



PUBLICATION OF DECISION LIST NUMBER 01/24-25

MUNICIPAL YEAR 2023/24

Date Published: 12 January 2024

This document lists the decisions taken by the Cabinet at its meeting on 9 January 2024. The list covers key and non-key decisions. These decisions will come into force within four working days of the date of this document (i.e.) 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 Governance Services. 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:
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

Cabinet Decisions
Tuesday 9 January 2024

SUBJECT / TITLE OF REPORT
FP2014 2024/2025 Budget and Council Tax Setting

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
Part 1	All	None	Non-Key	Richard Baker Executive Director (Finance & Transformation)	No

DECISION:
<p>RESOLVED: (unanimous) DECISION TAKEN Cabinet agreed to:</p> <ul style="list-style-type: none"> a) Note the recommendations set out in the Cabinet Report; and b) Approved the budget proposals, noting that any comments from the Overview and Scrutiny Committee would be brought back to the Special meeting of Cabinet on the 23rd January 2024. <p>REASON FOR THE DECISION The 2024/25 budget proposals and the updated medium-term financial forecasts have been produced to ensure that the Council maintains a sustainable financial position over the planning period to 2027/28.</p> <p>The budget proposals will go for consideration by Overview and Scrutiny Committee (OSC) on 16 January 2024. Recommendations made by OSC and any changes will be presented to Special Cabinet on 23 January 2024, in order to recommend the budget proposals to Council at its meeting on 5 February 2024.</p>
BACKGROUND:

Cabinet Decisions

Tuesday 9 January 2024

Please note that a copy of the Part 1 report is available on the Council's website

SUBJECT / TITLE OF REPORT

FP2033 Business Plan

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
Part 1	All	None	Non-Key	Marrisa Kodikara Graduate Trainee	No

DECISION:

RESOLVED:
(unanimous)

DECISION TAKEN

Cabinet agreed to note the Council's Business Plan for 2024/25 in Appendix 1 of the report and recommend the Business Plan to Full Council to agree.

REASON FOR THE DECISION

Each year, the Council publish a Business Plan with measurable actions supporting each of the Council's priorities, including major projects and Key Performance Indicators (KPIs) which measure the performance of a range of services throughout the year.

BACKGROUND:

Please note that a copy of the Part 1 report is available on the Council's website

SUBJECT / TITLE OF REPORT

Cabinet Decisions

Tuesday 9 January 2024

FP2029 Parking Enforcement

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
Part 1	All	None	Non-Key	Andrew Harper Procurement Manager	Yes 18 January 2024

DECISION:

RESOLVED:

(unanimous)

DECISION TAKEN

Cabinet agreed that the Council enters into a new agreement for a period of 6 years (with the option to extend for a further 3 years) with East Herts District Council to provide parking enforcement services from 17 January 2026.

REASON FOR THE DECISION

The Council is currently part of a consortium to provide on street and car parking enforcement services with the lead authority being East Herts District Council, with Stevenage Borough Council the third member.

East Herts have a contract with an external contractor (APCOA) to deliver on street and car park enforcement for the three councils. Welwyn Hatfield Call off this contract. East Herts deliver the back-office services directly to the three councils. The back-office services include the processing of penalty notices, and the work is undertaken by directly employed staff.

There are separate Service Level Agreements between East Herts and Welwyn Hatfield and East Herts and Stevenage to deliver the services. An extension option was agreed by Cabinet on 11th July 2023, so that the current SLA now expires on 16th January 2026. At the same time, Cabinet asked Officers to appraise the options for how the service could be delivered when the extension expires.

BACKGROUND:

Cabinet Decisions

Tuesday 9 January 2024

Please note that a copy of the Part 1 report is available on the Council's website

SUBJECT / TITLE OF REPORT

FP2025 Non-Domestic Rating Act

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
Part 1	N/a	None	Non-Key	Farhad Cantel Client Support Services Manager	Yes 18 January 2024

DECISION:

RESOLVED:
(unanimous)

DECISION TAKEN

Cabinet agreed to:

- a) Amend the existing business rates discretionary relief policy in appendix A, to take into account the changes in the Non Domestic Rating Act; and
- b) Note the other changes being introduced to mandatory reliefs.

REASON FOR THE DECISION

The changes were a result of the Non Domestic Rating Act. The majority of the changes have been the subject of Government commitments during 2021 and 2022. These changes will be effective from 1 April 2024.

BACKGROUND:

Please note that a copy of the Part 1 report is available on the Council's website

Cabinet Decisions

Tuesday 9 January 2024

SUBJECT / TITLE OF REPORT					
RECOMMENDATION OF GRANTS BOARD - ANNUAL GRANTS					
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
Part 1	N/a	None	Non-Key	Richard Baker (Executive Director Finance & Transformation)	No

DECISION:
<p>RESOLVED: (unanimous) DECISION TAKEN</p> <p>Cabinet agreed the recommendations from Grants Board in relation to the applications for annual grants for 2024/25 as set out in table 3.2 of the report, subject to Council budget-setting.</p> <p>REASON FOR THE DECISION</p> <p>On 6th December 2023, the Grants Board met to consider the applications. Individual organisations were invited to apply for up to £20,000 of funding to support their activities, with a total of £73,000 available, subject to 2024/25 budget approval.</p>
BACKGROUND:
Please note that a copy of the Part 1 report is available on the Council's website

SUBJECT / TITLE OF REPORT

Cabinet Decisions

Tuesday 9 January 2024

AWARD OF CONTRACT FOR REPLACEMENT OF MICROPHONES IN THE COUNCIL CHAMBER

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
Part 1	N/a	None	Non-Key	Richard Baker Executive Director (Finance and Transformation)	Yes 18 January 2024

DECISION:

RESOLVED:
(unanimous)

DECISION TAKEN

Cabinet agreed that in accordance with section 31.2(g) of the contract procedure rules, Cabinet grant a dispensation to the Contract procedure rules to allow a direct award to Public-I Group Limited for the provision of replacement microphones for the webcasting system as it is considered to the advantage of the Council to do so.

REASON FOR THE DECISION

The microphones that are part of the Council Chamber facilities, have reached their end of life. A high level of battery failures had occurred, and it is no longer possible to source replacement batteries for the current model.

BACKGROUND:

Please note that a copy of the Part 1 report is available on the Council's website

SUBJECT / TITLE OF REPORT

Cabinet Decisions

Tuesday 9 January 2024

Transformation 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
Part 1	N/a	None	Non-Key	Kirsten Roberts Assistant Director (Customer and Transformation)	No
DECISION:					
<p>The Cabinet received a report of the Executive Director (Finance and Transformation).</p> <p>RESOLVED: (unanimous) DECISION TAKEN Cabinet agreed to note the contents of the report.</p> <p>REASON FOR THE DECISION The Council's Transformation Strategy was agreed in December 2022 following a senior management restructure where a new Executive Director post was created to lead the Transformation programme. The strategy sets out how the council will transform services between 2022 to 2025. The report summarised the Council's progress against the Transformation Strategy for Year 1.</p>					
BACKGROUND:					
Please note that a copy of the Part 1 report is available on the Council's website					