

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 Authority hereby gives notice of Key Decisions which the Cabinet, Cabinet Members or Chief Officers intend to consider. The list may change from the date of publication as further items may be entered.

NOTICE OF THE INTENTION TO CONDUCT BUSINESS IN PRIVATE

The Authority also hereby gives notice in accordance with paragraph 5 of the above Regulations that it may meet in private to consider Key Decisions going to a Cabinet meeting which may contain confidential or exempt information.

Reports relating to Cabinet key decisions which may be considered in private are indicated in the list of Cabinet 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 Cabinet decision should instead be made in the public at the Cabinet meeting. If you want to make such representations, please e-mail Katia Neale on katia.neale@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 THE AUTHORITY FROM DECEMBER 2019 UNTIL APRIL 2020

The following is a list of Key Decisions which the Authority proposes to take from December 2019. The list may change over the next few weeks.

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 £300,000) 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 affecting the budget and policy framework set by the Council.

The Key Decisions List will be updated and published on the Council's website at least on a monthly basis.

NB: Key Decisions will generally be taken by the Executive at the Cabinet, by a Cabinet Member or by a Chief Officer.

*If you have any queries on this Key Decisions List, please contact
Katia Neale on 07776 672 956 or by e-mail to katia.neale@lbhf.gov.uk*

Access to Key Decision reports and other relevant documents

Key Decision reports and documents relevant to matters to be considered at the Authority by Cabinet only, will be available on the Council's website (www.lbhf.org.uk) a minimum of 5 working days before the Cabinet 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 Key Decisions will be subject to a 3-day call-in before they can be implemented, 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 related to Cabinet Key Decisions only. 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 2019/20

Leader:	Councillor Stephen Cowan
Deputy Leader:	Councillor Sue Fennimore
Cabinet Member for the Environment:	Councillor Wesley Harcourt
Cabinet Member for Housing:	Councillor Lisa Homan
Cabinet Member for the Economy and the Arts:	Councillor Andrew Jones
Cabinet Member for Health and Adult Social Care:	Councillor Ben Coleman
Cabinet Member for Children and Education:	Councillor Larry Culhane
Cabinet Member for Finance and Commercial Services:	Councillor Max Schmid
Cabinet Member for Public Services Reform:	Councillor Adam Connell
Cabinet Member for Strategy:	Councillor Sue Macmillan

Key Decisions List No. 85 (published 22 November 2019)

KEY DECISIONS LIST – FROM DECEMBER 2019

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	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>
2 December 2019				
Cabinet	2 Dec 2019	<p>Corporate Revenue Monitor 2019/20 Month 5 31 August 2019</p> <p>Forecast outrun position as at and of August. Requests for any budget virements or write offs.</p>	Cabinet Member for Finance and Commercial Services	<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>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
		Contact officer: Emily Hill emily.hill@lbhf.gov.uk		
Cabinet	2 Dec 2019	<p>Procurement Strategy to Develop a Dynamic Purchasing System (under the Light Touch Regime) with the West London Alliance for Looked After Children and Care Leaver</p> <p>Strategy detailing proposed approach for accommodation arrangements for Looked After Children, Care Leavers and Young People at risk of homelessness. This strategy will include recommendations for the borough's semi-independent living arrangements and supply of in-borough supported accommodation services.</p> <p>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</p>	Cabinet Member for Children and Education	<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>
	Reason: Expenditure or income more than £5 million		Ward(s): All Wards	
		Contact officer: Will Parsons Tel: 0776 848 6764 Will.Parsons@lbhf.gov.uk		

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		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	2 Dec 2019	<p>TOWN HALL CAMPUS CIVIC PROGRAMME: APPROVAL TO PURCHASE COMMERCIAL UNITS AND JOINT VENTURE UPDATE</p> <p>Report seeks delegations to acquire commercial units as part of Civic Campus and also provides and update on Joint Venture</p>	Cabinet Member for the Economy	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: Budg/pol framework		Ward(s): All Wards	
Cabinet	2 Dec 2019	<p>SAFER CYCLE PATHWAY ROUTE ALONG KING STREET & HAMMERSMITH ROAD AND A4 CYCLE HIGHWAY</p> <p>This report seeks cabinet approval in principle of the proposed Safer Cycle Pathway route (SCP) along King Street & Hammersmith Road and the A4 Cycle Highway</p>	Cabinet Member for the Environment	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): Hammersmith Broadway; Avonmore and Brook Green; Ravenscourt Park	
Cabinet Member for Finance and Commercial Services	December 2019	<p>Capital planned Maintenance Programme</p> <p>The Facilities Capital Maintenance and repairs programme across the corporate estate</p> <p>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</p>	Councillor Max Schmid	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: CAPITAL-Between £1,5 to £5 million		Ward(s): All Wards	

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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 Member for Finance and Commercial Services	November 2019	Corporate Property Services Framework The report outlines revised LOTS to ensure external advice can be secured on a wide range of property advice to ensure the administrations outcomes on assets are delivered	Cabinet Member for Finance and Commercial Services	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: CAPITAL- Between £1,5 to £5 million		Ward(s): All Wards	
Strategic Director of the Economy Department	Not before 16th Dec 2019	Contract Modification Report - Fit Out Works for 145 King St and 43 Beavor Lane A report recommending the approval an extension of contract sum in order to finalise the works for 43 Beavor Lane and 145 King Street.	Cabinet Member for the Economy	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 or income more than £300,000		Ward(s): Hammersmith Broadway	
Cabinet Member for the Economy	Not before 18th Dec 2019	Award of term contract to carry out planned servicing, day to day repairs and minor improvement works to housing passenger lifts This report seeks approval to let a contract to undertake planned servicing, day to day repairs and minor improvement works to housing passenger lifts. The value of the contract exceeds the threshold for service contracts and has therefore been tendered in accordance with the Public Contracts Regulations 2006 (as amended).	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: REVENUE - Between £500,000 to £5 million		Ward(s): All Wards	

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		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 Health and Adult Social Care	Before 20 Dec 2019	Business Case and Procurement Strategy for the Commissioning of Violence Against Women & Girls Services Approval sought for the re-commissioning of Violence Against Women & Girls Services	Deputy Leader	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: REVENUE - Between £500,000 to £5 million		Ward(s): All Wards	
6 January 2020				
Cabinet	6 Jan 2020	Council Tax Support Scheme 20/21 Set out the Council Tax Support Scheme for 20/21 Financial Year	Cabinet Member for Finance and Commercial Services	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 or income more than £5 million		Ward(s): All Wards	
Cabinet	6 Jan 2020	Council Tax Base and Collection Rate 2020-21 and Delegation of the Business Rate Estimate	Cabinet Member for Finance and Commercial Services	A detailed report for this item will be available at least five working days before the date of the meeting and
	Reason: Affects 2 or		Ward(s): All Wards	

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	more wards	This report is a Statutory requirement and contains an estimate of the Council Tax Collection rate and calculates the Council Tax Base for 2020/21.	Contact officer: Jamie Mullins Tel: 020 8753 1650 Jamie.Mullins@lbhf.gov.uk	will include details of any supporting documentation and / or background papers to be considered.
Cabinet	6 Jan 2020 Reason: Budg/pol framework	GENERAL FUND RESERVES STRATEGY 2019/20 to 2022/23 Provides a financial update on Hammersmith and Fulham's reserves and sets out the strategy for their future use	Cabinet Member for Finance and Commercial Services Ward(s): All Wards Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@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	6 Jan 2020 Reason: Expenditure or income more than £5 million	PROCUREMENT OF ENERGY – FLEXIBLE SEPTEMBER 2020-2025 AND FTFP 2020-2025 This report seeks the approval for entering into contractual agreements with London Energy Project (LEP) for the procurement of London Borough of Hammersmith & Fulham's (LBH&F) energy procurement requirements via a Central Purchasing Body, LASER from 30th September 2020 till 31st March 2025. 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 and Commercial Services Ward(s): All Wards Contact officer: Sebastian Mazurczak, Kal Saini Tel: 020 8753 1707, Tel: 0208 753 7937 Sebastian.Mazurczak@lbhf.gov.uk, Kal.Saini@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	6 Jan 2020	Corporate Revenue Monitor 2019/20 Month 6 - 30 September 2019 Forecast outturn position as at end of September. Request for virements	Cabinet Member for Finance and Commercial Services	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	6 Jan 2020	CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2019/20 (SECOND QUARTER) This report provides a financial update on the Council's Capital Programme and seeks approval for budget variations, as at the end of the second quarter	Cabinet Member for Finance and Commercial Services	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 or income more than £5 million		Ward(s): All Wards	
Cabinet	6 Jan 2020	Offsite Records Storage Service Offsite Records Storage Service, for the secure storage of documents and records in a physical format including paper, microfilms, microfiche and some objects. This will also include retrieval services with the capability of doing scan on demand as well as a bulk scanning service and secure destruction of records as requested. 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	Cabinet Member for Finance and Commercial Services	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 or income more than £5 million		Ward(s): All Wards	
		Contact officer: Anthea Ferguson, Edward Crow Tel: 02087536641, Anthea.Ferguson@lbhf.gov.uk, Edward.Crow@lbhf.gov.uk		

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		of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	6 Jan 2020 Reason: Budg/pol framework	Social Value Policy Approve the content of the Social Value Policy to allow its implementation across all Council's services. 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 and Commercial Services Ward(s): All Wards Contact officer: Ilaria Agueci Ilaria.Agueci@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	6 Jan 2020 Reason: Expenditure or income more than £5 million	Ultra-Low Emission Vehicle Last-Mile Freight Hub Provision of a 'Freight Hub' facility to serve Council departments and businesses and help to reduce traffic and congestion in Hammersmith.	Cabinet Member for the Environment Ward(s): Hammersmith Broadway Contact officer: Hinesh Mehta Hinesh.Mehta@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	6 Jan 2020 Reason: Expenditure or income more than £5 million	Acquisition of property King Street Acquisition of freehold interest of an operational property 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	Cabinet Member for Finance and Commercial Services Ward(s): Hammersmith Broadway Contact officer: David Burns David.Burns@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

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		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.		considered.
3 February 2020				
Cabinet	3 Feb 2020 Reason: Expenditure or income more than £5 million	Treasury Management Strategy Mid-Year Review Report 2019/20 Update Members on the delivery (six-month point to 30 September 2019) of the 2019/20 Treasury Management Strategy approved by Council on 27 February 2019	Cabinet Member for Finance and Commercial Services Ward(s): All Wards Contact officer: Mat Dawson, Meijia Ling Tel: 020 7641 1539 mdawson@westminster.gov.uk, mling@westminster.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	3 Feb 2020 Reason: Expenditure or income more than £5 million	CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2019/20 (THIRD QUARTER) This report provides a financial update on the Council's Capital Programme and seeks approval for budget variations, as at the end of the third quarter	Cabinet Member for Finance and Commercial Services Ward(s): All Wards Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@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	3 Feb 2020 Reason: Expenditure or income more than £5 million	FOUR YEAR CAPITAL PROGRAMME 2020/21 AND CAPITAL STRATEGY 2020/21 This report presents the Council's four-year Capital Programme for the period 2020-24.	Cabinet Member for Finance and Commercial Services Ward(s): All Wards Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@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	3 Feb 2020	Corporate Revenue Monitor 2019/20 Month 7 31 October 2019 Forecast outturn position at end of October 2019. Virement requests.	Cabinet Member for Finance and Commercial Services	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	
	Contact officer: Emily Hill emily.hill@lbhf.gov.uk			
Cabinet	3 Feb 2020	Rough Sleeper Supported Accommodation Procurement Strategy Various supported housing contracts are expiring in 2020; a procurement strategy is required to ensure new services deliver better outcomes for residents and better value for money. 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 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: Expenditure or income more than £5 million		Ward(s): All Wards	
Cabinet	3 Feb 2020	FINANCIAL PLAN FOR COUNCIL HOMES: THE HOUSING REVENUE ACCOUNT FINANCIAL STRATEGY, 2020/21 HOUSING REVENUE ACCOUNT BUDGET AND 2020/21 RENT INCREASE This report covers the 2020/21 budget for the Council's homes (also known as the annual Housing Revenue Account (HRA) budget). The report also covers	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: Budg/pol framework		Ward(s): All Wards	
	Contact officer: Danny Rochford Danny.Rochford@lbhf.gov.uk			

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		the Housing Capital Programme, the 40 year financial business plan and changes to the annual rent and other housing-related charges		
2 March 2020				
Cabinet	2 Mar 2020	Housing Strategy 2019 Report on the Council's new Housing Strategy	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	
Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk				
Cabinet	2 Mar 2020	Defend Council Homes Policy Policy to provide extra protection for residents of council homes, involving them from the start of any redevelopment proposals and ensuring the council is working to best practice.	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	
Contact officer: Fiona Darby Fiona.Darby@lbhf.gov.uk				
Cabinet	2 Mar 2020	Grounds Maintenance Contract Procurement Procurement strategy for a grounds maintenance contract for parks and open spaces including provision for grounds maintenance on housing and highways sites 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	Cabinet Member for the Environment	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 or income more than £5 million		Ward(s): All Wards	
Contact officer: Richard Gill Tel: 07833482119 richard.gill@lbhf.gov.uk				

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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.		
20 April 2020				
Cabinet	20 Apr 2020	Corporate Revenue Monitor 2019/20 Month 9 21 December 2019 Forecast outturn as at end of December. Virement requests	Cabinet Member for Finance and Commercial Services	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 Contact officer: Emily Hill emily.hill@lbhf.gov.uk	