

Forward Plan

EDITION:
May 2025 onwards



HILLINGDON
LONDON

Residents
FIRST



About the Forward Plan & the Cabinet

The Cabinet is Hillingdon Council's Leadership Team, led by the Leader of the Council and six Cabinet Members, each responsible for different Council services like Finance, Children's Services, and Transportation. The Cabinet meets monthly in public (part private) to make significant decisions about the Borough, while Cabinet Members also make daily individual decisions. The Forward Plan highlights upcoming decisions, providing residents with advance information in a transparent manner. It is published monthly to stay current and serves as the public notice of future decisions under UK regulations.

Cabinet Members - 2024/25

Details of Hillingdon's Cabinet Members can be found here:

[London Borough of Hillingdon - Committee details - CABINET](#)

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 information about items listed on this Forward Plan, please contact Democratic Services: Tel: 01895 250636 Email: democratic@hillingdon.gov.uk

The required public notices relating to this Forward Plan are shown at the end of this document and relate to holding Cabinet meetings in public and (in part) private, advance notification of key decisions and representations on matter to be considered in private.



| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status |
|-----------------|--|--|-----------------|----------|-----------------|----------------|--------------|---|--------------------------------------|---|--------------------------------|---------------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) |
| MAY 2025 | | | | | | | | | | | | |
| 290 | ANPR (Car) Enforcement | Cabinet will consider technology options for parking enforcement at sites in the Borough, including school keep clear zones. ANPR is Automatic Number Plate Recognition. | N/A | NEW ITEM | 22 May | | | Cllr Eddie Lavery - Community & Environment | Residents' Services | Richard Webb | Dan Kennedy | Private (3) |
| 291 | Parking Charges - Beck Theatre | Cabinet will consider a report on proposals to introduce parking charges at the Beck Theatre. | Wood End | NEW ITEM | 22 May | | | Cllr Eddie Lavery - Community & Environment | Residents' Services | David Knowles | Karrie Whelan | Private (3) |
| 294 | Contingent Labour review | Cabinet will receive a report following a review contingent labour services. | N/A | NEW ITEM | 22 May | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Tony Sweeting / Stephen Ball / Trudie Eldriny | Matthew Wallbridge | Private (3) |
| 296 | Temporary Accommodation Leasing Initiative - Uxbridge | Cabinet will receive a report on proposals to lease 87 temporary accommodation units in Uxbridge, to support the Council's housing strategies. | Uxbridge | NEW ITEM | 22 May | | | Cllr Steve Tuckwell - Planning, Housing Growth / Cllr Jonathan Bianco - Corporate Services & Property | Residents' Services | Adam Stephenson / Debbie Weller | Dan Kennedy | Private (3) |
| 299 | Increase Capacity in Children's Residential Homes | The purpose of this report is to seek Cabinet approval for the transfer of leases for properties to increase the capacity of children's homes in the borough and deliver better care for looked after children and care leavers and to ensure properties meet OFSTED requirements. | Various | NEW ITEM | 22 May | | | Cllr Susan O'Brien - Children, Families & Education | Children, Families & Education | Dunya Alnawab / Alex Coman | Julie Kelly | Private (3) |
| 277 | Rural Activities Garden Centre | Cabinet will receive a report on the future of the Rural Activities Garden Centre. | Colham & Cowley | | 22 May | | | Cllr Eddie Lavery - Community & Environment | Residents' Services | Nicola Herbert | Karrie Whelan | Public |

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| 285 | Participation in collaborative procurement for the supply and install of electric vehicle charge points across the borough | Cabinet will consider the Council's participation in a multi London borough partnership for (a) applying for grant funding via the Department for Transport's Local EV Infrastructure (LEVI) programme and (b) be named in a collaborative procurement for the supply, install of electric vehicle charge points across the Borough | N/A | | 22 May | | | Cllr Steve Tuckwell - Planning, Housing Growth | Corporate Resources & Infrastructure | Roy Thabrew / Moaz Khan / Allison Mayo | Karrie Whelan | Private (3) |
| 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 | | 22 May | | | Cllr Eddie Lavery - Community & Environment | Residents' Services | Nicola Herbert / Allison Mayo | Karrie Whelan | Private (3) |
| 280 | Council's Revenues, Benefits & Housing Systems Contract | Cabinet will consider the award of a long-term contract for the continued provision of the hosted, support & maintenance of the Housing & Revenue and Benefits systems | N/A | | 22 May | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Helen Vincent | Matthew Wallbridge | Private (3) |
| 284 | The Electrical Testing, Repairs & Upgrade Service Contract | Cabinet will consider a tender for the provision of Electrical Testing, Repairs & Upgrade Service Contract for council properties for a Two Year Period. | N/A | | 22 May | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | John Philips / Michael Breen | Karrie Whelan | Private (3) |
| 288 | Family Group Conference Services in Hillingdon | Cabinet will consider arrangements for the delivery of Family Group Conference Services, which seek to support families to find their own solutions to their problems in meeting the needs of children and themselves. | N/A | | 22 May | | | Cllr Susan O'Brien - Children, Families & Education | Children, Families & Education | Valentin Danciu and Antony Madden + Sally Offin | Julie Kelly | Private (3) |

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| 271 | Award of Contracts: Statutory Advocacy and Best Interest Assessments | Cabinet will consider procurement arrangements for statutory adult social care services, in particular in respect of advocacy which provides support to individuals in understanding and exercising their rights and making informed decisions and Best Interest Assessments which evaluate whether it is in the best interests of a person lacking capacity to be deprived of their liberty for their safety and well-being. | N/A | | 22 May | | | Cllr Jane Palmer - Health & Social Care | Health & Social Care | Graham Puckering / Sally Offin | Sandra Taylor | Private (3) |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 22 May | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 22 May | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | 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 | | 22 May | | | TBC | TBC | Democratic Services | N/A | 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 | | 22 May | | | TBC | TBC | Democratic Services | TBC | Public |
| 298 | Review of the Out of Hours Noise Service | Following the Council's consideration of the budget in February 2025, the Cabinet Member will consider a report regarding a review of the Out of Hours Noise Service and whether to continue this aspect of the services' operation. | All | NEW ITEM | | May 2025 | | Cllr Eddie Lavery - Community & Environment | Residents' Services | Richard Webb | Dan Kennedy | Public |

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| 263 | Post 16 Home to School Transport Policy Change | 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 | | | May 2025 | | Cllr Susan O'Brien - Children, Families & Education | Children, Families & Education | Jan Major / Lee Moses | Sandra Taylor | Public |
| 257b | The Adult Social Care Charging Policy | Following consultation agreed by Cabinet in January 2025, the Cabinet Member will consider the outcome of this and determine the updated fees and charges policy. | N/A | | | May 2025 | | Cllr Jane Palmer - Health & Social Care | Health & Social Care | Sarah Baker | Sandra Taylor | Private (3) |
| SI | Annual Report of the Select Committees | This annual report sets out the important work undertaken by the Council's Select Committees during the previous Municipal Year. The Select Committee are responsible for monitoring and scrutinising council services and the Cabinet, holding to account external bodies and making recommendations on policy to the decision-making Cabinet. | N/A | NEW ITEM | | | 9 May 2025 | N/A | All | Mark Braddock | Matthew Wallbridge | Public |

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| JUNE 2025 | | | | | | | | | | | | |
| 292 | Irrecoverable Corporate Debt | A report to Cabinet to agree the write off of Business Rates debts that are over £50k which are irrecoverable due to liquidation. | N/A | NEW ITEM | 26 June | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Tiffany Boreham | Richard Ennis | Private (3) |
| 298 | Disposal of the garage site at Black Horse Yard, Uxbridge | Cabinet will consider a report regarding the disposal of a garage site at 1-3 Black Horse Yard, Uxbridge, which is currently vacant of any tenants and in need of repair. | Uxbridge | NEW ITEM | 26 June | | | | | Tom Prevezer | Karrie Whelan | Private (3) |
| 278 | Update on proposals for an Additional Licensing Scheme for HMO properties | Following the Full Council motion on 11 July 2024 to consider extending licensing obligations for Houses of Multiple Occupation, Cabinet's consideration of the way forward in October 2024, Cabinet will receive a further update on the matter. | All | | 26 June | | | Cllr Steve Tuckwell - Planning, Housing Growth | Residents' Services | P - Richard Webb / Stephanie Waterford | Dan Kennedy | Public |
| 186b | Uxbridge Town Centre Vision | Following Cabinet approval in October 2024 to commence full public and stakeholder engagement on a proposed draft new masterplan / vision for Uxbridge, Cabinet will consider the outcome of the engagement exercise and receive the final vision for consideration. The Vision will form the basis for a consensus on the future redevelopment and prosperity of the town. | Uxbridge / all wards | | 26 June | | | Cllr Steve Tuckwell - Planning, Housing Growth | Residents' Services | Julia Johnson | Karrie Whelan | Public |
| 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 | | 26 June | | | Cllr Jonathan Bianco - Corporate Services & Property / Cllr Steve Tuckwell - Planning, Housing & Growth | Corporate Resources & Infrastructure | Bobby Finch | Karrie Whelan | Public |
| 283 | Fleet Replacement Programme - purchase of seven small street sweepers | As part of the Council's fleet replacement programme, the Cabinet Member will consider the procurement of seven street sweepers required as part of its operational mix to maintain cleanliness standards across the Borough. | All | | 26 June | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Stephen Gunter / Michelle Kenyon | TBC | Private (3) |
| SI | Annual Performance Report | Cabinet will receive an annual report performance report, setting out how the Council is delivering on key service metrics and the Council Strategy. | All | | 26 June | | | All Cabinet Members | All | Ian Kavanagh | Matthew Wallbridge | Public |

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| SI | Temporary Accommodation Action Plan Monitoring | Cabinet will receive a quarterly update, or at a frequency as determined by the Cabinet Member, on progress on the delivery of the Temporary Accommodation Strategy and Action Plan presented to Cabinet in February 2025. This will be aligned with the Homelessness Prevention and Rough Sleeping Strategy and the Medium-Term Financial Strategy, which is to include details of actions taken to bring empty homes across the Borough back into occupation. | All | | 26 June | | | Cllr Steve Tuckwell - Planning, Housing Growth | Residents' Services | Debbie Weller | Dan Kennedy | Public |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the remainder of the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 26 June | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Izak Loggenberg / 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 | | 26 June | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | Karrie Whelan | Private (3) |
| SI | Budget Outturn 2024/25 | Cabinet will review the Council's budget outturn position for the previous financial year. | All | | 26 June | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Andy Goodwin | TBC | Public |
| SI | Monthly Council Budget - monitoring report | The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position. | All | | 26 June | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Andy Goodwin | TBC | Public |
| SI | Reports from Select Committees | Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee. | All | | 26 June | | | TBC | TBC | Democratic Services | N/A | 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 | | 26 June | | | TBC | TBC | Democratic Services | TBC | Public |

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| JULY 2025 | | | | | | | | | | | | |
| 298 | Tender - Environmental Enforcement Service | Following a procurement exercise, Cabinet will consider the contract for the Environmental Enforcement Service. | All | NEW ITEM | 22 May | | | Cllr Eddie Lavery - Community & Environment | Residents' Services | Joanne Howells | Dan Kennedy | Private (3) |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 24 July | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Izak Loggenberg / 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 | | 24 July | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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. | All | | 24 July | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Andy Goodwin | TBC | Public |
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| 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 | | 24 July | | | TBC | TBC | Democratic Services | TBC | Public |
| AUGUST 2025 | | | | | | | | | | | | |
| SI | Cabinet decisions by the Leader of the Council | As there is no Cabinet meeting in August, the Leader of the Council may take decisions on behalf of the Cabinet. These will be notified and reported for ratification and public record. | Various | | | Aug-25 | | Cllr Ian Edwards - Leader of the Council | TBC | Democratic Services | | Public / Private - TBD |

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| SEPTEMBER 2025 | | | | | | | | | | | | |
| 295 | Contracts for supported living for those with mental health support needs | Cabinet will consider the relevant procurement decisions in respect of care and support services in supported living for those with mental health support needs. | All | NEW ITEM | 18 September | | | Cllr Jane Palmer - Health & Social Care | Health & Social Care | Graham Puckering / Sally Offin | Sandra Taylor | Public |
| SI | Temporary Accommodation Action Plan Monitoring | Cabinet will receive a quarterly update, or at a frequency as determined by the Cabinet Member, on progress on the delivery of the Temporary Accommodation Strategy and Action Plan presented to Cabinet in February 2025. This will be aligned with the Homelessness Prevention and Rough Sleeping Strategy and the Medium-Term Financial Strategy, which is to include details of actions taken to bring empty homes across the Borough back into occupation. | All | | 18 September | | | Cllr Steve Tuckwell - Planning, Housing Growth | Residents' Services | Debbie Weller | Dan Kennedy | Public |
| SI | Carers Strategy Update | Cabinet will receive a progress report on the Carers Strategy and Delivery Plan and the priorities going forward. | All | | 18 September | | | Cllr Jane Palmer - Health & Social Care | Health & Social Care | Gary Collier | Sandra Taylor | Public |
| SI | Better Care Fund Section 75 Agreement | Cabinet will be asked to agree the agreement under section 75 of the National Health Service Act, 2006, between the Council and North West London Integrated Care that will give legal effect to the financial and partnership arrangements under the 2025/26 Better Care Fund Plan. This plan aims to support the independence of residence and prevent escalation of health and care needs. | All | | 18 September | | | Cllr Jane Palmer - Health & Social Care | Health & Social Care | Gary Collier | Sandra Taylor | Public |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 18 September | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 18 September | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | Karrie Whelan | Private (3) |

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| SI | Monthly Council Budget - monitoring report | The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position. | All | | 18 September | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Andy Goodwin | TBC | Public |
| SI | Reports from Select Committees | Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee. | All | | 18 September | | | TBC | TBC | Democratic Services | N/A | Public |
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| 293a | Statement of Licensing Policy (POLICY FRAMEWORK) | Every 5 years the Council is required to review its Licensing Policy, which Council officers and Licensing Sub-Committee operate within when making such licensing decisions. Cabinet will consider recommending a reviewed Statement of Licensing Policy for consultation, before it comes back for final consideration. | All | NEW ITEM | 18 September | | 22 January 2026 - adoption | Cllr Eddie Lavery - Community & Environment | Residents' Services | P - Daniel Ferrer / Stephanie Waterford | Daniel Kennedy | Public |

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| OCTOBER 2025 | | | | | | | | | | | | |
| 282 | London Borough of Hillingdon Digital Strategy - annual report | In approving the Council's Digital Strategy 2024-2027 in October 2024, Cabinet also agreed to receive an annual report setting out progress delivering the Strategy, the delivery of associated savings targets and to make any further decisions on programmes and projects or further delegated authority required to implement such activity. | N/A | | 23 October | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Darren Persaud | Matthew Wallbridge | Public |
| 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. Cabinet will receive a progress update on it's latest Action Plan. | All | | 23 October | | | Cllr Eddie Lavery - Residents' Services | Residents' Services | Ian Thynne | Karrie Whelan | Public |
| SI | Transport for London Local Implementation Plan - Annual Spending Submission | Cabinet will consider the Council's submission to Transport for London for funding on local transport infrastructure projects. | All | | 23 October | | | Cllr Jonathan Bianco - Property, Highways & Transport | Corporate Resources & Infrastructure | Alan Tilly / Sophie Wilmot | Karrie Whelan | Public |
| SI | The Annual Report Of Adult and Child Safeguarding Arrangements | This report provides the Cabinet with a summary of the activity undertaken by the Safeguarding Children Partnership Board and the Safeguarding Adults Board to address the identified local priorities. The Cabinet will consider this report and approve the activity and the local priorities for the two boards. | All | | 23 October | | | Cllr Susan O'Brien - Children, Families & Education / Cllr Jane Palmer - Health & Social Care | Health & Social Care / Children, Families & Education | Alex Coman / Susan-Sidonia Gladish | Sandra Taylor | Public |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 23 October | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | Karrie Whelan | Private (3) |
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| NOVEMBER 2025 | | | | | | | | | | | | |
| 286 | Tender contract for the collection & treatment of Co-mingled dry mixed recycling | Cabinet will receive an update on the current position within the dry mixed recycling materials market and potential legislative changes which may impact the way that the Council operates its recycling collections in the future. In considering this, Cabinet will consider a supplier for such services, after competitive tender. | N/A | | 20 November | | | Cllr Eddie Lavery - Residents' Services | Residents' Services | Daniel Long | Karrie Whelan | Private (3) |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 20 November | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Izak Loggenberg / Julia Thompson | Karrie Whelan | Private (3) |
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| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) |
| DECEMBER 2025 | | | | | | | | | | | | |
| SI | Temporary Accommodation Action Plan Monitoring | Cabinet will receive a quarterly update, or at a frequency as determined by the Cabinet Member, on progress on the delivery of the Temporary Accommodation Strategy and Action Plan presented to Cabinet in February 2025. This will be aligned with the Homelessness Prevention and Rough Sleeping Strategy and the Medium-Term Financial Strategy, which is to include details of actions taken to bring empty homes across the Borough back into occupation. | All | | 18 December | | | Cllr Steve Tuckwell - Planning, Housing Growth | Residents' Services | Debbie Weller | Dan Kennedy | Public |
| 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 | | 18 December | | | Cllr Susan O'Brien - Children, Families & Education / Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Luisa Hansen | TBC | Public |
| 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 | | 18 December | | | Cllr Ian Edwards - Leader of the Council / Cllr Jane Palmer - Health & Social Care | Health & Social Care | John Wheatley | Sandra Taylor | 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 | | 18 December | | | Cllr Steve Tuckwell - Planning, Housing & Growth | Residents' Services | Andrew Tebbutt | Karrie Whelan | Public |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 18 December | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 18 December | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | Karrie Whelan | Private (3) |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status |
|------|--|---|---------|----------|-----------------|----------------|-----------------------------|--|--|---|--------------------------------|---------------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) |
| 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 | | 18 December | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Andy Goodwin | 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 and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda. | TBC | | 18 December | | | TBC | TBC | 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 | | 18 December | | | TBC | TBC | Democratic Services | N/A | Public |
| 293b | Statement of Licensing Policy (POLICY FRAMEWORK) | Every 5 years the Council is required to review its Licensing Policy, which Council officers and Licensing Sub-Committee operate within when making such licensing decisions. Following consultation, Cabinet will consider recommending a reviewed Statement of Licensing Policy to the Full Council | All | NEW ITEM | 18 December | | 22 January 2026 - adoption | Cllr Eddie Lavery - Community & Environment | Residents' Services | P - Daniel Ferrer / Stephanie Waterford | Daniel Kennedy | Public |
| SI | 2026/27 Budget and Future Medium-Term Financial Strategy (BUDGET FRAMEWORK) | This report will set out the Medium Term Financial Strategy (MTFS), which includes the draft General Fund reserve budget and capital programme for 2026/27 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration and may include Council Tax Reduction Scheme proposals. | All | | 18 December | | 26 February 2026 - adoption | Cllr Martin Goddard - Finance & Transformation | All | Andy Goodwin | TBC | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status Public or Private (with reason) |
|---------------------|--|--|---------|----------|-----------------|----------------|----------------------------|--|--------------------------------------|---|--------------------------------|---|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | |
| JANUARY 2026 | | | | | | | | | | | | |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 15 January | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 15 January | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | 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 | | 15 January | | | TBC | TBC | 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 | | 15 January | | | TBC | TBC | Democratic Services | TBC | Public |
| 293b | Statement of Licensing Policy (POLICY FRAMEWORK) | Every 5 years the Council is required to review its Licensing Policy, which Council officers and Licensing Sub-Committee operate within when making such licensing decisions. Following Cabinet consideration, full Council will consider the adoption of the Statement of Licensing Policy. | All | NEW ITEM | | | 22 January 2026 - adoption | Cllr Eddie Lavery - Community & Environment | Residents' Services | P - Daniel Ferrer / Stephanie Waterford | Daniel Kennedy | Public |
| SI | Audit Committee Annual Report | The Audit Committee is required to submit an annual report to Council outlining the Committee's activities over the previous year. This report summarises the work of the Audit Committee and how it has undertaken its responsibilities in respect of: Internal Audit, External Audit, Counter Fraud, Risk Management and the Financial reporting process of the Statement of Accounts. | N/A | NEW ITEM | | | 22 January 2026 | N/A | N/A | Democratic Services | Matthew Wallbridge | Public |
| SI | Programme of Meetings for the next Municipal Year | Each year the full Council agrees the programme of meetings for the ensuing Municipal Year, setting out the dates and times of Council, Cabinet and Committee meetings. | N/A | NEW ITEM | | | 22 January 2026 | N/A | N/A | Lloyd White | Matthew Wallbridge | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status |
|-----|---|--|---------|----------|-----------------|----------------|-----------------|-----------------------------------|---------------------------|---------------|--------------------------------|---------------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) |
| SI | Council Tax-Base and Business Rates Forecast 2026/27 | This report sets out the proposed Council Taxbase and Business Rates Forecast for the forthcoming financial year and in accordance with the legislation for approval by the full Council. The Council is required to calculate both its Council Taxbase as at 30 November 2023 and the Business Rates forecast for the forthcoming year by the end of January. | All | NEW ITEM | | | 22 January 2026 | NA | N/A | Andy Goodwin | TBC | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status Public or Private (with reason) |
|----------------------|--|---|---------|----------|-----------------|-----------------------------|--------------|--|--------------------------------------|---------------------|--------------------------------|---|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | |
| FEBRUARY 2026 | | | | | | | | | | | | |
| SI | The Schools Budget 2026/27 | Cabinet will be asked to agree the Schools Budget for the next financial year, following a recommendation from the Schools Forum. | All | | 19 February | | | Clr Susan O'Brien - Children, Families & Education / Clr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Luisa Hansen | Richard Ennis | Public |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 19 February | | | Clr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 19 February | | | Clr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 19 February | | | Clr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Andy Goodwin | 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 and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda. | TBC | | 19 February | | | TBC | TBC | 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 | | 19 February | | | TBC | TBC | Democratic Services | TBC | Public |
| SI | 2026/27 Budget and Future Medium-Term Financial Strategy (BUDGET FRAMEWORK) | Following consultation, this report will set out the Medium Term Financial Strategy (MTFS), which includes the draft General Fund reserve budget and capital programme for 2026/27 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration and any proposals for the Council Tax Reduction Scheme. | All | | 19 February | 26 February 2026 - adoption | | Clr Ian Edwards - Leader of the Council / Clr Martin Goddard - Finance & Transformation | All | Andy Goodwin | TBC | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status |
|-----|------------------------------------|---|---------|----------|-----------------|----------------|------------------|-----------------------------------|---------------------------|---------------|--------------------------------|---------------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) |
| SI | Members' Allowances 2026/27 | The Council is required to undertake an annual re-adoption of its Allowances Scheme and, in doing so give due regard to the recommendations made by the report of the Independent Panel on the Remuneration of Councillors in London. | All | NEW ITEM | | | 26 February 2026 | N/A | N/A | Lloyd White | Matthew Wallbridge | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status |
|-------------------|--|---|---------|----------|-----------------|----------------|--------------|--|--------------------------------------|---------------------|--------------------------------|---------------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) |
| MARCH 2026 | | | | | | | | | | | | |
| SI | Temporary Accommodation Action Plan Monitoring | Cabinet will receive a quarterly update, or at a frequency as determined by the Cabinet Member, on progress on the delivery of the Temporary Accommodation Strategy and Action Plan presented to Cabinet in February 2025. This will be aligned with the Homelessness Prevention and Rough Sleeping Strategy and the Medium-Term Financial Strategy, which is to include details of actions taken to bring empty homes across the Borough back into occupation. | All | | 19 March | | | Cllr Steve Tuckwell - Planning, Housing Growth | Residents' Services | Debbie Weller | Dan Kennedy | Public |
| SI | Housing Forward Investment Programme 2026/27 (and 2025/26 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 | | 19 March | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Gary Penticost | Karrie Whelan | Public |
| SI | Corporate Disposals Programme 2025/26 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2025-2026 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 19 March | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 19 March | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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. | All | | 19 March | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Andy Goodwin | 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 and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda. | TBC | | 19 March | | | TBC | TBC | 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 | | 19 March | | | TBC | TBC | Democratic Services | TBC | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status |
|-------------------|--|--|---------|----------|-----------------|----------------|--------------|--|--------------------------------------|-------------------------------|--------------------------------|-------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | |
| APRIL 2026 | | | | | | | | | | | | |
| SI | Corporate Disposals Programme 2026/27 | As part of the Corporate Disposal programme, Cabinet will consider recommendations on property and land disposals for the financial year 2026-2027 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made. | Various | | 23 April | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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 | | 23 April | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | 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. | All | | 23 April | | | 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 | | 23 April | | | TBC | TBC | 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 | | 23 April | | | TBC | TBC | Democratic Services | TBC | Public |
| 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 | | | April 2025 | | Cllr Susan O'Brien - Children, Families & Education | Children, Families & Education | Nav Minas / Abi Preston | Julie Kelly | Public |
| SI | Standards and quality of education in Hillingdon during 2024/25 | The Cabinet Member will receive the Annual Report regarding children and young people's educational performance across Hillingdon schools, for publication. | N/A | | | April 2025 | | Cllr Susan O'Brien - Children, Families & Education | Children, Families & Education | Abi Preston / Michael Hawkins | Julie Kelly | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | Status | | |
|---|--|---|---------|----------|-----------------|----------------|------------------------------------|-----------------------------------|--|--------------------------------------|--------------------------------|---------------------------------|------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) | |
| Schedule of Cabinet Member Decisions that may be taken regularly each month (non-key standard items) | | | | | | | | | | | | | |
| 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 | | | | Cabinet Member Decision - date TBC | | Cllr Ian Edwards - Leader of the Council | 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 | | | | Cabinet Member Decision - date TBC | | Cllr Eddie Lavery (Cabinet Member for Community & Environment) - Leader of the Council (if in Ickenham & South Ruislip ward) | Corporate Resources & Infrastructure | Natasha Norton | | 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 | | | | Cabinet Member Decision - date TBC | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | | Private (3) |
| SI | To consider rent reviews | To consider rent reviews of commercial and other premises. | tbc | | | | Cabinet Member Decision - date TBC | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | Julia Thompson | | 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 | | | | Cabinet Member Decision - date TBC | | Cllr Susan O'Brien - Children, Families & Education | Children, Families & Education | Helen Boudry | | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status Public or Private (with reason) | | | |
|-----|--|--|---------|----------|-----------------|----------------|--------------|------------------------------------|---------------------------|---------------|--|---|---|--|---------------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | | | | |
| 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 | | | | | Cabinet Member Decision - date TBC | | | Cllr Martin Goddard - Finance & Transformation (in conjunction with relevant Cabinet Member) | All - TBC by decision made | various | | 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 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 | | | | | Cabinet Member Decision - date 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 | | | | | Cabinet Member Decision - date 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 | | | | | Cabinet Member Decision - date TBC | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | David Knowles / Steve Austin | | Public |
| SI | Pedestrian Crossings | To approve schemes to provide crossing facilities | TBC | | | | | Cabinet Member Decision - date 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 | | | | | Cabinet Member Decision - date TBC | | | 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 | | | | | Cabinet Member Decision - date TBC | | | 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 | | | | | Cabinet Member Decision - date TBC | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | David Knowles / Steve Austin / Alan Tilly | | Public |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status | | | |
|-----|--|--|---------|----------|-----------------|----------------|--------------|------------------------------------|---------------------------|---------------|--|--------------------------------------|-----------------|--|--------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | 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 | | | | | Cabinet Member Decision - date TBC | | | 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 | | | | | Cabinet Member Decision - date 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 | | | | | Cabinet Member Decision - date 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 | | | | | Cabinet Member Decision - date TBC | | | Cllr Jonathan Bianco - Corporate Services & Property | Corporate Resources & Infrastructure | TBC | | Private (1,2,3) |
| SI | Chrysalis Programme of Environmental Improvements | The Cabinet Member will be asked to consider the approval of projects. | Various | | | | | Cabinet Member Decision - date TBC | | | 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 | | | | | Cabinet Member Decision - date TBC | | | 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 | | | | | Cabinet Member Decision - date TBC | | | Cllr Martin Goddard - Finance & Transformation | Corporate Resources & Infrastructure | Tiffany Boreham | | Private (1,2,3) |

| Ref | Business Item | Further information | Ward(s) | NEW ITEM | Decision-Maker | | | Governance & Responsible Officers | | | | Status |
|-----|---|--|---------|----------|-----------------|------------------------------------|--------------|-----------------------------------|---------------------------|---------------|--------------------------------|---------------------------------|
| | | | | | CABINET meeting | Cabinet Member | Full COUNCIL | Cabinet Member(s) Responsible | Relevant Select Committee | Report Author | Corporate Director Responsible | Public or Private (with reason) |
| 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 | | | Cabinet Member Decision - date TBC | | All | TBC | various | | Public |

SI = Standard Item that may be considered each month/regularly

The Cabinet's Forward Plan is an official document by the London Borough of Hillingdon, 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.

Most Cabinet meeting business will be open to the public and media, but some items containing confidential, commercially sensitive, or personal information will be considered in private. This notice states that some Cabinet meetings will be partly private due to exempt information under Part 1 of Schedule 12A to the Local Government Act 1972. The public interest in withholding this information outweighs the interest in disclosing it. This Forward Plan lists the reports expected to be considered in both public and private at Cabinet meetings. Reports marked "private" include reasons for the decision based on specific 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 transparency, the Cabinet will publish a public preview of reports to be considered in private and make all its decisions public on the website. If you believe a matter should be considered in public instead of private, email democratic@hillingdon.gov.uk at least 10 days before the Cabinet meeting, typically by 5pm on the preceding Monday. Urgent private reports may be added to the agenda at short notice. Cabinet meetings are held at the Civic Centre, Uxbridge, usually starting at 7pm on Thursdays, but this can change with legal notice periods. While meetings are public, attendees are asked to observe quietly as there are no public speaking rights. Public speaking is, instead, facilitated through the Council's petitions process at 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 Council and when more information about them will be available near the time they are taken.

This notice informs the public about key decisions to be made by the Cabinet or Cabinet Members. The Council aims to provide at least 28 days' notice of new key decisions for transparency. If advance notice isn't possible, decisions may be taken under urgency procedures. 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.

The Forward Plan also includes non-key and full Council decisions, which are less significant or standard items like monthly school governor appointments. These decisions are listed for transparency, even though they don't follow the same regulations as key decisions.

Documents related to upcoming decisions will be available as formal agenda report or decision request. If they are public and non-urgent, they will be posted on the Council's website at least 5 clear working days before the decision date. For document requests, email democratic@hillington.gov.uk All documents are also available for inspection at the London Borough of Hillingdon, Civic Centre, during office hours. The notices in this Forward Plan are based on The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012.