

**WELWYN HATFIELD COUNCIL****FORWARD PLAN****PUBLISHED 1 MARCH 2024**

The Forward Plan sets out the Key Decisions which are to be taken by the Cabinet (and where appropriate the Council).

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**. 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)).

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. Dates and times of Cabinet meetings can be found here: [Committee details - Cabinet – Welwyn Hatfield Borough Council \(welhat.gov.uk\)](http://www.welhat.gov.uk)

The following Councillors are in the Cabinet:-

P.Zukowskyj	- Leader of the Council and Executive Member, Climate Change
L.Chesterman	- Deputy Leader of the Council and Executive Member, Housing
S.Bonfante	- Executive Member, Environment
J.Broach	- Executive Member, Governance
M.Holloway	- Executive Member, Leisure and Community
D.Jones	- Executive Member, Resources
J.Quinton	- Executive Member, Planning

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

**FORWARD PLAN**
**FOR THE PERIOD 1 MARCH 2024 TO 1 JULY 2024**

<b>REFERENCE AND SUBJECT</b>	<b>DECISION NEEDED</b>	<b>WHEN WILL DECISION BE TAKEN</b>	<b>PART 1 OR PART 2</b>	<b>REPORTS AVAILABLE AND CONTACT OFFICERS</b>	<b>EXECUTIVE MEMBER</b>
FP2027 Howard House Contract	To award a pre contract service agreement for the initial stages of the Howard House redevelopment.	March 2024 - Executive Member Decision Notice	PART 2	Procurement Manager Andrew Harper a.harper@welhat.gov.uk	Deputy Leader of the Council and Executive Member, Housing
FP2043 Approach to masterplanning, Planning Guidance	To consider and approve the guidance	5 March 2024 - Cabinet	PART 1	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Planning
FP2028 Service Level Agreement - CCTV Monitoring and Maintenance	To agree a service level agreement for the provision of CCTV monitoring and maintenance.	5 March 2024 - Cabinet	PART 1	Procurement Manager Andrew Harper a.harper@welhat.gov.uk	Executive Member, Environment
FP2026 Council Tax Second Homes and Empty Homes Premiums.	Review of Second Homes premium and Empty Homes premiums	5 March 2024 - Cabinet 13 March 2024 Council	PART 1	Client Support Services Manager Farhad Cantel f.cantel@welhat.gov.uk	Executive Member, Resources
FP2032 Sale of Newspaper Contract	To award a contract for the sale of recovered newspaper for the Hertfordshire consortium	5 March 2024 - Cabinet	PART 1	Procurement Manager Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Executive Member, Environment

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FP2003 Empty Homes Policy	To consider and approve the Empty Homes Policy	5 March 2024 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Deputy Leader of the Council and Executive Member, Housing
FP2004 Food Safety Plan 2024/25	To consider and approve the Food Safety Plan for 2024/25.	5 March 2024 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment
FP2045 Annual Monitoring Report 2022/23	To consider and approve the Report	5 March 2024 - Executive Member Decision Notice	PART 1	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Planning
FP2046 Brownfield Register	To consider and approve the Register	5 March 2024 - Executive Member Decision Notice	PART 1	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Planning
FP2048 Food Waste Recycling	To consider a plan for food waste recycling	March 2024 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment

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FP2005 Street Trading Policy	To consider and approve the revised street trading policy.	13 March 2024 - Council	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Governance
FP2044 Welwyn Conservation Area Appraisal and Management Plan	To consider and approve the Appraisal and Plan	13 March 2024 - Council	PART 1	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Planning
FP2050 Extensions for Aids and Adaptations	To consider the award of contract for the extension of four council properties to facilitate independent living	Not before 29th March 2024 - Executive Member Decision Notice	PART 1	Procurement Manager Andrew Harper a.harper@welhat.gov.uk	Deputy Leader of the Council and Executive Member, Housing
FP2053 Environmental Enforcement contract	To award an environmental enforcement contract	May 2024 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment

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FP2019 New Ticketing System	To award a contract for a new ticketing system at Campus West and other sites	June 2024 - Executive Member Decision Notice	PART 1	Procurement Manager Andrew Harper a.harper@welhat.gov.uk	Executive Member, Community
FP2027 Hatfield Public Spaces Protection Order	To consider a new and extension to the Hatfield PSPO	4 June 2024 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment
FP2002 Tree and Woodland Strategy	To consider and approve the Tree and Woodland Strategy 2024-2029.	4 June 2024 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment
FP2049 MINSTER HOUSE GENERAL FUND LAND APPROPRIATION	Appropriation of land from the General Fund to the HRA for construction of a substation at Minster House	4 June 2024 - Cabinet	PART 1	Assistant Director (Regeneration and Economic Development) Geoff Sampson g.sampson@welhat.gov.uk	Executive Member, Resources

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FP2051 Air Quality Strategy	Approval of the air quality strategy	4 June 2024 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment
FP2052 Gambling Act Policy	approval of public consultation for the gambling act policy	17 Jul 2024 - Council	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment