



## **PUBLICATION OF DECISION LIST NUMBER 5/16-17**

MUNICIPAL YEAR 2016/17

Date Published: 7 October 2016

This document lists the decisions taken by the Cabinet at its meeting on 4 October 2016. The list covers key and non-key decisions. These decisions will come into force within ten working days of the date of this document (i.e. 21 October 2016) unless the appropriate Overview and Scrutiny Committee calls a decision in.

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

Decisions that involve expenditure over £100,000 can be called in. "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](mailto: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.
1/5/16-17	Cabinet	4 October 2016	1	Finesse Leisure – Management Fee	Budget and Policy Framework Item for Recommendation to the Council	All	No	Resources	1.
2/5/16-17	Cabinet	4 October 2016	1	Consideration of a Fly Grazing Protocol	Non-Key	All	No	Environment	2.
3/5/16-17	Cabinet	4 October 2016	1	Local Development Scheme for Welwyn Hatfield Local Plan	Non-Key	All	No	Environment	3.
4/5/16-17	Cabinet	4 October 2016	1	Reception Merger	Non-Key	Handside	No	Resources	4.
5/5/16-17	Cabinet	4 October 2016	1	The Hatfield Market	Non-Key	Hatfield Central	No	Resources	5.
6/5/16-17	Cabinet	4 October 2016	1	Replacement of a Retaining Wall at Lockley Crescent, Hatfield	Non-Key	Hatfield Central	No	Resources	6.
7/5/16-17	Cabinet	4 October 2016	1	Risk Management	Non-Key	All	No	Resources	7.
8/5/16-17	Cabinet	4 October 2016	1	Review of the Welwyn Hatfield Community Housing Trust	Urgent	All	No	Social	8.

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.
9/5/16-17	Cabinet	4 October 2016	2	Hatfield Town Centre – Granting of Lease of the Flats	Key Decision Forward Plan Reference FP775	Hatfield Central	No	Resources	9.
10/5/16-17	Cabinet	4 October 2016	2	Write Offs Over £10,000	Non-Key	Brookmans Park and Little Heath, Hollybush, Hatfield South West and Haldens	No	Resources	10.

**LIST REFERENCE: 1/5/16-17**

<b>SUBJECT / TITLE OF REPORT</b>								
Finesse Leisure – Management Fee								

<b>Part 1 or 2 (relevant exempt Paragraph)</b>	<b>Wards affected by the Decision</b>	<b>Decision taken by</b>	<b>Date decision taken</b>	<b>Interest declared in respect of the Decision</b>	<b>Category of decision (i.e. Key, Non-Key, Council, Urgent)</b>	<b>Contact Details</b>	<b>Eligible for Call-in &amp; Date to be called in by</b>	<b>Appropriate Overview and Scrutiny Committee</b>
1	All	Cabinet	4 October 2016	No	Budget and Policy Framework Item for Recommendation to the Council	Paul Underwood 01707 357220 <a href="mailto:p.underwood@welhat.gov.uk">p.underwood@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The Council was recommended to approve an increase of £44,000 in the management fee payable to Finesse Leisure from 2016/17 to be met from balances with the ongoing impact to be included as part of the budget process.

<b>BACKGROUND:</b>
Report of the Director (Finance and Operations) to the Cabinet item 7(a) refers.

LIST REFERENCE: 2/5/16-17

**SUBJECT / TITLE OF REPORT**

Consideration of a Fly Grazing Protocol

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	4 October 2016	No	Non-Key	Kate Payne 01707 357206 <a href="mailto:k.payne@welhat.gov.uk">k.payne@welhat.gov.uk</a>	No	Environment

**DECISION:**

The protocol on Fly Grazing, as recommended by the Environment Overview and Scrutiny Committee, was adopted to form the basis of a working document to be updated as required operationally.

**BACKGROUND:**

Recommendations of Environment Overview and Scrutiny Committee on 12 September 2016 to the Cabinet item 9(a) refers.

**LIST REFERENCE: 3/5/16-17**

**SUBJECT / TITLE OF REPORT**

Local Development Scheme for Welwyn Hatfield Local Plan

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	4 October 2016	No	Non-Key	Sue Tiley 01707 357268 <a href="mailto:s.tiley@welhat.gov.uk">s.tiley@welhat.gov.uk</a>	No	Environment

**DECISION:**

The revised Local Development Scheme, as recommended by the Cabinet Housing and Planning Panel, was adopted.

**BACKGROUND:**

Recommendations of Cabinet Housing and Planning Panel on 8 September 2016 to the Cabinet item 10(a) refers.

LIST REFERENCE: 4/5/16-17

SUBJECT / TITLE OF REPORT								
Reception Merger								

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	Handside	Cabinet	4 October 2016	No	Non-Key	Simone Chinman Russell 01707 357660 <a href="mailto:s.russell@welhat.gov.uk">s.russell@welhat.gov.uk</a>	No	Resources

DECISION:
The proposal to commission Sopra Steria to provide a joint reception service at the Campus East Council Offices and the proposed new arrangements were approved

BACKGROUND:
Report of the Executive Director to the Cabinet item 12 refers.

**LIST REFERENCE: 5/5/16-17**

**SUBJECT / TITLE OF REPORT**

The Hatfield Market

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	Hatfield Central	Cabinet	4 October 2016	No	Non-Key	Mike Storey 01707 357457 <a href="mailto:m.storey@welhat.gov.uk">m.storey@welhat.gov.uk</a>	No	Resources

**DECISION:**

The Cabinet agreed that the trial relocation of the market had been a success and its town centre location on what was the Old St Albans Road be made permanent and to the operator's wish to trial a further market day in Hatfield by running a market in the town on a Friday in the run up to Christmas with a view to continuing this from 2017 onwards should the new day prove a success.

**BACKGROUND:**

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



LIST REFERENCE: 6/5/16-17

**SUBJECT / TITLE OF REPORT**

Replacement of a Retaining Wall at Lockley Crescent, 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
1	Hatfield Central	Cabinet	4 October 2016	No	Non-Key	Mike Storey 01707 357457 <a href="mailto:m.storey@welhat.gov.uk">m.storey@welhat.gov.uk</a>	No	Resources

**DECISION:**

The release of the approved capital budget allocation of £30,000 in 2016/17 for this scheme was agreed.

**BACKGROUND:**

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

LIST REFERENCE: 7/5/16-17

**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	4 October 2016	No	Non-Key	Andy Cremer 01707 357169 <a href="mailto:a.cremer@welhat.gov.uk">a.cremer@welhat.gov.uk</a>	No	Resources

**DECISION:**

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

**BACKGROUND:**

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

**LIST REFERENCE: 8/5/16-17**

**SUBJECT / TITLE OF REPORT**

Review of the 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	4 October 2016	No	Urgent	Michel Saminaden 01707 357327 <a href="mailto:m.saminaden@welhat.gov.uk">m.saminaden@welhat.gov.uk</a>	No	Social

**DECISION:**

In order to address the savings and performance issues highlighted in the independent report, Officers would start work on the option of ending the Management Agreement with the Welwyn Hatfield Community Housing Trust with a view to reintegrating the services performed under the Management Agreement back in with the Council.

**BACKGROUND:**

Report of the Chief Executive to the Cabinet item 16 refers.

**LIST REFERENCE: 9/5/16-17**

**SUBJECT / TITLE OF REPORT**

Hatfield Town Centre – Granting of Lease of the Flats

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	4 October 2016	No	Key Decision Forward Plan Reference FP775	Mike Storey 01707 357457 <a href="mailto:m.storey@welhat.gov.uk">m.storey@welhat.gov.uk</a>	No	Resources

**DECISION:**

The Cabinet agreed to the proposal to grant the new head lease to Strats based on their quoted retained percentage of 15%.

The Cabinet noted that, based on Strats' recommendation, the flats were now to be furnished to a reasonable standard at a cost of approximately £30,000 as advised by the agent to be met from existing budgets seeing rents increase per month and also go a long way to minimising any void periods.

**BACKGROUND:**

Exempt report of the Director (Finance and Operations) to Cabinet item 18(a) refers. As the report contains confidential/exempt information it is not available to the press or public.

**LIST REFERENCE: 10/5/16-17**

**SUBJECT / TITLE OF REPORT**

Write Offs Over £10,000

<b>Part 1 or 2 (relevant exempt Paragraph)</b>	<b>Wards affected by the Decision</b>	<b>Decision taken by</b>	<b>Date decision taken</b>	<b>Interest declared in respect of the Decision</b>	<b>Category of decision (i.e. Key, Non-Key, Council, Urgent)</b>	<b>Contact Details</b>	<b>Eligible for Call-in &amp; Date to be called in by</b>	<b>Appropriate Overview and Scrutiny Committee</b>
2	Brookmans Park and Little Heath, Hollybush, Hatfield South West and Haldens	Cabinet	4 October 2016	No	Non-Key	Farhad Cantel 01707 357011 <a href="mailto:f.cantel@welhat.gov.uk">f.cantel@welhat.gov.uk</a>	No	Resources

**DECISION:**

The Cabinet agreed to three non-domestic rates write off cases where no further recovery action could be taken.

**BACKGROUND:**

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