

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period September 2011 to December 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 September 2011 to December 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

Forward Plan No 112 (published 15 August 2011)

LIST OF KEY DECISIONS PROPOSED SEPTEMBER 2011 TO DECEMBER 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.

* 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
September			
Cabinet Full Council	5 Sep 2011	Treasury Management Outturn Report 10-11 This report provides information on the Council's debt, borrowing and investment activity for the financial year ending 31st March 2011.	Leader of the Council
	19 Oct 2011 Reason: Budg/pol framework		Ward(s): All Wards
Cabinet	5 Sep 2011	The Future of the Lifestyle Plus Card This report recommends that the Council ceases its operation of a leisure card, by decommission the existing Lifestyle Plus Scheme (LPS) and approving that GLL provide and manage a concessionary card that operates under the terms of GLL's existing Pay and Play concessionary offer in conjunction with Virgin Active.	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000		Ward(s): Wormholt and White City
Cabinet	5 Sep 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
	Reason: Expenditure more than £100,000		Ward(s): All Wards

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
Cabinet	5 Sep 2011	<p>Request for delegated authority to award cross-authority framework agreement for self-directed support services</p> <p>London Boroughs of Hammersmith and Fulham, Hillingdon, Brent and Royal Borough of Kensington and Chelsea are seeking to procure a cross borough Framework Agreement to deliver Self Directed Support Services (as part of the personalisation agenda). Hammersmith and Fulham are leading the procurement process. The Director of Community Services requests delegated authority to award Framework Agreement contracts for Self Directed Support Services from October 2011.</p>	Cabinet Member for Community Care
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	5 Sep 2011	<p>Project : 302 Fulham Palace Road, London SW6 - Works: external and communal repairs and redecoration</p> <p>Tender Acceptance Report to appoint contractor to carry out general building works at 302 Fulham Palace Road, London, SW6.</p>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Palace Riverside
Cabinet	5 Sep 2011	<p>Project : 1-67 Jepson House, 2-38 & 40-54 Pearscroft Road, London SW6. Works: internal and external refurbishment including works to satisfy fire risk assessment requirements</p> <p>Full refurbishment works, window and roof renewals, and works to meet Fire Risk Assessment requirements.</p>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Sands End

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
Cabinet	5 Sep 2011	Appointment of Development Agent Services	Cabinet Member for Housing
	Reason: Affects more than 1 ward	Appointment of Development Agent Services contractor for the Housing Development Company.	Ward(s): All Wards
Cabinet	5 Sep 2011	Nos 5 and 17-31 Carnwath Road, London, SW6	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	Sale of Council's Freehold Interest in Collaboration with Current Tenants.	Ward(s): Sands End
Cabinet	5 Sep 2011	Service Charges for Tenants	Cabinet Member for Housing
	Reason: Affects more than 1 ward	This paper seeks approval to implement fixed service charges calculated at block level for Council tenants. It sets out the reason for moving initially to fixed service charges and sets out a timetable for implementation and consultation.	Ward(s): All Wards
Cabinet	5 Sep 2011	General Fund Capital Programme, HRA Capital Programme & Revenue Budget 2011/12 - Month 2	Leader of the Council
	Reason: Expenditure more than £100,000	Report seeks approval to adjust Capital Programme & Revenue Budgets.	Ward(s): All Wards
Cabinet	5 Sep 2011	The contract for the management, maintenance and development of the Bishops Park Tennis Centre - Approval of appointment of preferred bidder	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	This report seeks approval for the appointment of a contractor to undertake the service contract for the management of the tennis facilities at Bishops Park.	Ward(s): Palace Riverside

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
Cabinet	5 Sep 2011	<p>Introduction of Interim Guidance to Social Landlords on the affordable Rent Tenure in LB Hammersmith and Fulham</p> <p>This report details the options available to the Council in introducing guidance to social landlords in the borough on rent setting for the new affordable rent tenure on both new build and conversions.</p>	Cabinet Member for Housing
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	5 Sep 2011	<p>Disposal of Edith Summerskill House, Clem Attlee Estate</p> <p>This report recommends the disposal of a vacant Council owned tower block at Edith Summerskill House on the Clem Attlee estate with the proceeds from the sale being utilised to fund future housing and regeneration activity in the borough.</p>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Fulham Broadway
Cabinet	5 Sep 2011	<p>West London Joint Framework Agreement for the Provision of Privately Managed Accommodation</p> <p>The PMA Scheme comprises furnished accommodation, both houses and flats, procured and managed by managing agents (the service provider) on behalf of the Council. The properties are used as temporary accommodation for homeless households who have applied to the Council under the provisions of Part VII of the Housing Act 1996. The properties can also be used for the prevention of homelessness.</p>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards

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
October			
Cabinet	10 Oct 2011	<p>Possible changes to Taxicard Scheme</p> <p>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.</p>	Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	10 Oct 2011	<p>Award to the Lowest Tenderer for the Removal of Asbestos: At Riverside Gardens Blocks A-Q (1-171) and S-T (180-199)</p> <p>Tender Acceptance Report to appoint contractor to carry out the removal of asbestos in the tank room at Riverside Gardens, Hammersmith, W6.</p>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway
Cabinet	10 Oct 2011	<p>DCLG Funding to Combat Social Housing Fraud</p> <p>Paper to outline the strategy to ensure social housing properties are used for those in need and to identify where this funding fits into that strategy, asking for approval for the funds.</p>	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	10 Oct 2011	<p>Use of 2011/12 HFBP profit share</p> <p>This report requests approval to use the HFBP profit share to pursue further e-services as part of a wider self serve strategy.</p>	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards

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
Cabinet	10 Oct 2011	General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring Report 2011/12 - Month 3 Report seeks approval to changes to the capital programme and revenue budget.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	10 Oct 2011	Fire Alarm System Upgrade to Various Sheltered Housing Accommodations Tender Acceptance Report to appoint contractor to carry out Fire Alarm Upgrade to various Sheltered Housing Accommodations within the Borough.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	10 Oct 2011	Installation of IRS Systems at White City Estate, Clem Attlee and Sheltered Housing Properties Tender Acceptance Report to appoint contractor to carry out installation of IRS Systems at White City Estate, Clem Attlee and various Sheltered Housing Accommodations.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Fulham Broadway; Wormholt and White City
Cabinet	10 Oct 2011	Warden Call System Upgrade Phase 1 Upgrade of Warden Call System to various properties within North of the Borough (Hammersmith).	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Askew; Avonmore and Brook Green; College Park and Old Oak; Hammersmith Broadway; Ravenscourt Park; Shepherds Bush Green; Town; Wormholt and White City

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
Cabinet	10 Oct 2011	Warden Call System Upgrade Phase 2	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Upgrade of Warden Call System to various properties within South of the Borough (Fulham).	Ward(s): Fulham Broadway; Fulham Reach; Munster; North End; Parsons Green and Walham; Sands End
Cabinet	10 Oct 2011	1 – 76 Barton House, Townmead Road - Lift Upgrade	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Tender Acceptance Report to appoint contractor to carry out Part Upgrade of the Two Existing Passenger Lifts.	Ward(s): Sands End
Cabinet	10 Oct 2011	Replacement of Communal Water Storage Tanks - South	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Tender Acceptance Report to appoint contractor to carry out Replacement of Communal Water Storage Tanks – South.	Ward(s): Addison; Sands End; Shepherds Bush Green; Town
Cabinet	10 Oct 2011	Replacement of Communal Water Storage Tank - North	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Tender Acceptance Report to appoint contractor to carry out Replacement of Communal Water Storage Tanks – North.	Ward(s): Hammersmith Broadway; Shepherds Bush Green; Wormholt and White City
Cabinet	10 Oct 2011	Old Oak Primary School	Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000	Tender Acceptance to appoint contractor to provide a large nursery and additional teaching areas with remodelling and alterations to the existing school building.	Ward(s): College Park and Old Oak

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
Cabinet Full Council	10 Oct 2011 19 Oct 2011	<p>Local Development Framework. Managing Change of Use in Local Shopping Centres Supplementary Planning Document</p> <p>The SPD will support the new shopping hierarchy outlined in the Core Strategy 2011 in advance of the adoption of the Development Management Development Plan Document (DM DPD). Its purpose is to provide supplementary guidance on the policies the council will apply when considering planning applications for changes of use of shop units in the borough's local shopping centres. The SPD identifies quotas that will be applied to frontages in the local shopping centres to manage the mix of uses in these centres.</p>	Councillor Nicholas Botterill
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	10 Oct 2011	<p>Local Development Framework: Proposed Submission Development Management Development Plan Document</p> <p>This report seeks approval of the proposed submission Local Development Framework Development Management DPD and associated documents for public consultation. The consultation will be for a six week period commencing in November 2011.</p> <p>The report notes that after consideration of representations received during public consultation, the Development Management DPD will be submitted to the Secretary of State along with a number of other submission documents identified in the Regulations for independent examination, expected in</p>	
	Reason: Affects more than 1 ward		Ward(s): All Wards

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
		Spring 2012.	
Cabinet	10 Oct 2011	Barons Court Community Library	Cabinet Member for Residents Services
	Reason: Significant in 1 ward	On 10th January 2011 Cabinet agreed to end the council-run service at Barons Court Library from 31st March 2011 and to transfer the library provision to a community-run service. Due to timing issues, on 18th April 2011 Cabinet agreed to additional one-off funding. This was to ensure a continuous provision of service from the site, pending implementation of the new arrangements which are currently being progressed with.	Ward(s): Avonmore and Brook Green
Cabinet	10 Oct 2011	Joint LBHF and RBKC response to the Government's revised Prevent Strategy	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	The report sets out a joint response by LBHF and RBKC to the Government's revised Prevent Strategy, which is part of the wider national Counter Terrorism Strategy. This report seeks approval to apply for Prevent funding in order to carry out necessary work to reduce the adverse risk outlined in the Prevent Strategy document.	Ward(s): All Wards
Cabinet	10 Oct 2011	Earl's Court Redevelopment Project	Leader of the Council
	Reason: Expenditure more than £100,000	The Council has been exploring the benefits of including the West Kensington and Gibbs Green estates within the proposed comprehensive redevelopment of Earl's Court and Lillie Bridge depot.	Ward(s): North End

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November			
Cabinet	7 Nov 2011	Shepherds Bush Common Improvement Project	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	Approval to appoint works contractors to undertake restoration works on Shepherds Bush Common.	Ward(s): Shepherds Bush Green
Cabinet	7 Nov 2011	Parking Projects Programme 2011/12	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	This report outlines the key parking priorities of the Council and presents a parking projects programme for 2011/12.	Ward(s): All Wards
Cabinet	7 Nov 2011	Measured Term Contract for Day-to-Day Breakdown Repair and Maintenance to Lift Plan and Associated Equipment to Housing Properties	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	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.	Ward(s): All Wards
Cabinet	7 Nov 2011	Measured Term Contract for Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Associated Equipment to Non-Housing Buildings	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	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.	Ward(s): All Wards
Cabinet	7 Nov 2011	Measured Term Contract for Planned Preventative Mechanical Maintenance for Boroughwide Housing Properties 2011-2015	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Tender Acceptance to appoint contractor to carry out	Ward(s): All Wards

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
		servicing of mechanical plant, day-to-day repairs, inspection and planned maintenance repairs to Housing Properties.	
Cabinet	7 Nov 2011	Measured Term Contract for Planned Preventative Mechanical Maintenance for Boroughwide Non-Housing Properties 2011 - 2015 Tender Acceptance to appoint contractor to carry out servicing of mechanical plant, day-to-day repairs, inspection and planned maintenance repairs to Non-Housing Properties.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	7 Nov 2011	Measured Term Contract for Planned Preventative Maintenance to Mechanical Plant - Specialist Works 2011 - 2015 Tender Acceptance to appoint contractor to carry out servicing of mechanical plant, day-to-day repairs, inspection and planned maintenance repairs – Specialist Works.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	7 Nov 2011	Measured Term Contract for Door Entry System – Boroughwide Housing Properties 2011 - 2015 Tender Acceptance to appoint contractor to carry out day to day reactive breakdown callout repairs together with a small element of routine servicing to door entry systems and automatic doors and barriers to the Council's Housing Properties.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	7 Nov 2011	Travel Assistance Policies Travel Assistance Policy – Special education needs (SEN)	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward		Ward(s): All Wards

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
Cabinet	7 Nov 2011	Contracts for the Management, Maintenance and Development of Satellite Tennis Centres To outsource tennis courts maintenance and tennis development at Eel Brook Common, Hurlingham Park, and Ravenscourt Park under a 21 year lease arrangement.	Cabinet Member for Residents Services
	Reason: Affects more than 1 ward		Ward(s): Palace Riverside; Parsons Green and Walham; Ravenscourt Park
December			
Cabinet	5 Dec 2011	The Archives Service Review This report will outline the current position and recommend options for the future delivery of the Council's archives service.	Cabinet Member for Residents Services
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	5 Dec 2011	Highways Planned Maintenance Programme 2012/13 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.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
January			
Cabinet	30 Jan 2012	Award of Term Contract for Public Lighting and Ancillary Works 2012-2015 Decision to award the new Public Lighting and Ancillary Works contract to the most economically advantageous tender.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): All Wards

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
Cabinet	30 Jan 2012	West London Housing Related Support Joint Framework Agreement Approval of the new framework agreement for housing related support services across eight West London boroughs. LBHF is the lead procurement borough for the new framework.	Cabinet Member for Community Care
	Reason: Affects more than 1 ward		Ward(s): All Wards