



**PUBLICATION OF DECISION LIST NUMBER 5/11-12**

MUNICIPAL YEAR 2011/12

Date Published: 7 October 2011

This document lists the decisions taken by the Cabinet at its meeting on 4 October 2011. 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. 21 October 2011) 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, Head of Committee Management. 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, Head of Committee Management 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)

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<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>
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11/5/11-12	Cabinet	4 October 2011	2	Award of Contract – Carbon Monoxide Alarms	Non-Key	All	No	Social	11
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13/5/11-12	Cabinet	4 October 2011	2	Award of Contract – Waste Planning Consultatnt	Non-Key	All	No	Environment	13
14/5/11-12	Cabinet	4 October 2011	2	Insurance Renewal 2011	Non-Key	All	No	Resources	14

**LIST REFERENCE: 1/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>
Release of Capital Funds – Private Sector Renewal Funding

<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	4 October 2011	No	Key Forward Plan Ref: FP512	Sian Chambers 01707 357640 <a href="mailto:s.chambers@welhat.gov.uk">s.chambers@welhat.gov.uk</a>	No	Social

<b>DECISION:</b>
The expenditure of Government grant funding of £380,910 over 2011/12 and 2012/13 on private sector renewal and the release of £155,000 of this funding from the capital budget in 2011/12 was approved.

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

**LIST REFERENCE: 2/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>
Transfer of Land from the Homes and Communities Agency

<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	4 October 2011	No	Key Forward Plan Ref: FP514	Geoff Sampson 01707 357458 <a href="mailto:g.sampson@welhat.gov.uk">g.sampson@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
The transfer of a package of land from the Homes and Communities Agency to the Council was approved and the revenue implications of the transfer were noted.

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

**LIST REFERENCE: 3/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>								
Formal Consultation Results for Proposed Parking Restrictions in the Car Park at King George V Playing Fields								

<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	Hollybush and Howlands	Cabinet	4 October 2011	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>
The Cabinet considered the recommendation of the Cabinet Panel and decided that the Traffic Regulation Order for proposed parking restrictions in the car park at King George V playing fields should be proceeded with as advertised in the public notice.

<b>BACKGROUND:</b>
Recommendation of the Cabinet Housing and Planning Panel on 18 August 2011 to the Cabinet item 9 refers.

**LIST REFERENCE: 4/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>
Capital Project – King George V Lighting and Closed Circuit Television

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 and Howlands	Cabinet	4 October 2011	No	Non-Key	Carol Rigby 01707 357114 <a href="mailto:c.rigby@welhat.gov.uk">c.rigby@welhat.gov.uk</a>	No	Social

<b>DECISION:</b>
<p>The proposed car park management system was cancelled and the lighting and closed circuit television elements of the project costing £30,000 were approved.</p> <p>The release of £30,000 from the 2011/12 capital programme was approved so that the project could go ahead as soon as possible.</p> <p>The £30,000 of the capital budget for the project which was no longer required was returned to the central budget.</p>

<b>BACKGROUND:</b>
Report of the Director (Finance and Operations) to the Cabinet item 11 refers.

**LIST REFERENCE: 5/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>
Options Appraisal for the Future Delivery of Closed Circuit Television 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	4 October 2011	No	Non-Key	Andrew Harper 01707 357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a> Tim Beyer 01707 357309 <a href="mailto:t.beyer@welhat.gov.uk">t.beyer@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
<p>It was agreed that a Member Project Board be established to review the Council's current CCTV service and to look at options for future service delivery.</p> <p>The recommendations of the Project Board from this review would be brought back to the Cabinet for a decision in time for any new procurement exercise to take place.</p>

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



**LIST REFERENCE: 6/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>
Delegated Authority to Award the Single Persons Discount Contract for Council Tax

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	4 October 2011	No	Non-Key	Andrew Harper 01707 357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a> Farhad Cantel 01707 357011 <a href="mailto:f.cantel@welhat.gov.uk">f.cantel@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
Delegated authority was given to the Director (Finance and Operations), in consultation with the Executive Member, Resources, to award a contract to undertake a single persons discount service for Council Tax to the Hertfordshire Authorities.

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

LIST REFERENCE: 7/5/11-12

SUBJECT / TITLE OF REPORT								
Performance Exception Report – August 2011								

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	4 October 2011	No	Non-Key	Paul Underwood 01707 357220 <a href="mailto:p.underwood@welhat.gov.uk">p.underwood@welhat.gov.uk</a>	No	All

DECISION:
The performance exception report was noted and any proposed actions following the completion of the clinic meetings on 11 August 2011 were approved.

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

LIST REFERENCE: 8/5/11-12

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	4 October 2011	No	Non-Key	Andy Cremer 01707 357169 <a href="mailto:a.cremer@welhat.gov.uk">a.cremer@welhat.gov.uk</a>	No	Resources

DECISION:
The current strategic risk register and top operational risks were reviewed, noting in particular that relevant controls were assigned, mitigation plans with the correct status were in place and the comments made in respect of each risk.

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

**LIST REFERENCE: 9/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>
Council's Achievements List

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	4 October 2011	No	Non-Key	Helen Wheller 01707 357245 <a href="mailto:h.wheller@welhat.gov.uk">h.wheller@welhat.gov.uk</a>	No	All

<b>DECISION:</b>
The achievements list was noted.

<b>BACKGROUND:</b>
Report of the Director (Strategy and Development) to the Cabinet item 16 refers.

**LIST REFERENCE: 10/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>								
Award of Contract - Cleaning								

<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	4 October 2011	No	Non-Key	Andrew Harper 01707 357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	No	Resources

<b>DECISION:</b>
<p>A five year contract with a further optional two year extension was awarded to Turners Cleaning for Campus West, Campus East and Bridge Road East.</p> <p>A five year contract with a further optional two year extension was awarded to Haywards Cleaning for various small sites and warden controlled premises.</p> <p>A contract was not awarded for the Weltech Centre at this time, but discussions would continue with contractors.</p>

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

**LIST REFERENCE: 11/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>								
Award of Contract – Carbon Monoxide Alarms								

<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	4 October 2011	No	Non-Key	Andrew Harper 01707 357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	No	Social

<b>DECISION:</b>
A three year contract with a further option of a one year extension was awarded to Mill Green Electrical Ltd for the supply and installation of carbon monoxide alarms in housing properties and the capital budget in 2011/12 for this scheme was released.

<b>BACKGROUND:</b>
Exempt report of the Director (Strategy and Development) to Cabinet item 20 refers. As the report contains confidential/exempt information it is not available to the press or public.

LIST REFERENCE: 12/5/11-12

SUBJECT / TITLE OF REPORT								
Award of Contract – Young Tree Maintenance								

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	4 October 2011	No	Non-Key	Andrew Harper 01707 357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	No	Environment

DECISION:
A three year contract with a further optional one year extension was awarded to Maydencroft Rural Ltd.

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

**LIST REFERENCE: 13/5/11-12**

<b>SUBJECT / TITLE OF REPORT</b>
Award of Contract – Waste Planning Consultant

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	4 October 2011	No	Non-Key	Andrew Harper 01707 357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	No	Environment

<b>DECISION:</b>
<p>In view of the need to make an urgent appointment of a waste planning consultant, a dispensation from the Council’s Contract Procedure Rules was granted.</p> <p>Delegated authority was given to the Director (Strategy and Development), in consultation with the Executive Member, Planning and Business, to extend the current waste planning consultancy contract to provide advice related to specialist expertise of strategic waste planning.</p>

<b>BACKGROUND:</b>
<p>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.</p>



LIST REFERENCE: 14/5/11-12

SUBJECT / TITLE OF REPORT								
Insurance Renewal 2011								

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	4 October 2011	No	Non Key	Andrew Harper 01707 357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	No	Resources

DECISION:
The decision made by the Director (Finance and Operations), in consultation with the Executive Member, Resources, to renew the Council's insurance policies was confirmed.

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