

WELWYN HATFIELD COUNCIL**FORWARD PLAN****PUBLISHED MARCH 2025**

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).

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:-

M.Holloway	- Leader of the Council and Executive Member, Climate Change
J.Quinton	- Deputy Leader of the Council and Executive Member, Leisure and Community
S.Bonfante	- Executive Member, Environment
K.Thorpe	- Executive Member, Governance
G.Moore	- Executive Member, Housing
R.Grewal	- Executive Member, Planning
J.Broach	- Executive Member, Resources

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

FORWARD PLAN
FOR THE PERIOD 1 MARCH 2025 TO 30 JUNE 2025

REFERENCE AND SUBJECT	DECISION NEEDED	WHEN WILL DECISION BE TAKEN	PART 1 OR PART 2	REPORTS AVAILABLE AND CONTACT OFFICERS	EXECUTIVE MEMBER
FP2115 Minor Building Works Contract	To award a contract for minor building works in commercial buildings	February 2025 - Executive Member Decision Notice	PARTLY PART 2	Procurement Manager Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Executive Member, Housing
FP2121 Homelessness and Rough Sleeping Grant Allocation	Homelessness and Rough Sleeping Grant Allocation	Not before 3rd March 2025 - Executive Member Decision Notice	PARTLY PART 2	Assistant Director (Leisure, Community and Cultural Services)	Executive Member, Finance
FP2120 Appropriation of Garage Sites	Appropriation of garage sites	Not before 3rd March 2025 - Executive Member Decision Notice	FULLY PART 2	Assistant Director (Regeneration and Economic Development) Geoff Sampson Tel: 01707 357457 g.sampson@welhat.gov.uk	Executive Member, Housing
FP2118 Affordable Housing Programme - Award of Contract, Building Works	Award of Contract – building works	Not before 3rd March 2025 - Executive Member Decision Notice	FULLY PART 2	Assistant Director (Regeneration and Economic Development) Geoff Sampson Tel: 01707 357457 g.sampson@welhat.gov.uk	Executive Member, Housing

FORWARD PLAN
MONTH PERIOD 1 MARCH 2025 TO 30 JUNE 2025

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FP2124 Community Engagement Strategy	To agree the council's refreshed Community Engagement Strategy	4 March 2025 - Cabinet	PART 1	Assistant Director (Customer Services and Transformation) Kirsten Roberts Tel: 01707 357177 k.roberts@welhat.gov.uk	Deputy Leader of the Council, Executive Member Leisure and Community
FP2119 Review of Former Tenant Arrears and Rent Arrears policies	Review and agreement of policies	4 March 2025 - Cabinet	PART 1	Assistant Director (Finance) Helen O'Keeffe h.okeeffe@welhat.gov.uk	Executive Member, Housing
FP2080 Tree and Woodland Strategy	Tree and Woodland Strategy	4 March 2025 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment
FP2117 Green Belt Stage 4 Assessment	To award a contract for the preparation of a Green Belt Assessment to inform the preparation of a new Local Plan	4 March 2025 - Cabinet	PARTLY PART 2	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Planning

FORWARD PLAN
MONTH PERIOD 1 MARCH 2025 TO 30 JUNE 2025

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FP2082 The Commons Landscape Management Plan	The Commons Landscape Management Plan	4 March 2025 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Environment
FP2123 Tenancy Agreement	Approval of the revised tenancy agreement.	4 March 2025 - Cabinet	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Housing
FP2113 Community Infrastructure Levy (CIL) Charging Schedule	Community Infrastructure Levy (CIL) Charging Schedule Adoption	4 March 2025 12 March 2025 - Cabinet Council	PART 1	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Planning Executive Member, Planning
FP2141 Community Grant allocation 2025/26	Agree the community grant allocation	4 March 2025 - Cabinet	PARTLY PART 2	Assistant Director (Leisure, Community and Cultural Services) Joyce Guthrie Tel: 01707 357552 j.guthrie@welhat.gov.uk	Deputy Leader of the Council, Executive Member Leisure and Community

FORWARD PLAN
MONTH PERIOD 1 MARCH 2025 TO 30 JUNE 2025

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FP2122 Planning Fees	To increase published planning fees from 1 April 2025 in line with legislation	March 2025 - Executive Member Decision Notice	PART 1	Assistant Director (Planning) Ganesh Gnanamoorthy g.gnanamoorthy@welhat.gov.uk	Executive Member, Planning
FP2135 Asbestos Policy	Approval of the revised Asbestos Policy	CHP- 19 March 2025 Not before 19th March 2025 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Housing
FP2137 Fire Safety Policy	Approval of the revised Fire Safety Policy	CHP- 19 March 2025 Not before 19th March 2025 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Housing

FORWARD PLAN
MONTH PERIOD 1 MARCH 2025 TO 30 JUNE 2025

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FP2138 Gas Safety Policy	Approval of the revised Gas Safety Policy	CHP- 19 March 2025 Not before 19th March 2025 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Housing
FP2139 Electrical Safety Policy	Approval of the revised Electrical Safety Policy	CHP- 19 March 2025 19 March 2025 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Housing
FP2140 Water Hygiene Policy	Approval of the revised water hygiene Policy	CHP- 19 March 2025 19 March 2025 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Housing

FORWARD PLAN
MONTH PERIOD 1 MARCH 2025 TO 30 JUNE 2025

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FP2136 Lifts Policy	Approval of the revised Lifts Policy	CHP- 19 March 2025 Not before 19th March 2025 - Executive Member Decision Notice	PART 1	Executive Director (Resident Services and Climate Change) Sue McDaid s.mcdaid@welhat.gov.uk	Executive Member, Housing
FP2144 Affordable Housing Programme - Award of Contract, Design Services	Award of contract – design services	Not before 31st March 2025 - Executive Member Decision Notice	PARTLY PART 2	Assistant Director (Regeneration and Economic Development) Geoff Sampson Tel: 01707 357457 g.sampson@welhat.gov.uk	Executive Member, Housing
FP2107 Transfer of land from Homes England to WHBC	Agreement of dowery and terms	Not before 1st April 2025 - Executive Member Decision Notice	FULLY PART 2	Assistant Director (Regeneration and Economic Development) Geoff Sampson Tel: 01707 357457 g.sampson@welhat.gov.uk	Leader of the Council, Executive Member for Economic Development and Climate Change

FORWARD PLAN
MONTH PERIOD 1 MARCH 2025 TO 30 JUNE 2025

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FP2128 Aids and Adaptations	Approval of the revised aids and adaptations policy	CHP- 19 March 2025 1 April 2025 - Cabinet	PART 1	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing
FP2129 Housing Allocation Policy	Approval of the Allocations policy for public consultation	CHP- 19 March 2025 1 April 2025 - Cabinet	PART 1	Assistant Director (Leisure, Community and Cultural Services) Joyce Guthrie Tel: 01707 357552 j.guthrie@welhat.gov.uk	Executive Member, Housing
FP2145 Cyclical Decorations	To award a contract	1 April 2025 - Cabinet	PARTLY PART 2	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing
FP2130 Damp and Mould Policy	Approval of the revised Damp and Mould Policy	CHP- 19 March 2025 1 April 2025 - Cabinet	PART 1	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing

FORWARD PLAN
MONTH PERIOD 1 MARCH 2025 TO 30 JUNE 2025

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FP2131 Decant Policy	Approval of the revised Decant Policy	CHP- 19 March 2025 1 April 2025 - Cabinet	PART 1	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing
FP2132 Domestic Abuse Policy	Approval of the revised domestic abuse policy	CHP- 19 March 2025 1 April 2025 - Cabinet	PART 1	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing
FP2133 Repairs and Maintenance Policy	Approval of the revised Repairs & Maintenance Policy	CHP- 19 March 2025 1 April 2025 - Cabinet	PART 1	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing
FP2134 Mutual Exchange Policy	Approval of the revised mutual exchange policy	CHP- 19 March 2025 1 April 2025 - Cabinet	PART 1	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing

FORWARD PLAN
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FP2102 Food Safety Service Plan	Approval of the Food Safety Service Plan for 2025/26	1 April 2025 - Cabinet	PART 1	Assistant Director (Public Realm) Emma Walker E.walker@welhat.gov.uk	Executive Member, Environment
FP2142 Award of Insurance Services Tender	Request for delegated authority to award insurance services contract	1 April 2025 - Cabinet	PART 1	Assistant Director (Finance) Helen O'Keefe h.okeefe@welhat.gov.uk	Executive Member, Finance
FP2116 Agency Staff Contract	To award a contract for the supply of agency staff	1 April 2025 - Cabinet	PARTLY PART 2	Procurement Manager Andrew Harper Tel: 01707357371 a.harper@welhat.gov.uk	Executive Member, Governance
FP2127 Planned Works Contract	Award of supplementary contracts for external planned works	1 April 2025 - Cabinet	PARTLY PART 2	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing
FP2125 Gas Maintenance Contracts	Approval of extensions to the gas servicing and maintenance contracts	1 April 2025 - Cabinet	FULLY PART 2	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing

FORWARD PLAN
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FP2084 Appropriation of Land at Peartree Lane	Appropriation of land	3 June 2025 - Cabinet	PARTLY PART 2	Assistant Director (Regeneration and Economic Development) Geoff Sampson Tel: 01707 357457 g.sampson@welhat.gov.uk	Executive Member, Housing
FP2088 Community Infrastructure Levy (CIL) Governance	Approve broad principles of Community Infrastructure Levy (CIL) governance	3 June 2025 - Cabinet	PART 1	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Planning
FP2126 Asbestos surveying and analysis contracts	Award of contracts for surveying and analysis services for asbestos	3 June 2025 - Cabinet	PARTLY PART 2	Assistant Director (Homes and Neighbourhood) Janice White j.white@welhat.gov.uk	Executive Member, Housing
FP2143 Local Plan Regulation 18	To agree to the inviting of representations (consultation) about what the new Local Plan ought to contain	5 August 2025 - Cabinet	PART 1	Planning & Policy Implementation Manager Matthew Wilson m.wilson@welhat.gov.uk	Executive Member, Environment