



# WELWYN HATFIELD

**Please note that by law this meeting can be filmed, audio-recorded, photographed or reported electronically by the use of social media by anyone attending. This does not apply to any part of the meeting that is held in private session.**

Democratic Services:  
democracy@welhat.gov.uk

23 February 2024

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL CABINET to be held on Tuesday 5 March 2024 at 6.30 pm in the Council Chamber, Council Offices, The Campus, Welwyn Garden City, Herts, AL8 6AE.

## AGENDA PART 1

1. MINUTES

To confirm as a correct record the Minutes of the meeting held on 6<sup>th</sup> February 2024 (previously circulated).

2. APOLOGIES

3. PUBLIC QUESTION TIME AND PETITIONS

Up to thirty minutes will be made available for questions from members of the public on issues relating to the work of the Cabinet and to receive any petitions.

4. ACTIONS STATUS REPORT (Pages 5 - 6)

Report of the Executive Director (Finance and Transformation) on the status of actions agreed at the last Cabinet meeting.

5. NOTIFICATION OF URGENT BUSINESS TO BE CONSIDERED UNDER ITEM 10

6. 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.

7. ITEMS RECOMMENDING TO FULL COUNCIL

To consider the following items:

- (a) FP2026 Council Tax Second Homes and Empty Homes Premiums  
(Pages 7 - 10)

Report of the Executive Director (Finance and Transformation).

8. ITEMS REQUIRING KEY DECISION

To consider the following items for decision in the current Forward Plan:-

- (a) FP2028 Service Level Agreement - CCTV Monitoring and Maintenance (Pages 11 - 14)

Report of the Executive Director (Resident Services and Climate Change).

- (b) FP2032 Sale of Newspaper Contract (Pages 15 - 18)

Report of the Executive Director (Resident Services and Climate Change).

- (c) FP2003 Empty Homes Policy (Pages 19 - 46)

Report of the Executive Director (Resident Services and Climate Change)

- (d) P2004 Food Safety Plan 2024/25 (Pages 47 - 72)

Report of the Executive Director (Resident Services and Climate Change).

9. RECOMMENDATIONS FROM CABINET PANELS

Recommendations from the following Cabinet Panels:

- (a) FP2044 WELWYN CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

A copy of the report which went to Cabinet Planning and Parking Panel can be found here at agenda item 7:

<https://democracy.welhat.gov.uk/ieListDocuments.aspx?CIId=266&MIId=1645&Ver=4>

- (b) FP2043 APPROACH TO MASTERPLANNING, PLANNING GUIDANCE

A copy of the report which went to Cabinet Planning and Parking Panel can be found here at agenda item 6:

<https://democracy.welhat.gov.uk/documents/g1646/Public%20reports>

<https://democracy.welhat.gov.uk/documents/g1646/Public%20reports%20pack%2015th-Feb-2024%2019.30%20Cabinet%20Planning%20and%20Parking%20Panel.pdf?T=10>

(c) INTRODUCTION OF 2024-2026 PARKING SERVICES WORKS PROGRAMME

A copy of the report which went to Cabinet Planning and Parking Panel can be

found here at agenda item 10:

<https://democracy.welhat.gov.uk/documents/g1646/Public%20reports%20pack%2015th-Feb-2024%2019.30%20Cabinet%20Planning%20and%20Parking%20Panel.pdf?T=10>

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

11. EXCLUSION OF PRESS AND PUBLIC

The Cabinet is asked to resolve:

That under Section 100(A)(2) and (4) of the Local Government Act 1972, the press and public be now excluded from the meeting for Item 13 on the grounds that it involves the likely disclosure of confidential or exempt information as defined in Section 100(A)(3) and Paragraph 3 (private financial or business information) of Part 1 of Schedule 12A of the said Act (as amended).

In resolving to exclude the public in respect of the exempt information, it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## PART II

### 12. ITEMS OF AN EXEMPT NATURE REQUIRING KEY DECISION

To consider the following item of an exempt nature:

- (a) FP2028 Service Level Agreement - CCTV Monitoring and Maintenance  
(Pages 73 - 76)
- (b) FP2032 SALE OF NEWSPAPER CONSORTIUM (Pages 77 - 78)

### 13. ANY OTHER BUSINESS OF A CONFIDENTIAL OR EXEMPT NATURE AT THE DISCRETION OF THE CHAIRMAN

Circulation: Councillors P.Zukowskyj (Leader) M.Holloway  
L.Chesterman (Deputy Leader) D.Jones  
S.Bonfante J.Quinton  
J.Broach

Senior Leadership Team  
Press and Public (except Part II Items)

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