



## **PUBLICATION OF DECISION LIST NUMBER 4/16-17**

MUNICIPAL YEAR 2016/17

Date Published: 9 September 2016

This document lists the decisions taken by the Cabinet at its meeting on 6 September 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. 23 September 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.
1/4/16-17	Cabinet	6 September 2016	1	Localised Council Tax Support Scheme 2017/18	Budget and Policy Framework Item for Recommendation to the Council	All	No	Resources	1.
2/4/16-17	Cabinet	6 September 2016	1	Rowans, Sloansway and Surrounding Roads, Welwyn Garden City	Non-Key	Haldens	No	Environment	2.
3/4/16-17	Cabinet	6 September 2016	1	The Ryde Area, Hatfield - Proposed Resident Permit Parking Scheme and Restriction of Waiting	Non-Key	Hatfield East	No	Environment	3.
4/4/16-17	Cabinet	6 September 2016	1	Revenue Budget Outturn Report at 30 June 2016 (Month 3)	Non-Key	All	No	Resources	4.
5/4/16-17	Cabinet	6 September 2016	1	Capital Budget Monitoring at 30 June 2016 (Period 03)	Non-Key	All	No	Resources	5.
6/4/16-17	Cabinet	6 September 2016	1	Release of Budget	Non-Key	All	No	Resources	6.
7/4/16-17	Cabinet	6 September 2016	1	Minor Building Works – Contract Extension	Non-Key	All	No	Resources	7.
8/4/16-17	Cabinet	6	1	Proposal for a Business	Non-Key	Welwyn	No	Resources	8.

<b>List Ref.</b>	<b>Decision Made by</b>	<b>Date of Decision</b>	<b>Part 1/2</b>	<b>Subject/Title of Report</b>	<b>Category of Decision</b>	<b>Affected Wards</b>	<b>Eligible for Call-In &amp; Date Decision must be called in by (If applicable)</b>	<b>Appropriate Overview and Scrutiny Committee</b>	<b>Page No.</b>
		September 2016		Improvement District in Welwyn Garden City		Garden City			
9/4/16-17	Cabinet	6 September 2016	1	Council's Achievement List – Quarter 1 (2016-17)	Non-Key	All	No	Resources	9.
10/4/16-17	Cabinet	6 September 2016	1	Performance Exception Report – August 2016	Non-Key	All	No	All	10.
11/4/16-17	Cabinet	6 September 2016	2	Affordable Housing Programme - All Saints Property Development at Hall Grove, Welwyn Garden City	Key	Hollybush	Yes 15 September 2016	Social	11.
12/4/16-17	Cabinet	6 September 2016	2	Insurance Renewal 24 June 2016 – 23 June 2017	Non-Key	All	No	Resources	12.

**LIST REFERENCE: 1/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
Localised Council Tax Support Scheme 2017/18

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	6 September 2016	No	Budget and Policy Framework Item for Recommendation to the Council	Farhad Cantel 01707 357011 <a href="mailto:f.cantel@welhat.gov.uk">f.cantel@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
<p>Having reviewed the consultation results and the equalities impact assessment, the Cabinet agreed to the changes in the council tax support scheme for 2017/18 in relation to abolishing the family premium for new claimants; reducing the backdating of council tax support for working age claimants from six months to one month and abolishing the payment of second adult rebate.</p> <p>The Cabinet recommended to the Council that the localised council tax support scheme for 2017/18 abolished the family premium for new claimants, reduced the backdating of council tax support for working age claimants from six months to one month and abolished the payment of second adult rebate with all the other elements of the scheme remaining the same and continuing to help vulnerable claimants and those on low/no income to receive a reduction on their council tax.</p>

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

**LIST REFERENCE: 2/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>								
Rowans, Sloansway and Surrounding Roads, Welwyn Garden City								

<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	Haldens	Cabinet	6 September 2016	No	Non-Key	Martin Donohoe 01707 357550 <a href="mailto:m.donohoe@welhat.gov.uk">m.donohoe@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
Having considered the objections received, in particular the issues raised around equalities and diversity and the reasons for the proposal, together with the detailed issues raised including any proposed mitigating actions, the Panel's recommendation to proceed with the creation of the Traffic Regulation Order was approved.

<b>BACKGROUND:</b>
Recommendations of Cabinet Housing and Planning Panel on 14 July 2016 to the Cabinet item 10(a) refers.

**LIST REFERENCE: 3/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
The Ryde Area, Hatfield - Proposed Resident Permit Parking Scheme and Restriction of Waiting

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 East	Cabinet	6 September 2016	No	Non-Key	Vikki Hatfield 01707 357555 <a href="mailto:v.hatfield@welhat.gov.uk">v.hatfield@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
Having considered the objections received, in particular the issues raised around equalities and diversity and the reasons for the proposal, as amended, together with the detailed issues raised including any proposed mitigating actions, the Panel's recommendation to proceed with the creation of the Traffic Regulation Order was approved.

<b>BACKGROUND:</b>
Recommendations of Cabinet Housing and Planning Panel on 14 July 2016 to the Cabinet item 10(b) refers.

**LIST REFERENCE: 4/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
Revenue Budget Outturn Report at 30 June 2016 (Month 3)

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	6 September 2016	No	Non-Key	Daniel Williams 01707 357389 <a href="mailto:d.williams@welhat.gov.uk">d.williams@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
<p>The Cabinet agreed the changes to the General Fund forecasted outturn as at 30 June 2016 to be included in the current budget, which in turn would then be used as the basis of comparison to the forecasted outturn.</p> <p>The Cabinet agreed the Housing Revenue Account changes to the forecasted outturn as at 30 June 2016 to be included in the current budget, which in turn would then be used as the basis of comparison to the forecasted outturn.</p> <p>All service managers to be informed that any significant changes to the forecasted 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 position on debts and rechargeable works was noted.</p>

<b>BACKGROUND:</b>
Report of the Director (Finance and Operations) to the Cabinet item 12 refers.

**LIST REFERENCE: 5/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
Capital Budget Monitoring at 30 June 2016 (Period 03)

<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	6 September 2016	No	Non-Key	Tracy Fortune 01707 357219 <a href="mailto:t.fortune@welhat.gov.uk">t.fortune@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The overall position on capital spending, funding and reserves, together with the latest current budget to date of £47.321M, the forecast outturn and the Prudential Indicators was noted.

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



**LIST REFERENCE: 6/4/16-17**

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

<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	6 September 2016	No	Non-Key	Tim Neill 01707 357425 <a href="mailto:t.neill@welhat.gov.uk">t.neill@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
<p>The release of the approved capital budget allocation of £60,000 for the Cherry Tree Car Park at Campus East, Welwyn Garden City scheme was approved.</p> <p>The release of the approved capital budget allocation of £20,000 for the resurfacing of the Car Park at Mardley Heath Wood scheme was approved.</p> <p>The release of the approved capital budget allocation of £25,000 for the resurfacing of the Car Park at Sherrards Wood scheme was approved.</p>

<b>BACKGROUND:</b>
<p>Report of the Director (Finance and Operations) to the Cabinet item 14 refers.</p>

**LIST REFERENCE: 7/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>								
Minor Building Works – Contract Extension								

<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	6 September 2016	No	Non-Key	Mike Storey 01707 357457 <a href="mailto:m.storey@welhat.gov.uk">m.storey@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The framework contracts for minor building works were extended for a period of one year to 31 March 2018.

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

**LIST REFERENCE: 8/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
Proposal for a Business Improvement District in 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	Welwyn Garden City	Cabinet	6 September 2016	No	Non-Key	Sian Chambers 01707 357640 <a href="mailto:s.chambers@welhat.gov.uk">s.chambers@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
<p>The Cabinet supported the BID proposal, having considered the draft Business Plan, baseline agreements and BID boundary and taking into account the right to veto.</p> <p>Having reviewed and discussed the proposals for a Welwyn Garden City BID the Cabinet agreed that they were not in conflict with the objectives of the Authority.</p> <p>Delegated authority was given to the Director (Governance) to cast a YES vote in the BID ballot.</p> <p>The Cabinet noted the Council will run the ballot.</p> <p>The Cabinet noted the Council will be the billing authority.</p> <p>The Cabinet agreed the Council will purchase the additional system software and any associated licences required to enable it to administer and collect the levy and will invoice the BID company for these fees.</p> <p>The Cabinet agreed the Council will make a separate charge for the billing costs.</p> <p>That, subject to a successful ballot, the Cabinet agreed to delegate authority to the Director (Governance), in consultation with the Executive Member (Resources), to enter into an operating agreement and memorandum of understanding with the BID Company.</p>

The Cabinet agreed, subject to a successful ballot and the establishment of the BID Company, to appoint a Member to sit as a Director on the Welwyn Garden City Bid Limited Board and a senior Council Officer (Head of Service or Director) to act as adviser to the Board.

**BACKGROUND:**

Report of the Director (Finance and Operations) to the Cabinet item 16 refers.

**LIST REFERENCE: 9/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
Council's Achievement List – Quarter 1 (2016-17)

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	6 September 2016	No	Non-Key	Thom Burn 01707 357245 <a href="mailto:t.burn@welhat.gov.uk">t.burn@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The Council's Achievements List was noted.

<b>BACKGROUND:</b>
Report of the Director (Finance and Operations) to the Cabinet item 17 refers.

**LIST REFERENCE: 10/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
Performance Exception Report – August 2016

<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	6 September 2016	No	Non-Key	Paul Underwood 01707 357220 <a href="mailto:p.underwood@welhat.gov.uk">p.underwood@welhat.gov.uk</a>	No	All

<b>DECISION:</b>
Strategic performance data was noted and any proposed actions highlighted approved.

<b>BACKGROUND:</b>
Report of the Director (Finance and Operations) to the Cabinet item 18 refers.

**LIST REFERENCE: 11/4/16-17**

<b>SUBJECT / TITLE OF REPORT</b>
Affordable Housing Programme - All Saints Property Development at Hall Grove, 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	Hollybush	Cabinet	6 September 2016	No	Non-Key	Geoff Sampson 01707 357458 <a href="mailto:g.sampson@welhat.gov.uk">g.sampson@welhat.gov.uk</a>	Yes 15 September 2016	Social

<b>DECISION:</b>
<p>The Cabinet agreed that the Council enter into a legal agreement with Rockwell Homes to purchase eight new affordable homes (the new properties) at All Saints, Hall Grove, and Welwyn Garden City to be built to the Council's specification.</p> <p>The Cabinet agreed to pay the purchase price of £3,225,000 for the new properties from Rockwell Homes.</p> <p>The Cabinet agreed to delegate authority to the Council's designated Chief Finance Officer (pursuant to Section 151 of the Local Government Act 1972 (as amended)), in consultation with the Executive Member (Planning, Housing and Community) and the Executive Member (Resources), to agree reasonable changes to the funding requirement if significant abnormal costs were demonstrated or other unknown/unforeseen costs were incurred.</p>

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

LIST REFERENCE: 12/4/16-17

SUBJECT / TITLE OF REPORT								
Insurance Renewal 24 June 2016 – 23 June 2017								

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	6 September 2016	No	Non-Key	Andrea Plucknett 01707 357453 <a href="mailto:a.plucknett@welhat.gov.uk">a.plucknett@welhat.gov.uk</a>	No	Resources

DECISION:
The decisions made by the Director (Finance and Operations), in conjunction with the Executive Member (Resources), to approve insurance renewal terms were confirmed.

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