

PUBLICATION OF DECISION LIST NUMBER 4/14-15

MUNICIPAL YEAR 2014/15

Date Published: 5 September 2014

This document lists the decisions taken by the Cabinet at its meeting on 2 September 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. 19 September 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.
1/4/14-15	Cabinet	2 September 2014	1	Replacement Canopy, The Arcade, Hatfield	Key Forward Plan Ref: FP664	Hatfield Central	No	Resources	1.
2/4/14-15	Cabinet	2 September 2014	1	The Holloways Lane and Surrounding Roads, Welham Green Permit Parking Area	Non-Key	Welham Green	No	Environment	2.
3/4/14-15	Cabinet	2 September 2014	1	Performance Exception Report – August 2014	Non-Key	All	No	All	3.
4/4/14-15	Cabinet	2 September 2014	1	Risk Management	Non-Key	All	No	All	4.
5/4/14-15	Cabinet	2 September 2014	1	Community Sport Activation Fund – Disability Sports Hub	Budget and Policy Framework Item for Recommendation to the Council	All	No	Social	5.
6/4/14-15	Cabinet	2 September 2014	1	Aids and Adaptations Contracts	Non-Key	All	No	Social	6.
7/4/14-15	Cabinet	2 September 2014	1	Housing Maintenance Contracts	Non-Key	All	No	Social	7.
8/4/14-15	Cabinet	2 September 2014	1	Pest Control Contract	Non-Key	All	No	Environment	8.
9/4/14-15	Cabinet	2 September 2014	2	Print and Design Contracts	Key Forward Plan Ref: FP675	Not Ward Specific	No	Resources	9.

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.
10/4/14-15	Cabinet	2 September 2014	2	Insurance Renewal and Leasehold Tender 2014	Non-Key	All	No	Resources	10.
11/4/14-15	Cabinet	2 September 2014	2	Proposed Purchase of the Intermediary Leasehold at Fiddlebridge	Budget and Policy Framework Item for Recommendation to the Council	Hatfield Central	No	Resources	11.
12/4/14-15	Cabinet	2 September 2014	2	Young Tree Maintenance Contract	Non-Key	All	No	Environment	12.
13/4/14-15	Cabinet	2 September 2014	2	Request for Additional Capital Funding – Provision of a New Changing Pavilion in Stanborough Park, Welwyn Garden City	Urgent Budget and Policy Framework Item for Recommendation to the Council	Handside	No	Social	13.

LIST REFERENCE: 1/4/14-15

SUBJECT / TITLE OF REPORT								
Replacement Canopy, The Arcade, 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	2 September 2014	No	Key Forward Plan Ref: FP664	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:	
<p>(1) Up to £250,000 would be released towards the cost of replacing the canopy over the Arcade with a new, atrium style roof to be funded from the £1.6M capital budget already established for Hatfield Town Centre development.</p> <p>(2) Having reviewed the potential five options for the canopy design, the Cabinet agreed that an option for a supported glass roof, walkway version should be proceeded with.</p> <p>(3) A consortium of participating owners/retailers would be run within the arcade to replace the roofs over the participating shops.</p> <p>(4) In the event a single contractor was used to refurbish all of the shop roofs as well as the canopy a further £200,000 of capital budget would be released to cover the cost of the works on the basis that, if incurred, this expenditure would be reimbursed by the shop owners.</p> <p>(5) Any required planning or other applications required for this project would be made.</p>	

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 6(a) refers.

LIST REFERENCE: 2/4/14-15

SUBJECT / TITLE OF REPORT

The Holloways Lane and Surrounding Roads, Welham Green Permit Parking Area

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	Welham Green	Cabinet	2 September 2014	No	Non-Key	Martin Donohoe 01707 357550 a.donohoe@welhat.gov.uk	No	Environment

DECISION:

Having considered the objections received, the Cabinet Housing and Planning Panel's recommendation to proceed with the introduction of a Permit Parking Area to reduce parking pressure in Holloways Lane and surrounding roads in Welham Green was approved.

BACKGROUND:

Recommendations of Cabinet Housing and Planning Panel on 21 August 2014 to the Cabinet item 8(a) refers.

LIST REFERENCE: 3/4/14-15

SUBJECT / TITLE OF REPORT

Performance Exception Report – August 2014

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	2 September 2014	No	Non-Key	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	All

DECISION:

Strategic performance data was noted and any proposed actions highlighted in response to this approved.

BACKGROUND:

Report of the Director (Strategy and Development) to the Cabinet item 11 refers.

LIST REFERENCE: 4/4/14-15

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	2 September 2014	No	Non-Key	Andy Cremer 01707 357169 a.cremer@welhat.gov.uk	No	All

DECISION:

Having reviewed the current strategic risk register and top operational risks, relevant controls assigned to risks with mitigation plans in place where necessary with the correct status and comments in respect of each risk where shown were noted.

BACKGROUND:

Report of the Director (Governance) to the Cabinet item 12 refers.

LIST REFERENCE: 5/4/14-15

SUBJECT / TITLE OF REPORT
Community Sport Activation Fund – Disability Sports Hub

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	2 September 2014	No	Budget and Policy Framework Item for Recommendation to the Council	Matthew Rayner 01707 357174 m.rayner@welhat.gov.uk	No	Social

DECISION:
<p>(1) The Council's success in being awarded a Community Sport Activation Fund grant for the Hertfordshire Disability Sports Hub project over the next three years to 2017 was noted and welcomed.</p> <p>(2) The Council was recommended to increase the Youth and Sports Partnership team's income and expenditure budget by £57,000 in 2014/15 to enable the monies for this project to be claimed and disbursed on behalf of all partners.</p>

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 13 refers.

LIST REFERENCE: 6/4/14-15

SUBJECT / TITLE OF REPORT
Aids and Adaptations Contracts

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	2 September 2014	No	Non-Key	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Social

DECISION:
<p>(1) The contracts with ABC and S and J Woolmore were extended until 31 March 2016.</p> <p>(2) An exception to Contract Procedure Rules was granted and the contract for interior works extended with P and P Campbell until 31 March 2016 without the need to retender on the basis that this was of financial advantage to the Council.</p> <p>(3) The new procurement process would be undertaken by the Welwyn Hatfield Community Housing Trust and the contract let between the Trust and the successful contractor.</p>

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 14 refers.

LIST REFERENCE: 7/4/14-15

SUBJECT / TITLE OF REPORT
Housing Maintenance Contracts

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	2 September 2014	No	Non-Key	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Social

DECISION:
<p>(1) All future maintenance procurement processes would be overseen by the Welwyn Hatfield Community Housing Trust and the resultant contracts be let directly by the Trust where practicable.</p> <p>(2) Where the Trust sets up a Procurement Board to oversee a major contract, then the Council would have Member representation on the Board.</p>

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 15 refers.

LIST REFERENCE: 8/4/14-15

SUBJECT / TITLE OF REPORT
Pest Control 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
1	All	Cabinet	2 September 2014	No	Non-Key	Nick Long 01707 357401 n.long@welhat.gov.uk	No	Environment

DECISION:
<p>(1) A Member Project Board was appointed to oversee a new procurement process for the pest control services contract comprising Councillors A.Franey, S.Johnston and M.Perkins and two Members to be nominated by the Leader of the Labour Group.</p> <p>(2) The new contract would be for a period of three years (with an option to extend for a further year).</p>

BACKGROUND:
Report of the Director (Governance) to Cabinet item 16 refers.

LIST REFERENCE: 9/4/14-15

SUBJECT / TITLE OF REPORT								
Print and Design Contracts								

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	Not Ward Specific	Cabinet	2 September 2014	No	Key Forward Plan Ref: FP675	Nancy Sardari-Kemani 01707 357271 n.sardari- kemani@welhat.gov.uk	No	Resources

DECISION:
Three year contracts (with an optional one year extension) commencing on 1 December 2014 were awarded.

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

LIST REFERENCE: 10/4/14-15

SUBJECT / TITLE OF REPORT
Insurance Renewal and Leasehold Tender 2014

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	2 September 2014	No	Non-Key	Andrea Plucknett 01707 357453 a.plucknett@welhat.gov.uk	No	Resources

DECISION:

The decisions made by the Director (Finance and Operations), in consultation with the Executive Member, Resources, in accordance with delegated authority to renew and award the Council's insurance policies were confirmed.

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.

LIST REFERENCE: 11/4/14-15

SUBJECT / TITLE OF REPORT
Proposed Purchase of the Intermediary Leasehold at Fiddlebridge

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	2 September 2014	No	Budget and Policy Framework Item for Recommendation to the Council	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:
The Council was recommended to update the 2014/15 capital budget to include £1.6M for the purchase of the intermediary lease at the Fiddlebridge Industrial Estate, Hatfield.

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: 12/4/14-15

SUBJECT / TITLE OF REPORT								
Young Tree Maintenance 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	2 September 2014	No	Non-Key	Ann MacDonald 01707 357233 a.macdonald@welhat.gov.uk	No	Environment

DECISION:
A three year contract for young tree maintenance was awarded to Gristwood and Toms Ltd commencing on 1 November 2014 (with an option to extend for a further year).

BACKGROUND:
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.

LIST REFERENCE: 13/4/14-15

SUBJECT / TITLE OF REPORT
Request for Additional Capital Funding – Provision of a New Changing Pavilion in Stanborough Park, 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
2	Handside	Cabinet	2 September 2014	No	Urgent Budget and Policy Framework Item for Recommendation to the Council	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	Social

DECISION:
<p>(1) This project would be delivered by a traditional build option which would be managed and overseen by the internal Corporate Property service, rather than through formal tendering and an award for a design and build contract with one main contractor.</p> <p>(2) The Council’s Contract Procedure Rules were waived including a requirement for a performance bond on the grounds that it was of advantage to the Council as the work would not be awarded based on a tendering and evaluation process as was the usual case for a project of this nature.</p> <p>(3) RCP Contractors Ltd were appointed to assist in the delivery of the traditional build option on the basis that this company was already on the Council’s framework which would enable Officers to achieve significant cost savings compared to the more usual award of a design and build contract.</p> <p>(4) The Council was recommended to approve an increase in the 2014/15 capital budget for this project by £174,000 to £400,000 and to release the additional funding immediately.</p>

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