

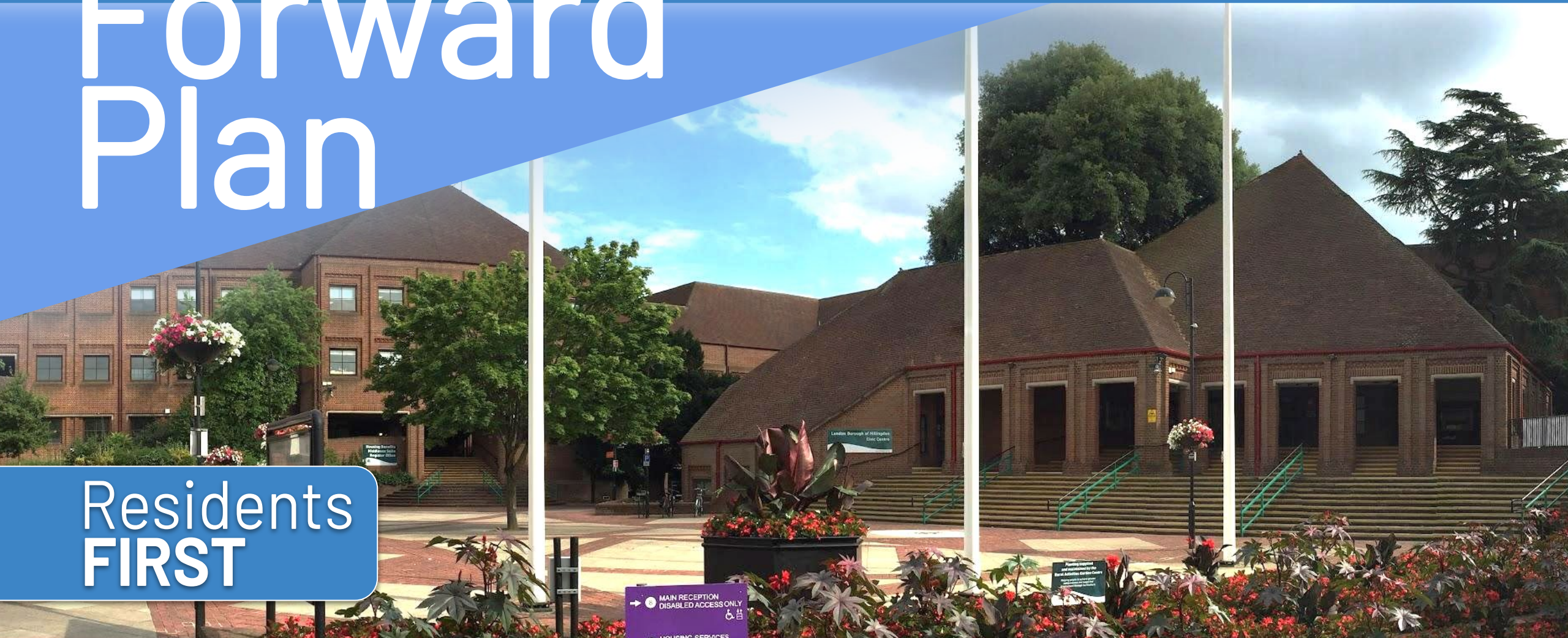
Cabinet Forward Plan

EDITION:
December 2024 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

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 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

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 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 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)
Cabinet meeting - Thursday 12 December 2024 (report deadline 25 November)											
259	Irrecoverable Corporate Debt	Cabinet will consider a report to write off debts valued over 50k on non-domestic rates as irrecoverable debt, 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)
225	Increasing capacity of nursing care beds in the Borough.	Cabinet will consider the acquisition of nursing care beds in the Borough to support hospital discharge and long term placements for Hillingdon residents locally.	N/A		Cllr Jane Palmer - Health & Social Care / Cllr Jonathan Bianco - Corporate Services & Property	Health & Social Care	Jan Major / Jayne Cowan	Sandra Taylor			Private (3)
SI	Consideration of setting a licensed deficit budget for any schools in the Borough	A standard report each year, where Cabinet may consider whether it is required to set any licensed deficit budget for any schools that have applied.	TBC		Cllr Susan O'Brien - Children, Families & Education / Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Danny Doherty	Richard Ennis			Public
232	Residential Property Acquisition Contract	Following approval of a pilot scheme in May 2024 to seek external support for the acquisition and refurbishment of residential properties for social housing use, Cabinet will consider the outcome of a tender process for the wider use of external support for such activity.	N/A		Cllr Jonathan Bianco - Corporate Services & Property / Cllr Steve Tuckwell - Planning, Housing & Growth	Corporate Resources & Infrastructure	Craig Spence	Karrie Whelan			Private (3)
203	Hillingdon Adoption Services	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)
189	Cowley House, Uxbridge	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)

SI = Standard Item each month/regularly

Scheduled Upcoming Decisions

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				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)
229	HRA Asset Management Plan	This reports 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
252	Update Position and decisions on the Future of the Council's Early Years Nurseries	Following Cabinet's decision in September 2023 to enable the continued delivery of childcare at Nestles Avenue, South Ruislip and Uxbridge Early Years Centres by securing an alternative provider(s) from the childcare market, this report will provide an update on progress to date and make recommendations for the future provision of the nurseries.	South Ruislip; Uxbridge; Hayes Town.		Cllr Susan O'Brien - Children, Families & Education / Cllr Jonathan Bianco - Corporate Services & Property	Children, Families & Education	James Raven / Julia Thompson	Karrie Whelan / Sandra Taylor	Parent/carers using the service have been consulted with regarding their views of the service.		Private (3)
254	The supply of grounds maintenance machinery	Cabinet will be asked to consider a report for the supply of grounds maintenance machinery for the Councils' green spaces team to maintain borough parks, open spaces and gardens	All		Cllr Eddie Lavery - Community & Environment	Residents' Services	Robert Cox / Allison Mayo	Karrie Whelan			Private (3)
SI	Corporate Disposals Programme 2024/25	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)
245	Hillingdon Education Strategy 2024-29	Cabinet will be asked to agree a new 5-year Strategy which will set out the proposed direction of education for the Borough, based on consultation with key stakeholders and reviewing the empirical evidence. It will set out key priorities for schools, colleges, education settings and the Council education teams to raise standards and address area-wide issues.	All		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Michael Hawkins / Abi Preston	Julie Kelly	Schools, Education providers and the Children, Families and Education Select Committee		Public

SI = Standard Item each month/regularly

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				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										
249	Proposal to lower the age range for three community schools to take two year olds	Cabinet will consider a request to lower the age range of three community schools, so they can offer places to eligible two year olds. This is intended to increase the availability of funded childcare, in the light of the expansion in the number of children who will be eligible for funded childcare over the next 12 months. The local authority has a statutory duty to ensure that there is sufficient early years provision, as far as is reasonably practicable, and permitting these schools to offer places for two year olds will support this.	Colham & Cowley; Hillingdon East; South Ruislip; Wood End		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Philip Ryan	Sandra Taylor	Consultation will take over a four week period, beginning from Wednesday 25 September. This consultation will be promoted via the schools that it affects, as well as more widely through the council website.		Public
242	Coteford Infant School, Eastcote, specialist resourced provision consultation	As an education authority, the Council must plan for a sufficiency of places and efficient use of resources. Cabinet will be asked to consider the outcome of the consultation in relation to the specialist resourced provision at the school. Should there be no objections, this may be considered by the Cabinet Member for Children, Families & Education.	Eastcote		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	James Rogers / Navpreet Minhas	Julie Kelly	Statutory consultation - Schools, residents, neighbouring boroughs		Public
243	Extending the age range for admission to the Assessment Centre at Ruislip Gardens Primary School, South Ruislip	As an education authority the Council must plan for a sufficiency of places and efficient use of resources. Due to the increasing demand for special needs places the Council is proposing to expand the current age range of the Specialist Assessment Base for 3-5 years old children at Ruislip Gardens Primary School to include 2-year-old children in exceptional circumstances. Cabinet will make the necessary statutory decision on this following consideration of the consultation responses if there are objections to the proposal. Should there be no objections, this may be considered by the Cabinet Member for Children, Families & Education.	South Ruislip		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	James Rogers / Navpreet Minhas	Julie Kelly	Statutory consultation - Schools, residents, neighbouring boroughs		Public
244	Reactive Window & Door Replacement & Repairs Service Contract	Cabinet will consider the award a contract to the most cost effective tender for provisions of service for reactive replacement of windows and doors throughout the Council's social housing stock.	All		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Liam Bentley	Karrie Whelan			Private (3)
SI	Older People's Plan update	Cabinet will receive its yearly progress update on the Older People's Plan and the work by the Council and partners to support older residents and their quality of life.	All		Cllr Ian Edwards - Leader of the Council / Cllr Jane Palmer - Health & Social Care	Health & Social Care	John Wheatley	Sandra Taylor	Select Committee / Older People, Leader's Initiative		Public

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				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)
224b	Statement of Gambling Policy (POLICY FRAMEWORK)	Subject to Cabinet's consideration of this in September, and following consultation, Cabinet will consider recommending a reviewed Statement of Gambling Policy to full Council for adoption.	N/A	Proposed Full Council adoption - 16 January 2025	Cllr Eddie Lavery - Community & Environment	Residents' Services	Daniel Ferrer / Stephanie Waterford	Dan Kennedy	Licensing Committee & Select Committee along with statutory consultation		Public
SI	Infrastructure Funding Statement	Cabinet will receive an annual report setting out the Council's Infrastructure Funding Statement, a document it is required to publish which also monitors spending on section 106 (developer contribution) monies along with the Community Infrastructure levy over the past year.	All		Cllr Steve Tuckwell - Planning, Housing & Growth	Residents' Services	Andrew Tebbutt	Karrie Whelan	Residents' Services Select Committee		Public
SI	The Council's Budget Medium Term Financial Forecast 2025/26 - 2029/30 (BUDGET FRAMEWORK)	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 and Council Tax Reduction Scheme proposals following consultation.	All	Proposed Full Council adoption - 20 February 2025	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	Minor Property Transactions	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 / Julia Thompson	Karrie Whelan			Private (3)
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required.	All		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Richard Ennis			Public
SI	Public Preview of matters to be considered in private	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	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	Democratic Services	TBC	TBC		Public
Cabinet Member Decisions expected - December 2024											
SI	Standard Items taken each month by the Cabinet Member	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

SI = Standard Item each month/regularly

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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)											
255	Variation of the adult substance misuse, treatment and recovery service and smoking cessation service Contract	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		Clr Jane Palmer - Health & Social Care	Health & Social Care	Kelly O'Neill / Sally Offin	Sandra Taylor		NEW ITEM	Private (3)
256	Risk Management Policy	Cabinet will consider approval of the Council's Risk Management Policy, as part of the Council's governance arrangements.	N/A		Clr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Claire Baker	Richard Ennis		NEW ITEM	Public
257	The Adult Social Care Charging Policy - 2024/25	The ASC charging policy has been updated to present clear information for residents to understand their care cost contributions. Cabinet will be asked to agree the updated fees and charges policy.	N/A		Clr Jane Palmer - Health & Social Care	Health & Social Care	Sarah Baker	Sandra Taylor		NEW ITEM	Private (3)
260a	Early review of current Public Spaces Protection Order 2023	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		Clr Eddie Lavery - Community & Environment	Residents' Services	Joanne Howells / Stephanie Waterford	Dan Kennedy		NEW ITEM	Public
079	Carer Support Services	Cabinet will consider a contract for Integrated Carer Support Services for adults and children. Such services support carers within the Borough, make it easier for them to access advice, information and support for the valued role they undertake.	N/A		Clr Jane Palmer - Health & Social Care	Health & Social Care	Gavin Fernandez / Sally Offin	Sandra Taylor			Private (3)
250	Banking, Client Money Manager and Merchant Services	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		Clr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Annette Reeves / Michelle Kenyon	Richard Ennis			Private (3)
SI	Corporate Disposals Programme 2024/25	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		Clr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven / Julia Thompson	Karrie Whelan			Private (3)

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				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)
223b	Taxi control measures around Heathrow Airport	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
238	The provision of a specialist grounds maintenance, horticultural and landscaping contract	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		Cllr Eddie Lavery - Community & Environment	Residents' Services	Robert Cox / Allison Mayo	Karrie Whelan			Private (3)
SI	Minor Property Transactions	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	Public Preview of matters to be considered in private	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	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	Democratic Services	TBC	TBC		Public
Cabinet Member Decisions expected - January 2025											
SI	Standard Items taken each month by the Cabinet Member	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

SI = Standard Item each month/regularly

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				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 13 February 2025 (report deadline 22 January 2025)											
SI	The Council's Budget Medium Term Financial Forecast 2025/26 - 2029/30 (BUDGET FRAMEWORK)	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	The Schools Budget 2025/26	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	Corporate Disposals Programme 2024/25	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)
SI	Minor Property Transactions	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	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required.	All		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Richard Ennis			Public
SI	Public Preview of matters to be considered in private	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	Reports from Select Committees	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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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 expected - February 2025											
236	SEND Sufficiency Strategy	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		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Dominika Michalik / Navpreet Minhas	Julie Kelly	Select Committee		Public
SI	Standard Items taken each month by the Cabinet Member	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

Scheduled Upcoming Decisions

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				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)
Cabinet meeting - Thursday 13 March 2025 (report deadline 19 February)											
258	Disabled Facilities Grant & Adaptations Supply & Install of Stairlifts and Ceiling Track Hoists	Cabinet will consider the contract award for a provider for the for Disabled Facilities Grant & Adaptations Supply & Install of Stairlifts and Ceiling Track Hoists.	N/A		Clr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Sarah-Jane Bartlett	Karrie Whelan		NEW ITEM	Private (3)
SI	Corporate Disposals Programme 2024/25	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		Clr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven / Julia Thompson	Karrie Whelan		NEW ITEM	Private (3)
SI	Strategic Climate Action Plan	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		Clr Eddie Lavery - Community & Environment	Residents' Services	Ian Thynne	Karrie Whelan	Public Consultation / Residents' Services Select Committee		Public
SI	Housing Forward Investment Programme 2025/26 (and 2024/25 review)	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		Clr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Gary Penticost	Karrie Whelan			Public
SI	Minor Property Transactions	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		Clr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven / Julia Thompson	Karrie Whelan			Private (3)
SI	Monthly Council Budget - monitoring report	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		Clr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Richard Ennis			Public

SI = Standard Item each month/regularly

Scheduled Upcoming Decisions

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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 = Standard Item each month/regularly											
SI	Public Preview of matters to be considered in private	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	Reports from Select Committees	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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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 expected - March 2025											
SI	Standard Items taken each month by the Cabinet Member	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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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 10 April 2025 (report deadline 19 March)											
260b	Early review of current Public Spaces Protection Order 2023	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		Clr Eddie Lavery - Community & Environment	Residents' Services	Joanne Howells / Stephanie Waterford	Dan Kennedy		NEW ITEM	Public
SI	Minor Property Transactions	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		Clr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven / Julia Thompson	Karrie Whelan			Private (3)
SI	Monthly Council Budget - monitoring report	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		Clr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Richard Ennis			Public
SI	Public Preview of matters to be considered in private	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	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	Democratic Services	TBC	TBC		Public
Cabinet Member Decisions expected - April 2025											
SI	School Organisation Plan annual update	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		Clr Susan O'Brien - Children, Families & Education	Children, Families & Education	Nav Minas / Abi Preston	Julie Kelly	Children, Families and Education Select Committee		Public
SI	Standards and quality of education in Hillingdon during 2023/24	The Cabinet Member will receive the Annual Report regarding children and young people's educational performance across Hillingdon schools, for publication.	N/A		Clr Susan O'Brien - Children, Families & Education	Children, Families & Education	Abi Preston / Michael Hawkins	Julie Kelly	Children, Families and Education Select Committee		Public
SI	Standard Items taken each month by the Cabinet Member	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

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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)				
Cabinet meeting - Thursday 22 May 2025 (report deadline 30 April)											
SI	Minor Property Transactions	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	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	Various		All	TBC	Democratic Services	N/A	Various		Public
SI	Public Preview of matters to be considered in private	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	TBC			Public
Cabinet Member Decisions expected - May 2025											
SI	Standard Items taken each month by the Cabinet Member	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

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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 - June 2025 (date TBC)											
SI	Minor Property Transactions	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	Budget Outturn 2024/25	Cabinet will review the Council's budget outturn position for the previous financial year.	All		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Richard Ennis			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	Democratic Services	N/A	TBC		Public
SI	Public Preview of matters to be considered in private	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		All Cabinet Members	All	Democratic Services	TBC			Public
Cabinet Member Decisions expected - June 2025											
SI	Standard Items taken each month by the Cabinet Member	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		C - Democratic Services	TBC	Various		Public

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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	Minor Property Transactions	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	Monthly Council Budget - monitoring report	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		Cllr Martin Goddard - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Richard Ennis			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	Democratic Services	N/A	TBC		Public
SI	Public Preview of matters to be considered in private	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		All Cabinet Members	All	Democratic Services	TBC			Public
Cabinet Member Decisions expected - July 2025											
SI	Standard Items taken each month by the Cabinet Member	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		Democratic Services	TBC	Various		Public

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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	Standard Items taken each month by the Cabinet Member	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

**Scheduled
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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

SI	Urgent Cabinet-level decisions & interim decision-making (including emergency decisions)	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		Cllr Ian Edwards - Leader of the Council	TBC	TBC		TBC		Public / Private
SI	Ward Budget Initiative	To approve the spending of Ward Budgets following applications from Ward Councillors - this will be done on a monthly or regular cycle.	All		Cllr Eddie Lavery (Cabinet Member for Community & Environment) - Leader of the Council (if in Ickenham & South Harefield ward)	Corporate Resources & Infrastructure	Natasha Norton		Local consultation within the Ward undertaken by Ward Councillors		Public
SI	Business, shops and commercial rents, leases, surrenders and renewals	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		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven				Private (3)
SI	To consider rent reviews	To consider rent reviews of commercial and other premises.	tbc		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	James Raven				Private (1,2,3)
SI	School Governing Bodies, Instruments of Government and Governors / Authorising Academy Appointments	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		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Nicki O'Flanagan				Public

Scheduled Upcoming Decisions

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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	Release of Capital Funds	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	Housing Buy-Back / The purchase of ex Council properties or new private properties for the Council's housing supply	Cabinet Member may determine, as and when required, the purchase and aquisition 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	Petitions about matters under the control of the Cabinet	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	Local Safety Schemes and Parking Revenue Account funded schemes	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	Pedestrian Crossings	To approve schemes to provide crossing facilities	TBC		Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	David Knowles / Steve Austin				Public
SI	To approve debt / write offs	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	To approve compensation payments	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	Transport - Local Implementation Programme	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

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				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	Acceptance of Tenders	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	All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions	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	School Redundancy Payments	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	Sale, and conversion, of loft space to leaseholders and also extension of Leasehold Interests of flats under the 1993 Act	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	Chrysalis Programme of Environmental Improvements	The Cabinet Member will be asked to consider the approval of projects.	Various		Cllr Eddie Community & Environment	Residents' Services	Neil O'Connor				Public
SI	External funding bids	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	Appeals in relation to business rates (NNDR)	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)

SI = Standard Item each month/regularly

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	All	TBC	various				Public

SI = Standard Item each month/regularly

SI	Response to key consultations that may impact upon the Borough	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

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