

## **FORWARD PLAN OF KEY DECISIONS**

*Proposed to be made in the period January 2010 to April 2010*

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 January 2010 to April 2010.

**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 2009/10**

<b>Leader:</b>	<b>Councillor Stephen Greenhalgh</b>
<b>Deputy Leader (+ Member for Environment):</b>	<b>Councillor Nicholas Botterill</b>
<b>Cabinet Member for Residents' Services:</b>	<b>Councillor Paul Bristow</b>
<b>Cabinet Member for Housing:</b>	<b>Councillor Lucy Ivimy</b>
<b>Cabinet Member for Children's Services:</b>	<b>Councillor Sarah Gore</b>
<b>Cabinet Member for Strategy:</b>	<b>Councillor Mark Loveday</b>
<b>Cabinet Member for Crime and Street Scene:</b>	<b>Councillor Greg Smith</b>
<b>Cabinet Member for Parks, Culture and Heritage:</b>	<b>Councillor Frances Stainton</b>

*Forward Plan No 92 (published 15 December 2009)*

## LIST OF KEY DECISIONS PROPOSED JANUARY 2010 TO APRIL 2010

*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>
Cabinet	11 Jan 2010	<b>Capital Programme and Revenue Budget 2009/10 month 6 amendments</b>	Leader of the Council
	Reason: Expenditure more than £100,000	The purpose of this report is to seek approval for changes to the capital programme and the revenue budget.	Ward(s): All Wards;
Cabinet  Full Council	11 Jan 2010	<b>Licensing Act 2003 - Fulham Town Centre - Adoption of a Special Licensing Policy</b>  The Council is under a duty to make revisions to its statement of licensing policy at such times as it considers necessary and appropriate. Following an extensive evidence gathering period the Council considers it may be necessary and appropriate to introduce a special policy in relation to cumulative impact. The effect of adopting such a policy would be to create a rebuttable presumption that applications for new premises licences or club premises certificates or variations that are likely to add to the existing cumulative impact will normally be refused, where a relevant representation has been made, unless the applicant can demonstrate that there will be no negative cumulative impact on one or more of the licensing objectives.	Cabinet Member for Crime and Street Scene, Deputy Leader (+Environment)
	27 Jan 2010		Cabinet Member for Crime and Street Scene, Deputy Leader (+Environment)
	Reason: Budg/pol framework		Ward(s): Fulham Broadway; Parsons Green and Walham Town;

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Cabinet  Full Council	11 Jan 2010	<b>Council Tax base and collection rate 2010/2011</b>  This report contains an estimate of the Council Tax Collection Rate and calculates the Council Tax Base for 2010/2011.	Leader of the Council
	27 Jan 2010		Leader of the Council
	Reason: Budg/pol framework		Ward(s): All Wards;
Cabinet	11 Jan 2010	<b>Approval to award the following term contracts for resurfacing &amp; road marking 2010 to 2015 (part exempt)</b>	Deputy Leader (+Environment)
	Reason: Expenditure more than £100,000	Following a competitive tendering process, approval is sought to award this contract to the contractor (tenderer) assessed to have submitted the most economically advantageous tender to the Council to deliver the works. A separate report on the exempt part of the agenda provides confidential information regarding the tender process for this contract.	Ward(s): All Wards;
Cabinet	11 Jan 2010	<b>Highway Maintenance approval of the 2010/11 programme</b>	Deputy Leader (+Environment)
	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.	Ward(s): All Wards;
Cabinet	11 Jan 2010	<b>Community Equipment Service - appointment of framework provider</b>	Leader of the Council
	Reason: Expenditure more than £100,000	The report seeks permission to enter into a framework agreement with Medequip as the community equipment across 9 London Boroughs. We are also seeking permission to extend the current Section 75 agreement with H&F NHS and Imperial College NHS trust to cover the duration of the contract as well as extending the current Community Equipment	Ward(s): All Wards;

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		Contract with Medequip to the end of March 2010.	
Cabinet	11 Jan 2010	<b>Integration of Children's Services commissioning</b>	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward	This paper sets out proposals to integrate Children's Commissioning between the Children's Services Department and NHS H&F. The Assistant Director Commissioning and Performance will become the Programme Director Children's Commissioning, drawing together a team from both Children's Services and NHS H&F and reporting to the Managing Director NHS H&F. Budget reporting responsibilities will be to both the Managing Director NHS H&F and the Director of Children's Services. The aim of the development is to achieve a coherent approach to children's commissioning, improving services and aiming to improve outcomes for children, identifying efficiencies in commissioning and delivery, whilst forging links to adult commissioning.	Ward(s): All Wards;
Cabinet	11 Jan 2010	<b>Fulham Court Estate improvement strategy: Phase 1: physical improvements</b>	Cabinet Member for Housing, Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000	The emerging estate strategy for Fulham Court will include environmental improvements and other actions to transform the estate. The expected key decisions will be to agree the funding to enable consultation with neighbourhood residents to commence to enable full proposals to be developed and implemented. The scheme will also include the development of a Children's Centre serving the wider neighbourhood.	Ward(s): Town;

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Cabinet	11 Jan 2010	<b>The Children's Services Integrated Children's System Improvement Project</b>  This report seeks the approval for a programme of work in order implement changes to ICS process, and supporting systems in light of a review following the Baby P case and the subsequent Laming report. It also seeks ongoing funding for the Framework Development, Training and Support Team. This team is already in existence and has been funded by the DCSF grant in relation to ICS. Following the DCSF decision to remove the requirement on local authorities to be ICS compliant this funding has ceased.	Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	11 Jan 2010	<b>London Borough's Grants Scheme: LBHF Contribution 2010-11</b>  This report gives the background to the LC London Boroughs Grant Scheme and seeks agreement to London Borough of Hammersmith	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	8 Feb 2010	<b>Capital Programme and Revenue Budget 2009/10 month 7 amendments</b>  The purpose of this report is to seek approval for changes to the capital programme and the revenue budget.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet  Full Council	8 Feb 2010	<b>Revenue Budget and Council Tax levels 2010/11</b>  This report sets out the proposed 2010/11 revenue budget and associated Council Tax charge.	Leader of the Council
	24 Feb 2010  Reason: Budg/pol framework		Ward(s): All Wards;

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Cabinet  Full Council	8 Feb 2010	<b>Capital Programme 2010/11 to 2014/15</b>  This report sets out an updated resources forecast and a capital programme for 2010/11 to 2014/15.	Leader of the Council
	24 Feb 2010  Reason: Budg/pol framework		Ward(s): All Wards;
Cabinet	8 Feb 2010	<b>Corporate Planned Maintenance Programme 2010/2011</b>  To consider and agree the 2010/2011 Corporate Planned Maintenance Programme. This programme comprises regular servicing and maintenance of plant and equipment as well as refurbishment and improvement works to all of the Council's property assets excluding schools and housing properties which have their own separate programmes.	Leader of the Council, Cabinet Member for Parks, Culture and Heritage, Deputy Leader (+Environment)
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	8 Feb 2010	<b>Impact of increased child protection demand following the Baby Peter case</b>  This report summarises the increased child protection activity and cost arising from the heightened awareness of child protection issues following the publicity given to the case of baby Peter.	Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	8 Feb 2010	<b>Fulham Palace - approved caterers</b>  To agree that the provision of catering at Fulham Palace should be restricted to the Council's catering division and to a list of the Council's 'approved caterers' selected by open tender	Leader of the Council, Cabinet Member for Parks, Culture and Heritage, Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000		Ward(s): Palace Riverside;
Cabinet	8 Feb 2010	<b>Fulham Palace - single governance and strategic plan</b>	Leader of the Council, Cabinet Member for Parks, Culture and Heritage, Cabinet

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	Reason: Expenditure more than £100,000	The management of Fulham Palace is being transferred to a single managing body. This report seeks approval for: (1) The transfer of the site to the Fulham Palace Trust. (2) The draft strategic plan which sets out, inter alia, the strategic objectives for the Trust for 2009-12 (3) The draft Service Level Agreement which specifies the terms under which a grant will be offered to the Trust by the Council.	Member for Residents Services  Ward(s): Palace Riverside;
Cabinet	8 Feb 2010  Reason: Expenditure more than £100,000	<b>Procurement of larger family sized accommodation</b>  Proposing that the Council, working in partnership with a registered social landlord, purchases up to 18 four bed properties both in and out of the borough to assist the Council's strategies in relation to relieving overcrowding and assisting in meeting urgent housing need.	Leader of the Council, Cabinet Member for Housing  Ward(s): All Wards;
Cabinet	8 Feb 2010  Reason: Expenditure more than £100,000	<b>Regeneration of 248 Hammersmith Grove - disposal of head lease</b>  This report proposes disposal of the head lease to Notting Hill Housing Group (NHHG) for demolition and redevelopment.	Cabinet Member for Housing  Ward(s): Addison;
Cabinet	8 Feb 2010  Reason: Expenditure more than £100,000	<b>Development of Wormholt and White City Collaborative Care Centre and housing scheme and land swap</b>  The preferred scheme for the development of the former Janet Adegoke Leisure Centre site requires a like for like land swap at Wormholt Park .This report details the areas of land to be swapped and the financial implications.	Leader of the Council, Cabinet Member for Parks, Culture and Heritage, Deputy Leader (+Environment)  Ward(s): Wormholt and White City;



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Cabinet	8 Feb 2010	<p><b>Improving the customer experience online</b></p> <p>The H&amp;F website was transformed when relaunched in early 2005 with the implementation of the new content management system. Over the last four years, there have been changes and improvements to the website but, despite winning an award for parking permit renewals, it has received no significant improvement overall. This report specifies a number of transactional and usability improvements to the website which would considerably improve service to residents and deliver efficiencies.</p>	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	8 Feb 2010	<p><b>Disposal of the Bumpsadaisies Day Nursery site, Broomhouse Lane, SW6</b></p> <p>Authority is sought to sell the freehold interest to the adjoining Parsons Green Sports Club (PGSC), to include re-location of the tenant Bumpsadaisies Nursery within a development proposed by PGSC/Bellway Homes; all subject to Planning consent.</p>	Leader of the Council, Cabinet Member for Children's Services, Deputy Leader (+Environment)
	Reason: Expenditure more than £100,000		Ward(s): Sands End;
Cabinet	8 Feb 2010	<p><b>Youth Commissioning</b></p> <p>Details of proposals for youth commissioning within CHSD.</p>	Leader of the Council, Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	8 Feb 2010	<p><b>Ravenscourt Park Station access</b></p> <p>The Ravenscourt Park Station proposal will improve accessibility to and from the</p>	Deputy Leader (+Environment)
	Reason: Expenditure		Ward(s): Ravenscourt Park;

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	more than £100,000	station and between bus stops and the station. The improvements will help enhance the walking environment and increase pedestrian safety and sense of security. As part of the proposal, improved cycle parking facilities will be provided and street clutter removed.	
Cabinet	8 Feb 2010	<b>Housing Revenue Account Budget Strategy 2010-11</b>  This report sets out the budget strategy for the Housing Revenue Account (HRA) to 2012/13, with detailed revenue estimates and the proposed rental and service charge increases for 2010/11.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	8 Feb 2010	<b>Bishop Park's Tennis Courts Improvement</b>  Proposing improvements to the existing 15 tennis courts, to include re-introduction of floodlights to illuminate 5 courts, resurfacing of all courts, reconfiguring court layout to include junior courts and 12 LTA courts as well as boundary fencing. Approval is sought to delegate authority to appoint the contractor and for total expenditure of £340k, comprising LBHF capital funding of £170k; £150k of match grant funding from LTA; and £20k from Queens Club.	Cabinet Member for Residents Services, Cabinet Member for Parks, Culture and Heritage
	Reason: Expenditure more than £100,000		Ward(s): Palace Riverside;
Cabinet	8 Feb 2010	<b>BSF - delegation of powers to proceed with procurement process</b>  Seeking delegation of powers to senior officers to select two bidders from the pre-qualification questionnaire (PQQ) to Invitation to Proceed with Dialogue 2 (IPD2) shortlist. A recommendation for selected bidder will then be submitted to Cabinet following	Leader of the Council, Cabinet Member for Children's Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards;

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		close of dialogue and submission of final bids.	
Cabinet	8 Feb 2010	<b>Amendment to Stableway Travellers Site Management Agreement</b>	Cabinet Member for Housing
	Reason: Expenditure more than £100,000	Proposal to update Stable Way Travellers Site Management Agreement between H&F and Royal Borough of Kensington & Chelsea, to fully reflect the changed relationship between the boroughs since the creation of H&F Homes, the Council's Arms Length Management Organisation, which carries out the day to day management of the site, and to allow for an appropriate client management structure to be in place in the event of appointing another provider of management services.	Ward(s): College Park and Old Oak;
Cabinet	8 Feb 2010	<b>Trade Waste Review</b>	Cabinet Member for Crime and Street Scene
	Reason: Expenditure more than £100,000	The trade waste service is currently provided in-house. A review has been undertaken to consider how the service should develop to maximise income, improve debt recovery and ensure enhanced customer satisfaction in this area of the business. Options include expanding the business as and when appropriate to do so, reducing our offer, or working in partnership with another agency to deliver this service.	Ward(s): All Wards;
Cabinet	8 Feb 2010	<b>Riverside Walk Enhancement Report</b>	Deputy Leader (+Environment), Cabinet Member for Parks, Culture and Heritage, Cabinet Member for Housing
	Reason: Affects more than 1 ward	A document used to culminate all policy and guidance related to the riverside walk. The intended use is for all Council officers and all river related issues, riparians, and developers, with the objective of providing a fully connected and high quality riverside walk.	Ward(s): All Wards;

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Cabinet	8 Feb 2010	<p><b>Future jobs fund</b></p> <p>To seek formal approval for LBHF to enter into an agreement with DWP (Department of Work and Pensions) for Future Jobs Fund Funding.</p> <p>This initiative seeks to fund the provision of borough based training and employment services. The council in partnership with the third sector has been successful in winning a bid to the DWP to fund a Future Jobs Fund Scheme. The scheme will provide 80 jobs for unemployed young people age 18-24 years old living in Hammersmith and Fulham. The council has worked in partnership with the voluntary and community sector and these jobs will be sourced from voluntary and community sector agencies, the council will facilitate this project by being the accountable body for the partnership.</p>	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	8 Feb 2010	<p><b>Vehicle hire: passenger transport</b></p> <p>Delegated approval is sought to award a vehicle hire contract for passenger transport service to the Directors of Finance.</p>	Cabinet Member for Children's Services, Cabinet Member for Residents Services, Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Full Council	24 Feb 2010	<p><b>Treasury Management Strategy Report</b></p> <p>Providing information on the Council's Treasury Management Strategy for 2010/11 including interest rate projections and the borrowing and investment activity reports for the period April to December 2009. Seeking</p>	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;

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		approval for borrowing limits and authorisations for the Director of Finance and Corporate Services to arrange the Council's cashflow, borrowing and investments in the year 2010/11.	
Cabinet	8 Mar 2010	<b>Capital Programme and Revenue Budget 2009/10 month 8 amendments</b>	Leader of the Council
	Reason: Expenditure more than £100,000	The purpose of this report is to seek approval for changes to the capital programme and the revenue budget.	Ward(s): All Wards;
Cabinet	8 Mar 2010	<b>Fulham Palace - marquee hire concession</b>	Leader of the Council, Cabinet Member for Parks, Culture and Heritage, Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000	To support functions at Fulham Palace, the Council is proposing to hire a 15m x 12m marquee for erection within the Palace Chaplain's Garden between March and December inclusive for a period of three years. This report seeks approval to appoint the lowest tenderer in accordance with the recommendations of a Tender Appraisal Panel.	Ward(s): Palace Riverside;
Cabinet	8 Mar 2010	<b>Fulham Palace - Phase 3 Heritage Lottery Fund application</b>	Cabinet Member for Residents Services, Deputy Leader (+Environment)
	Reason: Expenditure more than £100,000	The Council wishes to restore and reuse the walled garden and outbuildings at Fulham Palace. This report sets out the structures that are proposed to be restored and reused in partnership with Garden Organic (formerly the Henry Doubleday Research Association). It outlines how the works are proposed to be funded and recommends as the first step a grant application to the Heritage Lottery Fund (HLF).	Ward(s): Palace Riverside;
Cabinet	8 Mar 2010	<b>Approval to award the following term contracts for: street lighting material</b>	Deputy Leader (+Environment)

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	Reason: Expenditure more than £100,000	<b>supply 2010 to 2013 &amp; street lighting support 2010 to 2013 (part exempt)</b>  Seeking approval to award the above contracts to the contractors (tenderer) assessed to have submitted the most economically advantageous tender to the Council to deliver the works. A separate report on the exempt part of the agenda provides confidential information regarding the tender process for this contract.	Ward(s): All Wards;
Cabinet	8 Mar 2010	<b>Business Continuity (part exempt)</b>	Leader of the Council
	Reason: Expenditure more than £100,000	Approval is sought to the establishment of a major improvement to the Council's business and service continuity.	Ward(s): All Wards;
Cabinet	8 Mar 2010	<b>Hammersmith and Fulham Carbon Management Plan</b>	Deputy Leader (+Environment)
	Reason: Expenditure more than £100,000	This report seeks approval for the Council's Carbon Management Plan The Plan outlines the actions required to reduce carbon emissions and expenditure on energy in the delivery of council services.	Ward(s): All Wards;
Cabinet	8 Mar 2010	<b>Hostel Improvement Report</b>	Councillor Lucy Ivimy
	Reason: Expenditure more than £100,000	Request to use a portion of the capital receipts from the sale of hostel stock to improve remaining stock	Ward(s): All Wards;
Cabinet	8 Mar 2010	<b>Single Equality Scheme (2009-11)</b>	Leader of the Council
	Reason: Affects more than 1 ward	To seek Cabinet approval to the Single Equality Scheme (2009-11) and action plan. Preparing and publishing an equality scheme is a legal requirement for race, gender and disability. The Single	Ward(s): All Wards;

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		Equality Scheme sets out the council's aims and the key actions it will take to create a borough of opportunity with life chances for all.	
Cabinet	29 Mar 2010	<b>Capital Programme and Revenue Budget 2009/10 month 9 amendments</b>	Leader of the Council
	Reason: Expenditure more than £100,000	The purpose of this report is to seek approval for changes to the capital programme and the revenue budget.	Ward(s): All Wards;
Cabinet	26 Apr 2010	<b>Capital Programme and Revenue Budget 2009/10 month 10 amendments</b>	Leader of the Council
	Reason: Expenditure more than £100,000	The purpose of this report is to seek approval for changes to the capital programme and the revenue budget.	Ward(s): All Wards;
Cabinet	26 Apr 2010	<b>IT Strategy</b>	Leader of the Council
	Reason: Expenditure more than £100,000	Seeking approval to the Council's IT Strategy 2010, covering 2010 to 2013, ensuring that the IT provision is aligned with the Council's key priorities and assists the achievement of the Council's value for money objectives	Ward(s): All Wards;
Cabinet	14 Jun 2010	<b>Expansion of requirement to recycle borough-wide</b>	Cabinet Member for Crime and Street Scene
	Reason: Affects more than 1 ward	Following the report that was submitted to the Cleaner and Greener Scrutiny Committee on 17 June 2008, further work has been undertaken to gauge the appropriateness of introducing a requirement to recycle across the borough, now that the single pass waste collections are embedded and a promotional programme has been agreed, to maximise the ongoing and sustainable rise in participation.	Ward(s): All Wards;