

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period December 2011 to March 2012

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 December 2011 to March 2012.

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 Andrew Johnson
Cabinet Member for Residents Services:	Councillor Greg Smith
Cabinet Member for Strategy:	Councillor Mark Loveday

LIST OF KEY DECISIONS PROPOSED DECEMBER 2011 TO MARCH 2012

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
December						
Cabinet	5 Dec 2011	Shepherds Bush Common Improvement Project	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	Approval to appoint works contractors to undertake restoration works on Shepherds Bush Common.	Ward(s): Shepherds Bush Green	Consultees: Local Amenity Groups Local residents Statutory bodies		
Cabinet	5 Dec 2011	Corporate Network Strategy	Leader of the Council	Method of consultation: Corporate Asset Delivery Team IT Strategy and Operation Group Tri-borough Working IT Strategy Board	Howell Huws Tel: 020 8753 5025 Howell.Huws@lbhf.gov.uk	IT strategy - getting the basics right IT infrastructure renewal

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	Reason: Expenditure more than £100,000	life. From June 2013, a number of products become unserviceable and will need to be replaced. Other elements of the corporate network need work to make them suitable for tri-borough working or to provide business continuity.	Ward(s): All Wards	Consultees: as above		
Cabinet	5 Dec 2011	<p>Update on implementation of Libraries Strategy: Barons Court Community Library, Avonmore Neighbourhood Centre</p> <p>On 10th January 2011 Cabinet agreed to end the Council-run service at Barons Court Library from 31st March 2011 and to transfer the library provision to a community-run service. Due to timing issues, on 18th April 2011 Cabinet agreed to additional one-off funding. This was to ensure a continuous provision of service from the site, pending implementation of the new arrangements which are currently being progressed.</p>	Cabinet Member for Residents Services	Method of consultation: As of January/March 2011 reports	Sue Harris, Jo Balsys Tel: 020 8753 4295, Tel: 020 8753 2491 Sue.Harris@lbhf.gov.uk, Josephine.Balsys@lbhf.gov.uk	Cabinet 10th January 2011 Cabinet 18th April 2011
	Reason: Significant in 1 ward		Ward(s): Avonmore and Brook Green	Consultees: As of January/March 2011 reports		

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Cabinet	5 Dec 2011	Housing Capital Programme 2012/13 The purpose of the report is to seek approval for the proposed 2012/13 housing capital programme	Cabinet Member for Housing	Method of consultation: The overall programme has been consulted with HRD service teams, ENVD (Building Property Services), HRD DMT, Cabinet Member for Housing. Residents affected by individual schemes will be consulted prior to start on site.	Mike Kay, Vince Conway Tel: 020 8753 4536, Tel: 020 8753 1915 Mike.Kay@lbhf.gov.uk, vince.conway@hfhomes.org.uk	Housing Capital Programme; Housing Investment Plan; HRD Finance and Delivery Plan
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: HRD Service teams; BPM; HRD DMT; Cabinet Member for Housing; HAFFTRA; Tenant and Resident Associations;		
Cabinet	5 Dec 2011	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 Month 6 The report seeks approval to changes to Capital Programme and Revenue Budgets.	Leader of the Council	Method of consultation: PSB	Jane West, Gary Ironmonger Tel: 0208 753 1900, Tel: 020 8753 2109 jane.west@lbhf.gov.uk, Gary.Ironmonger@lbhf.gov.uk	Capital Monitoring Report Revenue Monitoring Report
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: All Departments		

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Cabinet Full Council	5 Dec 2011	Treasury Management update for the first six months of 2011/12 This report covers Quarter 1 and 2 for 2011/12 and provides information on the Council's debt, borrowing and investment activity up to the 30 September 2011.	Leader of the Council	Method of consultation: Councillors	Pat Gough Tel: 0208 753 2542 pat.gough@lbhf.gov.uk	CIPFA Treasury Management Code of Practice. Loans and Investment Ledger.
	Reason: Expenditure more than £100,000		25 Jan 2012	Ward(s): All Wards		
Cabinet	5 Dec 2011	S153 Equality Act 2010 Publication of Information and setting of Equality Objectives	Leader of the Council	Method of consultation: Officers' group in July 2011 EMT Oct 2011	Carly Fry - PEIA Tel: 020 8753 3430 peia@lbhf.gov.uk	TBA
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Officers' working group, EMT		
Cabinet	5 Dec 2011	White City Collaborative Care Centre Approval of final business case and authorisation to reach financial close	Cabinet Member for Community Care	Method of consultation: Has been extensive, and will be detailed in the report.	Mark Jones Tel: 0208 753 5006 mark.jones@lbhf.gov.uk	Cabinet Member's Decision paper August 2010
	Reason: Expenditure more than £100,000		Ward(s): Wormholt and White City	Consultees: PCT, Public, GPs, NHS London, Department of Health		

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Cabinet	5 Dec 2011 Reason: Expenditure more than £100,000	<p>European Social Fund - Supporting Residents to Secure Employment</p> <p>Officers have successfully bided for £1,000,000 GLA European Social Fund (ESF) finance to deliver services which help unemployed residents secure employment.</p> <p>ESF funding must be matched equally with an complementary £1,000,000 from LBHF.</p> <p>This report seeks approval for £1,000,000 Council expenditure over two years as match funding from 1st Oct 2012 – 31st March 2014. This sum sits in the corporate Third Sector Investment Fund and is already allocated for employability support services until 30th September 2012.</p>	<p>Leader of the Council</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: Discussions held and information disseminated to key internal and external partners and stakeholders listed below in order to secure support.</p> <p>Consultees: London Council's, Greater London Enterprise London Boroughs LBHF - Legal LBHF - Finance LBHF - Community Liaison</p>	<p>Kim Dero, Neil Wigglesworth</p> <p>Tel: 020 8753 4229, Tel: 020 8753 3375 kim.dero@lbhf.gov.uk, Neil.Wigglesworth@lbhf.gov.uk</p>	LBHF Community Strategy 2007 - 2014
Cabinet	5 Dec 2011 Reason: Affects more than 1 ward	<p>Borough Investment Plan</p> <p>Document setting out the Council's future affordable housing investment priorities to the Homes and Communities Agency and the</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: None</p> <p>Consultees: Internal consultation</p>	<p>Aaron Cahill</p> <p>Tel: 020 8753 1909 Aaron.Cahill@lbhf.gov.uk</p>	Annexes will be provided with the Borough Investment Plan

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		Mayor of London				
Cabinet	5 Dec 2011	Disposal of the Council's Property Interest in the Novotel, 1 Shortlands, London, W6, Basement Car Parking, and Metro Building, 1 Butterwick, London, W6 The report will set out the prices agreed for the disposal of the Council's freehold and leasehold interests in the properties set out in the title of this report.	Deputy Leader (+Environment and Asset Management)	Method of consultation: Not Applicable	Miles Hooton Tel: 020 8753 2835 Miles.Hooton@lbhf.gov.uk	N/A
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway	Consultees: Not Applicable		
Cabinet	5 Dec 2011	Tri-Borough mandates Mandates for Adult Services, Libraries and Children's Services.	Leader of the Council	Method of consultation: Consultation on Tri-Borough proposals throughout the year	Simon Jones Tel: 020 8753 2086 simon.jones@lbhf.gov.uk	None - reports to come
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: All residents		
Cabinet	5 Dec 2011	Housing Development Company - First Phase Sites Approval for the first phase of sites to develop new affordable housing.	Cabinet Member for Housing	Method of consultation: A detailed consultation process will be undertaken on each of the identified sites that will incorporate, resident newsletters, letters to leaseholders, Ward	Matin Miah, Eric Holroyd Tel: 0208753 3480, Tel: 020 8753 2368 martin.miah@lbhf.gov.uk, eric.holroyd@lbhf.gov.uk	Housing Development Company Cabinet Report, April 2011. Appoint of Development Agent to Support the

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	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Consultation will be completed with residents, Ward Councillors and other stakeholders.		Delivery of New Affordable Homes (Exempt and non-exempt), September 2011.
Cabinet	5 Dec 2011		GLA Olympic Grant Funding - updated operational plan	Cabinet Member for Residents Services	Method of consultation: Internal officer meetings	Graeme Findlay Tel: 020 8753 2276 graeme.findlay@lbhf.gov.uk
	Reason: Expenditure more than £100,000	Approval of the spending plan for a £100k GLA grant allocation.	Ward(s): All Wards	Consultees: LBHF 2012 Operations Group		
9 January						
Cabinet	9 Jan 2012	The Archives Service Review	Cabinet Member for Residents Services	Method of consultation: Series of formal and informal meetings	Chris Bunting chris.bunting@lbhf.gov.uk	None.
	Reason: Affects more than 1 ward	This report will outline the current position and recommend options for the future delivery of the Council's archives service.	Ward(s): All Wards	Consultees: Local Stakeholders		

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Cabinet	9 Jan 2012	Highways Planned Maintenance Programme 2012/13	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	Road Condition Surveys
	Reason: Expenditure more than £100,000	The purpose of the report is to seek approval for the projects listed within the Carriageway and Footway Planned Maintenance programme and to establish a degree of flexibility in the management of the budgets and programme during the year.	Ward(s): All Wards	Consultees: N/A		
Cabinet	9 Jan 2012	Serco Contract Review	Cabinet Member for Residents Services	Method of consultation: Meetings via a project board	Sue Harris Tel: 020 8753 4295 Sue.Harris@lbhf.gov.uk	Serco contract documentation
	Reason: Expenditure more than £100,000	Following a review of the financial and service performance of the Serco Waste and Cleansing contract, a clearer performance regime is proposed that provides greater value for money, improves service quality and is based on the principles of risk and reward.	Ward(s): All Wards	Consultees: Serco contractors and in-house officers as appropriate		
Cabinet	9 Jan 2012	Travel Assistance Policies	Cabinet Member for Children's Services	Method of consultation: All parents, pupils and staff at Special schools have been consulted about the SEN Travel Assistance Policy.	Pat Matheson, Faye Munro Tel: 020 8753 3789, Tel: 020 8753 1604 Pat.Matheson@lbhf.gov.uk, fye.munro@lbhf.gov.uk	Post 16 Transport Policy SEN Travel Assistance Policy

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	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: All staff and parent/carers and pupils attending special schools and units have been consulted.		
Cabinet	9 Jan 2012 Reason: Affects more than 1 ward	SmartWorking Stage D: Paperlight Office Funding drawdown for corporate rollout of SmartWorking: update on SmartWorking, presents a business case and requests funds for the next stage (Stage D).	Leader of the Council Ward(s): All Wards	Method of consultation: All departments Consultees: ADs and heads of service as relevant	Nigel Pallace nigel.pallace@lbhf.gov.uk	Business Case for SmartWorking at H&F Business case for SmartWorking Stage C Cabinet paper – Funding drawdown for Cabinet paper – Funding Request for the SmartWorking Programme. 14th July 2008 of Riverview House removal expenses related to the decant the SmartWorking programme and

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Cabinet	9 Jan 2012	Advertising and sponsorship opportunities To market test for external expertise, on payment by reward basis, to help realise advertising and sponsorship opportunities across H&F.	Cabinet Member for Residents Services	Method of consultation: EMT, Transformation Board	Simon Jones, Sharon Bayliss Tel: 020 8753 2086, Tel: 020 8753 1636 simon.jones@lbhf.gov.uk, sharon.bayliss@lbhf.gov.uk	Available from Simon Jones x 2086
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: As above		
Cabinet	9 Jan 2012	Workplace replacement Proposal to upgrade Microsoft Office to support collaborative tri borough working while also renewing the workplace IT device (PC) offer and the core desktop infrastructure to replace end-of-life hardware and software, increasing flexibility of deployment.	Leader of the Council	Method of consultation: IT Strategy and Operation Group Tri-borough IT Strategy Board	Howell Huws Tel: 020 8753 5025 Howell.Huws@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: As above		
Cabinet	9 Jan 2012	Cost reduction programme Procurement of a five year contract for support on a gain share basis through two initiatives; savings from the renewal and renegotiation of contracts; enhanced revenues collection through improved debt management.	Leader of the Council	Method of consultation: Market Management Transformation Board	Jackie Hudson, Howell Huws Tel: 020 8753 2946, Tel: 020 8753 5025 Jackie.Hudson@lbhf.gov.uk, Howell.Huws@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Market Management Transformation Board DFCS		

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Cabinet	9 Jan 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 Month 7 Report seeks approval to changes to the Capital Programme and Revenue Budgets.	Leader of the Council	Method of consultation: PSB	Jane West, Gary Ironmonger Tel: 0208 753 1900, Tel: 020 8753 2109 jane.west@lbhf.gov.uk, Gary.Ironmonger@lbhf.gov.uk	Capital Monitoring Report Revenue Monitoring Report
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: All Departments		
Cabinet	9 Jan 2012	Earl's Court Redevelopment Project The Council has been exploring the benefits of including the West Kensington and Gibbs Green estates within the proposed comprehensive redevelopment of Earl's Court and Lillie Bridge depot.	Leader of the Council	Method of consultation: Extensive consultation has been undertaken since 2009 with local residents and stakeholders in a variety of forums and methods.	Mel Barrett, Sarah Lovell Tel: 020 8753 5571 melbourne.barrett@lbhf.gov.uk, sarah.lovell@lbhf.gov.uk	- 18th July Cabinet Report (part exempt) - Earl's Court and West Kensington Opportunity Area, Draft Joint Supplementary Planning Document, First Draft for Public Consultation March 2011
	Reason: Expenditure more than £100,000		Ward(s): North End	Consultees: - Residents of the West Kensington and Gibbs Green estates - Residents of the local area - Local businesses - Local stakeholders		

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Cabinet	9 Jan 2012	Hammersmith Town Hall - Smart Accommodation Programme - Phase 1	Deputy Leader (+Environment and Asset Management)	Method of consultation: Client Meetings	Mike Cosgrave, Velma Chapman Tel: 020 8753 4849, Tel: 020 8753 4807 mike.cosgrave@lbhf.gov.uk, velma.chapman@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000	Tender acceptance report to appoint contractor to carry out remodelling works on 1st and 2nd floor offices at Hammersmith Town Hall to provide smart working, open plan accommodation to maximise occupancy.	Ward(s): Hammersmith Broadway	Consultees: N/A		
Cabinet	9 Jan 2012	Economic Gains - S106 codes for approval	Leader of the Council	Method of consultation: Discussions internally with planning, adult learning and procurement colleagues. Additional consultation with bi and tri-borough colleagues	Antonia Hollingsworth Tel: 020 8753 1698 Antonia.Hollingsworth@lbhf.gov.uk	Best practice documents Planning legislation (s106)
	Reason: Affects more than 1 ward	Economic Gains - S106 codes for approval. Three codes: Employment and Training Code, Procurement Code and Business Investment Code have been drafted to ensure economic gains are negotiated with developers through the S106 process.	Ward(s): All Wards	Consultees: Environment Procurement unit RBKC Bi-borough partners		
Cabinet	9 Jan 2012	Tri-Borough Total Management Facilities (TFM) Project Expenditure	Deputy Leader (+Environment and Asset Management)	Method of consultation: Project Team - Weekly Meetings Procurement, HR & Communications - Meetings	Mike Cosgrave Tel: 020 8753 4849 mike.cosgrave@lbhf.gov.uk	None.
		To gain approval for the				

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	Reason: Expenditure more than £100,000	funding provision to progress the Tri-Borough Total Facilities Management (TFM) Project Procurement based upon the business case embedded within the report.	Ward(s): All Wards	Consultees: RBKC WC		
Cabinet Full Council	9 Jan 2012 25 Jan 2012 Reason: Budg/pol framework	Council Tax Base and Collection Rate 2012/2013 This report contains an estimate of the Council Tax collection rate and calculates the Council Tax base for 2012/13. The Council Tax base will be used in the calculation of the Band D Council Tax undertaken in the Revenue Budget Report for 2012/13.	Leader of the Council Ward(s): All Wards	Method of consultation: N/A Consultees: N/A	Steve Barrett Tel: 020 8753 1053 Steve.Barrett@lbhf.gov.uk	Collection Rate Statistics DCLG Return CTB1 (October 2011) Local Government Finance Act 1992 Taxbase Adjustment Calculations
Cabinet	9 Jan 2012 Reason: Affects more than 1 ward	Housing Development Company Delivering Affordable Homes The Council has established a local housing development company structure to undertake development and management of new affordable housing in the	Cabinet Member for Housing Ward(s): All Wards	Method of consultation: Detailed resident and stakeholder engagement. Consultees: Residents, Ward Councillors and local stakeholders.	Matin Miah, Eric Holroyd Tel: 0208753 3480, Tel: 020 8753 2368 matin.miah@lbhf.gov.uk, eric.holroyd@lbhf.gov.uk	Housing Development Company Cabinet Report, April 2011.

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		Borough. This report sets out the work programme to deliver new affordable homes.				
30 January						
Cabinet	30 Jan 2012	Award of Term Contract for Public Lighting and Ancillary Works 2012-2015	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	Tender Documents
	Reason: Expenditure more than £100,000	Decision to award the new Public Lighting and Ancillary Works contract to the most economically advantageous tender.	Ward(s): All Wards	Consultees: N/A		
Cabinet	30 Jan 2012	Remodelling of Day Services	Cabinet Member for Community Care	Method of consultation: 12 week consultation from 3rd October to 23rd December with service users, carers and interest groups. Meetings in place for all those affected. Questionnaire to be delivered to all current users affected week beginning 3rd October.	Hannah Carmichael Tel: 020 8753 5384 hannah.carmichael@lbhf.gov.uk	Cabinet Member Decision to Consult, September 2011.
	Reason: Affects more than 1 ward	Remodelling of day services, including proposals on relocation of some services and sharing building space with various care groups.	Ward(s): All Wards	Consultees: Service users and carers of Ellerslie Road day service, Options day service and Nubian Life day service.		

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				<p>Interest groups representing the above services: Mind, HAFAD, Mencap and TAHA (Shanti day service).</p> <p>Consultative and Disability forums.</p> <p>HAFCAC</p>		
Cabinet	<p>30 Jan 2012</p> <p>Reason: Expenditure more than £100,000</p>	<p>Measured Term Contract for Door Entry Systems – Boroughwide Housing Properties 2011 - 2015</p> <p>Tender Acceptance to appoint contractor to carry out day to day reactive breakdown callout repairs together with a small element of routine servicing to door entry systems and automatic doors and barriers to the Council's Housing Properties.</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: Consultation Meetings</p> <p>Consultees: Client Leaseholders</p>	<p>Velma Chapman, Martin Matthew</p> <p>Tel: 020 8753 4807, velma.chapman@lbhf.gov.uk, Martin.Matthew@lbhf.gov.uk</p>	None.
Cabinet	<p>30 Jan 2012</p> <p>Reason: Expenditure more than £100,000</p>	<p>Measured Term Contract for Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Associated Equipment to Non-Housing Buildings</p> <p>Tender Acceptance Report to</p>	<p>Deputy Leader (+Environment and Asset Management)</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: Consultation Meetings</p> <p>Consultees: Client</p>	<p>Martin Matthew, Velma Chapman</p> <p>Tel: 020 8753 4807 Martin.Matthew@lbhf.gov.uk, velma.chapman@lbhf.gov.uk</p>	None.

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		appoint contractor to carry out Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Association Equipment in Non-Housing Properties.				
Cabinet	30 Jan 2012 Reason: Expenditure more than £100,000	Measured Term Contract for Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Associated Equipment to Housing Properties Tender Acceptance Report to appoint contractor to carry out day to day breakdown repair and maintenance to lift plant and associated equipment in Housing Properties.	Cabinet Member for Housing Ward(s): All Wards	Method of consultation: Consultation Meetings Consultees: Client Leaseholders	Martin Matthew, Velma Chapman Tel: 020 8753 4807 Martin.Matthew@lbhf.gov.uk, velma.chapman@lbhf.gov.uk	None.
Cabinet	30 Jan 2012 Reason: Expenditure more than £100,000	Measured Term Contract for Planned Preventative Mechanical Maintenance for Boroughwide Housing Properties 2011-2015 Tender Acceptance to appoint contractor to carry out servicing of mechanical plant, day-to-day repairs, inspection and planned maintenance repairs to Housing Properties.	Cabinet Member for Housing Ward(s): All Wards	Method of consultation: Consultation Meetings Consultees: Client Leaseholders	Velma Chapman, Martin Matthew Tel: 020 8753 4807, velma.chapman@lbhf.gov.uk, Martin.Matthew@lbhf.gov.uk	None.

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Cabinet	30 Jan 2012	Hammersmith Town Hall - New CCTV Centre Tender acceptance report to appoint contractor to carry out refurbishment works in Room 313, Hammersmith Town Hall and relocation of parking services.	Deputy Leader (+Environment and Asset Management)	Method of consultation: Client Meetings	Mike Cosgrave, Velma Chapman Tel: 020 8753 4849, Tel: 020 8753 4807 mike.cosgrave@lbhf.gov.uk, velma.chapman@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway	Consultees: N/A		
Cabinet	30 Jan 2012	Hammersmith Town Hall - Relocation of Registrars Service Tender acceptance report to appoint contractor to carry out refurbishment works of ground floor offices, Mayor's Parlour and Ante-room 1 at Hammersmith Town Hall for use by the Registrars Service who are relocating from Fulham Town Hall.	Deputy Leader (+Environment and Asset Management)	Method of consultation: Client Meeting	Mike Cosgrave Tel: 020 8753 4849 mike.cosgrave@lbhf.gov.uk	None.
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway	Consultees: N/A		
Cabinet	30 Jan 2012	Recharges Policy for Property Services The adoption of a Recharges Policy for Property Services	Cabinet Member for Housing	Method of consultation: Consultation has been undertaken with Tenants Representatives and at Borough Forum	Ian Watts ian.Watts@lbhf.gov.uk	None
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: TRAs		

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	30 Jan 2012	Parking Services digital CCTV centre implementation Funding request to implement digital CCTV equipment for Parking Services and carry out associated works.	Deputy Leader (+Environment and Asset Management)	Method of consultation: TBC	David Taylor david.taylor@lbhf.gov.uk	TBC
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: TBC		
Cabinet	30 Jan 2012	Barton House Modernisations to the existing passenger lifts A & B.	Cabinet Member for Housing	Method of consultation: Notice of Intent Section 20 Meetings	Martin Matthew, Roger Thompson, Laura Hunter, Sally Williams Tel: 020 8753 3920, Tel: 020 8753 4243, Tel: 020 8753 4865 Martin.Matthew@lbhf.gov.uk, Roger.Thompson@lbhf.org.uk, helen.hunter@lbhf.gov.uk, sally.williams@lbhf.gov.uk	Notice of Intent Procurement Documents Section 20
	Reason: Expenditure more than £100,000		Ward(s): Sands End	Consultees: Tenants and leaseholders		
Cabinet Full Council	30 Jan 2012	Revenue Budget and Council Tax Levels 2012/13 This report sets out proposals in respect of the revenue budget for the Council for 2012/13 including Council Tax levels, and deals with the precept from the Greater London Authority (GLA), together with ancillary issues.	Leader of the Council	Method of consultation: Scrutiny Committeess for each department, Non-Domestic Rate Payers	Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	None.
	29 Feb 2012		Ward(s): All Wards	Consultees: Senior Officers, Lead Council Members and the Leader of the Council		

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 Full Council	30 Jan 2012	Capital Programme 2012/13 to 2016/17 This report sets out proposals in respect of the capital programme, together with ancillary issues.	Leader of the Council	Method of consultation: Senior Officers Lead Council Members	Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	Capital Programme working papers
	29 Feb 2012		Reason: Budg/pol framework	Ward(s): All Wards		
Cabinet	30 Jan 2012	Corporate Car Parking Funding for changes to enable the introduction of charges for use of staff car parking spaces at various civic buildings.	Deputy Leader (+Environment and Asset Management)	Method of consultation: Online staff survey	Dave McNamara, Matt Caswell Tel: 020 8753 2708 dave.mcnamara@lbhf.gov.uk, Matt.Caswell@hfbp.co.uk	TBC
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: All staff		
March						
Cabinet	5 Mar 2012	West London Housing Related Support Joint Framework Agreement Request for delegated authority to the Executive Director of Adult Social Care in consultation with the Cabinet Member for Community Care for the new framework agreement for housing related support services across eight West London boroughs. LBHF is the lead procurement borough for the new	Cabinet Member for Community Care	Method of consultation: Communication has been carried out with provider organisations across West London. Consultation is being undertaken with service users from all eight boroughs.	Jenny Platt Tel: 020 8758 5034 jenny.platt@lbhf.gov.uk	PID Technical Report Tender Documentation
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Provider organisations Service users		

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
		framework.				
Cabinet	5 Mar 2012	Corporate Planned Maintenance Programme 2012-2013 Approval to commit to a programme of works	Deputy Leader (+Environment and Asset Management)	Method of consultation: Meetings & Correspondence	Pat Nolan, Mike Cosgrave, Sally Williams Tel: 020 8753 4516, Tel: 020 8753 4849, Tel: 020 8753 4865 mike.cosgrave@lbhf.gov.uk, sally.williams@lbhf.gov.uk	Correspondence and draft programme of works
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Client Departments Assistant Director (BPM)		
Cabinet	5 Mar 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 8 The report seeks approval for changes to the Capital Programme and Revenue Budgets.	Leader of the Council	Method of consultation: PSB	Jane West, Gary Ironmonger Tel: 0208 753 1900, Tel: 020 8753 2109 jane.west@lbhf.gov.uk, Gary.Ironmonger@lbhf.gov.uk	Capital Monitoring Report revenue Monitoring Report
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: All Departments		
Cabinet	5 Mar 2012	Market Management Sponsorship Contract for Advertising and Sponsorship Services	Cabinet Member for Residents Services	Method of consultation: TAP	Sharon Bayliss Tel: 020 8753 1636 sharon.bayliss@lbhf.gov.uk	TAP paperwork and see cabinet members decision
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: TAP		

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	5 Mar 2012 Reason: Expenditure more than £100,000	Lyric Square Management Proposed partnership model for future management of Lyric Square Event diary Potential working with HammersmithLondon. Discussions on this proposal are/will include consultation with Lyric Square users, HammersmithLondon (BID); Local businesses and internal stakeholders such as Highways in Environment Services, RSD Events Team and senior management.	Cabinet Member for Residents Services Ward(s): Hammersmith Broadway	Method of consultation: As above. Consultees: Lyric Square users (the public) and local businesses; HammersmithLondon (BID); Internal stakeholders such as Highways in Environment Services, RSD Events Team and senior management.	Flora Ekundayo Flora.Ekundayo@lbhf.gov.uk	To be provided.
Cabinet	5 Mar 2012 Reason: Expenditure more than £100,000	Network technology enabling multimedia use Work is required to implement network technology enabling multimedia use. This will enable (for example) access to e-meetings, streaming from websites such as news or webinars, training materials or staff briefings from the leader or chief executive. This will offer cost-effective just-in-time and personalised training courses, resulting in lower training costs and a higher-skilled workforce. There are	Leader of the Council Ward(s): All Wards	Method of consultation: IT Strategy and Operation Group Tri-borough Working IT Strategy Board Consultees: As above	Jackie Hudson, Howell Huws Tel: 020 8753 2946, Tel: 020 8753 5025 Jackie.Hudson@lbhf.gov.uk, Howell.Huws@lbhf.gov.uk	IT strategy - getting the basics right IT infrastructure renewal

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		also potential benefits from improved communication, e.g. videos of Leadership forum events.				
Cabinet	5 Mar 2012	Provision of Café Services - Ravenscourt Park, London W6 0HG	Cabinet Member for Residents Services	Method of consultation: N/A	Lyn Carpenter, Sharon Bayliss, Jem Kale	None
	Reason: Expenditure more than £100,000	Contract award for catering provisions for the Ravenscourt Park Café.	Ward(s): Ravenscourt Park	Consultees: N/A	Tel: 020 8753 1636, Tel: 0208 753 2276 lyn.carpenter@lbhf.gov.uk, sharon.bayliss@lbhf.gov.uk, jem.kale@lbhf.gov.uk	
Cabinet	5 Mar 2012	Earls Court Olympic Volleyball LATMP	Deputy Leader (+Environment and Asset Management)	Method of consultation: Planning consent to host competition secured with need to discharge conditions. LOCOG led local consultation on LATMP planned for January 2012	Nick Boyle	draft LATMP, planning decision notice and associated application documents
	Reason: Expenditure more than £100,000	Details of the Local Area Traffic Management Plan to facilitate the Olympic Volleyball competition to be held at Earls Court from 28 July to 12 August 2012	Ward(s): Fulham Broadway; North End	Consultees: Residents and businesses in zone of influence, ward councillors, residents groups, groups on transport consultation list, similar in RBKC	Tel: 020 8753 3069 nick.boyle@lbhf.gov.uk	

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
April						
Cabinet	16 Apr 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 9 The report seeks approval to changes to the Capital Programme and Revenue budgets.	Leader of the Council	Method of consultation: PSB	Jane West, Gary Ironmonger Tel: 0208 753 1900, Tel: 020 8753 2109 jane.west@lbhf.gov.uk, Gary.Ironmonger@lbhf.gov.uk	Capital Monitoring Report Revenue Monitoring Report
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: All Departments		
Cabinet	16 Apr 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 10 The report seeks approval to changes to the Capital Programme and Revenue Budgets.	Leader of the Council	Method of consultation: PSB	Jane West, Gary Ironmonger Tel: 0208 753 1900, Tel: 020 8753 2109 jane.west@lbhf.gov.uk, Gary.Ironmonger@lbhf.gov.uk	Capital Monitoring report Revenue Monitoring report
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: All Departments		