

PUBLICATION OF DECISION LIST NUMBER 9/14-15

MUNICIPAL YEAR 2014/15

Date Published: 9 January 2015

This document lists the decisions taken by the Cabinet at its meeting on 6 January 2015. 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 January 2015) 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.
1/9/14-15	Cabinet	6 January 2015	1	Policy and Procedure for Safeguarding and Promoting the Welfare of Children (Young People) and Vulnerable Adults	Budget and Policy Framework Item for Recommendation to the Council	All	No	Social	1.
2/9/14-15	Cabinet	6 January 2015	1	Council Taxbase 2015/16 General Fund Budget 2015/16 Capital Programme – 2015/16 to 2019/20 Housing Revenue Account – Budget – 2015/16 Medium Term Financial Strategy 2015/16 – 2017/18 Treasury Management Strategy 2015/16	Key Forward Plan Ref: FP677, 679, 680 and 681	All	No	Resources	2-3
3/9/14-15	Cabinet	6 January 2015	1	Utility Contracts	Key Forward Plan Ref: FP688	All	No	Resources	4.
4/9/14-15	Cabinet	6 January 2015	1	Campus East Office Accommodation – Fit Out Work	Key not on Forward Plan	All	No	Resources	5.

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5/9/14-15	Cabinet	6 January 2015	1	The Bradmore Way and Peplins Permit Parking Area – Proposed Resident Permit Parking Area	Non-Key	Brookmans Park and Little Heath	No	Environment	6.
6/9/14-15	Cabinet	6 January 2015	1	The Bradmore Green Village Centre – Proposed Changes to Waiting Restrictions	Non-Key	Brookmans Park and Little Heath	No	Environment	7.
7/9/14-15	Cabinet	6 January 2015	1	Allocation of Larger Annual Grants for 2015/16	Non-Key	All	No	Resources	8.
8/9/14-15	Cabinet	6 January 2015	1	Repair and Renew Grant	Non-Key	All	No	Resources	9.
9/9/14-15	Cabinet	6 January 2015	1	Risk Management	Non-Key	All	No	Resources	10.
10/9/14-15	Cabinet	6 January 2015	1	Performance Exception Report – November 2014	Non-Key	All	No	All	11.
11/9/14-15	Cabinet	6 January 2015	2	Purchase of a Specialist Vehicle to Support Environment Services	Budget and Policy Framework Item for Recommendation to the Council	All	No	Resources	12.
12/9/14-15	Cabinet	6 January 2015	2	Write Off Over £10,000	Non-Key	All	No	Resources	13.

LIST REFERENCE: 1/9/14-15

SUBJECT / TITLE OF REPORT

Policy and Procedure for Safeguarding and Promoting the Welfare of Children (Young People) and Vulnerable Adults

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 January 2015	No	Recommendation to the Council	Matthew Rayner 01707 357174 m.rayner@welhat.gov.uk	No	Social

DECISION:

The Policy and Procedure for Safeguarding and Promoting the Welfare of Children (Young People) and Vulnerable Adults was agreed for recommendation to the Council for adoption.

BACKGROUND:

Recommendations of Social Overview and Scrutiny Committee on 3 December 2014 to the Cabinet item 7(a) refers.

LIST REFERENCE: 2/9/14-15

SUBJECT / TITLE OF REPORT
Council Taxbase 2015/16 General Fund Budget 2015/16 Capital Programme – 2015/16 to 2019/20 Housing Revenue Account – Budget – 2015/16 Medium Term Financial Strategy 2015/16 – 2017/18 Treasury Management Strategy 2015/16

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 January 2015	No	Key Forward Plan Ref: FP677, 679, 680 and 681	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk Ka Ng 01707 357425 k.ng@welhat.gov.uk Tracy Fortune 01707 357219 t.fortune@welhat.gov.uk Keith Reynoldson 01707 357297 k.reynoldson@welhat.gov.uk Andrea Plucknett 01707 357453 a.plucknett@welhat.gov.uk	Referred for consideration to the Resources Overview and Scrutiny Committee on 12 January 2015 as part of the budget setting process	Resources

DECISION:
(1) The Cabinet agreed the recommendations on the General Fund Budget 2015/16, the Capital Programme 2015/16 to 2019/20, and the Medium Term Financial Strategy 2015/16 – 2017/18 and on the Housing Revenue Account budget for 2015/16 for reference to the Resources

Overview and Scrutiny Committee on 14 January for consideration and report back to the special Cabinet meeting on 20 January and presentation of the budget to the special Council meeting on 2 February 2015.

- (2) The Council was recommended to approve the Treasury Management Strategy 2015/16.
- (3) The report of the Director (Finance and Operations) on the calculation of the Council's taxbase for the year 2015/2016 was approved, incorporating a collection rate of 97.50%.
- (4) In accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012, the amount calculated by the Borough Council as its taxbase for the year 2015/2016 would be 38972.3.

BACKGROUND:

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

LIST REFERENCE: 3/9/14-15

SUBJECT / TITLE OF REPORT								
Utility Contracts								

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 January 2015	No	Key not on Forward Plan	Andrew Harper 01707 357371 a.harper@welhat.gov.uk	No	Resources

DECISION:
The Council would enter into a four year framework contract from 1 October 2016 to 30 September 2020 for the supply of gas and electricity with LASER (part of Kent County Council).

BACKGROUND:
Report of the Director (Governance) to the Cabinet item 8(g) refers.

LIST REFERENCE: 4/9/14-15

SUBJECT / TITLE OF REPORT								
Campus East Office Accommodation – Fit Out Work								

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 January 2015	No	Non-Key	Ka Ng 01707 357425 k.ng@welhat.gov.uk	No	Resources

DECISION:
<p>(1) The Cabinet agreed to waive the Council's Contract Procedure Rules to allow for the appointment of Thomas Sinden Ltd to carry out internal decoration to a number of areas based on advice received on the grounds that there were a number of advantages in awarding the fit out work to the same contractor constructing the extensions of providing continuity of the project, having detailed knowledge of the building, avoiding any potential issues caused by having two different contractors on site and as the prices quoted by them had also been examined by Rider Levett Bucknall and were in line with market conditions.</p> <p>(2) Delegated authority was given to the Director (Finance and Operations), in consultation with the Chief Executive, Leader and Deputy Leader of the Council, to agree the final design for the new Council Chamber.</p> <p>(3) £0.3M would be released from the 2014/15 approved capital budget to cover the cost of the Thomas Sinden proposal, the detailed design cost of the Council Chamber and the cost associated with the IT server room.</p> <p>(4) Delegated authority was given to the Director (Finance and Operations), in consultation with the Deputy Leader and Procurement Manager, to award any further fit out work associated with the IT server room and Council Chamber to Thomas Sinden, provided that the total cost of this additional work did not exceed more than 50% of the original contract sum and subject to Rider Levett Bucknall's confirmation that the prices quoted by Thomas Sinden were in line with market conditions</p>

BACKGROUND:
Report of the Director (Finance and Operations) to the Cabinet item 9 refers.

LIST REFERENCE: 5/9/14-15

SUBJECT / TITLE OF REPORT
The Bradmore Way and Peplins Permit Parking Area – Proposed Resident Permit Parking Area

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	Brookmans Park and Little Heath	Cabinet	6 January 2015	No	Non-Key	Jack Carson 01707 357529 j.carson@welhat.gov.uk	No	Environment

DECISION:
Having considered the objections received, the Panel's recommendation to proceed with the creation of The Borough of Welwyn Hatfield (Peplins Way, Peplins Close, Bradmore Way and Bradmore Green, Brookmans Park, Hatfield) (Restriction of Waiting and Permit Parking Zone) Order 2014 was approved.

BACKGROUND:
Recommendations of Cabinet Housing and Planning Panel on 11 December 2014 to the Cabinet item 11(a) refers.

LIST REFERENCE: 6/9/14-15

SUBJECT / TITLE OF REPORT
The Bradmore Green Village Centre – Proposed Changes to Waiting Restrictions

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	Brookmans Park and Little Heath	Cabinet	6 January 2015	No	Non-Key	Jack Carson 01707 357529 j.carson@welhat.gov.uk	No	Environment

DECISION:
Having considered the objections received, the Panel’s recommendation to proceed with the creation of the Traffic Regulation Orders as proposed was approved.

BACKGROUND:
Recommendations of Cabinet Housing and Planning Panel on 11 December 2014 to the Cabinet item 11(b) refers.

LIST REFERENCE: 7/9/14-15

SUBJECT / TITLE OF REPORT
Allocation of Larger Annual Grants for 2015/16

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 January 2015	No	Non-Key	Ka Ng 01707 357425 k.ng@welhat.gov.uk	No	Resources

DECISION:
The recommendations of the Grants Board on 27 October 2014 to award larger annual grants which were in line with the proposed 2015/16 grants budget were agreed with final confirmation of the grants subject to the approval of the Council's budget for 2015/16 at the special Council meeting on 3 February 2015.

BACKGROUND:
Recommendations of Grants Board on 27 October 2014 to the Cabinet item 13 refers.

LIST REFERENCE: 8/9/14-15

SUBJECT / TITLE OF REPORT
Repair and Renew Grant

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 January 2015	No	Non-Key	Andy Cremer 01707 357169 a.cremer@welhat.gov.uk	No	Resources

DECISION:
The progress to date of administering the Repair and Renew Grant scheme was noted and a further report would be submitted once the scheme had closed.

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

LIST REFERENCE: 9/9/14-15

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	6 January 2015	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 noting that relevant controls were assigned and ensuring that litigation plans with the correct status were in place where necessary together with comments in respect of each risk.

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

LIST REFERENCE: 10/9/14-15

SUBJECT / TITLE OF REPORT
Performance Exception Report – November 2014

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 January 2015	No	Non-Key	Paul Underwood 01707 357220 p.underwood@welhat.gov.uk	No	All

DECISION:
The summary of strategic performance data was noted and any proposed actions highlighted approved.

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

LIST REFERENCE: 11/9/14-15

SUBJECT / TITLE OF REPORT
Purchase of a Specialist Vehicle to Support Environment 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
2	All	Cabinet	6 January 2015	No	Budget and Policy Framework Item for Recommendation to the Council	Kirsten Roberts 01707 357177 k.roberts@welhat.gov.uk	No	Resources

DECISION:
<p>(1) The Council was recommended to set up and release a capital budget of £150,000 in 2014/15 for the purchase of a specialist vehicle to support environment services on the basis that up to 75% (and not exceeding £107,000) of the cost of the purchase of the vehicle would be met by a capital grant from Hertfordshire County Council.</p> <p>(2) The action taken to waive Contract Procedure Rules to allow the Director (Finance and Operations) to enter into a direct contract for the purchase of this vehicle without any further competition was confirmed.</p>

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

LIST REFERENCE: 12/9/14-15

SUBJECT / TITLE OF REPORT
Write Off Over £10,000

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 January 2015	No	Non-Key	Farhad Cantel 01707 357011 f.cantel@welhat.gov.uk	No	Resources

DECISION:
The Cabinet agreed to a non-domestic write-off totalling £16,791.52 where the ratepayer had ceased trading and there was no further recovery action that could be taken.

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