



PUBLICATION OF DECISION LIST NUMBER 02/25-26

MUNICIPAL YEAR 2024/25

Date Published: 6 February 2025

This document lists the decisions taken by the Cabinet at its meeting on 4 February 2025. The list covers key and non-key decisions. These decisions will come into force on the fifth working day following the publication of this document (i.e. 13th February 2025) 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 (3 members) 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.

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 or e-mail c.cade@welhat.gov.uk

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

FP2112 AWARD OF CONTRACT FOR URBAN TREE MAINTENANCE

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 & 2	All wards	None	Key Decision	Procurement Manager	Yes – 12 th February 2025

DECISION:

Cabinet received a report from the Executive Director (Resident Services and Climate Change) on the award of the contract for urban tree maintenance.

Decision taken

Cabinet:

1. Noted the intention to award the Urban Tree Maintenance contract for an initial period commencing on 1st April 2025 and ending on 31st December 2027, with an optional 12-month extension, to Gristwood and Toms Limited.
2. Agreed to delegate authority to award the contract to the Executive Director (Resident Services and Climate Change) in consultation with the Executive Member (Environment) following discussions with Hertfordshire County Council on their funding level under the Agency Agreement.

Reason for decision

The Council maintains 30,000 trees in the borough. The maintenance of trees is contracted out on three separate lots. The contract for young trees and woodland trees was contract was awarded by Cabinet in November 2024. A tendering exercise for urban trees was abandoned and re-tendered. The tendering took place and Gritswood and Toms limited were successful in their bid

BACKGROUND:

Cabinet Decisions
Tuesday 4 February 2025

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

FP2110 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	All	None	Non-Key	Assistant Director (Customer Services & Transformation)	No

DECISION:

Decision taken
Cabinet noted the report.

Reason for decision
The report set out the Council's progress against the Transformation Strategy. The report highlighted the key areas of focus for year 3 of the Strategy.

BACKGROUND:

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

FP2092 Local Plan Early Engagement Reporting and LDS

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	Key Decision	Assistant Director (Planning)	Yes – 12 th February 2025

DECISION:

Decision taken

Cabinet agreed:

1. The key themes to inform the preparedness of the Local Plan.
2. The Local Development Scheme be published on the Council's website, and a copy be sent to the Secretary of State to comply with the Written Ministerial Statement of 12 December 2024.

Reason for decision

The Council engaged in early engagement with residents as part of the Local Plan review process. The engagement took place between the 23rd September and 4th November 2024.

In total, 209 contributions were received on the online platform, and 1,100 visitors. The responses are published on the engagement platform. The report also set out the timetable for the Local Plan.

BACKGROUND:

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

APPOINTMENTS OF CABINET PANELS AND OUTSIDE BODY

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	Assistant Director (Legal and Governance)	No

DECISION:

Decision taken

Cabinet agreed:

1. Councillor Julie Cragg to replace Councillor Thusu on the Climate Biodiversity Cabinet Panel; and
2. Councillor Mark Short to replace Councillor Thusu on the Cabinet Planning and Parking Panel.
3. Councillor Kieran Thorpe to replace Councillor Broach on the Hatfield Community Sports Fund Board.

Reason for decision

A report was taken to Full Council on the 3rd February 2025 to update Members on the political proportionality in light of changes in membership of the Conservative Group as of the 10th January 2025. As a result, the Conservative Group is required to nominate new members on the Climate Biodiversity Cabinet Panel and Cabinet Planning and Parking Panel. Due to the health condition of Councillor James Broach, it is proposed that a new representative is nominated on the Hatfield Community Sports Fund Board.

BACKGROUND:

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

QUARTER 3 CAPITAL BUDGET MONITORING REPORT 2024-25

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 wards	None	Non-Key	Assistant Director (Finance)	No

DECISION:

Decision taken

Cabinet:

1. Noted:
 - a) The capital forecast outturn positions.
 - b) The forecast position as set out at 31 December 2024 for funding of the capital programme and reserve balances.
2. Approved the virements as set out in section 3.2 of the report.

Reason for decision

The report set out the capital expenditure and associated capital funding as at the end of Quarter 3 (December 2024). The report and appendices detailed the changes to the original capital programme and funding plans, as a result of programme commitments and project delivery.

BACKGROUND:

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

QUARTER 3 REVENUE BUDGET MONITORING REPORT 2024-25

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 wards	None	Non-Key	Assistant Director (Finance)	No

DECISION:

Decision taken

Cabinet:

1. Noted the revenue forecast outturn position as at Quarter Three (31 December 2024) and note the position on debts set out in Section 5 of this report.
2. Approved the virements set out in Section 4.1.3 of this report.

Reason for decision

The report presented the forecast revenue outturn position as of 31 December 2024 for the financial year 2024-25 and outlines the main variances from the original budget for both the General Fund (GF) and Housing Revenue Account (HRA).

BACKGROUND:

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

Quarter 3 Performance Report

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 wards	None	Non-Key	Assistant Director (Customer Service & Transformation)	No

DECISION:

Decision taken

Cabinet noted the report and its contents.

Reason for decision

The report summarised the Council's corporate quarterly performance data following the monitoring and review of performance reports by the Chief Executive, Directors, and Assistant Directors. This report covered the period 1 October 2024 to 31 December 2024 (Q3). All corporate projects and key performance indicators were included in Appendix 1.

BACKGROUND:

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

Risk Management Quarter 3 Risk Registers

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	Executive Director (Finance & Transformation)	No

DECISION:

Decision taken

Cabinet noted the Risk Register at Quarter 3, and the comments and actions in respect of the strategic and serious/severe operational risks.

Reason for decision

The report set out the current identified strategic risks facing the Council, and those operational risks assessed as having a residual risk level of serious or severe (those with a score of 10 or more). The report was an assessment of risk as of 31st December 2024. The Council captures and reports on both the inherent risk (before control measures are in place) and the residual risk (after control measures are put in place).

The report presented the risks under this framework. Narrative is provided by the risk manager and is shown against each risk individually in the report.

BACKGROUND:

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

Cabinet Decisions
Tuesday 4 February 2025

SUBJECT / TITLE OF REPORT

Quarter 3 Achievement List

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 wards	None	Non-Key	Assistant Director (Customer Service & Transformation)	No

DECISION:

Decision taken

Cabinet noted the report and its contents.

Reason for decision

The report highlighted the Council's achievements from business plan projects, committee decisions, community-based activities, events and campaigns achieved in the quarter.

BACKGROUND:

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