

Local decisions that put
RESIDENTS FIRST

Cabinet Forward Plan

June 2019



Edition: June 2019

About the Cabinet & this Forward Plan

The Cabinet is Hillingdon Council's Leadership Team, overseeing the provision of council services and putting our residents first. Chaired by the Leader of the Council, the Cabinet comprises 6 other Councillors (known as Cabinet Members) who are responsible and accountable for a range of Council services or a 'portfolio', e.g. Finance, Children's Services, Transportation etc...

The full Cabinet meets monthly in public (part private) to take the more significant decisions about the Borough (Cabinet decisions). Cabinet Members also take decisions individually on a daily basis (Cabinet Member decisions).

The purpose of this Forward Plan is to highlight these upcoming decisions over the next few months, providing advance information to residents in a transparent way. The Forward Plan is published every month to ensure it is kept up-to-date. It also provides the 'online' public notice of future decisions under the relevant UK regulations.

Cabinet Members 2018/19

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

[Councillor Ray Puddifoot MBE - \(Chairman of the Cabinet\) Leader of the Council](#)

[Councillor David Simmonds CBE - \(Vice-Chairman of the Cabinet\) Deputy Leader of the Council & Cabinet Member for Education & Children's Services](#)

[Councillor Jonathan Bianco - Cabinet Member for Finance, Property and Business Services](#)

[Councillor Keith Burrows - Cabinet Member for Planning, Transportation and Recycling](#)

[Councillor Philip Corthorne - Cabinet Member for Social Services, Housing, Health and Wellbeing](#)

[Councillor Douglas Mills - Cabinet Member for Community, Commerce and Regeneration](#)

[Councillor Richard Lewis - Cabinet Member for Central Services, Culture & Heritage](#)

More information

[Residents, the public and media are welcome to attend Cabinet meetings. 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.](#)  **YouTube**

For more information about the Forward Plan, please contact Democratic Services: Tel: 01895 250636 Email: democratic@hillingsdon.gov.uk



Intention to conduct business in public, but also consider some matters in private

This 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.

NOTICE

Whilst the majority of the business at Cabinet meetings will be open to the public and media to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that the Cabinet meetings shown on this Forward Plan will be held partly in private because some of the reports for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

A list of the reports which are expected to be considered at Cabinet meetings in public and private are set out in a list on this Forward Plan. If they are marked "private", it includes a number next to it, indicating the reason why the decision will be taken in private based on the categories set out 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.

If you would like to make representations about any particular decision to be conducted in private at a Cabinet meeting then please email: democratic@hillingdon.gov.uk. Such representations must be received in advance of 5 clear working days before the date of the Cabinet meeting itself, normally before the preceding Wednesday.

It is possible that other private reports may be added at shorter notice to the agenda for the Cabinet meeting or for a Cabinet Member decision where deemed urgent.

Cabinet meetings are held at the Civic Centre, Uxbridge, Middlesex, UB8 1UW, usually starting at 7pm on Thursdays, but subject to change in accordance with legal notice periods. Whilst meetings may be held in public, they are not public meetings and those attending are kindly asked to quietly observe proceedings. There are no public speaking rights, as the Council provides this opportunity through its petitions process: www.hillingdon.gov.uk/petitions

About the upcoming decisions listed and the timeframes for them

This notice 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.

NOTICE

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

Key decisions

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.

Other decisions

A range of other decisions may be listed on this document which are not key decisions. This will include a range of "standard items", i.e. decisions to be taken each month on regular topics, .e.g school governor appointments, release of capital funds for projects etc...

When will more information be available about these decisions?

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

Upcoming Decisions

Ref

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
--------------------------------	-------------------------------	---	------------------------------	----------	---------------------------------

SI = Standard Item each month

Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance

Cabinet meeting - 20 June 2019

030	Extension to Homecare and Outreach Contract	Cabinet will consider extending the current spot Homecare and Outreach contracts for the Council and Clinical Commissioning Group for 6 months from the end of October 2019.	All		Cllr Philip Corthorne	SC / FD - Jan Major / Helen Walker		NEW	Private (3)
031a	Gambling Policy Consultation - POLICY FRAMEWORK	To seek Cabinet approval to undertake a six week public consultation on the updated draft Statement of Gambling Policy. This sets out the policy for local gambling regulation. It is required to be periodically reviewed and is also a policy framework document for adoption by full Council.	All	21-Nov-19	Cllr Douglas Mills	RS - Stephanie Waterford	Policy Overview Committee, Statutory consultees and Licensing Committee	NEW	Public
014	Appointment of contractor and release of funds for Tranche 7 Housing Development	Cabinet will consider the appointment of contractor and release of funds for Tranche 7 Housing Development. This will be on Nelson Road, Hillingdon Heath.	Hillingdon East		Cllr Jonathan Bianco	RS - Michael Naughton / Neena Singh			Private (3)
015	New children's safeguarding arrangements in Hillingdon	The Children and Social Work Act 2017 and Working Together to Safeguard Children 2018 places the responsibility on the three 'Safeguarding Partners', the Police, the Local Authority and Health to formulate the local arrangements for partnership arrangements for Safeguarding Children in their respective geographical areas. This report will seek Cabinet approval of proposed local arrangements, on behalf of the Local Authority.	All		Cllr David Simmonds / CBE	CEO / SC - Fran Beasley / Tony Zaman	Local Partners, Police and Health		Public
018	Environmental Enforcement Service	This report to Cabinet will consider awarding a contract for the continued provision of an environmental enforcement service on behalf of the Council.	All		Cllr Jonathan Bianco / Cllr Douglas Mills	RS / FD - Nathan Welch / Allison Mayo			Private (3)

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month									
Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance									
019	Budget 2018/19 Outturn	Cabinet will review the Council's budget outturn position for the previous financial year.	All		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	FD - Paul Whaymand			Public
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Nicola Wyatt			Public
SI	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC		Public
Cabinet Member Decisions expected - June 2019									
020	Commercial dog walking in parks & open spaces	Cabinet in January 2019 agreed to consult on changes to Public Space Protection Orders and a commercial dog walking licensing scheme. Cabinet delegated authority to the Leader of the Council and relevant Cabinet Members to consider the consultation responses and then decide whether to approve and implement a new policy and licensing system for professional dog walkers using Hillingdon's parks and open spaces.	Various		Cllr Ray Puddifoot MBE / Cllr Douglas Mills / Cllr Jonathan Bianco	RS - Paul Richards	Statutory consultation in relation to Public Space Protection Orders.		Public

Upcoming Decisions

Ref

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)				
<small>SI = Standard Item each month</small> <small>Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance</small>									
009	Appointment of a building works contractor for the housing development at the Maple and Poplar Day Centre sites.	This report seeks approval to appoint a works contractor to build the housing development at the former Maple and Poplar Day Centre sites, extend the consultants appointment for this construction stage as well as the release of capital funds for the construction works and associated costs. Delegated authority to the Leader and Cabinet Member has previously been granted by Cabinet to progress the necessary decisions on this project.	Yeading		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	RS - Jenny Evans / Bobby Finch			Private (3)
010	Appointment of a building works contractor for the housing development at the former Willow Tree Depot site.	This report seeks approval to appoint a works contractor to build the housing development at the former Willow Tree Depot site, extend the consultants appointment for this construction stage as well as the release of capital funds for the construction works and associated costs. Delegated authority to the Leader and Cabinet Member has previously been granted by Cabinet to progress the necessary decisions on this project.	Yeading		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	RS - Jenny Evans / Bobby Finch			Private (3)
011	Local List / Planning Validation Checklist	In order to apply for planning permission or other consent, an application has to be made to the Council and as a minimum, an application for a proposed development must meet national information requirements, which are defined in planning legislation. In addition to this, the Council is able to request additional information, which it considers necessary to support a valid application. Following a period of consultation, Cabinet Members will be asked to agree an updated 'local list' of information requirements which provides the necessary validation checklist used by Planning Services.	All		Cllr Ray Puddifoot MBE / Cllr Keith Burrows	RS - James Rodger / Mandip Malhotra	Consultation with residents, councillors, developers and other planning stakeholders locally.		Public

Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
<i>Ref</i>									
		<small>SI = Standard Item each month</small>			<small>Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance</small>				
012	Home to School Transport Policy	The Leader and Cabinet Member will consider approval of an updated Home to School Transport Policy.	All		Cllr Ray Puddifoot MBE / Cllr David Simmonds CBE	SC - Sandra Taylor / Jan Major	TBC		Public
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public
Cabinet meeting - 25 July 2019									
029	Supply of horticultural tools and machines	This report seeks Cabinet authority to accept a tender for the supply of horticultural tools and machines. The proposed contract is for 2 years with the possibility to extend by a further year, subject to Member agreement.	All		Cllr Jonathan Bianco	RS / FD - Robert Cox / Alison Mayo		NEW	Private (3)
028	Adoption of the Hillingdon Local Plan Part 2	To inform Cabinet of the outcome of the Examination in Public of the Hillingdon Local Plan Part Two and recommend to Full Council the adoption of the Plan, subject to main modifications.	All	12-Sep-19	Cllr Keith Burrows	RS - James Rodgers, Julia Johnson	Public consultation		Public
021	Northwood Conservation area and local listings	Following public consultation, Cabinet will consider the responses and decide whether to approve updates to the Conservation Area Character appraisal for Northwood Town Centre, Green Lane Conservation Area Appraisal and additions to local listings of Buildings of Architectural or Historical Importance in Northwood.	Northwood / Northwood Hills		Cllr Keith Burrows	RS - James Rodgers, Julia Johnson, Mark Butler	Public consultation		Public

Upcoming Decisions				Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
Ref	Further details	Ward(s)							
SI = Standard Item each month		Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance							
022	Award of Contract: Care and Wellbeing Service for Adults with mental health needs	Cabinet will consider a competitive tender for a care and wellbeing service for adults with mental health needs that includes: a) Care and support for people living in three supported living schemes; b) Floating support for people living in a range of tenures in the community; c) Out of hours telephone support with the intention of preventing crises that are avoidable.	All		Cllr Philip Corthorne	SC - Kate Kelly-Talbot / Gary Collier			Private (3)
025	Collection and Recycling of Highways arisings, assorted rubble and hardcore materials	Cabinet will consider a tender for the collection and recycling of highways arisings, assorted rubble and hardcore materials.	All		Cllr Keith Burrows	RS - Nicola Herbert / Allison Mayo			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		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	FD - Paul Whaymand			Public
SI	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC		Public
Cabinet Member Decisions expected - July 2019									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public

**Upcoming
Decisions**

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
--------------------------------	-------------------------------	---	------------------------------	-----------------	---------------------------------

SI = Standard Item each month

Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance

AUGUST 2019 - No Cabinet Meeting - Cabinet Member decisions expected:

002a	Hillingdon Drone Policy	Subject to Cabinet approval to consult on a new Drone and Small Unmanned Aircraft Policy and amended Public Space Protection Orders in May, the Leader of the Council will consider the outcome of stakeholder consultation and determine the approval of any new policy.	All		Cllr Ray Puddifoot MBE	CEO / RS - Mark Braddock & Raj Alagh / Paul Richards	Airports, relevant local organisations and statutory consultation for changes to PSPOs	NEW	Public
SI	Interim decision-making and Standard Items taken each month by the Cabinet Member	As there is no Cabinet meeting in August, the Leader of the Council may take various decisions on behalf of the Cabinet and these will be reported to Cabinet for subsequent ratification. Cabinet Members may also make a range of standard non-key decisions - details of these are listed at the end of the Forward Plan.	Various		Cllr Ray Puddifoot MBE	CEO - Democratic Services	Various		Public / Private - TBD

Cabinet meeting - 26 September 2019

031b	Gambling Policy - POLICY FRAMEWORK	Following a six week period of public consultation, Cabinet will consider recommending to full Council adoption of the Council's Statement of Gambling Policy.	All	21-Nov-19	Cllr Douglas Mills	RS - Stephanie Waterford	Policy Overview Committee, Statutory consultees and Licensing Committee	NEW	Public
016	Local Safeguarding Children Board: Annual Report	Cabinet will receive the Annual Report of the Local Safeguarding Children Board (LSCB). It provides Elected Members with a view on effectiveness of children's safeguarding in Hillingdon and identifies priorities for future action and attention.	All		Cllr David Simmonds CBE	SC - Steve Ashley (Independent Chairman) / Tony Zaman	Social Care, Housing & Public Health Policy Overview Committee		Public

Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
<i>Ref</i>									
		<small>SI = Standard Item each month</small>			<small>Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance</small>				
017	Safeguarding Adults Partnership Board Annual Report	The Annual Report of the Safeguarding Adult Partnership Board will be presented to Cabinet. The report details the partnership's activity and performance in safeguarding adults at risk and its priorities for the year. The report is set in the context of national guidance and policy.	All		Cllr Philip Corthorne	SC - Steve Ashley (Independent Chairman) / Tony Zaman	Social Care, Housing & Public Health Policy Overview Committee		Public
026	Transport for London Local Implementation Plan 3 Annual Spending Submission 2019/20	Cabinet will consider the Council's submissions to Transport for London for funding on local transport infrastructure projects.	All		Cllr Keith Burrows	RS - Alan Tilly			Public
SI	School Capital Programme Update	The biannual update to Cabinet on the Council's major school infrastructure programme and upgrading of educational facilities to deliver a good quality education for all children in the Borough.	Various		Cllr David Simmonds CBE / Cllr Jonathan Bianco	RS - Bobby Finch			Public
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Nicola Wyatt			Public
SI	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required.	All		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	FD - Paul Whaymand			Public
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - Democratic Services	TBC		Public

Cabinet Member Decisions expected - September 2019

Upcoming Decisions				Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
Ref	Further details	Ward(s)							
SI = Standard Item each month									
Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public
Cabinet meeting - 24 October 2019									
027	Managed Services Contract for the Borough's Leisure Centres	The approval of the Cabinet will be sought to accept a tender to provide managed services for Leisure Centres in the Borough.	All		Cllr Richard Lewis	RS / FD - Paul Richards / Melissa Sage			Private (3)
SI	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required.	All		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	FD - Paul Whaymand			Public
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - Democratic Services	TBC		Public
Cabinet Member Decisions expected - October 2019									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public
Cabinet meeting - 14 November 2019									
025	Older People's Plan update	Cabinet will receive it's twice yearly update on progress on the Older People's Plan (May and November annually).	All		Cllr Ray Puddifoot MBE / Cllr Philip Corthorne	RS - Kevin Byrne	Older People, Leader's Initiative		Public

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month									
Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance									
SI	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required.	All		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	FD - Paul Whaymand			Public
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - Democratic Services	TBC		Public
Cabinet Member Decisions expected - November 2019									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public
Cabinet meeting - 12 December 2019									
026 a	The Council's Budget - Medium Term Financial Forecast 2020/21 - 2024/25 BUDGET & POLICY FRAMEWORK	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2020/21 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	20-Feb-20	Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco	FD - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		Public
027	Assistance to Hillingdon's local voluntary organisations	This report to Cabinet will make recommendations on the level of financial support to voluntary organisations for the 2020/21 financial year, demonstrating continued commitment to the vital work they do for residents in Hillingdon.	All		Cllr Douglas Mills	RS - Kevin Byrne	Corporate Services, Commerce & Communities POC		Public
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Nicola Wyatt			Public

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
SI	Voluntary Sector Leases	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the Council's revenue and capital position and other key financial decisions required.	All		Cllr Jonathan Bianco	FD - Paul Whaymand			Public
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC		Public
Cabinet Member Decisions expected - December 2019									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public
Cabinet Member Decisions: Standard Items (SI) that may be considered each month									
SI	Urgent Cabinet-level decisions & interim decision-making	The Leader of the Council has the necessary constitutional authority to make decisions that would otherwise be reserved to the Cabinet in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. A fuller notice period for any key decisions to be taken will be given, where practicably possible.	Various		Cllr Ray Puddifoot MBE	CEO - Democratic Services	TBC		Public / Private
SI	Expenditure Approval: ICT Equipment, Furniture and General Equipment	To approve or not, the release of funds for certain types of discretionary expenditure, following new expenditure approval controls agreed by Cabinet on 21 January 2016 to enable greater scrutiny of expenditure in these areas, further enhancing the Council's strong financial management.	N/A		Cllr Ray Puddifoot MBE and Cllr Jonathan Bianco	FD - Corporate Procurement	None		Public

Upcoming Decisions				Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
Ref	Further details	Ward(s)							
SI = Standard Item each month				Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance					
SI	Ward Budget Initiative	To approve the spending of Ward Budgets following applications from Ward Councillors - this will be done on a monthly or regular cycle.	All		Cllr Douglas Mills / Cllr Ray Puddifoot MBE	RS - Helena Webster	Local consultation within the Ward undertaken by Ward Councillors		Public
SI	Business, shops and commercial rents, leases, surrenders and renewals	To approve various rents, leases, surrenders and lease renewals for a variety of businesses, organisations, properties or via commercial transactions, as per thresholds for decision-making set out in the Procurement and Contract Standing Orders.	Various		Cllr Jonathan Bianco	RS - Mike Patterson			Private (3)
SI	To consider rent reviews	To consider rent reviews of commercial and other premises.	tbc		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	RS - Mike Patterson			Private (1,2,3)
SI	School Governing Bodies 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 David Simmonds CBE	CEO - Democratic Services			Public
SI	Appointment of Consultants & agency staff	To consider the appointment of consultants where the cost is between £5,000 and £50,000. To appoint individual temporary and agency workers between this value for senior management posts. To also accept the appointment of any consultants delegated by Cabinet.	N/A		Cllr Ray Puddifoot MBE	various			Private (1,2,3)

Ref	Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
	SI = Standard Item each month									
Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance										
SI	Release of Capital Funds	The release of all capital monies requires formal Member approval, unless otherwise determined either by the Cabinet or the Leader. Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members	TBC			Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	various	Corporate Finance		Public but some Private (1,2,3)
SI	The purchase of ex Council properties or new private properties for the Council's housing supply	The Leader of the Council may determine, as and when required, the purchase of new properties using HRA capital funds to increase the affordable housing stock within the Borough. Such acquisitions will be reported back to Cabinet.	TBC			Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	Jean Palmer OBE			Private (1,2,3)
SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.	TBC			All	CEO - Democratic Services			Public
SI	Local Safety Schemes and Parking Revenue Account funded schemes	To consider petitions received and decide on future action	TBC			Cllr Keith Burrows	RS - David Knowles	Traffic Liaison Group		Public
SI	Pedestrian Crossings	To approve schemes to provide crossing facilities	TBC			Cllr Keith Burrows	RS - David Knowles			Public
SI	To approve debt / write offs	To approve individual case of debt / write offs that are in excess of £5000 but under £50,000.	n/a			Cllr Jonathan Bianco	various			Private (1,2,3)
SI	To approve compensation payments	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a			All	various			Private (1,2,3)

Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
<i>Ref</i>	<small>SI = Standard Item each month</small>				<small>Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance</small>				
SI	Transport - Local Implementation Programme	Local Implementation Programme including schemes for the public realm, parking, road safety, school travel, walking, cycling, air quality improvement and Traffic Regulation Orders.	TBC		Cllr Keith Burrows and Cllr Ray Puddifoot MBE	RS - David Knowles			Public
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		All	various			Private (3)
SI	All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions	Where previously delegated by Cabinet, to make any necessary decisions, accept tenders, bids and authorise property decisions / transactions in accordance with the Procurement and Contract Standing Orders.	TBC		All	various			Public / Private (1,2,3)
SI	School Redundancy Payments	To consider requests for School Redundancy Payments and decide whether to approve them on behalf of the Local Authority	TBC		Cllr David Simmonds CBE	RS - Daniel Kennedy			Private (1,2,3)
SI	Sale, and conversion, of loft space to leaseholders and also extension of Leasehold Interests of flats under the 1993 Act	To consider any issues in relation to loft space and also consider an extension of the leasehold interests for several flats where the Council as freeholder has received an application under the Leasehold Reform Housing and Urban Development Act 1993. The report will recommend grant of the extensions in each case where the Notice is valid and in accordance with legislation.	TBC		Cllr Philip Corthorne / Cllr Jonathan Bianco	RS - Mike Paterson			Private (1,2,3)
SI	Chrysalis Programme of Environmental Improvements	The Cabinet Member will be asked to consider the approval of projects.	Various		Cllr Douglas Mills	RS - Helena Webster / Perry Scott			Public
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.	n/a		All	various			Public

Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
<i>Ref</i>									
<small>SI = Standard Item each month Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance</small>									
SI	Appeals in relation to business rates (NNDR)	To determine appeals in relation to business rates following a decision by the Council.	TBC		Cllr Jonathan Bianco	Rob Smith			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		All	various			Public

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