

NOTICE OF CONSIDERATION OF A KEY DECISION

In accordance with paragraph 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Cabinet hereby gives notice of Key Decisions which it intends to consider at its next meeting and at future meetings. The list may change between the date of publication of this list and the date of future Cabinet meetings.

NOTICE OF THE INTENTION TO CONDUCT BUSINESS IN PRIVATE

The Cabinet also hereby gives notice in accordance with paragraph 5 of the above Regulations that it intends to meet in private after its public meeting to consider Key Decisions which may contain confidential or exempt information. The private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

Reports relating to key decisions which the Cabinet will take at its private meeting are indicated in the list of Key Decisions below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please e-mail Katia Richardson on katia.richardson@lbhf.gov.uk. You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

KEY DECISIONS PROPOSED TO BE MADE BY CABINET ON 14 JULY 2014 AND AT FUTURE CABINET MEETINGS UNTIL 6 OCTOBER 2014

The following is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting and future meetings. The list may change over the next few weeks. A further notice will be published no less than 5 working days before the date of the Cabinet meeting showing the final list of Key Decisions to be considered at that meeting.

KEY DECISIONS are those which are likely to result in one or more of the following:

- Any expenditure or savings which are significant (ie. in excess of £100,000) in relation to the Council's budget for the service function to which the decision relates;
- Anything affecting communities living or working in an area comprising 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 Key Decisions List will be updated and published on the Council's website on a monthly basis.

NB: Key Decisions will generally be taken by the Executive at the Cabinet.

*If you have any queries on this Key Decisions List, please contact
Katia Richardson on 020 8753 2368 or by e-mail to katia.richardson@lbhf.gov.uk*

Access to Cabinet reports and other relevant documents

Reports and documents relevant to matters to be considered at the Cabinet's public meeting will be available on the Council's website (www.lbhf.org.uk) a minimum of 5 working days before the meeting. Further information, and other relevant documents as they become available, can be obtained from the contact officer shown in column 4 of the list below.

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 list by contacting the officer shown in column 4. 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) will be shown in the Cabinet agenda.

LONDON BOROUGH OF HAMMERSMITH & FULHAM: CABINET 2014/15

Leader:	Councillor Stephen Cowan
Deputy Leader:	Councillor Michael Cartwright
Cabinet Member for Children and Education:	Councillor Sue Macmillan
Cabinet Member for Economic Development and Regeneration:	Councillor Andrew Jones
Cabinet Member for Finance:	Councillor Max Schmid
Cabinet Member for Health and Adult Social Care:	Councillor Vivienne Lukey
Cabinet Member for Housing:	Councillor Lisa Homan
Cabinet Member for Social Inclusion:	Councillor Sue Fennimore
Cabinet Member for Environment, Transport & Residents Services:	Councillor Wesley Harcourt

Key Decisions List No. 21 (published 19 June 2014)

KEY DECISIONS LIST - CABINET ON 14 JULY 2014

The list also includes decisions proposed to be made by future Cabinet meetings

Where column 3 shows a report as EXEMPT, the report for this proposed decision will be considered at the private Cabinet meeting. Anybody may make representations to the Cabinet to the effect that the report should be considered at the open Cabinet meeting (see above).

* 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 (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet <i>(other relevant documents may be submitted)</i>
July				
Cabinet	14 Jul 2014	<p>Housing Asbestos Surveys</p> <p>Re-tender of contract for Housing Asbestos Surveys, Sampling & Monitoring.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for Housing	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet	14 Jul 2014	<p>Proposed Outsourcing of Commercial Property Management Function</p> <p>Lot 1 of New Property Contract.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule</p>	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	

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		12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	14 Jul 2014 Reason: Affects 2 or more wards	<p>Adult Learning & Skills Service - Provision of specialist IT services</p> <p>This report seeks approval for expenditure related to the provision of specialist Management Information Services (MIS) for the Council's adult learning service (Adult Learning & Skills Service; ALSS). The Tribal Group Ltd is a specialist education information software and services business supplier and has been satisfactorily delivering the MIS since 2007.</p> <p>The MIS enables ALSS to track individual learners' progress, accreditation and qualifications as well as submit funding claims to the Skills Funding Agency (SFA), a division of the Department for Business Innovation & Skills. The SFA grant to the Council's adult learning & skills service annually exceeds £2.8m. Accurate monitoring and accountancy is a compulsory requirement for performance management, continued funding and adherence to Ofsted standards.</p> <p>The Tribal Ltd MIS contract is currently valued at £75,924 pa.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act</p>	<p>Cabinet Member for Health and Adult Social Care</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Kim Dero Tel: 020 8753 6320 kim.dero@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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		1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	14 Jul 2014 Reason: Expenditure more than £100,000	Street Lighting Programme Seeking approval for the 2014/15 planned capital street light column replacement programme, and maintenance work on highway assets.	Cabinet Member for Environment, Transport & Residents Services Ward(s): All Wards Contact officer: Ian Hawthorn Tel: 020 8753 3058 ian.hawthorn@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	14 Jul 2014 Reason: Expenditure more than £100,000	Property Asset Data Management - Proposed Call-Off Seeking approval to a proposed call-off contract. PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for Finance Ward(s): All Wards Contact officer: Maureen McDonald-Khan maureen.mcdonald-khan@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	14 Jul 2014 Reason: Expenditure more than £100,000	Future of Coverdale Road Residential Care Home The report will make recommendations and share outcomes regarding the consultation on the future of Coverdale Road - which is an H&F run residential care home for people with learning disabilities in	Cabinet Member for Health and Adult Social Care Ward(s): All Wards Contact officer: Christine Baker Tel: 020 8753 1447	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or

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		<p>Shepherds Bush.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Christine.Baker@lbhf.gov.uk	background papers to be considered.
Cabinet	<p>14 Jul 2014</p> <p>Reason: Affects 2 or more wards</p>	<p>Royal Mail UK: supplier of Tri-Borough Lot 1 (outgoing mail)</p> <p>To approve the appointment of Royal Mail UK to supply the service of providing outgoing mail to the London Borough of Hammersmith and Fulham, the Royal Borough of Kensington and Chelsea and Westminster City Council</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Finance</p> <p>Ward(s): All Wards</p> <p>Contact officer: Sue Seal Tel: 020 7361 3211 sue.seal@rbkc.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	<p>14 Jul 2014</p> <p>Reason: Expenditure</p>	<p>3rd Sector Investment Fund allocation report</p> <p>This report seeks Cabinet agreement for allocation of the LBHF 3rd Sector Investment Fund.</p>	<p>Cabinet Member for Social Inclusion</p> <p>Ward(s): All Wards</p>	A detailed report for this item will be available at least five working days before the date of the meeting and

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	more than £100,000	Officers recommend funding across 8 service areas, for funding terms between 17 and 41 months.	Contact officer: Sue Spiller Tel: 020 8753 2483 sue.spiller@lbhf.gov.uk	will include details of any supporting documentation and / or background papers to be considered.
Cabinet	14 Jul 2014 Reason: Affects 2 or more wards	Community Infrastructure Levy (CIL) Draft Charging Schedule (DCS) consultation CIL is a tool to help fund infrastructure to support development and will be charged on most new development schemes that create net additional floorspace, subject to a number of exemptions and reliefs. Once established, CIL will run alongside Section 106 agreements (S106s) which will continue to operate where it is necessary to make developments acceptable. The CIL DCS consultation is the 2nd stage of public consultation in the process that will lead to the introduction of CIL charges. The 1st public consultation stage took place in September 2012. Consultation is proposed for 9 weeks from July to September 2014.	Cabinet Member for Environment, Transport & Residents Services Ward(s): All Wards Contact officer: Rob Kryszowski rob.kryszowski@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	14 Jul 2014 Reason: Expenditure more than £100,000	Tri-borough Corporate Services Review Report This report describes the recommendation and business case to establish a Tri-borough Corporate Service including an Executive Director re-organisation, Tri-borough ICT, Tri-borough Procurement, Tri-borough Legal, Tri-borough Revenues & Benefits and Bi-borough Customer Services function.	Cabinet Member for Finance Ward(s): All Wards Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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Cabinet	14 Jul 2014	Options Appraisal in Respect of an Alternative Provision Bi-Borough Pupil Referral Unit (PRU) To outline the need for a Bi-borough PRU (LBHF/RBKC) and discusses the property issues associated with that proposal.	Cabinet Member for Children and Education	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Cabinet	14 Jul 2014	Speech and Language Therapy Services - Extension of Service Level Agreements (2014-2016) Requests agreement to extensions to the Service Level Agreement's (SLA's) for speech and language therapy services for 2014 - 2016. The extensions are required to enable a procurement exercise to be completed. PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for Children and Education	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Cabinet	14 Jul 2014	Maintaining Compliance with Public Services Network Code of Connection The Council needs to implement a solution for managing the risk from unmanaged user devices that is compliant with the Public Services Network Code of Connection.	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background
	Reason: Expenditure more than £100,000		Ward(s): All Wards	

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		<p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>		papers to be considered.
September				
Cabinet	<p>1 Sep 2014</p> <hr/> <p>Reason: Expenditure more than £100,000</p>	<p>84 - 90 Fulham High Street. Lifting of restrictive covenant</p> <p>To remove a restrictive covenant for 28 affordable houses which benefits the Council in lieu of a financial payment of £1.8m by the landowner/ developer to implement to current consent.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Finance</p> <hr/> <p>Ward(s): Palace Riverside</p> <hr/> <p>Contact officer: Maureen McDonald-Khan maureen.mcdonald-khan@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	<p>1 Sep 2014</p> <hr/> <p>Reason: Affects 2 or more wards</p>	<p>Commissioning Strategy - Careers Information Advice and Guidance for young people with learning difficulties & disabilities and Tracking & Surveys</p>	<p>Cabinet Member for Children and Education</p> <hr/> <p>Ward(s): All Wards</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details

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		<p>These services will support the delivery of Statutory Responsibilities to:-</p> <p>Monitor and track all young people 16 – 19, as detailed in Section 68 of the Education and Skills Act 2008; and</p> <p>Assess children and young people, who are eligible for an Education, Health and Care plan (by providing the specialist knowledge of post 16 options) The Children and Families Act 2014.</p>	<p>Contact officer: Tony Young Tel: 0207 361 2035 tony.young@rbkc.gov.uk</p>	<p>of any supporting documentation and / or background papers to be considered.</p>
Cabinet	1 Sep 2014	<p>Change ICT service desk supplier and provision</p> <p>At the end of the HFBP service contract the Council will need to transition all ICT services to other suppliers. By changing the service desk earlier than contract expiry, H&F will be able to reduce the effort, costs and risk and align to the one team Tri-borough. This paper recommends an early transition from the current service desk provider to the new service desk provider by calling off the Tri-borough framework contract which has the benefit of providing a consistent user experience for staff.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for Finance	<p>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</p>
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Cabinet	1 Sep 2014 Reason: Expenditure more than £100,000	Tri-borough procurement of key IT services This report seeks approval by Cabinet for the funding of a contribution to the cost of undertaking the procurement of key Tri-borough IT services, in line with the Tri-borough ICT strategy. This will lead ultimately to cost reductions within IT across the three boroughs and also act as a key enabler for Tri-borough services to make their savings.	Cabinet Member for Finance Ward(s): All Wards Contact officer: Jackie Hudson Tel: 020 8753 2946 Jackie.Hudson@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Sep 2014 Reason: Expenditure more than £100,000	50 Commonwealth Avenue Approval to sell 50 Commonwealth Avenue as it is surplus to requirements and is not suitable for letting as substantial repairs are required. PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for Finance Ward(s): Wormholt and White City Contact officer: Marcus Perry Tel: 020 8753 6697 Marcus.Perry@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Sep 2014 Reason: Expenditure more than £100,000	Transfer of 5 properties from Environment, Leisure and Residents' Services (ELRS) to Housing (HRA) Approval is sought to transfer the properties from ELRS to Housing, and thus requiring appropriation from General Fund (GF) to the Housing Revenue Account (HRA). PART OPEN PART PRIVATE	Cabinet Member for Housing Ward(s): Palace Riverside; Ravenscourt Park; Sands End Contact officer: Manjit Gahir Tel: 020 8753 4886 Manjit.Gahir@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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		Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	1 Sep 2014 Reason: Expenditure more than £100,000	<p>Youth Services 2015-2018 - contract extension and Commissioning Strategy</p> <p>A report seeking approval to extend existing youth service contracts until 30 September 2015 and the Commissioning strategy for Youth Services 2015-2018.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Children and Education</p> <p>Ward(s): All Wards</p> <p>Contact officer: Lucy Pite Lucy.Pite@lvhf.gog.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Sep 2014 Reason: Expenditure more than £100,000	<p>Corporate Revenue Monitor 2014/15 month 2</p> <p>Forecast Revenue Outturn position at end of month two. Requests for budget virements.</p>	<p>Cabinet Member for Finance</p> <p>Ward(s): All Wards</p> <p>Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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Cabinet	1 Sep 2014	<p>Extension and re-tender recommendations for Insurance contracts 2015</p> <p>This report seeks approval to extend five of seven contract lots for insurance for two years in accordance with the contractual terms at last procurement in 2012. These allow the Council, at its sole discretion, to extend the contract terms by a period of up to two years until 31st March 2017.</p> <p>This report seeks approval to re-procure two of seven contract lots for insurance to improve service delivery and assurance.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
October				
Cabinet	6 Oct 2014	<p>ASC Information and Signposting Website - People First</p> <p>Discussions and decision around rolling out the People First ASC information and signposting website to LBHF. Currently operational in RBKC and WCC.</p> <p>PART OPEN</p> <p>PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the</p>	Cabinet Member for Health and Adult Social Care	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
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		financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	6 Oct 2014 Reason: Affects 2 or more wards	Draft Hammersmith and Fulham Local Plan – Approval of consultation document The Core Strategy and Development Management Local Plan are being revised in order to include new policies for the part of the Old Oak area that is within H&F. The opportunity is being taken to combine the 2 separate documents into one document but many existing policies remain largely unchanged.	Cabinet Member for Transport and Technical Services Ward(s): All Wards Contact officer: Pat Cox Tel: 020 8753 5773 pat.cox@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.