



PUBLICATION OF DECISION LIST NUMBER 9/13-14

MUNICIPAL YEAR 2013/14

Date Published: 7 February 2014

This document lists the decisions taken by the Cabinet at its meeting on 4 February 2014. 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 February 2014) 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

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.
1/9/13-14	Cabinet	4 February 2014	1	Delegation of Authority for Summary Offence Prosecutions	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	1.
2/9/13-14	Cabinet	4 February 2014	1	All Weather Pitches at King George V Playing Fields, Welwyn Garden City	Non-Key	Panshanger	No	Social	2.
3/9/13-14	Cabinet	4 February 2014	1	Release of Approved Capital Budget to Update On-Street CCTV	Non-Key	All	No	Resources	3.
4/9/13-14	Cabinet	4 February 2014	1	Revenue Budget Monitoring at 31 December 2013 (Month 9)	Non-Key	All	No	Resources	4.
5/9/13-14	Cabinet	4 February 2014	1	Capital Budget Monitoring at 31 December 2013 (Period 9)	Non-Key	All	No	Resources	5.
6/9/13-14	Cabinet	4 February 2014	1	Council Tax Support Hardship Relief and Discretionary Housing Payment Update	Non-Key	All	No	Resources	6.
7/9/13-14	Cabinet	4 February 2014	1	Council's Achievement List	Non-Key	All	No	Resources	7.

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8/9/13-14	Cabinet	4 February 2014	1	Gas Maintenance Contract Novation	Non-Key	All	No	Resources	8.
9/9/13-14	Cabinet	4 February 2014	2	Authority to Proceed with Negotiation and Purchase of Walnut House, Welwyn Garden City as part of the Council's Affordable Housing Programme	Forward Plan Reference FP639	Hollybush	No	Resources	9.
10/9/13-14	Cabinet	4 February 2014	2	Award of Professional Services Contract – Campus East	Non-Key	Handside	No	Resources	10.
11/9/13-14	Cabinet	4 February 2014	2	Review of Building Control Service Provision	Non-Key	All	No	Environment	11.
12/9/13-14	Cabinet	4 February 2014	2	Write Offs Over £10,000	Non-Key	All	No	Resources	12.

LIST REFERENCE: 1/9/13-14

SUBJECT / TITLE OF REPORT								
Delegation of Authority for Summary Offence Prosecutions								

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 February 2014	No	Recommendation to the Council	Charles Allingham 01707 357466 c.allingham@welhat.gov.uk	No	Environment

DECISION:
<p>The Council was recommended that powers to authorise prosecutions for summary only offences be delegated to the Director (Strategy and Development), in conjunction with the Director (Governance) and these cases be subsequently reported to the Development Management Committee.</p> <p>The Council was recommended to amend the Constitution to take account of this change.</p>

BACKGROUND:
<p>Recommendation of the Development Management Committee on 9 January 2014 to the Cabinet item 6(a) refers.</p>

LIST REFERENCE: 2/9/13-14

SUBJECT / TITLE OF REPORT

All Weather Pitches at King George V Playing Fields, Welwyn Garden City

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	Panshanger	Cabinet	4 February 2014	No	Non-Key	Suzanne Hulks 01707 357467 s.hulks@welhat.gov.uk	No	Social

DECISION:

The Cabinet agreed the recommendations from the Scrutiny Sub-Committee as amended as follows:-

Relevant Borough and where appropriate County Councillors, must be advised of any significant new projects and must have the chance to comment at the earliest opportunity. They should be provided with a detailed project plan appropriate to the particular project and they should be asked to contribute to the consultation and communications strategy for the project. This would take into account, amongst other issues, appropriate methods and lengths of time for each consultation.

In those cases where a proposed project may have an impact on local residents, then consultation with those residents must take place before a final decision is made to go ahead. That consultation must also involve any other organisations/partners who are relevant to the project.

In the event that consultation is undertaken by third parties using the process above, the results of that consultation must be communicated to the Council.

A risk assessment must be produced as part of the project plan.

The roles of the Council and any third party provider of services should be made clear.

BACKGROUND:

Recommendations of the Social Overview and Scrutiny Sub-Committee on 6 January 2014 to the Cabinet item 10 refers.

LIST REFERENCE: 3/9/13-14

SUBJECT / TITLE OF REPORT								
Release of Approved Capital Budget to Update On-Street CCTV								

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 February 2014	No	Non-Key	Tim Beyer 01707 357309 t.beyer@welhat.gov.uk	No	Resources

DECISION:
The approved capital budget in 2013/14 of £100,000 for upgrading on-street elements of the CCTV network in the Borough was approved.

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 12 refers.

LIST REFERENCE: 4/9/13-14

SUBJECT / TITLE OF REPORT								
Revenue Budget Monitoring at 31 December 2013 (Month 9)								

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 February 2014	No	Non-Key	Daniel Williams 01707 357389 d.williams@welhat.gov.uk	No	Resources

DECISION:
<p>The Cabinet agreed the changes to the forecast outturn as at 31 December 2013 and to include these in the current budget, which in turn would then be used as the basis of comparison to the forecast outturn.</p> <p>All service managers would be informed that any significant changes to the forecast outturn which could not be met by a similar level of savings would need a report to the Cabinet to request additional funds.</p> <p>The improved Housing Revenue Account forecast outturn position of £1.9M was noted.</p> <p>The Housing Revenue Account current budget would be adjusted for £0.9M of non capital related spend only, excluding the forecast £1M reduced requirement for revenue contributions to capital and these changes would form the basis of comparison with the forecast outturn for the last quarter of the year.</p> <p>That the position on debts and rechargeable works was noted.</p>

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

LIST REFERENCE: 5/9/13-14

SUBJECT / TITLE OF REPORT
Capital Budget Monitoring at 31 December 2013 (Period 9)

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 February 2014	No	Non-Key	Tracy Fortune 01707 357219 t.fortune@welhat.gov.uk	No	Resources

DECISION:
<p>The overall position on capital spending (including the Major Repairs Allowance), funding and reserves, the current budget, prudential indicators and the risks relating to the capital programme and funding were noted.</p> <p>The forecast outturn at period nine was approved with a view to amending the current budget.</p> <p>The phasing of capital schemes would be continually reviewed and consideration given as to whether there would be slippage into 2014/15.</p>

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

LIST REFERENCE: 6/9/13-14

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	4 February 2014	No	Non-Key	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk	No	Resources

DECISION:
The report was noted.

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

LIST REFERENCE: 7/9/13-14

SUBJECT / TITLE OF REPORT
Council's Achievement List

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 February 2014	No	Non-Key	Nancy Sardari-Kermani 01707 357271 n.sardari- kermani@welhat.gov.uk	No	Resources

DECISION:
The report and list were noted.

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 16 refers.

LIST REFERENCE: 8/9/13-14

SUBJECT / TITLE OF REPORT
Gas Maintenance Contract Novation

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 February 2014	No	Non-Key	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Resources

DECISION:
The gas maintenance contract would not be entered into by the Council and then novated to the Welwyn Hatfield Community Housing Trust as was originally agreed. The contract would be between the Trust and TSG Building Services and the Cabinet's previous decision would be varied accordingly.

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 16 refers.

LIST REFERENCE: 9/9/13-14

SUBJECT / TITLE OF REPORT
Authority to Proceed with Negotiation and Purchase of Walnut House, Welwyn Garden City 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	Hollybush	Cabinet	4 February 2014	No	Forward Plan Reference FP639	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Resources

DECISION:
<p>Officers would enter into negotiation with the owner and/or agent representing the owner of Walnut House, Hollybush Lane, Welwyn Garden City with a view to the possible purchase of the block of flats and adjacent garages.</p> <p>Delegated authority was given to the Director (Strategy and Development) and Director (Finance and Operations), in consultation with the Executive Members for Housing and Community and Resources to purchase Walnut House and the adjacent garages on the open market up to a maximum price of £1.2M. The properties would remain in the ownership of the Council and be managed by the Welwyn Hatfield Community Housing Trust.</p> <p>The Council was recommended to increase the current capital budget for the affordable housing programme by £850,000 giving a total budget for the year of £4.85M in order to enable the acquisition of Walnut House at a total cost of £1.6M, including £400,000 refurbishment costs.</p>

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

LIST REFERENCE: 10/9/13-14

SUBJECT / TITLE OF REPORT								
Award of Professional Services Contract – Campus East								

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	4 February 2014	No	Non-Key	Pam Kettle 01707 357275 p.kettle@welhat.gov.uk	No	Resources

DECISION:
The appointment of Rider Levett Bucknall Limited, as Professional Advisers up until the end of the construction contract for the Campus East Project, was confirmed.

BACKGROUND:
Exempt report of the Director (Finance and Operations) to Cabinet item 21 refers. As the report contains confidential/exempt information it is not available to the press or public.

LIST REFERENCE: 11/9/13-14

SUBJECT / TITLE OF REPORT								
Review of Building Control Service Provision								

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	4 February 2014	No	Non-Key	Tracy Harvey 01707 357239 t.harvey@welhat.gov.uk	No	Environment

DECISION:
<p>It was noted that the Council had entered into stage two of the project to review the provision of building control services across Hertfordshire and explore the business case for a shared approach to reduce costs, committing the sum of £12,000 as a contribution towards this work to be funded from existing budgets.</p> <p>The Council would review its financial position before entering into any 'shadow' company arrangement.</p>

BACKGROUND:
<p>Exempt report of the Director (Strategy and Development) to Cabinet item 22 refers. As the report contains confidential/exempt information it is not available to the press or public.</p>

LIST REFERENCE: 12/9/13-14

SUBJECT / TITLE OF REPORT								
Write Offs Over £10,000								

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	4 February 2014	No	Non-Key	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk	No	Resources

DECISION:
The Cabinet agreed to write off three non-domestic ratepayer accounts to a total value of £61,832.18.

BACKGROUND:
Exempt report of the Director (Finance and Operations) to Cabinet item 23 refers. As the report contains confidential/exempt information it is not available to the press or public.