

# Cabinet



## Agenda

**MONDAY**  
**12 MAY 2025**  
**7.00 pm**

**COPPER SUITE**  
**GROUND FLOOR**  
**CLOCKWORK BUILDING**  
**45 BEAVOR LANE**  
**LONDON W6 9AR**

### 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

**Date Issued**  
**01 May 2025**

If you require further information relating to this agenda please contact:  
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Reports on the open Cabinet agenda are available on the Council's website: [www.lbhf.gov.uk/councillors-and-democracy](http://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 items 5-8 which are exempt under paragraphs 3 and 5 of Schedule 12A to the Local Government Act 1972.

The Cabinet has not received any 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](mailto:katia.neale@lbhf.gov.uk). Seats will be allocated on a first come first serve basis. The building has disabled access.

Watch the meeting live on YouTube: [youtube.com/hammersmithandfulham](https://youtube.com/hammersmithandfulham)

### DEPUTATIONS

Members of the public may submit a request for a deputation to the Cabinet on item numbers **4-8** 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 7 May 2025.**

### COUNCILLORS' CALL-IN TO SCRUTINY COMMITTEES

A decision list regarding items on this agenda will be published by **Tuesday 13 May 2025**. Items on the agenda may be called in to the relevant Accountability Committee.

The deadline for receipt of call-in requests is **Friday 16 May 2025 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 16 May 2025**.

# Cabinet agenda

12 May 2025

<u>Item</u>		<u>Pages</u>
1.	<b>APOLOGIES FOR ABSENCE</b>	
2.	<b>DECLARATION OF INTERESTS</b>	
	<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>	
3.	<b>MINUTES OF THE CABINET MEETING HELD ON 1 APRIL 2025</b>	5 - 7
4.	<b>POLICY OPTIONS FOR THE BOROUGHWIDE PROHIBITION OF THE BURNING OF DOMESTIC AND GARDEN WASTE IN THE LONDON BOROUGH OF HAMMERSMITH &amp; FULHAM</b>	8 - 22
5.	<b>HOME CARE SERVICES</b>	23 - 28
6.	<b>LOCAL ELECTRIC VEHICLE INFRASTRUCTURE (LEVI) PROCUREMENT STRATEGY</b>	29 - 48
7.	<b>PUBLIC REALM WORKS AND CONSULTANCY PROCUREMENT STRATEGY</b>	49 - 70

8.	<b>APPROPRIATION OF LAND AT THE HARTOPP &amp; LANNOY SITE</b>	71 - 97
9.	<b>FORWARD PLAN OF KEY DECISIONS</b>	98 - 159
10.	<b>DISCUSSION OF EXEMPT ELEMENTS (ONLY IF REQUIRED)</b>	

## **LOCAL GOVERNMENT ACT 1972 - ACCESS TO INFORMATION**

Reports 5 to 8 have appendices which contain exempt information as defined in Schedule 12A of the Local Government Act 1972 and are not for publication. The appendices have been circulated to Cabinet Members only. Any discussion of the contents of an exempt appendix requires Cabinet to pass the proposed resolution below to exclude members of the public and the press from the proceedings for that discussion.

### **Proposed resolution for Item 5:**

*Under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of an item of business, on the grounds that it contains the likely disclosure of exempt information, as defined in paragraphs 3 and 5 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.*

### **Proposed resolution for Items 6, 7, and 8:**

*Under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of an item of business, on the grounds that it contains the likely disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of the said Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.*

London Borough of Hammersmith & Fulham

# Cabinet Minutes



Tuesday 1 April 2025

## **PRESENT**

### **Members**

Councillor Stephen Cowan, Leader of the Council

Councillor Alex Sanderson, Deputy Leader (with responsibility for Children and Education)

Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology

Councillor Andrew Jones, Cabinet Member for The Economy

Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety

Councillor Rowan Ree, Cabinet Member for Finance and Reform

Councillor Zarar Qayyum, Cabinet Member for Enterprise and Skills

### **Other Councillors**

Councillor Adronie Alford, Opposition Spokesperson for Housing

### **Officers**

Sharon Lea, Chief Executive

Grant Deg, Director of Legal Services and Monitoring Officer

David Abbott, Head of Governance

## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bora Kwon, Frances Umeh, and Sharon Holder.

## **2. DECLARATION OF INTERESTS**

There were no declarations of interest.

## **3. MINUTES OF THE CABINET MEETING HELD ON 3 MARCH 2025**

### **RESOLVED**

That the minutes of the meeting held on 3 March 2025 were agreed as an accurate record.

## **4. CARBON OFFSET COST GUIDANCE NOTE**

Councillor Andrew Jones, Cabinet Member for Economy, introduced the report that sought approval from Cabinet to publish a carbon offset cost guidance note. The guidance note was designed to help planners and developers calculate the carbon offsetting costs on major development sites to incentivise

developers to include more on-site carbon reduction measures. Councillor Jones noted that the guidance would come into force from the 1<sup>st</sup> of July 2025.

Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology, noted this was a key element of the Council's plan to combat climate change. He said the Council wanted new developments to be as green as possible, and he hoped this guidance would lead to developers implementing more energy efficient buildings.

**AGREED UNANIMOUSLY BY THE CABINET MEMBERS:**

1. That Cabinet approval be given for the guidance to be published and used to assist in calculating Carbon offset costs on development sites.

**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. REVENUE BUDGET REVIEW 2024/25 - MONTH 9 (DECEMBER 2024)**

Councillor Rowan Ree, Cabinet Member for Finance and Reform, introduced the report which presented the third provisional outturn position for 2024/25 at Month 9 (December 2024). He noted the forecast General Fund overspend was down to £1.1m and anticipated this would come down further over the period. Despite the challenging fiscal environment, both the General Fund and Housing Revenue Account budgets were forecast to be balanced at the end of the year.

Councillor Adroine Alford, Opposition Spokesperson for Housing, addressed the meeting and said she welcomed the news that the Housing Revenue Account was forecast to be balanced by the end of the year, noting that she would continue to scrutinise and monitor it closely.

Councillor Stephen Cowan, Leader of the Council, thanked Councillor Ree and finance officers for their stewardship of the Council's finances. He stressed the importance of careful financial management that allowed Hammersmith & Fulham to deliver services that other Councils couldn't, such as free Home Care and free breakfasts for primary school children, while having the third lowest council tax in the country. He said he was grateful for the hard work that made that possible.

**AGREED UNANIMOUSLY BY THE CABINET MEMBERS:**

1. To delegate authority to the Executive Director of Finance and Corporate Services, in consultation with the Cabinet Member for Finance and

Reform, to take all decisions necessary to facilitate the closing of the final accounts.

2. To note the General Fund financial forecast variance at Month 9 and mitigating actions to reduce the overspend forecast variance position (Table 1 and Appendix 1).
3. To note progress on delivering the 2024/25 agreed budget savings (Appendix 3).
4. To note the HRA forecast (paragraph section 9 to 11 and Appendix 2).
5. To note and approve the budget movements (Appendix 4).

**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. FORWARD PLAN OF KEY DECISIONS**

The Forward Plan of Key Decisions was noted.

Meeting started: 7.04 pm  
Meeting ended: 7.12 pm

Chair .....

**Report to:** Cabinet

**Date:** 12/05/2025

**Subject:** Policy Options for the Boroughwide Prohibition of the Burning of Domestic and Garden Waste in the London Borough of Hammersmith & Fulham

**Report of:** Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology

**Report authors:** Adam Webber, Air Quality Policy and Strategy Lead

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### SUMMARY

This report provides the context for the potential boroughwide prohibition of the burning of domestic and garden waste in Hammersmith & Fulham, as part of our work to reduce air pollution in the borough. This prohibition excludes barbeques and domestic fire-pits. It would also exclude any indoor wood burning.

Hammersmith & Fulham has committed to reducing Particulate Matter emissions (PM<sub>10</sub>, PM<sub>2.5</sub>) in the borough and to achieve compliance across the borough of the Annual Average World Health Organisation (WHO) Air Quality Guideline targets for Particulate PM<sub>10</sub> (20ug/m<sup>-3</sup>) and PM<sub>2.5</sub> (10 ug/m<sup>-3</sup>) by 2030.

The latest data for Hammersmith & Fulham shows that in 2019, 14% of the borough's particulate emissions for PM<sub>2.5</sub> can be attributed to domestic wood burning. In London this figure was 17%. Domestic wood burning includes emissions from both indoor and outdoor sources: this includes emissions from indoor wood burning stoves, as well as outdoor fires. It is not currently possible to ascertain the precise split within this figure between household wood burning (such as from stoves) and outdoor fires.

This paper outlines gaps where more data is required to move forward with a delivery programme for this policy. While the council has responsibilities to investigate complaints around smoke and fumes that could constitute a 'statutory nuisance' under the Environmental Protection Act 1990, these powers are reactive and do not prohibit burning. It is expected that a local byelaw will be required to enforce any prohibition.

A boroughwide prohibition on the burning of domestic and garden waste undertaken by means of adopting a new local Byelaw would be made under Section 235 of Local Government Act 1972. This report outlines the implementation plan of any potential new Local Byelaw for this purpose, subject to further baseline evidence gathering, and a finalised delivery programme for the formulation, consultation and eventual adoption.



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## RECOMMENDATIONS

1. To agree in principle with the approach of a boroughwide prohibition of the burning of domestic and garden waste within the London Borough of Hammersmith & Fulham.
2. To note the resource requirements of undertaking this work and make the recommendation above understanding that further baseline evidence gathering will be required to produce a full proposal. It is expected enforcement of any prohibition would be made through the means of provision and adoption of a new local byelaw under S.235 of the Local Government Act 1972.
3. To delegate responsibility to the Executive Director for Place for decision-making and defining the parameters of the boroughwide prohibition of the burning of domestic and garden waste in consultation with Cabinet Member for Climate Change and Ecology, including the delivery programme, consultation, and potential eventual adoption of the byelaw.

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**Wards Affected:** (All)

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<b>Our Values</b>	<b>Summary of how this report aligns to the H&amp;F Values</b>
Building shared prosperity	All residents will benefit from this proposal, as it is intended to cover all wards and neighbourhoods, not just a select few.
Creating a compassionate council	All residents across the Borough deserve the same opportunities to live in healthy and happy neighbourhoods. Tackling air pollution is a key component of our wider environmental work that will support our ambitions of being a net carbon zero borough by 2030.
Doing things with local residents, not to them	Resident engagement will be a key feature of developing this programme,
Being ruthlessly financially efficient	Tackling air pollution is a key component of our wider environmental work that will support our ambitions of being a net carbon zero borough by 2030.
Taking pride in H&F	Tackling air pollution will result in a cleaner, greener, healthier borough.
Rising to the challenge of the climate and ecological emergency	Tackling air pollution is a key component of our wider environmental work that will support our ambitions of being a net carbon zero borough by 2030. Whilst the health of residents is the primary driver of this proposal, this programme supports the Council's climate and ecological emergency commitments, and supports our

	work to make our communities and environments more resilient.
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## Financial Impact

It is proposed to agree in principle the borough-wide prohibition of domestic and garden waste in Hammersmith & Fulham. A robust evidence base is required to inform the introduction of any new policy to ensure both its successful implementation and value for money (i.e. that should this be enforced through a byelaw, that this is worth pursuing in terms of its likely impact on pollution and subsequently on health outcomes). As such, there will be one off implementation costs relating to evidence gathering and communications (which could be significant), and ongoing costs relating to enforcement of the byelaw (which is expected to be undertaken by the Council's existing Environmental Public Protection service at no additional cost). Any investment required that cannot be accommodated within existing budgets will need to be considered separately as the project develops. Any resulting enforcement income (from non-compliance fixed penalty notices) will be reinvested in the cost of the enforcement activity.

*Kellie Gooch, Head of Finance (Place), 20 March 2025*

*Verified by James Newman, AD Finance, 25 March 2025*

## Legal Implications

It is considered that a local byelaw may be the best approach to enforcing this policy.

Section 235 of the Local Government Act 1972 ("LGA" 1972") empowers local councils to make byelaws, stating as follows:

"...The council of a London Borough may make byelaws for the good rule and government of the whole or any part of the borough and for the prevention and suppression of nuisances therein."

The procedure for making byelaws is set out in section 236 of the LGA 1972. Section 236A provides for an alternative procedure. However, the alternative procedure in The Byelaws (Alternative Procedure) (England) Regulations 2016("2016 Regulations") does not apply in this instance as prohibition of the burning of outdoor fires is not one of the prescribed classes of byelaws listed in Schedule 1 of the 2016 Regulations or unless it applies just to open spaces.

It is imperative that the proposed byelaw is both necessary and proportionate. If the objective of the proposed byelaw can be achieved by way of alternative legislation, that alternative should be pursued.

Furthermore, the draft of the proposed byelaw submitted for the Secretary of States' consideration must be accurately and comprehensively drafted since only minor modifications can be made thereafter.

The creation of a byelaw is a non-executive function as it is listed in Schedule 1 Section F of the Local Authorities (Functions and Responsibilities) (England)

Regulations 2000 (SI 2000/2853) and therefore cannot, by virtue of Section 1 be the responsibility of the Cabinet.

The Local Authority constitution should set out whether the function of making a byelaw has been delegated to a committee or officer under LGA 1972, s 101. If it has not been delegated it remains a decision for full Council. As the Council's constitution does not delegate the power to any committee or officer the decision should be made by the full council.

The process is likely to require three decisions:

- to propose the byelaw;
- to seek Secretary of States approval; and
- the final stage confirming byelaw or not as the case may be.

The full council could delegate the subsequent decisions to a committee or officer.

Section 237 makes it an offence to contravene a byelaw that is in force. Section 237A provides for the Secretary of State to introduce fix penalty notices for certain type of byelaws but no such regulation has been made to date.

*Mrinalini Rajaratnam, Chief Solicitor Planning and Property, 21 March 2025*

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## **Background Papers Used in Preparing This Report**

None.

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## **DETAILED ANALYSIS**

### **Public Health**

1. According to Public Health England (PHE), poor air quality is the largest environmental risk to public health in the UK. Long term exposure to man-made air pollution in the UK has an estimated annual effect equivalent to 28,000-36,000 deaths. Air pollution can lead to a variety of health problems including cardiovascular disease and lung cancer<sup>1</sup>.
2. PHE says that people at higher risk of negative health impact due to air pollution include older people (65 years and older), children, people with cardiovascular (heart) disease and/ or respiratory (lung) disease, pregnant women, communities in areas of poor air quality, and poorer communities. PHE has also note that "In 2010, the Environment Audit Committee considered that the cost of health impacts of air pollution was likely to exceed estimates of £8 to 20 billion"<sup>2</sup>.

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<sup>1</sup> [Health matters: air pollution , PHE](#)

<sup>2</sup> [Estimation of costs to the NHS and social care due to the health impacts of air pollution: summary report](#)

3. The Committee on the Medical Effects of Air Pollutants (COMEAP) concluded in January 2022 that 'The newer studies provide evidence of effects at low concentrations, and no evidence of a lower exposure threshold for the adverse health effects of PM<sub>2.5</sub>. Due to the smaller size of the particle, PM<sub>2.5</sub> is considered to have more adverse health impacts than PM<sub>10</sub> due to the ease with which it can travel deeper into the lungs and also enter the bloodstream. Therefore, continuing efforts to reduce concentrations of PM<sub>2.5</sub>, even where exposures are already low, would be expected to have a benefit to public health. This is a particularly important point for policy and decision making, as it suggests that reducing population exposure is an important public health goal, even when concentration-based air quality standards or targets are met'<sup>3</sup>.
4. The Committee on the Medical Effects of Air Pollutants (COMEAP) concluded in July 2022 that there is evidence to suggest an association between ambient air pollutants and an acceleration of the decline in cognitive function often associated with ageing, and with the risk of developing dementia<sup>4</sup>. This is in addition to the well-understand and researched impacts of pollutants and lung function, heart function, and various other health issues throughout life.
5. Air Pollution and Inequalities in London report published in 2023 provides analyses of the relationship between exposure to air pollution, deprivation and ethnicity in London. It shows communities which have higher levels of deprivation, and a higher proportion of people from ethnic minority groups of residents within these deprived communities, are still more likely to be exposed to higher levels of air pollution<sup>5</sup>.
6. Data is available to us on the health impacts of pollution as a whole. However, it is more difficult for us to drill down to the precise health impact of specific sources of pollution, such as Particulate emissions from outdoor fires. In Hammersmith and Fulham, Public Health England data suggests that the fraction of mortality attributable to particulate air pollution was 6.3% in 2023<sup>6</sup>, compared to an England average of 5.3%. This places the borough as the 11th worst local authority in England for the health impacts of particulate pollution. An attributable fraction indicates the contribution of a risk factor (here, ambient air pollution) to mortality from a disease, and is estimated from the relative risk corresponding to the exposure. However it is important to note that this is from all sources of particulate matter; emissions from outdoor fires are calculated as part of emissions from wood burning, which are in turn only part of the story of particulate emissions.

### **The health impact of outdoor fires / wood burning**

7. The latest data for Hammersmith & Fulham shows that in 2019, 14.3% of the borough's particulate emissions for PM<sub>2.5</sub> can be attributed to domestic wood

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<sup>3</sup> [Summary of COMEAP views on the studies in populations with low-level exposures: Appendix B](#)

<sup>4</sup> [Cognitive decline, dementia and air pollution: A report by the Committee on the Medical Effects of Air Pollutants](#)

<sup>5</sup> [Air Pollution and Inequalities in London - update 2023 | London City Hall](#)

<sup>6</sup> [Public Health Outcomes Framework - Data | Fingertips | Department of Health and Social Care](#)

burning<sup>7</sup>. In London this figure was 17%. Domestic wood burning includes emissions from both indoor and outdoor sources: this includes emissions from indoor wood burning stoves, as well as outdoor fires. It is not currently possible to ascertain the precise split within this figure between household wood burning (such as from stoves) and outdoor fires.

8. While there is well established data on the impact of the air pollution produced by the burning of solid fuel on health, there has been less research on outdoor fires specifically. Work has tended to focus on wood burning as a wider source of emissions, particularly from indoor wood burning stoves in homes. However some of this research is salient to this paper's proposals:
  - A study published in 2022 of particulate matter data from wood burning emissions (from indoor wood burning stoves and outdoor fire emissions) was quantified at five air quality monitoring locations in the UK, comprising three rural and two urban sites (London, Glasgow) between 2009 and 2021. As expected, air pollution from wood burning was greatest in winter and almost absent in summer when residential heating is minimum and atmospheric dispersion is enhanced. Average Particulate Matter (PM) emissions from wood burning during the heating season (November to March) were greatest in South-East England and London<sup>8</sup>.
  - Outdoor fires also cause episodes of elevated PM<sub>2.5</sub> concentrations, as is evident in the peaks lasting for several hours that frequently occur around annual Bonfire night, which vary in magnitude due to meteorological conditions. Analysis has revealed that peaks around 5 November (Bonfire Night) are predominantly associated with PM<sub>2.5</sub>, and PM<sub>10</sub>. However, the impacts of bonfires are difficult to quantify, with figures in the LAEI acknowledged to be highly uncertain. Bonfires represent increased concentrations for a short duration<sup>9</sup>.
9. As such, we currently do not have data (monitored or modelled) that shows the precise proportion of the borough's particulate matter emissions that come from outdoor fires. As a result, we also do not have data that shows the precise health impact of outdoor fires. It would be anticipated that the health impacts of burning waste outdoors, which would be covered by any prohibition, would likely be worse than woodburning bonfires due to the materials being burned.

### **Other impacts of burning domestic and garden waste**

10. As part of the Council's commitments on the climate and ecological emergency, we are working to meet the challenges of climate adaptation, and to make our communities more resilient to a changing climate. The risk of outdoor fires spreading and becoming out of control will likely increase in future due to a

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<sup>7</sup> [London Atmospheric Emissions Inventory \(LAEI\) 2019 - London Datastore](#)

<sup>8</sup> [Long-term trends in particulate matter from wood burning in the United Kingdom: Dependence on weather and social factors, ScienceDirect, 2022](#)

<sup>9</sup> [Air Quality England Report: Bonfire Night 2022](#)

warmer and drier climate. Prohibiting the burning of garden waste and other waste will reduce the potential for this.

11. Smoke, odours and antisocial behaviour are also associated with the burning of waste materials outdoors, which this policy would help to address. The section below outlines the Council's current powers to investigate nuisance caused by smoke.

### **Existing powers**

12. The Council, through the Environmental Protection Act 1990, has a responsibility to look into complaints about smoke from premises that could be a 'statutory nuisance'. For the smoke to count as a statutory nuisance it must do one of the following:
  - unreasonably and substantially interfere with the use or enjoyment of a home or other premises
  - injure health or be likely to injure health
13. If we agree that a statutory nuisance is happening, has happened or will happen in the future, we can serve an abatement notice. This requires whoever is responsible to stop or restrict the smoke. These powers are reactive, and require us to respond to complaints. It is also considered that a fire could release harmful air pollutants, while also not being considered a 'statutory nuisance'. There is also a general requirement within the Environmental Protection Act 1990 that waste should not be kept, treated or disposed of in a manner likely to cause pollution to the environment or harm to human health.
14. There are also existing powers within the 1990 Act covering commercial waste. Businesses have a duty of care under the Environmental Protection Act 1990 to ensure that their waste is stored, collected, transported and disposed or recycled properly so that it does not cause pollution to the environment or harm human health.
15. The whole of Hammersmith & Fulham is a designated Smoke Control Area, which restricts the types of fuels that can be burned. However these powers do not extend to outdoor fires.

### **Further research required**

16. The powers outlined above do not extend to fully minimising the impacts of outdoor fires, particularly from waste burning. If a local byelaw is considered, a robust evidence base is required. This is to both ensure the successful implementation of a new byelaw, and also to ensure that the council resources required for implementation represent value for money, i.e. that the byelaw is worth pursuing in terms of its likely impact on pollution (and subsequently on health outcomes).
17. From the section above, there are two enabling pieces of work required to build the case for prohibiting domestic and garden waste through a byelaw in the borough:

- Source apportionment: data is required to understand the breakdown of H&F's domestic wood burning emissions (6.1% of total particulate emissions) to isolate the true level of emissions in the borough from the burning of domestic and garden waste.
- Health impacts: data is required to understand the short- and long-term health impacts of outdoor fires on public health. Short-term impacts could be quantified through ascertaining health data related to times of year where such activity is highest. Long-term impacts would need to be extrapolated from the source apportionment analysis outlined above, i.e. if we know the % of particulate emissions from the relevant outdoor fires, we could calculate the % of the overall health impact of particulates from them.

### **Required approach to the adoption and enforcement of new byelaws**

18. It is considered that a local byelaw may be the best approach to enforcing this policy. A summary of the required approach to adopting any new byelaws in the borough can be found in Appendix 1. This sets out the formal requirements for consultation, the role of the relevant Secretary of State, advertisement, amendment and adoption of the proposed byelaw.
19. A summary of the timeframes for the introduction of a new byelaw are set out below:

<b>Element</b>	<b>Time required</b>
Regulatory assessment of proposed byelaw	Not defined, but would need to be completed before public consultation
Public consultation	Minimum 12 weeks
Submission of byelaw 'scheme', including consultation response document and regulatory assessment, to Secretary of State	Within 12 weeks
Secretary of State response	Maximum 30 days
Formal consultation following public notice to make the byelaw	Minimum 28 days
Make the byelaw	After 28 days but before 6 months of formal public notice

20. Byelaws are enforced by the local authority through the magistrates' court and contravening a byelaw can result in a fine upon successful conviction. It is proposed that the Environmental Public Protection (Noise & Nuisance) team, which currently covers statutory nuisance complaints related to outdoor fires using powers under the Environmental Protection Act 1990 s79/80, would be responsible for investigating any complaints and enforcing the byelaw.

21. An English Devolution White Paper was published by the Secretary of State for Housing, Communities and Local Government in December 2024<sup>10</sup>. This Paper outlined potential changes to rules surrounding the implementation of byelaws by local authorities<sup>11</sup>. Officers will monitor any potential new legislation which would impact on the process for byelaws.

## **Reasons for Decision**

22. The aim of any restrictions of the burning of domestic and garden waste is to improve local air quality across the borough, and help our environments and communities adapt to a changing climate. It is considered this will not include barbeques or outdoor burners/heaters used by licensed properties such as pubs and restaurants, or domestic fire pits. It would also exclude any indoor wood burning.
23. This policy will support our work towards achieving the Council's policy agenda for Public Health and the Climate Emergency. However, further work is required to understand the impact of this work and whether the resources required to implement the policy will provide value for money.
24. Working with resident groups and engaging the wider community on project development proposals helps the Council to build a better understanding of local issues and proposals and design tailored and specific projects to best address the concerns of local communities.
25. The project can be amended, altered or abandoned without significant capital investment on legal enforcement of the proposals.
26. The collection of baseline data in generating a full project plan and proposals will inform decision making. This will include work to define 'domestic and garden waste' to keep any restrictions in line with existing powers related to commercial waste. Any future recommendation to make a project permanent or to abandon a project will need to be based on data and feedback collected during the project.
27. It is considered that a local byelaw may be the best approach to enforcing this policy. It is expected that a further report recommending the adoption of a byelaw will also include the following:
- The purpose of and need for the byelaw;
  - By reference to a map where necessary, the land to which the byelaw if made would apply;
  - The extent of the consultation that has been undertaken and the result of that consultation including a summary of the objections and responses (including all copies of correspondence dealing with such objections as an appendix)

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<sup>10</sup> [English Devolution White Paper - GOV.UK](#)

<sup>11</sup> [Devolution White Paper: On-the-day factual briefing | Local Government Association](#)



- The reasons why the byelaw is reasonable in its proposed application, including why any sanction specified in the proposed byelaw is necessary and proportionate;
- Whether any other enactment already fulfils the purpose and if so why the byelaw is still needed or if not, that the proposal does not conflict with any existing enactments;
- That the guidance accompanying the model byelaws has been complied with;
- Whether the byelaws terms are from the model byelaw guidance and if so what (if any) adjustments are contained.

### **Equality Implications**

28. At this stage, the Council is considering solely whether to approve the outline programme. As the specific scheme is developed in greater detail, further consideration will be given to the potential equalities impacts and a specific EQIA will be carried out. The equalities impact of the scheme will be further monitored and assessed following the implementation of any byelaw and considering the consultation that will take place at that stage before any decision as to whether any of the scheme should be made permanent is taken.

### **Risk Management Implications**

29. There is a significant reputational risk that the implementation of a ban without adequate communication about what is and what isn't being prohibited will lead to negative resident reaction and press coverage especially at Bonfire Night (Fireworks Night). This risk should be reduced by consideration of exclusions to the proposal including the burning of dry waste (as is practised in almost all other local authorities in the country) or for specific traditional events (including Bonfire Night, Holi and Diwali).

*Jules Binney, Risk and Assurance Manager, 10<sup>th</sup> March 2025*

### **Climate and Ecological Emergency Implications**

30. This policy will support our work towards achieving the Council's policy agenda for Public Health and the Climate Emergency. It will also support our commitment to meeting the World Health Organisation guideline levels for air pollution. Outdoor fires and wood burning create harmful particulate matter emissions, for which it is considered there is no safe level. Short term exposure to high particulate matter emissions can cause asthma episodes and play a part in a multitude of other longer-term effects. Restricting outdoor fires in this way will also have climate adaptation and resilience benefits, through reducing the risk of fires becoming out of control in warmer and drier weather.

*Hinesh Mehta, Assistant Director of Climate Change, 24<sup>th</sup> March 2025*

### **Coproduction, Engagement and Monitoring**

31. The Council will follow all statutory requirements and guidance required for the making, implementation, consultation and monitoring of any new byelaw.

## **LIST OF APPENDICES**

Appendix 1 – Required approach to the adoption of new byelaws

## **Appendix 1 – Required approach to the adoption of new byelaws**

### **RE: Policy options for the boroughwide Prohibition of the Burning of Domestic and Garden Waste in the London Borough of Hammersmith & Fulham**

Note: An English Devolution White Paper was published by the Secretary of State for Housing, Communities and Local Government in December 2024<sup>1</sup>. This Paper outlined potential changes to rules surrounding the implementation of byelaws by local authorities<sup>2</sup>. Officers will monitor any potential new legislation which would impact on the process for byelaws.

It is expected that a further report recommending the adoption of a byelaw will also include the following:

- The purpose of and need for the byelaw;
- By reference to a map where necessary, the land to which the byelaw if made would apply;
- The extent of the consultation that has been undertaken and the result of that consultation including a summary of the objections and responses (including all copies of correspondence dealing with such objections as an appendix)
- The reasons why the byelaw is reasonable in its proposed application, including why any sanction specified in the proposed byelaw is necessary and proportionate;
- Whether any other enactment already fulfils the purpose and if so why the byelaw is still needed or if not, that the proposal does not conflict with any existing enactments;
- That the guidance accompanying the model byelaws has been complied with;
- Whether the byelaws terms are from the model byelaw guidance and if so what (if any) adjustments are contained.

1. A public consultation to gauge support for any proposed new local byelaw will take place for a minimum of 12 weeks. This will be in the form of an online survey by H&F Have Your Say - our community engagement platform that will be publicised on the Council's Website.
2. The council in order to comply with the regulations for introducing new local byelaws under Section 285 of Local Government Act 1972 must prepare a draft of the proposed byelaw. Model byelaws may be useful in preparing the draft. The council shall have regard to the guidance notes accompanying the model byelaws when preparing byelaws.
3. The local authority must then undertake a regulatory assessment of the proposed byelaw to ensure that the proposed byelaw is proportionate. The regulatory assessment must include at least the following considerations:

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<sup>1</sup> [English Devolution White Paper - GOV.UK](#)

<sup>2</sup> [Devolution White Paper: On-the-day factual briefing | Local Government Association](#)

- what is the objective of the proposed byelaw?
  - could the objective be achieved in any other way, short of a byelaw?
  - what will be the impact of the byelaw upon those affected by it?
  - will the proposed byelaw increase, or decrease, the regulatory burden imposed upon those affected by it, and can the local authority express this increase or decrease as a financial cost or benefit?
  - how does making the proposed byelaw compare with taking no further action?
4. After reviewing the results of the consultation, the council within 12 weeks from the end of the consultation shall prepare a statement of this consultation. The statement of the assessment shall include the following:
- the conclusions of the local authority about the impact of the proposed new byelaw on those affected by it
  - the conclusions of the local authority about whether or not the proposed byelaw will result in an increased regulatory burden
  - where the local authority considers that the proposed byelaw will result in an increased regulatory burden, the reasons why the local authority considers that increase to be proportionate and necessary.
  - The council will then publish the statement of the assessment on its website and provides copies to view at the councils four libraries.
5. The council must then submit their application to the Secretary of State for approval. The application should contain the draft proposed byelaw, the deregulatory statement and a report:
- identifying the enactment under which the byelaw is proposed to be made
  - confirming that the new, alternative procedure for making the proposed byelaw has been followed
  - explaining the purpose of, and need for, the byelaw
  - explaining the local authority's reasons why it considers the proposed byelaw is reasonable, and why the proposed sanction for contravening the byelaw is both necessary and proportionate
  - explaining whether or not any other existing enactment, law or legislation already fulfils the purpose of, and need for, the proposed byelaw
  - explaining why, if any other existing enactment, law or legislation already fulfils the purpose of, and need for, the proposed byelaw, the local authority still considers there is a need for the proposed byelaw
  - providing assurance that if it is the case that the local authority considers that no other existing enactment, law or legislation already fulfils the purpose of, and need for, the proposed byelaw, the proposed byelaw does not conflict with any existing enactments
  - explaining whether the local authority has used a model byelaw to help draft the proposed byelaw and if so, which one
  - identifying, by using a map if necessary, the area to which the byelaw applies
  - describing the result of the consultation
  - summarising any objections made to the proposed byelaw during the consultation exercise and the councils response to those objections; the

council will also include with the report copies of all correspondence dealing with the objections

The Secretary of State (SoS) must respond within 30 days to the council.

6. The SoS may give leave for the council to make the proposed byelaw, send an acknowledgment and give a substantive response at a later date, or refuse to give leave to the council to make the byelaw. The Secretary of State may request minor technical and formatting changes when giving leave to make the byelaw.
7. If the Secretary of State gives leave for the proposed byelaw to be progressed, the council then must give notice of the proposed byelaw. The notice shall identify the area to which the proposed byelaw will apply, give a summary of its intended effect, and specify where the proposed byelaw along with the council's assessment statement and the local authority's report on the proposed byelaw may be inspected. The notice shall state the consultation period, of not less than 28 days, within which the public may inspect the draft byelaws and also publish an address to which representations on the byelaws can be made within this period.
8. The council then shall consider all representations received over a minimum period of 90 days, including objections, before making any decision to adopt the proposed byelaw. It is for the council to determine how to proceed with any representations received.
9. Once the consultation period has expired, the council then has 6 months to decide whether or not to make the byelaw (with or without minor modification).
10. This 6-month period allows an adequate time for representations to be considered, for a council meeting to be arranged and a decision about whether to make the byelaws to be taken. A minor modification to a proposed byelaw is a modification that does not bring any new activity into the scope of the proposed byelaw or increase the scope of any prohibition or restriction on an activity.
11. Where a local authority decides that a more than minor modification is required to the byelaw, then that local authority is making a major modification and so essentially creating a new byelaw. Accordingly, if a local authority decides that a major modification is required to the byelaw it must recommence the byelaw making process from the beginning.
12. If the local council has formally resolved to make the proposed byelaw, they should make the byelaw under the common seal of the council, which should be placed after any schedule or plan included with the byelaw. The byelaw should also be signed and dated. Byelaws come into force a minimum of 30 days after the date they are made.

13. As byelaws are local enactments that may result in a fine in the form of a Fixed Penalty Notice (FPN), publicising the byelaw is an integral part of ensuring any new byelaw that will soon come into force is brought to the attention of the wider local community.
14. The council shall publicise the fact that a new byelaw has been made for 90 days (the minimum is 7 days) before the date on which the new local byelaw comes into force. This will enable the council sufficient time to provide information as far as possible to make the public aware that a new byelaw will be coming into force.
15. The local authority shall publicise the new byelaw on its website and make information available for the public.
16. If adopted the enforcement of the Local Byelaw for the Boroughwide Prohibition of the Burning of Outdoor Fires may require the recruitment of additional resources. There will a requirement for allocation of staff time from the Communications team, legal team and Regulatory Services towards enforcement. A small number of enforcement actions, which are actively publicised, could have a significant awareness raising impact, amplifying the policy's effectiveness.

ENDS

**Report to:** Cabinet

**Date:** 12/05/2025

**Subject:** Home Care Services

**Report of:** Councillor Alex Sanderson – Deputy Leader (formally deputising for the Cabinet Member for Adult Social Care and Health)

**Report author:** Sarah Bright – Director Commissioning and Transformation

**Responsible Director:** Jacqui McShannon, Executive Director – People

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### SUMMARY

The current homecare arrangements have been operating on an implied contractual basis following an unsuccessful procurement. Officers have evaluated available options which have informed the proposed recommendations to ensure continuity of care and market stability whilst preparing for a future competitive procurement process.

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### RECOMMENDATIONS

That Cabinet approves:

1. That Appendix A is treated as confidential on the basis that it contains information in respect of which a claim to legal professional privilege could be maintained in legal proceedings pursuant to Schedule 12A, paragraph 5 Local Government Act 1972.
2. That Appendix B 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).
3. Direct Award to the three incumbent providers (Castle Rock Group, Mihomecare and Sage Care) for a maximum of sixteen months from 1 April 2025 to 31 July 2026, keeping the existing allocation of packages in place. The total value is estimated to be £15.5m.

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**Wards Affected:** All

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<b>Our Values</b>	<b>Summary of how this report aligns to the <a href="#">H&amp;F Corporate Plan</a> and the H&amp;F Values</b>
Building shared prosperity	Providers will be encouraged to support local businesses and the voluntary sector in the Borough by employing local Home Care and Independent Living staff.
Creating a compassionate and inclusive council	Home Care service upholds the rights of vulnerable residents and supports our vision for independent living
Doing things with residents, not to them	Residents are at the centre of their care plans, supported to be involved in the decisions about their care and support, ensuring a person centred, strengths focused approach.
Being ruthlessly financially efficient	Formalising of existing arrangements to lead to a competitive open procurement process that is appropriately structured and weighted to meet demand as well as need and drive competitiveness in the market.
Taking pride in H&F	A high-quality service supporting some of our most vulnerable residents to access high quality, homecare provision.
Rising to the challenge of the climate and ecological emergency	Procurement of services which deliver against the Council's net zero ambition by 2030 through the recruitment of local care staff across smaller geographical areas reducing the use of transport in the delivery of this service.

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## FINANCIAL IMPACT

The total projected spend in 2024/25 for the 3 block contract providers is £11.3m (namely, Castle Rock Group, Mihomecare and Sage Care). These 3 providers are delivering 560,014 hours per annum to 1,044 residents (and this level of service is expected to continue for the contract extension duration).

The proposed inflation that the Council will allocate for 2025/26 is 2.5% and this equates to an additional cost of £0.3m and therefore the 2025/26 forecast expenditure will be £11.6m. The estimated financial cost for the period 1<sup>st</sup> April 2026 to 31<sup>st</sup> July 2026 is £3.9m (with the total estimated value for the contract extension for 16 months being £15.5m).

The total estimated expenditure for 2025/26 will be funded from the approved Adult Service Home Care budgets and the commitments in 2026/27 will be subject to the standard budget approval processes to agree the budget for 2026/27.

Any other incidental costs that were incurred in this regard (e.g. external legal advice) and other Council costs will be met within the approved Adult Social Care budgets.



*Finance comments by Lydia Nevitt, Principal Accountant Social Care. 05/02/2025*  
*Verified by James Newman, AD Finance, 31/01/2025*  
*Verified by Sukvinder Kalsi, Executive Director Finance and Corporate Services, 07/03/2025*

## **LEGAL IMPLICATIONS**

The full legal implications can be found in Exempt Appendix A.

*Verified by Glen Egan, Assistant Director Legal Services, 27 February 2025*

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## **DETAILED ANALYSIS**

### **INTRODUCTION**

1. The Council has a legal duty under the Care Act 2014 to ensure the provision of Home Care services. It is a vital service to enable people to maintain their independence, remain living in their own homes, prevent admission to residential care provision, support hospital discharge and unnecessarily long stays in hospital which are detrimental to health.
2. Three lead providers currently provide care across three geographical regions. The remaining hours are delivered by providers under spot contractual arrangements. Contract monitoring of the three lead providers happens on a monthly basis.
3. In December 2022 a procurement strategy was approved via Cabinet to re-commission Homecare and Independent Living Services. During the award process a legal challenge was received and the procurement was abandoned.
4. There is a legal and commercial imperative to re-commission the service. Given the complexities of this service, officers have determined the minimum period necessary to undertake an open tender exercise and mobilise new contracts to ensure the continued safe and effective delivery of services, is 16 months. Whilst this process is undertaken, there is a need to formalise the current arrangements.

### **OPTIONS APPRAISAL**

5. The key options under consideration are:

**Option 1: Direct award to the three lead providers for 16 months and continue allocating new packages in accordance with current arrangements to the lead providers in the first instance.**

6. The current home care model divides the borough into three geographical areas, each assigned a contracted provider - Mihomecare in the North, Castle Rock Group in the Central, and Sage in the South. Providers must accept 100% of referrals within their region, use electronic monitoring, comply with contract terms, and attend performance meetings.
7. Since the lapse of these contracts, the three lead contracted providers have continued to provide these services to ensure continuity of provision. The recommended option will formalise the position with these providers, whilst we undertake a competitive tender exercise.
8. This option will provide continuity of provision to some of the Council's most vulnerable residents. Officers will continue to call-off new requirements with these providers as required and spot purchase in accordance with current arrangements. This option formalises the as is whilst ensuring there is sufficient time to undertake a competitive procurement exercise and mobilise new contracts to ensure the continued safe and effective delivery of services.

**Option 2: Direct award to the three lead contracted providers for a period of 16 months and purchase new packages of care via a mini-competition process on a spot basis.**

9. Not recommended. Whilst this option provides continuity of care and avoids disruption for vulnerable service users during the interim period, spot purchasing the current volumes of activity is not a viable or sustainable interim solution posing a significant risk to the safe and effective running of the service. It does not achieve our objectives for partnership working and service consistency.

**Option 3: Do nothing.**

10. This option is not recommended. This reflects the current position of operating with an implied contract and whilst it provides continuity of care and avoids disruption to vulnerable service users, this current position needs formalising in line with the rationale set above.

## **TIMELINE**

11. See below for the indicative procurement timeline.

**Table 1 – Estimated Home Care Procurement Timeline**

<b>Milestone</b>	<b>Date</b>
Key Decision Entry (Strategy)	03 March 2025
People's Leadership Team	11 March 2025
Contracts Assurance Board (Strategy)	12 March 2025
Cabinet Member sign off	17 March 2025
Political Cabinet	01 April 2025
Cabinet	12 May 2025
Call-in	05 June 2025
Initial Conflict of Interest Assessment ( <i>reviewed throughout at key stages</i> )	05 June 2025

Prepare tender pack	05 June – 31 August 2025
Market Engagement Notice	06 June 25
Market Engagement sessions	June – July 2025
Publish Tender Notice to the Central Digital Platform before publishing locally.	04 September 2025
Commencement of Tender Clarification stage	04 September 2025
Closing date for clarifications	12 September 2025
Clarification responses issued	19 September 2025
Closing date for submissions	04 October 2025
Evaluation of Tenders	06 October – 10 November 2025
Key Decision Entry (Award)	03 November 2025
Decision paper and implications	08 November – 02 December 2025
Peoples Leadership Team	09 December 2025
CAB (Award)	10 December 2025
SLT/Cabinet Member (Award)	15 December 2025
Issue assessment summary	16 December 2025
Publish contract award notice	05 January 2026
Standstill period	15 January 2026
Contract engrossment	February 2026
Publish Contracts Detail Notice	February 2026
Framework mobilisation and implementation	February – July 2026
Framework Commencement date	July 2026

## **EQUALITY IMPLICATIONS**

12. The Council in this paper proposes to formalise the current arrangements with the incumbent home care providers. The delivery of services and allocations of packages do not change and therefore the equality implications are neutral.

## **RISK IMPLICATIONS**

13. The Council has a legal duty under the Care Act 2014 to provide high-quality homecare services to prevent worsening health outcomes and to support vulnerable adults and their carers. This duty is discharged through procured contracts with a range of suppliers.
14. The report sets out the rationale for formalising the current arrangements, following the need to abort the procurement process to put new contracts in place. Formalising the current position will give the Council greater protection in the event of service failure and also ensure continuity of vital services to vulnerable residents. The report sets out the procurement and service risks associated with each available option and the decision-maker will need to balance the risk of challenge with the risk of failure to provide continuity of service.
15. Where spot contracts are used, officers will need to ensure that appropriate contractual arrangements are in place and monitored, as well as monitoring and

managing the formalised arrangements with the main providers. This will include ensuring that the service overall remains within its budget allocation.

*David Hughes, Director of Audit, Fraud, Risk and Insurance, 12 December 2024*

## **CLIMATE AND ECOLOGICAL EMERGENCY IMPLICATIONS**

The Climate and Ecological implications will be addressed in the new procurement strategy.

*Hinesh Metha, Assistant Director of Climate Change, 6 March 2025.*

## **LOCAL ECONOMY AND SOCIAL VALUE IMPLICATIONS**

The Local Economy and Social Value implications will be addressed in the new procurement strategy.

*David Pack, Strategic Head – Economic Growth, 6 March 2025.*

## **LIST OF APPENDICES**

Exempt Appendix A – Confidential Legal Implications

Exempt Appendix B – Estimated Value of Contract by Provider

## LONDON BOROUGH OF HAMMERSMITH & FULHAM

**Report to:** Cabinet

**Date:** 12/05/2025

**Subject:** Local Electric Vehicle Infrastructure (LEVI) Procurement Strategy

**Report of:** Councillor Sharon Holder – Cabinet Member for Public Realm

**Report author:** Hinesh Mehta, Assistant Director of Climate Change and Transport

**Responsible Director:** Bram Kainth, Executive Director of Place

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### SUMMARY

The London Borough of Hammersmith and Fulham and five other local authorities (Ealing Council, Haringey Council, Brent Council, Hillingdon Council, and Harrow Council) have formed a partnership, known as the London Partnership 6, to secure Local Electric Vehicle Infrastructure (LEVI) funding from Office for Zero Emission Vehicles (OZEV).

The partnership aims to procure a service through a concession agreement via an open or such other tender process for the supply, installation, operation and maintenance of EV charge points in return for a revenue share at no capital cost to the Council. Each partner is expected to enter individual contracts with the selected provider(s) to ensure clear accountability.

This report requests the authority to proceed with procurement with the partnership.

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### RECOMMENDATIONS

1. To note that Exempt 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.
2. To approve LBHF to be formally part of the London Partnership 6.
3. To delegate authority to the Executive Director of Place, to manage and approve the agreements associated with LBHF's position in the Partnership.
4. To approve the procurement of a concession contract for Electric Vehicle Charge Point (EVCP) services via an open or such other tendering process as the Executive Director of Place approves following a recommendation from the Assistant Director of Procurement and Commercial Services, led by the Lead Partner, in a collaborative procurement process.

5. To delegate authority to the Executive Director of Place, in consultation with the Executive Director of Finance and Corporate Services, to approve the procurement documents for market when they are finalised.

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**Wards Affected:** All

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<b>Our Values</b>	<b>Summary of how this report aligns to the <a href="#">H&amp;F Corporate Plan</a> and the H&amp;F Values</b>
Building shared prosperity	The delivery of further charge points through the LEVI bid would improve and maintain EV charging provision across the borough, thus supporting the Council in its strategic aim of achieving net zero carbon emissions by 2030. Transport emissions impact on quality of life and public health as well as create opportunities for work, education, leisure etc.
Creating a compassionate council	LBHF's LEVI bid focusses on improving the equitable distribution of EV charging points across the borough. Investment in a more equitable EV charging network is crucial to ensure all residents have fair access to accessible and affordable charging.
Doing things with local residents, not to them	Officers will ensure that residents are informed about decisions affecting Electric Vehicle Infrastructure (EVI) close to their homes. Where dedicated bays are introduced, a consultation as part of a traffic order will be undertaken. Direct requests for charge points will be assessed.
Being ruthlessly financially efficient	The collective procurement for multiple boroughs seeks to maximise value for money in the way in which additional electric vehicle charge points are secured to enhance provision for the borough.
Taking pride in H&F	The procurement evaluation will consider the project's environmental impact, including reviewing contractors' approach to energy consumption and charging tariffs.
Rising to the challenge of the climate and ecological emergency	The aim of this scheme is to support the transition from more polluting vehicles to electric vehicles whilst recognising that more sustainable modes will be prioritised.

## **Financial Impact**

A total OZEV grant of £7.44m has been awarded to the overall partnership (6 partner boroughs including LBHF), of which £1.2m will be allocated to each borough with the remaining £0.24m (3%) held back as a contingency. The grant will initially be awarded to the lead partner borough and distributed to boroughs on completion of pre agreed milestones (expected to be on approval of the Invitation to Tender for the installation and management contract). This funding would then be available for each borough to pay their respective operator(s).

In addition to this funding, all six partner boroughs were eligible to apply for capability funding from OZEV. LBHF has already received £234,019 from OZEV for this purpose, which is predominantly funding project management and support costs. Spend will be contained within the available funding.

The partnership seeks authority to undertake an open procurement process on behalf of LBHF that would see LBHF enter concession agreement(s) with Charge Point Operators for the installation, management and maintenance of these newly installed EV charge points across LBHF. As part of that agreement, the Operator would be required to provide match funding to fund the installation and mobilisation. This concession agreement would also provide an income stream to LBHF in the way of revenue share (based on a percentage of the usage income collected by the Operator).

Further financial implications can be found in the Exempt Appendix.

*Kellie Gooch, Head of Finance (Place), 26 March 2025*

*Verified by James Newman, Assistant Director of Finance (Deputy S.151 Officer), 26 March 2025*

## **Legal Implications**

### Procurement

This report recommends that the Cabinet approves the procurement of a service concession contract for the installation and provision of electric charge points in return for a revenue share with the approval of the details of the procurement documents and associated agreements necessary for the procurement to be delegated to the Executive Director of Place in consultation with the Executive Director of Finance and Corporate Services. The term of the contract will be 15 years. The estimated contract value (i.e. turnover for the duration of the contract) is above the threshold under the Procurement Act 2023. The procurement will be a collaborative procurement using a single stage tendering procedure without a restriction on who can submit tenders (otherwise known as an 'open procedure') with 5 other London boroughs (Ealing, Haringey, Brent, Hillingdon and Harrow). This means that the lead partner will conduct the procurement on behalf of the wider group. There are potentially 3 Lots made up of Lot 1 lamp columns, Lot 2 standard and fast charge points and Lot 3 rapid charge points). It is anticipated that the lead partner will publish a notice advertising the procurement on behalf of each borough in the partnership and will award the contract to the successful provider. The Council will enter into an access agreement with the lead partner and an individual contract with the successful provider. There will also be an inter-authority agreement governing the partnership and procurement process in which the partnership indemnifies the lead partner for liabilities arising from the procurement.

Since the lead partners' Contract Standing Orders will be used, LBHF must obtain a waiver of its CSOs.

This report covers only the procurement up to award. Approval of the decision to award must be taken by Cabinet.

### OZEV Grant Funding

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In respect of the recommendation to approve receipt of grant funding to support the procurement, the Council's Financial Regulations give the Director of Finance authority subject to reporting to Cabinet in Corporate Revenue of Capital Monitoring reports and subject to the funding not increasing the council's approved net budget (F17).

As the recommendations include a Key Decision (see Article 12 of the Constitution) and the report must be submitted to Committee Services for publication on the Council's website. The appropriate decision maker is the Cabinet.

*Glen Egan Assistant Director Legal Services 25 March 2025*

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## **Background Papers Used in Preparing This Report**

None.

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## **DETAILED ANALYSIS**

### **Background**

#### **LEVI Partnership Project**

1. The likely government ban on the sale of new petrol and diesel vehicles by 2030 is expected to significantly increase the demand for EVs and the corresponding need for EVI. In response, the Office for Zero Emission Vehicles (OZEV) invited councils to seek funding from the LEVI fund, recognising the necessity for additional investment in on-street charge points.
2. London Borough of Hammersmith and Fulham and five other local authorities (Ealing Council, Haringey Council, Brent Council, Hillingdon Council, and Harrow Council) have formed a partnership, known as the London Partnership 6, to secure Local Electric Vehicle Infrastructure (LEVI) funding from Office for Zero Emission Vehicles (OZEV).
3. A total OZEV grant of £7.44m has been awarded to the overall partnership (6 partner boroughs including LBHF), of which £1.2m will be allocated to each borough. This public funding is expected to stimulate the market and incentivise private sector participation.
4. The partnership anticipates a public-private arrangement, grounded in the need to attract substantial private investment while ensuring sufficient public LEVI funding addresses the respective boroughs' specific challenges.
5. It is expected that the private sector will contribute to match all project costs including but not limited to the supply, installation, maintenance operation and periodic upgrades of charging points to ensure the infrastructure remains reliable and up to date.



6. Partnership 6 agreed that their preferred route to market is through a procurement process published to the market using an open procedure under the Procurement Act 2023 and Procurement Regulations 2024.
7. The Partnership will sign an Inter-Authority Agreement between all partners of the partnership to mitigate the risks involved with procuring as a Partnership.
8. The lead partner will undertake a Collaborative Procurement, in line with their Contract Standing Order terms, with each lot specifying the minimum number of charge points allocated to each borough.
9. The tender is expected to be split into lots based on the type and speed of the EV Charge points.
10. The lead partner will undertake a Collaborative Procurement, in line with their Contract Standing Order terms, with each lot specifying the minimum number of charge points required by each borough.
11. The duration of contact is expected to be 15 years with an option for extension.
12. The proposed contract will be awarded to the most economically advantageous Tender based on a combination of price and quality. Tenderers for each contract will be evaluated thoroughly through criteria that is still to be outlined by the Partnership. This will likely include a ratio on the weighting of quality and price. Each tender will also be evaluated on their Social Value commitments.
13. OZEV is required to distribute funding until financial year end, end of March 2025.

### **Background of EV Charge points in LBHF**

14. From 2019 to date, the Council has installed 2,593 publicly available electric vehicle charging devices at all speeds. There are 2,509 existing low/standard power charge points (>8kw), 76 fast charge points (8-50kw), 8 rapid car parking charge points (50kw>).

### **Site Selection**

15. Historically, charge points have been installed in more commercially attractive areas to CPOs.
16. LBHF identified that while the current network of EV charge points in the borough is expansive and one of the largest in the UK, the distribution of accessible and affordable EV charging is inconsistent. As such, LBHF's bid centred on targeting locations that would improve the equity of distribution and access of EV charging points across the borough – implementing charge points in housing estates, disabled bays and taxi ranks.
17. The locations of the charge points will be identified via a gap analysis to ensure that the new charge points are installed in areas with no or minimum provision, focusing on areas that are less commercially attractive to CPOs.

18. Potential conflicts with existing sites will be considered such as kerbside conflict, sustainable travel projects, parking stress and existing EV charge point infrastructure.

### **Procurement Route Analysis of Options**

19. The Council has the following procurement options to consider for the LEVI grant.

#### **Option 1 – Undertake an open procurement process through the Lead Partner– Recommended Option**

20. This option involves the Council continuing its participation in Partnership 6 to procure Electric Vehicle Infrastructure (EVI) services, while the lead partner undertakes an open procurement process ensuring compliance with procurement regulations.
21. This approach will enable LBHF to enhance the equitable distribution of charge points across the borough, improving to EV charge points. It will also contribute to reducing carbon emissions, supporting the Council's environmental goals, and generating increased revenue through the use of EV charge points.

#### **Option 2 – Procure using an existing Framework for the LEVI grant through the Lead Partner– Option Not Recommended**

22. The option to procure using an existing framework for the LEVI grant was explored at the start of Partnership 6's collaboration during which LBHF acted as the lead borough. However, LBHF received legal advice against undertaking a procurement using an existing framework or via the Pan-London Dynamic Purchasing System (DPS) as these would not be the most appropriate or most compliant routes to market. Since this decision, the Partnership have worked towards undertaking an open procurement process.

#### **Option 3 – Do nothing approach: Withdraw from the LEVI procurement – Option Not Recommended**

23. Withdrawing from the LEVI partnership would have significant negative consequences for the future expansion and equitable distribution of the Council's EV charge point network. It would hinder the Council's ability to improve access to EV charge points, failing to align with the Council's commitment to 'Building Shared Prosperity.'

### **Reasons for proceeding with the LEVI Procurement as Part of Partnership 6**

24. The LEVI bid would improve EV charging provision across the borough, thus supporting the Council in its strategic aim of achieving net zero carbon emissions by 2030.
25. By continuing its involvement in Partnership 6, the Council will benefit from collaborative procurement, enabling a cost-effective delivery of EV

infrastructure, expanding the EV charge point network and reinforcing equitable access to EV infrastructure in the borough.

26. Withdrawing from the LEVI partnership would result in a missed opportunity to install EV charge points at no direct cost to the Council, vital for achieving the Council's environmental and sustainability objectives, including reducing carbon emissions and supporting the transition to cleaner transport options.
27. The formalisation of procurement, contract, and other arrangement terms during the collaborative procurement exercise require sign-off from each partners' EV programme officers. Consequently, it is vital to delegate authority to the Executive Directors of Place and of Finance and Corporate Services, to agree the terms of each process
28. The Council's receipt of capability funding and the recent recruitment of a dedicated transport planner to focus on EV planning and delivery outweighs the argument for withdrawing from the LEVI partnership to free up some officer capacity. These resources ensure that LBHF is well-positioned to meet the demands of the LEVI project without undue strain on existing staff capacity.

### **Reasons for Recommendations**

29. Procuring EV charge point services as part of the Partnership 6 will leverage economies of scale, deliver value for money, and enable LBHF to expand and improve the equitable distribution of its EV charge point network.
30. The delegated authority to the Executive Director of Place to manage and approve the agreements associated with the LEVI project is essential to meet the necessary timeframe limitations of the LEVI project since the procurement documents are being finalised by the partnership.
31. The procurement of a concession contract via an open tendering process would achieve the most beneficial results by allowing the Council to receive a broad range of bids offered by EVCPOs, whilst also ensuring compliance with the relevant procurement regulations.
32. The delegation of authority to the Executive Director of Place, in consultation with the Executive Director of Finance and Corporate Services, to approve the procurement documents for market when they have been finalised, will permit the Council to meet OZEV's release of funds deadline by end of March 2025. As a collaborative procurement exercise, the agreement of the terms requires significant input and management from each partner's officers.

### **Timetable**

33. The Table 2 provides the estimated Procurement timeline for the LEVI Grant:

**Table 2 – Estimated Procurement Timeline**

	Action	Date
1.	Key Decision Entry (Strategy)	Wednesday, 11 December 2024
2.	Contracts Assurance Board (CAB) (Strategy)	Wednesday, 22 January 2025
3.	Political Cabinet	April 2025
4.	Cabinet Sign off (Strategy)	May 2025
5.	Preliminary Market Engagement	March/April 2025
6.	Tender Notice	May 2025
7.	Closing Date for Clarifications	June 2025
8.	Closing Date for Submissions	June 2025
9.	Evaluation of Submissions	July 2025
10.	Moderation	July 2025
11.	Award Recommendation Report	August 2025
12.	SLT/Cabinet Member (Award)	September 2025
13.	Contracts Assurance Board (CAB) (Award)	September 2025
14.	Key Decision Entry (Award)	September 2025
15.	Assessment Summaries	September 2025
16.	Contract Award Notice	September 2025
17.	Standstill Period Ends	September 2025
18.	Contract Engrossment	October 2025
19.	Contract Detail Notice	October 2025
20.	Contract Mobilisation and Implementation	October 2025
21.	Contract Commencement Date	November 2025

## Risk Management

34. Table 3 outlines the key risks associated with successful procurement of the LEVI contracts, along with their corresponding mitigation strategies.

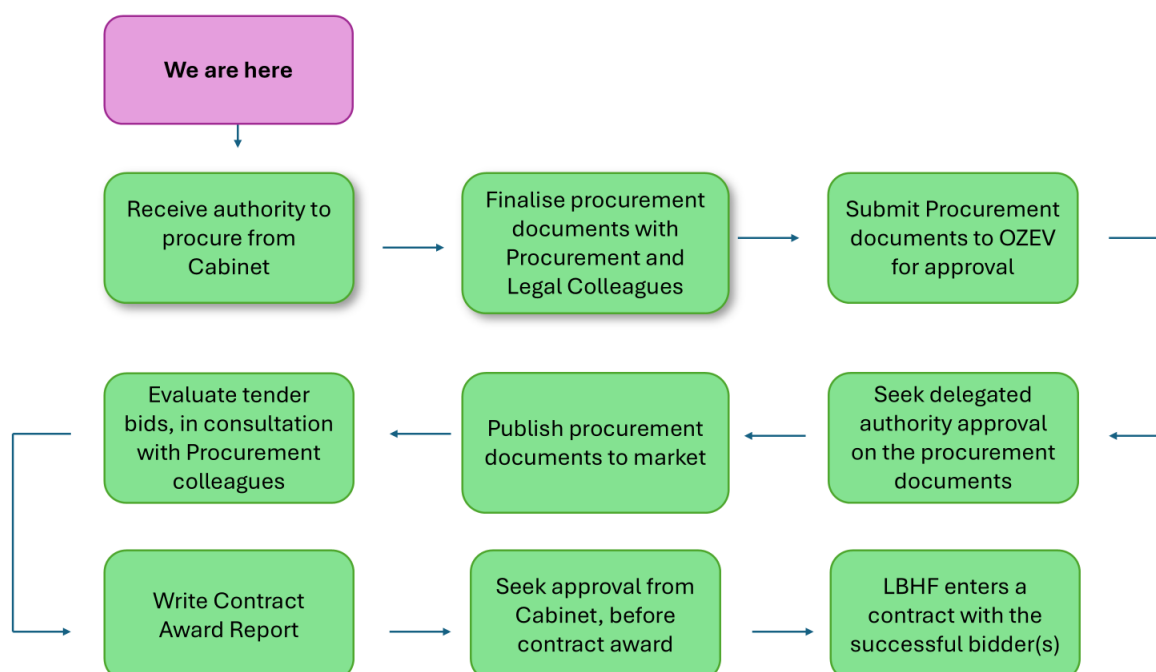
**Table 3 - Key risks and Mitigation Strategies**

Risks	Mitigations
Noncompliance with Governance	<p>The Transport Team will work closely with the Legal, Procurement and Commercial team to ensure the procurement is undertaken compliantly.</p> <p>The procurement documents will be approved by the legal, finance and procurement teams before the tender is published. This will be followed by a key decision report submitted to Bram Kainth, the Executive Director for Place for his approval of the procurement decisions.</p> <p>A Contract Award Report would subsequently be prepared once the procurement activity has concluded.</p>
Risks associated with Contract Management	<p>Each partner is expected to enter individual contracts with the selected provider(s) to ensure clear accountability. Individual contracts between each local authority and the CPO will minimise contract management risks.</p>

Risks associated with long term contracts	Exit strategies will be developed in the Specification to address asset issues such as asset ownership, asset's end of life implications, innovation and upgrade requirements.
Challenge from a CPO on the partnership's procurement process	Officers will conduct a compliant procurement process that will ensure that each tenderer has a fair opportunity to bid on the lot(s) to deliver EV charge points in H&F.
Procurement as partnership	Officers are involved in the development of the procurement documents and regularly attend partnership meetings to participate in decision making and maximise procurement results for the Council.
Availability of staff resources	The Principal Transport Planner (EV) post that was recruited with LEVI Capability Funding will act as a dedicated project manager to oversee the procurement, implementation, ensure compliance and success of the LEVI project.
Capacity and capability of charge point operators	The Partnership will conduct a pre-market engagement to ensure the CPO's capabilities align with the Partnerships requirements.
Member Engagement	Officers will engage with the members, share information and benefits of the scheme, demonstrate how the project aligns with the corporate objectives and delivers value for residents.

35. Image 1 below shows the processes that will be followed to ensure compliance with the Council's governance.

**Image 1 – Visualised Internal Governance Route**



## **Market Analysis, Local Economy and Social Value**

36. It is hard to stipulate on the likely market size of EVs in future as it's an emerging technology in a market that is already developing newer technologies (hydrogen-powered vehicles). However, the likely UK Government ban on the sale of new petrol and diesel vehicles by 2030 or 2035 will significantly increase the demand for EVs.
37. Transport Strategy team considered three potential trajectories for EV market growth and recommends that H&F should plan around a high growth trajectory, where the modelling predicts a rapid shift towards EVs with approximately:
  - 28% of vehicles (cars and LCVs) being electric by 2026
  - 55% of vehicles (cars and LCVs) being electric by 2030
  - 86% of vehicles (cars and LCVs) being electric by 2035
38. Predicting EV growth continues to be challenging due to various factors, including Government policies, technological advancements, funding availability and consumer preferences. However, even in a low growth trajectory whereby there is a gradual increase in EV usage, NEVIS predict that 69% of vehicles (cars and LCVs) will be electric by 2035.
39. A local supply chain is unlikely to be available to the Council due to the size of the operations that the CPO would need to undertake. However, this will be explored as an option for the Council to utilise.
40. His Majesty's Revenue and Customs (HMRC) has advised other local authorities that Value Added Tax (VAT) should be added to the invoices of EVCPOs on the income generated at EV charge points. Therefore, the Council will seek to ensure that the successful bidder(s) pay VAT on income generated at EV charge points, in line with HMRC guidance. Considering that 84% of households in LBHF do not have access to off-street parking and the impending government ban on the sale of new Internal Combustible Engine (ICE) vehicles, officers do not expect that the change in the VAT arrangement will significantly impact the usage of EV charge points.

## **Equality Implications**

41. A completed EQIA is attached in the Appendix, Appendix item 1, that presents that the LEVI bid raises one key/relevant equalities issue, detailed below.
42. The addition of EV charge points to the streetscape will likely have adverse impacts on disabled people, particularly those with mobility issues or visual impairment, because it will increase the amount of street furniture in LBHF. To minimise this, the Council will work with EV charge point operators who will install the charge points on a site-by-site basis to minimise the impact to disabled people in the borough and to not impact all pedestrian desire lines. There will be particular scrutiny of how and where EV charge points will be installed around disabled bays as to not impact the mobility of disabled people, and their access to their vehicles. This will likely involve the construction of on-carriageway solutions (buildouts) at disabled bays as to maintain the amount of street furniture around disabled parking bays.

## **Risk Management Implications**

43. In addition to the risks described above there is financial risk that funding from Office for Zero Emission Vehicles (OZEV) is not forthcoming.  
It is recommended that a strategy is prepared to define how LBH&F will proceed in this case including abandonment of the strategy, identify external funding sources or if self-funding options.
44. There is a reputational risk that the rollout of charge points will impact residents, particularly disabled residents leading to dissatisfaction and negative reporting in local press. It is recommended that engagement with residents is made paramount throughout the project which adheres to the value of 'Doings things with residents not to them'.
45. There is an organisational risk that LBH&F will not have full sight or control of the project, and that communications and response is slow or unwieldy.  
It is recommended that a governance structure is put in place giving LBH&F full oversight of the project within the borough with a robust communication plan.

*Jules Binney, Risk and Assurance Manager, 25<sup>th</sup> March 2025*

## **Climate and Ecological Emergency Implications**

46. Undertaking a procurement for 300+ EV charge points in the borough would significantly promote the uptake of EVs in LBHF, broadening the network of electric vehicle infrastructure for those who live, work, and study in the borough.
47. The LEVI grant would improve the equity of the distribution of EV charge points, improving access to those historically underserved to transition from Internal Combustible Engine (ICE) vehicles (i.e., petrol and diesel vehicles) to EVs. This is supported because EVs reduce motorists' reliance on the use of fossil fuels and have cleaner exhaust emissions than ICE. The transition to EVs is a key part of the Council's aim to reach Net Zero by 2030.
48. Each tender will be considered in how they are responding to the climate emergency and from what energy source they plan to power the EV charge points.
49. While the LEVI grant aims to promote the transition from ICE vehicles to EVs, the Transport Team will continue to prioritise more sustainable modes such as active travel and public transport.
50. Coordination between officers and teams at the Council will be required to ensure that none of the proposed sites conflict with other projects/programmes that will deliver more sustainable outcomes.

*Verified by Hinesh Mehta, Assistant Director Climate Change, 25<sup>th</sup> March 2025*

## **Local Economy and Social Value Implications**

51. It is a requirement that all contracts let by the council with a value above £100,000 propose and commit to social value contributions that are additional to the core services required under the contract
52. It is recommended that the commissioner works closely with the Social Value team to ensure that any contributions proposed by contractors are deliverable and supported by an appropriate delivery plan or method statement.

*Implications verified by Oliur Rahman, Head of Employment and Skills, 25<sup>th</sup> March 2025*

### **Procurement Implications**

53. It is recommended the service delivery team work with the Procurement and Commercial team to ensure the procurement is undertaken compliantly and in accordance with the Procurement Act 2023. As this is a collaborative procurement, the lead borough's CSOs will take precedence, regarding the procedure.

*Kiera May, Category Specialist – Procurement and Commercial, 25<sup>th</sup> March 2025*

### **Digital Services Implications**

54. **IT Implications:** No direct IT implications are considered to arise from this report as it seeks approval to procure EV charge points. There is a supplier provided externally hosted platform that is provided that will be accessed by LBHF staff. Should this not be the case, for example, by requiring new systems to be procured or existing systems- including corporate data and technology infrastructure- to be modified, Digital services should be consulted.
55. **IM Implications:** A Data Privacy Impact Assessment (DPIA) and a (Cloud) Supplier Security Questionnaire(s) will need to be completed to ensure all potential data protection risks arising from this proposal are properly assessed with mitigating actions agreed and implemented. The supplier will be expected to have a Data Protection policy in place and all staff will be expected to have received Data Protection training.

*Implications completed by: Vincen Arivannoor, Strategic Relationship Manager, Digital services, 25<sup>th</sup> March 2025*

### **LIST OF APPENDICES**

Exempt Appendix 1 – Financial implications, Estimated Number of Charge Points to be Procured via the LEVI Bid, and Outline of LEVI Capability Funding  
Appendix 2 – Completed Equality Impact Assessment (EQIA)  
Appendix 3 – LEVI grant funding allocation letter



## Appendix 2 – Completed Equalities Impact Assessment for LEVI bid Procurement

### H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	Q4 2024/25
Name and details of policy, strategy, function, project, activity, or programme	<p>Title of EIA: Local Electric Vehicle Infrastructure (LEVI) - Procurement Strategy Options Report (NEW)</p> <p>Short summary: Procurement strategy to install over 600 new Electric Vehicle (EV) charge points in London Borough Hammersmith and Fulham (LBHF).</p>
Lead Officer	<p>Name: Theo Hasell</p> <p>Position: Transport Projects Officer Apprentice</p> <p>Email: Theo.Hasell@lbhf.gov.uk</p>
Date of completion of final EIA	09/12/24

Section 02	Scoping of Full EIA		
Plan for completion	Timing: Delivery of Charge points starting Summer 2025 until 2027. Contract end likely 2041.  Resources: Nil Capital investment from the Council.		
Analyse the impact of the policy, strategy, function, project, activity, or programme	Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral, or negative impact on equality, giving due regard to relevance and proportionality.		
	Protected characteristic	Analysis	Impact: Positive, Negative, Neutral



		would have an adverse impact on disabled people, particularly those with mobility issues or are visually impaired because there may be an obstruction caused by an additional charge point.	
	Gender reassignment	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people who have undertaken gender reassignment.</li> </ul>	Neutral
	Marriage and Civil Partnership	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people based on their marriage and civil partnership status.</li> </ul>	Neutral
	Pregnancy and maternity	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people based on people who are pregnant or who are in maternity.</li> </ul>	Neutral
	Race	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people based on their race.</li> </ul>	Neutral

	Religion/belief (including non-belief)	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people based on their religion/belief.</li> </ul>	Neutral
	Sex	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people based on their sex.</li> </ul>	Neutral
	Sexual Orientation	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people based on their sexual orientation.</li> </ul>	Neutral
	Care Experienced as a Protected Characteristic	<ul style="list-style-type: none"> <li>It is understood that the addition of further of EV charge points in the streetscape would not have a specific impact on people based on whether they are care experienced.</li> </ul>	Neutral
<p><b>Human Rights or Children's Rights</b></p> <p>If your decision has the potential to affect Human Rights or Children's Rights, please contact your Equality Lead for advice</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998?</p> <p><b>No</b></p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)?</p> <p><b>No</b></p>			

<b>Section 03</b>	<b>Analysis of relevant data</b>  Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.
<b>Documents and data reviewed</b>	Electric vehicle accessible charging standard PAS 1899 has been reviewed.
<b>New research</b>	N/A

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	Consultation not required at this moment for the Procurement Strategy. There is scope for consultation/coproduction in the lead-up to contract award, if required.
<b>Analysis of consultation outcomes</b>	N/A

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	<p><b>Disability</b> – There may be adverse impact for disabled people who use disabled parking bays across the borough because of the addition of electric vehicle charge points on the footway, particularly at disabled parking bay locations. The Council will work with EV charge point operators to placed charge points at specific locations (on a case-by-case basis) to minimise the impact to disabled people in the borough.</p> <p><b>Electric vehicle accessible charging standard PAS 1899</b> has been reviewed and where possible, the Council will work with the Charge point operators to install charge points that meet the accessible charging standards outlined in the document.</p>

<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
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<b>Outcome of Analysis</b>	The addition of EV charge points to the streetscape will likely have adverse impacts on disabled people, particularly those with mobility issues or visual impairment, because it will increase the amount of street furniture on LBHF streets. To minimise this, the Council will work with EV charge point operators who will install the charge points on a site-by-site basis to minimise the impact to disabled people in the borough and to not impact pedestrian desire lines. There will be particular scrutiny of how and where EV charge points will be installed around parking bays as to not impact the mobility of disabled, and their access to their vehicles. This will likely involve the construction of on-carriageway solutions (build-outs) at disabled bays as to maintain the amount of street furniture around disabled parking bays.
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<b>Section 07</b>	<b>Action Plan</b>					
<b>Action Plan</b>	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/ service plan
	Obstruction caused by the addition of EV charge points to the streetscape, will impact to disabled residents, particularly those with visual impairment and	Work closely with EV charge point operators during the planning/installation of EV charge points on a site-by-site basis to minimise any adverse impact to disabled people particularly at disabled parking bay locations. This will likely involve the construction of on-carriageway	Throughout the LEVI contract, in particular the following project stages: planning of EV locations, site assessments of EV charge points, installation of EV	Theo Hasell, Transport	Positive outcome as this will be an opportunity for rigorous scrutiny on how we meet the needs of our residents and maintain the quality of our streetscape.	11/12/2024

	<p>mobility issues</p> <p>solutions (buildouts) at disabled bays and other parking bays as to manage the amount of street furniture around disabled parking bays.</p> <p>Where possible, the Council will work with the Charge point operators to install charge points that meet the accessible charging standards outlined in Electric vehicle accessible charging standard PAS 1899.</p>	charge points.			

<b>Section 08</b>	<b>Agreement, publication and monitoring</b>
<b>Senior Managers' sign-off</b>	<p>Name: Masum Choudhury</p> <p>Position: Assistant Director of Transport</p> <p>Email: Masum.Choudhury@lbhf.gov.uk</p>
<b>Key Decision Report (if relevant)</b>	<p>Date of report to Cabinet: 10/02/2025</p> <p>Key equalities issues have been included: Yes</p>



Department  
for Transport

From the Minister of State  
**Rt Hon Jesse Norman MP**

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Sharon Lea  
Chief Executive Officer  
London Borough of Hammersmith and Fulham  
Town Hall,  
King Street,  
London,  
W6 9JU

4 October 2023

Dear Ms Lea,

**Applications open for the 2023/24 Local Electric Vehicle Infrastructure (LEVI) Capital Fund**

Following my letter of 4 September, I am delighted to hear that the London Borough of Ealing has joined London Partnership 6 alongside Hammersmith & Fulham, Harrow, Brent, Haringey and Hillingdon. London Partnership 6 remains allocated into funding Tranche 2 and your indicative funding allocation is now £7,544,000.

As you know, the stage 2 application window for Tranche 2 will open in Spring 2024 and the LEVI Support Body will support and help your local authority to prepare for this.

The LEVI Support Body will be providing individual feedback to each local authority to support their applications. In addition, the LEVI Capability Fund is live and local authorities will receive their capability funding for this year in the coming weeks.

Please contact [LEVI@est.org.uk](mailto:LEVI@est.org.uk) if you have questions or need other specialist support.

Yours sincerely,

**RT HON JESSE NORMAN MP**

**MINISTER OF STATE FOR TRANSPORT**



## LONDON BOROUGH OF HAMMERSMITH & FULHAM

**Report to:** Cabinet

**Date:** 12/05/2025

**Subject:** Public Realm Works and Consultancy Procurement Strategy

**Report of:** Councillor Sharon Holder, Cabinet Member for Public Realm

**Report author:** Ian Hawthorn, Assistant Director Highways

**Responsible Director:** Bram Kainth, Executive Director - Place

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### SUMMARY

This report outlines the strategic approach being set for a Public Realm Maintenance & Project Works Contract for all Public Realm works undertaken by the London Borough of Hammersmith & Fulham Council (the "Council") from 1 April 2026. Plus, to establish a Professional Services Consultancy Framework contract for use across the Council for public realm services.

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### RECOMMENDATIONS

For Cabinet to approve:

1. 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. The strategy to procure a Public Realm Maintenance & Project Works Contract, covering Highways, Parks, and Housing for a total period of 10 years on a 7 + 3 (extension) model, effective from 1 April 2026.
  3. The procurement strategy for a Public Realm professional services framework contract for a total period of 4 years, effective from 1 April 2026.
  4. The variation of the ground maintenance contract by the withdrawal of the Councils Cemeteries and Burial arrangements from this contract and bring the service in-house.
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**Wards Affected:** All

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Our Values	Summary of how this report aligns to the <a href="#">H&amp;F Corporate Plan</a> and the H&F Values
Building shared prosperity	Bringing the best outcomes to deliver quality works in the public realm, regardless of where in the borough they sit.
Creating a compassionate council	The contracts will incorporate social value targets to deliver for communities across the borough.
Doing things with local residents, not to them	The consultants will be required to work with residents when designing schemes and the works contractors will be required to engage and inform residents when carrying out construction work. Residents are key to any successful service and their feedback plays a part in how we develop, design, plan, and deliver works. Accessibility will be a key component of the contract procured so co-production is a fundamental part of what we do.
Being ruthlessly financially efficient	At the heart of the contract will be efficiency, innovation, and an ethos of right first-time. The contract incorporating highways, parks and housing works will make delivery more efficient and increase competitiveness and keep costs down.
Taking pride in H&F	This is a fundamental part of every aspect of works delivered by the suppliers, which will be procured and assured through this contract.
Rising to the challenge of the climate and ecological emergency	The contract will be built around green initiatives, including recycling, decarbonisation, and sustainability.

## Financial Impact

This report sets out the proposed procurement strategy for a new Public Realm Maintenance and Project Works Contract, effective from 1 April 2026. It is proposed for the new contract to make provision for all public realm works, including but not limited to Highway Maintenance, Grounds Maintenance, and Housing, which can be called off according to need. By combining the existing separate contracts, it is expected that the contract will be more attractive to prospective providers, increase market competition, and lead to increased value for money. It will also reduce procurement time and cost. It is proposed to let a 10-year contract for public realm maintenance and projects, on the basis of 7 years plus the option for a 3 year extension, effective from 1 April 2026.

Additionally, this report also sets out the proposed procurement strategy for a new Public Realm professional services framework contract, providing the Council with direct access to consultants for the design of public realm projects. It is expected that this will again lead to increased value for money, as the Council currently pays an

additional fee on consultants procured via the Ealing Framework (which expires in September 2026). It is proposed to let a 4-year contract for public realm professional services, effective from 1 April 2026.

This report requests approval of the procurement strategies only. The financial implications of any resulting contract awards will be considered fully as part of the contract award report(s). An indication of the total contract value across the maximum contract periods (including allowable extensions) is provided in Exempt Appendix 1. Note that this indicates the maximum estimated spend limit only. Works will be considered and commissioned on an individual basis and managed within existing available capital and revenue budgets. It is expected that a considerable amount of works will be funded from external sources, such as developer contributions and grants.

The financial implications relating to the proposed in-sourcing of the bereavement service will also be considered separately.

*Implications completed by Kellie Gooch, Head of Finance (Place) 20<sup>th</sup> March 2025  
Verified by James Newman, Assistant Director of Finance (Deputy S.151 Officer),  
20<sup>th</sup> March 2025*

## **Legal Implications**

The Council has a duty to undertake the public realm activities which are the subject of this procurement. The Council's duties in relation to highways and other structures are set out in the Highways Act 1980. The Council has a duty to maintain open spaces under the Open Spaces Act 1906. The consultancy work which is to be provided under a framework agreement will support functions of the Council and the Council has the power to procure these pursuant to s111 of the Local Government Act 1972 and the Localism Act 2011.

It is intended that there should be two separate contracts, each divided into a number of lots. One will cover the public realm works. The other will be a framework for the Council to appoint consultants when required.

The Council is obliged to advertise its need for suppliers to carry out this work and undertake a competitive procurement process under the Procurement Act 2023. The proposed means of procurement by way of a competitive flexible procedure is compliant with the legislation.

The competitive flexible procedure under s 20(2)(b) of the Procurement Act 2023 allows the contracting authority to design and undertake a procurement by way of a multi-stage process. When using this procedure, the Council will be able to include requirements for dialogue and negotiation which would not be permissible if an open procedure was used. The proposed public realm procurement is relatively complex, and it will be beneficial to build in scope for negotiation. It is therefore recommended as the appropriate route to procurement for these contracts.

These are high value contracts under the Council's Contract Standing Orders. The use of the competitive flexible procedure under the Procurement Act is a compliant method of procuring these contracts.

The transfer of these contracts to new contractors, if this is the outcome of the procurement process, is likely to involve the transfer of the existing workforces under the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) to the new contractor(s).

The decision to undertake the cemeteries and burial functions directly instead of by a contractor will mean that the staff currently undertaking this function will transfer to the Council's employment under the TUPE Regulations.

The approval of this strategy is a key decision under the Council's constitution and needs to be included on the key decision list on the Council's website.

*Implications completed by John Sharland, Special Projects Lawyer, 20<sup>th</sup> March 2025*

### **Procurement Comments**

The procuring officer must continue to work with the Procurement and Commercial team to ensure the procurement is undertaken compliantly and in accordance with the [Procurement Act 2023 \(UKPGA 2023/54\)](#), [Procurement Regulations 2024 \(UKSI 2024/692\)](#), and the Council's own [Contract Standing Orders](#).

*Implications completed by Chris Everett, Category Lead – Procurement and Commercial, 20<sup>th</sup> March 2025*

### **Digital Implications**

Digital Services has been involved as part of the wider Public Realm procurement exercise. Do note this document is requesting approval of the procurement strategy and digital implications of any resulting contract awards will be considered and assessed in the later stages. It is important that Digital Services continue to be an integral part of the exercise to ensure that any IT requirements are met, that all necessary safeguards, permissions and budgets are in place, and that any IT work undertaken is in alignment with the digital strategy.

IM Implications: A Data Privacy Impact Assessment (DPIA) will need to be completed to ensure that all the potential data protection risks around this new contract are properly assessed with mitigating actions agreed and implemented.

Suppliers will be expected to have a Data Protection policy in place and staff will be expected to have received Data Protection training. Contracts will need to include H&F's data protection and processing schedule, which is GDPR compliant.

*Implications completed by Vincen Arivannoor, Strategic Relationship Manager, 20<sup>th</sup> March 2025*

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## Background Papers Used in Preparing This Report

None.

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## DETAILED ANALYSIS

### Background

1. The Council needs to procure a new highways maintenance contract and consider a new contract for the ground maintenance of its parks and open spaces. This report sets out the strategy for re-procuring these contracts to maximise best value and strong service delivery whilst seeking to minimise the impact of significant inflationary increases on these material and labour-intensive contracts since they were last procured.
2. **Highways:** The Council currently use the Royal Borough of Kensington and Chelsea (RBKC) Framework contract for Highways Works. FM Conway Ltd. won five of the six Lots in 2017 on an assessment of cost and quality. This Council started using the framework in April of 2018 and in February 2023 the Cabinet took the decision to extend use of the contract for a further 3 years, scheduled to end on 1<sup>st</sup> April 2026. It cannot be extended further, so a new contract is required. The existing framework contract has six lots listed below:
  - a. Paving (FM Conway Ltd.),
  - b. Asphalt Resurfacing (FM Conway Ltd.),
  - c. Lighting and Electricals (FM Conway Ltd.),
  - d. Projects (FM Conway Ltd.),
  - e. Structures (FM Conway Ltd.), and
  - f. Drainage Repairs (Cappagh).
3. At present, the Council has no resilience as FM Conway Ltd. hold five of the six Lots for highway maintenance and projects. It is intended to change this dynamic with the new contract by limiting the number of Lots that a supplier can bid for and/or appointing more than one supplier to a Lot. This will provide the Council with supplier resilience which is prudent in the current market.
4. **Housing Department:** Works in Housing public realm areas are currently the subject of specific procurement activities. However, this procurement option does not always provide surety of delivery and may not deliver the best value for certain works. It would therefore be beneficial to allow Housing to have the option to access the Public Realm term supplier to deliver certain works, such as estate improvements to road resurfacing, lamp column replacement, and/or improved surface water drainage. This will also assist in making the contract more attractive and increase competitiveness of rates for works.
5. **Ground Maintenance:** The existing Ground Maintenance Contract for the Councils Parks and Open Spaces was awarded to Idverde in February 2022 for 5 years with the option of a 5-year extension. This contract covers three Lots:  
Lot 1: Parks and Cemeteries, with the addition of several green space highway sites;  
Lot 2: Housing; and

Lot 3: Wormwood Scrubs.

6. An additional Lot 4 for Arboriculture covering trees in Highways, Housing and Parks and Cemeteries was let to Red Squirrel Tree Surgeons.
7. The Ground Maintenance contract has now entered the fourth and penultimate year of the initial 5-year term. It is now prudent to review the contract in more detail, consider the market and recommend either an extension for 5 years as allowed for in the contract or procure a new contract.
8. Lot 4 (arboriculture) is performing well with no major concerns. An extension will be considered in a separate report.
9. The current review of the Grounds Maintenance contract Lots 1-3 means it would be beneficial in testing these Lots within the procurement of this public realm contract, rather than extending the contract. In addition, adding more flexibility to deliver elements of this contract.
10. There are efficiencies and economies of scale in procuring the Grounds Maintenance contract as part of a wider Public Realm contract including highways and housing works as there are several areas of overlap. If the Council were to procure the Ground Maintenance contract separately, it would inevitably lead to significant cost increases above the current contract value, even if the specification were revised to achieve a reduced standard of service delivery. This could present a risk to the future security of the contract and services.
11. For these reasons, it is proposed to reprocure the Grounds Maintenance contract elements as part of the broader Public Realm Maintenance & Project Works Contract. The Grounds Maintenance element would commence in February 2027 after the current Ground Maintenance contract expires, but with the option of commencing sooner (from April 2026) should the current contract fail.
12. A review of the Grounds Maintenance contract specification is taking place to make it more cost effective by reviewing core elements and identifying specialised works to be undertaken as and when required across the contract term rather than every year. This will enable the increased costs of any new contract to be managed more efficiently going forward and reduce the expected increase.
13. **Professional Consultancy Services:** Consultancy services for the design and management of the public realm are currently provided through a framework established by Ealing Council which includes services such as drainage specialists, structural engineers, transport planners, and traffic engineers. This framework will expire in September 2026 and a percentage uplift of 3.5% is charged by Ealing for accessing this framework which can be avoided if this Council puts its own framework in place.

14. To reduce costs and to continue making a range of consultants quickly accessible to facilitate service delivery, a new professional consultancy services framework for Hammersmith & Fulham is proposed to be combined with this procurement process because some suppliers offer both consultancy and works services, making this procurement process more attractive to those suppliers.

### **Alternative Procurement Options**

15. The option of reprocurring the Highways Maintenance contract jointly with Westminster City Council (WCC) was explored for several months and an objective paper was produced in March 2023 outlining the route and work required as a joint procurement. However, WCC subsequently decided to procure their contract separately from Hammersmith & Fulham because we needed to work to different timescales and our requirements were also different.
16. We have also assessed the viability of using a Transport for London (TfL) framework contract for highways maintenance services. However, the TfL framework would not ensure resources would be prioritised to deliver the Councils maintenance requirements therefore it is not recommended. However, it is an option that may be considered as a back-up for one-off larger projects
17. After exploring these options, the best procurement route is a Hammersmith & Fulham contract that meets the specific needs of the Council across various service areas that maintain and deliver projects within the public realm environment. This approach also allows for efficiencies (i.e. footway maintenance delivered in highways, parks and housing sites through one contract), greater service agility and increased competition by making the overall contract value greater.

### **Reasons for Decision**

18. The main objective of this procurement is to provide the Council with a Public Realm Maintenance & Project Works contract that replaces its current Highway Maintenance and Ground Maintenance contracts that will expire in 2026 and 2027 respectively. It also broadens the contracts scope to include Housing works as called off (without commitment) so it can serve all public realm supplier needs. Delivery of these services through the same contract will reduce delivery times and cost of procurement, whilst increasing market competition.
19. In addition, this procurement will put in place a Professional Consultancy Services Framework that will provide the Council with direct access to consultants for the design of public realm projects without the need to pay an access uplift on the rates charged by replacing the Ealing Framework that will expire in September 2026. It will also allow some suppliers the ability to bid for providing design consultancy and works services to the Council.
20. By procuring these contracts as part of one procurement process it will make the contract more attractive and realise efficiencies to offset some of the increase in rates that are expected due to inflation since the last procurement

activity. This approach is in line with the Council's priority to be ruthlessly and financially efficient.

### Procurement Route Analysis of Options

21. Following internal discussions and workshops with relevant departments in the Council, the following services are required to be included in the new contract:

<b>Supplies, Services, and/or Works</b>	<b>Main CPV Code</b>
1. Asphalt Reactive and Planned Works	44000000 : Construction structures and materials; auxiliary products to construction (excepts electric apparatus) 45000000 : Construction work
2. Paving Works Reactive and Planned Works	45000000 : Construction work
3. Road Markings	34000000 : Transport equipment and auxiliary products to transportation
4. Street Lighting Reactive and Planned Works	50000000 : Repair and maintenance services
5. Civil Engineering Projects (Highways, Streetscape, Public Realm)	45000000 : Construction work
6. Drainage Services	44000000 : Construction structures and materials; auxiliary products to construction (excepts electric apparatus) 45000000 : Construction work 90000000 : Sewage-, refuse-, cleaning-, and environmental services
7. Structures	44000000 : Construction structures and materials; auxiliary products to construction (excepts electric apparatus) 45000000 : Construction work
8. Winter Carriageways Maintenance	44000000 : Construction structures and materials; auxiliary products to construction (excepts electric apparatus) 45000000 : Construction work
9. Grounds Maintenance	45000000 : Construction work 77300000 : Horticultural services 77000000 : Agricultural, forestry, horticultural, aquacultural and apicultural services



<b>Supplies, Services, and/or Works</b>	<b>Main CPV Code</b>
10. Professional Services	71000000 : Architectural, construction, engineering and inspection services

**Procurement Option 1: Undertake a full regulated procurement process, advertised to the market (Recommended)**

22. Due to the nuances and complexities of the Council's requirement, alongside its desire to seek the best value for money in line with its priority of being ruthlessly, financially efficient, it is recommended the council procures the Public Realm Maintenance and Projects Works Contract plus the Professional Consultancy Services Framework using a full regulated procurement process, advertised to the market.

**Option 2: Procure using a compliant framework, Dynamic Purchasing System (DPS) or Dynamic Market (not recommended)**

23. Due to the specificity of the Council's requirement, there are not any established frameworks which meet the Council's needs. However, the Council is considering using the TfL Framework alongside its own procured Public Realm contract, to provide a further level of resilience, to ensure successful delivery of the required works.

**Market Analysis and Engagement**

24. A formal Preliminary Market Engagement (PME) undertaken in January/February 2025, which took the form of a supplier engagement workshop where a proposed contract structure was presented to several potential suppliers. This was followed by 25 individual supplier meetings.
25. PME was used to inform the Council's procurement and contract model, and understand whether the proposed route to market is appropriate to deliver the best possible outcome to the residents of Hammersmith & Fulham, and
- Gather market intelligence on the type, location, and capabilities of suppliers in the market.
  - Seek feedback from suppliers to inform development of a procurement exercise that will be well received by the market, maximising participation.
  - Understand any questions suppliers may have regarding the required scope of works & services and the procurement process.
  - Seek information on industry best practice in relation to contracts for similar works and services.
  - Breakdown barriers to entry for Small and Medium-sized Enterprises (SMEs).
26. Distortion of competition during PME activities was avoided through publishing the opportunity to take part in the PME on [Contracts Finder](#), as the Central Digital Platform (CDP) had not been established at the time. The notice for the

PME is available to view at <https://www.contractsfinder.service.gov.uk/Notice/abc9cbb1-569c-4f7c-b5c2-41791b66398b>; Providing a reasonable timeframe to provide responses to market engagement activities.

27. **Public Realm Maintenance and Projects Works Contract:** The feedback from suppliers was generally positive towards the following proposed Lot structure for the required works services:  
Lot A – to include Paving (Planned and Reactive Maintenance), Asphalt & Road Markings (Planned and Reactive Maintenance), Winter Maintenance and Bridge Inspection and Maintenance;  
Lot B – Street Lighting & Signs (Planned and Reactive);  
Lot C – Highway Drainage (Gully Cleansing and Gully Repairs);  
Lot D – Projects; and  
Lot E – Grounds Maintenance (excluding services covered by other Lots).
28. This grouping of work elements into different Lots is designed to maximise attractiveness to suppliers, including smaller specialist suppliers. Lots A, B, C, and E will have one supplier appointed, while Lot D will have a preferred appointed supplier to develop a core client delivery relationship to meet the requirements of the capital programme working to agreed key performance targets and commissioning arrangements, with two reserve contractors appointed who can also be awarded work, providing resilience if there are particular delivery pressures or specialisms sought. This will provide the certainty of resources being allocated to the contract for reactive and regular maintenance functions but provide some flexibility when allocating work for one-off projects when delivery timescales and value can be taken into consideration. This arrangement aims to remove delays that can be experienced in delivering projects due to resource availability if one supplier is relied upon. It will be possible for a supplier to be appointed to more than one Lot.
29. The length of contract term must be designed to deliver the maximum efficiency and allow improved costs, as well as ensuring it is attractive to the market. Based on market feedback, and the need to recover fixed costs over a reasonable time period when no depot facility is provided, an initial 7-year term is proposed with the option for an additional 3 years to incentivise good performance.
30. Inflation will be reflected by an appropriate indexation mechanism relevant to the labour and material split on the contract. Within the construction lots for example, the Lump Sums & Schedule of Rates will be subject to annual indexation uplift in line with Building Cost Information Service (BCIS) construction data. This will help to align the pricing with actual market value and minimise the risk of the supplier compromising quality to deliver at a certain value.
31. The quality/price procurement assessment to be assessed on a 50:50 split with 20% of the quality score reflecting a social value assessment. These terms are in line with similar contracts recently let by other London Boroughs. Using the criteria and any sub-criteria that will be used to score Quality, an evaluation

panel will assess the suppliers' responses to a series of questions (strategic, service delivery and contract management each with relative weightings) to assess the Quality element of the suppliers' submissions.

32. This contract will be subject to the requirements of an above threshold procurement, including publishing performance against no less than 3 Key Performance Indicators (KPIs), and payment of invoices within 30 calendar days. A KPI extension model will be developed to give the opportunity for the supplier to access the 3-year extension if all the Council's KPIs requirements are achieved or exceeded. KPIs will monitor quality assurance, effective stakeholder engagement and promote economic growth.
33. **Public Realm Professional Consultancy Services Framework**: The market feedback confirmed that the framework structure in the Ealing Framework that this Council uses is one that we would want to use as a good fit for the Council. This provides for at least three consultants to be nominated under each Lot ranked in order of quality/price assessment. This provides the Council the option to directly award projects based on ranked order and procured rates, or to run mini competitions for a project.
34. The Lots that will be procured as part of this framework will be:
  - Lot A: Highway and Traffic Engineering (including street lighting)
  - Lot B: Structures and Drainage
  - Lot C: Traffic Surveys/Data Collection
  - Lot D: Transport Planning (including modelling)
  - Lot E: Landscape Architecture and Public Realm Streetscape
35. The length of contract term for this framework is proposed to be 4 years. Inflation will be reflected by an appropriate indexation mechanism relevant to wage inflation. The quality/price procurement assessment to be assessed on a 60:40 split with 20% of the quality score reflecting a social value assessment. These terms are in line with similar contracts recently let by other London Boroughs.

### **Conflicts of Interest**

36. All officers and decision makers, have been required to complete a Conflict-of-Interest Declaration form to record any actual, potential, and/or perceived conflicts, along with appropriate mitigations (as appropriate), on the Conflicts Assessment.
37. Approval of, by way of signing, this Procurement Strategy by the elected member constitutes their declaration that they do not have any actual, potential, and/or perceived conflicts, relevant to this procurement, except where a specific Conflict of Interest Declaration form has been completed and provided, advising differently.
38. The Conflicts Assessment will be kept under review and updated throughout the life of the project (from project inception to contract termination).

## Local Economy and Social/Added Value

39. A new contract must be able to meet the challenges that we face in the coming years and climate change is one of the key areas we need to adapt our design and delivery of works to either maintain or improve our assets across public realm. And must align with our [Low Carbon Procurement Policy](#).
40. Social value has become a key component of any contract, and we have managed to build up several valuable deliverables for our communities using the current highways contract with no social value clauses incorporated in it. The new contract will incorporate social value as a fundamental component, building on previous successes and learning, as a starting point. We will encourage the winning supplier to employ residents where possible – including apprentices.
41. Suppliers will be asked to submit a Social Value Delivery Plan which will form part of the Social Value response, providing evidence of how suppliers will deliver their Social Value commitments. The Social Value Delivery Plan requirement should be aligned with National TOMs (Themes, Outcomes, and Measures) System as the measurement framework. Additionally, the strategy would benefit from including a commitment to involve local businesses, voluntary sector representatives, and residents in reviewing social value outcomes, which aligns with the council's ambition for co-production and creates opportunities for local stakeholders to shape the social value priorities throughout the 10-year contract term. Suppliers will be asked to commit to creating work experience for local childrens so that they align with the aims of the Industrial strategy.
42. The suppliers will be asked to describe the commitments their organisations will make to ensure that opportunities under the contract deliver social value. This plan must be timed and include details of how they will monitor, measure and report the delivery of their commitments. This will be assessed and scored via Social Value Portal.
43. In an everchanging world, the contract must incorporate and allow innovation across a wide range of areas including a switch to the use of electric vehicles, where this does not negatively impact on service delivery, and use of sustainable transport, such as cargo bike, digital management, sustainability, decarbonisation, circular economy, and even down to the materials we use, and dispose of, ensuing this is done ethically and in compliance with relevant waste disposal standards. The contract will be designed to leverage high recycled content materials going in and materials to be recycled and reused when coming out. This contract will embrace the greening the grey drive, as there will be much more works that feature planting and the installation and maintaining of this new green space.
44. The borough's Industrial Strategy, Upstream London, and Street Smart Guide will influence the new contract and help shape what we need to deliver in the future, including creating quality public spaces.

45. Works are not delivered in isolation, so the contract will embrace the core value of 'doing things with people, not to them' including how we communicate effectively with residents and businesses, which will be at the forefront of the new contract.

### **People Based Considerations**

46. A review of the Grounds Maintenance Contract has found that the administration and management of the Councils Cemeteries and Burial arrangements by an external supplier does not meet the public expectations for such a sensitive service. There are 3 posts involved in administering these services that deal with the public consistently on sensitive issues relating to burial arrangements and the application of charges. These staff are also the first line of contact for any complaints about the cemeteries maintenance which is the responsibility of their employer. To ensure these sensitive matters are dealt with by a Council employee, as the public expect, it is proposed to transfer these 3 posts back into the Councils establishment when the current contract expires. The affected staff have rights to transfer to the Council under the Transfer of Undertakings (Protection of Employment) Regulation 2006 (UKSI 2006/246) (TUPE). The maintenance of the cemeteries will remain part of the contracted services in the new contract.
47. The current suppliers will be approached to supply details of any staff that may have TUPE rights so their employment costs can be taken into consideration by the bidders during the procurement process.

### **Risk Assessment and Proposed Mitigations**

48. **Service Value** – The procurement of services in lots that are not of significant value to the suppliers may deter them from bidding or they may provide rates that are not cost efficient. The services have therefore been grouped in a way that the financial value of the resulting lots is attractive to suppliers. The inclusion of works from Housing and Parks will contribute to make the provision of the Lots more attractive to potential suppliers.
49. **Resilience** – Awarding most services to a single supplier, even though it could lead to efficient service costs and a simpler contract to manage, it is thought it would not outweigh the risk of that supplier not delivering the services to the expected performance and the Council not having access to alternative suppliers. The proposed lot structure, and number of different suppliers per lot where appropriate, will be established to make sure the Council can mitigate this risk.
50. **Deviation from Traditional Highways Maintenance Contract** – Suppliers may expect this contract to be a traditional contract for the maintenance and construction of highways works. The Pre-Market Engagement has helped to communicate the requirements and expectations from the Council and how the works in parks and housing estates will be similar to those carried out within the highway boundary.

51. **Timescales** – The Public Realm Maintenance and Project Works Contract must go live in April 2026, however, there is more scope for procurement delays with the Professional Consultancy Services Framework because the Council has access to the Ealing Framework until September 2026. Should the timeline slip for the new works contracts we have the option to extend by 3-months, if necessary, but this extension should only be triggered should we encounter further issues through procuring new suppliers.
52. **Contract Management** – The breadth of services to be delivered through the works contract could result in the contract being administratively time consuming to manage. For this reason, the Lot structure has been kept to a manageable level and the inclusion of common functions in one Lot (i.e., footway maintenance) relating to highways, parks and housing means more efficient contract management.
53. **Low performance** – The current highways contract does not include KPIs but has 30 Contract Management Performance Indicators. The new contract will include a minimum of 3 KPIs in each lot to manage the performance of the suppliers, with defaults being triggered for poor performance. The number of KPIs will be assessed to make sure the associated administrative burden on the Council is not significant. This arrangement is in place on the current Ground Maintenance Contract and has provided effective in managing the contract. Those suppliers who are sole suppliers on Lots will have no rights to terminate the contract early as a further incentive to manage performance effectively; the right to terminate will rest solely with the Council.

## Timetable

54. The anticipated programme for completion of the procurement process is:

Action	Date
1. Key Decision Entry (Strategy)	November 2024
2. Contracts Assurance Board (Strategy)	March 2025
3. SLT/Cabinet Member Sign off (Strategy)	March 2025
4. Planned Procurement Notice (optional)	
5. Preliminary Market Engagement Notice	
6. Cabinet Approval to Strategy	May 2025
7. Tender Notice	June 2025
8. Closing Date for Clarifications	July 2025
9. Closing Date for Procurement Responses	September 2025

Action	Date
10. Assessment of Procurement Responses	September 2025
11. Moderation	October to November 2025
12. Award Recommendation Report	November 2025
13. SLT/Cabinet Member (Award)	November 2025
14. CAB (Award)	November 2025
15. Key Decision Entry (Award)	November 2025
16. Assessment Summaries	November to December 2025
17. Contract Award Notice	December 2025
18. Standstill Period Ends	December 2025
19. Contract Engrossment	January 2026
20. Contract Detail Notice	January 2026
21. Contract Mobilisation and Implementation	January – April 2026
22. Contract Commencement Date	1 <sup>st</sup> April 2026

### Equality and Inclusion Implications

55. One of the key drivers of this procurement will be accessibility, and providing a public realm offers across communities and the borough. That includes embedding Co-Production into design and delivery. Keeping women and girls safe in public realm. Ensuring equity and inclusion will be a key part of the procurement assessment. An initial Equality Impact Assessment has been undertaken which found a positive impact. Public Realm for users of all ages, creating an ease of movement and accessibility, quality public space and creating wellbeing with greening initiatives and encouraging walking and cycling.

*Verified by Strategic Lead for EDI, Yvonne Okiyo, 24<sup>th</sup> March 2025*

### Risk Management Implications

56. The risks identified above largely meet risk identification criteria, however additional risks are defined below.
57. There is a programme risk that with additional focus on the engagement that management is incomplete. It is therefore recommended that a programme governance framework is established comprised of a watch group, governance structure, reporting and communication plan and associated RAID log that is reviewed at a frequency of not less than monthly.

*Jules Binney, Risk and Assurance Manager, 19<sup>th</sup> March 2025*

### **Climate and Ecological Emergency Implications**

58. The procurement will be driven by climate mitigation measures and work has been done with the Climate Change team on incorporating the circular economy into the requirements that bidders will have to demonstrate to be successful.

*Hinesh Mehta Assistant Director Climate Change 18<sup>th</sup> November 2024*

### **Local Economy and Social Value Implications**

59. In line with the corporate approach to social value, this procurement will dedicate 20% of the overall weighting to social value.
60. On award of the contract(s), the commissioner will ensure that the social value commitment is offered at tender stage as is stated as a contractual output.
61. Our standard contracts include clauses which refer to penalties for non-delivery against social value commitments.
62. Due to the nature of this procurement, potentially including several lots and suppliers, it is advised that the commissioner and their suppliers liaise with the Social Value Officer prior to commencement of the contract(s) for advice on maximising social value across the three categories and across the contract.
63. Social Value Portal will be used for evaluating the social value element of all tender submissions in compliance with the agreed corporate procurement approach. The commissioner will work closely with the Social Value Officer to ensure commitments are reported regularly on the Social Value Portal by their suppliers.

*Harry Buck, Social Value Officer (Procurement), 18<sup>th</sup> March 2025*

### **Consultation**

64. Detailed work has already been undertaken in analysing the current contract position across London and PME with suppliers has concluded and been considered in preparing this strategy.

### **LIST OF APPENDICES**

Exempt Appendix 1 – Indicative Contract Value  
Appendix 2 – H&F Equality Impact Analysis Tool



## H&F Equality Impact Analysis Tool

### Conducting an Equality Impact Analysis

An EIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative, or unlikely to have a significant impact on each of the protected characteristic groups.

The tool is informed by the [public sector equality duty](#) which came into force in April 2011. The duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

Page 65

- 1. Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited under the Equality Act 2010**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against these three tenets.

## General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense, and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Strategy & Communities team for support.

Further advice and guidance can be accessed online and on the intranet:

<https://www.gov.uk/government/publications/public-sector-equality-duty>

<https://officesharedservice.sharepoint.com/sites/Governance/SitePages/Reports.aspx>

## H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	Future procurement
Name and details of policy, strategy, function, project, activity, or programme	<p>Title of EIA: Public Realm Works Procurement Strategy</p> <p><b>This is a strategy for a procurement of a new works and professional service contracts for 2026 onwards. With a focus in delivery a quality public realm for communities across the borough.</b></p>
Lead Officer	<p>Name: Ian Hawthorn</p> <p>Position: Assistant Director – Highways and Parks</p> <p>Email: <a href="mailto:ian.hawthorn@lbhf.gov.uk">ian.hawthorn@lbhf.gov.uk</a></p> <p>Telephone No: 07444560448</p>
Date of completion of final EIA	19/03/2025

Page 67

Section 02	Scoping of Full EIA		
Plan for completion	Timing: duration of contracts 1 <sup>st</sup> April 2026 to 31 <sup>st</sup> March 2034		
Analyse the impact of the policy, strategy, function, project, activity, or programme	Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral, or negative impact on equality, giving due regard to relevance and proportionality.		
	Protected characteristic	Analysis	Impact: Positive, Negative, Neutral
	Age	Public Realm for users of all ages, creating an ease of movement and accessibility, quality public space and creating wellbeing with greening intiatives and encouraging walking and cycling.	Positive
	Disability	Public Realm for users of all ages, creating an ease of movement and accessibility, quality public space and creating wellbeing with greening initiatives	Positive

	and encouraging walking and cycling. Co-Production will play a key part in design and delivery.	
Gender reassignment	N/A	Neutral
Marriage and Civil Partnership	N/A	Neutral
Pregnancy and maternity	N/A	Neutral
Race	N/A	Neutral
Religion/belief (including non-belief)	N/A	Neutral
Sex	N/A	Neutral
Sexual Orientation	N/A	Neutral
Care Experienced as a Protected Characteristic	N/A	Neutral

### Human Rights or Children's Rights

If your decision has the potential to affect Human Rights or Children's Rights, please contact your Equality Lead for advice

Will it affect Human Rights, as defined by the Human Rights Act 1998?

No

Will it affect Children's Rights, as defined by the UNCRC (1992)?

No

<b>Section 03</b>	<b>Analysis of relevant data</b> Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.
<b>Documents and data reviewed</b>	<b>N/A</b>
<b>New research</b>	If new research is required, please complete this section <b>N/A</b>

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	Details of consultation findings (if consultation is required. If not, please move to section 06)
<b>Analysis of consultation outcomes</b>	<b>In addition to internal workshops across the Council consultation has been done with market engagement with a range of interested contractors and consultants</b>

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	Concern for pedestrians and cyclists with limited movement will be part of future design works and delivery of schemes with a focus on accessibility and creating places for wellbeing.

<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
<b>Outcome of Analysis</b>	The contracts will be used to deliver accessibility public spaces that encourages walking and cycling along side greater mobility.

<b>Section 07</b>	<b>Action Plan</b>
<b>Action Plan</b>	Note: You will only need to use this section if you have identified actions as a result of your analysis. N/A part of the design in the report

	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/service plan

<b>Section 08</b>	<b>Agreement, publication and monitoring</b>
<b>Senior Managers' sign-off</b>	Name: Ian Hawthorn Position: Assistant Director – Highways and Parks Email: <a href="mailto:ian.hawthorn@lbhf.gov.uk">ian.hawthorn@lbhf.gov.uk</a> Telephone No: 07444560448 Considered at relevant DMT: Public Realm
<b>Key Decision Report (if relevant)</b>	Date of report to Cabinet Member: Key equalities issues have been included: Yes
<b>Equalities Advice (where involved)</b>	Name: Yvonne Okiyo Position: Strategic Lead Equity, Diversity and Inclusion Date advice / guidance given: 24.03.25 Email: Yvonne.Okiyo@lbhf.gov.uk Telephone No: 07824 836 012

**Report to:** Cabinet

**Date:** 12/05/2025

**Subject:** Appropriation of Land at the Hartopp & Lannoy Site

**Report of:** Councillor Umeh – Cabinet Member for Housing and Homelessness  
and Councillor Andrew Jones – Cabinet Member for the Economy

**Report author:** William Noton, Head of Development

**Responsible Director:** Bram Kainth, Executive Director – Place

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### SUMMARY

On 29<sup>th</sup> April 2019 Cabinet approved the demolition of the two housing blocks known as Hartopp and Lannoy Points after extensive structural surveys identified serious structural defects and fire risks. The 2019 Report also set out the responses to the extensive consultation carried out at that time. The blocks were demolished in 2020/21.

Planning Permission was granted on 9/2/22 and the budget for the Development was approved by Full Council on 13/7/22.

The former Hartopp and Lannoy site (“the Site”) is being redeveloped to provide 134 new homes of which at least 85% are affordable. To deliver the new housing it is necessary to appropriate the site. This will allow the Council to utilise powers to override any third-party rights such as easements, and covenants in respect of the land which may delay or prevent the implementation of the development.

This report seeks approval to appropriate the Site from housing use, where it is considered to be no longer necessary and the buildings demolished, to the General Fund for planning purposes. This appropriation is pursuant to section 122 of the Local Government Act 1972 and the subsequent use of powers under Section 203 of the Housing and Planning Act 2016 (Section 203) to provide the much-needed housing in the Borough without further delay.

The Land edged red in Appendix 1 will be held in the General Fund and the related accounting adjustments will be made to the HRA and General Fund. The delivery of the Development will eventually be used for new housing, therefore, the Site will then be required to be appropriated back to the HRA housing purposes. This report also seeks authority for the appropriation back for housing purposes and for an accounting adjustment to be made from the General Fund to the Housing and Revenue Account.

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### RECOMMENDATIONS

That Cabinet:

1. Resolves that the land edged red in Appendix 1 is no longer required for the housing purposes for which it is currently held as the buildings have been demolished for safety reasons following the Cabinet decision in 2019 and the Development pursuant to the Permission has commenced after extensive consultation.
2. Notes the responses to consultations undertaken by the Council in relation to the proposed appropriation and Development detailed in Exempt Appendix 3.
3. Notes the steps taken by the Council to identify all rights affected by the proposed appropriation and the reasons specified in paragraphs 7.46-7.51 (inclusive) of the 'Detailed Analysis' section of this report.
4. Authorises the application to the Secretary of State pursuant to section 19(2) of the Housing Act 1985 for consent to the appropriation.
5. Subject to obtaining Secretary of State consent to the section 19(2) application in 2.4 above approves the appropriation of the land edged red, in Appendix 1 ("the Land"), from housing purposes, in which it is currently held, for planning purposes, pursuant to section 122 of the Local Government Act 1972; as it will facilitate the carrying out of the Development of the Land edged red being a purpose in respect of which land could have been acquired by agreement pursuant to section 227 and compulsorily under section 226(1)(a) of the Town and Country Planning Act 1990 ("TCPA 1990"), subject to the Secretary of State's consent being granted pursuant to the application under section 19 of the Housing Act 1985;
6. Authorises the accounting adjustments that need to be made to the Housing and Revenue Account and the General Fund account to record the appropriation to planning purposes referred to above.
7. Approves and authorises the use of the Council's powers under section 203 of the Housing and Planning Act 2016 ("HPA 2016") following the appropriation of the Land for planning purposes to override any easement, covenants, and other rights in respect of the Land edged red and authorises the taking of all necessary steps required in relation to any associated claims, settlements relating to compensation under section 204 of the HPA 2016.
8. Following the appropriation of the Land for planning purposes (2.5 above) and the Council engaging section 203 of the Housing and Planning Act 2016 (2.7 above) approves the appropriation of the Land, within which will be located the new residential units including the affordable housing, from planning purposes to housing purposes pursuant to section 232 of the TCPA 1990.
9. Authorises the accounting adjustments that need to be made to the Housing and Revenue Account and the General Fund account to record the appropriation from planning purposes to housing purposes.
10. Approves that Appendices 2 & 3, are not for publication on the basis that they contain 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).

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**Wards Affected:** Munster

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<b>Our Values</b>	<b>Summary of how this report aligns to the <a href="#">H&amp;F Corporate Plan</a> and the H&amp;F Values</b>
Building shared prosperity	The redevelopment of the land will bring about measurable local benefits including transforming a currently hoarded site into a well-designed residential development that incorporates inclusive and accessible amenities.
Creating a compassionate council	The redevelopment will help meet the acute need for affordable housing in the locality as well as the wider borough.
Doing things with local residents, not to them	The design for the redevelopment was coproduced with residents who continue to be involved throughout the construction stage and to completion.
Being ruthlessly financially efficient	The use of appropriation powers will enable the council to deal swiftly and efficiently with easements and third-party rights (including rights of light).
Taking pride in H&F	The aim of the redevelopment is to create a lasting and positive legacy through well-designed blocks and estate amenities while meeting both the climate challenge and the acute need for affordable housing in the borough.
Rising to the challenge of the climate and ecological emergency	The redevelopment will deliver highly sustainable homes that are operationally net-zero carbon and so help create and sustain a low carbon community and neighbourhood.

## **Financial Impact**

Recommendation 2.5 seeks approval from Cabinet to appropriate the land at the Hartopp & Lannoy site for planning purposes from the Housing Revenue Account (HRA) to the General Fund.

Recommendation 2.8 subsequently approves the appropriation of the land from planning back to housing purposes once section 203 of the Housing and Planning Act 2016 has been engaged. Consequently, the General Fund must compensate the HRA (and vice-versa) for the site's certified market value through an adjustment between their respective Capital Finance Requirements (CFR).

This transfer would result in an increase the General Fund's CFR whilst held for planning purposes, and a decrease once it is transferred back to the HRA. No capital receipt is expected from the disposal of Hartopp & Lannoy, as it is being developed as a 100% affordable housing scheme.

The regulations governing this transfer are subject to interpretation. Legal advice has been obtained, and based on current legal advice and valuation, the certified market value will be based on the value of the site (including work done to date) at the point of appropriation (estimated at between £23m and £29m). At appropriation this value then will transfer from the HRA to the General Fund CFR. Once the land is transferred back, it will be subject to the certified market value at that point.

It is not expected that the land will remain the General Fund, and as such, there should be nil impact to the General Fund in terms of ongoing revenue costs.

Should the land remain in the General Fund, this decision will result in an additional annual revenue charge, necessitating an increase in the General Fund budget of between £0.6m and £0.8m per year (2.65% MRP) once the development has been completed. This increase would need to be accommodated and considered within the Council's Medium Term Financial Strategy.

*Andre Mark, Head of Finance (Strategic Planning and Investment), 10<sup>th</sup> March 2025*

## **Legal Implications**

A local authority who has acquired land for a statutory purpose must hold the land for that purpose. An authority can only change the purpose for which they hold land by using statutory powers of appropriation.

The Council has power under Section 122 of the Local Government Act 1972 ("LGA 1972") to appropriate land belonging to the Council which is no longer required for the purpose for which it is held immediately before the appropriation, provided that the new purpose is one for which the Council would be empowered to acquire land by agreement.

Section 227(1) TCPA 1990 provides a Council can acquire by agreement any land that it could acquire under section 226 of the TCPA 1990

Section 226(1) of the TCPA 1990 authorises a local authority to acquire compulsorily any land in their area for planning purposes. This acquisition can take place in one of the following two circumstances if the local authority thinks:

- a) the acquisition will facilitate the carrying out of development, redevelopment, or improvement on or in relation to the land (section 226(1)(a), TCPA 1990); or;
- b) which is required for a purpose which it is necessary to achieve in the interests of the proper planning of an area in which the land is situated (section 226(1)(b) TCPA 1990);

Section 226(1) (1A) TCPA 1990 provides that a local authority must not exercise the power under Section 226(1)(a) unless they think that the development, re-

development, or improvement is likely to contribute to the achievement of any one or more of the following objects:

- a) the promotion or improvement of the economic well-being of their area;
- b) the promotion or improvement of the social well-being of their area;
- c) the promotion or improvement of the environmental well-being of their area.

Appropriation of land for planning purposes made under Section 122 of the LGA 1972 will result in the Council accounting for that land in the General Fund. The Site is currently held in the Housing and Revenue Account. Therefore, an accounting adjustment will need to be made to the Housing and Revenue Account and the General Fund account. "Planning purposes" means that the appropriation will facilitate the carrying out of development, redevelopment or improvement of land which is likely to contribute to the economic, social, or environmental wellbeing of the area, or which is required in the interests of the proper planning of the area in which the land is situated.

Section 19 of the Housing Act 1985 ("HA 1985") deals with appropriation of land held for the purposes of Part II of HA 1985 (i.e. housing accommodation). It does not exclude the application of the appropriation under Section 122 of the LGA 1972. Under Section 19(2) of the HA 1985, a local housing authority holding land for the purposes of Part II of the HA 1985, shall not, without the consent of the Secretary of State, appropriate any part of the land consisting of a house or part of a house for any other purpose. As construction has commenced and progressed to a stage where it could be said there is 'part of a house' Secretary of State's consent will need to be obtained.

Section 203 of the HPA 2016 provides that building or maintenance work or use which interferes with rights or breaches restrictions as to user is authorised if:

- planning permission exists for the building works or use;
- the work is carried out on land appropriated by the Council for planning purposes after 13th July 2016;
- the land could be compulsorily acquired by the Council for the purposes of the building works or maintenance or use of buildings or works constructed; and
- the building work maintenance or use is for the purposes related to the purposes for which the land was acquired or appropriated.
- Appropriation for planning purposes and engaging section 203 is the equivalent of compulsory purchase and the same degree of necessity and justification for the interference is required. The public benefits should outweigh the interference with third party rights. This test has been set out in detail in the report.

Section 204 of the HPA 2016 provides for compensation to be paid to those parties whose rights are affected. Compensation under section 204 of the HPA 2016 is calculated on the same basis as compensation payable under sections 7 and 10 of the Compulsory Purchase Act 1965. It is generally based on the reduction in the value of the claimant's land rather than any ransom value. If there is a dispute about the amount of compensation which is due, the matter can be referred to the Upper Tribunal for determination.

Section 232(1) and (6) of the Town and Country Planning Act 1990 permits the Council to further appropriate land held for planning purposes for any purpose for which an enactment permits the Council to acquire land. One such enactment is the Housing Act 1985 (HA 1985). Section 17 under Part II of the HA 1985 empowers the Council to acquire land for housing purposes including the construction of homes whether to use such land itself to accommodate people or grant an interest to third parties including a Council subsidiary. Recommendation 2.8 is to appropriate the Land for housing purposes pursuant to Section 232 of the TCPA 1990 once section 203 of the Housing and Planning Act 2016 has been engaged.

Under section 74(1) of the Local Government and Housing Act 1989 income and expenditure relating to land and buildings held for the purposes of Part II of the Housing Act 1985 (housing purposes) must be accounted for in the Council's Housing Revenue Account.

*Mrinalini Rajaratnam – Chief Solicitor Planning and Property 14 March 2025*

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## **Background Papers Used in Preparing This Report**

None.

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## **DETAILED ANALYSIS**

### **Proposals and Analysis of Options**

#### **Background**

1. Hartopp Point and Lannoy Point were two 14 storey Tower Blocks that were built in the early 1970s, using a construction method called a Large Panel System (or LPS).
2. In April 2019, and following consultation with residents, Cabinet took the decision to demolish the two blocks, acquire vacant possession by way of a Compulsory Purchase Order and offer residents a compensation package.
3. The decision to demolish followed extensive surveys of the blocks which identified serious structural defects linked directly to the construction system used which gave rise to health and safety issues.
4. The Compulsory Purchase Order which was granted in December 2019 and the blocks were demolished in 2020/21. The CPO required quantitative and qualitative enhancement of housing provision within 10 years.
5. Plans for redevelopment of the Land which were coproduced with residents of Aintree Estate only commenced once the demolition had reached a safe level.
6. On the 6/6/22 cabinet delegated authority to the Strategic Director for the Economy, in consultation with the Director of Resources, to progress the appropriation of the Site for planning purposes and the use of powers under

Section 203 of the Housing and Planning Act 2016 in order to authorise any interference with easements, covenants and other rights in respect of the Site including authorisation to take all necessary steps required in relation to any associated claims, settlements and legal agreements so as to enable the Development of the Site. .

7. On the 21/2/23 the Cabinet Member for the Economy approved the contract of £49,142,058 with Higgins Partnership PLC for the design and construction of the Hartopp and Lannoy development site through to practical completion due in 2026.
8. In March 2023 the Council entered into a building contract with Higgin's partnership for the redevelopment of the site for housing and associated external amenities. The construction work is ongoing and due for completion in March 2026.

### **The Redevelopment**

9. The redevelopment of the Land as approved by the Permission (ref: 2022/01346/FR3) will see 134 new homes of which at least 112 are affordable. This number and type of homes represent both a quantitative and a qualitative enhancement of housing provision in the borough in comparison to the former use of the site.
10. Further, the redevelopment will make a better and more effective use of the site which will include a new play area and improved public realm.
11. As per the Permission the redevelopment would be in accordance with the Local Plan, the London Plan, the National Planning Policy Framework and offers the opportunity for the delivery of a substantial number of affordable homes which would represent "a meaningful contribution towards the Borough's housing need and housing choice" by delivering 134 new homes, at least 85% of which will be affordable homes in compliance with 60%:40% tenure split (social rent: intermediate). Further and as set out in the Planning Committee report, which recommended approval of the application, the redevelopment will make a better and more effective use of what is currently a brownfield land through the creation of homes that directly support the economic growth and competitiveness of the locality, in particular, and inner London generally.

### **The public interest benefit from the redevelopment**

12. There are clear public interest benefits to be realised from the redevelopment proceeding which are set out in broad term in this report.
13. The redevelopment's aim is to create a lasting and positive legacy of a well-designed inclusive, accessible residential development with energy efficient buildings, to transform the locality into one that caters for the safety and wellbeing of local residents as well as offering social and economic benefits including employment and training during the construction stage.
14. These clear public interest benefits to be realised from the redevelopment proceeding including:

- The creation of a new public realm/estate amenities and open space with children's play-space and landscaping features serving the needs and wellbeing of existing and future residents;
  - The incorporation of Secure by Design principle to mitigate against and design out Anti-Social Behaviour so as to eliminate where possible the issues experienced by residents of the estates that were attributable to the 1960s design of the demolished blocks and their underground garages and hidden walkways.
  - Making tangible improvements to local biodiversity and support sustainable environmental objectives through high energy efficiency, reduction of water usage, reduce car use and the incorporation of electric vehicle charging points,
  - A significant contribution to the council's commitment to net zero carbon future as well as the delivery of genuinely affordable accessible and inclusive homes,
  - The creation of a positive social and economic legacy during its whole lifecycle starting with the construction stage which will create direct and measurable benefits to the locality by way of training, apprenticeship, and employment to residents as well as the planned incorporation of local small and medium-sized enterprises (SMEs) into the construction supply chain. The social and economic benefit of the sustainable homes which will be enjoyed by residents not only in terms of low-cost energy but also their impact and carbon footprint in perpetuity,
15. In summary, the redevelopment would assist with achieving the regeneration aspirations of the locality and the wider area, stimulating economic growth, resulting in significant public benefits in accordance with the Local Plan 2018 and in line with the core planning principles in National Planning Policy Framework December 2023 and Policies H01, H03, DC1, DC2 and DC3 of the Local Plan 2018.
16. It must be noted that the redevelopment is realisable and achievable having already received planning consent under the Permission in March 2023 and the site having already been handed over to the construction contractor with work having commenced late 2023.

### **The Need for Appropriation**

17. The need to appropriate the Land for planning purposes is to realise the public interest by overriding of third-party rights that would otherwise delay or prevent the redevelopment and realisation of the public benefit.
18. Section 122 of the Local Government Act 1972 provides a power to the Council to appropriate any land which is no longer required for the purpose for which it is currently held to any other purpose for which the Council is authorised to acquire land by agreement.

19. Where land has been appropriated for planning purposes, the powers set out in Section 203 of the Housing and Planning Act 2016 ("**section 203**") can be engaged to override third party rights if:
  - planning consent exists for the redevelopment,
  - the redevelopment is carried out on land that has been appropriated by the Council for planning purposes after 13<sup>th</sup> July 2016,
  - the land could be compulsorily acquired by the Council for the purposes of the redevelopment; and
  - the appropriation was for the purpose of enabling the redevelopment.
20. In terms of process, case law has established that appropriation must involve more than a mere decision to hold land for a different purpose. The Council must consider whether the land is no longer needed in the public interest of the locality for the purpose for which it is held. As the purpose of the appropriation is to engage the provisions of section 203 of the 2016 Act the Council should not make the appropriation unless it has good reason to think that that interference with the rights affected is necessary.
21. Case law has also established that appropriation is the equivalent of compulsory purchase of the Council's own land and the same degree of necessity must apply in each case.
22. In practice, section 203 means that any beneficiaries of third-party rights that are interfered with, because of the carrying out of the development, cannot prevent the redevelopment from proceeding by seeking an injunction from the courts, and as a result the redevelopment proposed can proceed. However, those with benefit of the rights that are interfered with will be entitled to compensation which will be calculated based on the diminution in value of their land.
23. Certain properties have been identified which are likely to benefit from a right to light over the Land to be redeveloped. Analysis shows that several properties identified are likely to experience an alteration in light following completion of the development. The existence of these rights means that unless the provisions of section 203 are engaged the redevelopment could be prevented from proceeding.
24. Accordingly, the purpose of this report is to approve the appropriation of the Land for planning purposes and the engagement of section 203 of the HPA 2016 so that the third-party interests can be overridden, allowing the redevelopment to proceed to realisation of the public benefit interest.

## **Appropriation**

25. An appropriation for planning purposes is a reference to an appropriation of a land for a purpose (or purposes) for which it can be acquired compulsorily or by agreement under sections 226 or 227 of the Town and Country Planning Act 1990 (TCPA).

26. Section 226 of the TCPA provides that a local authority (subject to the authorisation of the Secretary of State) has the power to acquire compulsorily any land in their area, if it considers that this will facilitate the carrying out of a development, redevelopment, or improvement on or in relation to the land; or is required for a purpose which is necessary to achieve in the interests of the proper planning of an area.
27. Under Section 226(1A), a local authority may not acquire land compulsorily, for the purpose facilitating the carrying out of development, unless they consider that the development is likely to contribute to the achievement of one or more of the following objectives:
  - the promotion or improvement of the economic well-being of their area,
  - the promotion or improvement of the social well-being of their area,
  - the promotion or improvement of the environmental well-being of their area.
28. Under Section 203 the Council has powers, in relation to land it acquires or appropriates for planning purposes, that would allow a development to proceed, notwithstanding that it would interfere with the rights to light of neighbouring affected properties; provided it is carried out in accordance with granted planning permission.
29. Section 203 operates by translating the right of an owner of an affected property or interest from one that can be enforced by way of an injunction to an entitlement to compensation only. The compensation is assessed against compulsory purchase compensation principles based on the diminution of the value of the affected property because of the interference with the right or in other words, compensation is calculated on the same basis as a compensation payable under the Compulsory Purchase Act 1965.
30. The protection provided by Section 203 applies both to the Council, were it to undertake a development, and to any third-party deriving title from the Council.
31. For Section 203 of the 2016 Act to be utilised and come into effect, the redevelopment would need to have received a planning permission and the Council must hold an appropriate interest in the land, the freehold in this case which could have acquired, under Section 227 of the 1990 Act, as such acquisition would satisfied the requirement in Section 226(1A) of the 1990 Act as it would facilitate the redevelopment and would contribute to the economic, social, or environmental well-being of the area.
32. However, it is necessary to consider whether the facilitation of a redevelopment would justify an interference with private rights of third parties. In considering this, regard should be had to the advice and guidance contained in the current Ministry of Housing, Communities & local Government Guidance on Compulsory Purchase (October 2015).
33. Fundamentally, the decision to interfere with third party rights should only be made where it is necessary, where there is a compelling case in the public interest and the Council should be certain that the use of these powers is necessary, proportionate, and justified to interfere with human rights of those to



be affected. Consideration has been given to the provisions of Article 8 and Article 1 of the First Protocol to the European Convention on Human Rights.

34. The explanatory note relating to the 2016 Act is helpful in indicating the underlying objective of the provisions. Regarding section 203 powers it provides guidance that the requirement (section 203(2)(c)) that the authority 'could' acquire the land compulsorily for the purposes of the redevelopment was intended only to require that the authority had the relevant enabling powers, not that the land was acquired under a Compulsory Purchase Order.
35. The return of the appropriated land from being held for planning purposes to be held for housing purposes is permitted under section 19(1) of the Housing Act 1985 and section 232 of the 1990 Act.
36. The appropriation of this Land would require consent of the Secretary of State under Section 232(2) of the 1990 Act due to construction having begun on site.
37. Right of light negotiations with those third parties identified by the Council as impacted by the development commenced in August 2024. Further details can be found in exempt Appendix 3.

### **Use of Section 203 – Considerations**

38. The effect of Section 203 is to allow beneficial regeneration to take place without the risk of injunction being granted to prevent the development from being carried out. However, it is recognised that this can involve the interference with human rights – in particular, the right to peaceful enjoyment of possession and the right to respect for private and family life and home.
39. This report sets out the consideration that demonstrate why the proposed use of the council's statutory powers to override easements and rights is appropriate, reasonable, and necessary.
40. These considerations are set out below:

**a. Consideration 1:** The use of statutory powers is required in that:

- I. The infringements cannot reasonably be avoided,
- II. The easements to be interfered with cannot reasonably be released by agreement with affected owners,
- III. The redevelopment is prejudiced due to the risk of injunction and adequate attempts have been made to remove the injunction risks.

**b. Consideration 2:** The use of statutory powers will facilitate the carrying out of the redevelopment.

**c. Consideration 3:** The redevelopment will contribute to the promotion and improvement of the economic, social, or environmental well-being of the area and therefore be in the public interest.

**d. Consideration 4:** The benefits of the redevelopment could not be achieved without giving rise to the infringements of the identified rights.

- e. **Consideration 5:** Is it in the public interest that the redevelopment is carried out?
- f. **Consideration 6:** Is the public benefit to be achieved proportionate to the private rights being infringed by the action of Section 203?

### **Application of criteria for application of a successful Section 203**

- 41. The following criteria apply in relation to the application of Section 203 powers:

#### **Considerations 1 and 2:**

- 42. The development of the Land, in line with a granted planning permission, would result in an infringement of, or interference in, one or more rights or interests as defined in Section 205(1) of the 2016 Act or breach of a restriction or covenant on or affecting the land which cannot be reasonably released or resolved. While voluntary agreements with those whose rights are affected will be sought, without certainty of extinguishment of such rights within reasonable time, the redevelopment might not proceed, and its benefits realised.
- 43. The engagement of Section 203, at the appropriate time, will facilitate the redevelopment which may not proceed without the engagement of Section 203. Without this the redevelopment will be at risk of claims for injunctive relief from rights holders relating to actual or anticipated interference with easement rights or covenants.
- 44. Lengthy legal proceedings initiated by any affected party may severely affect the viability and deliverability of the redevelopment especially as part of the funding for the redevelopment is time critical.

#### **Considerations 3 to 6:**

- 45. The successful application of Section 203 requires the establishment of a compelling public interest or benefit. This Development will bring about a material improvement of the social, environmental, and economic wellbeing of the area while at the same time mitigating the impact of the additional homes on surrounding streets through the Development being car-free zone.
- 46. Importantly, officers have considered and balanced the significant public benefit to be gained from the redevelopment against the interference with the private rights of the landowners affected. It is believed that the use of the powers under section 203 would be proportionate and justified as a result of a public benefit identified in this report that significantly outweighs potential interference in the individual's rights including human rights and in particular Articles 1 and 8 of the ECHR. Affected landowners will be compensated properly and on a timely basis, in line with statutory guidance.

### **Third-Party Rights**

47. A third-party right is a right enjoyed by a third party over land owned by another party, one type of such third-party right, being a right of light. A right of light is a long-established legal right which can be acquired by a property having access to, and use of, light crossing another property, for 20 years or more, after which the right is “deemed absolute and indefeasible... unless it... was enjoyed by some consent or agreement expressly made or given for that purpose by deed or writing”<sup>1</sup>. It is anticipated that the redevelopment will infringe the rights of light of several neighbouring properties in varying degrees of magnitude.
48. Any interference with a property’s right of light may be prevented by an injunction granted by the Courts. Typically, developers will seek to avoid this risk by reaching private settlements with those whose properties are affected so as to release rights of light and permit interference with the rights, subject to payment of compensation. If an agreement cannot be reached, affected parties might be able to delay or prevent a development from proceeding by threatening, or seeking, an injunction.
49. Appropriation of land for planning purposes and engaging the powers of section 203 of the HPA 2016 translates the right of an owner of an affected property or interest from once enforceable by an injunctionable right to an entitlement to compensation only. The compensation is based on the diminution of the value of the affected property because of the interference with the right of light.
50. The redevelopment will deliver substantial public benefits that far outweigh any potential interference in any third-party rights. Public benefits can be summarised into three distinctive categories:

### **Economic Wellbeing Benefits**

51. The Economic Wellbeing Benefits of the appropriation include:
- 134 new homes of which at least 85% (112) will be affordable,
  - Training, apprenticeships, and employment during construction; and
  - Local SMEs within construction supply chain.

### **Social Wellbeing Benefits**

52. The Social Wellbeing Benefits of the appropriation include:
- 134 new affordable homes within a well-designed and inclusive development; and
  - New energy efficient, accessible, and secure by design homes for residents, designing out anti-social behaviour.

### **Environmental Wellbeing Benefits**

53. The Environmental Wellbeing Benefits of the appropriation include:

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<sup>1</sup> The Prescription Act 1832, section 3; Claim to the use of light enjoyed for 20 years

- A significant contribution to the council's commitment to net zero carbon future,
- Tangible improvements to local biodiversity and reduction of water usage,
- 134 energy efficient new homes,
- Reduction in car usage (the scheme has been designed as a car free development) and incorporates electrical vehicle charging points for the remodelled parking spaces for existing residents; and
- New public realm, landscaping, and children's play areas.

### **Steps taken to negotiate the release of rights by agreement**

- 7.46 Before deciding on the appropriation, it is necessary to take reasonable steps to ascertain who may have a property right or interest that may be affected by the development proposals. Reasonable enquiries were undertaken including land registry title searches, and in respect of council-owned properties, checking report on title for the Site and the council's leasehold and tenancy details to ascertain those whose rights may be interfered with because of the redevelopment.
- 7.47 To assist with such analysis, the council engaged specialist rights of light consultants to identify parties potentially benefiting from rights to light that could be infringed by the redevelopment. The technical analysis of the potential impact of the redevelopment indicated that 18 out of 41 buildings assessed may be impacted to a degree that is actionable and potentially compensatable.
- 7.48 In August 2024 letters were sent to all identified potentially affected parties with long term property interests indicating the council's intention to appropriate the Land to planning purposes and inviting comments – see exempt Appendix 2.
- 7.49 The Council will engage with all parties raising concerns over the impact on the redevelopment and seek voluntary surrender where possible. However, it is the view of officers that it is highly unlikely that it will be possible to reach agreement with all affected parties to release all necessary rights within a reasonable time or at all.
- 7.50** It is therefore clear that for the redevelopment to proceed within a reasonable timescale and without the risk of injunction, it is necessary for the council to appropriate the land to secure the benefits associated with the redevelopment. As a result, officers are of the view that unless the land is appropriated for planning purposes to engage the override provisions of section 203 of the 2016 Act the redevelopment proposals for the Land occupied by the former Hartopp and Lannoy site could be substantially delayed.
- 7.51 On identification of the degree and extent of the impact on third parties, the council will seek voluntary settlements by agreement. However, it is anticipated that in most instances the level of interference may be negligible and not noticeable and, in some instances, may have a noticeable positive impact.

## **Could the Public Benefits Be Achieved in the Absence of the Interference with Rights?**

- 7.52 Considerations were made to whether the redevelopment could proceed and achieve the public benefit but without interference with the third-party rights and the outcome was that the redevelopment could not proceed and realise the associated benefits identified without giving rise to all or some of the infringements for which section 203 is being engaged.
- 7.53 Reducing the extent of the redevelopment to a point where no rights are interfered with, would result in a fundamentally different redevelopment which will not allow the realisation of the public benefit of the current proposal, either in part or in full.
- 7.54 Importantly, reduction of the redevelopment to a level that would not interfere with third party rights would result in a redevelopment that would not deliver the qualitative and quantitative housing gain in line with previous Council and Cabinet approvals and under which the council committed to delivering both qualitative and quantitative housing gain.
- 7.55 And so, any reduction of the redevelopment to such a level would defeat the public interest benefit from the redevelopment.
- 7.56 In addition, restricting the footprint and height of the new development to that of the scheme that was demolished, to not interfere with third party rights would not be a feasible option as it would not provide the additional affordable housing, public benefits, or funding for the redevelopment.
- 7.57 Should any third parties seek judicial review before third party rights are extinguished the delivery of the scheme will be adversely affected both in terms of additional construction costs and delays to the programme for the delivery.

## **Human Rights Issues**

As indicated above, consideration must be given to any interference with rights protected by the Human Rights Act 1998. In this case a decision to override easements and other rights represents an interference with rights protected under Article 1 of the Protocol to the European Convention on Human Rights. (the right to peaceful enjoyment of possessions) and Article 8 of the European Convention on Human Rights (right to respect for private and family life, home, and correspondence). Any decision to interfere with such rights must strike a fair balance between the public interest associated with the development proposals referred to above and the interference with private rights.

Given the clear public benefit associated with the Development as set out in this report and the planning decision referenced earlier, the fact that:

- There is no feasible alternative means of achieving that public benefit,
- There is a compelling case in the public interest for the use of the powers to override rights,

- Compensations are available to those whose rights are overridden and are calculated on a diminution in value basis as a compensation payable under the Compulsory Purchase Act 1965,
- And that the interference with the private rights of those affected would be lawful, justified, and proportionate.

## **Conclusion**

54. It is the conclusion of this report that:

- The Land (currently occupied by the former Hartopp and Lannoy site) and edged red in Appendix 1 is no longer needed for its current purpose,
- There is a compelling case in the public interest to appropriate the Land for planning purposes to engage the override provisions of section 203 of the 2016 Act and the necessity test is satisfied,
- Any interference with the human rights of those who benefit from the rights to be overridden is justified and the use of section 203 represents a proportionate approach,
- Those impacted would be entitled to compensation to be assessed against compulsory purchase compensation principles based on diminution of the value of their property because of the interference with rights or easements,
- Authority is required to further appropriate parts of the Land for the intended permanent use.

## **Analysis of Options**

### **Option 1: Do nothing (not recommended)**

- The “do nothing” option would mean not proceeding with this decision as Cabinet has already approved proceeding with the redevelopment.
- Not proceeding with this decision but proceeding with the redevelopment would prejudice the redevelopment due to the very real risk of injunction and the lengthy and protracted process voluntary release process that would either significantly delay the redevelopment or ultimately result in its cancellation.
- The delay to be caused by not proceeding with this decision may put at risk the council's commitment under the Compulsory Purchase Order granted in December 2019 to delivering a quantitative and qualitative housing gain on Land within 10 years of The Compulsory Purchase Order granted in December 2019 and would be at odds with the 2022 Cabinet and Council approvals.
- Ultimately not proceeding with this decision would postpone the delivery of much needed genuinely affordable housing in the Borough and realisation of the public interest benefit.

## **Option 2: Approve this report's recommendations (recommended)**

- This is the recommended option as it will allow the redevelopment to proceed to through construction stage; safe of injunction so as to realise the public benefit, increase provision of genuinely affordable homes in the borough; safeguard the council's investment so far; and redevelop the Land in line with the design that were co-produced with residents.

## **Reasons for Decision**

55. The use of the council's powers to appropriate the Land and engage Section 203 will ensure that the redevelopment plans can proceed, in accordance with the planning permission already granted, to provide 134 homes of which at least 112 (84%) will be affordable.
56. The appropriation of the Land for planning purposes is in recognition of it not being needed for the purpose it is currently held following the demolition of the Hartopp Point and Lannoy Point blocks on health and safety ground.
57. This decision, if approved, will be in recognition of the compelling public interest case to facilitate the redevelopment through the use of the council's statutory powers.
58. This report sets out why, on balance, the unavoidable interference with private rights of affected landowners to facilitate the redevelopment and achieve the public interest case was deemed to proportionate and justified due to the public benefit significantly outweighing the potential interference in individual landowners' rights including human rights and in particular Articles 1 and 8 of the ECHR.
59. The council having entered into an unconditional contract with a construction contractor and having handed the Land over to that contractor to commence construction demonstrate that the public benefit is reasonably realisable and achievable.
60. This decision, if approved, also recognises the right of affected landowners to be compensated properly and on a timely basis, in line with statutory guidance.

## **Equality Implications**

61. In deciding to proceed with the appropriation of land for planning purposes, the council must pay due regard to its Public-Sector Equality Duty (PSED), as set out in Section 149 of the Equalities Act 2010 (the 2010 Act). The PSED provides that a public authority must, in the exercise of its functions, have due regard to the need to:
- eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under this Act;

- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

62. Consideration has been made, in anticipation of this decision, to whether it was possible, at this stage, to ascertain and mitigate against any negative impact this decision may have on persons with “protected characteristics” (in this context the most obvious group being visually impaired disabled persons).

63. The Council being minded of its duty, under the Act, to make “reasonable adjustments” to assist persons with protected characteristics, will consider the impact of this decision on a case-by-case basis, seek to inspect properties, carry out measurements and understand impact before seeking to agree reasonable adjustment with affected any individual.

64. An Equalities Impact Assessment for the redevelopment was carried out and incorporated into the Cabinet decision dated 6/6/22 authorising the development to proceed. The assessment evidenced the Council’s compliance with its statutory duties prescribed in the Act. An updated Equalities Impact Assessment has been completed (see appendix 4) relating to the impact of the proposed appropriation.

65. See Appendix 4 for the completed Equality Impact Assessment.

## **Risk Management Implications**

66. The report recommends steps to be taken by the Council to progress the development of 134 homes on the site, making appropriate use of powers (including s203), following consultation and negotiations with parties whose rights would be affected by the development. The approach taken is intended to mitigate the risks of legal challenge and delay so that the benefits, as set out in the paper, can be delivered, in line with the Council’s objectives.

67. The report sets out the need for appropriation along with the clear public interest benefits for appropriation, through the use of the powers available to the Council to appropriate the land for planning purposes. The report sets out how those whose rights would be impacted would be entitled to compensation.

68. The delegations being sought in the report will help to ensure that the Council complies with all relevant requirements in taking the decisions needed and using the powers identified to progress the scheme.

*David Hughes, Director of Audit, Fraud, Risk and Insurance, 5 March 2025*

## **Climate and Ecological Emergency Implications**

69. The proposals for the Hartopp and Lannoy site will target operational net zero for the new development and will aim to promote the climate emergency via a variety of different methods measured using the council’s sustainability tool



kit. The proposal includes for the installation of solar panels and communal air source heat pumps.

70. The design has considered multiple factors to promote ecological benefits of the project, which include avoiding converting green space to hard surfacing and use underutilised space for planting, such as green/blue roofs. The design will also look to provide a SUDS drainage system and ensure all new building models and mitigates future overheating risk, with adequate ventilation (through MVHRs) and shading. The Development will also convert hard surfacing to green and permeable surfacing where possible and install sustainable drainage systems. This scheme will be built to full passivhaus standard.

*Hinesh Mehta, Assistant Director of Climate Change, 10<sup>th</sup> March 2025*

## **LIST OF APPENDICES**

Appendix 1 – Plan of the land to be appropriated

Exempt Appendix 2 – List of properties affected by the appropriation

Exempt Appendix 3 – consultation with affected residents

Appendix 4 – Equalities Impact Assessment



## H&F Equality Impact Analysis Tool

### Conducting an Equality Impact Analysis

An EIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative, or unlikely to have a significant impact on each of the protected characteristic groups.

Page 91 The tool is informed by the [public sector equality duty](#) which came into force in April 2011. The duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

- 1. Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited under the Equality Act 2010**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against these three tenets.

## General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense, and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Strategy & Communities team for support.

Further advice and guidance can be accessed online and on the intranet:

<https://www.gov.uk/government/publications/public-sector-equality-duty>

<https://officesharedservice.sharepoint.com/sites/Governance/SitePages/Reports.aspx>

## H&F Equality Impact Analysis Tool

Page 93

Overall Information	Details of Full Equality Impact Analysis																																												
Financial Year and Quarter	2024/25 (Quarter 4)																																												
Name and details of policy, strategy, function, project, activity, or programme	<b><u>Hartopp and Lannoy development</u></b>																																												
	The scope of this EqIA assessment is primarily to consider and assess the potential impact on groups who share protected characteristics from the proposals to appropriate land at the former Hartopp and Lannoy site Fulham.																																												
	The scheme will deliver 134 homes with 112 affordable with the breakdown as follows:																																												
	<table><tr><th>Description</th><th>Social Rent</th><th>Shared Ownership</th><th>Private Sale</th><th>Total</th></tr><tr><td>1 bed 2-person flat</td><td>25</td><td>22</td><td>11</td><td>58</td></tr><tr><td>1 bed 2-person wheelchair (WCH) flat</td><td>3</td><td>0</td><td>0</td><td>3</td></tr><tr><td>2 bed 3-person flat</td><td>11</td><td>14</td><td>5</td><td>30</td></tr><tr><td>2 bed 4-person flat</td><td>5</td><td>0</td><td>0</td><td>5</td></tr><tr><td>2 bed 4-person WCH flat</td><td>6</td><td>5</td><td>5</td><td>5</td></tr><tr><td>3 bed 5-person maisonettes</td><td>12</td><td>4</td><td>2</td><td>17</td></tr><tr><td><b>TOTAL</b></td><td><b>67</b></td><td><b>45</b></td><td><b>22</b></td><td><b>134</b></td></tr></table>					Description	Social Rent	Shared Ownership	Private Sale	Total	1 bed 2-person flat	25	22	11	58	1 bed 2-person wheelchair (WCH) flat	3	0	0	3	2 bed 3-person flat	11	14	5	30	2 bed 4-person flat	5	0	0	5	2 bed 4-person WCH flat	6	5	5	5	3 bed 5-person maisonettes	12	4	2	17	<b>TOTAL</b>	<b>67</b>	<b>45</b>	<b>22</b>	<b>134</b>
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The scheme is currently being built and due for completion in early 2026.																																													
Lead Officer	LBHF Name: Peter Goodrick Position: Senior Development Manager Email: <a href="mailto:peter.goodrick@lbhf.gov.uk">peter.goodrick@lbhf.gov.uk</a> Telephone No: 07776672334																																												
Date of completion of final EIA	Completed 25 <sup>th</sup> March 2025																																												

Section 02	Scoping of Full EIA
Plan for completion	This EqIA scope relates to the appropriation of land pursuant to section 122 of the Local Government Act 1972 and the subsequent use of powers under Section 203 of the Housing and Planning Act 2016 (Section 203).

<b>Analyse the impact of the policy, strategy, function, project, activity, or programme</b>	The Council is minded of its Public Sector Equality Duty (PSED). In particular, the Council recognises the distinct impact of the appropriation on the following group.		
	<b>Protected characteristic</b>	<b>Analysis</b>	<b>Impact:</b> Positive, Negative, Neutral
	Age	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral
	Disability	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral
	Gender reassignment	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral
	Marriage and Civil Partnership	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral

Pregnancy and maternity	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral
Race	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral
Religion/belief (including non-belief)	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral
Sex	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral
Sexual Orientation	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic. An EqlA for the scheme was considered by Cabinet on 6/6/22 as part of the report 'Hartopp & Lannoy Development – Construction of New Affordable Homes in Fulham' which considered the impact of the proposed scheme on groups with the affected characteristic.	Neutral

<b>Section 03</b>	<b>Analysis of relevant data</b>
<b>Documents and data reviewed</b>	Not applicable
<b>New research</b>	Not applicable

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	Not applicable
<b>Analysis of consultation outcomes</b>	Not applicable

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic

<b>Section 06</b>	<b>Reducing any adverse impacts and recommendations</b>
<b>Outcome of Analysis</b>	The appropriation of land is not anticipated to have any impact on persons with this protected characteristic

<b>Section 07</b>	<b>Action Plan</b>
<b>Action Plan</b>	N/A
<b>Section 08</b>	<b>Agreement, publication and monitoring</b>
<b>Senior Managers' sign-off</b>	Name: Matt Rumble Position: Assistant Director of Regeneration & Development Email: matt.rumble@lbhf.gov.uk Telephone No: 07786 747488



<b>Key Decision Report (if relevant)</b>	Not applicable
<b>Equalities Advice (where involved)</b>	Not applicable

# Agenda Item 9



## 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](mailto: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 MAY 2025 UNTIL APRIL 2026

The following is a list of Key Decisions which the Authority proposes to take from May 2025. 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](mailto: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](http://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**

<b>Leader of H&amp;F</b>	<b>Councillor Stephen Cowan</b>
<b>Deputy Leader (with responsibility for Children and Education)</b>	<b>Councillor Alexandra Sanderson</b>
<b>Cabinet Member for Adult Social Care and Health</b>	<b>Councillor Bora Kwon</b>
<b>Cabinet Member for Social Inclusion and Community Safety</b>	<b>Councillor Rebecca Harvey</b>
<b>Cabinet Member for the Economy</b>	<b>Councillor Andrew Jones</b>
<b>Cabinet Member for Housing and Homelessness</b>	<b>Councillor Frances Umeh</b>
<b>Cabinet Member for Finance and Reform</b>	<b>Councillor Rowan Ree</b>
<b>Cabinet Member for Climate Change and Ecology</b>	<b>Councillor Wesley Harcourt</b>
<b>Cabinet Member for Public Realm</b>	<b>Councillor Sharon Holder</b>
<b>Cabinet Member for Enterprise and Skills</b>	<b>Councillor Zarar Qayyum</b>

*Key Decisions List No. 147 (published 25 April 2025)*

## **KEY DECISIONS LIST – FROM MAY 2025**

**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.

<b>Decision to be made by</b>	<b>Earliest date the decision will be made and Reason</b>	<b>Proposed Key Decision</b>  <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	<b>Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents</b>	<b>Documents publication</b>
<b>CABINET MEMBER AND OFFICER DECISIONS</b>				
<b>Finance</b>				
Deputy Leader	May 2025	<b>Short Term Lease for the School House at Hurlingham Academy</b>  The report requests approval for consent for Hurlingham Academy to enter into a short term lease of the School House (caretakers lodge).	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Breakfast Support Provider to Address Food Poverty in Schools</b>  Deliver of expert advice and support to establish hunger focused breakfast provision in schools as well as food deliveries.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Refurbished Town Hall - Level 06 Fit-Out</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>GLA funding for Primary School Universal Free School Meals</b>  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	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Article 4 Direction</b>  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 <b>Cabinet</b> 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. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for Finance and Reform	May 2025	<b>Smart Building and Environmental Technologies 2023</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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 Ladv Tel: 07493864847 Ramanand.Ladva@lbhf.gov.uk	
Executive Director of Finance and Corporate Services	May 2025	<b>Council Tax Single Person Discount Review</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant a lease on civic campus Block B Restaurant</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant cinema lease to successful operator</b>  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.  <b>PART OPEN</b> <b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant a lease on civic campus Block C cafe</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block C retail unit</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus convenience store to successful operator</b>  The Council's nominee company, H&F Housing Developments Ltd	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> 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. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of Place	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block B 1st floor office</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block B 2nd floor office</b>  The Council's nominee company, H&F Housing Developments Ltd	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> 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 ( <i>other relevant documents may be submitted</i> )
	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. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of Place	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block B 3rd floor office</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block B 4th floor office</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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			

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				3-day call-in.
Executive Director of Place	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block B 5th floor office</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block B 6th floor office</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant a lease on civic campus Block B 7th floor office</b>  The Council's nominee company, H&F Housing Developments Ltd	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five
	Reason: Expenditure/Income - Revenue		Ward(s): Hammersmith Broadway	

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	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. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant lease on civic campus Block B ground floor office / reception</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant a lease on civic campus Affordable Start-up Unit 2</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	

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				3-day call-in.
Cabinet Member for the Economy	May 2025	<b>Instruction to H&amp;F Developments Ltd to grant a lease on civic campus Affordable Start-up Unit 1</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/ Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
			Contact officer: Philippa Cartwright  Philippa.Cartwright@lbhf.gov.uk	
Cabinet Member for the Economy	May 2025	<b>Civic Campus Cinema Decision</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/ Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
			Contact officer: Philippa Cartwright  Philippa.Cartwright@lbhf.gov.uk	
Cabinet Member for Social Inclusion and Community Safety	May 2025	<b>LET FPN fine increase</b>  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 <b>Cabinet</b> will be available at
	Reason: Affects 2 or more wards		Ward(s): All Wards	

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			Contact officer: Mohammed Basith  Mohammed.Basith@lbhf.gov.uk	least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	May 2025	<b>Approval for a 10 year lease on 27 Bulwer street W12 8AR</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): Shepherds Bush Green	
			Contact officer: Gary Hannaway Tel: 020 8753 gary.hannaway@lbhf.gov.uk	
Cabinet Member for Public Realm	May 2025	<b>Registration and Mortuary (Fees and Charges)</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Kayode Adewumi  Kayode.Adewumi@lbhf.gov.uk	

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				the start of the 3-day call-in.
Cabinet Member for Public Realm	May 2025	<b>Suspensions Fees &amp; Charges Uplift</b>  Uplift of Suspensions Fees & Charges to reflect current requirements.	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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 Public Realm	May 2025	<b>Traffic Orders Fees &amp; Charges Uplift</b>  Uplift of Traffic Orders Fees & Charges to reflect current requirements.	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	
Executive Director of People	May 2025	<b>Approve spend for windows related works at Langford Primary</b>	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at
	Reason: Expenditure/Income	Approve spend for H&S related windows works at Langford	Ward(s): Sands End	

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	above £300K - Revenue up to £500k and Capital up to 1.5m	Primary School	Contact officer: Anthony Mugan  Anthony.Mugan@lbhf.gov.uk	least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Deputy Leader	May 2025	<b>Extension to Olive House Extra Care Contract</b>  The decision is to extend the Olive House Extra Care Contract for one year, with the option to extend for another year.  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 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.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Jessie Ellis  Jessie.Ellis@lbhf.gov.uk	
Cabinet Member for Public Realm	May 2025	<b>Linford Christie Stadium Athletics Track Refurbishment</b>  Refurbishment of athletics track and installation of new LED floodlights.	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at
	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	



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				the start of the 3-day call-in.
Executive Director of Place	May 2025	<b>Appointment of Employer's Agent for Construction Works</b>  Appointment of Employer's Agent for existing construction contract	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Supported Living Provision</b>  Contract for the provision of supported living services for H&F residents.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Rebecca Richardson Tel: 07827879659 rebecca.richardson@lbhf.gov.uk	
Cabinet Member for Social Inclusion and Community Safety,	May 2025	<b>Domestic Abuse Housing Services Policy</b>  Hammersmith & Fulham Housing Department is required to have a domestic abuse policy as part of	Cabinet Member for Social Inclusion and Community Safety, Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at

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Cabinet Member for Housing and Homelessness	Reason: Affects 2 or more wards	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.	Ward(s): All Wards  Contact officer: Anna L K Jane Tel: 07554222791 anna.jane@lbhf.gov.uk	least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	May 2025  Reason: Budg/pol framework	<b>Council housing policy updates</b>  Decision to approve updated council housing policies, following a review of the council housing policy framework.	Cabinet Member for Housing and Homelessness  Ward(s): All Wards  Contact officer: Harriet Potemkin  Harriet.Potemkin@lbhf.gov.uk	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for Social Inclusion and Community Safety	May 2025  Reason: Affects 2 or more wards	<b>Decision on the renewal of the Public Space Protection Orders - Use of amplifiers</b>  Prohibit the use of amplifiers in public spaces in Hammersmith Town Centre, Shepherds Bush, and an area of White City.	Cabinet Member for Social Inclusion and Community Safety  Ward(s): All Wards  Contact officer: Laura Seamons Tel: 07786965292 laura.seamons@lbhf.gov.uk	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at

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				the start of the 3-day call-in.
Cabinet Member for Social Inclusion and Community Safety	May 2025	<b>Cost of Living Funding Strategy</b>  This report sets out the council's Cost of Living Funding Strategy for 2024/25 including the allocation of Household Support Fund grant. The Cost-of-Living programme underscores the Council's ongoing commitment to building a resilient and supportive community, ensuring that no resident is left behind. The Council is investing £6.8m across last year and this year in Cost-of-Living support, continuing to deliver a comprehensive range of support to residents including low-income older residents who have been impacted by the rise in everyday living costs, as well as other priority households and individuals.	Cabinet Member for Social Inclusion and Community Safety	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Matthew Sales, Bathsheba Mall  matthew.sales@lbhf.gov.uk, Bathsheba.Mall@lbhf.gov.uk	
Cabinet Member for the Economy	May 2025	<b>Civic campus - agreement to enter into lease in respect of the office block</b>  Civic campus - agreement to enter into lease/s in respect of the office block - The Edmonia Lewis Building	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Joanne Woodward  Joanne.Woodward@lbhf.gov.uk	

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Cabinet Member for the Economy	May 2025	<b>Civic Campus leases</b>  Cabinet member decision to approve the entering into leases for the commercial units within the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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: Joanne Woodward  Joanne.Woodward@lbhf.gov.uk			
Cabinet Member for Housing and Homelessness	May 2025	<b>Rough sleeping assessment hub</b>  Agreement for grant funding to be allocated to continue the rough sleeping assessment hub which provides accommodation with support for single people with support needs and a history of rough sleeping or experiencing homelessness	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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			
Deputy Leader	May 2025	<b>Creation of specialist SEN provision at Ark Burlington Danes Academy</b>  The report seeks approval for consultation on the creation of new SEND provision at Ark Burlington Danes together with associated revenue and capital funding.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
	Contact officer: Daryle Mathurin Tel: 07816 661199 Daryle.Mathurin@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> )
				<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Deputy Leader	May 2025	<b>Creation of specialist SEN provision at Fulham Cross Academy</b>  The report seeks approval for consultation on the creation of new SEND provision at Fulham Cross Academy together with associated revenue and capital funding.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Daryle Mathurin Tel: 07816 661199 Daryle.Mathurin@lbhf.gov.uk			
Deputy Leader	May 2025	<b>Short extension of existing contract for Genito-Urinary Medicine (GUM) services</b>  This report is recommending an extension of the current GUM contract to the current provider Chelsea and Westminster Foundation NHS Trust. The current contract ends on 31st March 2025, therefore to ensure compliance a short variation of 4 months is sought while the current collaborative PSR process is completed.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Helen Byrne  Helen.Byrne@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)
Deputy Leader	May 2025	<b>Approving entering a lease arrangement for the Family Annex at Wendell Park Primary School to Imperial Old Oak Primary</b>  To approve entering into a lease for the Family Annex building at Wendell Park Primary School to Imperial Old Oak Primary on a five year full repairing lease, with option to extend for a further two years.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): Wendell Park	
			Contact officer: Anthony Mugan  Anthony.Mugan@lbhf.gov.uk	
Deputy Leader	May 2025	<b>CAMHS Contract Extension</b>  This paper seeks approval for a 1-year extension of our current CAMHS contract until March 2026, as stipulated within our contract agreement.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Hannah parrott	
Cabinet Member for Public Realm	May 2025	<b>Transport for London Local Implementation Plan Spending Submission 2025-26</b>  This report seeks approval from the Cabinet Member of Public Realm to accept the grant of £1,780,000 from Transport for London and to create associated income, capital and revenue budgets. All projects identified in	Councillor Sharon Holder	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Expenditure/ Income - Revenue between £500,000 and £5m and Capital		Ward(s): All Wards	
			Contact officer: Ruby Jones  ruby.jones@lbhf.gov.uk	

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	between £1.5m and £5m	the report align with the Mayor's Transport Strategy and work towards progressing Hammersmith and Fulham Council's local air quality, public health, and transport priorities.		<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Deputy Leader	May 2025	<b>Travel Care Taxi Framework Award</b>  Award to the taxi framework for the provision of travel care and support services in H&F.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Joe Gunning Tel: 07769672031 Joe.Gunning@lbhf.gov.uk			
Executive Director of People	May 2025	<b>Sullivan Primary School Contract Award for Creation of a Specialist Unit</b>  To award the contract for refurbishment and remodelling works at Sullivan Primary School to create an early years and Key Stage One autism unit that will be a satellite provision of Queensmill Special School.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): Parsons Green & Sandford	
	Contact officer: Anthony Mugan  Anthony.Mugan@lbhf.gov.uk			

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<b>Corporate</b>				
Cabinet Member for Housing and Homelessness	May 2025	<b>Variations to Housing Repairs Contract</b>  Contract variation to existing housing repairs contract	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason:		Ward(s): All Wards	
			Contact officer: Emma Lucas Tel: 07827883247 Emma.Lucas@lbhf.gov.uk	
Cabinet Member for Public Realm	May 2025	<b>Parking Bailiff Enforcement Procurement Strategy</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Procurement Strategy for Community Schools Programme Refurbishment Works</b>  To refurbish Lena Gardens and Mund St. sites to serve as decant locations for schools in the	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days
	Reason: Expenditure/ Income - Revenue between		Ward(s): Avonmore; Addison; Brook Green; Ravenscourt	



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	£500,000 and £5m and Capital between £1.5m and £5m	Community Schools Programme	Contact officer: Anthony Mugan  Anthony.Mugan@lbhf.gov.uk	before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of Finance and Corporate Services	May 2025	<b>Community Schools Programme – Variation to the appointment of Design Team (BPTW)</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Direct Award of Contract for Minterne Gardens Extra Care Service</b>  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		A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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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		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.		
Cabinet Member for Housing and Homelessness	May 2025	<b>Procurement Strategy/Contract Award approval to Cablesheer to support with housing voids and repairs</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Approval to extend our roofing contract by 12 months.</b>  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.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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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		<p>We initially procured this provider under a JCT measured term contract from the 16th of May 2022 until the 15th of May 2024. The original contract award allowed for a 12 month extension of the contract until the 15th of May 2025.</p> <p>We are seeking approval to action this extension of the contract until the 15th of May 2025.</p>		
Executive Director of Place	May 2025	<b>Alternative Ecological Mitigation at Wormwood Scrubs Contractors Procurement</b>	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	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.	Ward(s): College Park and Old Oak  Contact officer: Vicki Abel  Victoria.Abel@lbhf.gov.uk	
Deputy Leader	May 2025	<b>Day Opportunities Direct Award Contract</b>	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at
	Reason: Expenditure/ Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m	<p>The purpose of this report is to approve a Direct Award to both Nubian Life and the Alzheimer's Society to the total value of £564,887.</p> <p>For both services, the contract ends on the 31st March 2023 and to ensure service continuity as well as planning a co-production project and tender in order that on the 1 June 2024 a revised service will be put in place.</p>	Ward(s): All Wards  Contact officer: Laura Palfreeman Tel: 0208 753 1953 Laura.Palfreeman@lbhf.gov.uk	

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				the start of the 3-day call-in.
Executive Director of People	May 2025	<b>Procurement Strategy for Temporary Classroom Unit at Woodlane High School</b>  Provision of 20 additional temporary spaces at Woodlane High Schools	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Direct Award via the Southeast Consortium Framework for a Windows installation/replacement contractor</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Procurement of a Marquee for the refurbished Hammersmith Town Hall</b>  The Council is seeking to procure a marquee for the outdoor area of	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at
	Reason: Expenditure/ Income		Ward(s): Hammersmith Broadway	

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	above £300K - Revenue up to £500k and Capital up to 1.5m	the rooftop bar and restaurant on Level 06 of the refurbished Town Hall	Contact officer: Philippa Cartwright  Philippa.Cartwright@lbhf.gov.uk	least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	May 2025	<b>Procurement and Installation of Audio Visual Equipment, Desk Booking and Smart Technology within the refurbished Town Hall</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Procure joinery works in relation to large Furniture and Fixtures at the refurbished Town Hall</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at
	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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				the start of the 3-day call-in.
Cabinet Member for the Economy	May 2025	<b>Fulham Library &amp; Macbeth Centre Roof Replacement</b>  Roof Replacement works	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>GLA funding for Primary School Universal Free School Meals</b>  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	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Procurement of furniture for Ground to floor 5 of the Civic Campus</b>  As part of the transition of the workforce to the Civic Campus, furniture is required in order to	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five
	Reason: Expenditure/ Income above £300K		Ward(s): Hammersmith Broadway	

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	- Revenue up to £500k and Capital up to 1.5m	allow the workforce to continue to deliver the services it currently does.	Contact officer: Philippa Cartwright  Philippa.Cartwright@lbhf.gov.uk	working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of Place	May 2025	<b>Procurement of a works contract for Commercial office block lobby fit-out (Civic Campus)</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Approval to award contract for 6th Floor Terrace Landscaping Works (Civic Campus)</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the
	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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				3-day call-in.
Executive Director of Finance and Corporate Services	May 2025	<b>Contract award for provision of disrepair and void works</b>  Contract award for the provision of disrepair works	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Procurement Strategy for Garage Refurbishment</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Procurement Strategy for Voucher Payment Solution</b>  Procurement Strategy for the provision of closed loop supermarket vouchers	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at
	Reason: Expenditure/ Income -		Ward(s): All Wards	



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	Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Contact officer: Marcus Robinson  Marcus.RobinsonCHS@lbhf.gov.uk	least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for Finance and Reform	May 2025	<p><b>CONTRACT EXTENSION FOR VARIABLE DATA PRINTING SERVICES</b></p> <p>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.</p> <p>The contract was awarded to the current supplier, (Financial Data Management Ltd) who had performed well throughout the contract and continues to actively support the council in the delivery of a wide range of business-critical services. As such, and to ensure ongoing service delivery, an extension of a further 2 years as per the terms of the contract awarded in Nov 2021, is considered to be the most efficient and economically advantageous</p>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	

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)
		solution. The extension of the contract will be on the same terms and conditions as the current contract, where costs are incurred based on actual service volumes. This provides for the opportunity to reduce printing and mailing costs as the Council expands its' programme of digitalisation across these service areas.		
Cabinet Member for Housing and Homelessness	May 2025	<b>Procurement Strategy for Housing Lift Modernisation of Barton and Jepson House</b>  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.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Smart Transport - Traffic Data Procurement</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	

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 Housing and Homelessness	May 2025	<b>Short-Term Contract Variation to Council Repairs Contract (LOT 3)</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	
Executive Director of Finance and Corporate Services	May 2025	<b>Extension of call off contract for the Portal, E forms &amp; CRM system</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Procurement and award of consultancy contract</b>  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 <b>Cabinet</b> 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	

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	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	<b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of Finance and Corporate Services	May 2025	<b>Major Refurbishment of Derwent Court W6</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Pan London Contract on the Future of Micro-mobility</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	

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Cabinet Member for Public Realm	May 2025	<b>Leisure Contract Variation</b>  Leisure Contract Variation	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	
Executive Director of People	May 2025	<b>Direct Award Report of Spot Contract to Living With Equal Opportunities</b>  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 for commissioners to coproduce a new model for day opportunities to be tendered for in 2025/6.  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.  2 years also provides enough time to monitor the contract and terminate it if it is found to be underperforming	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	

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>A waiver will go to Contract Assurance Board.</p> <p>A strategy paper for a reprocurement will be presented in 2025.</p>		
Cabinet Member for Housing and Homelessness	May 2025	<p><b>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</b></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. 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	<p>A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		<p>Ward(s): White City</p> <p>Contact officer: Vince Conway Tel: 020 8753 1915 Vince.Conway@lbhf.gov.uk</p>	
Cabinet Member for Public Realm	May 2025	<p><b>Strategy and call off Ealing Framework to use Matrix SCM Limited for Neighbourhood Improvements and Place Shaping Projects</b></p> <p>Professional services for civil and traffic engineering design, project management and community engagement</p>	Cabinet Member for Public Realm	<p>A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		<p>Ward(s): All Wards</p> <p>Contact officer: Russell Trewartha Tel: 07551680551 Russell.Trewartha@lbhf.gov.uk</p>	

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Cabinet Member for Public Realm	May 2025	<b>Highway Asset Management Strategy</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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: Ian Hawthorn Tel: 020 8753 3058 ian.hawthorn@lbhf.gov.uk			
Executive Director of People	May 2025	<b>Direct Award to Jontek for the Careline Alarm Receiving Centre Platform</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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			
Executive Director of People	May 2025	<b>Direct Award Report of Statutory Advocacy Services to Libra Partnership</b>  Direct award of contract for two years	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date
	Reason: Expenditure/ Income above £300K - Revenue		Ward(s): All Wards	
	Contact officer: Lydia Sabatini			

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	up to £500k and Capital up to 1.5m		Lydia.Sabatini@lbhf.gov.uk	of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of People	May 2025	<b>Direct Award Report of Carers Services to Carers Network</b>  2 year direct award	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	May 2025	<b>Procurement Strategy for Fulham Bilingual School Windows</b>  The report sets out the procurement strategy for works to repair or, were necessary, replace windows at Fulham Bilingual School.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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): Parsons Green & Sandford	
			Contact officer: Anthony Mugan  Anthony.Mugan@lbhf.gov.uk	



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Deputy Leader	May 2025	<b>Procurement Strategy for Langford Window Upgrade</b>  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	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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			
Executive Director of Finance and Corporate Services	May 2025	<b>Land and Property Based IT CMS</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	May 2025	<b>Global Custody Services, Award of Contract - Pension Fund</b>  Contract award for supplier of asset servicing to LBHF pension fund though LGPS framework.	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	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			

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			mdawson@westminster.gov.uk	<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of Finance and Corporate Services	May 2025	<b>Contract Award Report – Consultancy Services Framework Engineering Surveys</b>  Direct Award to Ingleton Wood LLP using Hammersmith and Fulham Consultancy Framework Lot 5	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Gavin Duncumb  Gavin.duncumb@lbhf.gov.uk	
Cabinet Member for Public Realm	May 2025	<b>Cashless Parking Solution Procurement</b>  Carry out a procurement exercise for the councils Pay & Display mobile operator.	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
			Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@lbhf.gov.uk	

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Cabinet Member for Adult Social Care and Health	May 2025	<b>Direct Award of Floating Support Services to Hestia</b>  Hestia provide homelessness prevention services which need to be directly awarded while a recommission is undertaken.	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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: Lydia Sabatini  Lydia.Sabatini@lbhf.gov.uk	
Cabinet Member for Adult Social Care and Health	24 May 2025	<b>Careline Alarm Receiving Centre Platform</b>  The IT platform that Careline staff are using to receive and respond to alarms.	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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: Johan van Wijgerden Tel: 07493864829 Johan.vanwijgerden@lbhf.gov.uk	
Cabinet Member for Public Realm	May 2025	<b>Contract Award of the On Street Residential Chargepoint Scheme (ORCS 4) Grant</b>  Award of a contract to deliver 23 on-street fast electric vehicle charging points.	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Expenditure/ Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
			Contact officer: Masum Choudhury  Masum.Choudhury@lbhf.gov.uk	

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				<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	May 2025	<b>Extension and Modification of Asbestos Term-Service Contract</b>  In relation to our term-service contract for asbestos which is due to expire on the 27th of September 2025 we are seeking approval to: 1) Extend the contract by 24 months. This extension is allowed in line with the contract provisions. 2) Modify the overall contract sum for the entire 7 year term from £2,250,000 to £2,470,173.84.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Richard Buckley richard.buckley@lbhf.gov.uk	
Cabinet Member for Housing and Homelessness	May 2025	<b>Electrical Term-Service Contract</b>  We seek approval to:  1) Mutually terminate the term-service contract with AJS Ltd. Effective immediately on governance clearance. 2) Award the reserve contract to Openview Security Solutions Ltd. Effective immediately on governance clearance. 3) Award Openview the contract for its full term (with extensions) until the 31st of July 2027. This will be for a maximum contract value of £4,900,000	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	

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Cabinet Member for Housing and Homelessness	May 2025	<b>Extension and Modification of Asbestos Remediation Term-Service Contract</b>  We are seeking approval to: 1) Extend our Asbestos Remedial Term-Service contract with Cablesheer (Asbestos) Limited. We seek to action the 24 month contract allowable extension. This extension will cover the period of 01st of August 2025 until the 31st of July 2027. 2) We seek approval to extend the total contract value from £1,382,341.33 to £1,673,721.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Richard Buckley  richard.buckley@lbhf.gov.uk			
Executive Director of Place	May 2025	<b>Contract Variation for the Purchase and Installation of Purpose-built Community Room and WC Portacabins for Linford Christie</b>  To approve the contract variation for the provision of additional portable cabin facilities to Coleman & Company Limited for a value of up to £338,000.	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): Wormholt	
	Contact officer: Sebastian Mazurczak, Chris Nolan Tel: 020 8753 1707, Sebastian.Mazurczak@lbhf.gov.uk, Chris.Nolan@lbhf.gov.uk			
Executive Director of Finance and Corporate Services	Before 30 Sep 2025	<b>Procurement of Geographical Information System (GIS)</b>  Procurement of new long term sovereign LBHF-only Geographical Information System	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
	Contact officer: Roland de la Mothe Tel: 07776 672584 Roland.delamothe@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)
				<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Executive Director of Finance and Corporate Services	May 2025	<b>Lift Modernisation Upgrades at Barton and Jepson House</b>  We seek approval to undertake a procurement for the Lift modernisation works required at Barton and Jepson House. Across these two properties, we have four lifts that require necessary upgrades to ensure compliance with regulations in relation to Lift Safety and Performance.  We are recommending an open tender. We anticipate the cost of these works costing £1,400,000. We anticipate these Lift upgrades taking up to 63 weeks to complete.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Sands End  Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	
Cabinet Member for the Economy	May 2025	<b>Avonmore Primary School - Appointment of Main Contractor</b>  This decision requests approval from the Cabinet Member for the Economy to award a contract for the construction of a new primary school and 91 new homes on the site of Avonmore primary school.	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): Avonmore  Contact officer: Matthew Rumble matt.rumble@lbhf.gov.uk	

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Cabinet Member for Housing and Homelessness	May 2025	<b>Charecroft estate major refurbishment</b>  Award of works contract for the to the major refurbishment of the Charecroft estate W12	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): Addison	
	Contact officer: Vince Conway Tel: 020 8753 1915 Vince.Conway@lbhf.gov.uk			
Executive Director of Place	May 2024	<b>Approval of Capital Spend for vehicles for waste, recycling, and street cleansing contract</b>  Purchase of local authority assets for waste, recycling and street cleansing contract.	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Pat Cosgrave Tel: 020 8753 2810 Pat.Cosgrave@lbhf.gov.uk			
Executive Director of Place	May 2025	<b>Procurement Strategy and Contract Award - H&amp;F Adult Learning &amp; Skills Service (HFALS) Management Information Services (MIS) Contract</b>  This report seeks approval for expenditure related to the provision of specialist Management Information Service	Cabinet Member for Enterprise and Skills	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
	Contact officer: Eamon Scanlon Tel: 020 8753 6321 Eamon.Scanlon@lbhf.gov.uk			

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		<p>(MIS) for the council's adult learning service HFALS. The Tribal system (EBS4) is included on the "G Cloud 14 Framework Agreement, Lot 2 Crown Commercial Services". The original price quoted by Tribal for an updated MIS system in 2024 was £370,545 which equates to £123,515 per year over a three-year period.</p> <p>The Head of HFALS has negotiated a reduced contract price for a period of 3 years at a price of £103,757 per year for a total cost of £311,271 over 3 years. This is a reduction of £59,274 from the original quoted price. Included in the negotiations was the cost for some additional modules and implementation days to allow for some future proofing. This resulted in an additional cost avoidance of £43,480 if these modules and implementation days were added separately. Therefore, the total negotiated value is £102,754.</p> <p>Digital Services have covered the historic costs for the contract over the last 5 years at £75K per year. Digital Services will continue to pay that same amount £75k per year from March 2025 to Feb 2028 DS = £225k in total (given the inflationary awards to DS). Our Adult Learning Service can then pay the difference of £29k per year X 3 = approx. £87k from our annual GLA Grant Adult Skills Budget (ASB).</p> <p>The Tribal system (EBS4) is included on the "G Cloud 14 Lot 2 Crown Commercial Services". There are other providers listed on this framework but none of these can provide the service HFALS requires. This being the case, the</p>		<p><b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.</p>



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		Corporate Procurement team have advised that HFALS can make a direct award for a new contract with Tribal Group PLC.		
Deputy Leader	May 2025	<b>Extension of Holiday Activity and Food Programme coordination</b>  12 month extension of the contract for the coordination the local implementation on the Holiday Activity and Food Programme.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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 Finance and Corporate Services	May 2025	<b>Land and Property Based IT CMS - Data Migration</b>  To procure specialist support for data migration	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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: Graham Pottle Tel: 07733 038 882 graham.pottle@lbhf.gov.uk	
Executive Director of Finance and Corporate Services	May 2025	<b>Wood Lane estate improvements</b>  Approval to incur expenditure under existing Term Contracts for environmental improvement works	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at
	Reason: Expenditure/		Ward(s): College Park and Old	

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	Income above £300K - Revenue up to £500k and Capital up to 1.5m	to Wood Lane estate W12	Oak  Contact officer: Vince Conway Tel: 020 8753 1915 Vince.Conway@lbhf.gov.uk	least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	24 May 2025	<b>Grounds Maintenance Contract Variation</b>  Contract variation to incentivise Idverde to improve performance	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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 Housing and Homelessness	24 May 2025	<b>Housing First and Street Outreach Services</b>  A contract extension for Housing First and Street Outreach Services. This service provides the first response to rough sleeping in the borough through their outreach support, and intensive support to residents in their own home with a history of rough sleeping through the Housing First initiative.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Laura Palfreeman Tel: 0208 753 1953 Laura.Palfreeman@lbhf.gov.uk	

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				the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	24 May 2025	<b>Procurement strategy for the award of contracts for the major refurbishment of various void and occupied street properties (Packages 3, 4 and 5)</b>  Major works to 16 properties (providing 23 units of accommodation) in three separate packages	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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; White City; Wormholt; Munster; Fulham Town; Parsons Green & Sandford; Palace & Hurlingham  Contact officer: Vince Conway Tel: 020 8753 1915 Vince.Conway@lbhf.gov.uk	
Deputy Leader	May 2025	<b>Contract Award for the provision of care and support services for residents with learning disabilities at Emlyn Gardens supported living scheme</b>  Delivery of care and support services in a newly built supported living scheme for adults with learning disabilities. The service consists of eight self-contained flats.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Tara Mullaney Tel: 07739 315 094 Tara.Mullaney@lbhf.gov.uk	

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Executive Director of Place	May 2024	<b>Approval of Capital Spend for vehicles for waste, recycling, and street cleansing contract</b>  Purchase of vehicles to deliver waste contract services	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Pat Cosgrave Tel: 020 8753 2810 Pat.Cosgrave@lbhf.gov.uk			
Executive Director of Place	May 2025	<b>Sales and Marketing Agents - Affordable Home Ownership</b>  Procurement Strategy & Award Decision For a call-off from a framework, the services of sales and marketing agents will be engaged to support the council with the marketing and sale of affordable home ownership homes in the EdCity and Hartopp & Lannoy developments.	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): White City; Munster	
	Contact officer: Labab Lubab, Mo Goudah Tel: 020 8753 4203, Labab.Lubab@lbhf.gov.uk, mo.goudah@lbhf.gov.uk			
Deputy Leader	6 May 2025	<b>Contract Extension - Step Up to Social Work Programme</b>  The Step Up to Social Work Programme is a fully funded training programme for social workers. The current contract is due to expire so we are seeking approval for an extension of the existing contract with the University of Hertfordshire to	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
	Contact officer: Hannah Lambeth  Hannah.Lambeth@lbhf.gov.uk			

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		deliver the Step Up to Social Work Programme, in line with the continued funding from the Department of Education (DfE).		<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Deputy Leader	May 2025	<b>Approval of the expansion of Queensmill satellite provision</b>  To approve the creation of Queensmill Special School satellite provision at Sullivan Primary School.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): Parsons Green & Sandford	
			Contact officer: Katia Neale Tel: 020 8753 2368 katia.neale@lbhf.gov.uk	
Deputy Leader	May 2025	<b>Fulham Bilingual Windows Contract Award.</b>  To award the contract for repairing and where necessary replacing the windows at Fulham Bilingual School.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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): Parsons Green & Sandford	
			Contact officer: Anthony Mugan  Anthony.Mugan@lbhf.gov.uk	

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Cabinet Member for Housing and Homelessness	May 2025	<b>Lift Servicing and Installation Contract Extension</b>  Request to approve the the extension of the lift servicing and installation contract to Liftec for a further 24 months.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Mara Akrivlelli  Mara.Akrivlelli@lbhf.gov.uk	
Cabinet Member for Adult Social Care and Health	May 2025	<b>H&amp;F Healthwatch Extension</b>  This report requests an extension to the incumbent Healthwatch while re-procurement takes place.	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Jessie Ellis  Jessie.Ellis@lbhf.gov.uk	
Executive Director of People	May 2025	<b>Semi-Independent Living (SIL) for young people</b>  Contract award for SIL services	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Expenditure/ Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
			Contact officer: Sophie Veitch Tel: 07876855124 sophie.veitch@lbhf.gov.uk	

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				<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
<b>CABINET - 12 May</b>				
Cabinet	12 May 2025	<b>Independent Living - Supporting people in the home</b>  Independent Living - Supporting people in the home to ensure continuity of care	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Johan van Wijgerden Tel: 07493864829 Johan.vanwijgerden@lbhf.gov.uk	
Cabinet	12 May 2025	<b>Local Electric Vehicle Infrastructure (LEVI) Procurement Strategy</b>  Requests the authority to procure with the 6-borough partnership, through a concession agreement via an open or other such tendering process for the supply, installation, operation, and maintenance of EV charge points.	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: Hinesh Mehta  Hinesh.Mehta@lbhf.gov.uk	

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Cabinet	12 May 2025	<b>Public Realm Works Procurement</b>  Highways works framework is ending in April 2026 this is a strategy to enhance the procurement to be a one council contract for all public realm type works across multiple departments	Cabinet Member for Public Realm	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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: Ian Hawthorn Tel: 020 8753 3058 ian.hawthorn@lbhf.gov.uk			
Cabinet	12 May 2025	<b>Hartopp &amp; Lannoy Appropriation</b>  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 <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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): Munster	
	Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk			
Cabinet	12 May 2025	<b>Local Byelaw for the Boroughwide Prohibition of the Burning of Outdoor Fires in the London Borough of Hammersmith &amp; Fulham</b>  This report provides the context for a potential Local Byelaw for the Borough-wide Prohibition of the Burning of Outdoor Fires in Hammersmith & Fulham, as part	Cabinet Member for Climate Change and Ecology	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet</b>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
	Contact officer: Adam Webber  Adam.Webber@lbhf.gov.uk			



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		of our work to reduce air pollution in the borough. This prohibition would include outdoor fires and fire-pits but exclude the prohibition of barbeques. It would also exclude any indoor wood burning.		<b>Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.

### CABINET - 16 June

Cabinet	16 Jun 2025	<b>Procurement of Hammersmith &amp; Fulham's Genito-Urinary Medicine Offer</b>	Cabinet Member for Adult Social Care and Health	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	This report seeks approval for to take part in the procurement of clinic-based genito-urinary medicine (GUM) and sexual and reproductive health (SRH) services and e-services being procured by the City of London, as part of Hammersmith & Fulham Council's ongoing participation in the pan London sexual health programme. These services are mandated functions under the Health and Social Care Act (2012), which requires each local authority to provide, or secure the provision of, open access sexual health services in its area including: access to all types of contraception, preventing the spread of sexually transmitted infections (STIs); through treating and testing of STIs.	Ward(s): All Wards  Contact officer: Craig Holden Tel: 07850 541 477 Craig.Holden@lbhf.gov.uk	
Cabinet	16 Jun 2025	<b>Secondary Power in communal areas (Firefighting Lifts)</b>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting.
	Reason: Expenditure/Income over £5m & policies or new income,	Due to changes in fire safety guidance and a commitment to enhance fire safety, the Lift service team have undertaken a review of Lift infrastructure and potential safety performance in the event of a fire. This review has determined	Ward(s): All Wards  Contact officer: Richard Buckley	

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	reserves use, overspend over £300K	<p>that within high rise buildings and sheltered schemes improvements are required to ensure that lift operability is maintained in the event of a fire.</p> <p>To convert our current lift stock into 'firefighting lifts' the Lift service team seek to undertake a phased programme for a contractor to install secondary power units within communal areas to 68 high risk profile buildings (see the detailed analysis for further information). These secondary power units will allow Lift provision to the fire service in the event of a fire.</p> <p>We seek approval to procure this programme and award a contract to a winning bidder. We also seek to award a 'reserve contract' to the second-place bidder.</p>	richard.buckley@lbhf.gov.uk	<b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
Cabinet	16 Jun 2025	<b>H&amp;F Food Plan 2025-30</b>  pHammersmith and Fulham Council and the H&F Food for all Partnership have created a 5-year food plan, building on the H&F Food Matters: Action Plan 2019-2024. This collaborative approach will aim to address immediate food needs while aiming to reduce long-term causes of food insecurity; create a sustainable local food culture; and lessen reliance on crisis support.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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: David Hughes  david.hughes@rbkc.gov.uk	
Cabinet	16 Jun 2025	<b>Approval of budget to progress development opportunity at Bagleys Lane</b>  This report seeks Cabinet approval of a pre-development	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at
	Reason: Expenditure/ Income -		Ward(s): Sands End	

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	Revenue between £500,000 and £5m and Capital between £1.5m and £5m	budget to progress a development opportunity at Bagleys Lane. The report proposes that the council work in partnership with an adjacent landowner to produce a planning application for the site and requests the necessary budget to fund planning costs and other relevant on-costs.	Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk	least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.

#### CABINET - 14 July

Cabinet	14 Jul 2025	<b>Building affordable homes - Approval of procurement strategy for the Four Sites</b>	Cabinet Member for the Economy	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	This report requests Cabinet approval of a range of recommendations to enable the progression of four council-led development schemes in the borough: Pearscroft Road, The Grange, Becklow Gardens and Barclay Close (known as the Four Sites).  The report specifically requests approval of the procurement strategy and capital budget to enable the procurement of a main construction contractor.	Ward(s): Sands End; Coningham; Walham Green  Contact officer: Matthew Rumble matt.rumble@lbhf.gov.uk	
Cabinet	14 Jul 2025	<b>Emergency Planning &amp; Business Continuity Cabinet Report</b>	Cabinet Member for Social Inclusion and Community Safety	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b>
	Reason: Affects 2 or more wards	The Council has responsibilities under the Civil Contingencies Act 2004 to plan and respond to emergencies and to have business continuity arrangements in place to reduce the risk of service disruption.  This report provides an overview of activity over the previous year and the priorities and dynamic	Ward(s): All Wards  Contact officer: Denise Prieto, Neil Thurlow Tel: 0208 753 2286, Denise.Prieto@lbhf.gov.uk, Neil.Thurlow@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)
		work plan for the forthcoming year.  The reporting period covered by this Cabinet Report is from 01 October 2023, to 30 December 2024. The report highlights areas of work for the current financial year to ensure continuous improvement in the service.		reports will be published at the start of the 3-day call-in.
Cabinet	14 Jul 2025	<b>Procurement of Hammersmith &amp; Fulham's sexual health e-service offer</b>  This report seeks approval for Hammersmith & Fulham Council's ongoing participation in the pan-London sexual health programme, London sexual health and contraceptive online service. This service is a mandated function under the Health and Social Care Act (2012), which requires each local authority to provide, or secure the provision of, open access sexual health services in its area including: access to all types of contraception, preventing the spread of sexually transmitted infections (STIs); treating, testing and caring for people with STIs and partner notification.  Hosted by SHL.UK, this is a London wide remote contraception and STI, HIV and blood borne virus testing and results management service, for sexually active individuals aged 16 years and over. This 'e-service' will soon begin re-procurement via the Lead Authority, City of London Corporation, with contract award by August 2026. Hammersmith & Fulham Council is a participating authority in this arrangement.	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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: Craig Holden Tel: 07850 541 477 Craig.Holden@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)
<b>CABINET - 15 September</b>				
Cabinet	15 Sep 2025	<b>Capital Programme Monitor &amp; Budget Variations, 2024/25 (Outturn)</b>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> 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	The report provides details of the capital programme outturn for the financial year 2024/25 (including the financing of this spend)	Ward(s): All Wards	
			Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@lbhf.gov.uk	
Cabinet	15 Sep 2025	<b>Youth Justice Plan 2025</b>	Deputy Leader	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards	Local authorities have a legal duty to produce an annual youth justice plan that shows how they will provide and fund youth justice services in their area, including outlining key priorities for the partnership over the coming year.  This Youth Justice Plan sets out how we will work with our partnership agencies and local communities to keep our children and young people safe and support them to reach their full potential.	Ward(s): All Wards	
			Contact officer: Roisin Conroy Tel: 07387099855 Roisin.Conroy@lbhf.gov.uk	
Cabinet	15 Sep 2025	<b>Revenue Budget Review Month 2 (May 2025)</b>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date
	Reason: Affects 2 or more wards	To note the Council's forecast position	Ward(s): All Wards	
			Contact officer: Andre Mark	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
			Tel: 020 8753 7227 andre.mark@lbhf.gov.uk	of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be published at the start of the 3-day call-in.

#### CABINET - 13 October

Cabinet	13 Oct 2025	<b>Capital Programme Monitor &amp; Budget Variations, 2025/26 (First Quarter)</b>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> 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	This report provides a financial update on the council's capital programme and requests approval for budget variations to the capital programme.	Ward(s): All Wards	
			Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@lbhf.gov.uk	

#### CABINET - 19 January

Cabinet	19 Jan 2026	<b>Capital Programme Monitor &amp; Budget Variations, 2025/26 (Second Quarter)</b>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions</b> and <b>Officer Decisions</b> reports will be
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K	This report provides a financial update on the council's capital programme and requests approval for budget variations to the capital programme.	Ward(s): All Wards	
			Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@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> )
				published at the start of the 3-day call-in.
Cabinet	19 Jan 2026	<b>Revenue Budget Review Month 6 (September 2025)</b>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards	To note the Council's forecast position	Ward(s): All Wards	
			Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@lbhf.gov.uk	
CABINET - 13 April				
Cabinet	13 Apr 2026	<b>Revenue Budget Review Month 9 (December 2025)</b>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to <b>Cabinet</b> will be available at least five working days before the date of the meeting. <b>Cabinet Member Decisions and Officer Decisions</b> reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards	To note the Council's forecast position	Ward(s): All Wards	
			Contact officer: Andre Mark Tel: 020 8753 7227 andre.mark@lbhf.gov.uk	