

## **FORWARD PLAN OF KEY DECISIONS**

*Proposed to be made in the period February 2011 to May 2011*

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 February 2011 to May 2011.

**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 (+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 Lucy Ivimy</b>
<b>Cabinet Member for Residents Services:</b>	<b>Councillor Greg Smith</b>
<b>Cabinet Member for Strategy:</b>	<b>Councillor Mark Loveday</b>

## LIST OF KEY DECISIONS PROPOSED FEBRUARY 2011 TO MAY 2011

*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
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### February

Cabinet	7 Feb 2011	<b>The General Fund Capital Programme, Housing Revenue Capital Programme and Revenue Budget 2010/11 - Month 8 Amendments</b>	Leader of the Council
	Reason: Expenditure more than £100,000	Report seeks approval to changes to the Capital Programme and Revenue Budget.	Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Changes to day services: Merger of day services for older and disabled people and closure of 147 Stevenage Road, currently occupied by the Sunbury Independent Living Service</b>	Cabinet Member for Community Care
	Reason: Affects more than 1 ward	A consultation on the above proposal ran for 12 weeks from 23rd August - 29th October 2010. Officers are seeking a Cabinet decision on the recommendation to merge the day services for older and disabled people and provide them from two building rather than three, thus closing 147 Stevenage Road, which is the building currently occupied by Sunbury Independent Living Service (ILS).	Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Corporate Planned Maintenance Programme 2011/2012</b>	Leader of the Council
	Reason: Expenditure more than £100,000	2011/2012 Corporate Planned Maintenance programme undertakes 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.	Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Treasury Management Strategy Report</b>	Leader of the Council
Full Council	23 Feb 2011	This report provides information on the Council's Treasury Management Strategy for 2011/12	Leader of the Council

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	Reason: Expenditure more than £100,000	including interest rate projections, borrowing and investment activity report. The report seeks approval for borrowing limits and authorisation for the Director of Finance and Corporate Services to arrange the Council's cashflow, borrowing and investments in the year 2011/12.	Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Capital Programme 2011/12 to 2015/16</b>  This report sets out an updated resources forecast and a capital programme for 2011/12 to 2015/16.	Leader of the Council
Full Council	23 Feb 2011  Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Revenue Budget and Council Tax levels 2011/12</b>  This report sets out the proposed 2011/12 revenue budget and associated Council Tax charge.	Leader of the Council
Full Council	23 Feb 2011  Reason: Budg/pol framework		Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Housing Revenue Account Budget Strategy 2011-12</b>  This report sets out the budget strategy for the Housing Revenue Account (HRA) to 2013/14, with detailed revenue estimates and the proposed rental and service charge increases for 2011/12.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Framework contract award : independent advocacy service Mental Capacity Act 2005 and paid relevant person's representative service 2011 - 2016</b>  Seeking delegated authority for the lead Cabinet member to sign off on the award of contract for March 11.	Cabinet Member for Community Care
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Earls Court &amp; West Kensington Opportunity Area Joint Borough Supplementary Planning Brief</b>  Joint draft planning brief produced by LBHF, RBKC and GLA to guide redevelopment of the Earls Court and West Kensington Opportunity Area. The report seeks agreement to go out to consultation on the draft document.	Deputy Leader (+Environment and Asset Management), Leader of the Council
	Reason: Affects more than 1 ward		Ward(s): Fulham Broadway; North End;

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Cabinet	7 Feb 2011	<b>H&amp;F Buildings Report</b>  This report outlines recommendations for the future of a number of H&F owned or leased buildings, recently the subject of a consultation exercise.	Cabinet Member for Community Care
	Reason: Affects more than 1 ward		Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Procurement and Market Testing Programme 2011-2014</b>  The report sets out the Procurement and Market Testing Programme for 2011-1014.	Councillor Stephen Greenhalgh
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>Linford Christie Outdoor Sports Centre - Allocation of S106 funding</b>  This report seeks approval for the allocation of funding towards the Linford Christie Outdoor Sports Centre improvement project in order to allow a) the appointment of a contractor to carry out the necessary works b) to cover the costs associated with completing the project. This will require the allocation of £160,000 of funding from a range of S106 agreements.	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000		Ward(s): College Park and Old Oak;
Cabinet	7 Feb 2011	<b>E-booking project</b>  To approve funding for an e-booking project which will centralise the booking and payments of facilities and services provided by the Council and provide an online facility for residents.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	7 Feb 2011	<b>London Waste and Recycling Board – Funding Agreement</b>  Following a successful funding bid to LWARB, LBHF have been awarded £222k to improve estates recycling services through a mixture of infrastructure improvements. This is matched by £60k funding from the Council, sourced from the existing Waste Performance Efficiency Grant. The funding agreement outlines the terms and conditions associated with this grant. This item requests confirmation of the acceptance of the grant, and approval for expenditure of the funding.	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards;

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Cabinet	7 Feb 2011	<b>Sands End Community Centre</b>  To consider the disposal of the Sands End Community Centre following the relocation/reconfiguration of current services within the Sands End Ward.	Cabinet Member for Children's Services
	Reason: Significant in 1 ward		Ward(s): Shepherds Bush Green;
Cabinet	16 Feb 2011	<b>Shared services across three Boroughs</b>  The Council has been in discussion with neighbouring boroughs, Royal Borough of Kensington & Chelsea and City of Westminster, about the potential for shared services. This report will outline the initial proposals that will then go out for comment	Leader of the Council
	Reason: Affects more than 1 ward		Ward(s): All Wards

### March

Cabinet	21 Mar 2011	<b>Council's Corporate Plan 2012/14 &amp; Executive Summary</b>  The corporate plan and its executive summary encapsulates the Council's key priorities for improvement over the next 3 years. It is linked to the Local Area Agreement (LAA) and the national indicators. The plan has been developed from departmental plans following consultation with the Leader. Other Cabinet Members have been consulted by Directors concerning the departmental plans relevant to their portfolios. The plan will enable the Council to monitor progress against key priorities.  The Corporate plan and executive summary are available under separate cover.	Leader of the Council
	Reason: Affects more than 1 ward		Ward(s): All Wards;
Cabinet	21 Mar 2011	<b>The General Fund Capital Programme, Housing Revenue Capital Programme and Revenue Budget 2010/11 - Month 9 Amendments</b>  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;
Cabinet	21 Mar 2011	<b>Tender award report for Phase 1C to the Key Decision on 13 July 2009 - the Centralisation and Improvements to CCTV on H&amp;F Homes Estates</b>  Report seeks approval for tender(s) award to	Cabinet Member for Residents Services
	Reason: Expenditure more than		Ward(s): Askew; Fulham Reach; Wormholt

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	£100,000	new CCTV installation systems on White City/Batman Close, Becklow Gardens and Bayonne/Lampeter Square estates.	and White City;
Cabinet	21 Mar 2011	<b>Disposal of 2 Byam Street, SW6</b>  This property has been used to provide a supported housing service, which has been decommissioned. The property is surplus to the Council's requirements.	Cabinet Member for Community Care
	Reason: Expenditure more than £100,000		Ward(s): Sands End;
Cabinet	21 Mar 2011	<b>Shepherds Bush Common Improvement Project</b>  Approval to appoint works contractors to undertake restoration works on Shepherds Bush Common.	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000		Ward(s): Shepherds Bush Green;
Cabinet	21 Mar 2011	<b>Closure of Tamworth supported housing</b>  Closure of Tamworth supported housing, which is a 14 unit high/medium supported housing project for people with mental health issues.	Cabinet Member for Community Care
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	21 Mar 2011	<b>Disposal of Air Rights at Planetree Court</b>  This report recommends the disposal of air rights above the vehicular entrance of Council owned accommodation at Planetree Court to the adjacent Jacques Prevert school to facilitate classroom and playground expansion for the school.	Cabinet Member for Housing
	Reason: Expenditure more than £100,000		Ward(s): Avonmore and Brook Green;
Cabinet	21 Mar 2011	<b>2011/12 Transport for London integrated transport investment</b>  This report summarises the Transport for London funded schemes proposed for 2010/11 for approximately £2 million investment in integrated transport in the borough.	Deputy Leader (+Environment and Asset Management)
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	21 Mar 2011	<b>School Organisation Plan</b>  10 year capital strategy to provide accommodation for projected pupil demand for school places.	Cabinet Member for Children's Services
	Reason: Affects more than 1 ward		Ward(s): All Wards;

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Cabinet	21 Mar 2011	<b>Economic Development Update</b>  This report updates Members on work to maximise jobs and employment opportunities for residents and to support business growth and retention.	Leader of the Council
	Reason: Affects more than 1 ward		Ward(s): All Wards;
Cabinet	21 Mar 2011	<b>Provision of body collection and transportation services for the West London Coroner</b>  Approval of contracts for the provision of body collection and transportation services on behalf of the West London Coroner. This report presents the recommendations from the recent procurement exercise. The contracts are for services to HM Coroner, whose jurisdiction covers six West London Boroughs, where H&F is by designation of the MoJ, the responsible Authority.	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	21 Mar 2011	<b>Recruitment Advertising Contract</b>  - Recruitment advertising, standard transactional and creative - Strategic HR support such as job fairs, materials, branding -Additional services such as response handling, public notices and outplacement	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	21 Mar 2011	<b>Hammersmith Park Sports Facility project – appointment of works &amp; services contractor</b>  To approve the appointment of the contractor to undertake the works and services contract for the redevelopment of Hammersmith Park All Weather Pitch as selected and agreed by the project's Tender Appraisal Panel and approved by the Project Board.	Cabinet Member for Residents Services
	Reason: Expenditure more than £100,000		Ward(s): Wormholt & White City;
Cabinet	21 Mar 2011	<b>Approval of the 2011/12 Highway Maintenance Programme</b>  The purpose of the report is to seek approval for the projects listed within the Carriageway and Footway Planned Maintenance programme.	Deputy Leader (+Environment and Asset Management)
	Reason: Affects more than 1 ward		Ward(s): All Wards;



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Cabinet	21 Mar 2011	<b>Short Breaks Service and Day Service for People with Learning Disabilities</b>  Delegated authority is sought to award a contract to an external provider for provision of a Short Breaks Service for People with Learning Disabilities (currently an internal service). Delegated authority is also sought for the Head of Asset Strategy and Portfolio Management to grant leases for Council buildings at 17 Rivercourt Road, W6, 280 Goldhawk Road, W12 and Ellerslie Day Centre, Ellerslie Road W12 (See February 2011 Cabinet Report on Day Services)	Cabinet Member for Community Care
	Reason: Affects more than 1 ward		Ward(s): All Wards;
Cabinet	21 Mar 2011	<b>Housing Development Company</b>  Consideration to establish organisational structures for a Local Housing Company	Cabinet Member for Housing
	Reason: Affects more than 1 ward		Ward(s): All Wards;

## April

Cabinet	18 Apr 2011	<b>The General Fund Capital Programme, Housing Revenue Capital Programme and Revenue Budget 2010/11 - Month 10 Amendments</b>  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;
Cabinet	18 Apr 2011	<b>Request for remaining funds to complete SmartWorking Stage C rollout</b>  Request for remaining funds from the overall sum requested at Cabinet on 1st July 2010 to complete the Stage C corporate rollout of SmartWorking.	Leader of the Council
	Reason: Expenditure more than £100,000		Ward(s): All Wards;
Cabinet	18 Apr 2011	<b>A transport plan for Hammersmith &amp; Fulham 2011 - 2031</b>  The Local Transport Plan for Hammersmith & Fulham is a statutory document required by all London Boroughs to show how they intend to implement the Mayor's Transport Strategy.	Deputy Leader (+Environment and Asset Management)
	Reason: Budg/pol framework		Ward(s): All Wards;

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Cabinet	18 Apr 2011  Reason: Expenditure more than £100,000	<b>Sex and Relationships and Substance Misuse Education Tender</b>  For Cabinet to approve the contract award in June 2011. This will be a 1 year contract with option to renew on a yearly basis with an approximate value of £125k in the first year (including £20k start up costs)  The tender will seek a single provider to re-develop, manage and deliver the highly regarded sex and relationships and substance misuse programme currently delivered in LBHF schools, colleges and youth settings.	Cabinet Member for Children's Services  Ward(s): All Wards;
Cabinet	18 Apr 2011  Reason: Expenditure more than £100,000	<b>Award of Term Contract for Tree Maintenance 2011-2014</b>  Key Decision required to award this contract to the tenderer deemed to have submitted the most economically advantageous tender.	Deputy Leader (+Environment and Asset Management)  Ward(s): All Wards;
Cabinet	18 Apr 2011  Reason: Expenditure more than £100,000	<b>Decision to award Term Contracts for Road2010 Condition Surveys</b>  Road2010 Road Condition Surveys 2011-2013	Deputy Leader (+Environment and Asset Management)  Ward(s): All Wards;
Cabinet	18 Apr 2011  Reason: Expenditure more than £100,000	<b>12 Zone Match day parking consultation results</b>  This report details the results of the public consultation for a match day parking scheme proposal in Controlled Parking Zones in the 12 Zones south of the Talgarth Road. This report also give proposals for implementation.	Deputy Leader (+Environment and Asset Management)  Ward(s): Fulham Broadway; Fulham Reach; Hammersmith Broadway; Munster; North End; Palace Riverside; Parsons Green and Walham;