



PUBLICATION OF DECISION LIST NUMBER 1/17-18

MUNICIPAL YEAR 2017/18

Date Published: 9 June 2017

This document lists the decisions taken by the Cabinet at its meeting on 6 June 2017. 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 June 2017) 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 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

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.
1/1/17-18	Cabinet	6 June 2017	1	Release of Section 106 Funding – Refurbishment of a Changing Pavilion	Budget and Policy Framework Item for Recommendation to the Council	Hollybush	No	Resources	1.
2/1/17-18	Cabinet	6 June 2017	1	Food Hygiene Rating Scheme – Cost Recovery	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	2.
3/1/17-18	Cabinet	6 June 2017	1	Parking Services Update and Future Work Programmes	Key Forward Plan Ref: FP785	All	No	Environment	3.
4/1/17-18	Cabinet	6 June 2017	1	Revenue Budget Outturn Report for the Financial Year 2016/17	Key Forward Plan Ref: FP797	All	No	Resources	4.
5/1/17-18	Cabinet	6 June 2017	1	2016/17 Capital Outturn and Funding Position	Key Forward Plan Ref: FP797	All	No	Resources	5.
6/1/17-18	Cabinet	6 June 2017	1	Adjustment to Capital Roll Forwards Budget 2016/17 into 2017/18	Key Forward Plan Ref: FP796	All	No	Resources	6.
7/1/17-18	Cabinet	6 June 2017	1	Treasury Management Annual Report 2016/17	Key Forward Plan Ref: FP798	All	No	Resources	7.
8/1/17-18	Cabinet	6 June 2017	1	Disabled Facility Grant Contract	Key Forward Plan Ref: FP802	All	No	Social	8.

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.
9/1/17-18	Cabinet	6 June 2017	1	Provision of Internal Audit Services	Key Forward Plan Ref: FP803	All	No	Resources	9.
10/1/17-18	Cabinet	6 June 2017	1	Food Safety Service Plan 2017/18	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	10.
11/1/17-18	Cabinet	6 June 2017	1	Health and Safety Service Plan 2017/18	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	11.
12/1/17-18	Cabinet	6 June 2017	1	Problems Associated with Trees within the Borough	Non-Key Scrutiny Item	All	No	Environment	12.
13/1/17-18	Cabinet	6 June 2017	1	Draft Annual Governance Statement for the Financial Year 2016/17	Non-Key	All	No	Resources	13.
14/1/17-18	Cabinet	6 June 2017	1	Footway Maintenance Contract	Non-Key	All	No	Environment	14.
15/1/17-18	Cabinet	6 June 2017	1	Performance Exception Report – May 2017	Non-Key	All	No	All	15.
16/1/17-18	Cabinet	6 June 2017	1	Council's Achievement List – January to March 2017	Non-Key	All	No	Resources	16.
17/1/17-18	Cabinet	6 June 2017	1	Council Tax Support – Hardship Relief and	Non-Key	All	No	Resources	17.

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				Discretionary Housing Payment Update					
18/1/17-18	Cabinet	6 June 2017	2	Award of Contract for Mains Isolator Switches	Key Forward Plan Ref: FP804	All	No	Resources	18.
19/1/17-18	Cabinet	6 June 2017	2	Contract Procedure Rules and Requirement for a Member Procurement Board – 1 and 3 to 9 Town Centre, Hatfield	Non-Key	Hatfield Central	No	Resources	19.

LIST REFERENCE: 1/1/17-18

SUBJECT / TITLE OF REPORT

Release of Section 106 Funding – Refurbishment of a Changing Pavilion

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	Hollybush	Cabinet	6 June 2017	No	Budget and Policy Framework Item for Recommendation to the Council	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	Resources

DECISION:

- (1) The Cabinet noted the release of the Section 106 funding of £124,036.14 from Crest Nicholson Operations Limited under the terms of the relevant Deed of variation, and agreed to allocate it towards a full refurbishment of the existing changing pavilion within the King George V Playing Fields in Welwyn Garden City.
- (2) The Cabinet recommended to the Council that this sum be reflected in the current year's capital programme and budget.

BACKGROUND:

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

LIST REFERENCE: 2/1/17-18

SUBJECT / TITLE OF REPORT								
Food Hygiene Rating Scheme – Cost Recovery								

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 June 2017	No	Budget and Policy Framework Item for Recommendation to the Council	Cheryll Brown 01707 357207 c.brown@welhat.gov.uk	No	Environment

DECISION:	
(1)	The change in the Food Standards Agency charging policy was noted and the proposal to introduce a cost recovery fee for Food Hygiene Rating Scheme re-inspections/re-visits was agreed.
(2)	Delegated authority would be given to the Head of Public Health and Protection, in consultation with the Executive Director (Public Protection, Planning and Governance) and the Portfolio Holder for Business, Partnerships and Public Health and a suitable fee determined having regard to the Food Standards Agency’s guidance and in consultation with the Council’s Finance team.
(3)	The Cabinet recommended that the changes be introduced and referred to the Council to be adopted with the budget book adjusted accordingly.

BACKGROUND:
Recommendations of Environment Overview and Scrutiny Committee on 5 April 2017 to the Cabinet item 8(b) refers.

LIST REFERENCE: 3/1/17-18

SUBJECT / TITLE OF REPORT
Parking Services Update and Future Work Programmes

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 June 2017	No	Key Forward Plan Ref: FP785	Vikki Hatfield 01707 357555 v.hatfield@welhat.gov.uk	No	Environment

DECISION:
<p>(1) The Panel noted the update on the current 2016/17 work programme and recommended to the Cabinet the proposed 2017/18 work programme for parking restrictions and improvements.</p> <p>(2) The remainder of the Lemsford Road and French Horn Lane schemes (both in Hatfield Central and East – Area 3 and 4) would be placed on hold, until a decision had been made about the planning application for building the multi-storey car park in The Common, Hatfield.</p>

BACKGROUND:
Recommendations of Cabinet Housing and Planning Panel on 19 April 2017 to the Cabinet item 9(a) refers.

LIST REFERENCE: 4/1/17-18

SUBJECT / TITLE OF REPORT

Revenue Budget Outturn Report for the Financial Year 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 June 2017	No	Key Forward Plan Ref: FP797	Daniel Williams 01707 357389 d.williams@welhat.gov.uk	No	Resources

DECISION:

- (1) The Cabinet noted the outturn for the General Fund and the Housing Revenue Account as at 31 March 2017.
- (2) The Cabinet noted the position on debts and rechargeable works.
- (3) The Cabinet noted movements on all reserves including ring-fenced and strategic reserves.

BACKGROUND:

Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 9(b) refers.

LIST REFERENCE: 5/1/17-18

SUBJECT / TITLE OF REPORT

2016/17 Capital Outturn and Funding Position

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 June 2017	No	Key Forward Plan Ref: FP797	Tracy Fortune 01707 357219 t.fortune@welhat.gov.uk	No	Resources

DECISION:

- (1) The Cabinet noted the capital expenditure outturn for 2016/17 of £33.237M.
- (2) The Cabinet approved the funding of capital expenditure for 2016/17.

BACKGROUND:

Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 9(c) refers.

LIST REFERENCE: 6/1/17-18

SUBJECT / TITLE OF REPORT

Adjustment to Capital Roll Forwards Budget 2016/17 into 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 June 2017	No	Key Forward Plan Ref: FP796	Tracy Fortune 01707 357219 t.fortune@welhat.gov.uk	No	Resources

DECISION:

Adjustments to the 2016/17 and 2017/18 capital budgets were approved.

BACKGROUND:

Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 9(d) refers.

LIST REFERENCE: 7/1/17-18

SUBJECT / TITLE OF REPORT

Treasury Management Annual Report 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 June 2017	No	Key Forward Plan Ref: FP798	Andrea Plucknett 01707 357453 a.plucknett@welhat.gov.uk	No	Resources

DECISION:

The actual treasury management prudential indicators for 2016/17 with amendments were agreed.

BACKGROUND:

Report of the Executive Director (Resources, Environment and Cultural Services) to the Cabinet item 9(e) refers.

LIST REFERENCE: 8/1/17-18

SUBJECT / TITLE OF REPORT
Disabled Facility Grant 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	6 June 2017	No	Key Forward Plan Ref: FP802	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Social

DECISION:
The contract for Disabled Facilities Grants was extended by one year until 30 September 2018.

BACKGROUND:
Report of the Executive Director (Housing and Communities) to the Cabinet item 9(f) refers.

LIST REFERENCE: 9/1/17-18

SUBJECT / TITLE OF REPORT
Provision of Internal Audit 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	6 June 2017	No	Key Forward Plan Ref: FP803	Ian Colyer 01707 357413 i.colyer@welhat.gov.uk	No	Resources

DECISION:
<p>(1) The Cabinet authorised an extension of the Partnership Agreement and Contract with effect from 1 June 2016 until 31 May 2018.</p> <p>(2) The Cabinet delegated authority to the Director (Resources, Environment and Cultural Services), in consultation with the Executive Member, (Resources), to approve any further extensions of this agreement.</p>

BACKGROUND:
Joint report of the Executive Directors (Resources, Environment and Cultural Services) and (Public Protection, Planning and Governance) to the Cabinet item 9(g) refers.

LIST REFERENCE: 10/1/17-18

SUBJECT / TITLE OF REPORT

Food Safety Service Plan 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		Cabinet	6 June 2017	No	Budget and Policy Framework Item for Recommendation to the Council	Cheryll Brown 01707 357207 c.brown@welhat.gov.uk	No	Environment

DECISION:

- (1) The performance against the previous Food Safety Service Plan was noted.
- (2) The Food Safety Service Plan for 2017/18 was noted.
- (3) The Food Safety Service Plan was recommended by the Cabinet for adoption by the Council.

BACKGROUND:

Recommendations of Environment Overview and Scrutiny Committee on 5 April 2017 to the Cabinet item 9(h) refers.

LIST REFERENCE: 11/1/17-18

SUBJECT / TITLE OF REPORT
Health and Safety Service Plan 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		Cabinet	6 June 2017	No	Budget and Policy Framework Item for Recommendation to the Council	Cheryll Brown 01707 357207 c.brown@welhat.gov.uk	No	Environment

DECISION:
(1) The Council's Health and Safety Service Plan for 2017/18 was noted.
(2) The Health and Safety Service Plan for 2017/18 was recommended by the Cabinet for adoption by the Council.

BACKGROUND:
Recommendations of Environment Overview and Scrutiny Committee on 5 April 2017 to the Cabinet item 9(i) refers.

LIST REFERENCE: 12/1/17-18

SUBJECT / TITLE OF REPORT

Problems Associated with Trees within the Borough

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 June 2017	No	Non-Key	Suzanne Hulks 01707 357467 s.hulks@welhat.gov.uk	No	Environment

DECISION:

The Cabinet thanked the Scrutiny Sub-Committee for its work and agreed that the recommendations made be considered as part of the forthcoming wider Tree Strategy Review.

BACKGROUND:

Recommendations of Environment Scrutiny Sub-Committee to the Cabinet item 9(j) refers.

LIST REFERENCE: 13/1/17-18

SUBJECT / TITLE OF REPORT

Draft Annual Governance Statement for the Financial Year 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 June 2017	No	Non-Key	Rob Bridge 01707 357327 r.bridge@welhat.gov.uk	No	Resources

DECISION:

- (1) The Cabinet approved the Draft Annual Governance Statement, with comments made by the Standards Committee.
- (2) The Cabinet authorised the Chief Executive, in conjunction with the Leader of the Council, to make any subsequent amendments to the Draft Annual Governance Statement necessitated by comments made by the Audit Committee,
- (3) The Cabinet recommended its certification by the Leader of the Council and the Chief Executive.

BACKGROUND:

Report of the Chief Executive to the Cabinet item 12 refers.

LIST REFERENCE: 14/1/17-18

SUBJECT / TITLE OF REPORT
Footway 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
1	All	Cabinet	6 June 2017	No	Non-Key	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:
The contract for footway repairs with Henderson and Taylor (Public Works) was extended by one year until 30 September 2018.

BACKGROUND:
Report of the Executive Directors (Resources, Environment and Cultural Services) to the Cabinet item 13 refers.

LIST REFERENCE: 15/1/17-18

SUBJECT / TITLE OF REPORT

Performance Exception Report – May 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
1	All	Cabinet	6 June 2017	No	Non-Key	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	All

DECISION:

The Cabinet noted performance data and approved any proposed actions highlighted.

BACKGROUND:

Report of the Executive Directors (Resources, Environment and Cultural Services) to the Cabinet item 14 refers.

LIST REFERENCE: 16/1/17-18

SUBJECT / TITLE OF REPORT

Council's Achievement List – January to March 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
1	All	Cabinet	6 June 2017	No	Non-Key	Thom Burn 01707 357245 t.burn@welhat.gov.uk	No	Resources

DECISION:

The Cabinet noted the Achievements List.

BACKGROUND:

Report of the Executive Directors (Resources, Environment and Cultural Services) to the Cabinet item 15 refers.

LIST REFERENCE: 17/1/17-18

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	6 June 2017	No	Non-Key	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk	No	Resources

DECISION:

The Cabinet noted the update on the operation of this scheme.

BACKGROUND:

Report of the Executive Directors (Resources, Environment and Cultural Services) to the Cabinet item 16 refers.

LIST REFERENCE: 18/1/17-18

SUBJECT / TITLE OF REPORT

Award of Contract for Mains Isolator Switches

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 June 2017	No	Key Forward Plan Ref: FP804	Peter Gray 01707 357658 p.gray@welhat.gov.uk	No	Resources

DECISION:

The contract for the installation of Mains Isolator Switches was awarded to Dawling Limited for a three year period, commencing on 1 July 2017, with an optional one year extension.

BACKGROUND:

Exempt report of the Executive Director (Housing and Communities) to Cabinet item 19(a) refers. As the report contains confidential/exempt information it is not available to the press or public.

LIST REFERENCE: 19/1/17-18

SUBJECT / TITLE OF REPORT
Contract Procedure Rules and Requirement for a Member Procurement Board – 1 and 3 to 9 Town Centre, 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 Central	Cabinet	6 June 2017	No	Non-Key	Mike Storey 01707 357457 m.storey@welhat.gov.uk	No	Resources

DECISION:
The Cabinet agreed to appoint a Member Panel to oversee this procurement.

BACKGROUND:
Exempt report of the Executive Director (Resources, Environment and Cultural Services) to Cabinet item 20 refers. As the report contains confidential/exempt information it is not available to the press or public.