

## **FORWARD PLAN OF KEY DECISIONS**

*Proposed to be made in the period February 2012 to May 2012 (Including 30 January meeting)*

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 February 2012 to May 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](mailto: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](http://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 2011/12**

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

## LIST OF KEY DECISIONS PROPOSED FEBRUARY 2012 TO MAY 2012 (INCLUDING 30 JANUARY MEETING)

*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
<b>30 January</b>						
Cabinet	30 Jan 2012	<b>Highways Planned Maintenance Programme 2012/13</b>	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	30 Jan 2012	<b>Funding drawdown for roll-out of SmartWorking to HRD and: Paperless Office</b>	Leader of the Council	Method of consultation: All departments	Nigel Pallace, Cheryl Rehal  Tel: 020 8753 2758 nigel.pallace@lbhf.gov.uk, Cheryl.Rehal@lbhf.gov.uk	Business Case for SmartWorking at H&F Business case for SmartWorking Stage C Cabinet paper –
	Reason: Affects more than 1 ward	Update on SmartWorking, presents a business case and requests funds for the next	Ward(s): All Wards	Consultees: ADs and heads of service as relevant		

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		stage (Stage D).				Funding drawdown for Cabinet paper – Funding Request for the SmartWorking Programme. 14th July 2008 of Riverview House removal expenses related to the decant
Cabinet	30 Jan 2012	<p><b>Housing Development Company - Delivering affordable housing</b></p> <p>Approval for the first phase of sites to develop new affordable housing through the Council housing development company.</p>	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 Councillor briefings and drop-in sessions.	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. Appoint of Development Agent to Support the Delivery of New Affordable Homes (Exempt and non-exempt), September 2011.
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Consultation will be completed with residents, Ward Councillors and other stakeholders.		
Cabinet	30 Jan 2012	<p><b>Tri-Borough Total Management Facilities (TFM) Project Expenditure</b></p> <p>To gain approval for the</p>	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	

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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	30 Jan 2012	<b>Works to enable the relocation of Registrars Service from Fulham Town Hall to Hammersmith Town Hall</b>	Deputy Leader (+Environment and Asset Management)	Method of consultation: Client Meeting	Mike Cosgrave  Tel: 020 8753 4849 mike.cosgrave@lbhf.gov.uk	
	Reason: Expenditure more than £100,000	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.	Ward(s): Hammersmith Broadway	Consultees: N/A		
Cabinet	30 Jan 2012	<b>Corporate Planned Maintenance Programme 2012-2013</b>	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	Approval to commit to a programme of works	Ward(s): All Wards	Consultees: Client Departments Assistant Director (BPM)		

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Cabinet  Full Council	30 Jan 2012  29 Feb 2012  Reason: Budg/pol framework	<b>Revenue Budget and Council Tax Levels 2012/13</b>  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  Ward(s): All Wards	Method of consultation: Scrutiny Committees for each department, Non-Domestic Rate Payers  Consultees: Senior Officers, Lead Council Members and the Leader of the Council	Jane West  Tel: 0208 753 1900 jane.west@lbhf.gov.uk	
Cabinet  Full Council	30 Jan 2012  29 Feb 2012  Reason: Budg/pol framework	<b>Capital Programme 2012/13 to 2016/17</b>  This report sets out proposals in respect of the capital programme, together with ancillary issues.	Leader of the Council  Ward(s): All Wards	Method of consultation: Senior Officers Lead Council Members  Consultees: All service departments	Jane West  Tel: 0208 753 1900 jane.west@lbhf.gov.uk	Capital Programme working papers
Cabinet	30 Jan 2012  Reason: Expenditure more than £100,000	<b>Measured Term Contract for Door Entry Systems – Boroughwide Housing Properties 2011 - 2015</b>  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	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	

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		and barriers to the Council's Housing Properties.				
Cabinet	30 Jan 2012	<b>Measured Term Contract for Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Associated Equipment to Non-Housing Buildings</b>  Tender Acceptance Report to appoint contractor to carry out Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Association Equipment in Non-Housing Properties.	Deputy Leader (+Environment and Asset Management)  Ward(s): All Wards	Method of consultation: Consultation Meetings  Consultees: Client	Martin Matthew, Velma Chapman  Tel: 020 8753 4807 Martin.Matthew@lbhf.gov.uk, velma.chapman@lbhf.gov.uk	
	Reason: Expenditure more than £100,000					
Cabinet	30 Jan 2012	<b>Measured Term Contract for Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Associated Equipment to Housing Properties</b>  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	
	Reason: Expenditure more than £100,000					
Cabinet	30 Jan 2012	<b>Draft Housing Strategy 2012/17</b>	Cabinet Member for Housing	Method of consultation:	Aaron Cahill  Tel: 020 8753 1909 Aaron.Cahill@lbhf.gov.uk	Evidence Base Key Decision for Draft Housing Strategy 2012/17

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	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees:		
Cabinet  Full Council	30 Jan 2012  29 Feb 2012	<b>Treasury Management Strategy Report 2012/13.</b>  This report provides information on the Council's Treasury Management Strategy for 2012/13. It seeks approval for borrowing limits and authorisation for the Executive Director of Finance and Corporate Governance to arrange the Council's cashflow, borrowing and investments in the year 2012/13.	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 Treasury Management Code of Practice. Loans and Investment Ledgers
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Audit and Pensions Committee		
Cabinet	30 Jan 2012	<b>Housing Revenue Account Budget, Financial Strategy and Rent increase for 2012/13</b>	Cabinet Member for Housing	Method of consultation: HRD Budget holders have formally signed off their budgets,	Kathleen Corbett  Tel: 020 8753 3031 Kathleen.Corbett@lbhf.gov.uk	HRA Draft Determination
	Reason: Budg/pol framework		Ward(s): All Wards	Consultees: HRD Budget holders, AD's and executive Director, Cabinet Member for Housing and Finance and Corporate Services		



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Cabinet	30 Jan 2012	<b>Update on implementation of services out of Sands End Community Centre</b>  Update on the service arrangements and full approval of all funds required	Cabinet Member for Residents Services	Method of consultation: As part of the wider Sands End programme	Sharon Bayliss  Tel: 020 8753 1636 sharon.bayliss@lbhf.gov.uk	None
	Reason: Expenditure more than £100,000		Ward(s): Sands End	Consultees: Residents and schools		
Cabinet	30 Jan 2012	<b>Land at 282-292 Goldhawk Road</b>  To agree the partnership and procurement arrangements necessary to bring forward the development of the sites	Cabinet Member for Housing	Method of consultation: Approval to the partnership arrangements will trigger consultation with ward councillors, local residents and stakeholders	Neil Kirby  Tel: 020 8753 1722 Neil.Kirby@lbhf.gov.uk	
	Reason: Budg/pol framework		Ward(s): Ravenscourt Park	Consultees: Residents, ward councillors and stakeholders		
<b>March</b>						
Cabinet	5 Mar 2012	<b>Award of Term Contract for Public Lighting and Ancillary Works 2012-2015</b>  Decision to award the new Public Lighting and Ancillary Works contract to the most economically advantageous tenderer.	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		Ward(s): All Wards	Consultees: N/A		

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Cabinet	5 Mar 2012	<b>Remodelling of Day Services</b>  Remodelling of day services, including proposals on relocation of some services and sharing building space with various care groups.	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		Ward(s): All Wards	Consultees: Service users and carers of Ellerslie Road day service, Options day service and Nubian Life day service.  Interest groups representing the above services: Mind, HAFAD, Mencap and TAHA (Shanti day service).  Consultative and Disability forums.  HAFCAC		
Cabinet	5 Mar 2012	<b>Hammersmith Town Hall - New CCTV Centre</b>	Deputy Leader (+Environment and Asset Management)	Method of consultation: Client Meetings	Mike Cosgrave, Velma Chapman  Tel: 020 8753 4849, Tel:	

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	Reason: Expenditure more than £100,000	Tender acceptance report to appoint contractor to carry out refurbishment works in Room 313, Hammersmith Town Hall and relocation of parking services.	Ward(s): Hammersmith Broadway	Consultees: N/A	020 8753 4807 mike.cosgrave@lbhf.gov.uk, velma.chapman@lbhf.gov.uk	
Cabinet	5 Mar 2012	<b>Recharges Policy for Property Services</b>  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		
Cabinet	5 Mar 2012	<b>Corporate Car Parking</b>  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		
Cabinet	5 Mar 2012	<b>West London Housing Related Support Joint Framework Agreement</b>  Request for delegated authority to the Executive Director of Adult Social Care in consultation with the Cabinet	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

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	Reason: Affects more than 1 ward	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 framework.	Ward(s): All Wards	Consultees: Provider organisations Service users		
Cabinet	5 Mar 2012	<b>Market Management Sponsorship</b>	Cabinet Member for Residents Services	Method of consultation: TAP	Sharon Bayliss, Mary Byrne, Simon Jones	TAP paperwork and see cabinet members decision
	Reason: Expenditure more than £100,000	Contract for Advertising and Sponsorship Services.	Ward(s): All Wards	Consultees: TAP	Tel: 020 8753 1636, Tel: 020 8753 2080, Tel: 020 8753 2086 sharon.bayliss@lbhf.gov.uk, Mary.Byrne@lbhf.gov.uk, simon.jones@lbhf.gov.uk	
Cabinet	5 Mar 2012	<b>Hammersmith Town Hall - Smart Accommodation Programme - Phase 1</b>	Deputy Leader (+Environment and Asset Management)	Method of consultation: Client Meetings	Mike Cosgrave, Velma Chapman	
	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	Tel: 020 8753 4849, Tel: 020 8753 4807 mike.cosgrave@lbhf.gov.uk, velma.chapman@lbhf.gov.uk	
Cabinet	5 Mar 2012	<b>Network technology enabling multimedia use</b>	Leader of the Council	Method of consultation: IT Strategy and Operation Group Tri-borough Working IT Strategy Board	Jackie Hudson, Howell Huws	IT strategy - getting the basics right IT infrastructure renewal
		Work is required to implement			Tel: 020 8753 2946, Tel: 020 8753 5025	

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	Reason: Expenditure more than £100,000	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 also potential benefits from improved communication, e.g. videos of Leadership forum events.	Ward(s): All Wards	Consultees: As above	Jackie.Hudson@lbhf.gov.uk, Howell.Huws@lbhf.gov.uk	
Cabinet	5 Mar 2012	<b>Provision of Café Services - Ravenscourt Park, London W6 0HG</b>	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	<b>Earls Court Olympic Volleyball LATMP</b>	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  Tel: 020 8753 3069 nick.boyle@lbhf.gov.uk	draft LATMP, planning decision notice and associated application documents

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	Reason: Expenditure more than £100,000	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		
Cabinet	5 Mar 2012  Reason: Expenditure more than £100,000	<b>The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 9</b>  The report seeks approval to changes to the Capital Programme and Revenue budgets.	Leader of the Council  Ward(s): All Wards	Method of consultation: PSB  Consultees: All Departments	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
Cabinet	5 Mar 2012	<b>TfL funded annual integrated transport investment programme 2012/13</b>  This report summarise the TfL funded integrated transport investment programme for 2012/13. Eighteen projects are proposed totalling £1.988	Deputy Leader (+Environment and Asset Management)	Method of consultation: Integrated programme consulted on via LIP2 consultation progress and LIP2 approved by Cabinet and the Mayor of London.  Scheme consultation process consists of blank canvas consultation in	Nick Boyle  Tel: 020 8753 3069 nick.boyle@lbhf.gov.uk	LIP2

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		million under three programme areas; Corridors, Neighbourhoods and Smarter Travel.		local area before design work and detailed design consultation before implementation.		
	Reason: Expenditure more than £100,000	<p>The purpose of the schemes is to help meet the Transport Plan (LIP) objectives of improving access to the borough's regeneration areas, improving the efficiency of the road network , improve the quality of our streets and air quality, make it easier for everyone to gain access to transport, control parking spaces fairly for residents and businesses and reduce the numbers of people killed and injured on our roads.</p> <p>The funding has been provided specifically for these purposes by Transport for London and will be designed to give maximum value for money and reduce longer term maintenance costs to the council . There will be full consultation on the details of schemes with residents, businesses and road user groups and schemes will only be supported if they have</p>	Ward(s): All Wards	Consultees: local stakeholders ward councillors emergency services road user groups		

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		broad local support.				
Cabinet	5 Mar 2012	<b>Riverside Studios, Crisp Road, London, W6</b>  Re-development of Riverside Studios Site.	Deputy Leader (+Environment and Asset Management)	Method of consultation: N/A	Miles Hooton  Tel: 020 8753 2835 Miles.Hooton@lbhf.gov.uk	
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway	Consultees: N/A		
Cabinet	5 Mar 2012	<b>Meals Service Contract</b>  To request authority for the outsourcing of the Meals Service to a "cook on route" model. To notify of multi borough tendering arrangements. To request that authority to award the contract be delegated to Cabinet Member for Community Care in conjunction with the Executive Director of Adult Social Care.	Cabinet Member for Community Care	Method of consultation: Hammersmith & Fulham staff employed on this service will have rights under the TUPE Regs. to transfer to the new provider. Human Resources staff will undertake the required consultation and work with the new provider to affect transfer of employment for this group.  The current service model will change to "cook on route" but this will not affect the service which will remain the provision of a hot meal within the existing	Tim Lothian  Tel: 020 8753 5377 tim.lothian@lbhf.gov.uk	TBC



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				delivery times.		
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Staff currently employed on this service.		
Cabinet	5 Mar 2012	<b>Trade Waste Profitability 2012/13</b>	Cabinet Member for Residents Services	Method of consultation: In progress with RSD Finance	Flora Ekundayo  Flora.Ekundayo@lbhf.gov.uk	TBC
	Reason: Expenditure more than £100,000	Review of viability of Trade Waste service operation.	Ward(s): All Wards	Consultees: RSD HOS for Finance AD, Customer & Commercial Services, RSD Director, RSD		
Cabinet	5 Mar 2012	<b>Contracts for Satellite Tennis Centres</b>	Cabinet Member for Residents Services	Method of consultation: Notices via posters and website to users and coaches	Donna Pentelow  Tel: 020 8753 2358 donna.pentelow@lbhf.gov.uk	None
	Reason: Expenditure more than £100,000	To seek permission to appoint a contractor to oversee tennis provision in a number of sites across the borough	Ward(s): All Wards	Consultees: Service Users and coaches		
Cabinet	5 Mar 2012	<b>Parks Capital Programme 2012/13</b>	Cabinet Member for Residents Services	Method of consultation: Circulation of Draft Cabinet Report	Donna Pentelow  Tel: 020 8753 2358 donna.pentelow@lbhf.gov.uk	Detailed Parks Programme, Parks Strategy

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	Reason: Expenditure more than £100,000	To outline Capital Expenditure for Parks over the next 2-3 years.	Ward(s): All Wards	Consultees: Appropriate colleagues in FCS		
Cabinet	5 Mar 2012	<b>Tackling Youth Disaffection Creating Opportunities</b>  Initiative to establish a payment by results model to address youth unemployment	Leader of the Council	Method of consultation: Engagement and consultation with key stakeholders listed below	Neil Wigglesworth  Tel: 020 8753 3375 Neil.Wigglesworth@lbhf.gov.uk	LBHF Local Economic Assessment 2011
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Key stakeholders include: 3rd sector Agencies Cross Borough Departments Central Government Officers		
Cabinet	5 Mar 2012	<b>National non-domestic write offs</b>	Leader of the Council	Method of consultation: N/A	Steve Barrett  Tel: 020 8753 1053 Steve.Barrett@lbhf.gov.uk	Local Government Finance Act 1988 & Case Papers
	Reason: Expenditure more than £100,000	This report seeks approval to write off three National Non-Domestic Rate debts in excess of £100,000, in accordance with the Council's Financial Regulations.	Ward(s): All Wards	Consultees: N/A		
Cabinet	5 Mar 2012	<b>School Organisation Report</b>  The updated Schools	Cabinet Member for Children's Services	Method of consultation: Various	Andy Rennison  Tel: 020 7385 0606	Previous Schools Organisation Strategies

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
	Reason: Affects more than 1 ward	Organisation Strategy and Capital Funding Strategy	Ward(s): All Wards	Consultees: Schools	andy.rennison@lbhf.gov.uk	

Cabinet	5 Mar 2012	<b>Tri-Borough Legal Agreements</b>  To obtain final approval to enter into Tri-Borough Legal Agreement.	Leader of the Council, Cabinet Member for Children's Services, Cabinet Member for Community Care	Method of consultation: N/A	Jane West, Michael Cogher  Tel: 0208 753 1900, jane.west@lbhf.gov.uk, michael.cogher@lbhf.gov.uk	Previous Tri-Borough reports.
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: N/A		

Cabinet	5 Mar 2012	<b>Tri Borough Insurance Contract</b>  To approve the award of a contract for insurance cover as tendered under the Tri-Borough Arrangements	Leader of the Council	Method of consultation: Not Applicable	Andrew Lord  Tel: 020 8753 2531 andrew.lord@lbhf.gov.uk	Cabinet Member Decision approving Tri-Borough process for Insurance 5th December 2011.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Not Applicable		

Cabinet	5 Mar 2012	<b>Polo in the Park Agreement 2013-19</b>  To seeks approval for a seven year contractual agreement to organise and deliver the Polo in the Park event at	Cabinet Member for Residents Services	Method of consultation: Stakeholders Meetings	Lyn Carpenter  lyn.carpenter@lbhf.gov.uk	Polo in the Park Proposal, Event and Ground Maintenance Specifications, Terms and Conditions
	Reason: Expenditure more than		Ward(s): Palace Riverside	Consultees: Local Residents		

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
	£100,000	Hurlingham Park				

## April

Cabinet	16 Apr 2012	<b>The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 10</b>  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	<b>Travel Assistance Policies</b>  Travel Assistance Policy – Special education needs (SEN)	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	SEN Travel Assistance Policy
	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.		

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	16 Apr 2012	<p><b>The Archives Service Review</b></p> <p>This report will outline the current position and recommend options for the future delivery of the Council's archives service.</p>	Cabinet Member for Residents Services	Method of consultation: Series of formal and informal meetings	<p>Sue Harris</p> <p>Tel: 020 8753 4295 Sue.Harris@lbhf.gov.uk</p>	
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Local Stakeholders		
Cabinet	16 Apr 2012	<p><b>Contract for the Provision of Service for Face to Face Customer Transactions</b></p> <p>The successful contractor from current tender process (Dec 2011) shall provide a full face to face payment and verification process for the Council which shall include the requirements as specified below. The majority of payments will be cash or cheque but may also be via credit card or debit card or postal orders. The Contractor may be asked to support new payment types that emerge during the life of the Contract.</p> <p>The following shows the transaction types which the Contractor shall undertake.</p> <p>Payment only Confirmation of payment</p>	Cabinet Member for Residents Services	Method of consultation: Tender process underway	<p>John Collins</p> <p>Tel: 020 8753 john.collins@lbhf.gov.uk</p>	Tender process underway
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Tender process underway		

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
		amount and payment Validation of eligibility and payment (Full application process) Validation of eligibility Validation of eligibility, data capture and payment Validation of eligibility, payment and issue of goods Payment and issue of goods Payment and taking application form				
Cabinet	16 Apr 2012	<b>Section 106 Hammersmith Library Funding</b>  Approval for funding for refurbishment of Hammersmith Library	Cabinet Member for Residents Services	Method of consultation: Engagement of all stakeholders	Chris Lloyd  Tel: 02087533811	None
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway	Consultees: Residents, staff, library users, disability forum		
Cabinet	16 Apr 2012	<b>Measured Term Contract for the Provision of the Inspection and Maintenance of Fire Fighting Equipment in Council-owned Housing Properties 2012-2017</b>  Periodic inspection, repairs and maintenance work to fire fighting equipment located on Council-owned housing properties for the London Borough of Hammersmith and	Cabinet Member for Housing	Method of consultation: Meetings with Client	Martin Matthew  Martin.Matthew@lbhf.gov.uk	Tender Documents
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Client Residents/Leaseholders		

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		Fulham.				
Cabinet	16 Apr 2012	<b>Care proceedings pilot</b>  A Tri-borough multi agency pilot to reduce the length of time care proceedings take in order to improve outcomes for children and reduce expenditure.	Cabinet Member for Children's Services	Method of consultation: All agencies involved in care proceedings are being consulted and form a stakeholder group.	Steve Miley  Tel: 020 8753 2300 steve.miley@lbhf.gov.uk	Family Justive Review Pilot proposals.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Courts, Legal services, Children		
Cabinet	16 Apr 2012	<b>Housing Investment Plan (HEIP) and Action Plan</b>  Following report approved at November Cabinet, consultation outcome has now been considered and assessment undertaken using the criteria agreed. Now returning to Cabinet with a recommended estate to be the first to benefit from the Housing Investment Plan.	Cabinet Member for Housing	Method of consultation: Boroughwide in "Your magazine" LBHF Website where documents could be downloaded and contact officers if required to discuss consultation survey at Launch event	Angela O'Connor  Tel: 020 8753 1951 angela.o'connor@lbhf.gov.uk	See HEIP CB 10th Oct 2011
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Borough Forum Tenant & Resident Forums HAFFTRA Residents Cabinet member for Housing		

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	16 Apr 2012	<b>Housing Development Company Joint Venture</b>  Proposal to establish a joint venture company to deliver new affordable housing.	Cabinet Member for Housing	Method of consultation: Detailed resident and stakeholder engagement.	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.
	Reason: Affects more than 1 ward		Ward(s): All Wards	Consultees: Residents, Ward Councillors and local stakeholders.		