



WELWYN HATFIELD

PUBLICATION OF DECISION LIST NUMBER 08/15-16

MUNICIPAL YEAR 2015/16

Date Published: 4 December 2015

This document lists the decisions taken by the Cabinet at its meeting on 1 December 2015. Decisions outside the budget or policy framework that are called-in cannot come into force until the ten working day “call-in” period from the date of this document (i.e. 18 December 2015) has elapsed except for those decisions taken under emergency procedures.

Cabinet decisions are subject to pre-implementation review through the following call-in procedure:-

“Call-in” requires at least a quarter of the Members of the appropriate Overview and Scrutiny Committee to request the “call-in”, in writing, within four working days of the publication of the decision by the Cabinet, to be effective. Where the appropriate Committee has been previously involved in the decision which is being “called-in”, the request should be made by Members of one of the other two Overview and Scrutiny Committees. A Notification of Call-in Form can be obtained from and should be completed, signed and returned to Graham Seal, Governance Services Manager. The meeting of the Overview and Scrutiny Committee to consider the “called-in” item(s) must take place within twenty working days of the publication of the decision by the Cabinet. The Call-In procedure does not apply where the decision being taken by the Cabinet is urgent.

Where an Overview and Scrutiny Committee is of the opinion that an executive decision which relates to an area covered by that Committee yet to be made or made but not yet implemented would be, contrary to the policy framework, or contrary to or not wholly in accordance with the Council’s budget, then it should seek advice from the Monitoring Officer and/or Director (Finance and Operations).

If you have any queries or wish to obtain further report information or information on a decision please refer to:
Graham Seal, Governance Services Manager at the Council Offices, Campus
East, Welwyn Garden City, Herts AL8 6AE
Telephone number (01707) 357444 or e-mail g.seal@welhat.gov.uk

INDEX OF PUBLISHED CABINET DECISIONS

List Ref.	Decision Made by	Date of Decision	Part 1/2	Subject/Title of Report	Category of Decision	Affected Wards	Eligible for Call-In & Date Decision must be called in by (If applicable)	Appropriate Overview and Scrutiny Committee	Page No.
1/8/15-16	Cabinet	1 December 2015	1	Consideration of Fees for Home Animal Boarding Establishments	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	1.
2/8/15-16	Cabinet	1 December 2015	1	Localised Council Tax Support Scheme – 2016/17	Budget and Policy Framework Item for Recommendation to the Council Key Forward Plan Ref: FP724	All	No	Resources	2.
3/8/15-16	Cabinet	1 December 2015	1	Business Rates Retention Scheme – Hertfordshire Pool	Key Forward Plan Ref: FP733	All	No	Resources	3.
4/8/15-16	Cabinet	1 December 2015	1	The Management Plan for Mardley Heath Local Nature Reserve 2015/20	Non-Key	Welwyn East	No	Environment	4.
5/8/15-16	Cabinet	1 December 2015		Environment Scrutiny Sub-Committee	Non-Key	All	No	Environment	5.
6/8/15-16	Cabinet	1 December 2015	1	Sopra Steria/Broxbourne Borough Council Partnership for the Provision of Revenues and Benefits and Information and Communication Technology Services	Non-Key	All	No	Resources	6.

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7/8/15-16	Cabinet	1 December 2015	1	Bereavement Service Provision Project Board	Non-Key	All	No	Environment	7.
8/8/15-16	Cabinet	1 December 2015	1	Performance Exception Report – November 2015	Non-Key	All	No	All	8.
9/8/15-16	Cabinet	1 December 2015	1	Risk Management	Non-Key	All	No	Resources	9.
10/8/15-16	Cabinet	1 December 2015	1	Council Tax Support – Hardship Relief and Discretionary Housing Payment Update	Non-Key	All	No	Resources	10.
11/8/15-16	Cabinet	1 December 2015	1	Welwyn Hatfield Community Housing Trust	Non-Key	All	Urgent	Social	11.
12/8/15-16	Cabinet	1 December 2015	2	Salisbury Square – Sale and Proposed Compulsory Purchase Order	Budget and Policy Framework Item for Recommendation to the Council	Hatfield East	No	Resources	12.
13/8/15-16	Cabinet	1 December 2015	2	Proposed Acquisition of 17C Town Centre, Hatfield	Budget and Policy Framework Item for Recommendation to the Council	Hatfield Central	No	Resources	13.
14/8/15-16	Cabinet	1 December 2015	2	Brickwall Cottages – Proposed Settlement	Non-Key	Handside	No	Environment	14.

LIST REFERENCE: 1/8/15-16

SUBJECT / TITLE OF REPORT
Consideration of Fees for Home Animal Boarding Establishments

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Budget and Policy Framework Item for Recommendation to the Council	Kate Payne 01707 357619 k.payne@welhat.gov.uk	No	Environment

DECISION:
The Council was recommended to approve the adoption of a separate fee for home boarding establishments of £165.

BACKGROUND:
Recommendation of the Environment Overview and Scrutiny Committee on 9 November 2015 to the Cabinet item 7(a) refers.

LIST REFERENCE: 2/8/15-16

SUBJECT / TITLE OF REPORT
Localised Council Tax Support Scheme – 2016/17

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Budget and Policy Framework Item for Recommendation to the Council Key Forward Plan Ref: FP724	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk	No	Resources

DECISION:
The Council was recommended that the localised council tax support scheme continue in 2016/17 to help people on low/no income to receive a reduction on their council tax.

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 8(a) refers.

LIST REFERENCE: 3/8/15-16

SUBJECT / TITLE OF REPORT
Business Rates Retention Scheme – Hertfordshire Pool

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Key Forward Plan Ref: FP733	Tim Neill 01707 357425 t.neill@welhat.gov.uk	No	Resources

DECISION:
<p>(1) The Council would continue to be part of the Hertfordshire business rates retention pool for the financial year 2016/17.</p> <p>(2) Responsibility was delegated to the Director (Finance and Operations), in consultation with Deputy Leader (Executive Member for Resources), to approve an application to form a business rates pool in 2016/17, subject to the Department for Communities and Local Government confirming that arrangements would be broadly similar to those for the existing pool.</p> <p>(3) In the event of any significant changes to the benefits for the Council of pooling, in the light of the Provisional Local Government Finance Settlement, delegated power was given to the Director (Finance and Operations), in consultation with the Deputy Leader (Executive Member for Resources), to withdraw the Council from the pool.</p> <p>(4) The terms of the draft memorandum of understanding and in particular the sharing of the pooling gains with 25% going to Hertfordshire County Council and 75% distributed to the five Districts in the pool were approved.</p>

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 8(b) refers.

LIST REFERENCE: 4/8/15-16

SUBJECT / TITLE OF REPORT
The Management Plan for Mardley Heath Local Nature Reserve 2015/20

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	Welwyn East	Cabinet	1 December 2015	No	Non-Key	Chris James 01707 357418 c.james@welhat.gov.uk	No	Environment

DECISION:
The adoption of the Management Plan for Mardley Heath Local Nature Reserve 2015/20, as recommended by the Environment Overview and Scrutiny Committee, was approved.

BACKGROUND:
Recommendation of the Environment Overview and Scrutiny Committee on 9 November 2015 to the Cabinet item 9 refers.

LIST REFERENCE: 5/8/15-16

SUBJECT / TITLE OF REPORT
Environment Scrutiny Sub-Committee

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Non-Key	Suzanne Hulks 01707 357467 s.hulks@welhat.gov.uk	No	Environment

DECISION:
The recommendations from the Environment Scrutiny Sub-Committee on the monitoring of the Serco contract and the use of penalties and rewards were agreed.

BACKGROUND:
Recommendation of the Environment Scrutiny Sub-Committee on 6 July and 8 September 2015 to the Cabinet item 11 refers.

LIST REFERENCE: 6/8/15-16

SUBJECT / TITLE OF REPORT								
Sopra Steria/Broxbourne Borough Council Partnership for the Provision of Revenues and Benefits and Information and Communication Technology Services								

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Non-Key	Tim Neill 01707 357425 t.neill@welhat.gov.uk	No	Resources

DECISION:
<p>(1) The delegation from Broxbourne Borough Council, dated 8 September 2015, for information and communication technology, council tax, business rates and benefit services functions pursuant to section 9EA of the Local Government Act 2000 until 31 December 2022 was accepted.</p> <p>(2) The heads of terms of the proposed Inter Authority Agreement with Broxbourne Borough Council were noted and delegated authority was given to the Director (Finance and Operations), in consultation with the Deputy Leader (Executive Member, Resources), to agree and enter into the Inter Authority Agreement with Broxbourne Borough Council.</p> <p>(3) A variation of the Council's contract with Sopra Steria Limited to reflect these terms was agreed.</p> <p>(4) The contract with Capita Business Services Limited (Capita) was varied to allow the national non-domestic rates, benefits and council tax system to be used by Sopra Steria for the provision of services to Broxbourne Borough Council.</p>

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 12 refers.

LIST REFERENCE: 7/8/15-16

SUBJECT / TITLE OF REPORT
Bereavement Service Provision Project Board

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Non-Key	Durk Reyner 01707 357160 d.reyner@welhat.gov.uk	No	Environment

DECISION:
<p>(1) The Cabinet agreed to the setting up of a Member Procurement/Project Board for the Crematorium project (Constitution 5 members – Ratio 3:2) and appointed Councillors H.Bromley, S.Markiewicz (Chairman) and L.Page to the Board.</p> <p>(2) The proposed terms of reference for the Board were agreed.</p>

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 13 refers.

LIST REFERENCE: 8/8/15-16

SUBJECT / TITLE OF REPORT
Performance Exception Report – November 2015

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Non-Key	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	All

DECISION:
The summary of performance data was noted and any proposed actions highlighted approved.

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 14 refers.

LIST REFERENCE: 9/8/15-16

SUBJECT / TITLE OF REPORT
Risk Management

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Non-Key	Andy Cremer 01707 357169 a.cremer@welhat.gov.uk	No	Resources

DECISION:
The current Strategic Risk Register and top operational risks were reviewed, particularly noting that relevant controls were assigned and ensuring that mitigation plans with the correct current status were in place where necessary and noting comments in respect of each risk where shown.

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 15 refers.

LIST REFERENCE: 10/8/15-16

SUBJECT / TITLE OF REPORT								
Council Tax Support – Hardship Relief and Discretionary Housing Payment Update								

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Non-Key	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk	No	Resources

DECISION:
The quarterly update on council tax support was noted.

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 16 refers.

LIST REFERENCE: 11/8/15-16

SUBJECT / TITLE OF REPORT

Welwyn Hatfield Community Housing Trust

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
1	All	Cabinet	1 December 2015	No	Urgent	Michel Saminaden 01707 357327 m.saminaden@welhat.gov.uk	No	Social

DECISION:

- (1) The Trust Board was given 24 hours to accept the Council's full proposals as put to the Trust Chairman and Vice-Chairman on 11 November 2015.
- (2) The Chief Executive was authorised to either:-
 - (a) If the Trust does not agree conditionally to the Council's proposals within 24 hours, to immediately commence putting in motion all the necessary legal and statutory requirements to achieve the process of reintegration of the housing services back into the Council as quickly as possible.
 - (b) If the Trust does agree unconditionally to the Council's proposals within 24 hours, to immediately commence the process of initiating joint management arrangements between the Council and the Trust in accordance with the proposals previously referred to.
 - (c) A detailed report back to be brought to the Cabinet outlining the processes that need to be addressed in order to achieve this.

BACKGROUND:

Report of the Director (Finance and Operations) to the Cabinet item 17 refers.

LIST REFERENCE: 12/8/15-16

SUBJECT / TITLE OF REPORT
Salisbury Square – Sale and Proposed Compulsory Purchase Order

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
2	Hatfield East	Cabinet	1 December 2015	No	Budget and Policy Framework Item for Recommendation to the Council	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:
<p>(1) The Cabinet entered into an agreement with Gascoyne Cecil Estates to accept the proposed capital receipt for the residue of its share in the Salisbury Square centre.</p> <p>(2) The Cabinet agreed that the bulk of that capital receipt be deferred either for a period of three years from completion of the agreement or until the scheme was finished whichever occurred the sooner, noting that, as a consequence, the receipt would be the greater of the residue after an early payment or that amount uplifted by an amount consistent with changes in the Retail Price Index over the period between completion and payment.</p> <p>(3) The Council was recommended to make progress towards the securing of compulsory purchase powers for the proposed regeneration of Salisbury Square.</p>

BACKGROUND:
Exempt report of the Director (Finance and Operations) to Cabinet item 19(a) refers. As the report contains confidential/exempt information it is not available to the press or public.

LIST REFERENCE: 13/8/15-16

SUBJECT / TITLE OF REPORT
Proposed Acquisition of 17C Town Centre, Hatfield

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
2	Hatfield Central	Cabinet	1 December 2015	No	Budget and Policy Framework Item for Recommendation to the Council	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:
<p>(1) The Council was recommended to make a change to the budget to allocate £300,000 in capital to allow this acquisition to proceed and for some form of shop front to be installed covering any fees, stamp duty land tax and any other costs.</p> <p>(2) Officers were instructed to negotiate to try and purchase this unit with a view to removing the intervening block wall to allow this shop to be added to its existing premises.</p>

BACKGROUND:
Exempt report of the Director (Finance and Operations) to Cabinet item 19(b) refers. As the report contains confidential/exempt information it is not available to the press or public.

LIST REFERENCE: 14/8/15-16

SUBJECT / TITLE OF REPORT
Brickwall Cottages – Proposed Settlement

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by the Decision	Decision taken by	Date decision taken	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by	Appropriate Overview and Scrutiny Committee
2	Handside	Cabinet	1 December 2015	No	Non-Key	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Environment

DECISION:
The terms of the proposed settlement with the owners of numbers 1, 2 and 3 Brickwall Cottages respectively were approved.

BACKGROUND:
Exempt report of the Director (Finance and Operations) to Cabinet item 20 refers. As the report contains confidential/exempt information it is not available to the press or public.