving a forecast overspend in temporary accommodation and disturbance allowance costs of £0.8m. In addition, training and staffing costs associated with housing service improvements and the new housing regulations of £0.5m are forecast. This is offset by (£0.3m) following a review of costs charged between the Housing Revenue Account and General Fund.	998	987
Housing Management Total	998	987
Resident and Building Safety		
This mainly relates to a higher proportion of works being capital in nature.	(321)	(597)
	(321)	(597)
Void & Repairs		
This is mainly due to high volumes of disrepair compensation claims (including the associated legal costs) of £2.3m offset partially by an increase in staff and works capitalisation (£0.7m).	1,556	1,473
Void & Repairs Total	1,556	1,473
H&F maintenance (DLO)		
This mainly relates to additional staffing resource, roofing and damp and mould works required as part of the Repairs Improvement Plan.	1,789	1,788
H&F maintenance (DLO) Total	1,789	1,788
Safer Neighbourhoods		
This follows a review of costs charged between the Housing Revenue Account and General Fund.	(492)	(0)
Safer Neighbourhoods Total	(492)	(0)
Housing Hub		

This reflects repairs compensation payments offset by penalty income from contractors of £0.6m plus additional service improvement-related staffing costs of £0.4m.	959	1,103
Housing Hub Total	959	1,103
Place		
A review of costs charged between the Housing Revenue Account and General Fund (£0.5m) offset by minor overspends mainly relating to staffing costs	(472)	199
Place Total	(472)	199
Regeneration & Development		
This mainly relates to a forecast underspend on feasibility costs for major development schemes.	(208)	(321)
Regeneration & Development Total	(208)	(321)
Capital Charges		
A change in the forecast average short term interest rate payable on net internal borrowing from 4.3% to 4.7% following recent Bank of England base rate increases offset by higher than budgeted cash balances and a lower than budgeted depreciation charge due to the stock valuation at the end of March 2023 being slightly lower than anticipated.	(449)	(383)
Capital Charges Total	(449)	(383)
Corporate Support Service Recharges		
Lower than budgeted corporate recharges following a review of services chargeable to the Housing Revenue Account.	(770)	(0)
Corporate Support Service Recharges Total	(770)	(0)
Total Variance	2,333	3,948

		MTFS Target	On Track	Partially Deliverable	Undeliverable
		£000s	£000s	£000s	£000s
		1,130	1,130		
Schemes not on track	£000s	Reason			

Table 3 - Key Risks - Detail Items Over £250,000		
Risk Description	Risk At Month 9 £000	Risk At Month 6 £000
Capitalisation of Staffing - officers are completing regular and robust reviews of capitalisable staffing costs but there is a risk that these assumptions may need to be adjusted dependent on activities carried out by staff during the year.	680	850
Repairs capitalisation - officers are completing regular and robust reviews of repairs costs to identify those that are capital in nature. As the remainder of the year's costs are yet to be incurred and analysed, there remains a risk that a greater proportion of costs expected may fall to revenue.	unknown	unknown
Repairs Cost - Work is continuing to determine the expected cost of the repairs backlog as well as estimating the value of expected repairs not yet highlighted.	unknown	unknown
Income collection - the current excellent performance on rental income collection may deteriorate as a result of the current economic pressures.	355	385
Repairs and disrepairs compensation for urgent repairs works and associated costs - there remains a risk that the forecast understates the costs for this year.	unknown	unknown
Staffing Costs - there is a risk that additional resources will be required to deliver the housing and repairs improvement plans.	400	unknown
Housing Regulator & Ombudsman - Additional costs associated with facilitating inspections and implementing regulatory changes may result in unbudgeted spend.	unknown	unknown
Decants - there remains a risk that the forecast understates the costs for this year.	unknown	unknown
Total Risks Managed	1,435	1,235

Supplementary Monitoring Information
None to report

APPENDIX 9 – ACTION PLANS – MONTH 9

ASC and PH Budget Overspend Action Plan				
Ref	Mitigating Action(s)	Proposed Mitigations £m	Responsible Officer	Deadline
1	Home Care - Review care packages to meet resident eligible care needs	0.250	Michelle Clarke /Jayne White	31/03/2024
2	Direct Payment - Review and right size direct payments where residents are regularly returning surplus funds	0.250	Michelle Clarke /Jayne White	31/03/2024
	Total	0.500		

The Economy Budget Overspend Action Plan				
Ref	Mitigating Action(s)	Proposed Mitigations £m	Responsible Officer	Deadline
1	Review of housing advice provision for refugees and use of refugee grant	0.050	Lisa Keating	Jan-24
2	Review of temporary accommodation operating costs for refugees and use of refugee grant	0.040	Lisa Keating	Jan-24
3	Review of procurement officer resource for refugees and use of refugee grant	0.050	Lisa Keating	Jan-24
4	Procurement of block-booked accommodation at lower cost to reduce emergency accommodation costs	0.100	Lisa Keating	Jan-24
5	Creation of additional temporary posts for a "Move-On" team (funded from Homelessness Prevention Grant) to increase access to the private rented sector and reduce use of expensive temporary accommodation	0.070	Lisa Keating	Jan-24
6	Direct offers to 60 households	0.065	Lisa Keating	Jan-24
	Total	0.375		

APPENDIX 10 - VIREMENT REQUESTS – MONTH 9

	Amount (£000)	Reserves One Off	Contingency On Going	Contingency One Off
The Environment				
Waste Contract Pension Liability	529			529
The Economy				
Corporate property dilapidation costs	450			450
Corporate Services				
Legal charges	10			10
Centrally Managed Budgets				
Technical accounting adjustments for collection fund (business rates) prior year income (transfer to reserves)	3,000	3,000		
Realignment of charges to the Housing Revenue Account	1,700			1,700
Use of Strategic Investment Fund for General Fund feasibility studies	450	450		
Total of requested virements	6,139	3,450		2,689

APPENDIX 11 – MTFS SAVINGS – UPDATE AT MONTH 9 (December 2023)

MTFS Savings Tracker- 2023/24						
			Firm Savings proposals			
Department	MTFS Reference	Description	2023-24 Target Savings (£000's)	2023-24 Forecast Delivery (£000's)	RAG Rating	Comments
Social Care and Public Health						
Social Care and Public Health	Social Care and Public Health -1	Review care costs with NHS as people with extremely high needs are discharged from hospital.	(150)	(150)		
Social Care and Public Health	Social Care and Public Health -2	Model to further support independent living	(250)	(250)		
Social Care and Public Health	Social Care and Public Health -3	Further Increased take-up of Direct Payments for choice and control for residents and increasing wellbeing	(200)	(200)		
Social Care and Public Health	Social Care and Public Health -4	Joint commissioning steering group with Economy department on implementing the Disabled People's Housing Strategy and reducing voids. This will be done through reviewing the Extra Care available for residents, ensuring new builds are co-produced with disabled residents and make good Housing Voids	(200)	(200)		Further work to be undertaken to deliver the savings. (Currently forecast to achieve the savings)
Social Care and Public Health	Social Care and Public Health -5	Maximising adaptations in people's homes through use of Disabled Facilities Grant. This increases a person's independence and reduces the need for longer-term care, as appropriate.	(50)	(50)		

Department	MTFS Reference	Description	2023-24 Target Savings (£000's)	2023-24 Forecast Delivery (£000's)	RAG Rating	Comments
Social Care and Public Health	Social Care and Public Health -6	Reviews of care support for people with a sensory disability encouraging the use of equipment, as appropriate, to increase a person's independence.	(50)	(50)		
Social Care and Public Health	Social Care and Public Health -7	Improved support and information for residents and make better use of digital technologies (such as care cubed, use of resident portal, timely return of equipment) and review of Joint Equipment Low Item Ordering	(500)	(500)		Further work to be undertaken to deliver the savings. (Currently forecast to achieve the savings)
Social Care and Public Health	Social Care and Public Health -8	Smarter procurement for better outcomes for carers and review of supporting people services	(70)	(70)		
Social Care and Public Health	Social Care and Public Health -9	Delivery of agreed savings on 0-19 Public Health Nursing. Savings from year 2 through procurement of new health visiting and school nursing contract. Service quality has remained the same with savings achieved through improved service through procurement and contract monitoring.	(60)	(60)		
Social Care and Public Health	Social Care and Public Health -10	Re-tendering of Substance Misuse and Drugs contracts with efficiencies in commissioning and contracting with a plan to reduce overheads and to modernise in line with clinical standards.	(50)	(50)		

Department	MTFS Reference	Description	2023-24 Target Savings (£000's)	2023-24 Forecast Delivery (£000's)	RAG Rating	Comments
Social Care and Public Health	Social Care and Public Health -11	Review of community champion contracts and redesign into an outreach model	(50)	(50)		
Social Care and Public Health	Social Care and Public Health -12	Adult Weight Management- Targeted Operating Model working to improve the leisure offer for residents and linking with the Council's food strategy	(40)	(40)		
Children's Services						
Children's Services	Children's Services-1	A single commissioning process to ensure families receive the right service at the right time; to intervene early and prevent escalation. Targeting efficiencies from April 2023 at £0.7m. Subject to consultation process. This is in addition to £2.3m from Early Help and Prevention delivered to 2021/22.	(700)	(700)		
The Environment						
The Environment	The Environmen-2	Sustained reductions in waste disposal tonnages, for both general waste and recycling. Waste disposal tonnages can be volatile, so there is some risk attached to this proposal	(150)	(150)		

Department	MTFS Reference	Description	2023-24 Target Savings (£000's)	2023-24 Forecast Delivery (£000's)	RAG Rating	Comments
The Environment	The Environmen-3	Bold increases in fees and charges (10-20%) that do not affect residents. The department has a fees and charges income target of £11m, with some existing pressure against it due to the cost-of-living crisis and reversal of one-off growth from 2022/23.	(133)	(133)		
The Economy						
The Economy	The Economy-1	Staffing costs are largely funded from Section 106 and this adjustment follows a review of the staffing budgets charged to the General Fund.	(14)	(14)		
Corporate						
Corporate	Corporate-1	Realign services to provide greater efficiencies and support for member responsibilities	(20)	0		Staffing re-organisation no longer going to take place. Saving will not be delivered.
The Environment	The Environment -1	Continuation of the Resident Experience and Access Programme, driving further improvements in Council Tax, Housing Benefits, Accessible Transport and Contact Centre.	(237)	(164)		Moved from Environment. £75k against Accessible Transport and £89k from the Revenues team have been achieved. £42k against printing and postage is unachieved along with £31k staff savings across Benefits and Customer Services due to additional demands on the service meaning the FTE reductions have not been able to take place yet.
Overall Total			(2,924)	(2,831)		

APPENDIX 11 – MTF S SAVINGS – UPDATE AT MONTH 9 (December 2023)

EMPLOYEE MANAGEMENT SAVING 2023/24

Department	Target (£000s)	Forecast delivery (£000s)	Variance (£000's)	Commentary
Social Care	317	317	0	Funded in 23/24 only from the Market Sustainability and Improvement Workforce grant.
Childrens	613	613	0	£0.383m of savings are one off. These result from in year mitigation actions including vacancies held.
The Environment	449	449	0	The delivery of the savings include other prior year employee savings.
Parking	201	201	0	
The Economy	340	340	0	
Finance	153	153	0	Fully delivered in 2023/24 due to vacancies across all teams, particularly Business Intelligence and Procurement. Would expect natural turnover to allow the savings to be delivered again in 2024/25
Corporate Services	427	427	0	Fully delivered in 2023/24 due to vacancies across most teams. Overall staffing overspends due to previous undelivered savings in Resident Services from REAP and a previous vacancy factor savings in Environment.
Total	2,500	2,500	0	

Report to: Cabinet

Date: 15/04/2024

Subject: Procurement strategy for the Housing Cleaning Services contract

Report of: Councillor Frances Umeh, Cabinet Member for Housing and Homelessness

Report author: Aylene Henry, Head of Estate Services,
Richard Shwe, Director of Housing

Responsible Director: Jon Pickstone, Strategic Director for the Economy

SUMMARY

The Housing Cleaning Service maintains clean, tidy, and safe surroundings for residents in council housing stock across the borough through cleaning and inspection regimes to internal communal and shared external residential areas.

The existing service, which has been delivered by Pinnacle since June 2013, is due to end on 11 May 2025 following a compliant contract extension.

This Procurement Strategy sets out the procurement options reviewed for the caretaking service following the ending of the current contract and outlines the requirement for updates to the existing service specification. These are in response to new legislation such as the recent Social Housing Act as well as resident and officer expectations.

Through the Cabinet Member we are requesting Cabinet is asked to accept the recommendation that the service is re-procured via a Competitive Procedure with Negotiation, for a period of 5 years with up to 2 years extension, for the reasons outlined in this report.

RECOMMENDATIONS

1. To note that Appendix 1 is not for publication on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).
 2. To approve the re-procurement of the Housing Caretaking service, via a competitive procedure with negotiation, to start on 12 May 2025, for a period of 5 years with the option of up to 2 years extension, for an anticipated total cost of up to £35,000,000.
-

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Building shared prosperity	Social value requirements will be weighted at 20% value of the total tender, which will incentivise strong, and high value, commitments from bidders. This is likely to mean bidders focusing on local recruitment opportunities and spend through local supply chains that support the building of shared prosperity in the borough. As a large workforce there are likely to be a number of ongoing recruitment opportunities.
Creating a compassionate council	A high-quality cleaning service ensures that blocks and estates remain clean and tidy and helps to maintain a pleasant surrounding environment for residents. Providing a responsive service which flexibly meets the needs of residents (for example an enhanced service within Sheltered Housing) demonstrates a compassionate approach.
Doing things with local residents, not to them	Comprehensive resident consultation on the service has been carried out. An initial general consultation took place in Summer 2022 and more recently (Nov 23) the Tenant Satisfaction measures sent to all tenants included questions on the service. In addition, work with the Repairs and Estates Services working group, and Housing Reps forum has provided further detailed feedback. This feedback has shaped the scope and specification for the tender – to ensure that the service delivered is in line with resident expectations.
Being ruthlessly financially efficient	A competitive procurement process with negotiation should drive a strong value for money outcome, with the opportunity for initial bids submitted to be stress tested. Letting a 5-year contract will encourage competitive costs, due to the stability of a relatively long-term contract. In addition, it will be made clear from the outset that the successful bidder will need to be able to deliver clear and transparent breakdown of costs to enable appropriate service charge setting for residents, enabling the council to appropriately recoup the cost of the service through the service charge, maintaining cost neutrality of the service.
Taking pride in H&F	Delivering a high-quality cleaning service across housing stock keeps council residential communal and shared spaces clean, safe, and tidy and demonstrates the pride taken in the surroundings for residents.

Rising to the challenge of the climate and ecological emergency	The specification will outline the requirement for a sustainable and climate friendly service delivery, particularly in terms of chemical usage, and the requirement to deliver a green fleet, with bidders expected to outline how they will support the council reaching its target of net zero by 2030.
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Financial Impact

This report is not intended to approve budgets but is seeking approval of the procurement strategy. A further report will be required to approve the appointment of a contractor, and this will set out all the financial implications on the Housing Revenue Account (HRA) Budget 2024/25 and 10-year HRA Business Plan.

It should be noted that caretaking and cleaning expenditure is a recoverable cost through service charges to residents, and the full implications of this will be reported in the contract award report.

Completed by: Danny Rochford, Head of Finance, (HRA & Economy), 3 April 2024

Verified by: Sukvinder Kalsi, Strategic Director of Finance, 3 April 2024

Legal Implications

Cleaning and caretaking services are a statutory requirement for the Council. It is obliged to undertake these services as part of its functions as a landlord under the Landlord and Tenant Act 1985 and as a housing authority under the Housing Act 1985.

The likely value of the contract means that the Public Contracts Regulations 2015 (PCR) will apply to this procurement. These require the contract to be subject to a process of advertising and competition as set out in the regulations. The proposed method of procurement, the competitive procedure with negotiation, is compliant with the PCR. It will allow the proposals put forward by the bidders to be subject to a process of refinement and negotiation following submission of their initial tenders. Bidders will be required to focus on the principles underlying the procurement set out in paragraph 15 below.

It is likely that the Transfer of Undertakings (Protection of Employment) Regulations 2006 will apply so that the employees currently undertaking the services will be transferred to the new contractor.

Consultation will need to take place with leaseholders under the Landlord and Tenant Act 1985 s20 and the Service Charges (Consultation Requirements) (England) Regulations 2003.

This is a high value contract for the purposes of the Council's Contract Standing Orders. The use of the competitive procedure with negotiation is a compliant method of procurement under the CSOs. CSO 18 will therefore be complied with under this procurement strategy.

This is a key decision under the Council's constitution. It will therefore need to be included in the key decision list on the Council's website.

John Sharland, Senior solicitor (Contracts and procurement), 4 April 2024

Background Papers Used in Preparing This Report

Procurement Strategy for the Housing Caretaking Service - PUBLISHED

DETAILED ANALYSIS

Background

1. The cleaning service is delivered across the council housing stock in the borough, including low, medium and high-rise blocks, gap sites and sheltered housing as well as some communal grounds e.g. play areas and car parks. It delivers a service to over 250 sites in the borough and around 13,500 properties are in receipt of some form of cleaning service.
2. The fundamental purpose of the service is to maintain clean, tidy, and safe surroundings for residents, both in internal communal, and shared external areas.
3. This includes wide-ranging activities such as:
 - Regular general cleaning of communal areas
 - Planned more specialist cleaning e.g. floor care, bin rooms
 - Litter picking
 - Removal of graffiti
 - Lift safety checks
 - Opening of playgrounds
 - Supporting fire safety initiatives, for example removal of items from communal areas.
4. The service impacts most of our residents and is one of the key regular areas of service delivery they receive from the council.
5. The current contract commenced on 30 June 2013 for an initial contract period of ten years, with an option to extend for up to another five years.
6. The contract was initially extended until 30 March 2024 and is currently in the process of being extended to 11 May 2025 to enable time for a comprehensive re-procurement and mobilisation period.

Initial re-procurement exercise

7. Cabinet initially approved a re-procurement of the Housing Cleaning service at the meeting of 5 December 2022. That procurement strategy outlined an appraisal of options to re-procure or bring the service inhouse with the recommended re-procurement option being approved. This paper therefore does not revisit the option of in-housing the service.
8. An initial re-procurement exercise was subsequently launched in August 2023, but was closed in September 2023, following a service review, in consultation with the Cabinet Member for Housing and Homelessness. This was closed following the Selection Questionnaire stage with guidance from the corporate procurement team.
9. Residents were advised of the procurement closure and reasoning via the Housing Director's Briefing at Housing Reps Forum and at the Housing and Estates Working Group in October 2023.
10. The closure of this procurement exercise was due to a number of changes in the service landscape, which had arisen since the initial design of the service specification. These changes meant it was no longer an example of best practice and did not adequately reflect the ongoing needs of the service and residents. In particular:

Realignment of Estate Services to improve maintenance of estate assets: The council is focused on joining-up work across estate services to better maintain estate assets through improved oversight, planning and task and resource allocation. This service needs to reflect this and be part of this change, for example through the new inclusion of community halls within the specification and an increased focus on partnership working with other related services and teams.

New legislative requirements: The new Social Housing (Regulation) Act 2023 places new responsibilities and expectations on landlords in the fulfilment of their duties to residents. As a core service to residents, it is important that the cleaning service specification and contract is updated to reflect the new requirements and principles of the Act, and in particular aligns with the proposed new consumer standards which will likely be implemented from April 2024:

- Safety and quality
- Transparency, Influence and Accountability
- Neighbourhood and Community
- Tenancy Standard.

The Social Housing Act requires that a new Tenant Satisfaction Measure survey is undertaken annually. This includes a measure on communal area cleanliness. Feedback from the survey undertaken from February to March 2024 will be used to update specification and address resident expectations.

New procurement exercise

11. The recommendation is that a new procurement exercise is conducted in line with this procurement strategy, to an updated specification (as per details below).
12. This is deemed to be the most cost-effective method of delivery for this service, whilst ensuring high quality through a rigorous competitive procedure, strong contract terms and ongoing contract management.

Updating the service specification

13. With the initial procurement closed and contract extended, there is the opportunity to further develop the service specification to ensure it reflects the requirements of the council and residents. Focus is on revising the specification to take the following into account:
 - Social Housing Act requirements
 - Proposed new consumer standards for social housing
 - Realignment of estate services
 - Resident feedback from Tenant Satisfaction Measures and other resident forums
14. These efforts will provide a more comprehensive draft specification and lead to a contract award that will better contribute to the maintenance and upkeep of communal areas.
15. It will ensure the service better meets expectations and new legislative requirements, as well as working more effectively in conjunction with wider council services including environment, housing management and community safety teams.
16. The focus of the updated specification will be ensuring that estates and housing states demonstrably feel looked after, cared for and valued, and that it reflects a more rigorous a joined-up approach to the ongoing maintenance and upkeep of estate assets.
17. The principles that will underpin this, which reflect the new consumer standard approach, and run through the updated specification, include:
 - **The right tasks, in the right places at the right times:** Cleaning tasks and schedules have been updated with a wider range of tasks included e.g., cleaning estate signage, external window washing (low level) and an enhanced sheltered service and increased frequency of specific tasks. There will be a greater focus on the ability to flexibly deploy resources in response to need and an ongoing regular review process to inform change to schedules.
 - **Innovation, new methods of delivery and effective use of emerging technologies to support outcomes:** A greater focus is placed on encouraging providers to be innovative in their delivery model, considering how, when and where resources are deployed. The expectation is that providers will outline how they can use emerging technology to plan, deliver, target and report on the

service more effectively moving forward – leading to better outcomes and efficiencies in delivery.

- **A culture of ownership** which encourages and empowers individuals to deal with any cleaning or related issue they encounter throughout the day whether it is part of their expected daily routine or not. This might be dealing with the issue there and then, scheduling it for a return visit or reporting it to the relevant team. This means all cleaning staff having access to the right equipment, for example up to date, effective cleaning kit. It is a requirement in the specification that all people working on the contract have a smart device (phone/tablet etc) with which they can log, report and update on work and other estate-related issues (e.g. reporting repairs) on the go. Based on our knowledge of the wider estate services market, this is currently an adopted working practice. Therefore, it is realistic to ask the winning contractor to adopt this approach regarding their caretakers.
- **An Estate-wide approach:** The cleaning service is one of a number of services that are delivered across our communal sites alongside teams including grounds maintenance, repairs and community safety. Joining up these services is key to ensuring high outcomes for our housing communities and neighbourhoods. The specification includes new requirements for effective joint-working including identified easy communication channels and points of contact and data sharing where relevant to support cross-channel interventions.
- **A partnership with residents** – Recognising this as a key component of the proposed 'Transparency, Influence and Accountability Standard' the specification outlines the expectation of high levels of resident engagement and interaction. This includes active and meaningful participation in more formal and regular resident representative groups, but beyond this more practical day-to-day working with residents e.g. small task and finish/working groups to resolve specific issues, leading related community events proposed by residents (e.g. community litter picks) and up to date information in accessible locations on completed and upcoming work.

There will be numerous ways in which residents are enabled and encouraged to feedback on, report any issues with, and help shape, the service including through:

- Standard resident engagement channels including Tenants and Residents Association meetings, Housing Reps Forum and Sheltered Housing Forum (which the Contractor will be expected to attend)
- Dedicated contact points via e-mail, phone and Housing Officers
- Specific and ad-hoc joint working groups between residents and the Contractor
- A widely publicised complaints and feedback process
 - Annual Tenant satisfaction measures and interim targeted resident feedback gathering

An Estate-wide approach: The cleaning service is one of a number of services that are delivered across our communal sites alongside teams including grounds maintenance, repairs and community safety. Joining up these services is key to ensuring high outcomes for our housing communities and neighbourhoods. The specification includes new requirements for effective joint-working including identified easy communication channels and points of contact and data sharing where relevant to support cross-channel interventions.

Reasons for Decision

18. A cleaning service solution is required to be in place following the end of the current contract in May 2025. A competitive tender with negotiation is deemed to be the most appropriate procurement route to appointing a contractor to deliver this service.

Contract Specifications Summary

19. The contract will be to deliver cleaning and associated tasks across housing land to ensure clean and safe shared areas for our residents.
20. The contract will run for five years with the option of up to two years extension. This is deemed to be long enough to provide stability and embed a high performing service, whilst enabling a thorough service review in, at maximum, seven years' time to reflect any changes to the service landscape.
21. The contract is structured on the council's high value contract template.

Procurement Route Analysis of Options

22. There are a number of options as to how the procurement exercise for this service could be conducted. As the value of the service is above threshold it will need to be carried out in line with the procurement regulations. The options considered are:

Option 1: Open tender

23. An open tender would enable a wide range of bidders to submit a full tender.
24. However, given the size of the contract, this is likely to be a substantial tender with large amounts of information and method statements required. An open tender may deliver too many bids without a rigorous initial quality screening, and council resources will not be used efficiently in evaluating numerous large bids.
25. It also does not provide any opportunity to negotiate on the bids to produce innovative solutions to ensure best value and make sure the service offer best reflects the requirements.

Option 2: Restricted tender

26. A restricted tender would enable an initial quality screening through a selection questionnaire and then a set number of tenders invited from the highest performing bidders.
27. This would ensure effort is focused on the highest performing bidders and enable a thorough full tender exercise. However, as above there would be no opportunity to scrutinise the tenders with the ability to negotiate on certain points to foster innovative solutions to ensure best value.

Option 3: Competitive tender with negotiation (recommended)

28. This is an extended version of the restricted procedure outlined above with the additional benefit of a negotiation stage. This means the council will be able to scrutinise the initial tenders submitted and hold negotiation sessions with the bidders prior to the submission of final tenders.
29. This is the recommended option to ensure that the final bids submitted best reflect the requirements of the service and deliver innovative solutions to ensure best value, given the fact this is a large, high value and strategically important contract, and needs to effectively reflect resident expectations and legislative requirements.
30. The negotiation process will enable exploration of more innovative operational delivery models and material and equipment solutions to deliver best and added value and ensure sustainability of service.

Market Analysis, Local Economy, and Social Value

31. This is a well-developed market with a number of large providers who deliver similar service provision for other local authorities or housing associations.
32. A market engagement exercise carried out in January 2024 has helped to sense check the specification and costings, as well as generate interest amongst providers and prepare them for the tender launch. Feedback will be used to make any required further changes to the specification.
33. As a large service it is likely that only large providers will be able to deliver on the requirements of the workforce and service delivery.
34. The initial procurement exercise had 5 bidders complete the Selection Questionnaire stage, and we anticipate interest would be similar on this occasion.
35. The procurement exercise will include social value within the evaluation criteria with bidders expected to outline their quantitative commitments and explain how they will meet these.
36. The service will aim to generate maximum social value returns from the bid. Accorded 20% of the evaluation weighting this will incentivise bidders to deliver high levels of social value commitment, alongside the nature of the contract, which is high value and relatively long-term, supporting the ability to effectively deliver social value.

Risk Assessment and Proposed Mitigations

37. The key risks of the proposed procurement approach are as follows:

Risk	Mitigation
Timescales for procurement are tight and do not leave room for delays	Strong project management approach with a dedicated operational board to oversee the project at all stages. Alerting relevant teams and individuals in advance of upcoming deadlines to be met.
Bidder concern about the procurement being closed again prior to completion and award	Effective market engagement prior to tender launch to explain the reasoning around the relaunched procurement exercise and provide assurance on the project.
Negotiation phases do not deliver genuine innovation in bids	Four-month period dedicated to negotiation to enable time for this to be effective and issues to be adequately addressed and drilled in to with bidders.
Bids returned are substantially over cost estimates given recent economic instability	An early market engagement event will sense check broad costing assumptions.
Bids delivered do not meet service or resident expectations	A clear service specification which is unequivocal in its requirements and effective use of the negotiation stage to clarify points of requirement. Residents have informed the specification and approved KPIs through the Housing and Estates Working group. Residents representatives will feed into the evaluation of the resident engagement element of the tender.
Low numbers of bids	The tender is an attractive one as a large, long-term service. Sufficient interest in the initial procurement would suggest that this contract is of interest to providers and there will be a suitable number of bids received.

Timetable

38. The below is an anticipated timetable for the tender process:

Key Decision Entry (Strategy)	14 December 2023
Contracts Assurance Board (Strategy)	20 December 2023
Market Engagement	January 2024
Cabinet Sign off (Strategy)	15 April 2024
Find a Tender Service Notice	22 April 2024
SQ closing date for submissions	23 May 2024
SQ Evaluation	26 May–11 June 2024
Issue SQ outcomes	16 June 2024
Standstill period	17 June – 28 June 2024
Initial tender stage	01 July– 11 July 2024
Initial tender evaluation	14 July–29 July 2024
Negotiations	31 July –31 October 2024

Final tender stage	01 November–11 November 2024
Evaluation of Tenders	14 November – 29 November 2024
Key Decision Entry (Award)	3 December 2024
CAB (Award)	4 December 2024
SLT/Cabinet Member (Award)	20 Dec 2024
Find a Tender Service Contract Award Notice	6 Jan 2025
Standstill period	7 Jan – 16 Jan 2025
Contract engrossment	Jan 2025
Contract mobilisation and implementation	17 January – 11 May 2025
Contract Commencement date	12 May 2025

Selection and Award Criteria

39. The intention is to deliver a competitive procedure with negotiation which will incorporate the following stages:

1. Selection Questionnaire to test minimum standards of bidders.
2. Invitation to Submit Initial Tender – to assess cost and quality.
3. Negotiation stage – to focus on specific areas of bids and work with bidders to improve offers and identify areas to innovate in terms of service delivery.
4. Invitation to Submit Final Tender – final assessment of cost and quality.

40. At each stage there will be limits to the number of bids invited through to the next stage as outlined below:

Selection Questionnaire	Unlimited
Invitation to Submit Initial Tender	Up to 5 bidders invited to this stage
Negotiation Stage	Up to 3 bidders invited to this stage
Invitation to Submit Final Tender	Up to 3 bidders invited to this stage

41. The Selection Questionnaire will predominantly be pass/fail with some additional technical ability questions which will be scored. Bidders will be ranked and up to 5 bidders (dependent on numbers of bids submitted) will be invited to submit an Initial Tender.

42. The tender exercise will be evaluated on a 60% quality, 40% price basis, to ensure high quality offerings. Bidders will be ranked and up to 3 bidders will be invited to the negotiation and final tender stage.

43. Social value will be evaluated at 20% of the overall bid as per the council strategy. This will be split between the quality (10%) and commercial (10%) evaluations.

44. The quality evaluation criteria will be as follows:

Staffing and resources	20%
Mobilisation and exit strategies	8%
Vehicles, plant and equipment	9%
Service delivery specifics	20%
Understanding the council's vision	15%
IT and Systems	3%
Performance Management	8%
Social Value	17%

Contract Management

45. There will be a strong contract management mechanism in place with the contract managed by the Head of Estates Services, with escalation to the Assistant Director of Place Services and Director of Housing as required.
46. A dedicated Operational Board has been created to oversee the procurement project at all stages, which includes senior management in Procurement, Finance and Legal services. The board reviews all procurement documentation including the specification, tender questions, KPI's and monitoring arrangements to be included in the procurement of new contract.
47. The Estates Services Team in addition has a dedicated Quality and Performance Manager and Client Officers to support with the performance management of the contract through regular quality inspections, spot checks and review of contractor provided information and resident feedback which will allow housing and street environmental services to align together. Housing will discuss further with colleagues in the Environment Department.
48. The key performance indicators have been reviewed and revised for the updated specification and include the following:

KPI	Yr 1 Target	Yr 3 Target	Performance failure points
Quality inspections rated as a pass	92%	95%	1 point for every 2% below threshold
Resident satisfaction*	80%	92%	1 point for every 1% below threshold
Complaints received in proportion to sites cleaned	<5%	<3%	1 point for every complaint received over the threshold for that month
Flytips removed/reported within 1 day	95%	95%	1 point for every 5% below threshold
Graffiti removal to time	95%	95%	1 point for every 5% below threshold
Chutes cleared within 1 working day	95%	95%	1 point for every 5% below threshold
Incident and Accident reporting	100%	100%	1 point for every 5% below threshold
Sickness and vacancy tracker	100%	100%	1 point for every day late

provision			the tracker is provided
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*Based on the annual Tenant Satisfaction Measures

49. The targets set for the KPI's are designed to be stretching for the Contractor, and represent a high standard of overall service performance, whilst remaining realistic and ensuring the commercial viability of the Contract.
50. All compliance related targets are set to 100%.
51. Resident satisfaction is a key factor in performance management. This is reflected in the fact that customer satisfaction is an incentivised KPI in this contract and the Service Provider should be aware of this when preparing their tenders. Each KPI has associated performance penalty points linked to a financial penalty for failure to meet expected targets. 1 Performance failure point equates to a £250 penalty. Penalties will be documented monthly and recouped annually from the Contractor.
52. These will be monitored through formal monthly contract management sessions which will include input from the procurement team. The Contract Management Team will be responsible for completing the quality standard inspections. In the new contract we will increase this frequency from 6-weekly to monthly and we will continue to use a housing software system which notifies us when a client officer has not complied with their 4-weekly inspection. This oversight will enable us to respond accordingly. The inspection technology also allows the client officer to send failures over to the contractor instantly for resolution.
53. Under the new procurement regulations due to be implemented in October 2024 this contract will require 3 KPIs to be published publicly on an annual basis. The current consideration is that these KPIs will be Quality inspections passed, resident satisfaction and complaints received – however this is subject to final agreement following an early market engagement exercise with suppliers.
54. Complaints and concerns raised by service receivers will be responded to as per H&F's complaints process. The specification will require the winning contractor to comply with this process to satisfactorily respond and resolve customer concerns. The Estates management team through contractor meetings will identify areas of concern and develop action plans in conjunction with residents to raise resident satisfaction and be in line with consumer standards expectations.
55. Social value commitments made within the tenders will form part of the final contract and the provider will be contractually obliged to deliver against these.
56. Annual uplifts will be included within the tender at either CPI or 3%, whichever is the lowest.

Equality Implications

57. There are no negative equality implications noted from completing the impact assessment. Having an effective cleaning service should ensure that communal areas remain clean, safe, and free from potential hazards, which could disproportionately affect residents who have reduced mobility/stability and are at a greater risk from falls.

Risk Management Implications

58. There are no additional risks in addition to those covered above.

Jules Binney, Risk and Assurance Manager, 3 April 2024.

Climate and Ecological Emergency Implications

59. An updated service specification for this contract will have an increased focus on sustainability. This will include a requirement to have an electric fleet in place of petrol/diesel vehicles within the first two years and to reduce vehicle usage where possible (e.g. through geographic patches, greater sharing of vehicles etc), and electric/battery powered equipment where applicable.

60. Bidders will also be assessed on their general approach to sustainability, in terms of sourcing materials and equipment and how the lifespan of these are maximised through regular care and maintenance to ensure minimal replacement.

61. Use of cleaning products/chemicals will be required to be as environmentally friendly as possible whilst still being appropriate for the services required.

62. Whilst social value commitments will not be prescribed within the tender it is likely that some commitments will relate to supporting climate friendly initiatives and projects across estates.

63. The West London Low Carbon Charter will be included within the contract documents for adherence to, and relevant net zero strategies by the contractor will be shared with the council.

Completed by Emma Lucas, Commissioning Lead 23 November 2023.

Verified by Jim Cunningham, Climate Policy & Strategy Lead, 4 April 2024.

Local Economy and Social Value Implications

64. It is a requirement that all contracts let by the council with a value above £100,000 propose and commit to social value contributions that are additional to the core services required under the contract. These contributions must amount to at least 10% in value of the price of the contract proposed.

65. Paragraph 36 specifies that this will be a competitive tender, the social value proposal will account for 20% of the overall score for each bidder but doesn't require a minimum 10% quantity of social value.

Verified by Paul Clarke, Social Value Officer, 3 April 2024

An Improved Consultation Engagement Programme with Residents

66. Resident consultation has taken place to inform the specification development, understanding residents' experiences of the current service and their expectations of the service moving forward. Housing will now undertake an additional resident engagement to address residents' concerns on the current cleaning contract.

67. An initial consultation specifically on the caretaking service was carried out in Summer 2022. This was sent to all residents and the council received responses from 1,030 residents. Housing will review this consultation and will discuss further with residents to ensure the new specification is in line with residents' expectations.

68. In addition, the Housing and Estates Working group and Housing Reps Forum have been regularly consulted over the last 18 months on the design of the service and the specific development of the tender, including:

- a. Approval of KPIs included within the tender
- b. Setting the resident engagement question within the tender (which will additionally be evaluated by resident representatives)

69. Examples of where the specification has been updated specifically in response to resident feedback includes:

- Increasing frequency of scheduled cleans in specific areas.
- Expectations to cover absence within a shorter timeframe than presently.
- An enhanced service for sheltered housing

LIST OF APPENDICES

Exempt Appendix 1: Further financial and commercial information.

Agenda Item 7



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 Authority hereby gives notice of Key Decisions which the Cabinet, Cabinet Members or Chief Officers intend to consider. The list may change from the date of publication as further items may be entered.

NOTICE OF THE INTENTION TO CONDUCT BUSINESS IN PRIVATE

The Authority also hereby gives notice in accordance with paragraph 5 of the above Regulations that it may meet in private to consider Key Decisions going to a Cabinet meeting which may contain confidential or exempt information.

Reports relating to Cabinet key decisions which may be considered in private are indicated in the list of Cabinet 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 Cabinet decision should instead be made in the public at the Cabinet meeting. If you want to make such representations, please e-mail Katia Neale on katia.neale@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 THE AUTHORITY FROM APRIL UNTIL JULY 2024

The following is a list of Key Decisions which the Authority proposes to take from April 2024. The list may change over the next few weeks.

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 £300,000) 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 affecting the budget and policy framework set by the Council.

The Key Decisions List will be updated and published on the Council's website at least on a monthly basis.

NB: Key Decisions will generally be taken by the Executive at the Cabinet, by a Cabinet Member or by a Chief Officer.

*If you have any queries on this Key Decisions List, please contact
Katia Neale on 07776 672 956 or by e-mail to katia.neale@lbhf.gov.uk*

Access to Key Decision reports and other relevant documents

Key Decision reports and documents relevant to matters to be considered at the Authority by Cabinet only, will be available on the Council's website (www.lbhf.org.uk) a minimum of 5 working days before the Cabinet 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 Key Decisions will be subject to a 3-day call-in before they can be implemented, 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 related to Cabinet Key Decisions only. 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

Leader	Councillor Stephen Cowan
Deputy Leader	Councillor Ben Coleman
Cabinet Member for Children and Education	Councillor Alexandra Sanderson
Cabinet Member for Civic Renewal	Councillor Bora Kwon
Cabinet Member for Climate Change and Ecology	Councillor Wesley Harcourt
Cabinet Member for Economy	Councillor Andrew Jones
Cabinet Member for Finance and Reform	Councillor Rowan Ree
Cabinet Member for Housing and Homelessness	Councillor Frances Umeh
Cabinet Member for Public Realm	Councillor Sharon Holder
Cabinet Member for Social Inclusion and Community Safety	Councillor Rebecca Harvey

Key Decisions List No. 135 (published 4 April 2024)

KEY DECISIONS LIST – FROM APRIL 2024

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	Earliest date the decision will be made 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 publication
CABINET MEMBER AND OFFICER DECISIONS				
Finance				
Cabinet Member for Social Inclusion and Community Safety, Cabinet Member for the Economy	April 2024	<p>Construction Code of Practice</p> <p>The Council's Noise and Nuisance team would like to publish a Code of Practice for Construction Work. By publishing an approved Code of Construction Practice the council will set out clear requirements for how construction works should be carried out. This will help to ensure that all impacts from those works e.g. noise or dust complaints, are minimised.</p>	Cabinet Member for the Economy, Cabinet Member for Social Inclusion and Community Safety	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet Member for Children and Education	April 2024	<p>Short Term Lease for the School House at Hurlingham Academy</p> <p>The report requests approval for consent for Hurlingham Academy to enter into a short term lease of the School House (caretakers lodge).</p>	Cabinet Member for Children and Education	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the</p>
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Palace & Hurlingham	

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)
				3-day call-in.
Cabinet Member for Children and Education	April 2024	Breakfast Support Provider to Address Food Poverty in Schools Deliver of expert advice and support to establish hunger focused breakfast provision in schools as well as food deliveries.	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	April 2024	Refurbished Town Hall - Level 06 Fit-Out The Council is seeking to tender for works to fit-out the new bar and restaurant area on Level 06 of the refurbished Town Hall. Works are likely to include, floor and wall finishes, lighting, kitchen and bar counter.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	
Cabinet Member for Children and Education	April 2024	GLA funding for Primary School Universal Free School Meals The Mayor for London announced £130 million of one-off funding to ensure all school children at	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at
	Reason: Expenditure/Income -		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 (other relevant documents may be submitted)
	Revenue between £500,000 and £5m and Capital between £1.5m and £5m	publicly funded primary schools in London can receive free school meals for the academic year beginning in September 2023. The funding allocation for Hammersmith & Fulham is funding for schools to implement the meal provision for children in Key Stage 2 who are not otherwise eligible for free school meals.	Contact officer: Marcus Robinson Marcus.RobinsonCHS@lbhf.gov.uk	least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	April 2024	Article 4 Direction Direction to remove permitted development rights for commercial premises to change use to residential in identified commercial areas within the borough.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet Member for Finance and Reform	April 2024	Smart Building and Environmental Technologies 2023 The council has ambitions to invest in technology to support climate and environmental targets within offices. Facilities are needed to monitor and manage energy and power usage and operate technically efficient buildings whilst providing powerful utilization data.	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		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 (other relevant documents may be submitted)
				the start of the 3-day call-in.
Strategic Director of Finance	April 2024	<p>Council Tax Single Person Discount Review</p> <p>In line with recommendations from DLUHC, the Council conducts a yearly review of the Single Persons Discount (SPD) which has been granted to residents previously under Section.11 Council Tax (Discount and Disregard) LGFA 1993. This review is to establish whether the resident is still eligible for the discount, which is a 25% reduction on the council tax charge.</p>	Cabinet Member for Finance and Reform	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
Cabinet Member for the Economy	April 2024	<p>Instruction to H&F Developments Ltd to grant a lease on civic campus Block B Restaurant</p> <p>The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus</p>	Cabinet Member for the Economy	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	April 2024	<p>Instruction to H&F Developments Ltd to grant cinema lease to successful operator</p> <p>The Council's nominee company, H&F Housing Developments Ltd,</p>	Cabinet Member for the Economy	<p>A detailed report for all decisions going to Cabinet will be available at least five</p>
	Reason: Expenditure/Income over £5m &		Ward(s): Hammersmith Broadway	

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)
	policies or new income, reserves use, overspend over £300K	acts upon the instruction of the council in matters relating to commercial leases at the Civic Campus. 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.	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	April 2024 Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m	Instruction to H&F Developments Ltd to grant a lease on civic campus Block C cafe The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Cabinet Member for the Economy Ward(s): Hammersmith Broadway Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	April 2024 Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital	Instruction to H&F Developments Ltd to grant lease on civic campus Block C retail unit The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic	Cabinet Member for the Economy Ward(s): Hammersmith Broadway Contact officer: Philippa Cartwright	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting.

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)
	up to 1.5m	campus	Philippa.Cartwright@lbhf.gov.uk	Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	April 2024	<p>Instruction to H&F Developments Ltd to grant lease on civic campus convenience store to successful operator</p> <p>The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.</p> <p>PART OPEN PART PRIVATE</p> <p>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 the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	April 2024	<p>Instruction to H&F Developments Ltd to grant lease on civic campus Block B 1st floor office</p> <p>The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	

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				Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	April 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 2nd floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	April 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 3rd floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	

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)
Strategic Director of the Economy Department	April 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 4th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			
Strategic Director of the Economy Department	April 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 5th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			
Strategic Director of the Economy Department	April 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 6th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income over £5m & policies or new income, reserves use,		Ward(s): Hammersmith Broadway	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			

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)
	overspend over £300K			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	April 2024	Instruction to H&F Developments Ltd to grant a lease on civic campus Block B 7th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
Cabinet Member for the Economy	April 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B ground floor office / reception The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	

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 Member for the Economy	April 2024	Instruction to H&F Developments Ltd to grant a lease on civic campus Affordable Start-up Unit 2 The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			
Cabinet Member for the Economy	April 2024	Instruction to H&F Developments Ltd to grant a lease on civic campus Affordable Start-up Unit 1 The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			
Cabinet Member for Public Realm	April 2024	Wood Lane / Depot Road Junction Improvement Scheme - S106 Highway Works This is a junction improvement scheme which involves a complete redesign of the junction, including new traffic signals, new access road into the Imperial College Campus Site, carriageway and footway repaving, greening and	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): College Park and Old Oak	
	Contact officer: Michael Masella michael.masell@lbhf.gov.uk			

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		incorporating the new C34 bi-directional cycle lane through the junction.		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Social Inclusion and Community Safety	April 2024	Decision to introduce a Public Spaces Protection Order (PSPO) relating to street harassment This report will outline the result of a public consultation into whether to introduce a Public Space Protection Order to prevent street harassment	Cabinet Member for Social Inclusion and Community Safety	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards Contact officer: Laura Seamons, Beth Morgan Tel: 07786965292, Tel: 020 8753 3102 laura.seamons@lbhf.gov.uk, beth.morgan@lbhf.gov.uk	
Strategic Director of the Economy Department	April 2024	Acquisition of freehold properties Acquisition of freehold properties under the Refugee Housing Programme / Local Authority Housing Fund Round 2.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk	

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 Member for the Economy	April 2024	Civic Campus Cinema Decision Cabinet Member for the Economy to make a decision on entering into an agreement for the cinema lease at the Civic Campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
Cabinet Member for Social Inclusion and Community Safety	April 2024	LET FPN fine increase Amendments to fixed penalty notice charges to be issued by Law Enforcement Team	Cabinet Member for Social Inclusion and Community Safety	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet Member for Public Realm	April 2024	Approval for a 10 year lease on 27 Bulwer street W12 8AR We are seeking approval for a 10 year lease in the north of the borough to house our parking on street enforcement team. the search for a suitable property has been on going for the last 18 months. This property is highly suitable for our operation and will	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital		Ward(s): Shepherds Bush Green	

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	between £1.5m and £5m	be funded from the existing parking budgets.		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	April 2024	Registration and Mortuary (Fees and Charges) To agree the introduction of new service charge categories and approve the proposed uplifted fees and charges from 1 April 2024.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	April 2024	Decision to acquire a property under the Refugee Housing Programme Decision to acquire leasehold properties in the borough.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	

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Strategic Director of the Economy Department	April 2024	Delivering affordable homes - acquisition of freehold properties	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m	Acquisition of freehold properties in the borough.	Ward(s): All Wards	
			Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk	
Deputy Leader	April 2024	LD Supported Accommodation at Emlyn Gardens	Deputy Leader	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m	To provide supported accommodation for up to 8 residents to live independently.	Ward(s): White City	
			Contact officer: Adie Smith Tel: 07554 222 716 adie.smith@lbhf.gov.uk	
Cabinet Member for Children and Education	April 2024	Maintained Nursery Funding – Academic Years 2024/25	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital	Early Years Funding for maintained nurseries to provide support to children who have additional needs.	Ward(s): All Wards	
			Contact officer: Alistair Ayres alistair.ayres@lbhf.gov.uk	

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	between £1.5m and £5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	April 2024	Suspensions Fees & Charges Uplift Uplift of Suspensions Fees & Charges to reflect current requirements.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet Member for Public Realm	April 2024	Traffic Orders Fees & Charges Uplift Uplift of Traffic Orders Fees & Charges to reflect current requirements.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
			Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@lbhf.gov.uk	

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Strategic Director of the Economy Department	April 2024	Purchasing affordable homes - acquisition of two properties This decision relates to the acquisition of two properties under the Refugee Housing Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): College Park and Old Oak; Fulham Reach	
Strategic Director of the Economy Department	April 2024	Hartopp & Lannoy Appropriation A report seeking approval to appropriate the land known as Hartopp & Lannoy Land for planning purposes to facilitate the redevelopment of the land and engage powers under Section 203 of the Housing and Planning Act 2016.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Munster	
Strategic Director of Independent Living	30 Apr 2024	Home care electronic monitoring and finance system (CM2000) CM2000 is an electronic monitoring and finance system for commissioned home care and independent living services. The system will enable accurate monitoring of visits and payment for services delivered.	Deputy Leader	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	

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				Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	Before 31 May 2024	Transport for London LIP Programme Spending Submission 24/25 This report seeks approval from the Cabinet Member of Public Realm to accept the grant of £1,158,000 from Transport for London and to create associated income, capital and revenue budgets. All projects identified in the report align with the Mayors Transport Strategy and work towards progressing Hammersmith and Fulham Council's local air quality, public health and transport priorities.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Cabinet Member for Housing and Homelessness	2 May 2024	Private Sector Housing Enforcement Policy The Policy aims to promote efficient and effective approaches to regulatory inspection and enforcement, which improve regulatory outcomes without imposing unnecessary burdens.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	

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Corporate				
Strategic Director of the Economy Department	April 2024	<p>White City Central - Variation to the appointments of Mae, Curtins, 24 Acoustics, Make:Good and Farrer Huxley to include RIBA 3A</p> <p>This report concerns the proposed development of the site known as White City Central area ("site").</p> <p>The report seeks the approval for the variation of existing contracts for stage RIBA 3A to assist in the procurement of the main contractor.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Strategic Director of the Economy Department	April 2024	<p>Contract for the supply and installation of air to water source heat pump system</p> <p>We are proposing to let and award a contract for the supply and installation of air to water source heat pump system (s) at 105 Greyhound Road, W6 8NL and the Public Mortuary at 200 Townmead Road, SW6 2RE.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): Sands End	
Cabinet Member for Housing and Homelessness	April 2024	<p>Contract Award Report - Consultancy Services Framework</p> <p>Contract award report in relation to the appointment of specialist external consultants to deliver professional services for the Economy Department covering:</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date
	Reason: Expenditure/Income over £5m & policies or		Ward(s): All Wards	

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	new income, reserves use, overspend over £300K	Multi-disciplinary services (such as Quantity Surveyors, Contract Administrators, Project Managers, Principal Designers including CDM Consultants/Advisors, Building Surveyors and Employers Agents including a combination of such services); Engineering Services (such as Mechanical & Electrical and Civil and Structural); Architectural Services; Clerk of Works Services; and Fire Consultancy Services. The Consultancy Services Framework Agreement comprises eight (8) lots and will run for a period of four (4) years.	Dominic.DSouza@lbhf.gov.uk	of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Leader of the Council	April 2024 Reason: Expenditure/ income over £5m & policies or new income, reserves use, overspend over £300K	Open Market Acquisition The authority to acquire residential properties to accelerate the delivery of genuinely affordable housing in the borough, to meet the urgent need for affordable housing.	Cabinet Member for the Economy Ward(s): All Wards Contact officer: Mo Goudah mo.goudah@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	April 2024 Reason:	Variations to Housing Repairs Contract Contract variation to existing housing repairs contract	Cabinet Member for Housing and Homelessness Ward(s): All Wards Contact officer: Emma Lucas Tel: 07827883247 Emma.Lucas@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member

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				Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of Finance	<p>April 2024</p> <hr/> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Land and property-based ICT system contract extension</p> <p>Approval of a 12 month contract extension with existing provider IDOX to enable the data migration and new system configuration to take place</p>	<p>Cabinet Member for Finance and Reform</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Davina Barton Davina.Barton@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	<p>April 2024</p> <hr/> <p>Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m</p>	<p>Parking Bailiff Enforcement Procurement Strategy</p> <p>This decision will be to sign off on the procurement strategy relating to the bailiff enforcement contract for outstanding Penalty Charge Notice (PCN) debt.</p>	<p>Cabinet Member for Public Realm</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Gary Hannaway, Bram Kainth Tel: 020 8753, Tel: 07917790900 gary.hannaway@lbhf.gov.uk, bram.kainth@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Cabinet Member for Children and Education	April 2024	Procurement Strategy for Community Schools Programme Refurbishment Works To refurbish Lena Gardens and Mund St. sites to serve as decant locations for schools in the Community Schools Programme	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Avonmore; Addison; Brook Green; Ravenscourt	
Strategic Director of the Economy Department	April 2024	Community Schools Programme – Variation to the appointment of Design Team (BPTW) Variation to existing contract for Design Team services (encompassing architectural design services) for the Community Schools Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): Avonmore; Ravenscourt	
Deputy Leader	April 2024	Direct Award of Contract for Minterne Gardens Extra Care Service The decision is to agree that the Contract with Housing 21 will start from February 2023 until 31st March 2027. The decision is to agree that the total value of the four-year	Deputy Leader	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital		Ward(s): White City; Wormholt	

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)
	between £1.5m and £5m	<p>Housing 21 Minterne Gardens contract is expected to be £3,919,566.</p> <p>The service is based on a core and flexi model which fits around resident's needs. This contract will provide a consistent and sustainable Extra Care Service for resident of the borough, which promotes independent living, enabling them to remain in their own home for as long as possible and reduces the need for more expensive residential care.</p>		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	April 2024	<p>Decarbonisation of non-domestic properties (phase 2) - WOS - contract award</p> <p>Decision relates to the award of a Works / Optimisation Service (WOS) contract for retrofitting and decarbonising H&F assets (incl. replacement of gas boilers with ASHPs).</p> <p>This decision follows the procurement strategy taken to Cabinet on 18th July 2022 and the Cabinet report (requesting approval for authority to award the contract to be delegated to relevant the SLT Director, in consultation with the Cabinet Member) on 6th March 2023.</p> <p>The WOS contract will be used for the installation of Energy Conservation Measures (ECMs) at H&F non-domestic properties. The delivery of decarbonisation and retrofit projects will support the Council to achieve its net-zero carbon target and reduce carbon emissions in H&F.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/ income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	

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Cabinet Member for Housing and Homelessness	April 2024	<p>Procurement Strategy/Contract Award approval to Cablesheer to support with housing voids and repairs</p> <p>We are looking for both procurement strategy and contract award approval to direct award a 3 year contract to Cablesheer. The contract will instruct work orders to Cablesheer to support our term-service patch contractors with housing voids and repairs.</p> <p>This direct award will be through a compliant Construction Framework (The national framework partnership). The contract value will be for a maximum value of £4,500,000 over a 36 month duration. The contract will apportion the spend equally at £1,500,000 per annum.</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director for the Environment	April 2024	<p>Alternative Ecological Mitigation at Wormwood Scrubs Contractors Procurement</p> <p>This report is seeking permission for the council to approach the market and procure contractors for the implementation of the Alternative Ecological Mitigation (AEM) Masterplan capital works and 10 Year Management and Maintenance Plan (MMP) for Wormwood Scrubs.</p>	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): College Park and Old Oak	
Cabinet Member for Housing and Homelessness	April 2024	<p>Approval to extend our roofing contract by 12 months.</p> <p>We seek approval to extend our existing contract with our roofing subcontractor. This contract</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at
	Reason: Expenditure/Income -		Ward(s): All Wards	

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	Revenue between £500,000 and £5m and Capital between £1.5m and £5m	<p>currently supports our DLO by carrying out roofing repairs and maintenance works, on behalf of H&F Maintenance, our Direct Labour Organisation ('the DLO'. The DLO has responsibility for carrying out repairs to communal areas for most of our council housing stock. Due to the specialist nature of roofing works the DLO requires a subcontractor to carry out roofing repairs and maintenance works on its behalf.</p> <p>We initially procured this provider under a JCT measured term contract from the 16th of May 2022 until the 15th of May 2024. The original contract award allowed for a 12 month extension of the contract until the 15th of May 2025.</p> <p>We are seeking approval to action this extension of the contract until the 15th of May 2025.</p>	Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Deputy Leader	<p>April 2024</p> <hr/> <p>Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m</p>	<p>Day Opportunities Direct Award Contract</p> <p>The purpose of this report is to approve a Direct Award to both Nubian Life and the Alzheimer's Society to the total value of £564,887. For both services, the contract ends on the 31st March 2023 and to ensure service continuity as well as planning a co-production project and tender in order that on the 1 June 2024 a revised service will be put in place.</p>	<p>Deputy Leader</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Laura Palfreeman Tel: 0208 753 1953 Laura.Palfreeman@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Director Children's Services	April 2024	Procurement Strategy for Temporary Classroom Unit at Woodlane High School Provision of 20 additional temporary spaces at Woodlane High Schools	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
Cabinet Member for Housing and Homelessness	April 2024	Direct Award via the Southeast Consortium Framework for a Windows installation/replacement contractor We are seeking approval to compliantly direct award a 3 year, £3,000,000 windows installation and replacement contract via the Southeast Consortium Framework. This contract will provide the council with the additional capacity required to support our increasing work order demand within the repairs service.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	April 2024	Procurement of a Marquee for the refurbished Hammersmith Town Hall The Council is seeking to procure a marquee for the outdoor area of the rooftop bar and restaurant on Level 06 of the refurbished Town Hall	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	

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				Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	April 2024	<p>Procurement and Installation of Audio Visual Equipment, Desk Booking and Smart Technology within the refurbished Town Hall</p> <p>The Council is seeking to tender for works to procure and install the following:</p> <ul style="list-style-type: none"> - Audio Visual equipment - Desk Booking technology - Smart technology 	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	April 2024	<p>Procure joinery works in relation to large Furniture and Fixtures at the refurbished Town Hall</p> <p>The Council is seeking to tender a joinery package for the provision of two large reception desks and a bar counter at the refurbished Town Hall</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	

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Cabinet Member for the Economy	April 2024	Fulham Library & Macbeth Centre Roof Replacement Roof Replacement works	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Fulham Reach	
Cabinet Member for Children and Education	April 2024	GLA funding for Primary School Universal Free School Meals The Mayor for London announced £130 million of one-off funding to ensure all school children at publicly funded primary schools in London can receive free school meals for the academic year beginning in September 2023. The funding allocation for Hammersmith & Fulham is funding for schools to implement the meal provision for children in Key Stage 2 who are not otherwise eligible for free school meals..	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	Before 24 Apr 2024	Procurement of a works contract for Commercial office block lobby fit-out (Civic Campus) The existing build contract is for shell and core only. Work is required to fit-out the lobby area.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	

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			v.uk	Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	<p>April 2024</p> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Procurement of furniture for Ground to floor 5 of the Civic Campus</p> <p>As part of the transition of the workforce to the Civic Campus, furniture is required in order to allow the workforce to continue to deliver the services it currently does.</p>	<p>Cabinet Member for the Economy</p> <p>Ward(s): Hammersmith Broadway</p> <p>Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	<p>April 2024</p> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Approval to award contract for 6th Floor Terrace Landscaping Works (Civic Campus)</p> <p>The refurbishment of the Civic Campus building is currently underway. A contract is required to procure for the work on the roof garden, which will be on the 6th floor terrace.</p>	<p>Cabinet Member for the Economy</p> <p>Ward(s): Hammersmith Broadway</p> <p>Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Strategic Director of the Economy Department	April 2024	Procurement Strategy for the Linford Christie Changing room Demolition of Linford Christie Changing room and shower block and the provision of design, purchase and installation of six purpose-built WC, changing room and shower facility porta cabins for Linford Christie	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): College Park and Old Oak	
Strategic Director of the Economy Department	April 2024	Contract award for provision of disrepair and void works Contract award for the provision of disrepair works	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
Strategic Director of the Economy Department	April 2024	Procurement Strategy for Garage Refurbishment Approval for the strategy to procure a contractor to deliver the Phase 3 programme of refurbishment works to garages on housing land.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital		Ward(s): All Wards	

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	up to 1.5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	April 2024	Four Sites - Appointment of Design Team Following the procurement process. This report will seek approval to appoint the design team for the four sites.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Sands End; Coningham; Walham Green	
Cabinet Member for the Economy	April 2024	Four Sites - Appointment of Control Team Following the procurement process. This report will seek approval to appoint the Control team for the four sites.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Coningham; Walham Green; Sands End	

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Cabinet Member for Children and Education	April 2024	Procurement Strategy for Voucher Payment Solution Procurement Strategy for the provision of closed loop supermarket vouchers	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Cabinet Member for the Economy	April 2024	The Public Mortuary - Replacement of Air Cooled Chiller and Boilers with Air Source Heat Pumps The works will include for the Replacement of the existing Air-Cooled Chiller, gas fired boilers and hot water heaters with Air Source Heat Pumps, upgraded Air Handling Units, controls and associated electrical works.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Sands End	
Cabinet Member for Finance and Reform	April 2024	CONTRACT EXTENSION FOR VARIABLE DATA PRINTING SERVICES The Council's four-year contract for variable data print services ended on 30 November 2021. This contract included printing and mailing communications for several Council services, including revenues and benefits, housing	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and		Ward(s): All Wards	

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	Capital between £1.5m and £5m	<p>and electoral services. These services continue to go through a programme of transformation, with a focus on improved digital delivery. A new two-year contract (with the option to extend for a further two years) was recommended to ensure short-term stability of service as this transformation is embedded and services focus on Covid recovery.</p> <p>The contract was awarded to the current supplier, (Financial Data Management Ltd) who had performed well throughout the contract and continues to actively support the council in the delivery of a wide range of business-critical services. As such, and to ensure ongoing service delivery, an extension of a further 2 years as per the terms of the contract awarded in Nov 2021, is considered to be the most efficient and economically advantageous solution. The extension of the contract will be on the same terms and conditions as the current contract, where costs are incurred based on actual service volumes. This provides for the opportunity to reduce printing and mailing costs as the Council expands its' programme of digitalisation across these service areas.</p>		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	<p>April 2024</p> <p>Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m</p>	<p>Procurement Strategy for Housing Lift Modernisation of Barton and Jepson House</p> <p>To maintain the lift service, it has been recommended that works to modernise the lift should be carried out. This will both improve the reliability of the lifts and reduce future running costs.</p>	<p>Ward(s): All Wards</p> <p>Contact officer: Akeem Durojaye akeem.durojaye@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer

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				Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	April 2024	Procurement strategy and award for Direct Labour Organisation (DLO) materials supplier A contract award to provide materials, tools and storage facilities for the general repairs and fire safety Direct Labour Organisations.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Cabinet Member for Public Realm	April 2024	Smart Transport - Traffic Data Procurement To procure Smart Transport to handle the Parking departments on-street data collection needs.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	

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Cabinet Member for the Economy	April 2024	<p>Strategy Report for Procurement of Energy - Flexible April 2025-2030</p> <p>This strategy report requests approval for a new Energy Procurement for Housing Communal Landlord Supply & Corporate Properties for the period 2025-2030, as our current contracts are due to end 31st March 2025.</p>	Cabinet Member for the Economy	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Strategic Director of the Economy Department	April 2024	<p>Procurement Strategy for a works contract for spandrel panel replacement and associated works on four high-rise blocks</p> <p>Approval of this procurement strategy is required to enable the continuation of a programme to replace insulated panels forming part of the external walls of buildings, either fixed to masonry or incorporated into window frames. The intent of such panels is to provide thermal insulation and aesthetics but in some cases, whilst units will have been compliant with Building Regulations at the time of installation, the fire safety of these panels cannot be guaranteed. In such cases the replacement with A1-rated units is the appropriate course of action.</p>	Cabinet Member for Housing and Homelessness	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Fulham Reach; Ravenscourt; Lillie; Sands End	

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Cabinet Member for Housing and Homelessness	April 2024	<p>Short-Term Contract Variation to Council Repairs Contract (LOT 3)</p> <p>This report is seeking approval to temporarily vary the Mears Central Repairs contract. This variation will involve allowing for additional temporary supervisory and administrative support as well as an enhancement on the current contract rates.</p> <p>The variation will involve cost changes totalling up to £680,000. This will be a temporary variation for a 17-week period.</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Cabinet Member for Housing and Homelessness	April 2024	<p>Contract Award Report: Procurement Strategy – Electrical Lateral Mains Upgrade Works (22 Blocks)</p> <p>A decision is required for the award of a contract to the identified winning bidder in relation to the Electrical Lateral Mains Upgrade Works (22 Blocks). The estimated budget for this contract is £3,000,000.</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Deputy Leader	March 2024	<p>Award of Hammersmith & Fulham Council's Community Sexual Health Service contract</p> <p>Contract award of a newly procured service: H&F's community sexual health service for 3 years commencing on 1st April 2024, (£366,000 per annum), with two possible 2-year</p>	Deputy Leader	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting.
	Reason: Expenditure/Income - Revenue between £500,000		Ward(s): All Wards	

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	and £5m and Capital between £1.5m and £5m	extensions. Maximum budget envelope of £2,562,000.	Craig.Holden@lbhf.gov.uk	Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director for the Environment	April 2024	Approval of Capital Spend for vehicles for waste, recycling, and street cleansing contract Approval for vehicle purchase to deliver waste services	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director, Chief Operating Officer, Corporate Services	April 2024	Extension of call off contract for the Portal, E forms & CRM system To approve the award to Granicus-Firmstep Limited of a two-year permitted extension to the existing call off contract. The total value of the contract to date is £850k. The estimated minimum value of this 2-year extension is £340k.	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	

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Cabinet Member for the Economy	April 2024	Procurement and award of consultancy contract Procurement and award of a contract under a call-off procedure from “Yorkshire Purchasing Organisation 001141 Managing Consultancy and Professional Services Framework” to Reed Specialist Recruitment trading as Consultancy+ for the provision of professional consultancy services in relation to leisure and recreational infrastructure.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards Contact officer: Mo Goudah, Matthew Rumble mo.goudah@lbhf.gov.uk, matt.rumble@lbhf.gov.uk	
Strategic Director of the Economy Department	April 2024	APPOINTMENT OF SUPPLIER FOR FLEET TO THE IN-HOUSE REPAIRS SERVICE Procurement strategy and contract award report for a compliant direct award of a 3 year contract for fleet provision to the in-house repairs team. The value of the contract is estimated to be up to £450,000.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	
Cabinet Member for Children and Education	April 2024	Minibus Travel Care and Support Services Award Award of contract for the provision of Minibus Travel Care and Support Services.	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Affects 2 or more wards		Ward(s): All Wards Contact officer: Joe Gunning Tel: 07769672031 Joe.Gunning@lbhf.gov.uk	

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				Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	<p>April 2024</p> <hr/> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Major Refurbishment of Derwent Court W6</p> <p>Award of contract to carry out major refurbishment works to 1-10 Derwent Court W6. Works include new roof covering, new windows and doors, external wall insulation, and general fabric repairs and redecoration.</p>	<p>Cabinet Member for Housing and Homelessness</p> <hr/> <p>Ward(s): Ravenscourt</p> <hr/> <p>Contact officer: Vince Conway Tel: 020 8753 1915 Vince.Conway@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	<p>April 2024</p> <hr/> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Parking Suspensions Award Report</p> <p>Award report for the procurement of a new Parking Suspensions system</p>	<p>Cabinet Member for Public Realm</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Cabinet Member for the Economy	April 2024	70-80 Lillie Road - Decision to Award Construction Contract The report recommends the award of contract to build the Lillie Road development project.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): West Kensington	
Cabinet Member for the Economy	April 2024	Farm Lane - Decision to Award Construction Contract The report recommends the award of contract to build the Farm Lane development project.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Lillie	

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CABINET - 15 April 2024				
Cabinet	15 Apr 2024	Decarbonisation of the Council's nondomestic portfolio - Approval of approach to contract award/s Cabinet is asked for 'in principle', approval to award Works / Optimisation Service (WOS) contracts for retrofitting and decarbonising HF Council properties with a total spend up to the value of £14m and to delegate approval for the awards to the Strategic Director of the Economy or the Strategic Director of Finance.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
Cabinet	15 Apr 2024	2023/24 Corporate Revenue Monitor - Month 9 (December 2023) To note the Council's financial forecast position	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet	15 Apr 2024	Procurement Strategy for Cleaning Services on Housing Land Competitive procurement exercise to appoint a contractor to carry out cleaning services in communal and shared areas on housing land.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date
	Reason: Expenditure/Income over £5m & policies or		Ward(s): All Wards	

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	new income, reserves use, overspend over £300K	<p>PART OPEN PART PRIVATE</p> <p>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>	Tel: 07827883247 Emma.Lucas@lbhf.gov.uk	of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

CABINET - 13 May 2024

Cabinet	13 May 2024	<p>Retrofit Strategy</p> <p>The Retrofit Strategy will provide H&F with a detailed understanding of the required approach to achieve net zero carbon emissions by 2030 on the HRA stock.</p> <p>PART OPEN PART PRIVATE</p> <p>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 Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet	13 May 2024	<p>Delivering Affordable Homes on Old Laundry Yard</p> <p>This report details the agreement to secure affordable homes on the site known as Old Laundry Yard.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five
	Reason: Expenditure/Income over £5m &		Ward(s): Shepherds Bush Green	

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	policies or new income, reserves use, overspend over £300K	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.	Contact officer: Matthew Rumble matt.rumble@lbhf.gov.uk	working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	13 May 2024 Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K	Procurement Strategy for Main Contractor Procurement strategy for partner contractor for the Avonmore development project 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 the Economy Ward(s): Avonmore Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	13 May 2024 Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital	Digital Advertising Hoardings Overview An update to cabinet on the status of the advertising portfolio PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the	Cabinet Member for Finance and Reform Ward(s): All Wards Contact officer: Joanna McCormick Tel: 0741207694 Joanna.Mccormick@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet

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	between £1.5m and £5m	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.		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	13 May 2024 Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K	LBHF Companies Report An update on LBHF companies. 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 Finance and Reform Ward(s): All Wards Contact officer: Joanna McCormick Tel: 0741207694 Joanna.Mccormick@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	13 May 2024 Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m	Civic Campus Commercial Leasing Strategy This report seeks approval of the commercial leasing strategy for entering into leases with proposed tenants of all of the refurbished and newly built commercial premises on the Civic Campus. 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)	Cabinet Member for the Economy Ward(s): All Wards Contact officer: Philippa Cartwright, Denise McEnery Philippa.Cartwright@lbhf.gov.uk, Denise.McEnery@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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		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 - 3 June 2024				
Cabinet	3 Jun 2024	Hate Crime Strategy 2024-2028 This report will present a new Hate Crime Strategy for Hammersmith and Fulham	Cabinet Member for Social Inclusion and Community Safety	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet	3 Jun 2024	Digital Inclusion Strategy This report presents a new Digital Inclusion Strategy for the borough, which has been co-produced with council directorates and residents. Residents and voluntary and community sector (VCS) partners have been actively engaged and shaped the strategy through the Digital Accessibility Group.	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Budg/pol framework		Ward(s): All Wards	

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CABINET - 15 July 2024				
Cabinet	15 Jul 2024	<p>Grant Strategy for the launch of the Third Sector Investment Fund (3SIF)</p> <p>Analyses options for the future of funding to the local Voluntary and Community Sector (VCS) via the Third Sector Investment fund (3SIF).</p>	Cabinet Member for Social Inclusion and Community Safety	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
Cabinet	15 Jul 2024	<p>Procurement Strategy for Mental Health Supported Housing</p> <p>Procurement strategy for our mental health supported housing in borough contracts.</p> <p>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.</p>	Deputy Leader	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	