



PUBLICATION OF DECISION LIST NUMBER 08/21-22

MUNICIPAL YEAR 2021/22

Date Published: 13 August 2021

This document lists the decisions taken by the Cabinet at its meeting on 10 August 2021. 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. 27 August 2021) 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

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Community and Stakeholder Engagement Strategy

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Forward Plan Reference FP1068	Thom Burn Tel: 01707357245 t.burn@welhat.gov.uk	Yes 19 August 2021

DECISION:

- (1) Cabinet approved the Council's community and stakeholder engagement strategy (CASES) for 2021-24 as set out in Appendix A and noted the supporting action plan in Appendix B.
- (2) Cabinet gave delegated authority to the Corporate Management Team to oversee the development and implementation of strategies linked to the CASES as set out in paragraph 13.2 of the report, except where there were existing governance arrangements in place for Member approval and/or scrutiny of those strategies.

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

QUARTER 1 REVENUE BUDGET MONITORING REPORT 2021-22

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Non-Key	Richard Baker, Tel: 01707 357425, r.baker@welhat.gov.uk	No

DECISION:

- (1) Cabinet noted the revenue forecast outturn position as at Quarter 1.
- (2) Cabinet approved the virements, detailed in section 3.2.
- (3) Cabinet noted the position on debts set out in section 5 of the report.

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

QUARTER 1 CAPITAL BUDGET MONITORING REPORT 2021-22

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Non-Key	Richard Baker, Tel: 01707 357425, r.baker@welhat.gov.uk	No

DECISION:

- (1) Cabinet noted the capital forecast outturn position as at Quarter 1 as shown in Table 1.
- (2) Cabinet noted the forecast position as at 30 June 2021 for funding of the capital programme and reserve balances as reflected in Table 2.

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

AFGHAN LOCALLY EMPLOYED STAFF RELOCATION SCHEME ACCELERATION

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Non-Key	Sian Chambers Tel: 01707 357640 s.chambers@welhat.gov.uk	No

DECISION:

- (1) Cabinet agreed to participate in the Scheme and offer help to a maximum of three families, with a two-bedroom need. Cabinet authorised the Head of Community and Housing Strategy to formally notify the Home Office of the Council's intended participation in the Scheme.
- (2) Cabinet delegated authority to the Head of Community and Housing Strategy, in consultation with the Executive Member for Housing and Climate Change, to agree suitable arrangements for the provision of housing, support and any other services necessary for successful implementation of the resettlement scheme, in line with the government's requirements.
- (3) Cabinet agreed to waive the Contract Procedure rules in accordance with paragraph 14 (k) (Council's Contract Procedure Rules) for the reasons set out in the report.

BACKGROUND:

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Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Independent Living

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
2	All Wards	No	Forward Plan Reference FP1067	Stuart Pearson Tel: 01707357742 s.pearson@welhat.gov.uk	Yes 19 August 2021

DECISION:

- (1) Cabinet considered the options set out in the report and approved one of the three options for delivery of the 24/7 Control Centre and out of hours council service cover.
- (2) The preferred option recommended was option one – full 24/7 emergency alarm and out of hours council service cover.
- (3) If option one was agreed, it was also recommended to bring the existing contracts to an end through appropriate contract clauses, and save the council entering into sub-contracting arrangements.

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Award of Land Survey Framework

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
2	All Wards	No	Forward Plan Reference FP1065	Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Yes 19 August 2021

DECISION:

(1) Following unanimous agreement at the General Procurement Board on 30 June 2021, that contracts / reserve bidder status were awarded as follows:

	Lot 1 – Land Surveys and Searches	Lot 2 – Ground Investigations
Contractor	MK Surveys	EPS Ltd
Reserve bidder 1	Catsurveys	Tetrattec
Reserve bidder 2	Carter Jonas	Leyden Kirkby Associates

(2) The frameworks would be for a period of 3 years (with an option to extend by a further year) commencing on 1 September 2021.

Cabinet Decisions

Tuesday 10 August 2021

The following decisions have been taken during the period 13 July to 10 August 2021 using Executive Member Decision Notices.

SUBJECT / TITLE OF REPORT
Procurement of Fire Risk Assessments

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non-Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Key	Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Yes 6 August 2021

DECISION:
<p>To award the contract for Fire Risk Assessments to Frankham Consultancy Limited, calling off from the procurement for Housing Framework.</p> <p>(Note: This decision was taken by Executive Member Decision Notice).</p> <p>Date this decision was taken – 29 July 2021 Date of publication of the decision – 2 August 2021</p>

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Award of contract for mains isolator switches

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
2	All Wards	No	Forward Plan Reference FP1051	Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Yes 12 August 2021

DECISION:

To award a three-year contract (with the option to extend by a further year) to Dawling Limited (Trading as J & J Drake).

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

Date this decision was taken – 28 July 2021

Date of publication of the decision – 6 August 2021

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Extension of Office Cleaning Contract

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Forward Plan Reference FP1054	Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Yes 12 August 2021

DECISION:

To extend the office cleaning contract with Birkin Cleaning Services Limited by one year from 1 January 2022 to 31 December 2022.

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

Date this decision was taken – 28 July 2021

Date of publication of the decision – 6 August 2021

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Extension of Estate Management Contracts

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Forward Plan Reference FP1056	Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Yes 12 August 2021

DECISION:

To extend the contract the following Estate Management Contracts for one year from 1 April 2022 to 31 March 2023:

- Estate Management Services: Brasier Freeth
- Right To Buy Valuations: Rumball Sedgwick

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

Date this decision was taken – 28 July 2021

Date of publication of the decision – 6 August 2021

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Extension of Electrical Maintenance Contract

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Forward Plan Reference FP1055	Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Yes 12 August 2021

DECISION:

To extend the contract for Electrical Maintenance Services with Baldwin and Bleakley by one year from 1 April 2022 to 31 March 2023.

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

Date this decision was taken – 28 July 2021

Date of publication of the decision – 6 August 2021

BACKGROUND:

Cabinet Decisions

Tuesday 10 August 2021

SUBJECT / TITLE OF REPORT

Extension of Garage Maintenance Contract

Part 1 or 2 (Relevant exempt Paragraph)	Wards affected by the Decision	Interest declared in respect of the Decision	Category of Decision (i.e. Key, Non- Key, Urgent)	Contact Details	Eligible for Call-In & Date to be called in by
1	All Wards	No	Forward Plan Reference FP1057	Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Yes 12 August 2021

DECISION:

To extend the contract with RPT Building Services, for Garage Maintenance for one year from 1 April 2022 to 31 March 2023.

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

Date this decision was taken – 28 July 2021

Date of publication of the decision – 6 August 2021

BACKGROUND: