

FORWARD PLAN OF KEY DECISIONS

Proposed to be made in the period May 2012 to August 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 May 2012 to August 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

Original Forward Plan No 120 (published 16 April 2012)

Revised Forward Plan No 120 (published 8 May 2012)

LIST OF KEY DECISIONS PROPOSED MAY 2012 TO AUGUST 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
May - provisional date			
Cabinet	21 May 2012	<p>Multimedia enabling Network technology</p> <p>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.</p>	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	21 May 2012	<p>Housing Revenue Account - Medium Term Financial Strategy Transformation Programme: Housing Services Market Testing & Repairs & Maintenance Re-Procurement Exercise</p> <p>HRD Property Services proposal for re-procurement of repairs and maintenance contracts; market test a number of housing management services and repairs and maintenance activities.</p>	Cabinet Member for Housing
	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	21 May 2012	Tri Borough Insurance Contract To approve the award of a contract for insurance cover as tendered under the Tri-Borough Arrangements.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	21 May 2012	Hammersmith Broadway Environment Improvements This report summarises the S106 funded proposal to refurbish the footway of the Hammersmith Broadway in October 2012. The purpose of these works is to improve access and the overall quality of the environment in the heart of one of the borough's busiest town centres. Funding has been earmarked specifically for these improvements through various S106 agreements and will be designed to give maximum value for money and reduce longer term maintenance costs to the Council. There will be a full consultation on the details of the improvements with residents, businesses and footways user groups.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway
Cabinet	21 May 2012	Procurement of Flexible Energy 2012-2016 Contracts for the provision of gas and electricity within Hammersmith & Fulham – procurement proposals.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	21 May 2012	Agreement for the provision of the IT infrastructure to operate contact centres from home in time for Olympics	Leader of the Council
	Reason: Affects more than 1 ward		Ward(s): All Wards

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		This paper identifies the opportunity to create the IT infrastructure that will allow Council staff (outside of the contact centre located in Rochdale) who deal with telephone calls in localised call centres (eg. H&F Direct, Smart HR, Parking and H&F Advice) to take these call from remote locations (including their homes) rather than Council buildings.	
Cabinet	21 May 2012 Reason: Affects more than 1 ward	Building a Housing Ladder of Opportunity, Incorporating: Draft Housing Strategy; Draft Tenancy Strategy; Draft Scheme of Allocation and Draft Homelessness Strategy The purpose of this report is to seek Cabinet's approval and endorsement of the documents listed above for public consultation including interested parties and the Mayor of London who is a statutory consultee.	Cabinet Member for Housing Ward(s): All Wards
June - provisional date			
Cabinet	23 Jul 2012 Reason: Expenditure more than £100,000	Hammersmith Town Hall - Smart Accommodation Programme - Phase 1 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.	Deputy Leader (+Environment and Asset Management) Ward(s): Hammersmith Broadway
Cabinet	18 Jun 2012 Reason: Expenditure more than £100,000	Riverside Studios, Crisp Road, London, W6 Re-development of Riverside Studios Site.	Deputy Leader (+Environment and Asset Management) Ward(s): Hammersmith Broadway

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	18 Jun 2012	Tri-Borough Integration of Health and Social Care Services - Update and Proposals for Next Steps	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	18 Jun 2012	Youth Provision Commissioning	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	23 Jul 2012	Tri-borough ICT strategy 2012-2015	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	18 Jun 2012	Meals Service Contract	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
Cabinet	18 Jun 2012	Looked After Children Social Care Report	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Looked After Children Social Care report.	Ward(s): All Wards
Cabinet	18 Jun 2012	Child Protection Social Care Report	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Child Protection Social Care report.	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	18 Jun 2012	Local Safeguarding Children's Board (LSCB) Social Care Report	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	18 Jun 2012	Replacement for Frameworki CHS Report	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	Replacement for Frameworki CHS report.	Ward(s): All Wards
Cabinet	18 Jun 2012	Secure e-mail with external partners	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
Cabinet	3 Sep 2012	Measured Term Contract for Boroughwide Cyclical Planned Maintenance to Council-owned Housing Properties 2012 – 2015	Cabinet Member for Housing
	Reason: Affects more than 1 ward	The term contract will include external and communal repairs and redecorations, plus works to communal services installations, to the borough's housing portfolio.	Ward(s): All Wards
Cabinet	23 Jul 2012	Economic development Priorities	Leader of the Council
	Reason: Affects more than 1 ward	This report sets out the economic development goals as detailed in the draft Economic Development Strategic Priorities 2012-2017 in order to facilitate long term planning, partnership work and initiatives aimed at increasing local economic growth. The report seeks endorsement for key	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
		<p>background documents; Local Economic Assessment (draft), Procurement Code, Business Investment Code and Job & Employment Code.</p> <p>In addition the report details related expenditure requirements.</p>	
Cabinet	18 Jun 2012	<p>SharePoint Implementation for Localities Service in Children's Services</p> <p>Implement an 'off the shelf' Collaborative Tool, SharePoint, for the Localities Services within Children's Services to introduce collaborative working across 3 multi-disciplinary teams situated across Hammersmith and Fulham, as well as their partner agencies, with the specific aims of:</p> <ol style="list-style-type: none"> 1. Enabling collaborative working within the service. 2. To improve document management and storage. 3. To reduce security risks to client information. 4. Reduce the proliferation of out of date and inaccurate data. 	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward		Ward(s): Hammersmith Broadway
July - provisional date			
Cabinet	23 Jul 2012	<p>Proposal for the introduction of graduated parking suspension charges boroughwide</p> <p>Residents often complain about the number of suspensions of parking suspensions, especially long-term suspensions, as it reduces the available parking spaces, thereby increasing parking stress, and arguably adding to congestion and pollution. As a result, officers</p>	Deputy Leader (+Environment and Asset Management)
	Reason: Affects more than 1 ward		Ward(s): All Wards

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		propose introducing a graduated structure for suspensions fees to the following: <ul style="list-style-type: none"> • £40 per space per day for suspensions lasting between one and five days; • £60 per space per day for suspensions lasting between six and 42 days; • £80 per space per day for suspensions lasting for 43 days or more. 	
Cabinet	23 Jul 2012	Tri-Borough Corporate Services Programme: Funding request for "Develop" phase	Leader of the Council
	Reason: Affects more than 1 ward	Request for funding for resources required to deliver the "Develop" phase of the Tri-Borough Corporate Services programme.	Ward(s): All Wards
September - provisional date			
Cabinet	3 Sep 2012	SmartWorking Stage D : Paperless Office Business Case	Leader of the Council
	Reason: Expenditure more than £100,000	A detailed Business Case for SmartWorking Stage D : Phase B "Paperless Office"	Ward(s): All Wards
October - provisional date			
Cabinet	15 Oct 2012	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	15 Oct 2012	Building a Housing Ladder of Opportunity	Cabinet Member for Housing
	Reason: Affects more than 1 ward	Seeks adoption as housing policy following public consultation for four housing documents: housing strategy; housing allocation scheme; tenancy strategy; and homelessness strategy	Ward(s): All Wards