

WELWYN HATFIELD BOROUGH COUNCIL
CABINET– 12 JULY 2016
REPORT OF THE DIRECTOR (GOVERNANCE)

ACTIONS STATUS REPORT

1 Executive Summary

- 1.1 In order to ensure that actions identified at meetings are completed, this report lists the actions from the last Cabinet meeting, those responsible for completing each action and its current status.

2 Recommendation(s)

- 2.1 That Members note the status of the following actions which were identified at the last Cabinet meetings on 13 and 14 June 2016.

Minute	Action	Responsible	Status/ Date Completed
7.1	Appointment of Representatives on Executive Outside Bodies 2016/17	Graham Seal	The appointments have been notified to outside bodies.
7.2	Food Safety Service Plan	Cheryll Brown	Recommended to the Council meeting on 11 July for adoption.
7.3	Health and Safety Service Plan	Cheryll Brown	Recommended to the Council meeting on 11 July for adoption.
7.4	Environment Service Third Quarter Performance 2015/16	Kirsten Roberts	Update to Recycling Collections Policy recommended to the Council meeting on 11 July for adoption.
10	Draft Annual Governance Statement	Michel Saminaden	Referred to the Standards Committee on 4 July and the Audit Committee on 25 July.