

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period October 2011 to January 2012

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 October 2011 to January 2012.

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

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

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

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

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

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 113 (published 15 September 2011)

LIST OF KEY DECISIONS PROPOSED OCTOBER 2011 TO JANUARY 2012

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
October			
Cabinet	10 Oct 2011	Proposed changes to Taxicard Scheme	Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000	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.	Ward(s): All Wards
Cabinet	10 Oct 2011	Award to the Lowest Tenderer for the Removal of Asbestos at Riverside Gardens Blocks A-Q (1-171) and S-T (180-199)	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Tender Acceptance Report to appoint contractor to carry out the removal of asbestos in the tank room at Riverside Gardens, Hammersmith, W6	Ward(s): Hammersmith Broadway
Cabinet	10 Oct 2011	Social Housing Fraud	Leader of the Council
	Reason: Expenditure more than £100,000	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.	Ward(s): All Wards
Cabinet	10 Oct 2011	General Fund Capital Programme, Housing Capital Programme and	Leader of the Council

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
	Reason: Expenditure more than £100,000	Revenue Monitoring Report 2011/12 - Month 4 Report seeks approval to changes to the capital programme and revenue budget.	Ward(s): All Wards
Cabinet	10 Oct 2011	Update on Libraries Strategy: 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.	Ward(s): Avonmore and Brook Green
Cabinet	10 Oct 2011	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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Cabinet	10 Oct 2011	Nos 5 and 17-31 Carnwath Road, London, SW6 Sale of Council's Freehold Interest in Collaboration with Current Tenants.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): Sands End
Cabinet	10 Oct 2011	Development of the White City Collaborative Care Centre and Housing Scheme Land Disposal and Swap To enable the Council's preferred scheme for the Collaborative Care Centre Development (known as Site A Scheme) to progress required land to be swapped between Wormholt Park with land at Sawley Road and Bryony Road as well as a transfer of additional Land.	Cabinet Member for Community Care, Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): Wormholt and White City
Cabinet	10 Oct 2011	The Contract for the Management of the Bishops Park Cafe	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	Catering provisions for Bishops Park Cafe	Ward(s): Palace Riverside
Cabinet	10 Oct 2011	New Corporate Structure This report sets out some changes in reporting arrangements following the appointment of a new Chief Executive.	Leader of the Council
	Reason: Affects more than 1 ward		Ward(s): All Wards
November			
Cabinet	7 Nov 2011	Parking Projects Programme 2011/12 This report outlines the key parking priorities of the Council and presents a parking projects programme for 2011/12.	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	7 Nov 2011	Measured Term Contract for Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Associated Equipment to Housing Properties Tender Acceptance Report to appoint contractor to carry out day to day breakdown repair and maintenance to lift plant and associated equipment in Housing Properties.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		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 Tender Acceptance Report to appoint contractor to carry out Day-to-Day Breakdown Repair and Maintenance to Lift Plant and Association Equipment in Non-Housing Properties.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	7 Nov 2011	Measured Term Contract for Planned Preventative Mechanical Maintenance for Boroughwide 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 Housing Properties.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards
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

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Cabinet	7 Nov 2011	Measured Term Contract for Planned Preventative Maintenance to Mechanical Plant - Specialist Works 2011 - 2015	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	Tender Acceptance to appoint contractor to carry out servicing of mechanical plant, day-to-day repairs, inspection and planned maintenance repairs – Specialist Works.	Ward(s): All Wards
Cabinet	7 Nov 2011	Measured Term Contract for Door Entry Systems – Boroughwide Housing Properties 2011 - 2015	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	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.	Ward(s): All Wards
Cabinet	7 Nov 2011	Serco Contract Review	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	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.	Ward(s): All Wards
Cabinet	7 Nov 2011	Use of 2011/12 HFBP profit share	Leader of the Council
	Reason: Expenditure more than £100,000	This report requests approval to use the HFBP profit share to pursue further e-services as part of a wider self serve strategy.	Ward(s): All Wards
Cabinet	7 Nov 2011	Fire Alarm System Upgrade to Various Sheltered Housing Accommodations	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Tender Acceptance Report to appoint contractor to carry out Fire Alarm Upgrade to various Sheltered Housing Accommodations within the	Ward(s): All Wards

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		Borough.	
Cabinet	7 Nov 2011	Installation of IRS Systems at White City Estate, Clem Attlee and Sheltered Housing Properties	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Tender Acceptance Report to appoint contractor to carry out installation of IRS Systems at White City Estate, Clem Attlee and various Sheltered Housing Accommodations.	Ward(s): Fulham Broadway; Wormholt and White City
Cabinet	7 Nov 2011	Warden Call System Upgrade Phase 1	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Upgrade of Warden Call System to various properties in the north of the Borough (Hammersmith).	Ward(s): Askew; Avonmore and Brook Green; College Park and Old Oak; Hammersmith Broadway; Ravenscourt Park; Shepherds Bush Green; Town; Wormholt and White City
Cabinet	7 Nov 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	7 Nov 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

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	Replacement of Communal Water Storage Tanks - South Tender Acceptance Report to appoint contractor to carry out Replacement of Communal Water Storage Tanks – South.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Addison; Sands End; Shepherds Bush Green; Town
Cabinet	7 Nov 2011	Replacement of Communal Water Storage Tank - North Tender Acceptance Report to appoint contractor to carry out replacement of communal water storage tanks – north.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway; Shepherds Bush Green; Wormholt and White City
Cabinet	7 Nov 2011	Sex & Relationship & Substance Misuse Education Programme To agree delegation of contract award to Cabinet Member.	Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	7 Nov 2011	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 Month 5 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
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

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 Dec 2011	Highways Planned Maintenance Programme 2012/13	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	The purpose of the report is to seek approval for the projects listed within the Carriageway and Footway Planned Maintenance programme and to establish a degree of flexibility in the management of the budgets and programme during the year.	Ward(s): All Wards
Cabinet	5 Dec 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	5 Dec 2011	Travel Assistance Policies	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Travel Assistance Policy – Special education needs (SEN)	Ward(s): All Wards
Cabinet	5 Dec 2011	Corporate Network Strategy	Leader of the Council
	Reason: Expenditure more than £100,000	Significant parts of the existing corporate data network have been in service for over nine years and critical components have reached the end of their life. From June 2013, a number of products become unserviceable and will need to be replaced. Other elements of the corporate network need work to make them suitable for triborough working or to provide business continuity.	Ward(s): All Wards
Cabinet	5 Dec 2011	Edward Woods Energy Efficiency Works to Low Rise Blocks	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	CESP funded Energy Efficiency Works to 3 low rise blocks on Edward Woods Estate	Ward(s): Shepherds Bush Green

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Cabinet	5 Dec 2011	Housing Capital Programme 2012/13 The purpose of the report is to seek approval for the proposed 2012/13 housing capital programme	Cabinet Member for Housing
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	5 Dec 2011	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 Month 6 The report seeks approval to changes to Capital Programme and Revenue Budgets.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	5 Dec 2011	Contracts for the Management, Maintenance and Development of Satellite Tennis Centres Outsourcing management and maintenance of tennis facilities at Hurlingham Park, Ravenscourt Park, and Eel Brook Common	Cabinet Member for Residents Services
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	5 Dec 2011	Leasing of Glasshouses and Garden in Ravenscourt Park to Hammersmith Community Garden Association (HCGA) Proposed leasing of glasshouses and curtilage area to HGCA for 7 years as an environmental centre for outdoor learning and volunteering.	Cabinet Member for Residents Services
	Reason: Significant in 1 ward		Ward(s): Ravenscourt Park
9 January			
Cabinet	9 Jan 2012	Advertising and sponsorship opportunities To market test for external expertise, on payment by reward basis, to help realise advertising and sponsorship opportunities across H&F.	Cabinet Member for Residents Services
	Reason: Affects more than 1 ward		Ward(s): All Wards

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Cabinet	9 Jan 2012	Workplace replacement Proposal to upgrade Microsoft Office to support collaborative tri borough working while also renewing the workplace IT device (PC) offer and the core desktop infrastructure to replace end-of-life hardware and software, increasing flexibility of deployment.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	9 Jan 2012	Cost reduction programme Procurement of a five year contract for support on a gain share basis through two initiatives; savings from the renewal and renegotiation of contracts; enhanced revenues collection through improved debt management.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	9 Jan 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 Month 7 Report seeks approval to changes to the Capital Programme and Revenue Budgets.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
30 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
March			
Cabinet	5 Mar 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	Cabinet Member for Community Care
	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
		the new framework.	
Cabinet	5 Mar 2012	Corporate Planned Maintenance Programme 2012-2013	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	Approval to commit to a programme of works	Ward(s): All Wards
Cabinet	5 Mar 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 8	Leader of the Council
	Reason: Expenditure more than £100,000	The report seeks approval for changes to the Capital Programme and Revenue Budgets.	Ward(s): All Wards
April			
Cabinet	16 Apr 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 9	Leader of the Council
	Reason: Expenditure more than £100,000	The report seeks approval to changes to the Capital Programme and Revenue budgets.	Ward(s): All Wards
Cabinet	16 Apr 2012	The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 10	Leader of the Council
	Reason: Expenditure more than £100,000	The report seeks approval to changes to the Capital Programme and Revenue Budgets.	Ward(s): All Wards