

**The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020) came into force on Saturday 4 April 2020 to enable councils to hold remote committee meetings during the Covid 19 pandemic period. This is to ensure local authorities can conduct business during this current public health emergency.**

**This meeting will be held remotely under these regulations, via the Zoom application.**

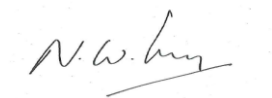
Please ask for:  
Alison Marston

5 January 2021

Dear Councillor

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL OVERVIEW AND SCRUTINY COMMITTEE to be held on Wednesday 13 January 2021 at 7.30 pm via Zoom (meeting ID and password to be circulated)

Yours faithfully



Executive Director  
Public Protection, Planning and Governance

## **A G E N D A P A R T 1**

1. SUBSTITUTION OF MEMBERS

To note any substitution of Members made in accordance with Council Procedure Rules.

2. APOLOGIES

3. MINUTES

To confirm as a correct record the Minutes of the meeting held on 11 November 2020 (previously circulated).

4. NOTIFICATION OF URGENT BUSINESS TO BE CONSIDERED UNDER ITEM 11

## 5. DECLARATIONS OF INTERESTS BY MEMBERS

To note declarations of Members' disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in respect of items on the Agenda.

6. SCRUTINY TASK AND FINISH PANELS PROGRESS REPORTS AND/OR RECOMMENDATIONS (Pages 3 – 4)

To receive recommendations from the Budget Setting and Corporate Plan Task and Finish Panel regarding the 2021/22 Budget. (Minutes from the Task and Finish Panel on 6 January 2021 attached).

Cabinet budget papers can be found at:

<https://democracy.welhat.gov.uk/ieListDocuments.aspx?CId=151&MId=1175&Ver=4>

7. DATE AND TIME OF UPCOMING SCRUTINY TASK AND FINISH PANELS

8. HEALTH UPDATE 2019/20 (Pages 5 - 8)

Annual report to members providing an update on work undertaken by the council in partnership with colleagues in the wider health system.

9. COMMITTEE WORK PROGRAMME FOR 2020/21 (Pages 9 - 26)

The pro-forma sets out a draft of the Committee's work programme for comment. The work programme enables forward planning of items to be considered. In addition, the Forward Plan and Key Decision List are attached for Members to consider. The Scrutiny Scoring Form is available to assist in determining the value of any potential scrutiny.

## 10. COUNCILLOR CALL FOR ACTION

To receive and consider any requests by a councillor to scrutinise any matter relevant to the functions of the Committee.

11. SUCH OTHER BUSINESS AS, IN THE OPINION OF THE CHAIRMAN, IS OF SUFFICIENT URGENCY TO WARRANT IMMEDIATE CONSIDERATION

|                     |             |                              |              |
|---------------------|-------------|------------------------------|--------------|
| <u>Circulation:</u> | Councillors | S.Wrenn (Chairman)           | M.Holloway   |
|                     |             | L.Chesterman (Vice-Chairman) | R.Lass       |
|                     |             | S.Elam (Vice-Chairman)       | D.Richardson |
|                     |             | M.Birleson                   | P.Smith      |
|                     |             | M.Cowan                      | S.Thusu      |
|                     |             | B.Fitzsimon                  | P.Zukowskyj  |
|                     |             | G.Hayes                      |              |

Corporate Management Team  
Press and Public (except Part II Items)

**If you require any further information about this Agenda please contact Alison Marston, Governance Services on 01707 357467 or email – [democracy@welhat.gov.uk](mailto:democracy@welhat.gov.uk)**

# Public Document Pack Agenda Item 6

-1-

Budget Setting and Corporate Plan (Task and Finish Panel)  
6 January 2021

WELWYN HATFIELD COUNCIL

Minutes of a meeting of the BUDGET SETTING AND CORPORATE PLAN (TASK AND FINISH PANEL) held on Wednesday 6 January 2021 at 6.00 pm via zoom

PRESENT: Councillors G.Hayes (Chair)

J.Boulton, J.Broach, P.Smith and P.Zukowskyj

ALSO Councillor D.Bell (Executive Member, Resources)

PRESENT:

OFFICIALS Chief Executive (K.Ng)

PRESENT: Corporate Director (Public Protection, Planning and Governance) (N.Long)

Corporate Director (Housing and Communities) (S.Russell)

Head of Resources (R.Baker)

Service Manager (Financial Services) (H.O’Keeffe)

Governance Services Manager (A.Marston)

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## 15. DECLARATIONS OF INTERESTS BY MEMBERS

Councillor P.Zukowskyj declared a non-pecuniary interest by virtue of being a Hertfordshire County Councillor.

## 16. MINUTES

The minutes of the meeting held on 17 December 2020 were approved as a correct record.

## 17. 2021/22 BUDGET

A verbal update was given by officers:

- the local government provisional finance settlement has now been incorporated into the budget
- a further £124k lower tier services grant has been received
- the £610k support received from Government for ongoing pandemic pressures has been put into earmarked reserves until areas of budgetary need are identified as the pandemic impact has not been incorporated into the baseline budget
- the New Homes Bonus is broadly as expected
- Proposed Council Tax increase for 2021/22 is 1.97%
- after the collection fund deficit, £220k of general fund reserves are used to support the budget

Officers reminded the panel that the purpose of this meeting is to make recommendations to the Overview and Scrutiny Committee which is meeting next week.

Budget Setting and Corporate Plan (Task and Finish Panel)  
6 January 2021

The following points were raised during discussion:

- the council has a policy of maintaining 9000 council homes; could we look at changing that with a view to increasing the number? The Executive Member (Resources) agreed that he could discuss that with Cabinet but noted it does not fall into the scope of budget discussions
- further explanation may be required around the reserves so there is clarity for Members regarding their purpose and the differences between ringfenced and non-ringfenced reserves
- potential overlaps between reserves could be investigated to ascertain whether there are any risks that have been covered multiple times by different reserves. This will be taken to the Overview and Scrutiny Committee as a recommendation.
- the percentage rise in Council Tax to 1.97% was queried, specifically why that figure was chosen rather than opting for a £5 increase

Further discussion was held around future council housing developments and the potential option of 2 for 1 initiatives where for each two properties built, one is sold to provide capital for further developments. Officers confirmed that this is something that could be considered but advised that as it takes so long to bring developments through there are various factors that need to be considered. The need for social rented accommodation is high, with the biggest shortage being for small family homes (two- or three-bedroom houses). The team is constantly looking for opportunities and has an active acquisition programme.

A further suggestion was for consideration to be given for any area of potential development to ensure that the right development for the area is chosen; with the example given of building flats in a suitable location and potentially selling those to fund the acquisition of 2 bedroom houses on the open market. This would have the advantage of spreading council housing across the entire urban area.

It was also noted that there is always a need to be careful of risks with property developments and sales.

Officers agreed these discussions can be taken away for consideration by the appropriate teams but were outside the scope of the budget recommendations being sought.

Therefore, the recommendation to the Overview and Scrutiny Committee is to investigate potential overlaps between the reserves to ascertain whether there are any risks that have been covered multiple times.

18. DATE AND TIME FUTURE MEETINGS

The next meeting of the Panel is scheduled for Monday 25 January at 6pm.

Meeting ended at 6.30 pm  
AM

## Part I

Main author: Joanna Harding

Executive Member: Fiona Thomson

All Wards

WELWYN HATFIELD BOROUGH COUNCIL  
OVERVIEW AND SCRUTINY COMMITTEE 13 JANUARY 2021  
REPORT OF THE CORPORATE DIRECTOR (PUBLIC PROTECTION, PLANNING  
AND GOVERNANCE)

### **HEALTH UPDATE 2019/20**

#### **1 Executive Summary**

- 1.1 This is the annual report made to members which provides an update on work undertaken by the council in partnership with colleagues in the wider health system. As would be expected, this year has been dominated by work to support the Covid-19 global pandemic, but this report does not repeat the information previously supplied to members through reports to Cabinet and Council. The report also details the work undertaken at County level through the statutory health scrutiny committee, of which Councillor Barbara Fitzsimon is our appointed member.

#### **2 Recommendation(s)**

- 2.1 For members to consider and agree the content of this report and note the work which has been undertaken

#### **3 Explanation**

- 3.1 The council is part of the wider health system and works in partnership with many agencies to protect and improve health and wellbeing. It is usual for a report to be made each year to members of some aspects of this work, and quite often for partners to be invited to make a presentation to members. However, given the current pressures on the health system arising from the global Covid pandemic, a written report was felt to be more appropriate this year.
- 3.2 **Covid Response** – the main areas of focus for 2020 have been in response to the Covid pandemic. This has already been documented through several Council and Cabinet reports over the year but it is important to once again highlight the great partnership working that has taken place.
- 3.3 Welwyn Hatfield, along with all other councils, the emergency services, health and other agencies is a member of the statutory Local Resilience Forum partnership. As part of the response to the Covid-19 pandemic, a formal response structure has been implemented to coordinate the response to and recovery from the Covid-19 pandemic.
- 3.4 As well as the formal LRF cells such as the Community Reassurance cell, Accommodation cell, Communication cells and the Strategic Coordination Group, the authority is also represented on Health Protection Board, Herts District Outbreak Management Group, Business Support Groups and the Outbreak Tactical Control Group. These are just a few examples.
- 3.5 The Public Health and Protection Team have worked closely with colleagues within Hertfordshire County Council's Public Health team and representatives

from Environmental Health teams across Hertfordshire. This partnership has enabled a number of successful work streams to be completed.

- 3.6 Our Communications team has worked tirelessly with colleagues across the County to deliver key messages throughout the pandemic as well as developing toolkits and social media campaigns to raise awareness of Covid related matters.
- 3.7 **Health and Wellbeing Board** – this brings together the NHS, public health, adult social care and children’s services, including elected representatives from the County and District Councils, Hertfordshire Healthwatch and the Police and Crime Commissioner. The board plans how best to meet the needs of Hertfordshire’s population and tackle local inequalities in health. Councillor Tony Kingsbury is one of the elected members represented on the board. The board holds meetings four times a year and, as you may appreciate, this year the topics have been heavily focused on Covid and the Hertfordshire-wide response and recovery.
- 3.8 **Health Scrutiny Committees** – Councillor Barbara Fitzsimon attends these meetings on behalf of Welwyn Hatfield. The purpose of scrutiny is to review and make recommendations that will improve the services in Hertfordshire to have a positive impact on the lives of Hertfordshire citizens. Over the past year a number of the committees have been cancelled but the last meeting (at the time of writing the report) focused on an update from the Integrated Care Service (Herts and West Essex) on the response to Covid, as well as an update from the Director of Public Health on the Countywide response. Other topics such as the redevelopment of the Princess Alexandra Hospital and night-time closures of the QE2 have been discussed. Presentations have included an update from Mount Vernon on cancer treatments, and one from Moorfields Eye Hospital regarding new sites being proposed. The developments and improvements at these hospitals do have an impact on our residents as many currently use or will need to use the service provided at these sites.

#### **4 Legal Implication(s)**

- 4.1 The council is responsible for a number of statutory provisions relating to the wider health system and this has increased in legislative complexity over the year owing to the continuously evolving canon of coronavirus legislation.

#### **5 Financial Implication(s)**

- 5.1 None directly arising from this report. Budgets are in place to deliver some of the services described in this report.

#### **6 Risk Management Implications**

- 6.1 Failure to work in partnership with other organisations as part the wider health system will result in detriment to people’s health and damage to the council’s reputation

#### **7 Security and Terrorism Implication(s)**

- 7.1 Health protection activities include working with a range of partners to help mitigate the health effects of terrorism.

#### **8 Procurement Implication(s)**

- 8.1 None directly arising from this report.

9      **Climate Change Implication(s)**

- 9.1      The council has declared a climate emergency and the links between health and climate change are well documented for example in the report from the Health Protection Agency<sup>1</sup>

10     **Human Resources Implication(s)**

- 10.1     The council has struggled this year to recruit Environmental Health Officers and other Environmental Health staff. This is a national situation and has been entered onto the council risk register. It is hoped that the recently launched “Environmental Health Together<sup>2</sup>” in partnership with the Local Government Association and the Chartered Institute of Environmental Health will help with this.

11     **Health and Wellbeing Implication(s)**

- 11.1     As described and arising from the content of this report.

12     **Communication and Engagement Implication(s)**

- 12.1     This year has seen the launch of the online “Healthy Hub” which has provided a new online platform for dissemination of health-related information. Additionally, the council continues to play an active role as a member of the multi-agency communications cell to put in place to support the Covid-19 pandemic.

13     **Link to Corporate Priorities**

- 13.1     The subject of this report is linked to all Council priorities as health is a cross cutting topic.

14     **Equality and Diversity**

- 14.1     An EqlA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

Joanna Harding  
Head of Public Health and Protection  
November 2020

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<sup>1</sup> [Climate change: health effects in the UK - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/climate-change-health-effects-in-the-uk)

<sup>2</sup> [Launch of Environmental Health Together](#)

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# OVERVIEW AND SCRUTINY COMMITTEE

## OVERVIEW WORK PROGRAMME 2020-21

Updated January 2021

| Meeting Date                 | Report Topic   | What is the Outcome or Output required?                   | Author (s)     |
|------------------------------|--|---|----------------|
| 13 January 2021<br>Wednesday | Budget Setting Scrutiny and Corporate Plan                                       | To consider findings of T&F Panel                         | Ka Ng          |
|                              | Review of provision of health services in the borough *                          | To discuss annual report and feedback any recommendations | Joanna Harding |
| 3 March 2021<br>Wednesday    | Homelessness and Impact of Covid 19 and Lockdown Measures                        | To consider potential areas of the service for scrutiny   | Sian Chambers  |
|                              | Review of provision of the discharge of crime and disorder services in borough * | To discuss annual report and feedback any recommendations | Sian Chambers  |
|                              | OSC Work Programme for 2021-22   | To discuss and decide on work programme                   | Alison Marston |

\* Please note that the highlighted items are statutory requirements for scrutiny by local authorities.

Members of the Committee can, during the course of the year, add items within the remit of the Committee that they wish to be considered and discussed.

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**WELWYN HATFIELD COUNCIL****FORWARD PLAN****FOR THE PERIOD 1 JANUARY 2021 TO 30 APRIL 2021**

The Forward Plan sets out the Key Decisions which are to be taken by the Cabinet (and where appropriate the Council) during the period covered by the Plan. The Plan is updated each month and is available from Council Offices and libraries and on the website ([www.welhat.gov.uk](http://www.welhat.gov.uk)). A Key Decision is one which is likely to result in expenditure or savings of above £100,000, or to have an effect on communities living or working in an area comprising two or more Wards of the Borough.

Members of the public are welcome to comment on any item on the Forward Plan. Any comments must be given in writing or by e-mail to the Governance Services Manager to be received no later than seven days before the meeting at which the decision is to be taken. Copies of available reports can be obtained from the contact shown in the Forward Plan.

Members of the public are also welcome to attend public meetings of the Cabinet. Cabinet meetings are currently being held online via the Zoom application and start at 5.00pm. During the period of this Plan meetings will be held on:-

Tuesday 5 January, Tuesday 19 January (special), Tuesday 9 February, Tuesday 9 March and Tuesday 6 April 2021

The following Councillors are in the Cabinet:-

|              |  |
|--------------|--|
| T.Kingsbury  | - Leader of the Council  |
| D.Bell       | - Deputy Leader of the Council and Executive Member, Resources           |
| S.Boulton    | - Executive Member, Environment and Planning                             |
| T.Mitchinson | - Executive Member, Leisure, Culture and Communications                  |
| N.Pace       | - Executive Member, Housing and Community                                |
| B.Sarson     | - Executive Member, Regeneration, Economic, Development and Partnerships |
| F.Thomson    | - Executive Member, Governance, Public Health and Climate Change         |

Any queries concerning the Forward Plan should be directed to Alison Marston, Governance Services Manager at the Council Offices, Campus East, Welwyn Garden City, Herts AL8 6AE telephone number (01707) 357444 or e-mail [a.marston@welhat.gov.uk](mailto:a.marston@welhat.gov.uk).

**WELWYN HATFIELD COUNCIL**
**FORWARD PLAN**
**FOR THE PERIOD 1 JANUARY 2021 TO 30 APRIL 2021**

| <b>REFERENCE<br/>AND<br/>SUBJECT</b>                     | <b>DECISION NEEDED</b>  | <b>WHEN WILL<br/>DECISION<br/>BE TAKEN</b> | <b>WHO WILL<br/>BE<br/>CONSULTED</b>                        | <b>METHOD OF<br/>CONSULTATION</b> | <b>REPORTS AVAILABLE<br/>AND CONTACT<br/>OFFICERS</b>  | <b>EXECUTIVE<br/>MEMBER</b>                               |
|--|---|--|---|-----------------------------------|--|---|
| FP1018 Climate Change Grant                              | To consider and approve the proposed process and criteria for providing grants to local businesses for the purpose of improving their carbon footprint. | 5 January 2021 - Cabinet                   | Finance<br>Legal<br>Climate Change Group members<br>Cabinet | By reports                        | Economic Development Officer<br>Lisa Devayya<br>Tel: 01707357269<br><a href="mailto:l.devayya@welhat.gov.uk">l.devayya@welhat.gov.uk</a> | Councillor Bernard Sarson<br><br>Councillor Fiona Thomson |
| FP1024 Hatfield Town Centre Multi-Storey Car park update | To receive an update on the multi-storey car park and to outline the traffic regulation order process.  | 5 January 2021 - Cabinet                   | Cross Party Hatfield Town Centre Regeneration Member Board  | By reports                        | Head of Environment<br>Durk Reyner<br>Tel: 01707 357160<br><a href="mailto:d.reyner@welhat.gov.uk">d.reyner@welhat.gov.uk</a>            | Councillor Duncan Bell<br><br>Councillor Stephen Boulton  |
| FP1007 Council Tax Base 2021/22                          | Calculation of Council Tax Base and collection rate for the Borough for the year  | 5 January 2021 - Cabinet                   | Appropriate bodies in accordance with the Regulations       | In Writing                        | Head of Resources<br>Richard Baker<br>Tel: 01707 357425<br><a href="mailto:r.baker@welhat.gov.uk">r.baker@welhat.gov.uk</a>              | Councillor Duncan Bell                                    |

**WELWYN HATFIELD COUNCIL**
**FORWARD PLAN**
**MONTH PERIOD 1 JANUARY 2021 TO 30 APRIL 2021**

| <b>REFERENCE<br/>AND<br/>SUBJECT</b>   | <b>DECISION NEEDED</b>   | <b>WHEN WILL<br/>DECISION<br/>BE TAKEN</b>  | <b>WHO WILL BE<br/>CONSULTED</b>                | <b>METHOD OF<br/>CONSULTATION</b> | <b>REPORTS AVAILABLE<br/>AND CONTACT<br/>OFFICERS</b>  | <b>EXECUTIVE<br/>MEMBER</b> |
|--|--|---|---|-----------------------------------|--|-----------------------------|
| FP1015<br>2021/22 Budget<br>Proposals and<br>Medium Term<br>Financial<br>Forecasts | <p>Approval of the Revenue, Capital and Housing Revenue Account Budgets, Fees and Charges and Council Tax Setting 2021/22</p> <p>Approval of the Medium Term Financial Strategy 2021/22-2023/24</p> <p>Approval of the Capital Strategy and Treasury Management Strategy</p> | <p>5 January 2021 - Cabinet</p> <p>19 January 2021 - Cabinet</p> <p>1 February 2021 - Council</p> | Overview and Scrutiny Committee, Local Business | Reports/Meetings                  | <p>Head of Resources<br/>Richard Baker<br/>Tel: 01707 357425<br/><a href="mailto:r.baker@welhat.gov.uk">r.baker@welhat.gov.uk</a></p>    | Councillor Duncan Bell      |
| FP1021 Sale of Consortium Newspaper  | Award of Contract for the Sale of Consortium Newsprint   | 5 January 2021 - Cabinet  | General Procurement Board                       | By reports and meetings           | <p>Procurement Manager<br/>Andrew Harper<br/>Tel: 01707357371<br/><a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a></p> | Councillor Stephen Boulton  |

**WELWYN HATFIELD COUNCIL**
**FORWARD PLAN**
**MONTH PERIOD 1 JANUARY 2021 TO 30 APRIL 2021**

| <b>REFERENCE<br/>AND<br/>SUBJECT</b>  | <b>DECISION NEEDED</b>   | <b>WHEN WILL<br/>DECISION<br/>BE TAKEN</b> | <b>WHO WILL BE<br/>CONSULTED</b>  | <b>METHOD OF<br/>CONSULTATION</b> | <b>REPORTS AVAILABLE<br/>AND CONTACT<br/>OFFICERS</b>  | <b>EXECUTIVE<br/>MEMBER</b>   |
|---|--|--|---|-----------------------------------|--|-------------------------------|
| FP1020<br>Demolition of 3-<br>9 Town Centre   | Approval of contract   | Portfolio<br>Holder<br>Decision<br>Notice  | Hatfield Town<br>Centre Cross<br>Party Member<br>Procurement<br>Board     | Meeting                           | Property Development<br>Manager<br>Rachael Walsh<br>Tel: 01707357966<br><a href="mailto:r.walsh1@welhat.gov.uk">r.walsh1@welhat.gov.uk</a><br><br>Procurement Manager<br>Andrew Harper<br>Tel: 01707357371<br><a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a> | Councillor Duncan<br>Bell     |
| FP1011 Welwyn<br>Garden City<br>Estate<br>Management<br>Scheme                              | To agree<br>recommendations<br>following a review of<br>the Estate<br>Management Scheme. | 9 February<br>2021 - Cabinet               |   |                                   | Head of Planning<br>Colin Haigh<br>Tel: 01707 357239<br><a href="mailto:c.haigh@welhat.gov.uk">c.haigh@welhat.gov.uk</a>   | Councillor<br>Stephen Boulton |
| FP1022<br>Disabled<br>Adaptations<br>Contract   | Award of Contract for<br>Disabled Adaptations  | 9 February<br>2021 - Cabinet               | General<br>Procurement<br>Board   | By reports and<br>meetings        | Procurement Manager<br>Andrew Harper<br>Tel: 01707357371<br><a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>   | Councillor Nick<br>Pace       |
| FP1023 2021-21<br>Council Budget<br>for Aids and<br>adaptations in<br>the Private<br>Sector | To seek approval on<br>spending proposals of<br>the Better care Fund<br>surplus.         | 9 February<br>2021 - Cabinet               | Hertfordshire<br>County Council<br>Legal<br>Human<br>Resources<br>Finance | Report                            | Private Sector Housing<br>Manager<br>Andy Luck<br>Tel: 01707357571<br><a href="mailto:a.luck@welhat.gov.uk">a.luck@welhat.gov.uk</a>   | Councillor Nick<br>Pace       |

**WELWYN HATFIELD COUNCIL**
**FORWARD PLAN**
**MONTH PERIOD 1 JANUARY 2021 TO 30 APRIL 2021**

| <b>REFERENCE<br/>AND<br/>SUBJECT</b> | <b>DECISION NEEDED</b>  | <b>WHEN WILL<br/>DECISION<br/>BE TAKEN</b> | <b>WHO WILL BE<br/>CONSULTED</b>                                     | <b>METHOD OF<br/>CONSULTATION</b> | <b>REPORTS AVAILABLE<br/>AND CONTACT<br/>OFFICERS</b>   | <b>EXECUTIVE<br/>MEMBER</b> |
|--------------------------------------|---|--|--|-----------------------------------|---|-----------------------------|
| FP1016 2021/22<br>Council Tax        | Approval of the Council<br>Tax Charges for the<br>year 2021/22. | 23 February<br>2021 - Council              | Overview and<br>Scrutiny<br>Committee,<br>Local Business,<br>Cabinet | Reports/Meetings                  | Head of Resources<br>Richard Baker<br>Tel: 01707 357425<br><a href="mailto:r.baker@welhat.gov.uk">r.baker@welhat.gov.uk</a>                       | Councillor Duncan<br>Bell   |
| FP1004 New<br>Park Road              | To update Members.  | 9 March 2021<br>- Cabinet                  | Local Residents  | Resident<br>Consultation          | Housing Development<br>Manager<br>Collete Humphrey<br>Tel: 01707 357627<br><a href="mailto:c.humphrey@welhat.gov.uk">c.humphrey@welhat.gov.uk</a> | Councillor Nick<br>Pace     |

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## **PUBLICATION OF DECISION LIST NUMBER 12/20-21**

MUNICIPAL YEAR 2020/21

Date Published: 4 December 2020

This document lists the decisions taken by the Cabinet at its meeting on 1 December 2020. 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. 18 December 2020) unless the 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 or that affect more than one ward can be called in. "Call-in" requires at least a quarter of the Members of the 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. A Notification of Call-in Form can be obtained from and should be completed, signed and returned to Alison Marston, 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 the 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 the Overview and Scrutiny Committee is of the opinion that an executive decision which relates to an area covered by the 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:

Alison Marston, Governance Services Manager at the Council Offices, Campus East,

Welwyn Garden City, Herts AL8 6AE

Telephone number (01707) 357444 or e-mail [a.marston@welhat.gov.uk](mailto:a.marston@welhat.gov.uk)

## Cabinet Decisions

### Tuesday 1 December 2020

#### SUBJECT / TITLE OF REPORT

Grants Board - 4 November 2020

| Part 1 or 2<br>(Relevant<br>exempt<br>Paragraph) | Wards affected by<br>the Decision | Interest<br>declared in<br>respect of<br>the Decision | Category of<br>Decision (i.e.<br>Key, Non-<br>Key, Urgent) | Contact Details  | Eligible for Call-In & Date to<br>be called in by |
|--|-----------------------------------|---|--|--|---|
| 1  | All Wards                         | No  | Key  | Matt Rayner<br>Tel: 01707 357174<br><a href="mailto:m.rayner@welhat.gov.uk">m.rayner@welhat.gov.uk</a> | Yes<br>10 December 2020                           |

#### DECISION:

That the inclusion of £79,270 for Annual Community Grants in the draft 2021/22 Council budget be confirmed, and that this is allocated according to the recommendations set out in the minutes of the Grants Board of 4 November 2020.

#### BACKGROUND:

# Cabinet Decisions

## Tuesday 1 December 2020

### SUBJECT / TITLE OF REPORT

PERFORMANCE EXCEPTION REPORT - QUARTER 2 (2020-21)

| Part 1 or 2<br>(Relevant<br>exempt<br>Paragraph) | Wards affected by<br>the Decision | Interest<br>declared in<br>respect of<br>the Decision | Category of<br>Decision (i.e.<br>Key, Non-<br>Key, Urgent) | Contact Details   | Eligible for Call-In & Date to<br>be called in by |
|--|-----------------------------------|---|--|---|---|
| 1  | All Wards                         | No  | Key  | Paul Underwood<br>Tel: 01707 357220<br><a href="mailto:p.underwood@welhat.gov.uk">p.underwood@welhat.gov.uk</a> | Yes<br>10 December 2020                           |

### DECISION:

Cabinet noted the contents of the report and approved any proposed actions highlighted in the appendices.

### BACKGROUND:

# Cabinet Decisions

## Tuesday 1 December 2020

### SUBJECT / TITLE OF REPORT

Shopmobility

| Part 1 or 2<br>(Relevant<br>exempt<br>Paragraph) | Wards affected by<br>the Decision | Interest<br>declared in<br>respect of<br>the Decision | Category of<br>Decision (i.e.<br>Key, Non-<br>Key, Urgent) | Contact Details   | Eligible for Call-In & Date to<br>be called in by |
|--|-----------------------------------|---|--|---|---|
| 2  | All Wards                         | No  | Forward Plan<br>Reference<br>FP1019                        | Stuart Pearson<br>Tel: 01707 357742<br><a href="mailto:s.pearson@welhat.gov.uk">s.pearson@welhat.gov.uk</a> | Yes<br>10 December 2020                           |

### DECISION:

Cabinet considered and approved to cease the Shop Mobility service with immediate effect and therefore not re-instate the service following its suspension in March 2020 due to Covid-19.

### BACKGROUND:

# Cabinet Decisions

## Tuesday 1 December 2020

### SUBJECT / TITLE OF REPORT

Inspira House added units

| Part 1 or 2<br>(Relevant<br>exempt<br>Paragraph) | Wards affected by<br>the Decision | Interest<br>declared in<br>respect of<br>the Decision | Category of<br>Decision (i.e.<br>Key, Non-<br>Key, Urgent) | Contact Details   | Eligible for Call-In & Date to<br>be called in by |
|--|-----------------------------------|---|--|---|---|
| 2  | Peartree                          | No  | Forward Plan<br>Reference<br>FP1010                        | Doug Livingstone<br>Tel: 01707 357352<br><a href="mailto:d.livingstone@welhat.gov.uk">d.livingstone@welhat.gov.uk</a> | Yes<br>10 December 2020                           |

### DECISION:

- (1) The Affordable Housing Procurement Board unanimously agreed in October 2020 to recommend to Cabinet that, due to the relatively small size of the project and the time and cost involved in a traditional procurement process, to utilise an existing procurement framework to help reduce upfront costs and minimise risk to the Council. The Procurement Hub recommended that Wilmott Dixon Limited (Wilmott Dixon), be the designated contractor.
- (2) Subject to planning approval, the development of three additional one bedroom properties is progressed at Inspira House via Wilmott Dixon.
- (3) That once a detailed design had been agreed and planning consent achieved, to award the construction contract to Wilmott Dixon through the Procurement Hub.
- (4) That delegated authority was given to the Director (Housing and Communities) in consultation with the Section 151 Officer and the Executive Members (Housing and Communities and Resources) to pay above the maximum value if exceptional circumstances warrant this.

# Cabinet Decisions

## Tuesday 1 December 2020

| <b>SUBJECT / TITLE OF REPORT</b> |
|----------------------------------|
| Tewin Road Depot                 |

| <b>Part 1 or 2<br/>(Relevant<br/>exempt<br/>Paragraph)</b> | <b>Wards affected by<br/>the Decision</b> | <b>Interest<br/>declared in<br/>respect of<br/>the Decision</b> | <b>Category of<br/>Decision (i.e.<br/>Key, Non-<br/>Key, Urgent)</b> | <b>Contact Details</b>   | <b>Eligible for Call-In &amp; Date to<br/>be called in by</b> |
|--|---|---|--|--|---|
| 2  | Peartree                                  | No  | Forward Plan<br>Reference<br>FP1014                                  | Kirsten Roberts<br>Tel: 01707 357177<br><a href="mailto:k.roberts@welhat.gov.uk">k.roberts@welhat.gov.uk</a> | Yes<br>10 December 2020                                       |

| <b>DECISION:</b>  |
|---|
| Cabinet, in accordance with the unanimous recommendation of the Cross Party Streetscene Mobilisation Board, awarded the construction contract for the redevelopment of Tewin Road Depot to RG Carter Cambridge Limited, subject to achieving satisfactory planning. |

| <b>BACKGROUND:</b> |
|--------------------|
|                    |

# Cabinet Decisions

## Tuesday 1 December 2020

The following decisions have been taken during the period 3 November to 1 December 2020 using Executive Member Decision Notices.

| SUBJECT / TITLE OF REPORT                         |
|---|
| Article 4 Direction on land at Digswell Park Road |

| Part 1 or 2<br>(Relevant<br>exempt<br>Paragraph) | Wards affected by<br>the Decision | Interest<br>declared in<br>respect of<br>the Decision | Category of<br>Decision (i.e.<br>Key, Non-<br>Key, Urgent) | Contact Details  | Eligible for Call-In & Date to<br>be called in by |
|--|-----------------------------------|---|--|--|---|
| 1  | Welwyn East                       | No  | Non-Key  | Colin Haigh<br>Tel: 01707 357239<br><a href="mailto:c.haigh@welhat.gov.uk">c.haigh@welhat.gov.uk</a> | No  |

### DECISION:

The confirmation of an Article 4 Direction at Digswell Park Road to remove nationally permitted development rights for: the erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure; the formation, laying out and construction of a means of access to a highway which is not a trunk road or a classified road; the use of the land for any purpose for not more than 28 days in total in any calendar year, of which not more than 14 days in total may be used for (a) the holding of a market, (b) motor car and motorcycle racing including trials of speed and practising for these activities, and the provision on the land of any moveable structure for the purpose of the permitted use.

(**Note:** This decision was taken by Executive Member Decision Notice).

Date this decision was taken – 13 November 2020

Date of publication of the decision – 13 November 2020

# Cabinet Decisions

## Tuesday 1 December 2020

### SUBJECT / TITLE OF REPORT

Risk register status as at 5 November 2020

| Part 1 or 2<br>(Relevant<br>exempt<br>Paragraph) | Wards affected by<br>the Decision | Interest<br>declared in<br>respect of<br>the Decision | Category of<br>Decision (i.e.<br>Key, Non-<br>Key, Urgent) | Contact Details  | Eligible for Call-In & Date to<br>be called in by |
|--|-----------------------------------|---|--|--|---|
| 1  | All Wards                         | No  | Key  | Andy Cremer<br>Tel: 01707 357169<br><a href="mailto:a.cremer@welhat.gov.uk">a.cremer@welhat.gov.uk</a> | Yes<br>23 November 2020                           |

### DECISION:

To note and approve the strategic risk register covering the period July 2020 to October 2020.

(**Note:** This decision was taken by Executive Member Decision Notice).

Date this decision was taken – 16 November 2020

Date of publication of the decision – 17 November 2020

### BACKGROUND:



# Scrutiny Scoring Matrix

## ASSESSMENT

Public Interest + Strategic Value + Risk + Corporate Priorities + Financial Value = Scrutiny Value Score

|                                     | Numerical score |             |           |
|-------------------------------------|-----------------|-------------|-----------|
| Public Interest                     | low<br>1        | medium<br>2 | high<br>3 |
| Strategic Value                     | low<br>1        | medium<br>2 | high<br>3 |
| Risk to Council or service delivery | low<br>1        | medium<br>2 | high<br>3 |
| Alignment to Corporate Priorities   | low<br>1        | medium<br>2 | high<br>3 |
| Financial Value                     | low<br>1        | medium<br>2 | high<br>3 |
| <b>Scrutiny Value Score</b>         |                 |             |           |

## OTHER CONSIDERATIONS

|   | Numerical score |             |           |
|---|-----------------|-------------|-----------|
| Issue of concern for partners?  | low<br>1        | medium<br>2 | high<br>3 |
| Will the Council be able to achieve an effective outcome?   | low<br>1        | medium<br>2 | high<br>3 |
| Will there be potential benefits for a significant part of the community /partners/stakeholders or the Council? | low<br>1        | medium<br>2 | high<br>3 |
| <b>Additional Score</b>   |                 |             |           |
| <b>Total Score</b>  |                 |             |           |

## Total Score Result and Guidelines for Further Action

- < 9 **Low Priority** - add to the committee work programme if priority changes/add information on Member Information Hub
- >10 **Medium Priority** - Request a report to OSC, hold a single scrutiny event or set up a Task and Finish Panel (T&P).
- > 15 **High Priority** - Request a report to OSC, hold a single scrutiny event or set up a Task and Finish Panel. To take precedence over issues of medium priority.

**Resources** After selection and in the event of competing priorities, consideration should be given by the committee on any necessary resources required to deliver the topic to scrutiny.

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