



PUBLICATION OF DECISION LIST NUMBER 4/13-14

MUNICIPAL YEAR 2013/14

Date Published: 6 September 2013

This document lists the decisions taken by the Cabinet at its meeting on 3 September 2013. 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 September 2013) 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.
1/4/13-14	Cabinet	3 September 2013	1	Chantry Lane Chalk Mine Remediation Contract	Budget Item for Recommendation to the Council Key Forward Plan Ref: FP615	Hatfield Central	No	Resources	1.
2/4/13-14	Cabinet	3 September 2013	1	Changes to Campus East Garage Rents	Budget Item for Recommendation to the Council	Handside	No	Resources	2.
3/4/13-14	Cabinet	3 September 2013	1	Customer Satisfaction Surveys – Council Tax, Benefits and Business Rates	Non-Key	All	No	Resources	3.
4/4/13-14	Cabinet	3 September 2013	1	Complaints Monitoring Report 2012/13	Non-Key	All	No	Resources	4.
5/4/13-14	Cabinet	3 September 2013	1	Proposed Changes to Secure Tenancy Agreement	Non-Key	All	No	Social	5.
6/4/13-14	Cabinet	3 September 2013	1	Selection of Affordable Registered Providers to Deliver Elements of the Affordable Housing Programme and Approval to Package Up Appropriate Council Owned Sites to be Tendered to the Selected Group	Non-Key	All	No	Social	6.

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7/4/13-14	Cabinet	3 September 2013	1	Release of Capital – Hatfield High View	Non-Key	All	No	Resources	7.
8/4/13-14	Cabinet	3 September 2013	1	Risk Management	Non-Key	All	No	Resources	8.
9/4/13-14	Cabinet	3 September 2013	1	Performance Exception Report – August 2013	Non-Key	All	No	All	9.
10/4/13-14	Cabinet	3 September 2013	2	Insurance Renewal 2013	Non-Key	All	No	Resources	10.

LIST REFERENCE: 1/4/13-14

SUBJECT / TITLE OF REPORT
Chantry Lane Chalk Mine Remediation 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	Hatfield Central	Cabinet	3 September 2013	No	Recommendation to the Council	Andrew Harper 01707 357371 a.harper@welhat.gov.uk	No	Resources

DECISION:
<p>Delegated authority was given to the Director of (Finance and Operations), in consultation with the Deputy Leader and Executive Member, Resources, to award the contract for the remediation of the chalk mines in the Chantry Lane area of Hatfield, subject to the full budget being made available by the Homes and Community Agency.</p> <p>The Council was recommended to give delegated authority to the Director (Finance and Operations), in consultation with the Deputy Leader and Executive Member, Resources to incur expenditure on the chalk mine remediation scheme up to the limit of the grant awarded by the Homes and Community Agency.</p>

BACKGROUND:
Report of the Director (Finance and Operations) to Cabinet item 6(a) refers.

LIST REFERENCE: 2/4/13-14

SUBJECT / TITLE OF REPORT
Changes to Campus East Garage Rents

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	Handside	Cabinet	3 September 2013	No	Recommendation to the Council	Ka Ng 01707 357425 k.ng@welhat.gov.uk	No	Resources

DECISION:
<p>The Council was recommended to match the rents for the garages at the Campus East lower car park with the standard price charged on a season ticket in the same car park from April 2014.</p> <p>Officers would write to the current garage tenants about the new rental as soon as it had been approved by the Council.</p> <p>The rental level would be reviewed in twelve months time to allow any impact to be assessed.</p>

BACKGROUND:
Report of the Director (Finance and Operations) to Cabinet item 6(b) refers.

LIST REFERENCE: 3/4/13-14

SUBJECT / TITLE OF REPORT
Customer Satisfaction Surveys – Council Tax, Benefits and Business Rates

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 September 2013	No	Recommendation to the Council Key Forward Plan Ref: FP612	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk	No	Resources

DECISION:
The Cabinet abolished these customer satisfaction surveys on the basis that there was not any legislative or other reason to produce them.

BACKGROUND:
Report of the Director (Finance and Operations) to Cabinet item 8(a) refers.

LIST REFERENCE: 4/4/13-14

SUBJECT / TITLE OF REPORT
Complaints Monitoring Report 2012/13

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 September 2013	No	Key Forward Plan Ref: FP611	Nancy Sardari-Kermani 01707 357271 n.sardari-kermani@welhat.gov.uk	No	Resources

DECISION:
Consideration of the presentation of complaints monitoring information to Members was deferred to the Cabinet's next meeting.

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 8(b) refers.

LIST REFERENCE: 5/4/13-14

SUBJECT / TITLE OF REPORT								
Proposed Changes to Secure Tenancy 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
1	All	Cabinet	3 September 2013	No	Non-Key	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Social

DECISION:								
The revised Secure Tenancy Agreement was approved.								

BACKGROUND:								
Report of the Director (Strategy and Development) to Cabinet item 9(a) refers.								

LIST REFERENCE: 6/4/13-14

SUBJECT / TITLE OF REPORT
Selection of Affordable Registered Providers to Deliver Elements of the Affordable Housing Programme and Approval to Package Up Appropriate Council Owned Sites to be Tendered to the Selected Group

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 September 2013	No	Non-Key	Sian Chambers 01707 357640 s.chambers@welhat.gov.uk	No	Social

DECISION:
<p>The selection of Affinity Sutton, Metropolitan Housing Group, Paradigm Housing Group, Hightown Praetorian, B3 Living, Welwyn Garden City Housing Association, Home Group and North Herts Homes as the eight qualifying Registered Providers to join the framework agreement for delivery of affordable housing was approved.</p> <p>The package of the six Council owned garage sites identified for potential redevelopment at 40–60 Maple Grove and 14-46 Burycroft, Welwyn Garden City and at 1-20 Cotswolds, 1-20 Roe Hill Close, 15-30 Wood Close and 11-25 Branch Close, Hatfield, for disposal via a mini tender process to the framework group was approved.</p>

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 12 refers

LIST REFERENCE: 7/4/13-14

SUBJECT / TITLE OF REPORT								
Release of Capital – Hatfield High View								

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 September 2013	No	Non-Key	Mike Storey 01707 357 m.storey@welhat.gov.uk	No	Resources

DECISION:
Approval was given to £25,000 of the capital budget for the proposed redevelopment/regeneration of the High View neighbourhood shopping parade in Hatfield being released during the current financial year for a development appraisal to be carried out.

BACKGROUND:
Report of the Director (Finance and Operations) to Cabinet item 13 refers

LIST REFERENCE: 8/4/13-14

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 September 2013	No	Non-Key	Andy Cremer 01707 357169 a.cremer@welhat.gov.uk	No	Resources

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

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

LIST REFERENCE: 9/4/13-14

SUBJECT / TITLE OF REPORT								
Performance Exception Report – August 2013								

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 September 2013	No	Non-Key	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	All

DECISION:
The report was noted and proposed actions following the completion of the clinic meetings on 8 August 2013 approved.

BACKGROUND:
Report of the Director (Strategy and Development) to Cabinet item 15 refers

LIST REFERENCE: 10/4/13-14

SUBJECT / TITLE OF REPORT
Insurance Renewal 2013

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 September 2013	No	Non-Key	Andrea Plucknett 01707 357453 a.plucknett@welhat.gov.uk	No	Resources

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

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