

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period September 2010 to December 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 September 2010 to December 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 SEPTEMBER 2010 TO DECEMBER 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 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.	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		Ward(s): All Wards;	Consultees: N/A		
Cabinet	2 Sep 2010	Residents Services Changes to Fees and Charges Effective from 1 October 2010 Proposed changes in Fees and Charges effective from 01 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		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: 0208 753 2542, 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		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
	Reason: Affects more than 1 ward		Ward(s): All Wards;	Consultees: Not applicable		

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						Building (Local Authority Charges) Regulations 2010 LDSA Model Building Regulations Charging Scheme 2010 The Building (Local Authority Charges) Regulations 2010 SI 2010 No. 404 The Building Act 1984 The Building Regulations 2000
Cabinet	2 Sep 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 consultation 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	2 Sep 2010 Reason: Expenditure more than £100,000	2010/11 Revenue Budget-Month 2 Amendments Report will seek approval to changes to the revenue budget.	Councillor Stephen Greenhalgh Ward(s): All Wards;	Method of consultation: FSB Consultees: All Departments	Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	Revenue Monitoring Report
Leader of the Council Cabinet	20 Aug 2010 14 Oct 2010 Reason:	Leader's Urgent Decision - Implementing Transformational changes	Leader of the Council Ward(s):	Method of consultation: Consultees:		None.
Cabinet	2 Sep 2010	Bishops Park and Fulham Palace Grounds Restoration Project - Appointment of Works Contractor This report seeks approval for the appointment of a main contractor to undertake the works to restore Bishops Park and the grounds of Fulham Palace.	Councillor Greg Smith	Method of consultation: Consulted with TAP panel comprising key officers from Strategy, Performance and Procurement; Legal and Democratic Services; and Finance and Corporate Services. Also with Project Executive (Sponsor) Marianne Locke and Project Board members including Chris Bunting (Senior User), Neuil Manning (Senior Supplier) and Kellie	Scott Cooper Tel: 020 76107161 Scott.Cooper@lbhf.gov.uk	Bishops Park and Fulham Palace Briefing note for TAP-Appointment of Contractor. 17 June 2010. Project Initiation Document - August 2010

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	Reason: Expenditure more than £100,000		Ward(s): Palace Riverside;	Gooch (RSD Finance) Consultees: Members of Tender Appraisal Panel and Project Board		
Cabinet	14 Oct 2010 Reason: Affects more than 1 ward	<p>World Class Financial Management (WCFM) Transformation Programme</p> <p>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 to Cabinet for their consideration and approval.</p>	<p>Leader of the Council</p> <p>Ward(s): All Wards;</p>	<p>Method of consultation:</p> <ol style="list-style-type: none"> 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 to gather views and answer questions. <p>Consultees: 1. All LBHF Finance Staff 2. EMT 3. Service managers & DMTs</p>	<p>Caroline Wilkinson</p> <p>Tel: 020 8753 1813 caroline.wilkinson@lbhf.gov.uk</p>	<p>Consultation documents including presentations and records of feedback.</p> <p>WCFM reports & presentations for the Finance Development Board.</p>

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Cabinet	14 Oct 2010	Outcome of Out of Hours Service Review - Proposal to Transfer Service to HFBP and the Rochdale Contact Centre 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	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	14 Oct 2010	Hostel Improvement Report 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.	Cabinet Member for Housing	Method of consultation: N/A	Daren Daly Tel: 020 8753 1247 daren.daly@lbhf.gov.uk	Surveyor's reports
	Reason: Expenditure more than £100,000		Ward(s): Askew; College Park and Old Oak; Fulham Broadway; North End; Wormholt and White City;	Consultees: N/A		
Cabinet	14 Oct 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	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	None.

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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		
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 2447 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 For Children, Students and Adults and Related Services</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	<p>Specification, instructions to tenderers, background questionnaire. M&R statement, tender form and price schedule.</p>
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: N/A		

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Cabinet	14 Oct 2010	New Kings Primary School - Alterations to Create a Children's Centre To place an order under the Councils Measured Term Contract for Non-Housing Projects 2007-2010.	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		Ward(s): Town;	Consultees: Headteacher Client		
Cabinet	14 Oct 2010	The General Fund Capital Programme, Housing Revenue Capital Programme and Revenue Budget 2010/11 – Month 3 and 4 Amendments Report seeks approval to changes to the Capital Programme and Revenue Budget.	Councillor Stephen Greenhalgh	Method of consultation: FSB	Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	Capital Monitoring Report Revenue Monitoring Report
	Reason: Expenditure more than £100,000		Ward(s): All Wards;	Consultees: All Departments		
Cabinet	14 Oct 2010	Regeneration of 248 Hammersmith Grove - Compulsory Purchase Order Powers This report proposes the Council agrees that offers may, if necessary, apply for Compulsory Purchase Order powers on resident leaseholders at 248 Hammersmith Grove in order to facilitate the disposal of the	Cabinet Member for Housing	Method of consultation: On going negotiations with the leaseholders of 248 hammersmith Grove by NHHG since 2006. Public Exhibition and Planning Forum by NHHG on redevelopment proposals July 2010	Ian Ruegg Tel: 020 8753 1722 ian.ruegg@lbhf.gov.uk	248 Hammersmith Grove File
	Reason: Expenditure more than		Ward(s): Hammersmith Broadway;	Consultees: Leaseholders and local community		

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	£100,000	Council's headlease to NHHG				
Leader of the Council Cabinet	29 Sep 2010 14 Oct 2010	Leader's Urgent Decision: Fulham Court Estate Improvement Strategy: Phase 1 Physical improvements The Integrated Children's & Community Centre is one element of phase 1 of the physical improvements programme. Tender Acceptance: This report seeks to accept a tender and award a contract to build the integrated Children's & Community Centre, subject to Planning consent.	Cabinet Member for Housing, Cabinet Member for Children's Services	Method of consultation: Letters, drop in events, exhibitions, questionnaires, doorstep surveys, Newsletters, Resident visits to similar centres.	Angela O'Connor Tel: 020 8753 1951 angela.o'connor@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000		Ward(s): Town;	Consultees: 1. Residents of Fulham Court and Barclay Close 2. Residents of the proposed Children's Centre Catchment.		
Cabinet	14 Oct 2010	Shepherds Bush Market Regeneration Regeneration/enhancement of Shepherds Bush Market and associated mixed use development on adjacent land to revive the western part of the town centre	Leader of the Council, Cabinet Member for Strategy (+Chief Whip)	Method of consultation: Planning Forum; surveys/questionnaires; exhibitions/drop-ins; meetings	Lyn Garner, Matin Miah Tel: 020 8753 1313, Tel: 0208753 3480 lyn.garner@lbhf.gov.uk, martin.miah@lbhf.gov.uk	None
	Reason: Expenditure more than £100,000		Ward(s): Shepherds Bush Green;	Consultees: Traders, business, residents, land owners, amenity groups; GLA		

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Cabinet Full Council	11 Nov 2010	Treasury Management Update for the First Six Months of 2010-11 This report covers Quarter 1 and 2 for 2010/11 and provides information on the Council's debt, borrowing and investment activity up to the 30th September 2010.	Leader of the Council	Method of consultation: Pension and Audit Committee	Pat Gough Tel: 0208 753 2542 pat.gough@lbhf.gov.uk	CIPFA Prudential Code Accounting for Capital Finance Loans and Investment Ledgers Various Economic Commentaries
	26 Jan 2011		Leader of the Council			
	Reason: Expenditure more than £100,000		Ward(s): All Wards;			
Cabinet	16 Dec 2010	Family Support Proposal Proposals for future provision of support to vulnerable families in Hammersmith and Fulham.	Cabinet Member for Children's Services	Method of consultation: Focus groups with residents, with staff and local professionals. 1-1 interviews with key managers	Clare Potts Tel: 020 8753 6018 clare.potts@lbhf.gov.uk	National research
	Reason: Expenditure more than £100,000		Ward(s): All Wards;			
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

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	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		
Cabinet	16 Dec 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	7 Feb 2011	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.		

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Cabinet	21 Mar 2011 Reason: Affects more than 1 ward	<p>Council's Corporate Plan 2012/14 & Executive Summary</p> <p>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 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>	<p>Leader of the Council</p> <p>Ward(s): All Wards;</p>	<p>Method of consultation: Consultation through EMT and Corporate Performance Group (CPG) in developing the performance planning guidance.</p> <p>Consultees: All departments.</p>	<p>Ellen Lamparter</p> <p>Tel: 020 8753 3782 ellen.lamparter@lbhf.gov.uk</p>	<p>The Hammersmith & Fulham Corporate Plan 2010/13</p> <p>The Executive Summary of the corporate plan</p> <p>A covering report for the above plans</p> <p>Departmental and divisional business plans produced by departments</p>