

## **FORWARD PLAN OF KEY DECISIONS**

*Proposed to be made in the period September 2012 to December 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 September 2012 to December 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 2012/13**

<b>Leader (+ Regeneration, Asset Management and IT):</b>	<b>Councillor Nicholas Botterill</b>
<b>Deputy Leader (+ Residents Services):</b>	<b>Councillor Greg Smith</b>
<b>Cabinet Member for Children's Services:</b>	<b>Councillor Helen Binmore</b>
<b>Cabinet member for Communications:</b>	<b>Councillor Mark Loveday</b>
<b>Cabinet Member for Community Care:</b>	<b>Councillor Marcus Ginn</b>
<b>Cabinet Member for Housing:</b>	<b>Councillor Andrew Johnson</b>
<b>Cabinet Member for Transport and Technical Services:</b>	<b>Councillor Victoria Brocklebank-Fowler</b>

*Forward Plan No 124 (published 15 August 2012)*

## LIST OF KEY DECISIONS PROPOSED SEPTEMBER 2012 TO DECEMBER 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>September</b>			
Cabinet	3 Sep 2012	<b>Tri-borough ICT strategy 2012-2015</b>  The Vision for Tri-borough ICT - A Tri-borough ICT Strategy for 2012-2015	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet  Full Council	3 Sep 2012	<b>Treasury Outturn Report</b>  This report provides information on the Council's debt, borrowing and investment activity for the financial year ending 31st March 2012	Leader of the Council (+Regeneration, Asset Management and IT)
	24 Oct 2012		Ward(s): All Wards
Cabinet	3 Sep 2012	<b>Earl's Court Regeneration Project</b>  The further report will outline progress to date on the discussions on the key issues around the Earls Court Regeneration project.	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Significant in 1 ward		Ward(s): North End
Cabinet	3 Sep 2012	<b>Mayor of London's Cycle Hire Scheme</b>  Seeks authority to enter into an agreement with Transport for London to extend the Mayor of London's cycle hire scheme into the borough.	Cabinet Member for Transport and Technical Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards

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Cabinet	3 Sep 2012	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 2 (May)</b>  Report seeks approval for changes to the Revenue Budget.	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	3 Sep 2012	<b>Release of Restrictive Covenant at 70-72 Hammersmith Bridge Road</b>  The report seeks approval for the Council to release a restrictive covenant on this site for the benefit of the freeholder who has planning consent for a residential development on the site with a payment to the Council.	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway
Cabinet	3 Sep 2012	<b>Strategy for the provision of carer services across the City of Westminster, the London Borough of Hammersmith and Fulham, and the Royal Borough of Kensington and Chelsea</b>  Strategy for the provision of carer services across the City of Westminster, the London Borough of Hammersmith and Fulham, and the Royal Borough of Kensington and Chelsea	Cabinet Member for Community Care
	Reason: Affects more than 1 ward		Ward(s): All Wards
<b>October</b>			
Cabinet	15 Oct 2012	<b>Shepherds Bush Market - Land Assembly</b>  Report setting out progress to date on land assembly to facilitate regeneration of the market and next steps.	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Significant in 1 ward		Ward(s): Shepherds Bush Green

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Cabinet	15 Oct 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	15 Oct 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	15 Oct 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	15 Oct 2012	<b>Measured Term Contract for Boroughwide Cyclical Planned Maintenance to Council-owned Housing Properties 2012 – 2015</b>	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	15 Oct 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
Cabinet	15 Oct 2012	<b>Building a Housing Ladder of Opportunity</b>	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

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Cabinet	15 Oct 2012	<b>Tri-borough ICT provision procurement - initiation</b>  This paper will seek approval for the H&F participation in the initiation of the procurement of key ICT services tri-borough; for the consequent re-organisation of the three Councils' client side into one tri-borough; for the funding for the next stages of procurement.	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Corporate Revenue Monitoring 2012_13 : PERIODS 3 and 4 (June and July)</b>  Corporate Revenue Monitoring 2012_13 : PERIODS 3 (June) and 4 (July).	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Corporate Capital Budget Monitor - 1st Quarter 2012/13</b>  To seek approval for changes to the Capital Programme - 2012/13	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Economic Development priorities for S106 contributions</b>  This report details current economic development workstreams and seeks members' approval for the use of Section 106 funds to achieve key outcomes.	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000	The report also signals work commencing to establish new high-level economic development priorities which respond to the borough's longer term regeneration vision and growth.	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	15 Oct 2012	<p><b>Troubled Families - Implementing a Tri-borough Approach</b></p> <p>In December 2011, the Government launched its programme to turn around the lives of the country's 120,000 most troubled families: those experiencing multiple problems and disadvantages such as unemployment, truancy and causing problems such as crime and anti-social behaviour at an annual estimated cost of £9 billion. The Government has estimated that there are 1720 troubled families in the Tri-borough at an estimated annual cost to the taxpayer of £150 million.</p> <p>The programme will run for three years funded by a combination of attachment fees and on a "payments by results" basis to incentivise local authorities and other partners to prioritise this work.</p> <p>This report:</p> <ul style="list-style-type: none"> <li>- Updates Members on the data and financial analysis of the Troubled Families cohort in the Tri-borough area</li> <li>- Proposes the 'wrap-around' service provision to deal with the complexity of issues faced by the Troubled Families cohort.</li> </ul>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	15 Oct 2012	<p><b>Redevelopment of intranet</b></p> <p>Provision of a new resilient platform for intranet, with improved ease of use</p>	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards

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Cabinet	15 Oct 2012	<b>Microsoft academic licence rationalisation</b>  Inclusion of academic licences within the Microsoft enterprise agreement to ensure consistency with upgrade to Office 2010	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Strategic review of sheltered housing stock and the provision of extra care - Phase 1</b>	Cabinet Member for Housing, Cabinet Member for Community Care
	Reason: Affects more than 1 ward	The vision is to ensure that LBHF HRA stock is managed efficiently and profiled to meet changing aspirations and need in the Borough.  A key driver is to provide sustainable, fit for purpose accommodation that meets the corporate objective of delivering high quality, value for money services.  Whilst the outcome of the review of the Sheltered Housing Stock cannot be predetermined, a primary objective is to deliver an additional 105 units of Extra Care accommodation within our existing Sheltered housing stock to support the operational requirements of Adult Social Care. Current stock will be assessed for potential conversion as part of the Review.	Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Acton Care Centre Contract Extension</b>	Cabinet Member for Community Care
	Reason: Expenditure more than £100,000	To request Cabinet approval for an extension to the contract between the London Borough of Hammersmith and Fulham and Catalyst Housing Group for the provision of nursing home beds at Acton Care Centre for a period of	Ward(s): All Wards



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		one year from 1 March 2013.	
Cabinet	15 Oct 2012	<b>Housing Development: Appointment of Building Contractor</b>  To appoint a building contractor for the next phase of the 'hidden homes' sites to build affordable housing through the Housing Development Company.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Housing Development: Appointment of Development Management Services Agent</b>  Appointment of development management services agent to deliver affordable housing products built using innovative modern methods of construction through the Council's housing development company.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Housing Development: Procurement of Joint Venture Development Partner</b>  Procurement of a development partner to establish a housing joint venture vehicle in relation to Watermeadow Court and Edith Summerskill House sites.	Cabinet Member for Housing
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Tri-Borough Integration of Health and Social Care Services</b>  Tri-Borough Integration of Health and Social Care Services	Cabinet Member for Community Care
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	15 Oct 2012	<b>Funding Request for 2012/13 Tri-Borough Costs</b>  This report requests funding for the H&F share of the necessary additional staff costs, identified to date, that need to be incurred in order to	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure		Ward(s): All Wards

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	more than £100,000	secure the delivery of the Tri-borough proposals and associated benefits. These include £17 million savings for H&F by 2015/16.	
Cabinet	15 Oct 2012	<b>Removal of Automatic Public Conveniences</b>  To remove all 6 Automated Public Conveniences (APCs) in the borough with customers utilising alternative toilets such as those in the Mayor for London's Toilet Scheme. Also to consider the future of the urinals at Shepherds Bush Green.	Deputy Leader (+ Residents Services)
	Reason: Affects more than 1 ward		Ward(s): All Wards
<b>November</b>			
Cabinet	12 Nov 2012	<b>Hammersmith Town Hall - Smart Accommodation Programme - Phase 1</b>  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 (+ Residents Services)
	Reason: Expenditure more than £100,000		Ward(s): Hammersmith Broadway
Cabinet	12 Nov 2012	<b>Reprocurement of frameworki Social Care IT system</b>  Confirmation of reprocurement of Frameworki social care system (or equivalent social care system) is requested for both Adult Social Care and Children's Services from January 2013.	Cabinet Member for Community Care, Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	12 Nov 2012	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 5 (August)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than		Ward(s): All Wards

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	£100,000		
Cabinet	12 Nov 2012	<b>SERCO Contract Review</b>  Description: Review and decision about whether to continue with SERCO Waste and Street Cleansing contract which expires in 2015.	Deputy Leader (+ Residents Services)
	Reason: Affects more than 1 ward		Ward(s): All Wards
<b>December</b>			
Cabinet	10 Dec 2012	<b>Corporate Revenue Monitoring 2012_13 PERIOD 6 (September)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	10 Dec 2012	<b>Council Housing Tenancy Agreement</b>  Cabinet will be asked to agree a new tenancy agreement following consultation, which will include reference to new flexible fixed term tenancies; basis for tenants to operate a business from home; clarify tenancy succession issues; highlight the consequences of tenancy fraud and attempts at tenancy fraud; general updating and presentational improvements to current document.	Cabinet Member for Housing
	Reason: Affects more than 1 ward		Ward(s): All Wards
Cabinet	10 Dec 2012	<b>Capital Budget Monitor - 2nd Quarter Amendments 2012/13</b>  To seek approval for changes to the Capital Programme - 2012/13	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards

<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>
Cabinet  Full Council	10 Dec 2012	<b>Treasury Management Mid Year Review</b>  This reports covers Quarter 1 and 2 for 2012/13 and provides information on the Council's debt, borrowing and investment activity up to the 30th September 2012	Leader of the Council (+Regeneration, Asset Management and IT)
	30 Jan 2013		Ward(s): All Wards
	Reason: Expenditure more than £100,000		
<b>January</b>			
Cabinet	14 Jan 2013	<b>Elevator Monitoring Unit Installation - Various Sites</b>  The works consist of the supply and installation of elevator Monitoring Units and Auto Diallers to be fitted to each lift in providing automatic reporting of lift breakdowns and two communication between each lift car and operators at a manned call centre in dealing with lift entrapment.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	14 Jan 2013	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 7(October)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	14 Jan 2013	<b>Supply of tickets for pay and display machines</b>  This is a bi-borough framework agreement with RBKC for the supply of tickets for pay and display machines.	Cabinet Member for Transport and Technical Services
	Reason: Affects more than 1 ward		Ward(s): All Wards

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Cabinet	14 Jan 2013	<b>Provision of a blue badge investigation and enforcement service</b>  The Council has piloted a scheme to tackle the abuse of Disabled Parking Permits (blue badges). The pilot has proved to be successful and the Council now wants to enter into a long-term contractual arrangement for a minimum of 3 years and a maximum of 7.	Cabinet Member for Transport and Technical Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	14 Jan 2013	<b>Contract for the maintenance of pay and display machines</b>  This is a bi-borough contract with RBKC for the maintenance of pay and display machines.	Cabinet Member for Transport and Technical Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards
<b>February</b>			
Cabinet	11 Feb 2013	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 8 (November)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
<b>March</b>			
Cabinet	4 Mar 2013	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 9 (December)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards

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Cabinet	4 Mar 2013	<b>Capital Budget Monitor - 3rd Quarter Amendments 2012/13</b>  To seek approval for changes to the Capital Programme 2012/13	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
<b>April</b>			
Cabinet	8 Apr 2013	<b>Corporate Revenue Monitoring 2012_13 : PERIOD 10 (January)</b>  Report seeks approval for changes to the Revenue Budget	Leader of the Council (+Regeneration, Asset Management and IT)
	Reason: Expenditure more than £100,000		Ward(s): All Wards
Cabinet	8 Apr 2013	<b>Letting of concession of Wi-Fi on lamp posts</b>  Letting of a concession to allow mobile data devices to be fitted to lamp posts.	Deputy Leader (+ Residents Services)
	Reason: Affects more than 1 ward		Ward(s): All Wards