

DECISION SHEET

MEETING NO 6 OF THE CABINET HELD ON 4 DECEMBER 2007

1. **MINUTES**

CABINET DECISION

That the minutes of Meeting No 5 of the Cabinet held on 6 November 2007 be taken as read and confirmed.

2. **NEW EUROSTAR SERVICE FROM ST PANCRAS**

Environment and Sustainability Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

That Cabinet welcomes the new Eurostar service and the opportunity to work in partnership with First Capital Connect to ensure the potential benefits to local residents and the local economy are fully maximised.

3. **ITEM REFERRED FROM THE PLANNING DEVELOPMENT CONTROL COMMITTEE (SOUTH) 29 OCTOBER 2007 – 3 HADLEIGH CLOSE, HARPER LANE, SHENLEY**

Planning and Conservation Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

That the above matter be considered in conjunction with the Part II report elsewhere on the agenda (Item 24 below refers).

4. **ITEM REFERRED FROM THE OVERVIEW AND SCRUTINY COMMITTEE (ENTERPRISE AND CIVIC ENVIRONMENT) 7 NOVEMBER 2007 – CONTRACT BUS SERVICES**

Environment and Sustainability Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

That the Committee's recommendations be considered in conjunction with the report elsewhere on the agenda (Item 13 below refers).

5. **ITEMS REFERRED FROM THE OVERVIEW AND SCRUTINY COMMITTEE (COMMUNITY SERVICES) 13 NOVEMBER 2007**

a) **Review of Temporary Accommodation and Strategy for the development of new leisure facilities in the District**

Housing and Sport and Healthy Living Portfolio Holders

Overview and Scrutiny Committee (Community Services)

CABINET DECISION

That the views of the Committee be considered in Part II of the meeting (Item 23 below refers)

- b) Sheltered Housing Accommodation Consultation Process
Housing Portfolio Holder
Overview and Scrutiny Committee (Community Services)

CABINET DECISION

That the views of the Committee be considered in conjunction with the report elsewhere on the agenda (Item 6 refers).

6. **SHELTERED HOUSING REVIEW UPDATE**

Housing Portfolio Holder
Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That the process will not move forward until there has been a meeting with Group Leaders.
- (ii) That further options for the future improvement of the sheltered housing are investigated and reported to Cabinet at a future meeting, together with a consultation strategy.
- (iii) That Hertfordshire County Council are invited to future Cabinet and Overview and Scrutiny meetings to present their strategy "Providing for frail older people – increasing capacity and choice".

7. **THE PROVISION OF WHEELED BINS IN SENSITIVE OR DIFFICULT LOCATIONS**

Environment and Sustainability Portfolio Holder
Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That the roads identified in the Article 4 areas where wheeled bins for refuse will not be provided as shown in Appendix A to the report be noted.
- (ii) That those roads listed in Appendix B to either remain on sacks or to be provided with wheeled bins on agreement they be kept out of sight other than at the time of collection, be agreed.
- (iii) That it be agreed that where green wheeled bins are already provided that unless there are extenuating circumstances, that the property will also be considered suitable for being provided with black refuse bins.
- (iv) That the current criteria for selecting properties not suitable for wheeled bins because of access/storage difficulties or concerns regarding the street scene be endorsed and applied to the ongoing house surveys.
- (v) That it be agreed that where roads are substantially identified that are suitable for wheeled bins, but are considered sensitive locations that it be agreed with residents that the wheeled bins be stored 'out of sight' on non-collection days and that this criteria be applied as the implementation of wheeled bins progresses.

- (vi) That Ward Members be informed of any consultations and discussions taking place with regard to streets within their Ward in relation to their suitability for wheeled bins within the implementation criteria.

8. **THE PROVISION OF A WASTE COLLECTION SERVICES FOR NAPPIES AND INCONTINENCE WASTE**

Environment and Sustainability Portfolio Holder

Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That the Cabinet notes the report of the Working Party and thanks them for their work to date on this issue.
- (ii) That the Cabinet agrees the principle that satisfactory solutions need to be offered to eligible residents regarding the storage and collection of disposable nappies and incontinence pads.
- (iii) That the Refuse Collection Working Party be asked to investigate further: (a) the most efficient ways of providing the recognised solutions needed as in (ii), and (b) detailed costings of possible different options.
- (iv) That the Working Party be asked to report to Cabinet with costed options at its meeting on 05 February 2008.”

9. **HERTFORDSHIRE HIGHWAYS**

Environment and Sustainability Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

- (i) That Cabinet notes that three meetings on 12/07/07, 03/10/07 and 08/11/07 have been held with Hertfordshire County Council Officers to discuss ways of improving highways repairs and resurfacing of roads and pavements in the district in the future and our current partnership arrangements with Hertfordshire Highways.
- (ii) That Cabinet endorses the current work being undertaken with the County to identify a better model for the delivery of improved highways repairs and road resurfacing locally and for revised joint liaison arrangements.
- (iii) That Cabinet notes that the Leader and the Chief Executive expect to report the outcome of these discussions with firm proposals regarding an improved highways delivery model to the 1 April 2008 Cabinet meeting.

10. **FUTURE DEMOCRATIC ARRANGEMENTS**

Community Leadership and Communications Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

- (i) That the following proposals arising from Cabinet on 6 November 2007 be recommended to the Council meeting on 23 January 2008:

- suggested terms of reference for two new Overview and Scrutiny Committees, an Audit Committee and the St Albans City Forum, as set out in paragraphs 7.2 to 7.3 and Appendices 1 and 2 to the report;
 - a proposed allocation of places to each political group and proportionality on each new body (paragraph 7.5 and Appendix 3 to the report);
 - possible arrangements for the disbandment of existing Committees and for the new bodies to begin their work (paragraph 7.6 of the report);
 - draft guidelines for Working Groups (paragraph 7.7 and Appendices 4 and 5 of the report).
- (ii) That Council be recommended to agree that responsibility for administering meetings of the Batchwood Estate Consultative Forum be transferred from Corporate Administration to Culture and Community Development.

11. **DRAFT BUDGET AND CORPORATE PLAN**

Resources and Efficiencies Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

- (i) That Members approve in principle the draft general fund budget 2008-11 ahead of consultation with Overview and Scrutiny Committee (Corporate Services) on 19 December 2007.
- (ii) That Members approve in principle the outline of the draft Corporate Plan 2008-11 as stated in section 15 of the report.
- (iii) That Members approve the changes in the current General Fund Capital Programme as detailed in paragraphs 10.12-10.14 of the report including the release of £557,000 from the current programme but excluding St Peter's Street additional funding which will be the subject of a report to Cabinet in January.
- (iv) That Members approve the virements referred to in paragraph 10.19 and shown in Appendix 10 (vi), and also note the budget adjustments relating to the rationalisation of IT related budgets.
- (v) That Members approve in principle appropriate budgetary provision to engage specialist consultants to review the options, and the revenue and capital implications, around the use of Council assets.

12. **COMMUNICATIONS STRATEGY**

Community Leadership and Communications Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

That the oral report of the Chief Executive be noted and a report will be provided for Cabinet in February 2008.

13. **CONTRACT BUS SERVICES**

Environment and Sustainability Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

That Cabinet delegates authority to the Head of Enterprise and Development in consultation with the Environment and Sustainability Portfolio Holder to agree a wording covering the points raised at the meeting to supplement the response already sent to the County Council's consultation on the Area Bus Network Review.

14. **COMPREHENSIVE PERFORMANCE ASSESSMENT AND INVESTORS IN PEOPLE**

Resources and Efficiencies Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

That Cabinet notes the oral report of the Chief Executive and the intention to invite a Peer Review Team in February 2008.

15. **APPRAISALS – PROGRESS REPORT**

Resources and Efficiencies Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

- (i) That the progress of any outstanding appraisals be monitored by the Chief Executive.
- (ii) That a further report be submitted to Cabinet on the round of annual appraisals scheduled for April 2008.
- (iii) That summary sheets of all appraisals continue to be collated by Human Resources, so that appraisals can be monitored for completion and quality.

16. **STAFFING AND ESTABLISHMENT**

Resources and Efficiencies Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

- (i) That Cabinet receives the statistical information provided on the establishment, staff turnover and movements for the period.
- (ii) That Cabinet notes the need to reduce the staffing budget and FTE in line with plans outlined during the development of the three year Medium Term Financial Strategy, also that changes to the establishment are reviewed on a weekly basis at the Chief Executive's Board, with any proposed increases being reported to the Portfolio Holder for Resources and Efficiencies.

17. **APPOINTMENT OF REPRESENTATIVES TO THE WEST HERTFORDSHIRE CREMATORIUM JOINT COMMITTEE**

*Sport and Healthy Living Portfolio Holder
Overview and Scrutiny Committee (Community Services)*

CABINET DECISION

- (i) That Councillor Robert Donald be appointed to the West Herts Crematorium Joint Committee for the period to June 2010.
- (ii) That Councillor Sheila Burton be appointed as the substitute representative to the Joint Committee, also for the period to June 2010.

18. **MOTION REFERRED FROM COUNCIL – TOWARDS A PLASTIC BAG FREE DISTRICT**

CABINET DECISION

That a report on the above matter be submitted to Cabinet in January 2008.

19. **PROGRAMME OF DEVELOPMENT - THE GROWTH FUND 2008/09-2010/11**

CABINET DECISION

That Cabinet is pleased to note the Chief Executive's announcement at the meeting that the Council's bid for Growth Area Funding has been successful with an allocation of £275,000 capital and £73,394 revenue in 2008/09 and an indicative allocation of £196,000 capital/£111,588 revenue for 2009/10-2010/11. A report will be submitted to Cabinet in January 2008.

20. **IMPLEMENTATION OF DECISIONS**

CABINET DECISIONS

That it be noted that a system has been put in place to ensure that all Cabinet decisions are reviewed by the Chief Executive Board to ensure that they are implemented.

Note: Items 18 to 20 were items of Other Business accepted by the Chairman for discussion at the meeting.

21. **FORWARD PLAN – JANUARY TO APRIL 2008**

*All Portfolio Holders
All Overview and Scrutiny Committees*

CABINET DECISION

That the Forward Plan for the period January to April 2008 be approved as amended as follows:

January 2008

- Add report on East Lane Car Park, Wheathampstead
- Add report on Plastic Bags (item 18 above refers)
- Add report on Batchwood Sports Centre – LTA bid

- Add report on Growth Area Funding (item 19 above refers)

February 2008

- Add report on the Communications Strategy (item 12 refers)
- Add report on Sheltered Housing (item 6 refers)
- Add report on Nappies and Incontinence Waste (item 8 refers)

March 2008

- Add reports on Flint Way and Wheathampstead Garage sites (deferred from December 2007)

April 2008

- Add report on East of England Plan
- Add report on Annual Appraisals (item 15 refers)
- Add report on Hertfordshire Highways – improved delivery model (item 9 refers)

22. EXCLUSION OF PUBLIC

CABINET DECISION

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 5 of Part I of Schedule 12(A) of the said Act.

23. ITEM REFERRED FROM THE OVERVIEW AND SCRUTINY COMMITTEE (COMMUNITY SERVICES) 13 NOVEMBER 2007 – REIVEW OF TEMPORARY ACCOMMODATION

CABINET DECISION

- (i) That Cabinet notes the comments of the Overview and Scrutiny (Community Services) Committee of 13/11/07 as set out in its Resolution Points 1-3.
- (ii) That Cabinet agrees to appoint a Project Manager for the redevelopment of the new Westminster Lodge Leisure Centre as soon as possible in 2008 and asks the Head of Culture and Community Development to action this appointment.
- (iii) That further action be taken as set out in Part II to this decision sheet.
- (iv) The Cabinet will receive a report as soon as possible in 2008 following this meeting.
- (v) That Cabinet agrees that the Westminster Lodge redevelopment project should proceed now as set out above.

24. **REFERENCE FROM PLANNING DEVELOPMENT CONTROL COMMITTEE SOUTH (29 OCTOBER 2007): 3 HADLEIGH CLOSE, SHENLEY**

CABINET DECISION

- (i) That Cabinet notes the change to procedure in that no Planning Decision Notice will be placed on the Council website until the formal hard copy has been issued.
- (ii) That Cabinet notes that a letter of apology has been sent to the applicant in this case, with a subsequent return call of appreciation.

Published on **Friday 7 December 2007**

The above decisions will come into force, and may be implemented on the expiry of, 5 working days after the publication of the decisions (ie **Monday 17 December 2007**) unless a request for call-in is made. [**Note:** Any requests for a decision to be called in must therefore be received by 4.45pm on Friday 14 December 2007.]