



# 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.

Please ask for:  
Graham Seal

24 May 2019

Dear Councillor

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL CABINET to be held on Tuesday 4 June 2019 at 7.30 pm in the Council Chamber, Council Offices, The Campus, Welwyn Garden City, Herts, AL8 6AE.

Yours faithfully

Corporate Director  
Public Protection, Planning and Governance

## AGENDA PART 1

1. APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN

To note that Councillor T.Kingsbury as Leader of the Council is appointed Chairman of the Cabinet and Councillor D.Bell, as Deputy Leader, Vice-Chairman.

2. APOLOGIES

3. PUBLIC QUESTION TIME AND PETITIONS

Up to fifteen 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. MINUTES

To confirm as a correct record the Minutes of the meeting held on 2 April 2019 (previously circulated).

5. ACTIONS STATUS REPORT (Pages 7 - 8)

Report of the Corporate Director (Public Protection, Planning and Governance) on the status of actions agreed at the last Cabinet meeting.

6. NOTIFICATION OF URGENT BUSINESS TO BE CONSIDERED UNDER ITEM 17

7. 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.

8. ITEMS RELATING TO THE BUDGET AND POLICY FRAMEWORK FOR RECOMMENDATION TO THE COUNCIL

To consider the following items:-

(a) Food Safety Service Plan 2019/20 (Forward Plan Reference FP912) (Pages 9 - 30)

Recommendation from the meeting of the Environment Overview and Scrutiny Committee on 12 March 2019 on the adoption of the Plan for the Borough as required by the Food Standards Agency.

(b) Health and Safety Service Plan 2019/20 (Forward Plan Reference FP913) (Pages 31 - 50)

Recommendation from the meeting of the Environment Overview and Scrutiny Committee on 12 March 2019 on the adoption of the Plan for enforcement of health and safety law.

9. ITEMS REQUIRING KEY DECISION

There are no items to be considered. / To consider the following items for decision in the current Forward Plan:-

(a) Revenue Budget Outturn Report for the Financial Year 2018/19 (Forward Plan Reference FP914) (Pages 51 - 70)

Report of the Corporate Director (Resources, Environment and Cultural Services) presenting the revenue outturn for the financial year 2018/19 and summarising main variances from the original budget for both the General Fund and Housing Revenue Account.

- (b) Capital Budget Outturn Report 2018/19 (Forward Plan Reference FP914) (Pages 71 - 86)  
Report of the Corporate Director (Resources, Environment and Cultural Services) presenting the capital expenditure and associated capital funding for both the General Fund and Housing Account for 2018/19.
- (c) Extension of Cemetery Management Contract (Forward Plan Reference FP916) (Pages 87 - 88)  
Report of the Corporate Director (Resources, Environment and Cultural Services) recommending the extension of the current contract by a further two years.
- (d) Extension of Arboriculture Services Contract (Forward Plan Reference FP918) (Pages 89 - 90)  
Report of the Corporate Director (Resources, Environment and Cultural Services) on the extension of the contract by one year.
- (e) Streetscene Mobilisation Board - Tewin Road Depot (Forward Plan Reference FP919) (Pages 91 - 92)  
Report of the Corporate Director (Resources, Environment and Cultural Services) on the extension of the Board's terms of reference to oversee the procurement of the refurbishment of Tewin Road Depot.
- (f) Utility Purchasing Arrangements (Forward Plan Reference FP920) (Pages 93 - 96)  
Report of the Corporate Director (Resources, Environment and Cultural Services) on the extension of the current arrangements for the purchase of utilities.
- (g) Treasury Management Annual Report 2018/19 (Forward Plan Reference FP915) (Pages 97 - 106)  
Report of the Corporate Director (Resources, Environment and Cultural Services) reviewing treasury management activity and prudential indicators for the 2018/19 financial year.

10. RECOMMENDATION FROM CABINET PANEL

To consider a recommendation from the meeting of the Cabinet Planning and Parking Panel on 11 April 2019:-

- (a) Introduction of Waiting Restrictions and Verge and Footway Prohibition in Various Roads, Birchwood, Hatfield (Pages 107 - 154)

Creation of a Traffic Regulation Order

11. PERFORMANCE EXCEPTION REPORT - QUARTER 4 (2018-19) (Pages 155 - 166)

Report of the Corporate Director (Resources, Environment and Cultural Services) summarising strategic performance data for Quarter 4 (2018-19).

12. COUNCIL ACHIEVEMENTS LIST - QUARTER 4 (2018-19) (Pages 167 - 174)

Report of the Corporate Director (Resources, Environment and Cultural Services) collating and summarising the Council's key achievements and service improvements for Quarter 4 of 2018/19.

13. ENVIRONMENT SCRUTINY OF VERGE PROTECTION ORDERS (Pages 175 - 190)

Report of the Corporate Director (Resources, Environment and Cultural Services) on recommendations from the Environment Scrutiny Sub-Committee on verge protection orders.

14. LOCAL HOUSING COMPANY (Pages 191 - 194)

Report of the Corporate Director (Housing and Communities) on the proposed appointment of a non-executive Director to the Board of the new housing company.

15. APPOINTMENT OF CABINET PANELS, COMMITTEES AND BOARDS 2019/20 (Pages 195 - 200)

To appoint Cabinet Panels, Committees and Boards for 2019/20 as set out in Appendix A.

16. APPOINTMENT OF REPRESENTATIVES ON EXECUTIVE OUTSIDE BODIES 2019/20 (Pages 201 - 202)

To appoint representatives to executive outside bodies for 2019/20 as set out in Appendix B.

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

18. 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 Items 19, 20, 21 and 22 (if any) on the grounds that they involve the likely disclosure of confidential or exempt information as defined in Section 100(A)(3) and Paragraphs 1 (information relating to any individual), 3 (private financial or business information) and 5 (legal and professional privilege) 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**

19. ITEMS OF AN EXEMPT NATURE REQUIRING KEY DECISION

To consider the following items of an exempt nature:-

- (a) Award of Architecture Contracts (Forward Plan Reference FP917)  
(Pages 203 - 210)

Exempt report of the Corporate Director (Resources, Environment and Cultural Services) on the arrangements for the award of architecture services contracts.

- (b) 26-32 Hatfield Town Centre (Forward Plan Reference FP921) (Pages 211 - 214)

Exempt report of the Corporate Director (Resources, Environment and Cultural Services) on agreement for a lease of this property.

20. ITEM OF AN EXEMPT NATURE REQUIRING KEY DECISION NOT IN THE FORWARD PLAN

To consider the following item of an exempt nature for decision not in the current Forward Plan:-

- (a) Proposals to Redevelop Block of Flats 1-8 Ludwick Green, Ludwick Way, Welwyn Garden City and Consult with Residents (Pages 215 - 222)

Exempt report of the Corporate Director (Housing and Communities) on the progression of the proposed re-development on this site.

21. GARAGE SITE PHASE THREE REDEVELOPMENT - AFFORDABLE HOUSING PROGRAMME (Pages 223 - 230)

Exempt report of the Corporate Director (Housing and Communities) giving an update on progress of the feasibility and development appraisals of garage site development schemes.

**(Note:** The Chairman of the Social Overview and Scrutiny Committee has been given notice that it was impracticable to comply with the requirement that at least twenty eight days notice must be given of the intention to make a key decision on the Forward Plan in accordance with Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 because it was urgent and could not reasonably be deferred for the reason specified).

(1) The reason for item 20 is to enable the progression of the proposed redevelopment and consultation with residents without delay.

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

Circulation: Councillors T.Kingsbury (Chairman) N.Pace  
D.Bell (Vice-Chairman) B.Sarson  
S.Boulton F.Thomson  
T.Mitchinson

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

**If you require any further information about this Agenda please contact Graham Seal, Governance Services on 01707 357444 or email – [democracy@welhat.gov.uk](mailto:democracy@welhat.gov.uk)**