

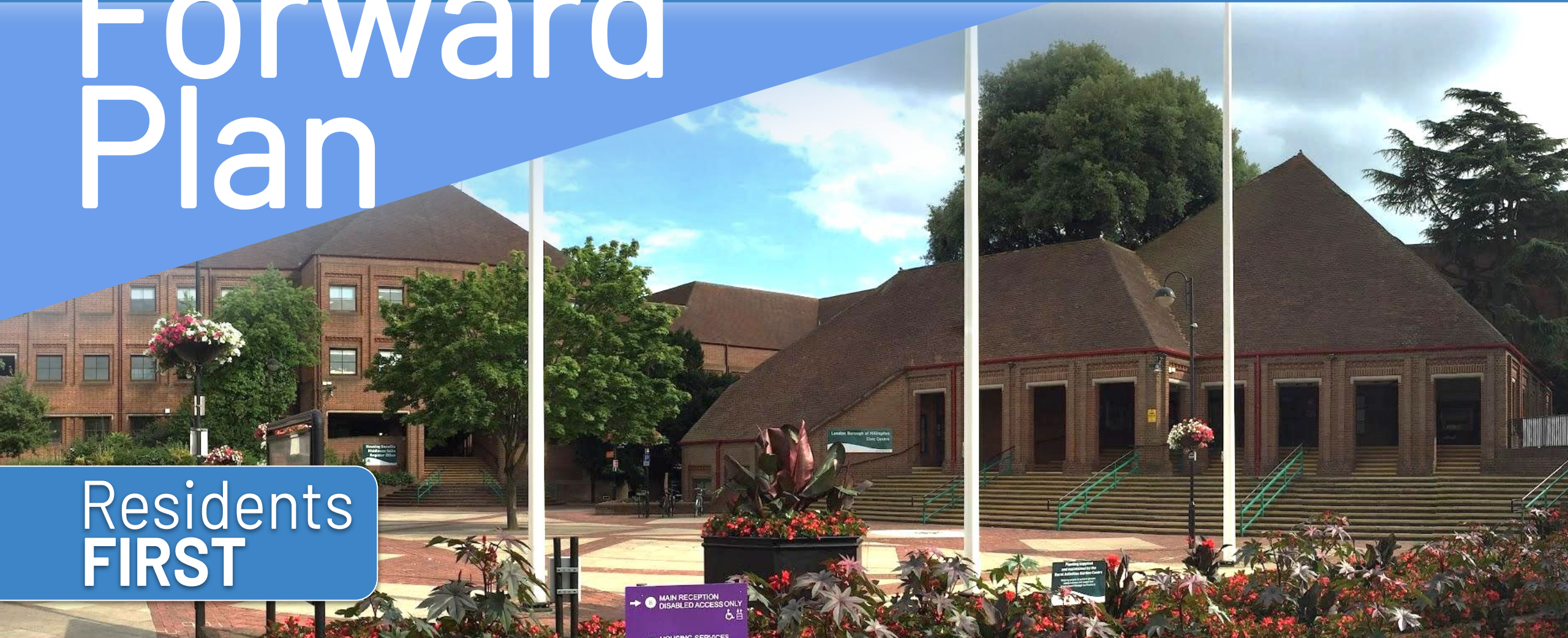
# Cabinet Forward Plan

EDITION:  
January 2025 onwards



HILLINGDON  
LONDON

Residents  
**FIRST**



# About the Cabinet & this Forward Plan

The Cabinet is Hillingdon Council's Leadership Team, overseeing the provision of Council services and putting our residents first. Chaired by the Leader of the Council, the Cabinet comprises 6 other Councillors (known as Cabinet Members) who are each responsible and accountable for a range of Council services, e.g. Finance, Children's Services, Transportation etc... The full Cabinet meets monthly in public (part private) to take the more significant decisions about the Borough (Cabinet decisions). Cabinet Members also take decisions individually on a daily basis (known as Cabinet Member decisions). The purpose of this Forward Plan is to highlight these upcoming decisions over the coming months and year, providing advance information to residents in a transparent way about future decisions. The Forward Plan is published every month to ensure it is kept up-to-date. It also provides the 'online' public notice of future decisions under the relevant UK regulations.

## Cabinet Members - 2024/25

You can click on the links below to find out more about a particular Cabinet Member:

- [Councillor Ian Edwards - \(Chairman of the Cabinet\) Leader of the Council](#)
- [Councillor Jonathan Bianco - Deputy Leader of the Council and Cabinet Member for Corporate Services & Property](#)
- [Councillor Jane Palmer - Cabinet Member for Health & Social Care](#)
- [Councillor Eddie Lavery - Cabinet Member for Community & Environment](#)
- [Councillor Susan O'Brien - Cabinet Member for Children, Families & Education](#)
- [Councillor Martin Goddard - Cabinet Member for Finance & Transformation](#)
- [Councillor Steve Tuckwell - Cabinet Member for Planning, Housing & Growth](#)

## More information

[For more information about when Cabinet meets, click on this link.](#)

[You can also watch Cabinet meetings live or on demand on our YouTube channel here](#)

For more information about the Forward Plan, please contact Democratic Services: Tel: 01895 250636 Email: [democratic@hillington.gov.uk](mailto:democratic@hillington.gov.uk)



# Notice of intention to conduct business in public, but also consider matters in private

The notice below is to inform the public that whilst Cabinet meetings are held in public, they also include a private session for dealing with confidential matters and what this means. For maximum transparency, Cabinet will also publish a 'public preview' of any confidential matters at Cabinet meetings as shown in this document.

Whilst the majority of the business at Cabinet meetings will be open to the public and media to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that the Cabinet meetings shown on this Forward Plan will be held partly in private because some of the reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

A list of the reports which are expected to be considered at Cabinet meetings in public and private are set out in a list on this Forward Plan. If they are marked "private", it includes a number or numbers (1-7 as indicated below), setting out the reason(s) why the decision will be taken in private based on the information categories below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

For maximum transparency, the Cabinet will provide a public information preview of reports to be considered in private and also the decisions made on them will also be public on our website. However, if you still would like to make representations about why a particular matter is to be conducted in private at a Cabinet meeting, and consider it should be considered fully in public instead, then please email: [democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk) Such representations must be received 10 days before the date of the Cabinet meeting, usually the preceding week on Monday by 5pm.

It is possible that other private reports may be added at shorter notice to the agenda for the Cabinet meeting or for a Cabinet Member decision where deemed urgent. Cabinet meetings are held at the Civic Centre, Uxbridge, Middlesex, UB8 1UW, usually starting at 7pm on Thursdays, but subject to change in accordance with legal notice periods. Whilst meetings may be held in public, they are not public meetings and those attending are kindly asked to quietly observe proceedings. There are no public speaking rights at Cabinet meetings, as the Council provides this opportunity through its petitions process: [www.hillingdon.gov.uk/petitions](http://www.hillingdon.gov.uk/petitions)

# Notice about the upcoming decisions listed and the timeframes for them

**This notice below is to inform the public about the timeframes we are required to give in relation to the more significant decisions to be made by the Cabinet and when more information about them will be available near the time they are taken.**

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of **key decisions** to be made on behalf of the Cabinet or Cabinet Members. As far as possible and in the interests of transparency, the Council will seek to provide at least 28 clear days notice of new key decisions on this document. Where such advance notice is not practicable such key decisions may be taken under urgency procedures. All decisions which are expected to be taken in private (at a meeting of the Cabinet or by an individual Cabinet Member) are marked "private" with the reasons why as set out on the page overleaf.

The Council's definition of a key decision is:

1. Developing proposals that require the Council to amend its policy framework.
2. Decisions resulting in cost/savings outside of existing budget that exceed the following thresholds:
  - a. 10% of the annual revenue budget for a service or any proposals in excess of £500,000.
  - b. variations to capital schemes on programmes in excess of £250,000 in any one year.
3. Decisions which have a significant impact on two or more wards as defined below:
  - a. where the outcome will have a significant impact on the well-being of the community or the quality of service provided to a significant number of people living or working in an area.
  - b. where 'Communities of Interest' as well as geographic areas are affected significantly, e.g. young people by the closure of a youth centre.

## **Non-key decisions**

A range of other future decisions may be listed on this document which are not key decisions and less significant in nature. This will also include a range of "standard items", i.e. decisions to be taken each month, .e.g school governor appointments, release of funds for projects etc... where it is not practical to plan and provide information more specifically so far in advance.

## **When will more information be available about these decisions?**

Documents in relation to upcoming decisions shown on this Forward Plan will be submitted to the Cabinet or Cabinet Member(s) for decision as a formal agenda report or a decision request, which if public and non-urgent, will be available on the Council's website [www.hillingdon.gov.uk](http://www.hillingdon.gov.uk) at least 5 clear working days before the date the decision can be made. If you would like to request such a document, please email [democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk) All documents shown or due to be published are listed at the London Borough of Hillingdon, Civic Centre, High Street, Uxbridge, Middlesex UB8 1UW. Public reports and all decisions are also available for inspection here during office hours.

# Scheduled Upcoming Decisions

## Further details

Ref

Ward(s)

Final  
decision by  
Full Council

Cabinet  
Member(s)  
Responsible

Relevant  
Select  
Committee

Report  
Author

Corporate  
Director  
Responsible

Consultation related  
to the decision

NEW  
ITEM

Public or  
Private  
(with  
reason)

SI = Standard Item each month/regularly

### Cabinet meeting - Thursday 9 January 2025 (report deadline 4 December 2024)

261	<b>Temporary Accommodation Strategy &amp; Action Plan</b>	Cabinet will consider a strategy and action plan to reduce the expenditure on temporary accommodation and make any necessary decisions in relation to the matter.	N/A		Cllr Steve Tuckwell - Planning, Housing & Growth / Cllr Jonathan Bianco - Corporate Services & Property	Residents' Services	Dan Kennedy	Dan Kennedy	Corporate Management Team	NEW ITEM	Public
254	<b>The supply of grounds maintenance machinery</b>	Cabinet will be asked to consider a report for the supply of grounds maintenance machinery for the Councils' green spaces team to maintain borough the parks, open spaces and gardens	All		Cllr Eddie Lavery - Community & Environment	Residents' Services	Robert Cox / Allison Mayo	Karrie Whelan			Private (3)
255	<b>Variation of the adult substance misuse, treatment and recovery service and smoking cessation service Contract</b>	Cabinet will consider a variation of the adult substance misuse, treatment and recovery service and smoking cessation service contract to increase services for the third year of the Government's Rough Sleeping Drug and Alcohol Treatment Grant. This will also expand the services for Local Stop Smoking Services and Support with Grant funding from the Department of Health and Social Care.	N/A		Cllr Jane Palmer - Health & Social Care	Health & Social Care	Kelly O'Neill / Sally Offin	Sandra Taylor			Private (3)
203	<b>Hillingdon Adoption Services</b>	Cabinet will consider a report regarding an extension of the services provided by the Regional Adoption Agency.	N/A		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Tehseen Kauser / Poppy Reddy / Sally Offin	Julie Kelly			Private (3)
256	<b>Risk Management Policy</b>	Cabinet will consider approval of the Council's Risk Management Policy, as part of the Council's governance arrangements.	N/A		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Claire Baker	Richard Ennis			Public
257	<b>The Adult Social Care Charging Policy - 2024/25</b>	The ASC charging policy has been updated to present clear information for residents to understand their care cost contributions. Cabinet will asked to agree the updated fees and charges policy.	N/A		Cllr Jane Palmer - Health & Social Care	Health & Social Care	Sarah Baker	Sandra Taylor			Private (3)

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260a	<b>Early review of current Public Spaces Protection Order 2023</b>	Public Spaces Protection Orders (PSPO) are reviewed every 3 years, the last being in 2023. This report to Cabinet proposes the early review of the current PSPO in effect and to also capture emerging proposals for new conditions or restrictions. Cabinet will be requested to agree a revised PSPO for public consultation and to receive a further report back on the outcome before decisions are made.	All		Cllr Eddie Lavery - Community & Environment	Residents' Services	Joanne Howells / Stephanie Waterford	Dan Kennedy			Public
SI	<b>Corporate Disposals Programme 2024/25</b>	As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the remainder of the financial year 2024-2025 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made.	Various		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven / Julia Thompson	Karrie Whelan			Private (3)
223b	<b>Taxi control measures around Heathrow Airport</b>	Cabinet will consider the outcome of the consultation, agreed by Cabinet in September, on proposals to control private hire vehicles (taxis) in residential streets around Heathrow Airport and then consider the necessary decisions required.	Heathrow Villages		Cllr Eddie Lavery - Community & Environment	Residents' Services	Richard Webb / Stephanie Waterford	Dan Kennedy	Statutory consultation		Public
SI	<b>Minor Property Transactions</b>	A regular report to Cabinet on minor property matters that may arise during the course of the year that require a Cabinet decision. These will relate to discounted leases to voluntary sector organisations and/or any easements, wayleaves and leases relating to utilities in order to support the Council's capital programmes and other such similar matters.	All		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven	Karrie Whelan			Private (3)
SI	<b>Public Preview of matters to be considered in private</b>	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	Democratic Services	N/A			Public
SI	<b>Reports from Select Committees</b>	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	Democratic Services	TBC	TBC		Public
<b>Cabinet Member Decisions expected - January 2025</b>											
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	Democratic Services	TBC	Various		Public

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### Cabinet meeting - Thursday 13 February 2025 (report deadline 22 January 2025)

264	<b>Irrecoverable Corporate Debt</b>	Cabinet will consider a report to write off irrecoverable Housing Benefit debts valued over 50k, as required by the Council's Constitution.	N/A		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Tiffany Boreham	Richard Ennis		NEW ITEM	Private (3)
SI	<b>2025/26 Budget and Future Medium-Term Financial Strategy (BUDGET FRAMEWORK)</b>	Following consultation, this report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2025/26 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - 20 February 2025	Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance & Transformation	All	Andy Goodwin	Richard Ennis	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
SI	<b>The Schools Budget 2025/26</b>	Cabinet will be asked to agree the Schools Budget for the next financial year, following a recommendation from the Schools Forum.	All		Cllr Susan O'Brien - Children, Families & Education / Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Danny Doherty	Richard Ennis	Schools Forum		Public
SI	<b>Corporate Disposals Programme 2024/25</b>	As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the remainder of the financial year 2024-2025 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made.	Various		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven / Julia Thompson	Karrie Whelan			Private (3)
250	<b>Banking, Client Money Manager and Merchant Services</b>	Cabinet will consider extending the current contracts with three finance providers; (1) Royal Bank of Scotland Plc for the provision of banking services (2) Lloyds Bank Plc for the provision of a Client Money Manager Account and (3) Global Payments UK Ltd for the provision of Merchant Services.	N/A		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Annette Reeves / Michelle Kenyon	Richard Ennis			Private (3)
229	<b>HRA Asset Management Plan</b>	This report seeks approval of the Council's Asset Management Plan for the Housing Revenue Account, which provides details of how the Council will discharge its duty to properly maintain and manage its Social Housing properties.	N/A		Cllr Jonathan Bianco - Corporate Services & Property / Cllr Steve Tuckwell - Planning, Housing & Growth	Corporate Resources & Infrastructure	Bobby Finch	Karrie Whelan			Public

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238	<b>The provision of a specialist grounds maintenance, horticultural and landscaping contract</b>	Cabinet will be asked to consider the award of a grounds maintenance, horticultural and landscaping contract for a period of three years with optional extension of a further two years. This contract will support works required by the Green Spaces Team in its parks, gardens and open public spaces and can also be utilised by other Council departments.	All		<b>Cllr Eddie Lavery - Community &amp; Environment</b>	<b>Residents' Services</b>	<b>Robert Cox / Allison Mayo</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Minor Property Transactions</b>	A regular report to Cabinet on minor property matters that may arise during the course of the year that require a Cabinet decision. These will relate to discounted leases to voluntary sector organisations and/or any easements, wayleaves and leases relating to utilities in order to support the Council's capital programmes and other such similar matters.	All		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required.	All		<b>Cllr Martin Goddard - Finance &amp; Transformation</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Andy Goodwin</b>	<b>Richard Ennis</b>			Public
SI	<b>Public Preview of matters to be considered in private</b>	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		<b>All Cabinet Members</b>	<b>All</b>	<b>Democratic Services</b>	<b>N/A</b>			Public
SI	<b>Reports from Select Committees</b>	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		<b>All</b>	<b>TBC</b>	<b>Democratic Services</b>	<b>TBC</b>	<b>TBC</b>		Public

### Cabinet Member Decisions expected - February 2025

236	<b>SEND Sufficiency Strategy</b>	The Cabinet Member will consider approval of the Council's SEND Sufficiency Strategy that compliments the SEND & Alternative Provision Strategy 2023-2028 to ensure that there is provision that meets the needs of Hillingdon's children and young people.	N/A		<b>Cllr Susan O'Brien - Children, Families &amp; Education</b>	<b>Children, Families &amp; Education</b>	<b>Dominika Michalik / Navpreet Minhas</b>	<b>Julie Kelly</b>	<b>Select Committee</b>		Public
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		<b>All</b>	<b>TBC</b>	<b>Democratic Services</b>	<b>TBC</b>	<b>Various</b>		Public



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Full Council

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Member(s)  
Responsible

Relevant  
Select  
Committee

Report  
Author

Corporate  
Director  
Responsible

Consultation related  
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NEW  
ITEM

Public or  
Private  
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reason)

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### Cabinet meeting - Thursday 13 March 2025 (report deadline 19 February)

262	<b>Social Care Support Services to Residents</b>	Cabinet will consider a strategic report on social care support services for residents, and contractual arrangements for the following services: Carer Support Services; Mental health in the community; Information, Advice, Guidance and Wellbeing; Healthwatch Services; Homestart early years support and related services.	N/A		Cllr Jane Palmer - Health & Social Care / Cllr Susan O'Brien - Children, Families & Education	Health & Social Care	Gavin Fernandez / Sally Offin / Sarah Baker	Sandra Taylor		NEW ITEM	Private (3)
266	<b>Contingent Labour review</b>	This report provides a review of the Council's external contingent (temporary) labour services and for Cabinet to consider any decisions as a result.	N/A		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Tony Sweeting	Matthew Wallbridge	Service users including: Adults Social Care and Health, Children's Services, Waste and Repairs teams.	NEW ITEM	Private (3)
267	<b>Full Maintenance and Repair Contract for the Council Fleet</b>	Cabinet will consider extending the current contract with for the provision of a full maintenance and repair contract of the Council Fleet	N/A		Cllr Martin Goddard - Finance & Transformation		Stephen Gunter / Michelle Kenyon	Richard Ennis		NEW ITEM	Private (3)
258	<b>Disabled Facilities Grant &amp; Adaptations Supply &amp; Install of Stairlifts and Ceiling Track Hoists</b>	Cabinet will consider the contract award for a provider for the Disabled Facilities Grant & Adaptations Supply & Install of Stairlifts and Ceiling Track Hoists.	N/A		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Sarah-Jane Bartlett	Karrie Whelan			Private (3)
189	<b>Cowley House, Uxbridge</b>	Following consultation with residents, Cabinet will consider the decant and disposal of Cowley House, 181 Cowley High Road Uxbridge UB8 2AJ. Cowley House is a small general needs housing block and a listed building. Cabinet will be advised that it is not viable to bring the property up to the new Landlord Compliance standards, hence the recommendation to dispose of the property.	Uxbridge		Cllr Jonathan Bianco - Corporate Services & Property	Residents' Services	Julie Markwell	Karrie Whelan			Private (3)

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Consultation related  
to the decision

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ITEM

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Ref	Scheduled Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI	<b>Corporate Disposals Programme 2024/25</b>	As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the remainder of the financial year 2024-2025 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made.	Various		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven / Julia Thompson</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Strategic Climate Action Plan</b>	Hillingdon Council passed a Climate Change Declaration at its full Council meeting on 16 January 2020 which set out the ambition to become carbon neutral across the Council's services by 2030. Following a review and comprehensive public consultation on the updated Action Plan, Cabinet will consider the response and agree a Plan for 2025-2028.	All		<b>Cllr Eddie Lavery - Community &amp; Environment</b>	<b>Residents' Services</b>	<b>Ian Thynne</b>	<b>Karrie Whelan</b>	Public Consultation / Residents' Services Select Committee		Public
SI	<b>Housing Forward Investment Programme 2025/26 (and 2024/25 review)</b>	Following Cabinet's decision in September 2023, this new annual report will agree the forward programme of specific Housing Revenue Account works for the ensuing financial year and provide suitable delegated authority to the Director to implement the programme over the period. The report will also include a look-back at delivering the past year's programme and the investment being made by the Council to upgrade the Council's housing stock.	All		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Gary Penticost</b>	<b>Karrie Whelan</b>			Public
SI	<b>Minor Property Transactions</b>	A regular report to Cabinet on minor property matters that may arise during the course of the year that require a Cabinet decision. These will relate to discounted leases to voluntary sector organisations and/or any easements, wayleaves and leases relating to utilities in order to support the Council's capital programmes and other such similar matters.	All		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven / Julia Thompson</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required. Cabinet will also consider the fees related to the summer activity offer for children.	All		<b>Cllr Martin Goddard - Finance &amp; Transformation</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Andy Goodwin</b>	<b>Richard Ennis</b>			Public
SI	<b>Public Preview of matters to be considered in private</b>	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		<b>All Cabinet Members</b>	<b>All</b>	<b>Democratic Services</b>	<b>N/A</b>			Public

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SI	<b>Reports from Select Committees</b>	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	Democratic Services	TBC	TBC		Public
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### Cabinet Member Decisions expected - March 2025

265	<b>Platinum Jubilee Leisure Centre - Contract Variation</b>	Cabinet will consider the variation of the contract and lease with the Council's Leisure Operator to include the new Platinum Jubilee Leisure Centre in West Drayton. Cabinet provided the necessary delegated authority for this on 23 March 2023.	West Drayton		<b>Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance &amp; Transformation / Cllr Eddie Lavery - Community &amp; Environment</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Nicky McDermott</b>	<b>Richard Ennis / Dan Kennedy</b>		<b>NEW ITEM</b>	Private (3)
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263	<b>Post 16 Home to School Transport Policy Change</b>	The Cabinet Member will consider amendments to the policy relating to post-16 students and travel support following consultation with parents, carers and service users. The main proposed change is to offer a personal travel budget (PTB) as the default method of travel support instead of more expensive traditional transport options like minibuses or taxis. Exceptions will be made if alternative travel arrangements prove to be cost-effective or if the applicant can prove exceptional circumstances.	N/A		<b>Cllr Susan O'Brien - Children, Families &amp; Education</b>	<b>Children, Families &amp; Education</b>	<b>Jan Major / Lee Moses</b>	<b>Sandra Taylor</b>	Parent/Carers and Service users	<b>NEW ITEM</b>	Public
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SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	Democratic Services		Various		Public
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SI = Standard Item each month/regularly

### Cabinet meeting - Thursday 10 April 2025 (report deadline 19 March)

260b	<b>Early review of current Public Spaces Protection Order 2023</b>	Public Spaces Protection Orders (PSPO) are reviewed every 3 years, the last being in 2023. Subject to Cabinet agreeing to consult on a revised PSPO in January, this report will consider the outcome of that, before a final decision on PSPOs is approved.	All		<b>Cllr Eddie Lavery - Community &amp; Environment</b>	<b>Residents' Services</b>	<b>Joanne Howells / Stephanie Waterford</b>	<b>Dan Kennedy</b>			Public
SI	<b>Minor Property Transactions</b>	A regular report to Cabinet on minor property matters that may arise during the course of the year that require a Cabinet decision. These will relate to discounted leases to voluntary sector organisations and/or any easements, wayleaves and leases relating to utilities in order to support the Council's capital programmes and other such similar matters.	All		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven / Julia Thompson</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required. Cabinet will also consider the fees related to the summer activity offer for children.	All		<b>Cllr Martin Goddard - Finance &amp; Transformation</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Andy Goodwin</b>	<b>Richard Ennis</b>			Public
SI	<b>Public Preview of matters to be considered in private</b>	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		<b>All Cabinet Members</b>	<b>All</b>	<b>Democratic Services</b>	<b>N/A</b>			Public
SI	<b>Reports from Select Committees</b>	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		<b>All</b>	<b>TBC</b>	<b>Democratic Services</b>	<b>TBC</b>	<b>TBC</b>		Public

### Cabinet Member Decisions expected - April 2025

SI	<b>School Organisation Plan annual update</b>	The School Organisation Plan, originally approved by Cabinet in 2024, sets out how the London Borough of Hillingdon in accordance with its statutory duty, seeks to ensure there are sufficient primary, The Cabinet Member will consider the annual update to the Plan.	N/A		<b>Cllr Susan O'Brien - Children, Families &amp; Education</b>	<b>Children, Families &amp; Education</b>	<b>Nav Minas / Abi Preston</b>	<b>Julie Kelly</b>	<b>Children, Families and Education Select Committee</b>		Public
SI	<b>Standards and quality of education in Hillingdon during 2023/24</b>	The Cabinet Member will receive the Annual Report regarding children and young people's educational performance across Hillingdon schools, for publication.	N/A		<b>Cllr Susan O'Brien - Children, Families &amp; Education</b>	<b>Children, Families &amp; Education</b>	<b>Abi Preston / Michael Hawkins</b>	<b>Julie Kelly</b>	<b>Children, Families and Education Select Committee</b>		Public

**Scheduled  
Upcoming  
Decisions**

**Further details**

Ref

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	TBC	Democratic Services	TBC	Various		Public

SI = Standard Item each month/regularly

## Scheduled Upcoming Decisions

Further details

Ref

Ward(s)

				Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month/regularly											
<b>Cabinet meeting - Thursday 22 May 2025 (report deadline 30 April)</b>											
SI	<b>Minor Property Transactions</b>	A regular report to Cabinet on minor property matters that may arise during the course of the year that require a Cabinet decision. These will relate to discounted leases to voluntary sector organisations and/or any easements, wayleaves and leases relating to utilities in order to support the Council's capital programmes and other such similar matters.	All		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Reports from Select Committees</b>	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	Various		<b>All</b>	<b>TBC</b>	<b>Democratic Services</b>	<b>N/A</b>	Various		Public
SI	<b>Public Preview of matters to be considered in private</b>	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		<b>All Cabinet Members</b>	<b>All</b>	<b>Democratic Services</b>	<b>TBC</b>			Public
<b>Cabinet Member Decisions expected - May 2025</b>											
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		<b>All</b>	<b>TBC</b>	<b>Democratic Services</b>	<b>TBC</b>	Various		Public

## Scheduled Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month/regularly

### Cabinet meeting - June 2025 (date TBC)

SI	<b>Minor Property Transactions</b>	A regular report to Cabinet on minor property matters that may arise during the course of the year that require a Cabinet decision. These will relate to discounted leases to voluntary sector organisations and/or any easements, wayleaves and leases relating to utilities in order to support the Council's capital programmes and other such similar matters.	All		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Budget Outturn 2024/25</b>	Cabinet will review the Council's budget outturn position for the previous financial year.	All		<b>Cllr Martin Goddard - Finance &amp; Transformation</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Andy Goodwin</b>	<b>Richard Ennis</b>			Public
SI	<b>Reports from Select Committees</b>	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		<b>All</b>	<b>TBC</b>	<b>Democratic Services</b>	<b>N/A</b>	<b>TBC</b>		Public
SI	<b>Public Preview of matters to be considered in private</b>	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		<b>All Cabinet Members</b>	<b>All</b>	<b>Democratic Services</b>	<b>TBC</b>			Public

### Cabinet Member Decisions expected - June 2025

SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		<b>All</b>		<b>C - Democratic Services</b>	<b>TBC</b>	<b>Various</b>		Public
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## Scheduled Upcoming Decisions

### Further details

Ref

Ward(s)

Final  
decision by  
Full Council

Cabinet  
Member(s)  
Responsible

Relevant  
Select  
Committee

Report  
Author

Corporate  
Director  
Responsible

Consultation related  
to the decision

NEW  
ITEM

Public or  
Private  
(with  
reason)

SI = Standard Item each month/regularly

### Cabinet meeting - July 2025 (date TBC)

SI	<b>Minor Property Transactions</b>	A regular report to Cabinet on minor property matters that may arise during the course of the year that require a Cabinet decision. These will relate to discounted leases to voluntary sector organisations and/or any easements, wayleaves and leases relating to utilities in order to support the Council's capital programmes and other such similar matters.	All		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven</b>	<b>Karrie Whelan</b>			Private (3)
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required. Cabinet will also consider the fees related to the summer activity offer for children.	All		<b>Cllr Martin Goddard - Finance &amp; Transformation</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Andy Goodwin</b>	<b>Richard Ennis</b>			Public
SI	<b>Reports from Select Committees</b>	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		<b>All</b>	<b>TBC</b>	<b>Democratic Services</b>	<b>N/A</b>	<b>TBC</b>		Public
SI	<b>Public Preview of matters to be considered in private</b>	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		<b>All Cabinet Members</b>	<b>All</b>	<b>Democratic Services</b>	<b>TBC</b>			Public

### Cabinet Member Decisions expected - July 2025

SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		<b>All</b>		<b>Democratic Services</b>	<b>TBC</b>	<b>Various</b>		Public
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**Scheduled  
Upcoming  
Decisions**

**Further details**

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month/regularly

**AUGUST 2025 - NO CABINET MEETING**

SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	Democratic Services	TBC	Various		Public
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## Scheduled Upcoming Decisions

### Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month/regularly

### CABINET MEMBER DECISIONS: Standard Items (SI) that may be considered each month

Ref	Decision	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI	<b>Urgent Cabinet-level decisions &amp; interim decision-making (including emergency decisions)</b>	The Leader of the Council has the necessary authority to make decisions that would otherwise be reserved to the Cabinet, in the absence of a Cabinet meeting or in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. The Leader may also take emergency decisions without notice, in particular in relation to the COVID-19 pandemic, which will be ratified at a later Cabinet meeting.	Various		<b>Cllr Ian Edwards - Leader of the Council</b>	TBC	TBC		TBC		Public / Private
SI	<b>Ward Budget Initiative</b>	To approve the spending of Ward Budgets following applications from Ward Councillors - this will be done on a monthly or regular cycle.	All		<b>Cllr Eddie Lavery (Cabinet Member for Community &amp; Environment) - Leader of the Council (if in Ickenham &amp; South Ruislip ward)</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>Natasha Norton</b>		Local consultation within the Ward undertaken by Ward Councillors		Public
SI	<b>Business, shops and commercial rents, leases, surrenders and renewals</b>	To approve various rents, leases, surrenders and lease renewals for a variety of businesses, organisations, properties or via commercial transactions, as per thresholds for decision-making set out in the Procurement and Contract Standing Orders.	Various		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven</b>				Private (3)
SI	<b>To consider rent reviews</b>	To consider rent reviews of commercial and other premises.	tbc		<b>Cllr Jonathan Bianco - Corporate Services &amp; Property</b>	<b>Corporate Resources &amp; Infrastructure</b>	<b>James Raven</b>				Private (1,2,3)
SI	<b>School Governing Bodies, Instruments of Government and Governors / Authorising Academy Appointments</b>	To approve appointments, nominate appointments and make reappointments of local authority governors and to approve any changes to school governing body constitutions. To also authorise any Member to be a Governor or Director of an Academy.	N/A		<b>Cllr Susan O'Brien - Children, Families &amp; Education</b>	<b>Children, Families &amp; Education</b>	<b>Nicki O'Flanagan</b>				Public

## Scheduled Upcoming Decisions

### Further details

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decision by  
Full Council

Cabinet  
Member(s)  
Responsible

Relevant  
Select  
Committee

Report  
Author

Corporate  
Director  
Responsible

Consultation related  
to the decision

**NEW  
ITEM**

Public or  
Private  
(with  
reason)

SI = Standard Item each month/regularly

Ref	Scheduled Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI	<b>Release of Capital Funds</b>	The release of all capital monies requires formal Member approval, unless otherwise determined either by the Cabinet or the Leader. Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members	TBC		Cllr Martin Goddard - Finance & Transformation (in conjunction with relevant Cabinet Member)	All - TBC by decision made	various		Corporate Finance		Public but some Private (1,2,3)
SI	<b>Housing Buy-Back / The purchase of ex Council properties or new private properties for the Council's housing supply</b>	Cabinet Member may determine, as and when required, the purchase and acquisition of new properties as part of the Housing Buy-back Scheme or using HRA funds to increase the affordable housing stock within the Borough.	TBC		Relevant Portfolio Cabinet Members	Corporate Resources & Infrastructure	Ben Sargent				Private (1,2,3)
SI	<b>Petitions about matters under the control of the Cabinet</b>	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.	TBC		All	TBC	Democratic Services				Public
SI	<b>Local Safety Schemes and Parking Revenue Account funded schemes</b>	To consider petitions received and decide on future action	TBC		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	David Knowles / Steve Austin		Traffic Liaison Group		Public
SI	<b>Pedestrian Crossings</b>	To approve schemes to provide crossing facilities	TBC		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	David Knowles / Steve Austin				Public
SI	<b>To approve debt / write offs</b>	To approve individual case of debt / write offs that are in excess of £5000 but under £50,000.	n/a		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Tiffany Boreham				Private (1,2,3)
SI	<b>To approve compensation payments</b>	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a		All	TBC	various				Private (1,2,3)
SI	<b>Transport - Local Implementation Programme</b>	Local Implementation Programme including schemes for the public realm, parking, road safety, school travel, walking, cycling, air quality improvement and Traffic Regulation Orders.	TBC		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	David Knowles / Steve Austin / Alan Tilly				Public

## Scheduled Upcoming Decisions

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decision by  
Full Council

Cabinet  
Member(s)  
Responsible

Relevant  
Select  
Committee

Report  
Author

Corporate  
Director  
Responsible

Consultation related  
to the decision

NEW  
ITEM

Public or  
Private  
(with  
reason)

SI = Standard Item each month/regularly

Ref	Scheduled Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI	<b>Acceptance of Tenders</b>	To accept quotations, tenders, contract extensions and contract variations valued between £50k and £500k in their Portfolio Area where funding is previously included in Council budgets.	n/a		Cllr Ian Edwards - Leader of the Council OR Cllr Martin Goddard - Finance & Transformation / in conjunction with relevant Cabinet Member	TBC	various				Private (3)
SI	<b>All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions</b>	Where previously delegated by Cabinet, to make any necessary decisions, accept tenders, bids and authorise property decisions / transactions in accordance with the Procurement and Contract Standing Orders.	TBC		All	TBC	various				Public / Private (1,2,3)
SI	<b>School Redundancy Payments</b>	To consider requests for School Redundancy Payments and decide whether to approve them on behalf of the Local Authority	TBC		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Abi Preston				Private (1,3,4)
SI	<b>Sale, and conversion, of loft space to leaseholders and also extension of Leasehold Interests of flats under the 1993 Act</b>	To consider any issues in relation to loft space and also consider an extension of the leasehold interests for several flats where the Council as freeholder has received an application under the Leasehold Reform Housing and Urban Development Act 1993. The report will recommend grant of the extensions in each case where the Notice is valid and in accordance with legislation.	TBC		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven				Private (1,2,3)
SI	<b>Chrysalis Programme of Environmental Improvements</b>	The Cabinet Member will be asked to consider the approval of projects.	Various		Cllr Eddie Community & Environment	Residents' Services	Neil O'Connor				Public
SI	<b>External funding bids</b>	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.	n/a		All	TBC	various				Public
SI	<b>Appeals in relation to business rates (NNDR)</b>	To determine appeals in relation to business rates following a decision by the Council.	TBC		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Tiffany Boreham				Private (1,2,3)

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Upcoming  
Decisions**

**Further details**

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month/regularly

SI	<b>Response to key consultations that may impact upon the Borough</b>	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC		All	TBC	various				Public
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The Cabinet's Forward Plan is an official document by the London Borough of Hillingdon, UK