

**WELWYN HATFIELD COUNCIL****FORWARD PLAN****FOR THE PERIOD 1 APRIL 2021 TO 31 JULY 2021**

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 currently being held online via the Zoom application and start at 5.00pm. During the period of this Plan meetings will be held on:-

Tuesday 15 June and Tuesday 13 July 2021

The following Councillors are in the Cabinet:-

T.Kingsbury	- Leader of the Council
D.Bell	- Deputy Leader of the Council and Executive Member, Resources
S.Boulton	- Executive Member, Environment and Planning
T.Mitchinson	- Executive Member, Leisure, Culture and Communications
N.Pace	- Executive Member, Housing and Community
B.Sarson	- Executive Member, Regeneration, Economic, Development and Partnerships
F.Thomson	- Executive Member, Governance, Public Health and Climate Change

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

**WELWYN HATFIELD COUNCIL**
**FORWARD PLAN**
**FOR THE PERIOD 1 APRIL 2021 TO 31 JULY 2021**

<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>
FP1034 Professional Building Services Contract	To award framework contracts for professional building services.	9 March 2021 – Cabinet  Officer Delegated Decision Notice – April 2021	General Procurement Board  Cabinet	By Reports	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Duncan Bell
FP1035 Office Cleaning Contract	Agreement to extend Office Cleaning Contract	Portfolio Holder Decision Notice – April 2021	Relevant Officers and Members	By Reports	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Duncan Bell
FP1036 Footway Repair Contract	Agreement to extend Footway Repair Contract	Portfolio Holder Decision Notice – April 2021	Relevant Officers and Members	By Reports	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Duncan Bell
FP1032 De-carbonisation Contracts	Award of contracts to deliver property based de-carbonisation schemes.	Portfolio Holder Decision Notice – March/ April 2021	Climate Change Group	Reports	Service Manager (Building Services) Mark Croft Tel: 01707 357939 <a href="mailto:m.croft@welhat.gov.uk">m.croft@welhat.gov.uk</a>	Councillor Duncan Bell

**FORWARD PLAN**
**MONTH PERIOD 1 APRIL 2021 TO 31 JULY 2021**

<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>
FP1025 Crematory Equipment	Award of Contract for the design and supply of Crematory Equipment.	Portfolio Holder Decision Notice – April 2021	Crematorium Project Board	Meeting with tender evaluation criteria	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Stephen Boulton
FP1037 Minor Landscapes Contract	Agreement to extend Minor Landscapes – Extension of Contract	Portfolio Holder Decision Notice – April 2021	Relevant Officers and Members	By Reports	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Stephen Boulton
FP1038 Campus West Drainage Contract	Agreement to Award the Contract for Campus West Drainage	Portfolio Holder Decision Notice – April 2021	Relevant Officers and Members	By Reports	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Duncan Bell
FP1040 Agency Staff Contract Award	Agreement to Award the Contract for Award of Agency Staff	15 June 2021 - Cabinet	General Procurement Board	By Reports	Procurement Manager Andrew Harper Tel: 01707357371 <a href="mailto:a.harper@welhat.gov.uk">a.harper@welhat.gov.uk</a>	Councillor Fiona Thomson
FP1041 Housing Maintenance Contract	Agreement to Award Housing Maintenance Contract	13 July 2021 - Cabinet	Housing Maintenance Procurement Board	By Reports	Commercial Manager Dawn Murphy Tel: 01707357030 <a href="mailto:d.murphy@welhat.gov.uk">d.murphy@welhat.gov.uk</a>	Councillor Nick Pace