

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period July 2010 to October 2010

The following is a list of Key Decisions, as far as is known at this stage, which the Authority proposes to take in the period from July 2010 to October 2010.

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

- Any expenditure or savings which are significant, regarding the Council's budget for the service function to which the decision relates in excess of £100,000;
- Anything affecting communities living or working in an area comprising of two or more wards in the borough;
- Anything significantly affecting communities within one ward (where practicable);
- Anything affecting the budget and policy framework set by the Council.

The Forward Plan will be updated and published on the Council's website on a monthly basis. (New entries are highlighted in yellow).

NB: Key Decisions will generally be taken by the Executive at the Cabinet. The items on this Forward Plan are listed according to the date of the relevant decision-making meeting.

*If you have any queries on this Forward Plan, please contact
Katia Richardson on 020 8753 2368 or by e-mail to katia.richardson@lbhf.gov.uk*

Consultation

Each report carries a brief summary explaining its purpose, shows when the decision is expected to be made, background documents used to prepare the report, and the member of the executive responsible. Every effort has been made to identify target groups for consultation in each case. Any person/organisation not listed who would like to be consulted, or who would like more information on the proposed decision, is encouraged to get in touch with the relevant Councillor and contact details are provided at the end of this document.

Reports

Reports will be available on the Council's website (www.lbhf.org.uk) a minimum of 5 working days before the relevant meeting.

Decisions

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

Making your Views Heard

You can comment on any of the items in this Forward Plan by contacting the officer shown in column 6. You can also submit a deputation to the Cabinet. Full details of how to do this (and the date by which a deputation must be submitted) are on the front sheet of each Cabinet agenda.

LONDON BOROUGH OF HAMMERSMITH & FULHAM: CABINET 2010/11

Leader:	Councillor Stephen Greenhalgh
Deputy Leader (+Environment and Asset Management):	Councillor Nicholas Botterill
Cabinet Member for Children's Services:	Councillor Helen Binmore
Cabinet Member for Community Care:	Councillor Joe Carlebach
Cabinet Member for Community Engagement:	Councillor Harry Phibbs
Cabinet Member for Housing:	Councillor Lucy Ivimy
Cabinet Member for Residents Services:	Councillor Greg Smith
Cabinet Member for Strategy:	Councillor Mark Loveday

LIST OF KEY DECISIONS PROPOSED JULY 2010 TO OCTOBER 2010

Where the title bears the suffix (Exempt), the report for this proposed decision is likely to be exempt and full details cannot be published.

New entries are highlighted in yellow.

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

Decision to be Made by: (ie Council or Cabinet)	Date of Decision-Making Meeting and Reason	Proposed Key Decision	Lead Executive Councillor(s) and Wards Affected	Consultation Process and Consultees	Officer to Contact	Documents Relevant to Decision
Cabinet	15 Jul 2010	<p>3rd Sector Investment Fund Allocation</p> <p>This report sets out the proposed allocation of the 3rd Sector Investment Fund for the areas of:</p> <ul style="list-style-type: none"> * Infrastructure * Children, Families & Young People * Economic Wellbeing & Opportunity * Health & Wellbeing (older people) <p>Cabinet is asked to consider the recommendations regarding organisations to be awarded funding, the level of award and the term of funding to be offered.</p>	Leader of the Council, Cabinet Member for Children's Services	Method of consultation: N/A	Sue Spiller Tel: 020 8753 2483 sue.spiller@lbhf.gov.uk	3rd Sector Investment Fund tendering documents and background information
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: N/A		

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Cabinet	15 Jul 2010	Earls Court West Kensington Opportunity Area Supplementary Planning Document	Deputy Leader (+Environment and Asset Management)	Method of consultation: N/A	Jon Whitwell Tel: 020 8753 3393 jon.whitwell@lbhf.gov.uk	LBHF LDF Core Strategy Preferred Options RBKC LDF Core Strategy and Sites Revised London Plan
	Reason: Expenditure more than £100,000	The opportunity area is proposed to include Earls Court Exhibition Centre with its car park in Seagrave Road, the Transport for London Lillie Bridge depot, the West Kensington and Gibbs Green estates and adjacent land. This report seeks approval for the cost and funding for the preparation of a Supplementary Planning Document (SPD) which will be produced jointly by Hammersmith	Ward(s): Fulham Reach; North End;	Consultees: Royal Borough of Kensington Greater London Authority		
Cabinet	15 Jul 2010	SmartWorking programme - Stage C To seek approval for the corporate rollout of SmartWorking following completion of Stage A and B. The report will summarise the outcomes achieved during Stages A and B, present an updated plan and business case and request detailed	Deputy Leader (+Environment and Asset Management)	Method of consultation: 1. DMTs, EMT, RSD SmartWorking Steering Group 2. SmartWorking Programme Board 3. SmartWorking Steering Group 4. Heads of Service briefings across departments 5. Staff Roadshow briefings and staff survey	Andrew Richards Tel: 020 8753 5989 andrew.richards@lbhf.gov.uk	SmartWorking Stage C business case report

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		funding for the remainder of the programme.				
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: FCS, CHS, CSD, ENV, RSD		
Cabinet	2 Sep 2010	Corporate Out of Service Review Delivery of efficiency savings and service improvements in relation to the Council's out of hours initial point(s) of contact - Duty officers.	Cabinet Member for Crime and Street Scene	Method of consultation: Via SRT and departmental DMT	David Page Tel: 020 8753 2125 david.page@lbhf.gov.uk	Options appraisal
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: RSD, ENV, CS, CHS, F		
Cabinet	2 Sep 2010	Council's Corporate Plan 2010/13 & Executive Summary The corporate plan and its executive summary encapsulates the council's key priorities for improvement over the next 3 years. It is linked to the Local Area Agreement (LAA) and the national indicators. The plan has been developed from departmental plans following consultation with the Leader. Other Cabinet	Leader of the Council	Method of consultation: Consultation through EMT and Corporate Performance Group (CPG) in developing the performance planning guidance.	Frank Hansen, Dave Wilsher Tel: 020 8753 2580, Tel: 020 8753 2212 frank.hansen@lbhf.gov.uk, dave.wilsher@lbhf.gov.uk	The Hammersmith & Fulham Corporate Plan 2010/13 The Executive Summary of the corporate plan A covering report for the above plans Departmental and divisional business plans produced by departments
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: All departments.		

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		<p>Members have been consulted by Directors concerning the departmental plans relevant to their portfolios. The plan will enable the council to monitor progress against key priorities.</p> <p>The Corporate plan and executive summary are available under separate cover.</p>				
Cabinet	2 Sep 2010 Reason: Expenditure more than £100,000	<p>Hostel improvement works</p> <p>Seeking to reinvest capital receipts from the hostel disposal programme to invest in the hostel stock in order to bring them up to a decent standard and to provide an additional 3 disabled units.</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): Askew; College Park and Old Oak; Fulham Broadway; North End; Wormholt and White City;</p>	<p>Method of consultation: N/A</p> <p>Consultees: N/A</p>	<p>Daren Daly</p> <p>Tel: 020 8753 1247 daren.daly@lbhf.gov.uk</p>	Surveyor's reports
Cabinet	2 Sep 2010 Reason: Expenditure more than £100,000	<p>IT Strategy</p> <p>Seeking approval to the Council's IT Strategy 2010, covering 2010 to 2013, ensuring that the IT provision is aligned with the Council's key priorities and assists the achievement of the Council's value for money objectives</p>	<p>Leader of the Council</p> <p>Ward(s): All Wards;</p>	<p>Method of consultation: N/A</p> <p>Consultees: N/A</p>	<p>Jackie Hudson</p> <p>Tel: 020 8753 2946 Jackie.Hudson@lbhf.gov.uk</p>	None.

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Cabinet	2 Sep 2010	Parks Capital Improvement Programme This report seeks Cabinet approval for the parks capital programme for 2010/11.	Cabinet Member for Residents Services	Method of consultation: Parks and Open Spaces Residents Survey; Friends of Park Consultations; Focus Groups; Stakeholder engagement.	Rob Kelly Tel: 020 8753 2292 rob.kelly@lbhf.gov.uk	Parks and Open Spaces Residents Survey. Parks and Open Spaces Strategy; Parks and Open Spaces Audit 2006;
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: Residents; Amenity Groups; Friends of Parks; Volunteer Associations.		
Cabinet	2 Sept 2010	Playbuilder - Year 2 To seek Member approval to deliver year 2 of the playbuilder programme delivering 12 new or refurbished play areas for 8-13 year olds. Outlines the sites and locations, consultation strategy and procurement process with the details of the costs and expected benefits.	Cabinet Member for Residents Services	Method of consultation: Extensive community consultation with children, families, site stakeholders, partnership agencies and local residents.	Rob Kelly Tel: 020 8753 2292 rob.kelly@lbhf.gov.uk	Design for Play (Play England) Managing Risk in Play (Play England) Playbuilder Project Plan and Associated Documents.
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: Children and Families; Park Stakeholders; Friends of Parks Groups; Residents and Tenants Associations; Local residents		
Cabinet	2 Sep 2010	Procurement of larger family sized accommodation	Leader of the Council, Cabinet Member for Housing	Method of consultation: Homes	Ian Ruegg Tel: 020 8753 1722 ian.ruegg@lbhf.gov.uk	Larger family Sized Accommodation Project

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	Reason: Expenditure more than £100,000	Proposing that the Council, working in partnership with a registered social landlord, purchases up to 18 four bed properties both in and out of the borough to assist the Council's strategies in relation to relieving overcrowding and assisting in meeting urgent housing need.	Ward(s): All Wards;	Consultees: Local RSL		
Cabinet	2 Sep 2010	<p>WLA Residential Care - Framework Agreement</p> <p>The WLA with involvement from 6 West London Boroughs, (Hillingdon, Hounslow, Brent, Ealing, Hammersmith and Fulham and Hounslow) have tendered for a framework agreement for residential care. Permission is sought to enter into an access agreement with the London Borough of Hillingdon (lead borough) in order to spot purchase placements in care homes.</p>	Leader of the Council	Method of consultation: Service user consultation event took place on 16th November 2009. Further Meeting planned to consult with service users on 18th May 2010. Provider open day took place on 5th November 2009. Local project team includes commissioners and social work leads.	Christine Baker Tel: 020 8753 1447 Christine.Baker@lbhf.gov.uk	<p>Minutes and papers of H & F Residential Framework Project Board and Implementation Group.</p> <p>Minutes and papers of WLA Project Board and TAP.</p>
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: Service users, providers, commissioners, Social work leads.		
Cabinet	2 Sep 2010	<p>Residents Services fees and charges review</p> <p>Proposed changes in Fees and Charges effective from 01 October 2010</p>	Cabinet Member for Residents Services	Method of consultation: N/A	Gary Hannaway Tel: 020 8753 gary.hannaway@lbhf.gov.uk	Fees and Charges Shedule
	Reason: Affects more		Ward(s): All Wards;	Consultees: N/A		

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	than 1 ward					
Cabinet Full Council	2 Sep 2010 27 Oct 2010 Reason: Expenditure more than £100,000	Treasury Management Outturn Report 09-10 This report provides information on the Council's debt, borrowing and investment activity for the financial year ending 31st March 2010. The report is to note the borrowing and investment activity for the period 1st April 2009 to 31st March 2010.	Leader of the Council Leader of the Council Ward(s): All Wards;	Method of consultation: Councillors Consultees: Audit and Pensions Committee	Pat Gough, Rosie Watson Tel: 020 8753 2563 pat.gough@lbhf.gov.uk, Rosie.Watson@lbhf.gov.uk	CIPFA - Prudential Code Accounting for Capital Finance Loans and Investment Ledgers Various Economic Commentaries
Cabinet	2 Sept 2010 Reason: Expenditure more than £100,000	William Parnell Park Improvement Project To undertake park-wide improvements including the introduction of play for all age groups and improvements to hard and soft landscaping. The Park is currently run down and in a state of disrepair.	Cabinet Member for Residents Services Ward(s): Sands End;	Method of consultation: Meetings with Key Stakeholders e.g. Met Police, Residents Associations, Schools Public Meetings On site events Consultees: Local residents Park users	Marlene Pope Tel: 020 8753 marlene.pope@lbhf.gov.uk	Consultation feedback results and summaries. Consultation Meeting Minutes Project Management Documentation
Cabinet	2 Sep 2010	Cycle training tender acceptance	Deputy Leader (+Environment and Asset	Method of consultation: N/A	Richard Evans Tel: 0208 753 3344	Specification, instructions to tenderers,

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	Reason: Expenditure more than £100,000	The Council's cycle training contracts have come up for renewal. This report sets out the arrangements for the tender and award of the new contract.	Management)		stp@lbhf.gov.uk	background questionnaire, M&R statement, tender form and price schedule
			Ward(s): All Wards;	Consultees: N/A		
Cabinet	2 Sep 2010	<p>Building Regulations Charging Scheme</p> <p>Agreement is needed for the introduction of a replacement for the current Hammersmith and Fulham Building Regulations Charging Scheme from the 1st October 2010. The new charging scheme must be made before the 1st. October, 2010 at the latest.</p>	Deputy Leader (+Environment and Asset Management)	Method of consultation: Not applicable	Inger Eriksson Tel: 020 8753 4764 inger.eriksson@lbhf.gov.uk	<p>CIPFA Local Authority Building Control Accounting Guidance for England & Wales 2010 edition</p> <p>Consultation paper 'Proposed Changes to the Local Authority Building Control Charging Regime'</p> <p>Consultation paper 'The Future of Building Control'</p> <p>Explanatory memorandum to the Building (Local Authority Charges) Regulations 2010</p> <p>LDSA Model Building Regulations</p>
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: Not applicable		

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						Charging Scheme 2010 The Building (Local Authority Charges) Regulations 2010 SI 2010 No. 404 The Building Act 1984 The Building Regulations 2000
Cabinet	14 Oct 2010	Library Strategy 2009-14 progress Report and Next Steps Update for Members on progress against actions in Library Strategy 2009-14 and proposals for next steps to continue modernisation of library service.	Cabinet Member for Residents Services	Method of consultation: Circulation of report for comment	Donna Pentelow Tel: 020 8753 2358 donna.pentelow@lbhf.gov.uk	Library Strategy 2009-14
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: Internal consultees (Legal, Finance, Childrens Services) Staff		
Cabinet	14 Oct 2010	World Class Financial Management Transformation Programme - Business Case This is the business case for the World Class Financial	Leader of the Council	Method of consultation: 1. Meetings with their respective AD Resources, focus groups and Finance Away Days. 2. Presentation of WCFM reports at EMT. 3. Attendance at DMTs to	Caroline Wilkinson Tel: 020 8753 caroline.wilkinson@lbhf.gov.uk	Consultation documents including presentations and records of feedback. WCFM reports & presentations for the

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	Reason: Affects more than 1 ward	Management programme, which is part of the Council's Slicker Business transformation programme. This report is being presented to Cabinet for their consideration and approval.	Ward(s): All Wards;	discuss the programme plans. Outline of proposed changes sent to all service managers and drop-in sessions held to gather views and answer questions. Consultees: 1. All LBHF Finance Staff 2. EMT 3. Service managers & DMTs		Finance Development Board.
Cabinet Full Council	14 Oct 2010 27 Oct 2010 Reason: Affects more than 1 ward	Review of the Licensing Policy 2010 The Licensing Act requires a licensing authority to prepare, consult and publish a statement of its licensing policy every three years. The policy is due for review this year and has been prepared in accordance with the guidance issued under Section 182 of the Licensing Act 2003.	Cabinet Member for Residents Services Cabinet Member for Residents Services Ward(s): All Wards;	Method of consultation: The Consultation will take place for 12 weeks from 08/06/2010 to 30/08/2010 Consultees: • Residents • Responsible Authorities • Councillors • Metropolitan Police; • London Fire, Emergency and Planning Authority; • Representatives of holders of premises licences in the borough; • Representatives of holders of club premises	Sanju Manji Tel: 020 8578 3392 sanju.manji@lbhf.gov.uk	Current Statement of Licensing Policy (November 2007) Draft Statement of Licensing Policy 2010 Guidance issued under section 182 of the Licensing Act 2003 Licensing Act 2003

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				certificates in the borough; • Representatives of holders of personal licences in the borough; • Representatives of residents and businesses in the area, including resident groups, tenants associations and societies; • The Area Child Protection Committee; Health service including PCT, Accident and Emergency and the London Ambulance service; • British Transport Police; • Public transport undertakers; • Neighbouring authorities; • British Institute of Inn keeping; • Chamber of Commerce; • Drug and alcohol action team; • Crime and Disorder Reduction Partnership; • Trade unions; • Other relevant organisations that could		

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				be affected by this policy.		
Cabinet Full Council	14 Oct 2010 27 Oct 2010 Reason: Affects more than 1 ward	Sex Establishment Licensing Policy The adoption of a Sex Licensing Policy	Cabinet Member for Residents Services Cabinet Member for Residents Services Ward(s): All Wards;	Method of consultation: The Consultation will take place for 12 weeks from 08/06/2010 to 30/08/2010 Consultees: •Residents •Responsible Authorities •Councillors •Metropolitan Police; •London Fire, Emergency and Planning Authority; •Representatives of holders of premises licences in the borough; •Representatives of holders of club premises certificates in the borough; •Representatives of holders of personal licences in the borough; •Representatives of residents and businesses in the area, including resident groups, tenants associations and societies; •The Area Child	Stephanie Needham Tel: 020 8578 5642 stephanie.needham@lbhf.gov.uk	Draft Sex Establishment Licensing Policy Home Office Guidance Licensing Act 2003

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				Protection Committee; Health service including PCT, Accident and Emergency and the London Ambulance service; •Neighbouring authorities; Chamber of Commerce; •Drug and alcohol action team; •Crime and Disorder Reduction Partnership; •Trade unions; •Other relevant organisations that could be affected by this policy.		
Cabinet	14 Oct 2010 Reason: Expenditure more than £100,000	Match Day Parking Scheme Proposals for Zones South of the Talgarth Road This report details two match day parking scheme proposals for 12 Controlled Parking Zones situated south of the Talgarth Road. The report details issues relating to the schemes and recommends a consultations in the 12 Zone area.	Deputy Leader (+Environment and Asset Management) Ward(s): Fulham Broadway; Fulham Reach; North End; Parsons Green and Walham; Sands End; Town;	Method of consultation: Online and booklet consultation Consultees: residents, businesses and residents groups.	Naveed Ahmed Tel: 020 8753 1418 Naveed.Ahmed@lbhf.gov.uk	Briefing notes on match day consultation to ECM (February 2009 and March 2010)

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Cabinet	16 Dec 2010	Consultation Transport Plan for Hammersmith & Fulham The Councils consultation Local Implementation Plan 2 in response to The Mayors Second Transport Strategy	Deputy Leader (+Environment and Asset Management)	Method of consultation: early engagement with statutory consultees as below. high level strategic consultation on key objectives in October. full consultation begins 20 December 2010.	Nick Boyle Tel: 020 8753 3069 nick.boyle@lbhf.gov.uk	MTS2, LIP2 guidance, LDF, carbon reduction plan, community strategy
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: Statutory - TfL, neighbouring boroughs, police commissioner, disability forums non statutory - road user groups, amenity groups, residents groups, other emergency services		