

## **FORWARD PLAN OF KEY DECISIONS**

*Proposed to be made in the period April 2012 to July 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 April 2012 to July 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](mailto: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](http://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**

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

*Forward Plan No 119 (published 15 March 2012)*

## LIST OF KEY DECISIONS PROPOSED APRIL 2012 TO JULY 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.

<b>Decision to be Made by:</b> (ie Council or Cabinet)	<b>Date of Decision-Making Meeting and Reason</b>	<b>Proposed Key Decision</b>	<b>Lead Executive Councillor(s) and Wards Affected</b>
<b>April</b>			
Cabinet	23 Apr 2012	<b>Land at 282-292 Goldhawk Road</b>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	To agree the partnership and procurement arrangements necessary to bring forward the development of the sites	Ward(s): Ravenscourt Park
Cabinet	23 Apr 2012	<b>The Irish Community Centre, Black Road, Hammersmith, London, W6</b>	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	Cabinet agreed to release this property for disposal in February 2011 with the tenant being offered first refusal. The report seeks approval to the terms agreed with the tenant.	Ward(s): Hammersmith Broadway
Cabinet	23 Apr 2012	<b>Tri Borough Insurance Contract</b>	Leader of the Council
	Reason: Expenditure more than £100,000	To approve the award of a contract for insurance cover as tendered under the Tri-Borough Arrangements	Ward(s): All Wards
Cabinet	23 Apr 2012	<b>The General Fund Capital Programme, Housing Capital Programme and Revenue Monitoring 2011/12 month 10</b>	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

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Cabinet	23 Apr 2012	<b>Review of the H&amp;F Archives Service</b>	Cabinet Member for Residents Services
	Reason: Affects more than 1 ward	This report will outline the current position and recommend options for the future delivery of the Council's archives service.	Ward(s): All Wards
Cabinet	23 Apr 2012	<b>Award of a Contract and Framework Agreement for the Provision of Service for Face to Face Customer Transactions</b>	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	The successful contractor from current tender process (Dec 2011) will provide a full face to face payment and verification process for the Council which will include the requirements as specified in the report. The majority of payments will be cash or cheque but may also be via credit card or debit card or postal orders. The Contractor may be asked to support new payment types that emerge during the life of the Contract.	Ward(s): All Wards
Cabinet	23 Apr 2012	<b>Hammersmith Library Refurbishment</b>	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	Approval for funding for refurbishment of Hammersmith Library	Ward(s): Hammersmith Broadway
Cabinet	23 Apr 2012	<b>Tender Acceptance Report for a Contract for Servicing and Maintenance of Fire Fighting Equipment to Housing Properties Boroughwide</b>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Periodic inspection, repairs and maintenance work to fire fighting equipment located on Council-owned housing properties for the London Borough of	Ward(s): All Wards

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		Hammersmith and Fulham.	
Cabinet	23 Apr 2012	<b>Care proceedings pilot</b>  A Tri-borough multi agency pilot to reduce the length of time care proceedings take in order to improve outcomes for children and reduce expenditure.	Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	23 Apr 2012	<b>Housing Investment Plan (HEIP) and Action Plan</b>  Following report approved at November Cabinet, consultation outcome has now been considered and assessment undertaken using the criteria agreed. Now returning to Cabinet with a recommended estate to be the first to benefit from the Housing Investment Plan.	Cabinet Member for Housing
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	23 Apr 2012	<b>Sale of Council's freehold interest in Palingswick House, 241 King Street, London W6 9LP to The West London Free School Academy Trust</b>  A decision is required to authorise the sale to enable the exchange of contracts by 31st March 2012 as required by the purchaser.	Leader of the Council
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	23 Apr 2012	<b>Earl's Court Redevelopment Project</b>  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.	Leader of the Council, Cabinet Member for Housing
	Reason: Affects more than 1 ward		Ward(s): North End

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<b>May - provisional date</b>			
Cabinet	14 May 2012	<b>Youth Provision Commissioning</b>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Proposals for the commissioning of Youth Provision from 2013-2015	Ward(s): All Wards
Cabinet	14 May 2012	<b>Network technology enabling multimedia use</b>	Leader of the Council
	Reason: Expenditure more than £100,000	Work is required to implement network technology enabling multimedia use. This will enable (for example) access to e-meetings, streaming from websites such as news or webinars, training materials or staff briefings from the Leader or Chief Executive. This will offer cost-effective just-in-time and personalised training courses, resulting in lower training costs and a higher-skilled workforce. There are also potential benefits from improved communication, e.g. videos of Leadership forum events.	Ward(s): All Wards
Cabinet	14 May 2012	<b>Tri-Borough Integration of Health and Social Care Services - Update and Proposals for Next Steps</b>	Cabinet Member for Community Care
	Reason: Affects more than 1 ward	Tri-Borough Integration of Health and Social Care Services - Update and Proposals for Next Steps.	Ward(s): All Wards
Cabinet	14 May 2012	<b>Riverside Studios, Crisp Road, London, W6</b>	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000	Re-development of Riverside Studios Site.	Ward(s): Hammersmith Broadway
Cabinet	14 May 2012	<b>Hammersmith Town Hall - Smart Accommodation Programme - Phase 1</b>	Deputy Leader (+Environment and Asset

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		Tender acceptance report to appoint contractor to carry out remodelling works on 1st and 2nd floor offices at Hammersmith Town Hall to provide smart working, open plan accommodation to maximise occupancy.	Management)
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway
Cabinet	14 May 2012	<b>Repairs &amp; Maintenance Re-procurement</b>	Cabinet Member for Housing
	Reason: Affects more than 1 ward	HRD Property Services proposal for Re-procurement of Repairs and Maintenance contracts	Ward(s): All Wards
Cabinet	14 May 2012	<b>Tri-borough ICT strategy 2012-2015</b>	Leader of the Council
	Reason: Affects more than 1 ward	The Vision for Tri-borough ICT - A Tri-borough ICT Strategy for 2012-2015	Ward(s): All Wards
Cabinet	14 May 2012	<b>Recharges Policy</b>	Cabinet Member for Housing
	Reason: Affects more than 1 ward	Implementation of a Recharges Policy for for HRD	Ward(s): All Wards
<b>June - provisional date</b>			
Cabinet	11 Jun 2012	<b>Meals Service Contract</b>	Cabinet Member for Community Care
	Reason: Expenditure more than £100,000	To request authority for the outsourcing of the Meals Service to a "cook on route" model. To notify of multi borough tendering arrangements. To request that authority to award the contract be delegated to Cabinet Member for Community Care in conjunction with the Executive Director of Adult Social Care.	Ward(s): All Wards

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Cabinet	11 Jun 2012	<b>Looked After Children Social Care Report</b>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Looked After Children Social Care report.	Ward(s): All Wards
Cabinet	11 Jun 2012	<b>Child Protection Social Care Report</b>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Child Protection Social Care report.	Ward(s): All Wards
Cabinet	11 Jun 2012	<b>Local Safeguarding Children's Board (LSCB) Social Care Report</b>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Local Safeguarding Children's Board (LSCB) Social Care report.	Ward(s): All Wards
Cabinet	11 Jun 2012	<b>Replacement for Frameworki CHS Report</b>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Replacement for Frameworki CHS report.	Ward(s): All Wards
Cabinet	11 Jun 2012	<b>Secure e-mail with external partners</b>	Leader of the Council
	Reason: Expenditure more than £100,000	Implementation of an IT solution to allow sensitive data to be sent via outlook over the public internet to external organisations.	Ward(s): All Wards
<b>July - provisional date</b>			
Cabinet	9 Jul 2012	<b>Travel Assistance Policies</b>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Travel Assistance Policy – Special education needs (SEN)	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
<b>September - provisional date</b>			
Cabinet	3 Sep 2012	<b>SmartWorking Stage D : Paperless Office Business Case</b>  A detailed Business Case for SmartWorking Stage D : Phase B "Paperless Office"	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards