

Cabinet



Agenda

MONDAY
4 NOVEMBER 2024
7.00 pm

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45 BEAVOR LANE
LONDON W6 9AR

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Date Issued
25 October 2024

Date Reissued
01 November 2024

Membership

Councillor Stephen Cowan, Leader
Councillor Alex Sanderson, Deputy Leader (responsible for Children and Education)
Councillor Bora Kwon, Cabinet Member for Adult Social Care and Health
Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology
Councillor Andrew Jones, Cabinet Member for the Economy
Councillor Rowan Ree, Cabinet Member for Finance and Reform
Councillor Frances Umeh, Cabinet Member for Housing and Homelessness
Councillor Sharon Holder, Cabinet Member for Public Realm
Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety
Councillor Zarar Qayyum, Cabinet Member for Enterprise and Skills

If you require further information relating to this agenda please contact:
Katia Neale, Committee Coordinator, tel: 07776 672 956 or email:
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 5 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 number 4 & 5 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 30 October 2024.**

COUNCILLORS' CALL-IN TO SCRUTINY COMMITTEES

A decision list regarding items on this agenda will be published by **Tuesday 5 November 2024**. Items on the agenda may be called in to the relevant Accountability Committee.

The deadline for receipt of call-in requests is: **Friday 8 November 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 8 November 2024**.

Cabinet Agenda

4 November 2024

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1. MINUTES OF THE CABINET MEETING HELD ON 7 OCTOBER 2024	5 - 13
2. APOLOGIES FOR ABSENCE	
3. DECLARATION OF INTERESTS	
<p>If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.</p> <p>At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken.</p> <p>Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.</p> <p>Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Standards Committee.</p>	
4. CREATING A HOUSING COMPANY	14 - 28
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6. FORWARD PLAN OF KEY DECISIONS	31 – 83

7. EXCLUSION OF PRESS AND PUBLIC

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

London Borough of Hammersmith & Fulham

Cabinet Minutes



Monday 7 October 2024

*NOTE: A recording of the meeting can be watched at on YouTube at:
https://www.youtube.com/watch?v=Al0VshxD1_E*

PRESENT

Councillor Stephen Cowan, Leader of the Council
Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety
Councillor Rowan Ree, Cabinet Member for Finance and Reform
Councillor Alex Sanderson, Deputy Leader (with responsibility for Children and Education)
Councillor Frances Umeh, Cabinet Member for Housing and Homelessness
Councillor Zarar Qayyum, Cabinet Member for Enterprise and Skills

ALSO PRESENT

Councillor Adronie Alford
Councillor Victoria Brocklebank-Fowler

1. MINUTES OF THE CABINET MEETING HELD ON

RESOLVED:

That the minutes of the meeting of the Cabinet held on 9 September 2024 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Bora Kwon, Councillor Wesley Harcourt, Councillor Andrew Jones and Councillor Sharon Holder.

3. DECLARATION OF INTERESTS

There were no declarations of interest.

4. FUNDING COMMUNITY BENEFITS THROUGH PLANNING OBLIGATIONS DRAW DOWN REPORT 2023/24

Councillor Rowan Ree, Cabinet Member for Finance and Reform, introduced the report setting out the projects and services to be funded from monies received through Section 106 (S.106) agreements or the Borough Community Infrastructure Levy (CIL). In total £22.3m secured by the council from developers as part of their planning permission would be investment in community benefits to improve the quality of life for residents living across our borough.

Councillor Victoria Brocklebank-Fowler asked the reason that nearly half the S.106 monies were spent on the Civic Campus and whether there were plans for future use of the fund on the scheme.

The Leader replied that the Civic Campus scheme once completed would regenerate that part of the borough. However the scheme was suffering from the consequences of Brexit, the pandemic, the economy and the building industry in crisis. The Council was taking a tough approach to negotiate with developers to ensure value for residents.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

That Cabinet approves the 2023/24 drawdown of Section 106 and Community Infrastructure Levy monies as set out in this report, to fund expenditure of **£22,345,804** for a wide range of community benefits across the borough.

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. DIGITAL INCLUSION STRATEGY

Councillor Rowan Ree introduced the report which was coproduced with residents through the Digital Accessibility Group (DAG). The aim of the strategy was to address the causes of exclusion resulting from lack of access to digital connectivity, devices and skills and to enable residents to participate fully in a digital society.

Councillor Rowan Ree thanked Councillor Florian Chevoppe-Verdier, Lead Member for European Co-operation and Digital Innovation, for his work on this strategy.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

1. To approve the contents and publication of Hammersmith & Fulham's Digital Inclusion Strategy, attached as **Appendix 1**.
2. To approve the resourcing request for a Programme manager to coordinate the delivery of the strategy, including the data to inform the delivery of the strategy.

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. SCHOOL ATTENDANCE STRATEGY

Councillor Alex Sanderson, Deputy Leader and Cabinet Member for Children and Education, stated that school attendance had become an increasing concern across the country since the end of the pandemic. This was principally because attendance at school had dropped significantly with the number of children who were classified as persistently absent increasing significantly, both nationally and locally. This report set out the strategic approach to address this concern and to ensure any child, regardless of their characteristics, needs or the type of school they attended, received access to a full-time, high-quality education.

In answer to a question from Councillor Victoria Brocklebank-Fowler, Councillor Alex Sanderson replied that she would be discussing the budget to meet the demands of this strategy later in the current week with the Cabinet Member for Finance and Corporate Services and officers.

Councillor Alex Sanderson stated that there had been a recent study about the number of children that would be joining the local authority/academy sector from the private sector, following the VAT addition on private school fees. The Council would be happy to provide school places to those children and they had spaces in both primary and secondary schools in the borough. She would forward this study to Councillor Victoria Brocklebank-Fowler for information.

Councillor Adronie Alford asked what the percentage in the borough of non-authorised attendance in schools was. Councillor Alex Sanderson replied that it was 1.5% at primary level and 2.8% at secondary level, which was below the

national average. Non-authorised attendance for children with health needs was 4.1%.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

That Cabinet approves the Attendance Strategy attached at Appendix 1.

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. CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2024/25 (FIRST QUARTER)

Councillor Rowan Ree introduced the report setting out the details of the forecast capital programme for the financial year 2024/25 and the future years.

Councillor Victoria Brocklebank-Fowler asked the reason that the capital spent on Hammersmith Bridge was so much lower than the capital spent on the Civic Campus.

The Leader explained that Hammersmith Bridge had 70 years of untreated rot and severe structural problems. They would need £250 million to fix it to be able to open the bridge to cars. This Council had already spent more money than any other local authority had spent in any bridge. The Council was continuously working to find a solution to get the bridge open.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

1. To note the overall forecast of £294.1m for 2024/25 capital expenditure which is a net decrease of £17.8m in comparison to the revised budget of £311.9m at 2023/24 outturn.
2. To approve the updated four-year capital programme for 2024-2028 of £639.1m, as detailed in Appendix 1. This is a net increase of £62.7m in comparison to the four-year programme of £576.4m approved at Full Council in February 2024.
3. To approve an additional budget envelope of £8.68m for various General Fund capital schemes, funded from external grants and contributions

(£8.375m), capital receipts (£0.257m) and revenue contributions (£0.048m), as detailed in paragraph 3 of the report.

4. To note the prudential indicators presented in Appendix 4, as per Prudential Code requirements.

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. PROPOSED LOCAL DEVELOPMENT ORDER & LOCAL LISTED BUILDING DEVELOPMENT ORDER - SOLAR PANELS

The Leader introduced the report outlining the Council's initiative to implement a Local Development Order (LDO) for the installation of solar panels. This represented a progressive step towards sustainable development and climate change mitigation and finding more affordable ways to generate energy.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

1. To approve the making of a draft Local Development Order (LDO) and draft Local Listed Building Consent Order (LLBCO) to allow solar PV panels to be erected on properties in the borough.
2. That approval be given for a statutory public consultation on the draft Local Development Order and draft Local Listed Building Consent Order.
3. That delegated authority is given to the Director of Place, in consultation with the Cabinet Member for the Economy, to approve the final format of the consultation papers and, following consideration of representations, adopt the LDO (appendix 1) and LLBCO (appendix 2) post consultation, subject to there not being material changes to either Order as a result of the consultation.

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. LOCAL PLAN REVIEW - TIMETABLE, RESOURCING AND COMMUNITY INVOLVEMENT

The Leader stated that the Local Plan was the key planning document for the borough providing the framework for meeting the future development needs of the area and setting out policies and guidance to shape, plan and manage growth and guide development across the borough over a 15- year period. This plan was aligned with the Industrial Strategy.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

4. That Cabinet approves the adoption and publication of the attached Local Development Scheme (Appendix 1) and for this to be brought into effect from 1st November 2024.
5. That Cabinet approves the release of funding from planning reserves for the reasons as described within this report to enable the review of the adopted Local Plan during the remainder of financial year 2024/25 and continuing in 2025/26 and 2026/27.
6. That Cabinet approves the draft updated Statement of Community Involvement (SCI) for public consultation (Appendix 2).

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

10. NET ZERO 2030 PARKING STRATEGY

The Leader introduced the report recommending policy changes that would help tackle dangerous levels of air pollution in the borough and would help deliver the Council's Net Zero 2030 target. This report set out how to use parking charges to influence driver behaviour to meet the ambition and would bring the charges in line with other councils.

Councillor Victoria Brocklebank-Fowler stated that on this report there was no comprehensive analysis of the economic impact on businesses, the benefits to residents, the expected revenue generated and how the money would be spent or any improvements. She asked the reason for the Council to start charging electric vehicles for parking.

The Leader replied that parking charges were not increased to raise money, but they were altered to make changes to other policies, for environmental measures and to regulate traffic. The Council pioneered free electric car charging base to increase its numbers in the borough and had now more bases than anywhere else in Britain. But electric cars were not free from hazard as they still released some pollution and took up space on the road.

Councillor Victoria Brocklebank-Fowler stated that Appendix 3 listed the results of the consultation that took place. Less than 50% agreed with the police and was based in a small response rate. She asked how this police could be put forward with such a low support rate.

The Leader responded that this was not a statutory consultation but a debate with residents on how to improve air quality and then carry on with future statutory consultations.

Councillor Adronie Alford noted her concerns about the elderly who could not afford to buy a new car. The Leader replied that they would consider a hardship fund.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

1. To welcome the parking strategy ambition to tackle the dangerous levels of air pollution in Hammersmith & Fulham and support meeting the Council's Net Zero 2030 targets.
2. To review the policy change options and agree with the proposals set out in this report
3. To delegate the implementation of those changes to the Executive Director of Place, in consultation with the Cabinet Member for Public Realm.
4. To delegate the decision to the Executive Director of Place, in consultation with the Cabinet Member for Public Realm, to review an annual increase in parking fees and charges.

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.

11. FIRE DOOR INSTALLATION PROGRAMME (PHASE 1)

Councillor Frances Umeh, Cabinet Member for Housing and Homelessness, introduced the report seeking to install and upgrade fire doors across the borough to ensure safety of high-rise residential buildings but also to meet compliance requirements under UK fire safety laws.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

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. For Cabinet to approve the procurement strategy to undertake a mini-competition via the Fusion 21, Building Safety and Compliance Framework, 'Passive Fire Protection - Fire Doors' category for works relating to phase 1 Fire Door Works.

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.

12. CIVIC CAMPUS - STRATEGIC OPTIONS

Councillor Rowan Ree introduced the report about the refurbishment of the Town Hall which would enable the delivery of the wider Civic Campus programme, creating a new and much improved space for residents and the public and revitalise the West King Street area. This project included the construction of 204 private sale/affordable homes, commercial/office facilities and an extended and refurbished historic town hall. This scheme would pay for itself because of its revenue generating aspects.

Councillor Adronie Alford asked how much delay did the accident on site cause on the delivery of the scheme.

The Leader replied that it was a serious accident on site but not fatal. The site was closed for about a year while investigations were carried out on health and safety. Other factors such as Brexit also contributed for the delay as it affected the building industry increasing prices and diminishing the number of skilled labour available.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

To agree the recommendations contained in Appendix 1 and to agree that appendix 1 and the recommendations contained therein are 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).

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.

13. FORWARD PLAN OF KEY DECISIONS

The Key Decision List was noted.

14. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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

Meeting started: 7.00 pm
Meeting ended: 8.22 pm

Chair

Agenda Item 4

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to:	Cabinet
Date:	04/11/2024
Subject:	Creating a Housing Company
Report of:	Councillor Rowan Ree, Cabinet Member for Finance and Reform
Report author:	Labab Lubab – Head of Partnerships, Investment and Assurance
Responsible Director:	Sukvinder Kalsi – Executive Director of Finance and Corporate Services

SUMMARY

The challenges facing councils across the country in providing an adequate supply of affordable housing are well-documented. Equally well-recognised are the pressures that currently confront councils in respect of unprecedented demand for temporary accommodation (TA) and the difficulties of providing sufficient TA within broader local government financial constraints.

This report seeks cabinet approval to establish wholly owned council housing company that will aim to provide a wider choice of housing options for people in the borough. Through a diversified property portfolio, the council will seek to broaden the housing options available for people underserved by the current housing provision in the marketplace.

The objectives the company delivers will range from enhancing the provision of temporary housing for homeless households to increasing the provision of intermediate rent and low-cost homeownership housing for key workers. The company will also be structured to enable provision of market rent homes to help raise the housing standards in the private rented sector.

The report establishes the strategic and operational context underpinning the proposal and describes the multiple benefits that the council could expect to realise through the creation of a housing company.

The paper also sets out – using the Treasury's five case model – the outline business case that serves to justify the proposals to Cabinet and requests approval of a series of recommendations that will both authorise the creation of the housing company and delegate authority to individual Cabinet Members to take operational decisions on the ongoing functions of the company.

This report is not seeking – at this stage - to commit any council resources to the company other than those limited to its incorporation and the establishment of its board and governance mechanism.

Following detailed feasibility studies, future decisions will be required to enable the company to undertake a range of real estate related activities such as acquisitions,

lettings, developments, investment and other related trading activities. These future decisions will also consider any funding source and arrangements required to enable the company to undertake each activity.

RECOMMENDATIONS

Cabinet is recommended to:

1. Approve in principle the establishment of a wholly owned housing company limited by shares.
2. Delegate to the Executive Director of Finance and Corporate Services in consultation with the Cabinet Member for Finance and Reform and the Director of Legal Services:
 - a. to incorporate the company, establish its article of association and such other documents that are necessary to enable the establishment of the company, its board and governance structure.
 - b. to take any necessary steps including procuring and appointing any consultants or suppliers to support the governance of the company, and support feasibility studies on any trading activity that company may undertake subject to future decisions.
 - c. Appointment of company directors.
3. Note that the company business case/s prior to incorporation of the company will be brought back to Cabinet for approval.

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Corporate Plan and the H&F Values
Building shared prosperity	The report proposes the establishment of a council-owned housing company that will enable the council to be more flexible in offering a broad range of affordable housing products to meet the varied needs of residents and to promote inclusive economic growth.
Creating a compassionate and inclusive council	The proposal is focused on improving the supply of affordable housing across the borough to provide access to safe and affordable homes for some of the borough's most vulnerable residents. It also focuses on the generation of

	significant savings in temporary accommodation expenditure which safeguards council finances and the protection of a range of council services aimed at supporting the borough's at risk residents.
Doing things with local residents, not to them	As part of the council's co-produced corporate plan, the organisation has committed to exploring the feasibility of establishing a wholly owned housing company. The council will carry out further co-production as the proposal develops to ensure that the purpose of the company reflects the priorities and needs of residents.
Being ruthlessly financially efficient	The proposal offers the council opportunities to make significant savings on current TA costs, which are described within this report.
Taking pride in H&F	Alleviating general fund temporary accommodation cost pressures will serve to safeguard a range of services aimed at keeping the borough safe, clean and prosperous. The proposal will also provide a route for the council to bring long-term complex void properties back into use, contributing to better placemaking across the borough's neighbourhoods.
Rising to the challenge of the climate and ecological emergency	The council is committed to improving the environmental performance of properties that it may either acquire or bring back into use in line with the council's commitment to addressing the climate and ecological emergency.

Financial Impact

This report proposes the establishing of a wholly owned housing company to progress three pre-determined and separate functions, as outlined in paragraph 10, namely:

1. Pursue property acquisitions on the open market properties and intermediate homes to increase provision of affordable homes
2. Bring complex and expensive HRA voids back into use
3. Address the increased demand for Temporary Accommodation

Function 1 would be a primarily revenue driven activity, with the other 2 functions requiring capital funding for the acquisition of properties, which the company would borrow from the General Fund.

As is made clear in the report, the progressing of each strand will only be taken forward once a clear business case (based on the Treasury's five business case model as referred to above) has been established for each line, with this report asking that Cabinet delegate the ability to progress any or all of the aforementioned strands to officers, on completion of a satisfactory discreet business case.

Acknowledging failures of subsidiaries within the sector, there is considerable detail required to build a satisfactory business case within this context, that takes into account the appropriate management of associated risks. In addition to the company's own viability, it is imperative that the General Fund is kept whole, in terms of any financing it provides and minimal exposure to potential company deficits.

The ability to operate a successful subsidiary will be reliant on assembling the appropriate mix of skills and expertise across a number of different facets, including private sector accounting and tax knowledge (which will also form part of the business case). Officers will also need to ensure the company's activities are compliant with the UK's Subsidy Control regulations (State Aid as was).

Prepared by James Newman, AD Finance, 30 September 2024

Verified by Sukvinder Kalsi, Executive Director of Finance and Corporate Services, 22 October 2024

Legal Implications

The Council has the power to set up a company to carry out the functions referred to in this report. If it undertakes activities for a commercial purpose then, under s4(2) of the Localism Act 2011, it must do so through a company. The types of company which can be used for this purpose are set out in s4 of the Localism Act and include a company limited by shares under the Companies Act 2006.

In this context a commercial purpose includes the company generating a profit on its activities and paying dividends or surpluses to the Council's general fund.

This report sets out an outline business case. A detailed business case will be required in relation to each of the proposed strands of activity the company is proposing to undertake. This is essential to ensure that the company is subject to effective management and governance and meets all legal and regulatory requirements relating to companies.

Any directors appointed will need to have training on the requirements for company directors. The company will need to have clear practices in relation to conflicts of interest including guidance for directors.

Under the Local Government and Housing Act 1989 the housing revenue account is required to be "ring-fenced" i.e. expenditure in relation to the housing stock within the account must be accounted for within the HRA. The way in which the proposal to grant leases of HRA voids with a view to recouping the costs of these through rental income will need to ensure that these requirements are observed.

John Sharland, Assistant Director of Legal Services 23 September 2024

Background Papers Used in Preparing This Report

None.

DETAILED ANALYSIS

BACKGROUND AND CONTEXT

1. The council's Corporate Plan 2023-26 reinforces the importance of housing as a key corporate priority to address the borough's shortage of affordable homes. This plan makes a new commitment to *"Explore the feasibility of creating a council-owned housing company to support an increase in affordable homes for residents who do not qualify for social housing and cannot afford the open market."*
2. In addition, the current Housing Strategy (2021-2026) recommends that new housing provision should diversify means to meet housing need without additional burden on the council's General Fund (GF) and Housing Revenue Account (HRA).
3. The housing shortage continues to be acute within the borough. The council's housing waiting list is circa 3,000 residents and the organisation is subject to the same pressures as other London boroughs in regard to TA budget pressures; boroughs are collectively forecast to exceed homelessness budgets by £250m in the 2024-25 financial year.
4. In addition, more there are more than 6,000 applicant households who live and/or work in the borough registered on the council's Home Buy database. These households are actively seeking access to intermediate affordable housing properties through schemes such as Intermediate Rent, London Living Rent, Shared Ownership and Council Shared Equity (formerly Discount Market Sale).
5. This report proposes to establish a wholly owned housing company limited by shares to help the council in achieving some of its key housing objectives. It describes a range of potential functions that the company could exercise in order to respond to these pressures.
6. If approved, the company will seek to carry out a wide range of functions, each of which will be appraised in their own right and operate according to a detailed business plan. The report sets out these functions and then – using the Treasury's five case model – details an Outline Business Case for the establishment of the company.
7. Cabinet should note at this stage, however, that the recommendations focus on the establishment of the company rather than the individual functions that the company may exercise. These functions will be subject to further appraisal, evaluation, and governance prior to implementation.

PURPOSE OF HOUSING COMPANY

8. The housing company will not only aim to reduce the immediate housing pressures facing the council, but also the shortage of affordable housing options available to people who do not qualify for social housing and are unable to access safe and secure housing on the open market.
9. To achieve this, the council's intention is that the housing company will have a broad remit so that it can respond dynamically to evolving business needs. Detailed business plans for individual company functions will govern the objectives, outputs, and exit strategy for the company.
10. Generally, the principal functions of the housing company are expected to be:
 - **Function One:** Property acquisitions
 - **Function Two:** Bring complex HRA void properties back into use
 - **Function Three:** Address the increased demand for temporary accommodation
11. The next section of the report will describe the benefits associated with executing each of these three functions through a housing company, as well as other advantages that the creation of a housing company offers to the council.

Function One: Property acquisitions

12. The housing company will be able to acquire intermediate homes from the council's development programme, making these homes available for intermediate rent, low cost home ownership, at the same time reducing the financial risk to the HRA by securing sale receipts to help service debt. The company could also purchase S106 affordable homes from developers.
13. The housing company would be structured to acquire homes on the open market, meaning the council could act as private landlord or use market homes for use as Temporary Accommodation.
14. This approach not only diversifies the stock holding and enable the council to operate more commercially, it significantly mitigates sales risk in the development programme, while also being opportunistic in the section 106 market - as recently demonstrated with the Quayside Lodge affordable homes acquisition.

Function Two: Bring complex HRA void properties back into use

15. Currently there are a high number of complex void properties in the HRA that require significant investment, which will not be covered by social rent the council charges in the HRA.
16. The housing company can acquire these long term voids from the HRA on a lease (25 to 35 years depending on viability), refurbish and let them as intermediate rent – potentially to key workers. At the end of the lease period, the

homes can be returned to the HRA in a lettable condition for allocation to social housing applicants.

17. This approach would mean that the investment requirement is alleviated from the HRA and borne by the housing company and let at rent level that would be covered overtime by the higher rent levels that company can charge that the HRA cannot.
18. The homes could then be returned to the council at the end of the lease period to let to the social housing register. Alternatively, it would also be possible to lease back some of the homes to the council to use as temporary accommodation which will contribute to cost savings on temporary accommodation budgets.

Function Three: Address the increased demand for temporary accommodation

19. The parlous state of the economy has led to a significant increase in homelessness across London, and the country as a whole. Local authorities have a duty to house those who present as homeless and this has created a surge in demand for TA.
20. The cost of provision of TA for homeless households continues to rise as rent and demand increase. To discharge this duty, the council leases properties from private landlords at high rates which exacerbates pressure on existing homelessness budgets.
21. Increasing the council's stock of properties through acquisitions, and through bringing complex voids back into service, will create a larger overall housing portfolio. This will provide greater flexibility to meet the needs of those seeking TA from the council.
22. Similarly, through the housing company, the council can enter the private rented sector and let properties at, or near, market-rate levels, while issuing assured shorthold tenancies, which is currently not possible in the HRA.
23. These freedoms will significantly help the council diversify its property portfolio and reinvest the revenue generated to reduce the reliance on council General Fund subsidy, generating a saving for the council, while also providing further investment opportunities for the provision of more affordable homes.

OTHER ADVANTAGES OF CREATING A HOUSING COMPANY

Revenue generation and long-term financial sustainability

24. The council can generate revenue that would otherwise not be available under traditional social housing models. For example, by acquiring and managing properties through the housing company, the council will have the flexibility to charge a range of rent levels. From social rent up to market rents.
25. The rents that the housing company collects from both market-rate lets and affordable housing tenants provides a sustainable revenue stream. Any profits

generated by the housing company can be reinvested into the council's budgets, which can help reduce reliance on grants or direct funding from central government. Over time, this income can be used to service debt, support other council services and fund new housing developments.

Access to more flexible finance options

26. The housing company will enable the council to access funding through more flexible financial mechanisms than those available through traditional HRA borrowing. There are several options for funding the Company, and each scheme business plan will provide an optimum recommendation.
27. The council has primarily borrowed funding to date via the Public Works Loan Board and it is likely this will be the route for funding the Housing Company. However, there are other potential options such as using investment by pension funds, or bank finance, and leaseback schemes from other institutional lenders with pension liabilities who require guaranteed long-term returns.

Faster decision making and development

28. Subject to council approval, the housing company will be equipped to operate with a commercial mindset, allowing for quicker decision-making and implementation, which can accelerate the pace of housing delivery and income generation.

Greater control over tenancy management

29. The council can ensure the housing company provides exemplar tenant management and services that align with its values and objectives, ensuring better tenant support and property maintenance.

Improved housing standards

30. As the council will oversee the housing company's operation, it can ensure that high standards of quality and sustainability are met in its housing provision. This can lead to general improvement in the private rented sector in the borough. While also positively impacting design, energy efficiency, refurbishment and development standards.

Job creation and economic benefits

31. The operations of the housing company can stimulate the local economy by creating jobs, apprenticeships, and benefit local supply chains.

ESTABLISHING THE HOUSING COMPANY

Company structure

32. Solicitors from Trowers & Hamlin are commissioned to advise on company structure using their experience of advising numerous local authorities, on the establishment of wholly owned housing companies.

33. Their advice is to set up a company limited by shares (CLS), which has been adopted by the majority of local authority housing companies. The council would be the sole shareholder in the Company. Should the Housing Company generate a surplus, it can be repatriated to the Council by a dividend payment.
34. This proposed structure provides tax advantages. For example, the council as the sole shareholder would be able to claim group relief for stamp duty land tax (SDLT), if property is transferred from the council to the Company.
35. The CLS structure in terms of control, financial and tax planning, provides considerable flexibility through the creation of different classes of share and the ability to apply varieties of loan capital.

Articles of Association

36. The articles of Association are the documents that define the purpose of the council's housing company and state the regulations that will govern it.
37. The articles will:
 - Provide the council with control, delegated to the Shareholder Representative [to be appointed by the Council].
 - Provide the broad scope to enable the housing company to address key challenges, and also allow flexibility to respond dynamically to changing needs.
 - Provide the framework for the council's appointment and removal of directors and definition of directors' powers.
38. The company's articles of association can only be changed by the council, and the council will also approve the company's business plans, and any amendments to them.

OUTLINE BUSINESS CASE

39. Having considered the broad range of benefits that the council expects to arise from the establishment of a housing company, this report now summarises the Outline Business Case (OBC) for the development of the housing company. It follows the structure of the Treasury's Five Case Model for good business case development.
40. The OBC supports early-stage decision making using the best available present information and provides a structure for the ongoing development of the business case for each function of the housing company.
41. The model is structured into five separate cases as follows:

- **The Strategic Case:** This case provides the strategic rationale for the establishment of the housing company and demonstrates how the proposal supports the implementation of the council's corporate plan.
- **The Economic Case:** This case outlines the economic and social benefits of the development of the housing company.
- **The Commercial Case:** This case addresses the fundamental considerations and feasibility of any procurement and commercial implications arising from the proposal.
- **The Financial Case:** This case discusses the ongoing financial implications of the proposal and assesses its affordability to the organisation.
- **The Management Case:** This case sets out the practicalities of the proposal from a governance perspective, describing the roles and management structure required to deliver the benefits outlined and the feasibility of implementation.

The Strategic Case

Identifying the Need

42. Like many councils across the country, this council is managing growing housing demand, homelessness, and a shortage of affordable homes. In addition, the high land values and property prices, coupled with a booming rental market made home ownership and private renting unaffordable for many households. Meanwhile, the council's ability to increase the overall provision of affordable housing has been constrained by limited funding and restrictions on borrowing against housing revenue accounts.
43. Establishing a council wholly owned housing company presents an opportunity for the council to address housing need. The housing company will enable the council to acquire, manage or even build housing, and generate enhanced revenue streams. This is an essential response to the need for increased housing supply, particularly in this borough where market conditions and affordability pressures are most acute.

Alignment with National and Local Policy

44. The creation of the housing company also aligns with national policy objectives. The National Planning Policy Framework (NPPF) encourages local authorities to significantly boost housing supply, particularly affordable housing, and meet the needs of different groups in the community. Moreover, there is increased expectation that local authorities take a leading role in the provision of new housing.
45. At the local level, many councils have already established housing companies to support their housing supply ambitions, and meaningfully contribute to the achievement of local housing strategy objectives.

The Economic Case

Agility and Flexibility

46. There are several options available to the council to address housing needs. These include continuing with current housing delivery models, reliance on section 106 provision in private developments, increasing direct council housebuilding activity, and/or establishing a housing company.
47. Focusing on the housing company, this option offers several economic advantages. For example, the housing company offers commercial agility, allowing the council to respond quickly to market conditions and leverage opportunities for acquisition and development. The council will retain control over housing assets, ensuring that homes remain within the council ownership and affordable in the long term.
48. Moreover, the housing company structure enables access to different funding streams, including commercial borrowing. The council has primarily borrowed funding to date via the Public Works Loan Board and it is likely this will be the route for funding the Housing Company as well.
49. However, there are other potential options such as using investment by pension funds, or bank finance. These freedoms can give the council greater financial flexibility and capacity to invest in housing.

Benefits and Value for Money

50. The economic case for the housing company is underpinned by the potential to deliver significant benefits to the community and local authority. These include:
 - **Revenue generation:** the higher rental income from homes managed by the housing company can provide a sustainable revenue stream for the council, helping to offset budget pressure.
 - **Increased affordable housing supply:** the housing company can deliver new homes quickly and efficiently.
 - **Long-term asset retention:** The housing company allows the council to retain ownership of housing stock, which can appreciate in value over time, providing further financial benefits.

The Commercial Case

Deliverability and Market Conditions

51. The commercial case focuses on how the housing company will be delivered and whether it is commercially viable. The housing market in the borough is a determining factor in the success of the housing company. In areas where there is high demand for housing, particularly affordable housing, the commercial case for setting up the company is stronger.

52. As regards delivery, the housing company will operate as a wholly council-owned entity. This approach gives the council greater control over housing provision and management operations.

Risk Management

53. Setting up a housing company involves several commercial risks, including market fluctuations, and increase in costs. However, implementation of a robust risk management strategy, including clear and realistic exit strategies is essential and will be developed as part of the business case for each of the functions to be undertaken by the company.
54. Each function's business case will also include a clear commercial strategy, including detailed market analysis and financial projections. This is essential for its long-term viability.
55. Moreover, the housing company will have clear governance structures and reporting lines to the council to monitor performance and address issues as they arise.

The Financial Case

Funding and Financing

56. The financial case assesses how the housing company will be funded and whether it is financially sustainable. Creating and establishing a housing company requires very little upfront investment.
57. Where investment is needed, each proposed function will be supported with a detailed business case setting out the level of investment, viability and exit strategy as outlined in the commercial case.
58. The council can finance the investment through a range of mechanisms, including prudential borrowing, loans from PWLB, and investment from council reserves, if applicable.
59. Revenue generation from rents will be the crucial element of the company's financial model. The housing company has the flexibility to set rents at levels that are both affordable for tenants and commercially viable for the business.
60. The balance between affordable and market-rate housing would need to be carefully managed to ensure that the company remains financially sustainable while delivering on its social objectives.

Financial Sustainability

61. For the housing company to succeed, it must generate a surplus after covering operating costs, loan repayments, and maintenance of the housing stock.
62. The Financial modelling should consider different market scenarios, including variations in rent levels, and borrowing costs. Sensitivity analysis will be

undertaken to identify the conditions under which the company might face financial difficulties and plan the risk mitigation accordingly.

The Management Case

Governance and Delivery

- 63. Effective governance is critical to the success of the housing company. The company will have a clear governance structure, with a board consisting of officer representatives from the council. The board will be responsible for setting the company's strategic direction, overseeing operations, and ensuring that the company meets its objectives.
- 64. Three directors will be appointed by the council as shareholder, with company secretary duties to be commissioned to an agency that has provided these services to other council-owned companies.
- 65. Establishing strong project management protocols and processes is also essential for delivering housing projects on time and within budget. This would involve setting clear timelines, defining roles and responsibilities, and implementing robust performance management systems to monitor progress.

Monitoring and Evaluation

- 66. Once the housing company is operational, a framework for ongoing monitoring and evaluation will be implemented. This would involve regular financial reporting, performance monitoring against key metrics (e.g., the number of homes delivered, rent collection rates), and stakeholder engagement to ensure that the company is meeting the needs of the community.
- 67. Scrutiny of the company's activities will be undertaken on a monthly basis by Commercial Board with regular reporting to SLT Assurance. The company will provide reports with commentary, on a quarterly basis, with an annual update and progress report to Cabinet.
- 68. The relationship between the council and housing company will be governed by the Company's Articles of Association, setting out in broad terms its objectives and activities, and the matters reserved to the shareholder and those delegated to the company via a shareholder/governance agreement.

OPTIONS ANALYSIS

- 69. The main options available to Cabinet are outlined below.

Option A: Do nothing (not recommended)

- 70. This option constitutes a decision to reject the recommendations within the report and proceed with current operational arrangements in regard to TA management, void management, and the council's broader investment strategy.
- 71. Option A is not recommended on the basis that it fails to yield the benefits outlined in this report. It should be noted that there is a substantial expected

overspend on TA this financial year. A failure to put in place alternative strategies for TA expenditure reduction is not viable in view of the council's current financial constraints.

Option B: Explore different company structure options (not recommended)

72. This option constitutes a decision to reject the recommendations within this report and to instruct officers to further explore different options and proposals in regard to the structure of the company.
73. Option B is not recommended owing to the fact that officers have already carried out substantial due diligence in regard to the most appropriate company structure and taken specialist legal advice on this matter. Other options, including a Limited Liability Partnership (LLP) and a Community Benefit Society (CBS) have been examined though have been deemed inappropriate owing to the fact that they do not provide the council with the same flexibility as a Company Limited by Shares (CLS).

Option C: Establish a Company Limited by Shares (recommended)

74. This option constitutes a decision to approve the recommendations within this report and to authorise the establishment of a housing company to operate within the strategic framework set out within this paper.
75. Option C is the recommended option owing to the fact that it will enable the council to take a flexible, dynamic approach to exploring further the company functions outlined within this report and to work towards a reduction in TA demand and expenditure, providing a framework to deliver a broader and greater range of affordable housing options for residents.

Reasons for Decision

76. This decision is required in order to establish the strategic framework for an operational housing company that can, through the various functions outlined within the report, yield significant reductions in TA demand and expenditure and help to address the borough's affordable housing shortage.
77. Cabinet is the appropriate decision maker in view of the fact that the decision seeks to establish a new policy framework for the delivery of certain housing services.

Equality Implications

There are no direct equality implications arising from this decision, as it seeks only to request authorisation to establish the housing company. This decision does not disproportionately affect protected characteristic groups.

Where the company may in future decide to adopt a business case and plan for the proposed function(s), these decisions will be informed by Equality Impact Assessments which will take into account the most recent and available data in terms of both the proposals and the borough demography.

Risk Management Implications

The report recommends the establishment of a wholly owned housing company with a view to providing appropriate flexibility to manage a number of key risks faced by the council in respect of rising demand and cost of temporary accommodation, lack of supply of affordable rental accommodation in the borough and the investment required complex void properties in the HRA.

The housing company will only undertake any of the potential functions identified in this report once a detailed business case has been developed and agreed, in line with the Treasury Five Case model, taking account of the costs, benefits and risks associated with the proposed function.

In appointing directors to the housing company, officers will have due consideration for ensuring that the directors receive appropriate training and guidance on their responsibilities as company directors and that in making the appointments there are no conflicts of interests with the officers' substantive roles.

The report also sets out the oversight arrangements for discharging the Council's shareholder responsibilities, to ensure the housing company delivers on the objectives and requirements set out by the Council.

David Hughes, Director of Audit, Fraud, Risk and Insurance, 21 September 2024

Climate and Ecological Emergency Implications

There are no direct climate and ecological emergency implications arising from the report. It should be noted, however, that the council is proposing to explore opportunities to invest in the acquisition and refurbishment of properties through the housing company. The council is committed – through its climate and ecological emergency strategy – to the ambition of achieving net-zero by 2030.

The council will accordingly seek to prioritise investment that ensures homes will be compatible with a net zero goal, through the most appropriate combination of embodied carbon reduction, energy efficiency, and low carbon heating. Moreover, and more broadly, as the company is a subsidiary of the council, its future business plan will reflect the council's own commitments to net-zero and will shape the ongoing approach to investment and governance.

Verified by Jim Cunningham, Strategic Lead for Net Zero Housing, 26 September 2024

LIST OF APPENDICES

None

Report to: Cabinet

Date: 04/11/2024

Subject: Civic Campus – Strategic Options

Report of: Councillor Andrew Jones, Cabinet Member for the Economy, and
Councillor Rowan Ree, Cabinet Member for Finance and Reform

Report author: Joanne Woodward, Director of Planning and Property

Responsible Director: Bram Kainth, Executive Director for Place

SUMMARY

This report provides an update to Cabinet on the Civic Campus Regeneration Project.

This project includes the construction of 204 private sale/affordable homes, commercial/office facilities and an extended and refurbished historic town hall. The major health and safety issue in May 2022 halted work for a significant period (and we are still awaiting a conclusion from the relevant regulator).

It has been necessary to ensure that the recovery work was satisfactorily completed to the required technical specifications and that any issues arising from it have been rectified.

The report was not placed as an item on the agenda on 25 October because of developments in the project that arose after this date.

The exempt appendix sets out the progress to date and suggests options available to the Council to further the objectives of completing the project in a timely period, to the appropriate technical standards and at the lowest cost. This appendix also provides a time critical update to Cabinet on the Civic Campus Regeneration Project.

RECOMMENDATIONS

1. To agree that appendix 1 and the recommendations contained therein are 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).
-

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Corporate Plan and the H&F Values
Building shared prosperity	The Civic Campus programme will create new community spaces for residents and the public within the West King Street area. This enables additional job opportunities through the s106 agreement; additional office space; and more genuinely affordable homes.
Creating a compassionate and inclusive council	The Civic Campus programme will create a new public space to be enjoyed by all members of the local and wider community who have been engaged and consulted throughout the process. Extensive consultation with Disability Resident Team (DRT) is ongoing to ensure accessibility is fully embedded in design and operations.
Being ruthlessly financially efficient	The report outlines the actions taken to date and strategic options to manage and mitigate future risks.
Taking pride in H&F	The refurbishment of the Town Hall will enable the delivery of the wider Civic Campus programme, creating a new and much improved space for residents and the public within the West King Street area. The Civic Campus will dramatically improve the local area and act as a catalyst for further positive investment.
Rising to the challenge of the climate and ecological emergency	The civic campus makes use of an innovative ground source heat pump for heating and cooling to reduce CO2 emissions.

See Appendix 1 for the all the relevant implications, options and reasons for decision

LIST OF APPENDICES

Exempt Civic Campus – Strategic Options paper

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 NOVEMBER 2024 UNTIL APRIL 2025

The following is a list of Key Decisions which the Authority proposes to take from November 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 of H&F	Councillor Stephen Cowan
Deputy Leader (with responsibility for Children and Education)	Councillor Alexandra Sanderson
Cabinet Member for Adult Social Care and Health	Councillor Bora Kwon
Cabinet Member for Social Inclusion and Community Safety	Councillor Rebecca Harvey
Cabinet Member for the Economy	Councillor Andrew Jones
Cabinet Member for Housing and Homelessness	Councillor Frances Umeh
Cabinet Member for Finance and Reform	Councillor Rowan Ree
Cabinet Member for Climate Change and Ecology	Councillor Wesley Harcourt
Cabinet Member for Public Realm	Councillor Sharon Holder
Cabinet Member for Enterprise and Skills	Councillor Zarar Qayyum

Key Decisions List No. 141 (published 24 October 2024)

KEY DECISIONS LIST – FROM NOVEMBER 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				
Deputy Leader (with responsibility for Children and Education)	November 2024	Short Term Lease for the School House at Hurlingham Academy The report requests approval for consent for Hurlingham Academy to enter into a short term lease of the School House (caretakers lodge).	Deputy Leader (with responsibility 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): Palace & Hurlingham	
			Contact officer: Daryle Mathurin Tel: 07816 661199 Daryle.Mathurin@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 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.	Deputy Leader (with responsibility 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
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
			Contact officer: Marcus Robinson Marcus.RobinsonCHS@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)
				3-day call-in.
Executive Director of Place	November 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	
			Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 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.	Deputy Leader (with responsibility 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	
			Contact officer: Marcus Robinson Marcus.RobinsonCHS@lbhf.gov.uk	
Cabinet Member for the Economy	November 2024	Article 4 Direction Direction to remove permitted development rights for commercial premises to change use to residential in identified commercial	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at
	Reason: Affects 2 or more wards		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)
		areas within the borough.	Contact officer: David Gawthorpe David.Gawthorpe@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 Finance and Reform	November 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 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: Ramanand Ladva Tel: 07493864847 Ramanand.Ladva@lbhf.gov.uk	
Executive Director of Finance and Corporate Services	November 2024	Council Tax Single Person Discount Review 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.	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 Contact officer: Jamie Mullins Tel: 020 8753 1650 Jamie.Mullins@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)
				the start of the 3-day call-in.
Cabinet Member for the Economy	November 2024	Instruction to H&F Developments Ltd to grant a lease on civic campus Block B Restaurant 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	
Executive Director of Place	November 2024	Instruction to H&F Developments Ltd to grant cinema lease to successful operator The Council's nominee company, H&F Housing Developments Ltd, 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	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	

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)
		disclosing the information.		
Executive Director of Place	November 2024	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	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	
			Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	
Executive Director of Place	November 2024	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 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	
			Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	
Executive Director of Place	November 2024	Instruction to H&F Developments Ltd to grant lease on civic campus convenience store to successful operator The Council's nominee company, H&F Housing Developments Ltd	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): 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 on the instruction of the Council in all matters related to the commercial leases 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) 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.
Executive Director of Place	November 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 1st 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	
Executive Director of Place	November 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	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): 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 on the instruction of the Council in all matters related to the commercial leases on the civic campus.	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.
Executive Director of Place	November 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 Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	
Executive Director of Place	November 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
	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	

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.
Executive Director of Place	November 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	
Executive Director of Place	November 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 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	
Cabinet Member for the Economy	November 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	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five
	Reason: Expenditure/Income - Revenue		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)
	between £500,000 and £5m and Capital between £1.5m and £5m	acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	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.
Cabinet Member for the Economy	November 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 Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	
Cabinet Member for the Economy	November 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
	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	

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 the Economy	November 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	
Executive Director of Finance and Corporate Services	November 2024	Acquisition of freehold properties Acquisition of freehold properties under the Refugee Housing Programme / Local Authority Housing Fund Round 2.	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 over £5m & policies or new income, reserves use, overspend over £300K		Ward(s):	
			Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk	
Cabinet Member for the Economy	November 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
	Reason: Expenditure/Income - Revenue		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)
	between £500,000 and £5m and Capital between £1.5m and £5m		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.
Cabinet Member for Social Inclusion and Community Safety	November 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	
			Contact officer: Mohammed Basith Mohammed.Basith@lbhf.gov.uk	
Cabinet Member for Public Realm	November 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 be funded from the existing parking budgets.	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
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Shepherds Bush Green	
			Contact officer: Gary Hannaway Tel: 020 8753 gary.hannaway@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)
				3-day call-in.
Cabinet Member for Public Realm	November 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 Contact officer: Kayode Adewumi Kayode.Adewumi@lbhf.gov.uk	
Executive Director of Place	November 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 Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk	
Executive Director of Place	November 2024	Delivering affordable homes - acquisition of freehold properties Acquisition of freehold properties in the borough.	Cabinet Member for the Economy	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)
	above £300K - Revenue up to £500k and Capital up to 1.5m		Contact officer: Joe Coyne joe.coyne@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 (with responsibility for Children and Education)	November 2024	LD Supported Accommodation at Emlyn Gardens To provide supported accommodation for up to 8 residents to live independently.	Deputy Leader (with responsibility 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): White City	
			Contact officer: Adie Smith Tel: 07554 222 716 adie.smith@lbhf.gov.uk	
Cabinet Member for Public Realm	November 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
	Reason: Affects 2 or more wards		Ward(s): All Wards	
			Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@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)
				the start of the 3-day call-in.
Cabinet Member for Public Realm	November 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	
Cabinet Member for the Economy, Cabinet Member for Housing and Homelessness	November 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	
			Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk	
Executive Director of Place	November 2024	Decision to acquire properties to support refugee resettlement - D This decision is one of several key decisions to enable the council to	Cabinet Member for the Economy	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	purchase properties to support refugee resettlement in line with the aims of the Refugee Housing Programme.	Contact officer: Joe Coyne joe.coyne@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.
Executive Director of Place	November 2024	Decision to acquire properties to support refugee resettlement - E This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of 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 - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk	
Executive Director of Place	November 2024	Decision to acquire properties to support refugee resettlement - F This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of 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
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards 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 (other relevant documents may be submitted)
				the start of the 3-day call-in.
Cabinet Member for Public Realm	November 2024	Development of Neighbourhood Improvements and Place Shaping Projects Capital Investment in the development of Neighbourhood Improvements and Place Shaping Projects that tackle a variety of issues such as safety, traffic, noise and air pollution, business growth, climate adaptation, rewilding, flood mitigation, lowering carbon, and well-being.	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	
			Contact officer: Russell Trewartha Tel: 07551680551 Russell.Trewartha@lbhf.gov.uk	
Executive Director of Finance and Corporate Services	November 2024	Local Electric Vehicle Infrastructure (LEVI) Grant Acceptance Acceptance of the indicative LEVI grant allocation of £7.4m on behalf of the sub-regional partnership. Creation of associated income and expenditure accounts and administering of funds on behalf of the partnership as the lead authority.	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: Budg/pol framework		Ward(s):	
			Contact officer: Masum Choudhury Masum.Choudhury@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	16 Dec 2024	Semi-independent living (SIL) accommodation for children looked after, care leavers and young people experiencing homelessness	Deputy Leader (with responsibility 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	Recommission of SIL support contract. Leases for Council owned buildings will be included and the remaining accommodation will be provided by the supplier.	Contact officer: Sophie Veitch Tel: 07876855124 sophie.veitch@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.
Executive Director of People	November 2024	Approve spend for windows related works at Langford Primary	Deputy Leader (with responsibility 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	Approve spend for H&S related windows works at Langford Primary School	Ward(s): Sands End	
			Contact officer: Anthony Mugan Anthony.Mugan@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 2024	Extension to Olive House Extra Care Contract	Deputy Leader (with responsibility 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
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m	The decision is to extend the Olive House Extra Care Contract for one year, with the option to extend for another year.	Ward(s): Sands End	
		The service is based on a core and flexi model which fits around resident's needs. This extension will provide a consistent and sustainable Extra Care Service for residents of the borough, which promotes independent living, enabling them to remain in their own home for as long as possible	Contact officer: Jessie Ellis Jessie.Ellis@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)
		and reduces the need for more expensive residential care.		the start of the 3-day call-in.
Cabinet Member for Public Realm	November 2024	Linford Christie Stadium Athletics Track Refurbishment Refurbishment of athletics track and installation of new LED floodlights.	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 above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): College Park and Old Oak Contact officer: Simon Ingyon Simon.Ingyon@lbhf.gov.uk	
Executive Director of Place	November 2024	Appointment of Employer's Agent for Construction Works Appointment of Employer's Agent for existing construction contract	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 Contact officer: Daniel Murray daniel.murray@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 2024	Supported Living Provision Contract for the provision of supported living services for H&F residents.	Deputy Leader (with responsibility for Children and Education)	A detailed report for all decisions going to Cabinet will be available at
	Reason: Affects 2 or more wards		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)
			Contact officer: Rebecca Richardson Tel: 07827879659 rebecca.richardson@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 Housing and Homelessness, Cabinet Member for Social Inclusion and Community Safety	November 2024	Domestic Abuse Housing Services Policy Hammersmith & Fulham Housing Department is required to have a domestic abuse policy as part of the Social Housing Act 2023. Our Domestic Abuse Policy relates to Hammersmith & Fulham tenants and survivors of domestic abuse who apply to Hammersmith & Fulham homelessness service, and sets out how we will identify and respond to domestic abuse.	Cabinet Member for Housing and Homelessness, 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: Anna L K Jane Tel: 07554222791 anna.jane@lbhf.gov.uk	
Executive Director of Finance and Corporate Services	16 Dec 2024	Third Sector Investment Fund A decision, with delegated authority from Cabinet in consultation with the Cabinet Member for Social Inclusion and Community Safety, to award grants to voluntary and community sector organisations in line with the Third Sector Investment Strategy agreed by Cabinet on 15 July 2024.	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
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards Contact officer: Stefan Robinson stefan.robinson@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>)
				the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	November 2024	Council housing policy updates Decision to approve updated council housing policies, following a review of the council housing policy framework.	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: Budg/pol framework		Ward(s): All Wards	
			Contact officer: Harriet Potemkin Harriet.Potemkin@lbhf.gov.uk	

Corporate

Executive Director of Place	November 2024	Contract for the supply and installation of air to water source heat pump system 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.	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	
			Contact officer: Sebastian Mazurczak Tel: 020 8753 1707 Sebastian.Mazurczak@lbhf.gov.uk	
Cabinet Member for Housing and Homelessness	November 2024	Variations to Housing Repairs Contract Contract variation to existing housing repairs contract	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at
	Reason:		Ward(s): All Wards	

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			Contact officer: Emma Lucas Tel: 07827883247 Emma.Lucas@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 Public Realm	November 2024	Parking Bailiff Enforcement Procurement Strategy This decision will be to sign off on the procurement strategy relating to the bailiff enforcement contract for outstanding Penalty Charge Notice (PCN) debt.		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: Gary Hannaway, Bram Kainth Tel: 020 8753, Tel: 07917790900 gary.hannaway@lbhf.gov.uk , bram.kainth@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 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	Deputy Leader (with responsibility 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
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Avonmore; Addison; Brook Green; Ravenscourt Contact officer: Anthony Mugan Anthony.Mugan@lbhf.gov.uk	

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				the start of the 3-day call-in.
Executive Director of Finance and Corporate Services	November 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	
	Contact officer: Patrick Vincent Patrick.Vincent@lbhf.gov.uk			
Deputy Leader (with responsibility for Children and Education)	November 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 Housing 21 Minterne Gardens contract is expected to be £3,919,566. 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.		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): White City; Wormholt	
	Contact officer: Johan van Wijgerden Tel: 07493864829 Johan.vanwijgerden@lbhf.gov.uk			

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Cabinet Member for Housing and Homelessness	November 2024	Procurement Strategy/Contract Award approval to Cablesheer to support with housing voids and repairs 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. 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.	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 Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	
Cabinet Member for Housing and Homelessness	November 2024	Approval to extend our roofing contract by 12 months. We seek approval to extend our existing contract with our roofing subcontractor. This contract 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. 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	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 Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	

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		May 2025. We are seeking approval to action this extension of the contract until the 15th of May 2025.		
Executive Director of Place	November 2024	Alternative Ecological Mitigation at Wormwood Scrubs Contractors Procurement 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.	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 Contact officer: Vicki Abel Victoria.Abel@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 2024	Day Opportunities Direct Award Contract 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.	Deputy Leader (with responsibility 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 Contact officer: Laura Palfreeman Tel: 0208 753 1953 Laura.Palfreeman@lbhf.gov.uk	

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Executive Director of People	November 2024	Procurement Strategy for Temporary Classroom Unit at Woodlane High School Provision of 20 additional temporary spaces at Woodlane High Schools	Deputy Leader (with responsibility 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 Contact officer: Anthony Mugan Anthony.Mugan@lbhf.gov.uk	
Cabinet Member for Housing and Homelessness	November 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 Contact officer: Richard Buckley richard.buckley@lbhf.gov.uk	
Executive Director of Place	November 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 Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	

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			v.uk	Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	November 2024	Procurement and Installation of Audio Visual Equipment, Desk Booking and Smart Technology within the refurbished Town Hall The Council is seeking to tender for works to procure and install the following: - 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 Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	
Executive Director of Place	November 2024	Procure joinery works in relation to large Furniture and Fixtures at the refurbished Town Hall 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	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 Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	

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Cabinet Member for the Economy	November 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	
	Contact officer: Sebastian Mazurczak Tel: 020 8753 1707 Sebastian.Mazurczak@lbhf.gov.uk			
Deputy Leader (with responsibility for Children and Education)	November 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..	Deputy Leader (with responsibility 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	
	Contact officer: Marcus Robinson Marcus.RobinsonCHS@lbhf.gov.uk			
Executive Director of Place	Before 24 Nov 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	
	Contact officer: Philippa Cartwright Philippa.Cartwright@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.
Executive Director of Place	November 2024	Procurement of furniture for Ground to floor 5 of the Civic Campus 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.	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	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			
Executive Director of Place	November 2024	Approval to award contract for 6th Floor Terrace Landscaping Works (Civic Campus) 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.	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	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			

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Executive Director of Finance and Corporate Services	November 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	
			Contact officer: Emma Lucas Tel: 07827883247 Emma.Lucas@lbhf.gov.uk	
Executive Director of Finance and Corporate Services	November 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 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: Emma Lucas Tel: 07827883247 Emma.Lucas@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 2024	Procurement Strategy for Voucher Payment Solution Procurement Strategy for the provision of closed loop supermarket vouchers	Deputy Leader (with responsibility 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		Ward(s): All Wards	
			Contact officer: Marcus Robinson Marcus.RobinsonCHS@lbhf.gov.uk	

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	Capital 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 Finance and Reform	November 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 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. 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.		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: Jamie Mullins Tel: 020 8753 1650 Jamie.Mullins@lbhf.gov.uk	

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		This provides for the opportunity to reduce printing and mailing costs as the Council expands its' programme of digitalisation across these service areas.		
Cabinet Member for Housing and Homelessness	November 2024	Procurement Strategy for Housing Lift Modernisation of Barton and Jepson House 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.		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: Akeem Durojaye akeem.durojaye@lbhf.gov.uk	
Cabinet Member for Public Realm	November 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 Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@lbhf.gov.uk	

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Cabinet Member for Housing and Homelessness	November 2024	Short-Term Contract Variation to Council Repairs Contract (LOT 3) 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. The variation will involve cost changes totalling up to £680,000. This will be a temporary variation for a 17-week period.	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 Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	
Strategic Director, Chief Operating Officer, Corporate Services	November 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 Contact officer: Ashley Bryant, Darren Persaud ashley.bryant@lbhf.gov.uk, Darren.Persaud@lbhf.gov.uk	
Cabinet Member for the Economy	November 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	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.
	Reason: Expenditure/Income - Revenue between £500,000		Ward(s): All Wards Contact officer: Mo Goudah, Matthew Rumble	

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	and £5m and Capital between £1.5m and £5m	Consultancy+ for the provision of professional consultancy services in relation to leisure and recreational infrastructure.	mo.goudah@lbhf.gov.uk, matt.rumble@lbhf.gov.uk	Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Executive Director of Finance and Corporate Services	January 2025	Major Refurbishment of Derwent Court W6 Award of contract to carry out major refurbishment works to 1-10 Derwent Court W6. Works include new roof covering, new windows and doors, and general fabric repairs and redecoration.	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): Ravenscourt Contact officer: Vince Conway Tel: 020 8753 1915 Vince.Conway@lbhf.gov.uk	
Cabinet Member for Public Realm	November 2024	Pan London Contract on the Future of Micro-mobility Authority to negotiate terms, agree charges and enter into contracts related to e-bike hire and e-scooter hire contracts .	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 Contact officer: Masum Choudhury Masum.Choudhury@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)
Cabinet Member for Public Realm	November 2024	Leisure Contract Variation Leisure Contract Variation	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 Contact officer: Simon Ingyon Simon.Ingyon@lbhf.gov.uk	
Cabinet Member for Finance and Reform	November 2024	Digital Advertising Hoardings Overview An update 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 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	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: Joanna McCormick Tel: 0741207694 Joanna.Mccormick@lbhf.gov.uk	
Cabinet Member for Public Realm	November 2024	Procurement of Toxicology Provision for West London Coroner's Court This report seeks approval to procure a 3-year contract, with the	Cabinet Member for Public Realm	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	option to extend for up to 2 further years for toxicology services. The toxicology contract is to be awarded by the London Borough of Hammersmith and Fulham on behalf of the West London Coroner's Service.	Contact officer: Kayode Adewumi Kayode.Adewumi@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 (with responsibility for Children and Education)	November 2024	Mosaic Contract Extension The Mosaic contract expires 31/01/2025, officers would like to request a 2 year extension on the contract to complete procurement exercise to award new contract. The contract is for CHS and ASC.	Deputy Leader (with responsibility 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:		Ward(s): Contact officer: Eddina Aceng Tel: 07717346540 Eddina.Aceng@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 2024	Direct Award Report of Spot Contract to Living With Equal Opportunities This is a decision to directly award a 2-year spot contract worth £340 000 to Living With Equal Opportunities (LWEO) in order to regularise existing arrangements starting 1st October 2024 to 30th September 2026 The reason for this decision is to ensure that residents have access to a responsive and good quality service in an area with insufficient local provision and to allow time	Deputy Leader (with responsibility 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
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards Contact officer: Lydia Sabatini Lydia.Sabatini@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)
		<p>for commissioners to coproduce a new model for day opportunities to be tendered for in 2025/6.</p> <p>A timeline and plan is in place the co-production and governance around a new service model to take place by the end of this contract extension.???</p> <p>2 years also provides enough time to monitor the contract and terminate it if it is found to be underperforming</p> <p>A waiver will go to Contract Assurance Board.</p> <p>A strategy paper for a reprocurement will be presented in 2025.</p>		the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	November 2024	<p>Award of contract for White City major refurbishment Phase 1 incorporating works to Batman Close, Davis House, Evans House, Mackay House, White City estate W12</p> <p>This report seeks approval to award a contract for the major refurbishment of eleven blocks forming part of the White City estate W12.</p> <p>The scheme was included in the Procurement Strategy approved by December 22 Cabinet, which identified sites for investment during the period 2023-2025.</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 over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): White City	
			Contact officer: Vince Conway Tel: 020 8753 1915 Vince.Conway@lbhf.gov.uk	
Cabinet Member for Public Realm	November 2024	<p>Procurement Strategy for Professional Services</p> <p>Professional services for civil and traffic engineering design, project management and community engagement</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
	Reason: Expenditure/Income - Revenue between £500,000		Ward(s): All Wards	
			Contact officer: Russell Trewartha Tel: 07551680551	

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)
	and £5m and Capital between £1.5m and £5m		Russell.Trewartha@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.
Executive Director of Finance and Corporate Services	November 2024	Pilot for Drainage Planned Preventative Maintenance to housing stock This Procurement Strategy recommends a 12-month contract award for up to £400,000 in value. This contract is required for the service to understand the cost/benefit feasibility of a boroughwide PPM strategy relating to soil stack descaling and associated repair works. This pilot will be undertaken at the White City Estate.	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 Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	
Cabinet Member for Public Realm	Before 30 Nov 2024	Highway Asset Management Strategy Highway Asset Management Strategy outlines how the highway will be managed in the future.	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
	Reason: Affects 2 or more wards		Ward(s): All Wards Contact officer: Ian Hawthorn Tel: 020 8753 3058 ian.hawthorn@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>)
				3-day call-in.
Cabinet Member for Public Realm	November 2024	Tree Strategy Tree Strategy 2024 - 2030. The strategy outlines key objectives and actions to ensure trees are protected and canopy cover is increased.	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: Jessica Bastock jessica.bastock@lbhf.gov.uk			
Executive Director of People	November 2024	Direct Award to Jontek for the Careline Alarm Receiving Centre Platform Hammersmith & Fulham (H&F) Careline is a critical emergency alarm receiving service, safeguarding approximately 3,000 residents, primarily comprising elderly and vulnerable individuals within the borough. Jontek’s platform, Answerlink, is the current provider of the Careline Alarm Receiving Centre Platform (ARC) used by H&F Careline to manage and respond to calls and emergency alerts from residents, including telecare. The decision is to direct award to Jontek to provide Answerlink.	Cabinet Member for Adult Social Care and Health	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: Jessie Ellis Jessie.Ellis@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)
Executive Director of People	November 2024	Direct Award Report of Statutory Advocacy Services to Libra Partnership Direct award of contract for two years	Cabinet Member for Adult Social Care and Health	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: Lydia Sabatini Lydia.Sabatini@lbhf.gov.uk	
Executive Director of People	November 2024	Direct Award Report of Carers Services to Carers Network 2 year direct award	Cabinet Member for Adult Social Care and Health	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: Lydia Sabatini Lydia.Sabatini@lbhf.gov.uk	
Deputy Leader (with responsibility for Children and Education)	November 2024	Procurement Strategy for Fulham Bilingual School Windows The report sets out the procurement strategy for works to repair or, where necessary, replace windows at Fulham Bilingual School.	Deputy Leader (with responsibility 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		Ward(s): Parsons Green & Sandford	
			Contact officer: Anthony Mugan Anthony.Mugan@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)
	Capital between £1.5m and £5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Deputy Leader (with responsibility for Children and Education)	November 2024	Procurement Strategy for Langford Window Upgrade The report sets out the proposed procurement strategy for works to repair where possible, or replace if necessary, the windows at Langford Primary School	Deputy Leader (with responsibility 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): Sands End	
			Contact officer: Anthony Mugan Anthony.Mugan@lbhf.gov.uk	
Cabinet Member for Public Realm	November 2024	Waste contract vehicle purchase Purchase of fleet for waste collection 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	
			Contact officer: Pat Cosgrave Tel: 020 8753 2810 Pat.Cosgrave@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 Public Realm	November 2024	CCTV Enforcement Award Paper An award paper setting out the proposed successful bidder through the TTAS Framework for the CCTV Enforcement contract.	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	
	Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@lbhf.gov.uk			
Executive Director of Finance and Corporate Services	November 2024	Land and Property Based IT CMS Award to Idox Software limited of 24 months contract under the Crown Commercial Service Vertical Application Solutions (CCS VAS) call off framework for the provision of Land and property case management system	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 - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
	Contact officer: Graham Pottle Tel: 07733 038 882 graham.pottle@lbhf.gov.uk			
Executive Director of Finance and Corporate Services	28 Feb 2025	Tender for Global Custody Services – Pension Fund Mini competition to award supplier of asset servicing to LBHF pension fund through LGPS framework	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 above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
	Contact officer: Phil Triggs, Mat Dawson ptriggs@westminster.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)
			mdawson@westminster.gov.uk	Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Executive Director of Finance and Corporate Services	28 Feb 2025	Global Custody Services, Award of Contract – Pension Fund Contract award for supplier of asset servicing to LBHF pension fund through LGPS framework.	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	
	Contact officer: Phil Triggs, Mat Dawson ptriggs@westminster.gov.uk, mdawson@westminster.gov.uk			
Cabinet Member for Adult Social Care and Health	December 2024	Public Health Wellbeing Services Procurement Strategy Public Health wish to commission a: - Tier 2 Weight Management Service - Navigation Service - Mental Health Service Combined this will make the Public Health Wellbeing Service. To sign off on the overall procurement strategy.	Cabinet Member for Adult Social Care and Health	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: Charis Champness Charis.Champness@lbhf.gov.uk			

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision	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 Adult Social Care and Health	November 2024	Mental Heath supported housing direct award report	Cabinet Member for Adult Social Care and Health	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 approve 2 year direct awards for 5 mental health supported housing contracts in order work with our health colleagues to address the insufficiency of the supply compared to the demand for the services	Ward(s): All Wards	
			Contact officer: Michele Roberts Tel: 020 8834 4734 Michele.Roberts@lbhf.gov.uk	
Executive Director of Finance and Corporate Services	November 2024	Contract Award Report – Consultancy Services Framework Engineering Surveys	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	Direct Award to Ingleton Wood LLP using Hammersmith and Fulham Consultancy Framework Lot 5	Ward(s): All Wards	
			Contact officer: Gavin Duncumb Gavin.duncumb@lbhf.gov.uk	
CABINET - 4 November				
Cabinet	4 Nov 2024	Creating a Housing Company	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
	Reason: Affects 2 or more wards	Establishing a wholly-owned council Housing Company	Ward(s): All Wards	
			Contact officer: Labab Lubab	

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			Tel: 020 8753 4203 Labab.Lubab@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 - 2 December

Cabinet	2 Dec 2024	H&F Air Quality Action Plan 2024-2029 Statutory Air Quality Action Plan for 5 year period, required as whole of H&F is within an Air Quality Management Area. Action Plan has been approved by GLA and DEFRA and now needs to be formally adopted.	Cabinet Member for Climate Change and Ecology	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: Hinesh Mehta Hinesh.Mehta@lbhf.gov.uk	
Cabinet	2 Dec 2024	WKSr Strategic Options consideration of preferred option/s to complete the civic campus 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
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards Contact officer: Joanne Woodward Joanne.Woodward@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)
				3-day call-in.
Cabinet	2 Dec 2024	Digital Advertising Hoardings Overview Overview and update on Digital Advertising Hoardings - for information.	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 - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
			Contact officer: Joanna McCormick Tel: 0741207694 Joanna.Mccormick@lbhf.gov.uk	
Cabinet	2 Dec 2024	LBHF Companies Update Overview Report of LBHF Companies activities.	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 - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
			Contact officer: Waheeda Soomro Tel: 07776 672 927 Waheeda.Soomro@lbhf.gov.uk	
Cabinet	2 Dec 2024	Capital Programme Monitor & Budget Variations, 2024/25 (Second Quarter) This report reports the quarter 2 position to Cabinet and seeks	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at
	Reason: Expenditure/Income over		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)
	£5m & policies or new income, reserves use, overspend over £300K	revisions to the Capital Programme which require the approval of Cabinet in accordance with the Council's financial regulations.	Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@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	2 Dec 2024	Revenue Budget Review 2024/25 - Month 6 (September 2024) To note the Council's 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	
			Contact officer: Sukvinder Kalsi Sukvinder.Kalsi@lbhf.gov.uk	
Cabinet	2 Dec 2024	Procurement for Gas maintenance and repair Term-Service Contractor The gas and ancillary items contract for Housing will end in July 2025. The current contract allows for an extension of two years, structured as one plus one year, subject to mutual agreement by client and contractor. The extensions are to be let on existing contract terms and conditions; however, the incumbent contractor is now seeking amendments to these terms. On this basis, we need to source a new contractor to	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
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
			Contact officer: Richard Buckley richard.buckley@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)
		<p>take over from Friday, 1st August 2025.</p> <p>Given the level of uncertainty, the short timeframe, and that the provision of safe gas heating and hot water is fundamental for safety and wellbeing outcomes, it is necessary to repurchase a new five-year contract. We are proposing to do this using the mini competition option of the compliant South East Consortium (SEC) Heating & Water Hygiene Framework – Lot 1 'domestic and commercial heating'.</p>		the start of the 3-day call-in.

CABINET - 13 January

Cabinet	13 Jan 2025	Retrofit Strategy 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. 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 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	
			Contact officer: Rehan Khan rehan.khan@lbhf.gov.uk	
Cabinet	January 2025	Refurbishment of void properties to expand domestic abuse refuge provision This decision requests approval of a number of recommendations that will enable the council to invest in the refurbishment of three void properties so as to achieve an	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
	Reason: Expenditure/Income - Revenue between		Ward(s): All Wards	
			Contact officer: Joe Coyne, Mo Goudah	

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)
	£500,000 and £5m and Capital between £1.5m and £5m	important expansion of its domestic abuse refuge provision.	joe.coyne@lbhf.gov.uk, mo.goudah@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 Jan 2025	Provision of Supported Housing in Hammersmith & Fulham For decision on the acquisition of properties in the adult social care supported housing portfolio.	Cabinet Member for Adult Social Care and Health	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 Contact officer: Julius Olu Tel: 0208 753 8749 Julius.olu@lbhf.gov.uk	
Cabinet	13 Jan 2025	Redevelopment of White City Central Redevelopment of the central area in the White City Estate	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): White City Contact officer: Matthew Rumble matt.rumble@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)
Cabinet	13 Jan 2025	Council Tax Base and Collection Rate 2025/26 and Delegation of the Business Rate Estimate This report is a statutory requirement that sets the Council Tax base for the purposes of the 2025/26 revenue budget.	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 over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards Contact officer: Jamie Mullins Tel: 020 8753 1650 Jamie.Mullins@lbhf.gov.uk	
Cabinet	13 Jan 2025	Council Tax Support Scheme 24/26 The Council has a statutory duty to set the council tax each year and this report is part of this process. The Council can only vary or set council tax discounts or higher amounts as legally empowered to do so. The relevant regulations and legislation are the Local Government Finance Act 1992, the Local Authorities (Calculation of Council Tax Base) Regulations 2012, and the Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003, as amended in 2012. The Council Tax base has been calculated in accordance with the relevant Acts and regulations	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 over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards Contact officer: Kirsty Brooksmith Tel: 07785531091 Kirsty.Brooksmith@lbhf.gov.uk	
Cabinet	13 Jan 2025	EHC Personal Budgets Policy The Personal Budget Policy sets out H&F's person-centered approach intended to give parents, carers and young people more	Cabinet Member for Children and Education (expired July 2024)	A detailed report for all decisions going to Cabinet will be available at
	Reason: Affects 2 or more wards		Ward(s): All Wards	

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		flexibility, choice and control over the support they use and enables them to make their own decisions as a family about what works best for them in relation to the Education provision specified in the child or young person's Education, Health and Care Plan.	Contact officer: Roisin Conroy, Joe Gunning Tel: 07387099855, Tel: 07769672031 Roisin.conroy@lbhf.gov.uk, Joe.Gunning@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 - 10 February				
Cabinet	10 Feb 2025	CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2024/25 (THIRD QUARTER) This report reports the quarter 3 position to Cabinet and seeks revisions to the Capital Programme which require the approval of Cabinet in accordance with the Council's financial regulations.	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 over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
			Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@lbhf.gov.uk	
Cabinet	10 Feb 2025	FOUR YEAR CAPITAL PROGRAMME 2025/26 AND CAPITAL STRATEGY 2025/26 This report sets out an updated four-year capital expenditure and resource forecast and a capital programme and strategy for 2025/26 to 2028/29	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
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
			Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@lbhf.gov.uk	

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				reports will be published at the start of the 3-day call-in.
Cabinet	10 Feb 2025	Pay Policy Statement The Council is required to prepare a pay policy statement for each financial year that sets out the Council's approach to recognising and rewarding its employees in a fair, consistent, and equitable manner.	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 over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards Contact officer: Mary Lamont, Lucy Robinson mary.lamont@lbhf.gov.uk, Lucy.Robinson@lbhf.gov.uk	

CABINET - 1 April

Cabinet	1 Apr 2025	2024/25 Corporate Revenue Monitor - Month 9 (December 2024) To note the Council's 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 Contact officer: Sukvinder Kalsi Sukvinder.Kalsi@lbhf.gov.uk	