

Forward Plan

EDITION:
June 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 - Cllr Steve Tuckwell - and six Cabinet Members, each responsible for different Council services like Finance, Children's Services, and Highways. 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 - 2026/27

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.



Hillingdon Cabinet 2026/27

Cllr Richard Mills
Deputy Leader of the Council
Cabinet Member for Corporate Services, Digital & Transformation

Cllr Adam Bennett
Cabinet Member for Community, Environment & Enforcement

Cllr Nick Denys
Cabinet Member for Planning, Housing & Property

Cllr Steve Tuckwell
Leader of the Council
(Growth, Communications & Governance)

Cllr Wayne Bridges
Cabinet Member for Residents Services

Cllr Eddie Lavery
Cabinet Member for Finance

Cllr Susan O'Brien
Cabinet Member for Children, Families, Health & Care

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker				Cabinet Member Lead & Officers				Status Public or Private (with reason)	Consultation / Scrutiny Consultation related to any decision & planned scrutiny committee engagement	
					CABINET meeting	Cabinet Member	Shareholder Committee	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Committee	Report Author	Corporate Director Responsible			
JUNE 2026															
140	The Servicing & Repair of Domestic Gas Boilers	Following a procurement exercise, to consider tender and award of the contract for the servicing and repair of Domestic Gas Boilers across Housing stock.	N/A	NEW ITEM	25 June					Cllr Nick Denys	Corporate Resources & Infrastructure	Nick Green	Dan Kennedy	Private (3)	
143	New Care Home Facility & Housing: Redevelopment of 1-10 Nelson Lane, Uxbridge	Cabinet approval is sought to redevelop the Nelson Lane site, which comprises bungalows past their useful life and is currently decanted and boarded up. The proposal is to create 2 x 6 bedded Registered Care Homes for Adults with a learning disability and complex needs and 2 affordable houses. Cabinet will consider the project and make any necessary decisions and delegations to progress the project.	Hillingdon East	NEW ITEM	25 June					Cllr Nick Denys / Cllr Susan O'Brien	Corporate Resources & Infrastructure	Carmel Hynes / Michael Naughton	Dan Kennedy	Private (3)	
129	Data Backup Solution	Cabinet will consider procurement decisions regarding the replacement of multiple existing backup solutions with a single system which provides robust security and protection from cyber incidents.	N/A		25 June					Cllr Richard Mills	Corporate Resources & Infrastructure	Darren Everden	Matthew Wallbridge	Private (3)	
133	Procurement of Fleet Vehicles	Cabinet will consider the procurement of vehicles for the Council's fleet, to ensure continued front-line service delivery to residents.	All		25 June					Cllr Wayne Bridges	Residents Services	Chris Wheeler	Dan Kennedy	Private (3)	
128	The Servicing, Maintenance & Repair of Domestic Lifts & Hoists	Following a competitive procurement exercise, Cabinet will consider the tender and award of contract for the provision of Servicing, Maintenance & Repair of Domestic Lifts & Hoists to the London Borough of Hillingdon.	N/A		25 June					Cllr Nick Denys	Corporate Resources & Infrastructure	Lorraine Lupton	Dan Kennedy	Private (3)	
116	Local Plan Scoping Consultation	Cabinet will consider approving the Local Plan Scoping Consultation for public consultation. The consultation is a statutory requirement in the new plan-making system. This is a 'call for views' consultation. No planning policies or proposals will be consulted upon. The consultation asks stakeholders what the plan should contain and sets out how the Council will engage with stakeholders for the Local Plan.	All		25 June					Cllr Nick Denys	Corporate Resources & Infrastructure	Gavin Polkinghorn	Dan Kennedy	Private (3)	Statutory consultation and select committee

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82b	West London Waste Plan (policy framework)	Following consultation, Cabinet will consider regulation 19 consultation to commence on the Joint Waste Plan. This Plan forms part of the Council's development plan documents, therefore it is policy framework.	N/A		25 June			26 November	Cllr Nick Denys	Corporate Resources & Infrastructure	Gavin Polkinghorn / Elizabeth Bundred Woodward	Dan Kennedy	Public	Statutory consultation and select committee
120	Age Friendly Plan	Following Cabinet's consideration of a draft Age Friendly Delivery Plan for older people in December 2025 and further consultation and engagement on this, Cabinet will consider approval of the Plan and consider annual updates on its progress each May.	N/A		25 June				Cllr Susan O'Brien	Children, Families, Health & Care	Sarah Durner / Gary Collier	Sandra Taylor	Public	Public consultation
26	Annual Performance Report	Cabinet will receive the Council's annual report performance report for its activities over the last year.	All		25 June				All Cabinet Members	Audit, Finance & Performance	Ian Kavanagh	Matthew Wallbridge	Public	Audit, Finance & Performance Committee
SI	Budget Outturn 2025/26	Cabinet will review the Council's budget outturn position for the previous financial year.	All		25 June				Cllr Eddie Lavery	Audit, Finance & Performance	Jon Alsop / Matt Davis	Steve Muldoon	Public	Audit, Finance & Performance
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 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made.	Various		25 June				Cllr Nick Denys	Corporate Resources & Infrastructure	Andrew Low / Richard Mortimer	Dan Kennedy	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		25 June				Cllr Nick Denys	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	Private (3)	
66	Reports from Select Committees	A report from the Select Committee into Homelessness and the customer journey	All		25 June				TBC	TBC	Democratic Services		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		25 June				All	All	Democratic Services		Public	

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93	Stronger Families / Family Help Strategy	The Cabinet Member will consider a strategy that aligns with emerging national reforms and strengthens the delivery of early help and family support across the borough. The strategy aims to modernise practice, improve operational effectiveness, and ensure services remain responsive to the diverse and evolving needs of children and families. A central element of this transformation is the redesign of the Stronger Families Early Help service in line with the Family Help model. This model emphasises earlier, more effective intervention; seamless multi-agency collaboration; and the empowerment of families to build resilience and reduce the need for statutory involvement. It also seeks to improve access to the right support at the right time, while embedding a child-centred and whole-family approach within all areas of practice.	All			June			Cllr Susan O'Brien	Children, Families, Health & Care	Antony Madden / Vali Danciu / Tehseen Kauser	Julie Kelly	Public	

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JULY 2026															
147	Contract decisions: Manged Service for the supply & distribution of materials for the in-house repairs team	Cabinet will consider procurement matters to provide materials and hire for housing repairs services.		NEW ITEM	23 July					Cllr Nick Denys	Corporate Resources & Infrastructure	Jake Longley	Dan Kennedy	Private (3)	
144	Communal Passenger & Goods Lifts Maintenance & Repairs Services	Cabinet will consider a contract for the Communal Passenger & Goods Lifts Maintenance & Repairs Services, across the Borough.	All	NEW ITEM	23 July					Cllr Nick Denys	Corporate Resources & Infrastructure	John Philips	Dan Kennedy	Private (3)	
150	Experts at Hands Therapy Contract	Cabinet will consider procurement matters with regard to the Experts at Hands Therapy service to be commissioned externally as part of national SEND reforms. "Experts at Hand" is a DfE-funded programme (from April 2026) that gives councils funding to design a new local support offer for SEND.	N/A	NEW ITEM	23 July					Cllr Susan O'Brien	Children, Families, Care & Health	Gary Binstead / Abi Preston	Julie Kelly	Private (3)	
146	Public Health Contracts: Health Visiting	This report to Cabinet will consider a variation of a public health contract for an additional Health Visiting role under the Collaborative Agreement with the NHS provider.	N/A	NEW ITEM	23 July					Cllr Susan O'Brien	Children, Families, Care & Health	Andy Kimber / Sharon Stoltz	Sandra Taylor	Private (3)	
142	Sexual Health Contract	This report to Cabinet will consider a six-year contract extension of the existing integrated sexual health service contract.	N/A	NEW ITEM	23 July					Cllr Susan O'Brien	Children, Families, Care & Health	Nick Sinclair / Sharon Stoltz	Sandra Taylor	Private (3)	
109	Healthier Food Advertising Policy	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	23 July					Cllr Susan O'Brien	Children, Families, Care & Health	Priscilla Simpson / Dir. of Public Health	Sandra Taylor	Public	

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149	Provision of laboratory analysis on behalf of the Imported Food Office (Heathrow Airport)	Cabinet will be asked to consider the appointment of supplier to undertake laboratory analysis on incoming food & feed products into the Imported Food Office operating at Heathrow Airport.		NEW ITEM	23 July					Cllr Adam Bennett	Residents Services	Sam Doherty	Dan Kennedy	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		23 July					Cllr Nick Denys	Corporate Resources & Infrastructure	Sam Strong	Dan Kennedy	Public	
63	Carers Strategy Update	Cabinet will receive a progress report on the Carers Strategy and Delivery Plan and the priorities going forward.	N/A		23 July					Cllr Susan O'Brien	Children, Families, Care & Health	Gary Collier	Sandra Taylor	Public	Select Committee
127	Provision of Tree Maintenance Service	Following a procurement competitive process, Cabinet will consider a contract recommendation for a tree maintenance service which also include provision for reactive tree maintenance.	N/A		23 July					Cllr Wayne Bridges	Residents Services	Sophie Coughlan and Allison Mayo	Dan Kennedy	Private (3)	
104	Landlord Service Annual Complaint & Service Improvement Report 2025/26	Cabinet will review the Landlord Service Annual Complaints and Service Improvement report before submission to the Housing Ombudsman.	N/A		23 July					Cllr Nick Denys	Corporate Resources & Infrastructure	Sam Strong / Debbie Weller	Dan Kennedy	Public	Select Committee
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		23 July					Cllr Wayne Bridges	Residents Services	Richard Webb	Dan Kennedy	Public	Public consultation

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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 July				Cllr Nick Denys	Corporate Resources & Infrastructure	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 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 July				Cllr Nick Denys	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.	All		23 July				Cllr Nick Denys	Corporate Resources & Infrastructure	Andrew Low	Dan Kennedy	Private (3)	
SI	Consideration of setting a licensed deficit budget for any schools in the Borough	A standard report each year, where Cabinet may consider whether it is required to set any licensed deficit budget for any schools that have applied.	TBC		23 July				Cllr Susan O'Brien / Cllr Eddie Lavery	Audit, Finance & Performance	Luisa Hansen	Steve Muldoon / Julie Kelly	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		23 July				Cllr Eddie Lavery	Audit, Finance & Performance	Jon Alsop / Matt Davis	Steve Muldoon	Public	
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		23 July				TBC	TBC	Democratic Services		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		23 July				TBC	TBC	Democratic Services		Public	
SI	Review of Council Constitution	The Council may review its Constitution on a regular basis and may make changes at any Council meeting. The Annual Council meeting in May also provides an opportunity for such reviews at the start of the new Municipal Year, if any changes are required.	N/A				9 July 2026		Cllr Steve Tuckwell	N/A	Lloyd White		Public	

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AUGUST 2026															
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 or key decisions under urgency procedures, if required.	Various							Cllr Steve Tuckwell	TBC	Democratic Services		Public / Private - TBD	Various
SEPTEMBER 2026															
139	Fire Risk Assessments	Following a Procurement exercise, approval is sought to appoint a contractor to conduct Fire Risk Assessments in Housing and Corporate Properties.	All	NEW ITEM	17 September					Cllr Nick Denys	Corporate Resources & Infrastructure	Alana Martin / Paul Soward	Dan Kennedy	Private (3)	
148	Pathways for Young People	Can will consider an award of contracts for Pathways for Young People (Arrangements for Staying Close and Supported Accommodation Provision).	All	NEW ITEM	17 September					Cllr Susan O'Brien	Children, Families, Care & Health	Gary Binstead/ Poppy Reddy/Sally Offin	Julie Kelly	Private (3)	
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		17 September					Cllr Susan O'Brien	Children, Families, Care & Health	Gary Collier	Sandra Taylor	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 and make the necessary decisions on sites to be declared surplus and provide delegated authority to enable the implementation of any decisions made.	Various		17 September					Cllr Nick Denys	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.	All		17 September					Cllr Nick Denys	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		17 September					Cllr Eddie Lavery	Audit, Finance & Performance	Jon Alsop / Matt Davis	Steve Muldoon	Public	
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		17 September					TBC	TBC	Democratic Services		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		17 September				TBC	TBC	Democratic Services		Public	
134	Banking, Client Money Manager and Merchant Services	Following delegated authority from Cabinet in 2019, the Leader and relevant Cabinet Member will consider contract decisions for the Council's banking services, Client Money Manager Account and Merchant Services.	N/A	NEW ITEM		September			Cllr Eddie Lavery	Audit, Finance & Performance	Annette Reeves / Trudie Eldriny / Michelle Kenyon	Steve Muldoon	Private (3)	
SI	Hillingdon First Ltd. reporting	The Shareholder Committee, comprising relevant Cabinet Members, will receive the Annual Accounts and Annual Business Plan for the Council's property and trading company.	N/A				17 September		Shareholder Committee Members	Corporate Resources & Infrastructure		Dan Kennedy	Private (3)	
SI	The Hillingdon Care Company Ltd. Reporting	The Shareholder Committee, comprising relevant Cabinet Members, will receive the Annual Accounts and Annual Business Plan for the Council's care services and trading company.	N/A				17 September		Shareholder Committee Members	Children, Families, Care & Health		Dan Kennedy	Private (3)	

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Schedule of Individual Cabinet Member Decisions that may be taken each month (standard items non key-decisions)															
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, which may be ratified at Cabinet later.	Various							Cllr Steve Tuckwell	TBC	TBC		Public / Private	TBC
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 Rules on Land & Property - Chapter 19 of the Constitution.	Various							Cllr Nick Denys	Corporate Resources & Infrastructure	Andrew Low		Private (3)	
SI	To consider rent reviews	To consider rent reviews of commercial and other premises.	tbc							Cllr Nick Denys	Corporate Resources & Infrastructure	Andrew Low		Private (1,2,3)	
SI	School Governing Bodies, Instruments of Government and Governors / Authorising Academy Appointments	To approve appointments, nominate appointments and make reappointments of local authority governors and to approve any changes to school governing body constitutions. To also authorise any Member to be a Governor or Director of an Academy.	N/A							Cllr Susan O'Brien	Children, Families, Health & Care	Helen Boundy		Public	
SI	Release of Capital Funds	The release of all capital monies for capital spend and projects requires formal Member approval over £100k (or may be referred to the Cabinet)	TBC							Cllr Eddie Lavery	TBC	various		Public but some Private (1,2,3)	Corporate Finance
SI	Housing Buy-Back / The purchase of ex Council properties or new private properties for the Council's housing supply	Cabinet Members 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							Cllr Eddie Lavery	Corporate Resources & Infrastructure	Ben Sargent		Private (1,2,3)	

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SI	Petitions about matters under the control of the Cabinet	Each month, Cabinet Members will consider a number of petitions received by local residents and decide on future action. Some petitions may be referred to a Petition Hearing where the lead petitioner and ward councillors can have their say directly to the Cabinet Member. These hearings will be scheduled on the Council's meeting calendar.	TBC			Cabinet Member Decision - date TBC			All	TBC	Democratic Services		Public	
SI	Local Safety Schemes and Parking Revenue Account funded schemes	To consider such local safety and road schemes, often following a petition that has been considered and to decide on future action.	TBC			Cabinet Member Decision - date TBC			Cllr Wayne Bridges	Residents Services	Steve Austin		Public	Traffic Liaison Group
SI	Pedestrian Crossings	To approve schemes to provide road crossing facilities.	TBC			Cabinet Member Decision - date TBC			Cllr Wayne Bridges	Residents Services	Steve Austin		Public	
SI	To approve debt / write offs	To approve individual case of debt / write offs that are in excess of £5,000 but under £50,000.	n/a			Cabinet Member Decision - date TBC			Cllr Eddie Lavery	Corporate Resources & Infrastructure	Tiffany Boreham / Phil Hedges		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	To agree Transport for London related Local Implementation Programme schemes for the public realm, parking, road safety, school travel, walking, cycling etc...	TBC			Cabinet Member Decision - date TBC			Cllr Wayne Bridges	Residents Services	Steve Austin / Alan Tilly / Sophie Wilmot		Public	
SI	Procurement Decisions	To accept quotations, tenders, contract extensions and contract variations valued between £100k and £750k in their Portfolio Area where funding is previously included in Council budgets.	n/a			Cabinet Member Decision - date TBC			Cllr Eddie Lavery	Corporate Resources & Infrastructure	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 Constitution.	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 council funding of it, and decide whether to approve them on behalf of the Local Authority	TBC			Cabinet Member Decision - date TBC			Cllr Susan O'Brien	Children, Families, Health & Care	Abi Preston		Private (1,3,4)	

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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 Nick Denys	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 under this initiative.	Various			Cabinet Member Decision - date TBC				Cllr Adam Bennett	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 (NDR)	To determine appeals in relation to business rates following a decision by the Council.	TBC			Cabinet Member Decision - date TBC				Cllr Eddie Lavery	Corporate Resources & Infrastructure	Tiffany Boreham		Private (1,2,3)	
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 to 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.