



# WELWYN HATFIELD

## **PUBLICATION OF DECISION LIST NUMBER 11/17-18**

MUNICIPAL YEAR 2017/18

Date Published: 6 April 2018

This document lists the decisions taken by the Cabinet at its meeting on 3 April 2018. 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. 20 April 2018) 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. Either a special meeting of the Overview and Scrutiny Committee to consider the "called-in" item(s) will be convened within three working days of the call-in request or the item will be placed on the Agenda of the next available meeting of that Committee, depending on which can be achieved earliest. 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 Executive Director (Resources, Environment and Cultural Services).

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.
1/11/17-18	Cabinet	3 April 2018	1	Welwyn Hatfield Business Plan 2018-21	Budget and Policy Framework Item for Recommendation to the Council	All	No	Resources	1.
2/11/17-18	Cabinet	3 April 2018	1	“Customer First” – Customer Service Strategy	Key Forward Plan Ref: FP843	All	No	Resources	2.
3/11/17-18	Cabinet	3 April 2018	1	Future of Bereavement Services	Key Forward Plan Ref: FP849	All	No	Environment	3.
4/11/17-18	Cabinet	3 April 2018	1	Tree and Woodland Strategy	Key Forward Plan Ref: FP836	All	No	Environment	4.
5/11/17-18	Cabinet	3 April 2018	1	Renewal of Insurance Policies 2018/19 – Request for Delegated Authority	Key Forward Plan Ref: FP837	All	No	Resources	5.
6/11/17-18	Cabinet	3 April 2018	1	Adoption of New Statutory Enforcement Powers for Private Sector Housing	Key Forward Plan Ref: FP846	All	No	Social	6.
7/11/17-18	Cabinet	3 April 2018	1	Single and Double Yellow Lines in Hill Rise and Sutherland Way, Cuffley	Non-Key	Northaw and Cuffley	No	Environment	7.
8/11/17-18	Cabinet	3 April 2018	1	Changes to Community Grants	Non-Key	All	No	Social	8.

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9/11/17-18	Cabinet	3 April 2018	1	Release of Capital Budget	Non-Key	All	No	Resources	9.
10/11/17-18	Cabinet	3 April 2018	2	Proposed Sale of Salisbury Square	Key Forward Plan Ref: FP848	Hatfield East	No	Resources	10.
11/11/17-18	Cabinet	3 April 2018	2	Award of Build Contract for the Demolition of 16 Garages and 2 Flats and the Build of Houses as part of the Council's Affordable Housing Programme	Key Forward Plan Ref: FP850	Hatfield Central	Yes by 12 April 2018	Social	11.
12/11/17-18	Cabinet	3 April 2018	2	Re-Procurement of Gas Contract	Non-Key	All	No	Social	12.
13/11/17-18	Cabinet	3 April 2018	2	Extension of Sale of Newspaper Contract	Non-Key	All	No	Environment	13.
14/11/17-18	Cabinet	3 April 2018	2	Procurement of Specialist Health and Safety Legal Advisors	Non-Key	All	No	Resources	14.
15/11/17-18	Cabinet	3 April 2018	2	Write Off Over £10,000	Non-Key	Hatfield Central	No	Resources	15.

**LIST REFERENCE: 1/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>								
Welwyn Hatfield Business Plan 2018-21								

<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 &amp; Scrutiny Committee</b>
1	All	Cabinet	3 April 2018	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>
<p>(1) The Cabinet approved the process for creating the new plan and delegated authority to the Executive Board to agree and publish the new Business Plan over the coming months in consultation with Executive Members and Directors.</p> <p>(2) The Cabinet approved the Plan on a Page to go forward to the next meeting of the Council.</p>

<b>BACKGROUND:</b>
Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 7(a) refers.

**LIST REFERENCE: 2/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
“Customer First” – Customer Service Strategy

<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	3 April 2018	No	Key Forward Plan Ref: FP843	Simone Chinman Russell 01707 357660 <a href="mailto:s.russell@welhat.gov.uk">s.russell@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The Cabinet approved the Customer Service Strategy and delegated authority to the Executive Director (Housing and Communities), in consultation with the Executive Member (Business, Partnerships and Public Health), for overseeing the implementation of the Customer Service Strategy Delivery Plan.

<b>BACKGROUND:</b>
Report of the Executive Director (Housing and Communities) to the Cabinet item 8(a) refers.

**LIST REFERENCE: 3/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Future of Bereavement 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	3 April 2018	No	Key Forward Plan Ref: FP849	Ka Ng 01707 357275 <a href="mailto:k.ng@welhat.gov.uk">k.ng@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
The Cabinet agreed that Officers work with CDS Ltd to refresh the planning application for the enhanced bereavement facilities at Welwyn Hatfield Lawn Cemetery and resubmit to the Development Management Committee for consideration at a future date.

<b>BACKGROUND:</b>
Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 8(b) refers.

**LIST REFERENCE: 4/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Tree and Woodland Strategy

<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	3 April 2018	No	Key Forward Plan Ref: FP836	Colin Haigh 01707 357239 <a href="mailto:c.haigh@welhat.gov.uk">c.haigh@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
<p>(1) Policy 2 of the Tree and Woodland Strategy would be subject to further discussion at the next meeting of the Environment Overview and Scrutiny Committee.</p> <p>(2) With the exception of Policy 2, the amendments proposed to the draft Tree and Woodland Strategy as the result of the comments received through the consultation were accepted.</p> <p>(3) The amended draft Tree and Woodland Strategy, less Policy 2, was recommended to the Cabinet for adoption.</p>

<b>BACKGROUND:</b>
Recommendation of Environment Overview and Scrutiny Committee on 26 March 2018 to the Cabinet item 8(c) refers.

**LIST REFERENCE: 5/11/17-18**

**SUBJECT / TITLE OF REPORT**

Renewal of Insurance Policies 2018/19 – Request for Delegated Authority

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	3 April 2018	No	Key Forward Plan Ref: FP837	Andrea Plucknett 01707 357453 <a href="mailto:a.plucknett@welhat.gov.uk">a.plucknett@welhat.gov.uk</a>	No	Resources

**DECISION:**

- (1) The Executive Director (Resources, Environment and Cultural Services), in consultation with the Executive Member (Resources), was given delegated authority to approve the renewal of insurance policies, with the outcome to be reported to the September 2018 Cabinet.
- (2) The authority would remain in force until the expiry of the long term agreements which ended in June 2019 for the leasehold properties policy and 2020 for all others

**BACKGROUND:**

Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 8(d) refers.



**LIST REFERENCE: 6/11/17-18**

**SUBJECT / TITLE OF REPORT**

Adoption of New Statutory Enforcement Powers for Private Sector Housing

<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	Non-Key	Cabinet	3 April 2018	No	Key Forward Plan Ref: FP836	Andy Luck 01707 357571 <a href="mailto:a.luck@welhat.gov.uk">a.luck@welhat.gov.uk</a>	No	Social

**DECISION:**

The Cabinet Housing Panel recommendation that the policy and procedure for calculating the level of financial penalty was adopted.

**BACKGROUND:**

Recommendation of Cabinet Housing Panel on 5 March 2018 to the Cabinet item 8(e) refers.

**LIST REFERENCE: 7/11/17-18**

**SUBJECT / TITLE OF REPORT**

Single and Double Yellow Lines in Hill Rise and Sutherland Way, Cuffley

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	Northaw and Cuffley	Cabinet	3 April 2018	No	Non-Key	Matthew McCann 01707 357304 <a href="mailto:m.mccann@welhat.gov.uk">m.mccann@welhat.gov.uk</a>	No	Environment

**DECISION:**

Following consideration of the objections received to the proposals and in particular the issues raised around equalities and diversity and the reasons for the proposals including any proposed mitigating actions the Cabinet agreed to proceed with the amended proposals and the creation of the Traffic Regulation Order as recommended by the Panel.

**BACKGROUND:**

Recommendation of Cabinet Planning and Parking Panel on 8 March 2018 to the Cabinet item 9(a) refers.

**LIST REFERENCE: 8/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Changes to Community Grants

<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	3 April 2018	No	Non-Key	Matthew Rayner 01707 357174 <a href="mailto:m.rayner@welhat.gov.uk">m.rayner@welhat.gov.uk</a>	No	Social

<b>DECISION:</b>
<p>(1) The new annual grant application and associated criteria was adopted.</p> <p>(2) The new small community grant application and associated criteria was adopted.</p> <p>(3) The Grants Board would meet three times a year, in August for small community grants, in October for annual grants and in January for small community grants and jubilee awards.</p> <p>(4) The proposed scoring matrix for grant applications was adopted.</p>

<b>BACKGROUND:</b>
Recommendation of Grants Board on 12 March 2018 to the Cabinet item 9(b) refers.

**LIST REFERENCE: 9/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>								
Release of Capital Budget								

<b>Part 1 or 2 (relevant exempt Paragraph)</b>	<b>Wards affected by the Decision</b>	<b>Decisio n 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	3 April 2018	No	Non-Key	Ka Ng 01707 357275 <a href="mailto:k.ng@welhat.gov.uk">k.ng@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The Cabinet agreed to give delegated authority to the Executive Board, in consultation with the Executive Member (Resources), to agree the release of capital budget for 2018/19.

<b>BACKGROUND:</b>
Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 10 refers.

**LIST REFERENCE: 10/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Proposed Sale of Salisbury Square

<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	Hatfield East	Cabinet	3 April 2018	No	Key Forward Plan Ref: FP848	Mike Storey 01707 357457 <a href="mailto:m.storey@welhat.gov.uk">m.storey@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
<p>(1) In return for a ubiquitous release of restrictive covenants held by Gascoyne Cecil Estates (GCE) relating to Borough Council owned land affected by the Hatfield Renewal Partnership opportunity areas identified in the Renewal Framework, the transfer of the areas affected to GCE was agreed.</p> <p>(2) This transaction would be without monies being paid to either party by the other with each side bearing their own costs and any stamp duty land tax or value added tax that may be payable.</p>

<b>BACKGROUND:</b>
Exempt report of the Executive Director (Resources, Environment and Cultural Services) to Cabinet item 13(a) refers. As the report contains confidential/exempt information it is not available to the press or public.

**LIST REFERENCE: 11/11/17-18**

**SUBJECT / TITLE OF REPORT**

Award of Build Contract for the Demolition of 16 Garages and 2 Flats and the Build of Houses as part of the Council's Affordable Housing Programme

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	3 April 2018	No	Non-Key	Sarah Newman 01707 357787 <a href="mailto:s.newman@welhat.gov.uk">s.newman@welhat.gov.uk</a>	Yes by 12 April 2018	Social

**DECISION:**

As recommended by the Affordable Housing Programme Procurement Board, the contract for the erection of 4 x 3 bedroom houses and 3 x 2 bedroom houses with associated parking and landscaping following the demolition of 16 garages and 2 flats at Little Mead, Hatfield was awarded to FSG Property Services Ltd.

**BACKGROUND:**

Exempt report of the Executive Director (Housing and Communities) to Cabinet item 13(b) refers. As the report contains confidential/exempt information it is not available to the press or public.

**LIST REFERENCE: 12/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Re-Procurement of Gas Contract

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	All	Cabinet	3 April 2018	No	Non-Key	Peter Gray 01707 357658 <a href="mailto:p.gray@welhat.gov.luk">p.gray@welhat.gov.luk</a>	No	Social

<b>DECISION:</b>
(1) In accordance with Government guidance on “best value”, the option to extend the contract, would not be taken up/exercised and competitive tenders for a new contract would be obtained.
(2) A Member Procurement Board would be established to oversee the contract re-procurement project. (Constitution: 5 Members – Ratio 3:1:1 with a non-voting Co-opted Member of the Tenants Panel).

<b>BACKGROUND:</b>
Exempt recommendation of Cabinet Housing Panel on 5 March 2018 to Cabinet item 14 refers. As the report contains confidential/exempt information it is not available to the press or public.

**LIST REFERENCE: 13/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Extension of Sale of Newspaper Contract

<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	All	Cabinet	3 April 2018	No	Non-Key	Kirsten Roberts 01707 357177 <a href="mailto:k.roberts@welhat.gov.uk">k.roberts@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
The Cabinet agreed to extend the existing Palm Recycling Ltd contract for two years (from 1 June 2018 to 31 May 2020).

<b>BACKGROUND:</b>
Exempt report of the Executive Director (Resources, Environment and Cultural Services) to Cabinet item 15 refers. As the report contains confidential/exempt information it is not available to the press or public.



**LIST REFERENCE: 14/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Procurement of Specialist Health and Safety Legal Advisors

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	All	Cabinet	3 April 2018	No	Non-Key	Joanna Harding 01707 357361 <a href="mailto:j.harding@welhat.gov.uk">j.harding@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
In accordance with section 14k (Alternative Procedures in Prescribed Circumstances) of the Contract Procedure Rules the Cabinet agreed to allow a dispensation from the Rules for the appointment of a specialist legal team to act on behalf of the Council for complex health and safety cases.

<b>BACKGROUND:</b>
Exempt report of the Executive Director (Resources, Environment and Cultural Services) to Cabinet item 16 refers. As the report contains confidential/exempt information it is not available to the press or public.

**LIST REFERENCE: 15/11/17-18**

<b>SUBJECT / TITLE OF REPORT</b>
Write Off 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	Hatfield Central	Cabinet	3 April 2018	No	Non-Key	Farhad Cantel 01707 357011 <a href="mailto:f.cantel@welhat.gov.uk">f.cantel@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The Cabinet agreed to a write off of non-domestic rates where no further recovery action could be taken.

<b>BACKGROUND:</b>
Exempt report of the Executive Director (Resources, Environment and Cultural Services) to Cabinet item 17 refers. As the report contains confidential/exempt information it is not available to the press or public.