



FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period March 2011 to June 2011

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 March 2011 to June 2011.

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 MARCH 2011 TO JUNE 2011

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
March						
Cabinet	21 Mar 2011	The General Fund Capital Programme, Housing Revenue Capital Programme and Revenue Budget 2010/11 - Month 9 Amendments Report seeks approval to changes to the Capital Programme and Revenue Budget.	Leader of the Council	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	21 Mar 2011	Tender award report for Phase 1C to the Key Decision on 13 July 2009 - the Centralisation and Improvements to CCTV on H&F Homes Estates	Cabinet Member for Residents Services	Method of consultation: On agreement of initial Cabinet Decision on 13th July 2009 - consultation was carried out with Councillor Greg Smith, MPS, Joint Steering Group with H&F Homes,	Adrian Price Tel: 020 8753 2260 adrian.price@lbgh.gov.uk	None.

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	Reason: Affects more than 1 ward	Report seeks approval for tender(s) award to new CCTV installation systems on White City/Batman Close, Becklow Gardens and Bayonne/Lampeter Square estates.	Ward(s): Askew; Fulham Reach; Wormholt and White City	HAFTRA, relevant TRAs & leaflet drop to all residents. Further presentations planned with TRAs. Consultees: Councillor Greg Smith Councillor Lucy Ivimy Sponsor - Lyn Carpenter Officers of Steering Group - chaired by Dave Page included Decent Homes lead officers, Paul Hopkinson and Adrian Price		
Cabinet	21 Mar 2011 Reason: Expenditure more than £100,000	Disposal of 2 Byam Street, SW6 This property has been used to provide a supported housing service, which has been decommissioned. The property is surplus to the Council's requirements.	Cabinet Member for Community Care Ward(s): Sands End	Method of consultation: N/A Consultees: N/A	Julia Copeland Tel: 0208 753 1203 julia.copeland@lbhf.gov.uk	None.
Cabinet	21 Mar 2011	Closure of Tamworth supported housing Closure of Tamworth supported housing, which is a 14 unit high/medium	Cabinet Member for Community Care	Method of consultation: 1 month consultation with service users, staff and interest groups. Consultation begins on 15th November and ends on 10th December.	John Chamberlain, Hannah Carmichael Tel: 020 8753 5384 John.Chamberlain@lbhf.gov.uk, hannah.carmichael@lbhf.gov.uk	Cabinet Member's Decision November 2010.

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	Reason: Expenditure more than £100,000	supported housing project for people with mental health issues.	Ward(s): All Wards	Consultees: Service users of Tamworth (8) Staff team (10) Interest groups (Mind and LINKs)	v.uk	
Cabinet	21 Mar 2011 Reason: Expenditure more than £100,000	<p>2011/12 Transport for London integrated transport investment</p> <p>This report summarises the Transport for London funded schemes proposed for 2011/12 for approximately £2 million investment in integrated transport in the borough.</p>	Deputy Leader (+Environment and Asset Management) Ward(s): All Wards	<p>Method of consultation: The programme is detailed in the Council's transport plan that will be fully consulted later on in 2011.</p> <p>Every scheme is individually consulted on locally and reported back to the cabinet member.</p> <p>Consultees: local consultations include ward councillors, emergency services, user groups, residents businesses, residents groups.</p>	Nick Boyle Tel: 020 8753 3069 nick.boyle@lbhf.gov.uk	A transport plan for hammersmith & fulham 2011 - 2031 - consultation draft

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Cabinet	21 Mar 2011	School Organisation Plan 10 year capital strategy to provide accommodation for projected pupil demand for school places.	Cabinet Member for Children's Services	Method of consultation: Meetings	Andy Rennison Tel: 020 7385 0606 andy.rennison@lbhf.gov.uk	Pupil Place Planning Paper Sites Feasibility Document
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Headteachers Governors Planning Diocesan Boards		
Cabinet	21 Mar 2011	Award of Recruitment Advertising and Executive Search & Selection Contract - Recruitment advertising, standard transactional and creative - Strategic HR support such as job fairs, materials, branding -Additional services such as response handling, public notices and outplacement .	Leader of the Council	Method of consultation: Lead Council is London Borough of Sutton who tendered for a Pan-London Contract.	Debbie Morris, Valerie Bolger Tel: 020 8753 2621 debbie.morris@lbhf.gov.uk, valerie.bolger@lbhf.gov.uk	OJEU advert, PPQ and tender scores available. Sutton's Executive approved the proposal to appoint the supplier on 13th December with a standstill period up to 29th December 2010.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: 28 Boroughs currently in the contract		
Cabinet	21 Mar 2011	Approval of the 2011/12 Highway Maintenance Programme The purpose of the report is to seek approval for the projects listed within the Carriageway and Footway Planned Maintenance programme.	Deputy Leader (+Environment and Asset Management)	Method of consultation: N/A	Mark Hodgson, Jonathan Addis Tel: 020 8753 3490, Tel: 020 8753 3073 mark.hodgson@lbhf.gov.uk, jonathan.addis@lbhf.gov.uk	Highway Condition Surveys and database output Highway Term Maintenance Contracts
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Highways Dept Legal Dept Finance Dept		

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Cabinet	21 Mar 2011	Advertising and communication tender Results and decision on market testing of an advertising contract following closure of H&F News. This will be a Leader's Urgency Paper to allow the contract to be awarded in April following the paper's closure.	Leader of the Council	Method of consultation: EMT on March 16	Simon Jones Tel: 020 8753 2086 simon.jones@lbhf.gov.uk	Cabinet Member Decision to allow procurement of communication services
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Assistant Director, Legal & Democratic Services; Head of Procurement		
Cabinet	21 Mar 2011	Westfield Section 106 agreements – RSD seeking confirmation of approval of expenditure of money To seek confirmation that Westfield Sect 106 agreements, totalling £2.745 million can be allocated to Residents Services Division (RSD) initiatives, including; CCTV, crime reduction initiatives, parks and libraries.	Cabinet Member for Residents Services	Method of consultation: Cabinet Member, individual project lead officers and the relevant dates of original agreed proposals for expenditure: Cabinet Briefing agreement, sponsored by Deputy Leader was on 12 October 2009 Planning Applications Committee agreement was on 24 November 2009	Lyn Carpenter, Adrian Price Tel: 020 8753 2260 lyn.carpenter@lbhf.gov.uk, adrian.price@lbgh.gov.uk	Cabinet report for approval of Centralisation and Improvements to CCTV on Hammersmith & Fulham Estates on 13th July 2009 Original Cabinet Report for Renegotiation of Westfield Sect 106 Agreements was on 10th October 2009 Planning Applications Committee approval was on 24 November 2009
	Reason: Expenditure		Ward(s): All Wards	Consultees: RSD Director		

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	more than £100,000			Legal FCS ENV (Planning relations officer)		
Cabinet	21 Mar 2011	Lyric Theatre Redevelopment Paper addressing the education offer from The Lyric Hammersmith to schools in the local authority and how this might be further developed through the proposed capital investment programme.	Cabinet Member for Children's Services	Method of consultation: Consultation for education offer has been undertaken with head teachers from all schools in the borough as part of planning process.	Andrew Christie andrew.christie@lbhf.gov.uk	None
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Head teachers in borough.		
April						
Cabinet	18 Apr 2011	The General Fund Capital Programme, Housing Revenue Capital Programme and Revenue Budget 2010/11 - Month 10 Amendments Report seeks approval to changes to the Capital Programme and Revenue Budget.	Leader of the Council	Method of consultation: PSB	Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	Capital Monitoring Report
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: all departments		Revenue Monitoring Report

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Cabinet	9 May 2011	<p>A transport plan for Hammersmith & Fulham 2011 - 2031</p> <p>The Local Transport Plan for Hammersmith & Fulham is a statutory document required by all London Boroughs to show how they intend to implement the Mayor's Transport Strategy.</p>	Deputy Leader (+Environment and Asset Management)	Method of consultation: three stage consultation with stage 3 full publication of draft transport plan on internet.	Nick Boyle Tel: 020 8753 3069 nick.boyle@lbhf.gov.uk	A transport plan for hammersmith & fulham 2011 - 2031 - consultation draft The second mayors transport strategy
	Reason: Budg/pol framework		Ward(s): All Wards	Consultees: statutory - tfl, police, hafad other - al residents and businesses, road user groups, other emergency services, resident groups, all councillors and staff		
Cabinet	18 Apr 2011	<p>Sex and Relationships and Substance Misuse Education Tender</p> <p>For Cabinet to approve the contract award in June 2011. This will be a 1 year contract with option to renew on a yearly basis with an approximate value of £125k in the first year (including £20k start up costs)</p> <p>The tender will seek a single provider to re-develop, manage and deliver the highly regarded sex and relationships and substance misuse programme currently delivered</p>	Cabinet Member for Children's Services	Method of consultation: N/A tender of existing service	Emma Sleight Tel: 020 8753 6216 emma.sleight@hf-pct.nhs.uk	CMD Report DMT report
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: N/A		

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		in LBHF schools, colleges and youth settings.				
Cabinet	18 Apr 2011	<p>Award of Term Contract for Tree Maintenance 2011-2014</p> <p>Key Decision required to award this contract to the tenderer deemed to have submitted the most economically advantageous tender.</p>	<p>Deputy Leader (+Environment and Asset Management)</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: Restricted tender, PQQ shortlisted down to 5 tenderers invited to tender</p> <p>Consultees: Finance Legal Procurement</p>	<p>Mark Hodgson, Jonathan Addis</p> <p>Tel: 020 8753 3490, Tel: 020 8753 3073 mark.hodgson@lbhf.gov.uk, jonathan.addis@lbhf.gov.uk</p>	<p>Contract documentation and tender submissions.</p> <p>Tender Evaluation Sheets</p>
Cabinet	9 May 2011	<p>Hammersmith Park Sports Facility project - appointment of works & services contractor</p> <p>To approve the appointment of the contractor to undertake the works and services contract for the redevelopment of Hammersmith Park All Weather Pitch as selected and agreed by the project's Tender Appraisal Panel and approved by the Project Board.</p>	<p>Cabinet Member for Residents Services</p> <p>Ward(s): Wormholt and White City</p>	<p>Method of consultation: This project requires planning permission and it is an expectation of the contractor to undertake a comprehensive consultation exercise during the planning process</p> <p>Consultees: Cabinet Member Ward Members Community Stakeholders Current and future users</p>	<p>Chris Bunting</p> <p>chris.bunting@lbhf.gov.uk</p>	<p>No.1</p>

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Cabinet	18 Apr 2011	Decision to Award Term Contracts for Road2010 Condition Surveys	Deputy Leader (+Environment and Asset Management)	Method of consultation: Open tender process	Mark Hodgson, Jonathan Addis	Contract documentation and tender submissions.
	Reason: Expenditure more than £100,000	Road2010 Road Condition Surveys 2011-2013	Ward(s): All Wards	Consultees: Legal Finance Procurement	Tel: 020 8753 3490, Tel: 020 8753 3073 mark.hodgson@lbhf.gov.uk, jonathan.addis@lbhf.gov.uk	Tender Evaluation Sheets
Cabinet	18 Apr 2011	Short Breaks Service and Day Service for People with Learning Disabilities	Cabinet Member for Community Care	Method of consultation: Specific consultation on Day care restructure. Short Breaks Service is change of provider only (no change to service).	John Chamberlain, Christine Baker	Tender documents and draft lease documents
	Reason: Affects more than 1 ward	Delegated authority is sought to award a contract to an external provider for provision of a Short Breaks Service for People with Learning Disabilities (currently an internal service). Delegated authority is also sought for the Head of Asset Strategy and Portfolio Management to grant leases for council buildings at 17 Rivercourt Road, W6, 280 Goldhawk Road, W12 and Ellerslie Day Centre, Ellerslie Road W12 (See February '11 Cabinet Report on Day Services)	Ward(s): All Wards	Consultees: Users and family members. Care Quality Commission re registration.	Tel: 020 8753 1447 John.Chamberlain@lbhf.gov.uk, Christine.Baker@lbhf.gov.uk	

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Cabinet	18 Apr 2011	Shepherds Bush Common Improvement Project Approval to appoint works contractors to undertake restoration works on Shepherds Bush Common.	Cabinet Member for Residents Services	Method of consultation: Stakeholder Advisory Group Meetings Public events	Marlene Pope Tel: 020 8753 2447 marlene.pope@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000		Ward(s): Shepherds Bush Green	Consultees: Local Amenity Groups Local residents Statutory bodies		
Cabinet	18 Apr 2011	Housing Development Company Consideration to establish organisational structures for a Local Housing Company.	Cabinet Member for Housing	Method of consultation: Corporate Regeneration Steering Group	CE H&F Homes - Nick Johnson, Matin Miah Tel: 020 8753 4207, Tel: 0208753 3480 nick.johnson@hfhomes.org.uk, martin.miah@lbhf.gov.uk	None
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Corporate Regeneration Steering Group		
Cabinet	18 Apr 2011	Children's Centres For a decision on the proposed reconfiguration model of children's centres taking into consideration the views expressed in the public consultation.	Cabinet Member for Children's Services	Method of consultation: Public consultation for one month from 22nd January. Focus groups stakeholder meetngs	Gill Sewell, Pat Bunche Tel: 020 8753 gill.sewell@lbhf.gov.uk, pat.bunche@lbhf.gov.uk	Children's Centre statutory guidance Consultation document Consultation feedback EQIA
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Children's Centre providers Borough residents Current users		

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Cabinet	18 Apr 2011	Housing Capital Programme 2011/12 Report setting out the proposed Housing Capital Programme 2011/12 and seeking authority to initiate projects and incur expenditure subject to relevant further approvals.	Cabinet Member for Housing	Method of consultation: Programme agreed with HFH Property Services Management Team, HFH Executive Management Team. Discussed with Cabinet Member for Housing. Initial consultation with residents, TRAs, HAFFTRA, other affected departments.	Paul Hopkinson paul.hopkinson@hfhomes.org.uk	Housing Capital Programme working papers; Housing Investment Strategy working papers; draft Housing Asset Management Strategy
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Individual residents, TRAs, HAFFTRA, Ward councillors		
Cabinet	18 Apr 2011	Kenmont Primary - Roof Replacement This report seeks to appoint Breyer Group Plc to carry the roof replacement.	Cabinet Member for Children's Services	Method of consultation: Meetings	Mike Cosgrave, Pat Nolan Tel: 020 8753 4849, Tel: 020 8753 4516 mike.cosgrave@lbhf.gov.uk,	None.
	Reason: Expenditure more than £100,000		Ward(s): College Park and Old Oak	Consultees: Client department		
June (provisional date)						
Cabinet	20 Jun 2011	Disposal of Air Rights at Planetree Court This report recommends the	Cabinet Member for Housing	Method of consultation: On going consultation with residents of Planetree Court and local residents.	Ian Ruegg Tel: 020 8753 1722 ian.ruegg@lbhf.gov.uk	Jacques Prevert File

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	Reason: Expenditure more than £100,000	disposal of air rights above the vehicular entrance of Council owned accommodation at Planetree Court to the adjacent Jacques Prevert school to facilitate classroom and playground expansion for the school.	Ward(s): Avonmore and Brook Green	Consultees: Director of Finance Head of Legal Services Director of Environment Head of Building Property Management H&F Homes		
July (provisional date)						
Cabinet	18 Jul 2011 Reason: Affects more than 1 ward	Economic Development Update This report updates Members on work to maximise jobs and employment opportunities for residents and to support business growth and retention.	Leader of the Council Ward(s): All Wards	Method of consultation: Ongoing discussions and meetings with key stakeholders Consultees: Key Stakeholders: Borough based businesses Employment Support Agencies Third Sector (Economic Well-being)	Kim Dero, Antonia Hollingsworth, Neil Wigglesworth Tel: 020 8753 4229, Tel: 020 8753 1698, Tel: 020 8753 3375 kim.dero@lbhf.gov.uk, Antonia.Hollingsworth@lbhf.gov.uk, Neil.Wigglesworth@lbhf.gov.uk	Economic Development Business Plans Local Economic Assessment Business Investment Work Plan Work Matters Strategy