



PUBLICATION OF DECISION LIST NUMBER 11/14-15

MUNICIPAL YEAR 2014/15

Date Published: 6 March 2015

This document lists the decisions taken by the Cabinet at its meeting on 3 March 2015. 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 March 2015) 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.
1/11/14-15	Cabinet	3 March 2015	1	Ordinary Watercourses	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	1.
2/11/14-15	Cabinet	3 March 2015	1	Parking Services Recommended Work Programmes 2015/16	Key Forward Plan Ref: FP695	All	No	Environment	2.
3/11/14-15	Cabinet	3 March 2015	1	Community Letting Agency Service – Launch by the Welwyn Hatfield Community Housing Trust	Non-Key	All	No	Social	3.
4/11/14-15	Cabinet	3 March 2015	1	Draft Delivery Plan – Welwyn Hatfield Community Housing Trust 2015/16	Non-Key	All	No	Social	4.
5/11/14-15	Cabinet	3 March 2015	1	The Brookmans Avenue Permit Parking Area	Non-Key	Brookmans Park and Little Heath	No	Environment	5.
6/11/14-15	Cabinet	3 March 2015	1	Release of Funding from the Approved Capital Programme for Schemes in 2015/16	Non-Key	All	No	Resources	6-7
7/11/14-15	Cabinet	3 March 2015	1	Performance Exception Report – February 2015	Non-Key	All	No	All	8.

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8/11/14-15	Cabinet	3 March 2015	1	Risk Management	Non-Key	All	No	All	9.
9/11/14-15	Cabinet	3 March 2015	1	Regulation of Investigatory Powers Act 2000	Non-Key	All	No	Resources	10.
10/11/14-15	Cabinet	3 March 2015	2	Further Disability Sport Funding	Non-Key	All	No	Social	11.
11/11/14-15	Cabinet	3 March 2015	2	Cemetery Management Contract	Key Forward Plan Ref: FP698	All	No	Environment	12.
12/11/14-15	Cabinet	3 March 2015	2	Electrical Services Contract	Key Forward Plan Ref: FP693	All	No	Resources	13.
13/11/14-14	Cabinet	3 March 2015	2	Pest Control Contract	Key Forward Plan Ref: FP699	All	No	Environment	14.
14/11/14-14	Cabinet	3 March 2015	2	Banking Contracts	Key Forward Plan Ref: FP697	All	No	Resources	15.
15/11/14-14	Cabinet	3 March 2015	2	Covenant Consent at Bishops Hatfield Girls School, Hatfield	Non-Key	Hatfield West	No	Resources	16.
16/11/14-14	Cabinet	3 March 2015	2	Shared Internal Audit Service (sias) – Proposal to Extend Partnership Agreement	Non-Key	All	No	Resources	17.

LIST REFERENCE: 1/11/14-15

SUBJECT / TITLE OF REPORT								
Ordinary Watercourses								

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 March 2015	No	Budget and Policy Framework Item for Recommendation to the Council	Nick Long 01707 357401 n.long@welhat.gov.uk	No	Environment

DECISION:
<p>The discretionary powers available to the Council to carry out certain works to ordinary watercourses were noted and the Council was recommended that the Constitution be updated to assign these powers to the Director (Governance) and Head of Public Health and Protection, with the ability to delegate further as required.</p> <p>The Head of Public Health and Protection would arrange suitable training for public health and protection staff to enable them to understand the potential use and risks associated with these powers.</p>

BACKGROUND:
<p>Report of the Director (Governance) to the Cabinet item 7(a) refers.</p>

LIST REFERENCE: 2/11/14-15

SUBJECT / TITLE OF REPORT
Parking Services Recommended Work Programmes 2015/16

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 March 2015	No	Key Forward Plan Ref: FP695	Vikki Hatfield 01707 357555 v.hatfield@welhat.gov.uk	No	Environment

DECISION:
The parking services work programmes for 2015/16 as recommended by the Cabinet Housing and Planning Panel were approved.

BACKGROUND:
Recommendations of Cabinet Housing and Planning Panel on 12 February 2015 to the Cabinet item 8(a) refers.

LIST REFERENCE: 3/11/14-15

SUBJECT / TITLE OF REPORT								
Community Letting Agency Service – Launch by 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	3 March 2015	No	Non-Key	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Social

DECISION:
The launch by the Welwyn Hatfield Community Housing Trust of a community letting agency as recommended by the Social Overview and Scrutiny Committee was approved.

BACKGROUND:
Recommendations of Social Overview and Scrutiny Committee on 29 January 2015 to the Cabinet item 9(a) refers.

LIST REFERENCE: 4/11/14-15

SUBJECT / TITLE OF REPORT								
Draft Delivery Plan – Welwyn Hatfield Community Housing Trust 2015/16								

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 March 2015	No	Non-Key	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Social

DECISION:
The delivery plan for the Welwyn Hatfield Community Housing Trust for 2015/16 as recommended by the Cabinet Housing and Planning Panel was approved.

BACKGROUND:
Recommendations of Cabinet Housing and Planning Panel on 12 February 2015 to the Cabinet item 10(a) refers.

LIST REFERENCE: 5/11/14-15

SUBJECT / TITLE OF REPORT
The Brookmans Avenue 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	Brookmans Park and Little Heath	Cabinet	3 March 2015	No	Non-Key	Jack Carson 01707 357529 j.carson@welhat.gov.uk	No	Environment

DECISION:
Having considered the objection received and the officer response to it, the recommendation of the Cabinet Housing and Planning Panel to proceed with the creation of the Borough of Welwyn Hatfield (Brookmans Avenue, Brookmans Park, Hatfield) (Permit Parking Zone (Order 2014) was approved.

BACKGROUND:
Recommendations of Cabinet Housing and Planning Panel on 12 February 2015 to the Cabinet item 10(b) refers.

LIST REFERENCE: 6/11/14-15

SUBJECT / TITLE OF REPORT
Release of Funding from the Approved Capital Programme for Schemes in 2015/16

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 March 2015	No	Non-Key	<p>Items (1), (2) and (4) Sian Chambers 01707 357640 s.chambers@welhat.gov.uk</p> <p>Items (3), (8), (9) and (10) Mike Storey 01707 357457 m.storey@welhat.gov.uk</p> <p>Item (5) Lisa Hughes 01707 357247 l.hughes@welhat.gov.uk</p> <p>Item (6) Durk Reyner 01707 357160 d.reyner@welhat.gov.uk</p> <p>Item (7) Tim Beyer 01707 357309 t.beyer@welhat.gov.uk</p> <p>Item (11) Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk</p> <p>Items (12), (13) and (14) Paul Underwood 01707 357220 p.underwood@welhat.gov.uk</p>	No	Resources

DECISION:

- (1) The release of the capital budget of £12,824,000 expenditure arising during 2015/16 under the Affordable Housing Programme, including property acquisitions, grant funding to Registered Providers and costs incurred relating to the Council's own new build programme was approved.
- (2) The release of the maintenance capital budget of £11,827,500 for 2015/16 managed by the Welwyn Hatfield Community Housing Trust and funded by the Major Repairs Allowance and Housing Revenue Account reserves was approved.
- (3) The release of the capital budget of £130,000 in 2015/16 for the installation of a mobile working solution to be added to the current housing management system was approved.
- (4) The release of the £2.3M 2015/16 capital budget for the refurbishment of Hatfield Town Centre and also £0.1M for the professional fees associated with the work in the town centre was approved.
- (5) The release of the capital budget of £491,670 for the payment of Disabled Facilities Grants/discretionary grants and loans and £80,000 for Private Sector Renewal grants/loans during 2015/16 was approved.
- (6) The release of the capital funds of £350,000 for the Fastsuite database project was approved.
- (7) The release of the funds in April 2015 for the following capital projects in environment services to be progressed were approved:-
 - Welwyn Hatfield parking bays (residential off-street parking) £200,000
 - Play Area Replacement Scheme - £50,000
 - Dog and Litter Bins - £20,000
 - Recycling and Refuse Improvements (bins) £15,000
 - Alban Way Improvements Scheme £10,000
- (8) The release of the capital budget of £100,000 for upgrading elements of the cctv network within 2015/16 was approved.
- (9) The release of the £60,000 capital budget for the resurfacing of Moneyhole Lane car park was approved.
- (10) The release of the £56,000 capital budget for the refurbishment of 109 Moors Walk was approved.
- (11) The release of the £40,000 capital budget for the refurbishment of the lift at Hunters Bridge car park was approved.
- (12) The release of the capital funds of £45,000 for IT projects was approved.
- (13) The release of the funding of £40,000 from the capital programme in 2015-16 for Finesse Leisure projects was approved.
- (14) The release of funding of £30,000 from the capital programme in 2015-16 to upgrade the Lagan Customer Relationship Management system was approved.
- (15) The release of funding of £30,000 from the capital programme in 2015-16 to introduce a queue management system in the Campus East Council Offices reception area was approved.

BACKGROUND:

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

LIST REFERENCE: 7/11/14-15

SUBJECT / TITLE OF REPORT
Performance Exception Report – February 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	3 March 2015	No	Non-Key	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	All

DECISION:
The strategic performance data for the last quarter was noted and proposed actions highlighted approved.

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

LIST REFERENCE: 8/11/14-15

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	3 March 2015	No	Non-Key	Andy Cremer 01707 357169 a.cremer@welhat.gov.uk	No	All

DECISION:
The current strategic risk register and top operational risks were reviewed noting particularly that relevant controls were assigned whilst ensuring that litigation plans were in place where necessary with the correct current status, together with comments in respect of each risk where shown.

BACKGROUND:
Report of the Director (Governance) to the Cabinet item 14 refers.

LIST REFERENCE: 9/11/14-15

SUBJECT / TITLE OF REPORT								
Regulation of Investigatory Powers Act 2000								

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 March 2015	No	Non-Key	Ian Colyer 01707 357413 i.colyer@welhat.gov.uk	No	Resources

DECISION:
The proposed changes to the Councils' Regulation of Investigatory Powers Act Policy were agreed.

BACKGROUND:
Report of the Director (Governance) to the Cabinet item 15 refers.

LIST REFERENCE: 10/11/14-15

SUBJECT / TITLE OF REPORT
Further Disability Sport Funding

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 March 2015	No	Non-Key	Matt Rayner 01707 357174 m.rayner@welhat.gov.uk	No	Social

DECISION:
<p>(1) The Cabinet granted a dispensation in accordance with Rule 12 of the Council’s Contract Procedure Rules to enable the redevelopment of the slipway into the lake in Stanborough Park due to time and funding pressures because further funding which brought the total available to £200,000 was being provided by the County Council’s Public Health Service and must be spent by September 2015.</p> <p>(2) The Cabinet recommended the Council to approve a new capital budget of £200,000 on the basis that funding would be received in two transactions of £100,000 paid in March 2015 with spending to commence as soon as this money was received from Hertfordshire County Council and the remaining £100,000 received in April 2015 with further spending taking place in 2015-16 to support the development of disability sports facilities in the Borough.</p>

BACKGROUND:
Exempt report of the Director (Strategy and Development) to Cabinet item 18 refers. As the report contains confidential/exempt information it is not available to the press or public

LIST REFERENCE: 11/11/14-15

SUBJECT / TITLE OF REPORT
Cemetery Management 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 March 2015	No	Key Forward Plan Ref: FP698	Durk Reyner 01707 357160 d.reyner@welhat.gov.uk	No	Environment

DECISION:
The recommendation of the Procurement Board to award a five year contract with a possible two year extension to John O’Conner (Grounds Maintenance) Ltd commencing on 1 June 2015 was agreed.

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: 12/11/14-15

SUBJECT / TITLE OF REPORT
Electrical Services 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 March 2015	No	Key Forward Plan Ref: FP693	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:

The Cabinet agreed to award a three year contract with a possible one year extension to Baldwin and Bleakley Electrical Services Ltd commencing on 1 April 2015 on the basis that they had scored the highest against the tender evaluation criteria.

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: 13/11/14-15

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
2	All	Cabinet	3 March 2015	No	Key Forward Plan Ref: FP699	Jeannette Hollingsworth 01707 357204 j.hollingsworth@welhat.gov.uk	No	Environment

DECISION:
The recommendation of the Procurement Board to award a four year contract to SDK (Environmental) Ltd commencing on 1 April 2015 was agreed and the alternative bid accepted.

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

LIST REFERENCE: 14/11/14-15

SUBJECT / TITLE OF REPORT
Banking 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	All	Cabinet	3 March 2015	No	Key Forward Plan Ref: FP697	Jane May 01707 357469 j.may@welhat.gov.uk	No	Resources

DECISION:
<p>(1) A three year contract for bill payment services was awarded to the Co-operative Banking Group commencing on 1 April 2015.</p> <p>(2) A one year contract for card processing was awarded to GPUK LLP.</p> <p>(3) A three year contract for transactional banking services was awarded to HSBC Bank plc</p> <p>(4) A dispensation was granted in accordance with Rule 12 of the Council's Contract Procedure Rules on the grounds of the business case to allow the award of these contracts.</p>

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

LIST REFERENCE: 15/11/14-15

SUBJECT / TITLE OF REPORT
Covenant Consent at Bishops Hatfield Girls School, 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 West	Cabinet	3 March 2015	No	Non-Key	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:
<p>(1) Consent under covenants benefitting the Council over land at Bishops Hatfield Girls School, Woods Avenue, Hatfield was granted to allow the redevelopment of this site to take place.</p> <p>(2) This consent was granted in exchange for payment of £114,000, subject to a reduction in the valuation fees (approximately £4,500 plus VAT) giving a net receipt of approximately £109,500.</p>

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

LIST REFERENCE: 16/11/14-15

SUBJECT / TITLE OF REPORT
Shared Internal Audit Service (sias) – Proposal to Extend Partnership Agreement

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 March 2015	No	Non-Key	Pam Kettle 01707 357275 p.kettle@welhat.gov.uk Ian Colyer 01707 357413 i.colyer@welhat.gov.uk	No	Resources

DECISION:
The Cabinet agreed to extend the shared internal audit service partnership arrangement for a period of two years to 30 June 2018.

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