



# WELWYN HATFIELD

## **PUBLICATION OF DECISION LIST NUMBER 1/18-19**

MUNICIPAL YEAR 2017/18

Date Published: 8 June 2018

This document lists the decisions taken by the Cabinet at its meeting on 5 June 2018. 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. 22 June 2018) 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. Either a special meeting of the Overview and Scrutiny Committee to consider the "called-in" item(s) will be convened within three working days of the call-in request or the item will be placed on the Agenda of the next available meeting of that Committee, depending on which can be achieved earliest. 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 Corporate 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](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.
1/1/18-19	Cabinet	5 June 2018	1	Food Safety Service Plan 2018/19	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	1.
2/1/18-19	Cabinet	5 June 2018	1	Corporate Enforcement Policy	Budget and Policy Framework Item for Recommendation to the Council	All	No	Environment	2.
3/1/18-19	Cabinet	5 June 2018	1	Revenue Budget Outturn Report for the Financial Year 2017/18	Key Forward Plan Ref: FP864	All	No	Resources	3.
4/1/18-19	Cabinet	5 June 2018	1	2017/18 Capital Outturn and Funding Position	Key Forward Plan Ref: FP864	All	No	Resources	4.
5/1/18-19	Cabinet	5 June 2018	1	Treasury Management Annual Report 2017/18	Non-Key	All	No	Resources	5.
6/1/18-19	Cabinet	5 June 2018	1	Re-Procurement of Pest Control Contract	Non-Key	All	No	Environment	6.
7/1/18-19	Cabinet	5 June 2018	1	Hatfield Bike Hire Scheme	Non-Key	Hatfield Wards	No	Environment	7.
8/1/18-19	Cabinet	5 June 2018	1	Council's Achievement List – January to March 2018	Non-Key	All	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>
9/1/18-19	Cabinet	5 June 2018	1	Appointment of Cabinet Panels, Committee and Boards 2018/19	Non-Key	Not Ward Specific	No	-	9.
10/1/18-19	Cabinet	5 June 2018	1	Appointment of Representatives on Outside Bodies 2018/19	Non-Key	Not Ward Specific	No	-	10.
11/1/18-19	Cabinet	5 June 2018	1	Rail Timetable Changes	Urgent	All	No	Environment	11.
12/1/18-19	Cabinet	5 June 2018	2	Award of Agency Staff Contracts	Key Forward Plan Ref: FP851	All	No	Resources	12.
13/1/18-19	Cabinet	5 June 2018	2	Award of Contract for External Redecorations and Repairs to Hazel Grove House, Hatfield	Key Forward Plan Ref: FP858	Hatfield South West	Yes 28 June 2018	Social	13.
14/1/18-19	Cabinet	5 June 2018	2	Private Sector Adaptations Contract – Agreement of Procurement Arrangements	Key Forward Plan Ref: FP846	All	Yes 28 June 2018	Social	14.
15/1/18-19	Cabinet	5 June 2018	2	Stanborough Park North Development	Key Forward Plan Ref: FP862	Handside	No	Resources	15.

**LIST REFERENCE: 1/1/18-19**

<b>SUBJECT / TITLE OF REPORT</b>								
Food Safety Service Plan 2018/19								

<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 &amp; Scrutiny Committee</b>
1	All	Cabinet	5 June 2018	No	Budget and Policy Framework Item for Recommendation to the Council	Cheryll Brown 01707 357207 <a href="mailto:c.brown@welhat.gov.uk">c.brown@welhat.gov. uk</a>	No	Environment

<b>DECISION:</b>								
(1) The performance against the previous Food Safety Service Plan was noted.								
(2) The Food Safety Service Plan was agreed and recommended to be adopted by the Council.								

<b>BACKGROUND:</b>								
Recommendation of Environment Overview and Scrutiny Committee on 26 March 2018 to the Cabinet item 8(a) refers.								

**LIST REFERENCE: 2/1/18-19**

<b>SUBJECT / TITLE OF REPORT</b>								
Corporate Enforcement Policy								

<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	5 June 2018	No	Budget and Policy Framework Item for Recommendation to the Council	Joanna Harding 01707 357361 <a href="mailto:j.harding@welhat.gov.uk">j.harding@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
The Corporate Enforcement Policy was agreed and recommended for approval by the Council.

<b>BACKGROUND:</b>
Recommendation of Environment Overview and Scrutiny Committee on 26 March 2018 to the Cabinet item 8(b) refers.

**LIST REFERENCE: 3/1/18-19**

<b>SUBJECT / TITLE OF REPORT</b>
Revenue Budget Outturn Report for the Financial Year 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	5 June 2018	No	Key Forward Plan Ref: FP864	Daniel Williams 01707 357389 <a href="mailto:d.williams@welhat.gov.uk">d.williams@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The outturn for the General Fund and the Housing Revenue Account as at 31 March 2018 and the position on debts was noted and movements on earmarked reserves were approved.

<b>BACKGROUND:</b>
Report of the Corporate Director (Resources, Environment and Cultural Services) to the Cabinet item 9(a) refers.

**LIST REFERENCE: 4/1/18-19**

**SUBJECT / TITLE OF REPORT**

2017/18 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	5 June 2018	No	Key Forward Plan Ref: FP864	Richard Baker 01707 357425 <a href="mailto:r.baker@welhat.gov.uk">r.baker@welhat.gov.uk</a>	No	Resources

**DECISION:**

(1) The Cabinet noted the overall capital outturn position and financing for 2017/18 and approved the roll forward budgets.

**BACKGROUND:**

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

**LIST REFERENCE: 5/1/18-19**

**SUBJECT / TITLE OF REPORT**

Treasury Management Annual Report 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	5 June 2018	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 2017/18 Treasury Management report and actual prudential inductors were noted.

**BACKGROUND:**

Report of the Corporate Director (Resources, Environment and Cultural Services) to the Cabinet item 10 refers.



**LIST REFERENCE: 6/1/18-19**

**SUBJECT / TITLE OF REPORT**

Re-Procurement of 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	Non-Key	Cabinet	5 June 2018	No	Non-Key	Joanna Harding 01707 357361 <a href="mailto:j.harding@welhat.gov.uk">j.harding@welhat.gov.uk</a>	No	Environment

**DECISION:**

The contract re-procurement project for this service would be overseen by the General Procurement Board.

**BACKGROUND:**

Report of the Corporate Director (Public Protection, Planning and Governance) to the Cabinet item 11 refers.

**LIST REFERENCE: 7/1/18-19**

<b>SUBJECT / TITLE OF REPORT</b>								
Hatfield Bike Hire Scheme								

<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	Hatfield Wards	Cabinet	5 June 2018	No	Non-Key	Colin Haigh 01707 357239 <a href="mailto:c.haigh@welhat.gov.uk">c.haigh@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
<p>The Cabinet agreed that:-</p> <ol style="list-style-type: none"> <li>(1) the Council would support the efforts of the Hatfield Renewal Partnership in the trial of a bike hire scheme for the town, with a desired start date of September 2018 to match the academic term.</li> <li>(2) the Council would accept that some issues were likely to arise as the scheme was implemented, and that Officers, Members and other partners might have to work with the operating company to resolve these issues.</li> <li>(3) the Council would communicate the scheme to interested parties and landowners and publicise the scheme to the wider community making it clear that the scheme was for all of the town's residents, workers, students and visitors, as a cheap and easy alternative to driving.</li> </ol>

<b>BACKGROUND:</b>
Report of the Corporate Director (Public Protection, Planning and Governance) to the Cabinet item 12 refers.

**LIST REFERENCE: 8/1/18-19**

**SUBJECT / TITLE OF REPORT**

Council's Achievement List – January to March 2018

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	5 June 2018	No	Non-Key	Thom Burn 01707 357245 <a href="mailto:t.burn@welhat.gov.uk">t.burn@welhat.gov.uk</a>	No	Resources

**DECISION:**

The Cabinet noted the contents of the Achievements List.

**BACKGROUND:**

Report of the Corporate Director (Resources, Environment and Cultural Services) to the Cabinet item 10 refers.

**LIST REFERENCE: 9/1/18-19**

**SUBJECT / TITLE OF REPORT**

Appointment of Cabinet Panels, Committee and Boards 2018/19

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	Not Ward Specific	Cabinet	5 June 2018	No	Non-Key	Graham Seal 01707 357444 <a href="mailto:g.seal@welhat.gov.uk">g.seal@welhat.gov.uk</a>	No	-

**DECISION:**

Cabinet Panels, Committees and Boards for 2018/19 were appointed.

**BACKGROUND:**

Cabinet Agenda Item 14 refers.

**LIST REFERENCE: 10/1/18-19**

**SUBJECT / TITLE OF REPORT**

Appointment of Representatives on Outside Bodies 2018/19

<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	Not Ward Specific	Cabinet	5 June 2018	No	Non-Key	Graham Seal 01707 357444 <a href="mailto:g.seal@welhat.gov.uk">g.seal@welhat.gov.uk</a>	No	-

**DECISION:**

Representatives were appointed to serve on executive outside bodies for 2018/19.

**BACKGROUND:**

Cabinet Agenda Item 15 refers.

**LIST REFERENCE: 11/1/18-19**

**SUBJECT / TITLE OF REPORT**

Rail Timetable Changes – Impact on Residents and Businesses

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	5 June 2018	No	Urgent	Rob Bridge 01707 357327 <a href="mailto:r.bridge@welhat.gov.uk">r.bridge@welhat.gov.uk</a>	No	Environment

**DECISION:**

The Cabinet authorised the Chief Executive, in consultation with the Leader of the Council, to write a letter to Rail Minister and Transport Secretary expressing the Council’s concerns at the impact on the Borough’s residents and businesses of the new rail timetable and asking for actions to be taken immediately so services were returned to acceptable levels.

**BACKGROUND:**

Verbal item to raise concerns about current rail services.

**LIST REFERENCE: 12/1/18-19**

<b>SUBJECT / TITLE OF REPORT</b>
Award of Agency Staff Contracts

<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>
2	All	Cabinet	5 June 2018	No	Key Forward Plan Ref: FP851	Margaret Martinus 01707 357575 <a href="mailto:m.martinus@welhat.gov.uk">m.martinus@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The Cabinet agreed that a number of companies be admitted to the framework for procuring temporary staff following a tendering and evaluation exercise.

<b>BACKGROUND:</b>
Exempt report of the Corporate Director (Public Protection, Planning and Governance) to Cabinet item 18(a) refers. As the report contains confidential/exempt information it is not available to the press or public.

**LIST REFERENCE: 13/1/18-19**

**SUBJECT / TITLE OF REPORT**

Award of Contract for External Redecorations and Repairs to Hazel Grove House, 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 South West	Cabinet	5 June 2018	No	Key Forward Plan Ref: FP858	Peter Gray 01707 357658 <a href="mailto:p.gray@welhat.gov.luk">p.gray@welhat.gov.luk</a>	Yes 28 June 2018	Social

**DECISION:**

The contract for external redecorations and repairs to Hazel Grove House was awarded to Axis Europe PLC.

**BACKGROUND:**

Exempt report of the Corporate Director (Housing and Communities) to Cabinet item 18(b) refers. As the report contains confidential/exempt information it is not available to the press or public.



**LIST REFERENCE: 14/1/18-19**

**SUBJECT / TITLE OF REPORT**

Private Sector Adaptations Contract – Agreement of Procurement Arrangements

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	5 June 2018	No	Key Forward Plan Ref: FP846	Andy Luck 01707 357571 <a href="mailto:a.luck@welhat.gov.uk">a.luck@welhat.gov.uk</a>	Yes 26 June 2018	Social

**DECISION:**

The Cabinet agreed the option for delivering the service to include it in the current Gracelands Contract for Council stock adaptations.

**BACKGROUND:**

Exempt recommendation of Cabinet Housing Panel on 16 April 2018 to the Cabinet item 18(c) refers. As the report contains confidential/exempt information it is not available to the press or public.

**LIST REFERENCE: 15/1/18-19**

<b>SUBJECT / TITLE OF REPORT</b>
Stanborough Park North Development

<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>
2	Handside	Cabinet	5 June 2018	No	Key Forward Plan Ref: FP862	Ka Ng 01707 357275 <a href="mailto:k.ng@welhat.gov.uk">k.ng@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The Cabinet agreed in principle to the Stanborough Park North development.

<b>BACKGROUND:</b>
Exempt report of the Corporate Director (Resources, Environment and Cultural Services) to Cabinet item 19 refers. As the report contains confidential/exempt information it is not available to the press or public.