

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period August 2010 to November 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 August 2010 to November 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 AUGUST 2010 TO NOVEMBER 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	2 Sep 2010	IT Strategy 2010-2013 Part 2 - Getting the Basics Right: IT Infrastructure Renewal - Plans for 2010/11	Leader of the Council	Method of consultation: N/A	Jackie Hudson Tel: 020 8753 2946 Jackie.Hudson@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000	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	Ward(s): All Wards;	Consultees: N/A		
Cabinet	2 Sep 2010	Residents Services Changes to Fees and Charges Effective from 1 October 2010	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 than 1 ward	Proposed changes in Fees and Charges effective from 01 October 2010.	Ward(s): All Wards;	Consultees: N/A		

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Cabinet Full Council	2 Sep 2010 27 Oct 2010	<p>Treasury Management Outturn Report 09-10</p> <p>This report provides information on the Council's debt, borrowing and investment activity for the financial year ending 31st March 2010.</p> <p>The report is to note the borrowing and investment activity for the period 1st April 2009 to 31st March 2010.</p>	Leader of the Council	Method of consultation: Councillors	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
	Reason: Expenditure more than £100,000		Leader of the Council Ward(s): All Wards;	Consultees: Audit and Pensions Committee		
Cabinet	2 Sep 2010	<p>Building Regulations Charging Scheme - New Regulations for Chargeable Elements of Building Control Services</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	CIPFA Local Authority Building Control Accounting Guidance for England & Wales 2010 edition Consultation paper 'Proposed Changes to the Local Authority Building Control Charging Regime' Consultation paper 'The Future of Building Control' Explanatory memorandum to the Building (Local
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: Not applicable		

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						<p>Authority Charges) Regulations 2010</p> <p>LDSA Model Building Regulations Charging Scheme 2010</p> <p>The Building (Local Authority Charges) Regulations 2010 SI 2010 No. 404</p> <p>The Building Act 1984</p> <p>The Building Regulations 2000</p>
Cabinet	<p>2 Sep 2010</p> <p>Reason: Expenditure more than £100,000</p>	<p>Match Day Parking Scheme Proposals for Zones South of the Talgarth Road</p> <p>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 consultation in the 12 Zone area.</p>	<p>Deputy Leader (+Environment and Asset Management)</p> <p>Ward(s): Fulham Broadway; Fulham Reach; North End; Parsons Green and Walham; Sands End; Town;</p>	<p>Method of consultation: Online and booklet consultation</p> <p>Consultees: residents, businesses and residents groups.</p>	<p>Naveed Ahmed</p> <p>Tel: 020 8753 1418 Naveed.Ahmed@lbhf.gov.uk</p>	<p>Briefing notes on match day consultation to ECM (February 2009 and March 2010)</p>

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Cabinet	2 Sep 2010	2010/11 Revenue Budget-Month 2 Amendments Report will seek approval to changes to the revenue budget.	Councillor Stephen Greenhalgh	Method of consultation: FSB	Jane West jane.west@lbhf.gov.uk	Revenue Monitoring Report
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: All Departments		
Cabinet	14 Oct 2010	Library Strategy 2009-14 - Update and Review 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 Management programme, which is part of the Council's Slicker Business transformation programme. This report is being presented	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 discuss the programme plans. Outline of proposed changes sent to all service managers and drop-in sessions held	Caroline Wilkinson Tel: 020 8753 caroline.wilkinson@lbhf.gov.uk	Consultation documents including presentations and records of feedback. WCFM reports & presentations for the Finance Development Board.

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	Reason: Affects more than 1 ward	to Cabinet for their consideration and approval.	Ward(s): All Wards;	to gather views and answer questions. Consultees: 1. All LBHF Finance Staff 2. EMT 3. Service managers & DMTs		
Cabinet	14 Oct 2010 Reason: Expenditure more than £100,000	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 Residents Services Ward(s): All Wards;	Method of consultation: Via SRT and departmental DMT Consultees: RSD, ENV, CS, CHS, F	David Page Tel: 020 8753 2125 david.page@lbhf.gov.uk	Options appraisal
Cabinet	14 Oct 2010 Reason: Affects more than 1 ward	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	Leader of the Council Ward(s): All Wards;	Method of consultation: Consultation through EMT and Corporate Performance Group (CPG) in developing the performance planning guidance. Consultees: All departments.	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

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		<p>with the Leader. Other Cabinet 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>				departments
Cabinet	14 Oct 2010	<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	14 Oct 2010	<p>Playbuilder - Year 2</p> <p>To seek Member approval to deliver year 2 of the playbuilder programme delivering 12 new or refurbished play areas for 8-13</p>	<p>Cabinet Member for Residents Services</p>	<p>Method of consultation: Extensive community consultation with children, families, site stakeholders, partnership agencies and local residents.</p>	<p>Rob Kelly</p> <p>Tel: 020 8753 2292 rob.kelly@lbhf.gov.uk</p>	<p>Design for Play (Play England)</p> <p>Managing Risk in Play (Play England)</p> <p>Playbuilder Project</p>

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	Reason: Expenditure more than £100,000	year olds. Outlines the sites and locations, consultation strategy and procurement process with the details of the costs and expected benefits.	Ward(s): All Wards;	Consultees: Children and Families; Park Stakeholders; Friends of Parks Groups; Residents and Tenants Associations; Local residents		Plan and Associated Documents.
Cabinet	14 Oct 2010	<p>William Parnell Park Improvement Project</p> <p>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.</p>	Cabinet Member for Residents Services	Method of consultation: Meetings with Key Stakeholders e.g. Met Police, Residents Associations, Schools Public Meetings On site events	Marlene Pope Tel: 020 8753 marlene.pope@lbhf.gov.uk	<p>Consultation feedback results and summaries.</p> <p>Consultation Meeting Minutes</p> <p>Project Management Documentation</p>
	Reason: Expenditure more than £100,000		Ward(s): Sands End;	Consultees: Local residents Park users		
Cabinet	14 Oct 2010	<p>Cycle training tender acceptance</p> <p>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.</p>	Deputy Leader (+Environment and Asset Management)	Method of consultation: N/A	Richard Evans Tel: 0208 753 3344 stp@lbhf.gov.uk	Specification, instructions to tenderers, background questionnaire, M&R statement, tender form and price schedule
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: N/A		

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Cabinet Full Council	14 Oct 2010 27 Oct 2010	<p>Review of the Licensing Policy 2010</p> <p>The Licensing Act requires a licensing authority to prepare, consult and publish a statement of its licensing policy every three years.</p> <p>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.</p>	Cabinet Member for Residents Services Cabinet Member for Residents Services	Method of consultation: The Consultation will take place for 12 weeks from 08/06/2010 to 30/08/2010	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
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: <ul style="list-style-type: none"> • 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 Protection Committee; • Health service including 		

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				PCT, Accident and Emergency and the London Ambulance service; <ul style="list-style-type: none"> • 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 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;	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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				<ul style="list-style-type: none"> •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 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 		

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				organisations that could be affected by this policy.		
Cabinet	14 Oct 2010	New Kings Primary School - Alterations to create a children's centre	Cabinet Member for Children's Services	Method of consultation: Meetings	Inger Eriksson Tel: 020 8753 4764 inger.eriksson@lbhf.gov.uk	Project file Tender documents Tender returns and tender appraisal report
	Reason: Expenditure more than £100,000	To place an order under the Councils Measured Term Contract for Non-Housing Projects 2007-2010.	Ward(s): North End;	Consultees: Headteacher Client		
Cabinet	14 Oct 2010	The General Fund Capital Programme, Housing Revenue Capital Programme and Revenue Budget 2010/11 – Month 3 Amendments	Councillor Stephen Greenhalgh	Method of consultation: FSB	Jane West jane.west@lbhf.gov.uk	Capital Monitoring Report Revenue Monitoring Report
	Reason: Expenditure more than £100,000	Report seeks approval to changes to the Capital Programme and Revenue Budget.	Ward(s): All Wards;	Consultees: All Departments		
Cabinet	16 Dec 2010	Consultation Transport Plan for Hammersmith & Fulham The Councils consultation Local Implementation Plan 2 in response to The Mayors	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.	Nick Boyle Tel: 020 8753 3069 nick.boyle@lbhf.gov.uk	MTS2, LIP2 guidance, LDF, carbon reduction plan, community strategy

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	Reason: Affects more than 1 ward	Second Transport Strategy	Ward(s): All Wards;	full consultation begins 20 December 2010. Consultees: Statutory - TfL, neighbouring boroughs, police commissioner, disability forums non statutory - road user groups, amenity groups, residents groups, other emergency services		
Cabinet	7 Feb 2011 Reason: Expenditure more than £100,000	Parks Capital Improvement Programme This report seeks Cabinet approval for the parks capital programme for 2010/11.	Cabinet Member for Residents Services Ward(s): All Wards;	Method of consultation: Parks and Open Spaces Residents Survey; Friends of Park Consultations; Focus Groups; Stakeholder engagement. Consultees: Residents; Amenity Groups; Friends of Parks; Volunteer Associations.	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;