

# Forward Plan

EDITION:  
December 2025 &  
January 2026 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. These include decisions by the Cabinet, individual Cabinet Members, the Shareholder Committee (a sub-committee for discharging duties relating to the Council's companies) and the full Council. This Forward Plan is updated and published monthly to stay current and serves as the public notice of future key decisions under UK regulations.

## Cabinet Members - 2025/26

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](mailto: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.



Cabinet  
2025/26

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
<b>DECEMBER 2025</b>													
26	Biannual Performance Report	Cabinet will receive its biannual report performance report for the current year, looking back on how the Council is delivering on key service metrics and the Council Strategy - and looking ahead at planned actions.	N/A		23 December				Cllr Eddie Lavery / All Cabinet Members	All	Ian Kavanagh	Matthew Wallbridge	Public
29	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. This will also set out the Council's approach to Technology Enabled Care to seamlessly integrate technology into care services to help residents live happier, more independent lives at home and in their communities.	N/A		23 December				Cllr Eddie Lavery - Finance & Transformation	Corporate Resources & Infrastructure	Darren Persaud / Sarah Baker	Matthew Wallbridge / Sandra Taylor	Public
91	Award of contracts for Lot 1: Deprivation of Liberties Service Contracts Lot 2: Advocacy Services	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		23 December				Cllr Jane Palmer - Health & Social Care	Health & Social Care	Graham Puckering / Sally Offin	Sandra Taylor	Private (3)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
99	Haydon Drive Residential Redevelopment	This report to Cabinet progresses the development of 15x4 bedroomed houses and 6x3 bedroomed Houses for the use of social houses. Due to the GLA requirement to be in contract with the contractor and the required start on site for necessary works in early 2026, this report will seek approval to delegate authority to the Cabinet Member for contractor appointment and all future decisions.	Northwood Hills		23 December				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Michael Naughton / Carmel Hynes	Dan Kennedy	Public
35	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. Cabinet will also consider progressing an Age Friendly strategy going forward.	All		23 December				Cllr Ian Edwards - Leader of the Council / Cllr Jane Palmer - Health & Social Care	Health & Social Care	Sandra Taylor	Sandra Taylor	Public
34	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.	N/A		23 December				Cllr Susan O'Brien - Children, Families & Education / Cllr Eddie Lavery - Finance & Transformation	Children, Families & Education	Luisa Hansen	Steve Muldoon / Julie Kelly	Public
36	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		23 December				Cllr Steve Tuckwell - Planning, Housing & Growth	Residents' Services	Andrew Tebbutt	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 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 December				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low / Richard Mortimer	Dan Kennedy	Private (3)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
SI	Minor Property Transactions	This monthly standing report to Cabinet covers operational property matters requiring approval. These may include: granting discounted leases to voluntary organisations; approving easements, wayleaves, or utility leases supporting capital projects; authorising academy school property issues; and agreeing leases for temporary housing or other service-related property needs.	All		23 December				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	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		23 December				Cllr Eddie Lavery - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Steve Muldoon	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 December				TBC	TBC	Democratic Services		Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		23 December				TBC	TBC	Democratic Services		Public
28b	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		23 December			22 January 2026 - adoption	Cllr Wayne Bridges - 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. Cabinet may also consider the outcome of consultation on proposed mid-year changes to fees and charges.	All		23 December			26 February 2026 - adoption	Cllr Eddie Lavery - Finance & Transformation	All	Andy Goodwin	Steve Muldoon	Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
92	<b>Care Strategy for Children and Care Experienced Young People</b>	The Cabinet Member will consider approval of a strategy for improving outcomes for children in care and care experienced young people in Hillingdon. It will set out the Council's statutory responsibilities, local priorities, and proposed actions to strengthen support, stability, and transition pathways, demonstrating the Council's commitment to providing the highest level of care, support, and opportunities for young individuals who have experienced the care system.	N/A			December			Clr Susan O'Brien - Children, Families & Education	Children, Families & Education	Poppy Reddy	Julie Kelly	Public
43	<b>Private Sector Housing Improvement Programme</b>	The Cabinet Member will consider an improvement programme on the Council's approach to regulating the private rented housing sector to ensure residents in rented properties in the borough have safe and secure accommodation and that property conditions meet relevant standards.	All			December			Clr Steve Tuckwell - Planning, Housing Growth	Residents' Services	Richard Webb	Dan Kennedy	Public
17	<b>Annual Lettings Plan</b>	The Cabinet Member will consider approval of a lettings policy and plan in support of delivering the Council's Temporary Accommodation Action Plan.	All			December			Clr Steve Tuckwell - Planning, Housing Growth	Residents' Services	Adam Stephenson / Debbie Weller / Roy Dunbar	Dan Kennedy	Public
47	<b>Pathways for Young People</b>	Cabinet Members will consider procurement decisions regarding existing arrangements for Staying Close and Supported Accommodation Provision for young people.	N/A			December			Clr Susan O'Brien - Children, Families & Education	Children, Families & Education	Alex Coman / Sally Offin	Julie Kelly	Private (3)
73a	<b>Rural Activities Garden Centre</b>	Following Cabinet's decision to close retail operations on 26 June, following further consultation and engagement with those in receipt of assessed social care services and those who attend the RAGC as volunteers on proposals to relocate services, under delegated authority the Cabinet Member will make a decision on the future of the RAGC site and relocation of service provision accordingly.	Colham & Cowley			December			Clr Wayne Bridges - Community & Environment	Residents' Services / Health & Social Care	Steve Brown	Dan Kennedy	Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
<b>JANUARY 2026</b>													
103	<b>Provision of Vouchers including Food and Essential Goods Support Scheme</b>	Cabinet will be asked to consider the award of a contract to continue the provision of vouchers (including food and essential goods) designed to support low-income households and eligible households within Hillingdon, which is fully Government funded.	N/A	NEW ITEM	15 January				Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Tracie Bushell / Allison Mayo	Dan Kennedy	Private (3)
107	<b>Void Contract Variations and Strategic Response to Housing Targets</b>	Cabinet approval will be sought to formally vary the existing Voids Repair Service Contracts to accommodate a significant increase in demand and ensure delivery against the Regulator of Social Housing's targets for housing accommodation. This will support the return of empty properties back to housing and the borough's housing buy-back and decanting programmes.	N/A	NEW ITEM	15 January				Cllr Jonathan Bianco - Corporate Services & Property / Cllr Steve Tuckwell - Planning, Housing & Growth	Corporate Resources & Infrastructure	Liam Bentley	Dan Kennedy	Private (3)
110	<b>Gas contracts</b>	Cabinet will receive a report to consider the alignment of gas domestic contracts, for the installation, repairs and maintenance of boilers in the housing stock.	N/A	NEW ITEM	15 January				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Mike Emmett /Glen Martin	Dan Kennedy	Private (3)
100	<b>New Planning, Building Control and Land Charges IT system</b>	A report to Cabinet to approve a new Planning, Building Control and Local Land Charges IT system. This will be required by January 2027 when the supplier of the existing system, Ocella, ceases support.	N/A		15 January				Cllr Eddie Lavery / Cllr Steve Tuckwell	Corporate Resources & Infrastructure	Helen Vincent / Julia Johnson	Matthew Wallbridge / Dan Kennedy	Private (3)
33	<b>Tender contract for the collection &amp; treatment of Co-mingled dry mixed recycling</b>	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.	All		15 January				Cllr Wayne Bridges - Residents' Services	Residents' Services	Daniel Long	Dan Kennedy	Private (3)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
56	Garage disposals	The Cabinet will consider the freehold disposal of garage sites and those at St Christophers Road in Cowley, St Clements Close in Cowley and at The Coppice, Yiewsley	Uxbridge, Colham & Cowley, Yiewsley		15 January				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low / Richard Mortimer	Dan Kennedy	Private (3)
78	Water, sewerage and meter services contract	Cabinet will consider contractual decisions regarding water, sewerage and meter services for use across the Council's assets.	All		15 January				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Richard Coomber / Trudie Eldriny	Dan Kennedy	Private (3)
102	Consultation on lowering the age range of Whiteheath Infant School	This relates to a decision on whether to approve the proposal that the age range of Whiteheath Infant School can be lowered, so that they are able to offer places for two year olds. Should there be no representations, this matter can be determined by the Cabinet Member instead.	Ruislip		15 January				Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Kathryn Angelini / Philip Ryan	Julie Kelly	Public
24	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		15 January				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 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	Andrew Low / Richard Mortimer	Dan Kennedy	Private (3)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
SI	Minor Property Transactions	This monthly standing report to Cabinet covers operational property matters requiring approval. These may include: granting discounted leases to voluntary organisations; approving easements, wayleaves, or utility leases supporting capital projects; authorising academy school property issues; and agreeing leases for temporary housing or other service-related property needs.	Various		15 January				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	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		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		Public
84	Local Development Scheme	The Council is required to update its Local Development Scheme (LDS). A LDS is required under section 15 of the Planning and Compulsory Purchase Act 2004. This must specify the development plan documents (incl. Local Plan) which, when prepared, will comprise part of the development plan for the area. Full Council will receive an updated plan for consideration after Cabinet's recommendation.	All		15 January			22 January 2026	Cllr Steve Tuckwell - Planning, Housing & Growth	N/A	Gavin Polkinghorn	Dan Kennedy	Public
73b	Rural Activities Garden Centre (ACV listing)	Local voluntary and community groups can nominate a building or area of land as an Asset of Community Value (ACV). Following the nomination of the Rural Activities Garden Centre, a report will be prepared for the Cabinet Member to consider approval to formally list the site. The Cabinet Member can take this decision under delegated authority.	Colham & Cowley	NEW ITEM		January			Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	Public
96a	Hillingdon First Ltd. reporting	The Shareholder Committee, comprising relevant Cabinet Members, will receive relevant reports relating to the Council's property and trading company.	N/A				15 January		Shareholder Committee Members	Corporate Resources & Infrastructure	TBC	TBC	Private (3)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
97a	The Hillingdon Care Company Ltd. (THCC) Reporting	The Shareholder Committee, comprising relevant Cabinet Members, will receive relevant reports relating to the Council's care services and trading company.	N/A				15 January		Shareholder Committee Members	Health & Social Care	TBC	TBC	Private (3)
28c	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				22 January 2026 - adoption	Clr Wayne Bridges - 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				22 January 2026	N/A	N/A	Democratic Services / Claire Baker	Steve Muldoon	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				22 January 2026	N/A	N/A	Lloyd White		Public	
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				22 January 2026	NA	N/A	Andy Goodwin	Steve Muldoon	Public	

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
<b>FEBRUARY 2026</b>													
108	<b>Outcomes of the proposal to reduce the Published Admissions Number of Field End Infant School</b>	Cabinet will receive a report to determine whether to approve the proposal to reduce the Published Admissions Number (PAN) for Field End Infant School from 90 (three-form entry) to 60 (two-form entry), in order to better align with local demand. Cabinet will also be updated on consultations of non-community Schools, including Field End Junior School's own consultation as an academy, regarding their proposal to reduce PAN from 90 to 60, for September 2027. If there are no objections to this proposal, the Cabinet Member instead may determine this under delegated authority.	South Ruislip	NEW ITEM	19 February				Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	James Rogers / Abi Preston	Julie Kelly	Public
80b	<b>Highways contractual arrangements</b>	This report seeks to award a contract for the delivery of highways maintenance services. A full commercial procurement process will be undertaken in order to recommend award for the provision of these services from 1 April 2026.	All		19 February				Cllr Steve Tuckwell - Planning, Housing Growth	Corporate Resources & Infrastructure	Marcus Harvey	Dan Kennedy	Private (3)
80a	<b>Street lighting contractual arrangements</b>	This report seeks to award a contract for the delivery street lighting services. A full commercial procurement process will be undertaken in order to recommend award for the provision of these services from 1 April 2026.	All		19 February				Cllr Steve Tuckwell - Planning, Housing Growth	Corporate Resources & Infrastructure	Marcus Harvey	Dan Kennedy	Private (3)
44	<b>Homelessness and Rough Sleeping Strategy</b>	Cabinet will consider an updated Strategy, setting out the Council's long-term approach to preventing homelessness and reducing rough sleeping by improving access to housing, support services, and early intervention.	All		19 February				Cllr Steve Tuckwell - Planning, Housing Growth	Residents' Services	Debbie Weller	Dan Kennedy	Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
94	Hillingdon Parking Strategy	The Cabinet will consider a Parking Strategy following public consultation. A parking strategy will seek to establish a framework through which the Council will provide a fair, accessible, and sustainable parking service that supports residents, local businesses, and visitors, while contributing to Hillingdon's wider transport, economic, environmental, and land use goals.	All		19 February				Cllr Wayne Bridges - Residents' Services	Residents' Services	Richard Webb	Dan Kennedy	Public
95	Fleet Maintenance & Repair – Contract Extension	This report to Cabinet proposes an extension of the current fleet maintenance and repair contract for the Council's fleet of vehicles providing daily services to residents.	All		19 February				Cllr Steve Tuckwell - Planning, Housing & Growth	Corporate Resources & Infrastructure	Stephen Gunter / Trudie Eldriny / Michelle Kenyon / S Begum	Dan Kennedy	Private (3)
106	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		19 February				Cllr Eddie Lavery - Finance & Transformation	Corporate Resources & Infrastructure	Tiffany Boreham	Steve Muldoon	Private (3)
41	HRA Business Plan	The Housing Revenue Account (HRA) business plan will set out a long-term financial strategy for managing council housing stock, maintain homes, fund improvements, and support new housing opportunities and development.	All		19 February				Cllr Steve Tuckwell - Planning, Housing Growth / Cllr Jonathan Bianco - Corporate Services & Property	Residents' Services	Sam Strong	Dan Kennedy	Public
86	Houses of Multiple Occupation - consultation outcomes	Following Cabinet's consideration in July 2025 and subsequent decisions of the matter, this proposed report to Cabinet will consider the outcomes of any consultations relating to the formation of an additional licensing policy and determinations on way forward.	All		19 February				Cllr Steve Tuckwell - Planning, Housing Growth	Residents' Services	Richard Webb	Dan Kennedy	Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
79	Contract for the Council's Fleet Fuel	The Council still has an ongoing need for fuel, primarily Diesel, to power its vehicles, as it transitions to more environmentally friendly vehicles. Whilst the price of this is set on global markets there is a small margin accounting for delivery, admin and profit, which is subject to this tender to achieve value for money in fuel purchasing.			19 February				Cllr Steve Tuckwell - Planning, Housing Growth	Corporate Resources & Infrastructure	Stephen Gunter / Trudie Eldriny / Michelle Kenyon	Dan Kennedy	Private (3)
37	The Schools Budget 2026/27	Cabinet will asked to agree the Schools Budget for the next financial year, following a recommendation from the Schools Forum.	All		19 February				Cllr Susan O'Brien - Children, Families & Education / Cllr Eddie Lavery - Finance & Transformation	Corporate Resources & Infrastructure	Luisa Hansen	Steve Muldoon	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				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low / Richard Mortimer	Dan Kennedy	Private (3)
SI	Minor Property Transactions	This monthly standing report to Cabinet covers operational property matters requiring approval. These may include: granting discounted leases to voluntary organisations; approving easements, wayleaves, or utility leases supporting capital projects; authorising academy school property issues; and agreeing leases for temporary housing or other service-related property needs.	Various		19 February				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	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				Cllr Eddie Lavery - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Steve Muldoon	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		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		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
46b	Community Safety Strategy (Policy Framework)	Following consultation, Cabinet will consider recommending to full Council a Community Safety Strategy. It is a multi-agency plan that sets out how the Council and its partners will work together to reduce crime, anti-social behaviour, and promote safer communities.	All	Def from Jan	19 February			26 February 2026 - adoption	Cllr Wayne Bridges - Community & Environment	Residents' Services	Richard Webb	Dan Kennedy	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	Cllr Ian Edwards - Leader of the Council / Cllr Eddie Lavery - Finance & Transformation	All	Andy Goodwin	Steve Muldoon	Public
93	Stronger Families / Family Help Strategy	The Cabinet Member will consider a strategy which aligns with national reforms and aims to enhance operational effectiveness, modernise practices, and ensure the service remains responsive to the needs of children and families across the borough. A significant part of this transformation is the redesign of the Stronger Families Early Help service, driven by the introduction of the Family Help model. This model promotes early and effective intervention, seamless multi-agency collaboration, empowerment of families, improved access to support services, and a child-centred approach.	N/A		February				Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Antony Madden / Vali Danciu	Julie Kelly	
23	Biannual Performance Report	Following Cabinet's recommendation, Council will receive for information, the Council's annual report performance report which will have also been scrutinised by select committees.	N/A					26 February 2026	Cllr Eddie Lavery / All Cabinet Members	All	Ian Kavanagh	Matthew Wallbridge	Public
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					26 February 2026	N/A	N/A	Lloyd White		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
<b>MARCH 2026</b>													
109	<b>Healthier Food Advertising Policy</b>	Cabinet will consider a healthier food advertising policy for the Council. Such a policy encourages brands to swap out unhealthy foods and drinks for healthier ones, as part of efforts to prioritise our residents' health. Increasing evidence and research shows that exposure to advertising of food and drink high in fat, salt and/or sugar is linked to a strong preference for such products, more snacking, and eating more calories.	All	NEW ITEM	19 March				Cllr Jane Palmer - Health & Social Care	Health & Social Care	Priscilla Simpson / Dir. of Public Health	Sandra Taylor	Public
111	<b>Provision of Furniture for Short Term Let properties</b>	Cabinet will consider a contract for the provision and installation of furnishings for void properties designated for short term lets.		NEW ITEM	19 March				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Liam Bentley	Dan Kennedy	Private (3)
105	<b>Commercial Gas Contract Tender</b>	Cabinet will consider a report relating to the Council's commercial Gas Servicing and Maintenance Contract Renewal for Housing and Corporate sites.		NEW ITEM	19 March				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Paul Hart / Nick Green	Dan Kennedy	Private (3)
75	<b>Mobile Solution Contract &amp; Wide Area Network</b>	Cabinet will consider procurement decisions in respect of mobile device solutions and the Council's WAN infrastructure, which is the backbone that connects different Council sites and services.	N/A		19 March				Cllr Eddie Lavery - Finance & Transformation (in conjunction with relevant Cabinet Member)	Corporate Resources & Infrastructure	Dale Gordon	Matthew Wallbridge	Private (3)
SI	<b>Housing Forward Investment Programme 2026/27 (and 2025/26 review)</b>	This 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	Dan Kennedy	Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status	
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible		
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	Andrew Low / Richard Mortimer	Dan Kennedy	Private (3)	
SI	Minor Property Transactions	This monthly standing report to Cabinet covers operational property matters requiring approval. These may include: granting discounted leases to voluntary organisations; approving easements, wayleaves, or utility leases supporting capital projects; authorising academy school property issues; and agreeing leases for temporary housing or other service-related property needs.	Various		19 March				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	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 Eddie Lavery - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin	Steve Muldoon	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		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		Public	
96b	Hillingdon First Ltd. reporting	The Shareholder Committee, comprising relevant Cabinet Members, will receive relevant reports on the Council's property and trading company.	N/A					19 March		Shareholder Committee Members	Corporate Resources & Infrastructure	TBC	TBC	Private (3)
97b	The Hillingdon Care Company Ltd. (THCC) Reporting	The Shareholder Committee, comprising relevant Cabinet Members, will receive relevant reports on the Council's care company.	N/A					19 March		Shareholder Committee Members	Health & Social Care	TBC	TBC	Private (3)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
<b>APRIL 2026</b>													
24	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		23 April				Cllr Steve Tuckwell - Planning, Housing Growth	Residents' Services	Debbie Weller	Dan Kennedy	Public
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	Andrew Low / Richard Mortimer	Dan Kennedy	Private (3)
SI	Minor Property Transactions	This monthly standing report to Cabinet covers operational property matters requiring approval. These may include: granting discounted leases to voluntary organisations; approving easements, wayleaves, or utility leases supporting capital projects; authorising academy school property issues; and agreeing leases for temporary housing or other service-related property needs.	Various		23 April				Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	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 Eddie Lavery - Finance & Transformation	Corporate Resources & Infrastructure	Andy Goodwin		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		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		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
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				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				Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Abi Preston / Michael Hawkins	Julie Kelly	Public
<b>BOROUGH LOCAL ELECTIONS - 7 MAY 2026</b>													

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
<b>Schedule of Individual Cabinet Member Decisions that may be taken each month (standard items non key-decisions)</b>													
SI	<b>Urgent Cabinet-level decisions &amp; interim decision-making (including emergency decisions)</b>	The Leader of the Council has the necessary authority to make decisions that would otherwise be reserved to the Cabinet, in the absence of a Cabinet meeting or in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. The Leader may also take emergency decisions without notice, in particular in relation to the COVID-19 pandemic, which will be ratified at a later Cabinet meeting.	Various			Cabinet Member Decision - date TBC			Cllr Ian Edwards - Leader of the Council	TBC	TBC		Public / Private
SI	<b>Ward Budget Initiative</b>	To approve the spending of Ward Budgets following applications from Ward Councillors - this will be done on a monthly or regular cycle.	All			Cabinet Member Decision - date TBC			Cllr Wayne Bridges (Cabinet Member for Community & Environment) - Leader of the Council (if in Hillingdon East ward)	Corporate Resources & Infrastructure	Natasha Norton		Public
SI	<b>Business, shops and commercial rents, leases, surrenders and renewals</b>	To approve various rents, leases, surrenders and lease renewals for a variety of businesses, organisations, properties or via commercial transactions, as per thresholds for decision-making set out in the Procurement and Contract Standing Orders.	Various			Cabinet Member Decision - date TBC			Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low / Julia Thompson		Private (3)
SI	<b>To consider rent reviews</b>	To consider rent reviews of commercial and other premises.	tbc			Cabinet Member Decision - date TBC			Cllr Jonathan Bianco - Corporate Services & Property	Corporate Resources & Infrastructure	Andrew Low / Julia Thompson		Private (1,2,3)
SI	<b>School Governing Bodies, Instruments of Government and Governors / Authorising Academy Appointments</b>	To approve appointments, nominate appointments and make reappointments of local authority governors and to approve any changes to school governing body constitutions. To also authorise any Member to be a Governor or Director of an Academy.	N/A			Cabinet Member Decision - date TBC			Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Helen Boundy		Public

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

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
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](mailto: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](http://www.hillingdon.gov.uk/petitions)

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

This notice below is to inform the public about the timeframes we are required to give in relation to the more significant decisions to be made by the 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@hillingdon.gov.uk](mailto:democratic@hillingdon.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.