

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period July 2011 to October 2011

The following is a list of Key Decisions, as far as is known at this stage, which the Authority proposes to take in the period from July 2011 to October 2011.

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

- Any expenditure or savings which are significant, regarding the Council's budget for the service function to which the decision relates in excess of £100,000;
- Anything affecting communities living or working in an area comprising of two or more wards in the borough;
- Anything significantly affecting communities within one ward (where practicable);
- Anything affecting the budget and policy framework set by the Council.

The Forward Plan will be updated and published on the Council's website on a monthly basis. (New entries are highlighted in yellow).

NB: Key Decisions will generally be taken by the Executive at the Cabinet. The items on this Forward Plan are listed according to the date of the relevant decision-making meeting.

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

Consultation

Each report carries a brief summary explaining its purpose, shows when the decision is expected to be made, background documents used to prepare the report, and the member of the executive responsible. Every effort has been made to identify target groups for consultation in each case. Any person/organisation not listed who would like to be consulted, or who would like more information on the proposed decision, is encouraged to get in touch with the relevant Councillor and contact details are provided at the end of this document.

Reports

Reports will be available on the Council's website (www.lbhf.org.uk) a minimum of 5 working days before the relevant meeting.

Decisions

All decisions taken by Cabinet may be implemented 5 working days after the relevant Cabinet meeting, unless called in by Councillors.

Making your Views Heard

You can comment on any of the items in this Forward Plan by contacting the officer shown in column 6. You can also submit a deputation to the Cabinet. Full details of how to do this (and the date by which a deputation must be submitted) are on the front sheet of each Cabinet agenda.

LONDON BOROUGH OF HAMMERSMITH & FULHAM: CABINET 2010/11

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

LIST OF KEY DECISIONS PROPOSED JULY 2011 TO OCTOBER 2011

Where the title bears the suffix (Exempt), the report for this proposed decision is likely to be exempt and full details cannot be published.

New entries are highlighted in yellow. *Items in italics are within the remit of ERSSC*

* 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
July				
Cabinet	18 Jul 2011	<i>Hammersmith Park Sports Facility project - appointment of works & services contractor</i> <i>To approve the appointment of the contractor to undertake the works and services contract for the redevelopment of Hammersmith Park All Weather Pitch as selected and agreed by the project's Tender Appraisal Panel and approved by the Project Board.</i>	<i>Cabinet Member for Residents Services</i>	<i>Method of consultation: This project requires planning permission and it is an expectation of the contractor to undertake a comprehensive consultation exercise during the planning process</i>
	<i>Reason: Expenditure more than £100,000</i>		<i>Ward(s): Wormholt and White City</i>	<i>Consultees: Cabinet Member Ward Members Community Stakeholders Current and future users</i>
Cabinet	18 Jul 2011	Award of a Framework Agreement for Agency Worker Services A Framework Agreement to be accessible to all London Boroughs ("Participating Boroughs") for the provision of professional, technical, general and administrative agency workers inclusive of social care. School resourcing is also included within the scope of this Framework Agreement but shall be optional based upon each Participating Borough's needs.	Leader of the Council	Method of consultation: The report shall be consulted with the Director of Finance and Corporate Services, Assistant Director (Legal and Democratic Services) and Assistant Director of IT and Procurement.
	<i>Reason: Expenditure more than £100,000</i>		<i>Ward(s): All Wards</i>	<i>Consultees: Director of Finance and Corporate Services, Assistant Director (Legal and Democratic Services) and Assistant Director of IT and Procurement.</i>
Cabinet	18 Jul 2011	Pilot Scheme for New Ways of Working To agree the future policy for	Cabinet Member for Children's Services	Method of consultation: EMT Cabinet Briefing Cabinet

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	Reason: Affects more than 1 ward	LBHF on alternative delivery vehicles and agree the pilot social enterprise scheme of Services to Schools.	Ward(s): All Wards	Consultees: Schools Staff EMT Cabinet
Cabinet	18 Jul 2011	Serco Contract Review 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.	Cabinet Member for Residents Services	Method of consultation: Meetings via a project board
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Serco contractors and in-house officers as appropriate
Cabinet	18 Jul 2011	Tender Acceptance to Appoint a Contractor to Carry out Risk Assessments and Associated Remedial Works on Communal Hot & Cold Water Systems in Housing Properties Tender acceptance report seeking approval to the letting of the contract.	Cabinet Member for Housing	Method of consultation: Meetings Notice of Intent Issued to Leaseholders
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: Client Department Leaseholders
Cabinet	18 Jul 2011	Tied Accommodation and Disposals The report provides a synopsis of the current situation with the Council's Tied Accommodation and details the strategy of maximising the value of the Council's assets	Cabinet Member for Children's Services, Deputy Leader (+Environment and Asset Management), Leader of the Council, Cabinet Member for Residents Services	Method of consultation: Meetings
	Reason: Expenditure more than £100,000		Ward(s): Avonmore and Brook Green; Fulham Reach; Hammersmith Broadway; Munster; Outside the Borough; Palace Riverside; Shepherds Bush Green; Town	Consultees: Client Departments Human Resources

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Cabinet	18 Jul 2011	<p>3rd Sector Investment Fund allocation report</p> <p>This report presents recommendations for the allocation of the 3rd Sector Investment Fund for from October 2011 for the areas of:</p> <ul style="list-style-type: none"> * Safer Communities * Health & Wellbeing (adults) * Arts, Culture & Sport * Homelessness Prevention & Home Safety * Environment & Community Transport <p>Cabinet is asked to approve funding allocation as set out in this report.</p>	<p>Cabinet Member for Community Care</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: None - this is a report of a tendering process.</p> <p>Consultees: N/A</p>
Cabinet	18 Jul 2011	<p>Funding drawdown for SmartWorking FCS project</p> <p>This report provides an update on the SmartWorking programme and requests funds for the implementation of SmartWorking across Finance & Corporate Services.</p>	<p>Leader of the Council</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: Engagement on SmartWorking requirements with FCS Divisional SmartWorking representatives, presentation to FCS DMT, one-to-one discussions with FCS ADs, presentation to SmartWorking Programme Board and EMT</p> <p>Consultees: FCS Divisional SmartWorking representatives, FCS DMT, SmartWorking Programme Board, EMT</p>
Cabinet	18 Jul 2011	<p>Leasehold Service Charge Payment Options</p> <p>To seek approval for a range of payment options for leaseholders to offer flexibility in the payment of annual service charges and major works to aid consistent collection.</p>	<p>Cabinet Member for Housing</p> <p>Ward(s): All Wards</p>	<p>Method of consultation: NKA was employed by H&F Homes and made suggestions for implementation.</p> <p>Consultees: H&F Homes Board</p>
	Reason: Affects more than 1 ward		Ward(s): Fulham Broadway; North End	Consultees: Residents on the West Kensington and Gibbs Green estates and wider

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Cabinet	18 Jul 2011	<p>Project: MTC for Risk Assessment & Remedial Works on Water Systems Borough-Wide in Non-Housing Properties 2011-2015 - Works: Risk Assessment & Remedial Works on Water Systems</p> <p>Tender acceptance to appoint contractor to carry out risk assessment surveys and association remedial works on communal hot and cold water systems.</p>	Deputy Leader (+Environment and Asset Management)	residents and businesses of the two wards.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Method of consultation: Meetings Consultees: Client
Cabinet	18 Jul 2011	<p>Request for delegated authority to award contract for Drug Intervention Programme (DIP) and open access service</p> <p>That authority be delegated to the Director of Community Services, in conjunction with the Cabinet Member for Community Care, to award the contract for the Drug Intervention Programme (DIP) and Open Access Service.</p>	Cabinet Member for Community Care	Method of consultation: Consultation has been conducted with Service Users regarding specification and service delivery matters. Service User representatives sit on the Tender Appraisal Panel.
	Reason: Affects more than 1 ward	Ward(s): All Wards	Consultees: See above.	
Cabinet	18 Jul 2011	<p>Transfer of S106 Finance for the GLA to Tender for a DIF Study</p> <p>To transfer £120k to the GLA for the purposes of tendering for a Development Infrastructure Funding Study.</p>	Deputy Leader (+Environment and Asset Management)	Method of consultation: None
	Reason: Expenditure more than £100,000	Ward(s): All Wards	Consultees: None	
Cabinet	18 Jul 2011	<p>Grant of lease to the West London Free School Academy Trust (WLFS) for temporary use of the Cambridge School Site, Cambridge Grove W6</p> <p>This report seeks Cabinet authority to grant a short-term, 3 year lease to WLFS for</p>	Cabinet Member for Children's Services	Method of consultation: A thorough consultation about the relocation of Cambridge School was undertaken in the development of the SEN Strategy. The results of the consultation were reported to Cabinet on 2nd March 2009.

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	Reason: Significant in 1 ward	temporary use of the Cambridge School site, Cambridge Grove W6 for a Free School pending completion of WLFS's proposed purchase from the Council of Palingswick House and its refurbishment as its preferred Free School location. As part of the Council's Schools of Choice strategy, the Council welcomes the opportunity to host the West London Free School. The lease will enable WLFS to open in September 2011, providing extra choice and opportunities at a secondary level for parents and children within the borough. The Cambridge School site will be vacant at the end of July 2011 when the existing school relocates to the Bryony Centre.	Ward(s): All Wards	Consultees: The consulted parties for the SEN consultation were: schools, parents, members of parliament, Councillor Members, neighbouring authorities and local interest groups. See above 'Consultation process' for details of other consultees.
Cabinet	20 Jun 2011	Purchase of additional police officers from the Metropolitan Police Authority for enhanced town centre policing <i>Report on the purchase of additional police officers from the Metropolitan Police Authority for enhanced town centre policing.</i>	Cabinet Member for Residents Services Ward(s): All Wards	Method of consultation: Series of meetings Consultees: Met Police, Westfield, Hammersmith Bid
Cabinet	18 Jul 2011	Review of Shops Portfolio This report considers the options available for the shops portfolio, 87 of these are held in the Housing Revenue Account (HRA), the remaining 10 being held in the General Fund. It seeks to maximise the use of the assets to both maximise income and minimise debt by optimising the management of the portfolio.	Cabinet Member for Housing Ward(s): All Wards	Method of consultation: Meetings and email Consultees: Assistant Director of Building and Property Services Assistant Director of Property Services
	Reason: Affects more than 1 ward			

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Cabinet	18 Jul 2011	Fire Risk Assessments Service for Provision of Fire Risk Assessments to Housing Properties.	Cabinet Member for Housing	Method of consultation: Fire Risk Assessments are required for communal areas in housing, but do not involve works to any part of the building - they are not chargeable under Section 20
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: EIA has been undertaken

September

Cabinet	5 Sep 2011	Treasury Management Outturn Report 10-11	Leader of the Council	Method of consultation: Councillors
Full Council	19 Oct 2011		Ward(s): All Wards	Consultees: Audit and Pensions Committee
	Reason: Budg/pol framework	This report provides information on the Council's debt, borrowing and investment activity for the financial year ending 31st March 2011.		
Cabinet	5 Sep 2011	Shepherds Bush Common Improvement Project	Cabinet Member for Residents Services	Method of consultation: Stakeholder Advisory Group Meetings Public events
	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 Sep 2011	Sex and Relationships and Substance Misuse Education Tender	Cabinet Member for Children's Services	Method of consultation: N/A tender of existing service
	Reason: Expenditure more than £100,000	To approve a 1 year contract award with option to renew on a yearly basis with an approximate value of £125,000 in the first year (including £20,000 start up costs).	Ward(s): All Wards	Consultees: N/A
		The tender will seek a single provider to re-develop, manage and deliver the highly regarded sex and relationships and substance misuse programme currently delivered in LBHF schools, colleges and		

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Cabinet	5 Sep 2011	Disposal of Air Rights at Planetree Court This report recommends the disposal of air rights above the vehicular entrance of Council owned accommodation at Planetree Court to the adjacent Jacques Prevert school to facilitate classroom and playground expansion for the school.	Cabinet Member for Housing	Method of consultation: Ongoing consultation with residents of Planetree Court and local residents. Consultees: Director of Finance and Corporate Services, Assistant Director (Legal and Democratic Services) and Assistant Director of IT and Procurement Director of Environment Head of Building Property Management H&F Homes
Cabinet	5 Sep 2011	Rationalisation of Leisure Facilities Existing Leisure Management Contract for Phoenix Leisure Centre and Janet Adegoke Swimming Pool has not represented value for money.	Cabinet Member for Residents Services Ward(s): Wormholt and White City	Method of consultation: Engagement with stakeholders Consultees: Residents Existing users Members Children's Services Phoenix School Greenwich Leisure Limited
Cabinet	5 Sep 2011	Possible changes to Taxicard Scheme In a context of reducing funding from Transport for London and increasing demand for the Taxicard scheme, a public consultation was carried out to seek views on future options. This report will summarise the public consultation responses and will put forward recommendations for the Taxicard scheme going forward.	Cabinet Member for Children's Services Ward(s): All Wards	Method of consultation: A public consultation is due to start week commencing 21st February 2011 for one month. This will include direct mailouts of background information and a questionnaire along with a web-based questionnaire on Citizen Space. Consultees: All registered users of the scheme. Focus groups involving a number of relevant local organisations.
Reason: Expenditure more than £100,000				

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Cabinet	5 Sep 2011	Riverside Gardens, Hammersmith, W6 - Removal of Asbestos in Tank Room	Cabinet Member for Housing	Method of consultation: Meetings Notice of Intent Section 20 Notices
Cabinet	5 Sep 2011	Self Directed Support Services Delegated Authority Request	Cabinet Member for Community Care	Method of consultation: Service users have been consulted on specifications through a series of forums. Providers have attended forums to discuss developments relating to Self Directed Support.
Cabinet	5 Sep 2011	Charecroft Estate Amenity Deck Reinstatement	Cabinet Member for Housing	Method of consultation: Residents have been consulted on the schedule of works and will be updated throughout the duration of the contract.
Cabinet	5 Sep 2011	Approval is sought for use of Section 106 funding for the reinstatement of the amenity deck serving Bush Court and Shepherds Court, Charecroft Estate.	Ward(s): Addison	Consultees: Charecroft Tenants and Residents Association; HAFTRA; HRD Management Team; Cabinet Member for Housing; Ward Councillors.
	Reason: Expenditure more than £100,000			

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Cabinet	5 Sep 2011	Travel Assistance Policies SEN Travel Assistance Policy and Post 16 Transport Policy	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. A Travel Assistance Support Group, representing parents, students, Headteachers and voluntary groups has been set up as a forum for consultation for Post 16 Transport Policy, and 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 for the SEN travel Assistance Policy. A Support Group has been set up for on going consultation re Post 16 Transport Policy
Cabinet	5 Sep 2011	Right to Move Pilot To agree to a joint pilot of a Right to Move scheme for Council's tenants to move to properties outside the Borough. The pilot to run in conjunction with Notting Hill Housing Group.	Cabinet Member for Housing Ward(s): All Wards	Method of consultation: Internal consultation Consultees: Legal & Finance
Cabinet	5 Sep 2011	Parking Projects Programme 2011/12 <i>This report outlines the key parking priorities of the Council and presents a parking projects programme for 2011/12.</i>	Deputy Leader (+Environment and Asset Management) Ward(s): All Wards	Method of consultation: Stakeholders consulted as appropriate Consultees: Residents, businesses, Councillors, Emergency Services.
Cabinet	5 Sep 2011	302 Fulham Palace Road - General Building Works Tender Acceptance Report to appoint contractor to carry out	Cabinet Member for Housing	Method of consultation: Meetings Notice of Intent - Leaseholders Section 20 Notices

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	Reason: Expenditure more than £100,000	general building works at 302 Fulham Palace Road, London, SW6	Ward(s): Palace Riverside	Consultees: Client Agent Client Department
Cabinet	5 Sep 2011	<p>DCLG Funding to Combat Social Housing Fraud</p> <p>This is a proposal that unringfenced funds provided by DCLG for housing fraud now be allocated for that purpose.</p>	Leader of the Council	Method of consultation: Document has been agreed with Deputy Director of Finance, Director of Finance and Director of Housing and Regeneration.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	Consultees: See above
Cabinet	5 Sep 2011	<p>1-67 Jepson House, 2-38 & 40-54 Pearscroft Road</p> <p>Full refurbishment works, window and roof renewals, and works to meet Fire Risk Assessment requirements.</p>	Cabinet Member for Housing	Method of consultation: Letters & Meetings
	Reason: Expenditure more than £100,000		Ward(s): Sands End	Consultees: Residents & Leaseholders