

**WELWYN HATFIELD COUNCIL****FORWARD PLAN****FOR THE PERIOD 1 JULY 2023 TO 31 OCTOBER 2023**

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

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. Cabinet meetings are held at the Campus East, Council Offices, Welwyn Garden City and start at 6.30pm. During the period of this Plan meetings will be held on:-

Tuesday 11 July, Tuesday 8 August, Tuesday 5 September and Tuesday 3 October 2023

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).

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**FORWARD PLAN**
**FOR THE PERIOD 1 JULY 2023 TO 31 OCTOBER 2023**

<b>REFERENCE AND SUBJECT</b>	<b>DECISION NEEDED</b>	<b>WHEN WILL DECISION BE TAKEN</b>	<b>WHO WILL BE CONSULTED</b>	<b>METHOD OF CONSULTATION</b>	<b>REPORTS AVAILABLE AND CONTACT OFFICERS</b>	<b>EXECUTIVE MEMBER</b>
FP1186 One Town Centre commercial fit-out	To award the contract for fit-out and internal works to commercial units at One Town Centre.	Portfolio Holder Decision Notice – July 2023			Assistant Director (Regeneration and Economic Development) Geoff Sampson Tel: 01707 357457 <a href="mailto:g.sampson@welhat.gov.uk">g.sampson@welhat.gov.uk</a>	Councillor Duncan Jones
FP1180 Legionella Testing	To award the contract for Legionella testing in council housing stock.	Portfolio Holder Decision Notice – July 2023		Public Procurement Exercise	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Lynn Chesterman
FP1181 Asbestos consultant	To award the contract for an Asbestos Consultant to manage asbestos in the council housing stock.	Portfolio Holder Decision Notice – July 2023		Public Procurement Exercise	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Lynn Chesterman
FP1184 Contracts for website management	To award the contract for Website Management.	Portfolio Holder Decision Notice – July 2023		Public Procurement Exercise	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Duncan Jones

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FP1172 Revenue Outturn 2022/23	To consider the councils revenue outturn position for 2022/23 and reserve movements.	11 July 2023 - Cabinet			Executive Director (Finance & Transformation) Richard Baker Tel: 01707 357425 <a href="mailto:r.baker@welhat.gov.uk">r.baker@welhat.gov.uk</a>	Councillor Duncan Jones
FP1173 Capital Outturn 2022/23	To consider the councils capital outturn position for 2022/23 and rephasing of capital budgets.	11 July 2023 - Cabinet			Executive Director (Finance & Transformation) Richard Baker Tel: 01707 357425 <a href="mailto:r.baker@welhat.gov.uk">r.baker@welhat.gov.uk</a>	Councillor Duncan Jones
FP1183 Parking Enforcement	To consider the extension of the Service Level Agreement with East Herts District Council.	11 July 2023 - Cabinet		Public Procurement Exercise	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Sandreni Bonfante
FP1178 Disabled Adaptations Contract	To consider the extension of the contract for disabled adaptations contract.	11 July 2023 - Cabinet	Internal Users	By Email	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Lynn Chesterman

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FP1185 Food Safety Service Plan for 2023/24	To consider approval of the Food Safety Service Plan for 2023/24.	11 July 2023 - Cabinet	Officers and Executive Members	By reports	Service Director (Resident & Neighbourhood) Sue McDaid Tel: 01707 357742 <a href="mailto:s.mcdaid@welhat.gov.uk">s.mcdaid@welhat.gov.uk</a>	Councillor Sandreni Bonfante
FP1182 Lemsford Village Character Assessment and Conservation Area designation	Following public consultation which took place for six weeks in February and March 2023, to note the representations received, to adopt the Lemsford Village Character Assessment and designate an area of Lemsford as a conservation area.	11 July 2023 - Cabinet  19 July 2023 - Council	Residents  CPPP	By report	Planning & Policy Implementation Manager Matthew Wilson Tel: 01707 357423 <a href="mailto:m.wilson@welhat.gov.uk">m.wilson@welhat.gov.uk</a>	Councillor Jane Quinton
FP1153 Northdown Road, Hatfield resident consultation	Approval for resident consultation regarding future site options	11 July 2023 - Cabinet	Residents	Reports/ Meetings	Executive Director (Place) Chris Barnes Tel: 01707 357346 <a href="mailto:c.barnes@welhat.gov.uk">c.barnes@welhat.gov.uk</a>	Councillor Lynn Chesterman

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FP1112 Professional Services Contract Award	To consider Award of contract for professional services for support on the Welwyn Garden City North project.	11 July 2023 - Cabinet	Officers and Executive Members	By reports	Assistant Director (Regeneration and Economic Development) Geoff Sampson Tel: 01707 357457 <a href="mailto:g.sampson@welhat.gov.uk">g.sampson@welhat.gov.uk</a>	Councillor Duncan Jones