

WELWYN HATFIELD BOROUGH COUNCIL
 CABINET – 5 MARCH 2024
 REPORT OF THE EXECUTIVE DIRECTOR (FINANCE AND TRANSFORMATION)

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 meeting on 5 March 2024:

Minute	Action	Status/ Date Completed
228.1	FP2026 Council Tax Second Homes and Empty Homes Premiums	<p>a) Recommended to Council that the current council tax 100% empty homes premium is applied after 12 months of a property being empty, instead of 24 months, effective from 1 April 2025. This will not be applied to the exempt categories of empty properties listed in the report.</p> <p>b) Recommended to Council that 1 year's notice is provided to apply a 100% second homes premium, from 1 April 2025. This will not be applied to the exempt categories of second homes listed in the report.</p> <p>c) Recommended to Council for delegated authority to be given to the Executive Director (Finance and Transformation) in consultation with the Executive Member for Resources to make any changes to the Empty Homes and Second Homes Premiums, following regulations being laid.</p>
229.1	FP2028 Service Level Agreement - CCTV Monitoring and Maintenance	<p>a) Gave approval for the Council to enter into a 5 year agreement (with a possible two year extension) with St Albans City and District Council (SADC) for the provision of CCTV services subject to the price quoted by SADC remaining competitive against any price quotation which may be received from another provider.</p> <p>b) Subject to a), delegated authority is given to the Executive Director (Resident Services and Climate Change) in consultation with the Executive Director (Finance and Transformation) and the Legal Services Manager to agree the SLA with St Albans City</p>

		and District Council for the provision of the CCTV services.
229.2	FP2032 Sale of Newspaper Contract	Agreed that the contract for both Lot 1 (recovered newspapers and magazines) and Lot 2 (recovered mixed paper including tetra pak) are awarded to Edwards Recycling Limited for an initial period of 2 years (with an optional extension of up to a further two years), commencing on 1st June 2024.
229.3	FP2003 Empty Homes Policy	Considered and noted the responses to the public consultation and b) Approved the Empty Homes policy set out at Appendix A of the report.
229.4	FP2004 Food Safety Plan 2024/25	Approved the Food Safety Service Plan for 2024/25 in Appendix A and Food Sampling Plan for 2024/25 in Appendix B of the report.
231	FP2044 Welwyn Conservation Area Appraisal and Management Plan	Recommended to Council that the Welwyn Village Character Appraisal and Management Plan be adopted and the boundary of the Welwyn Village Character Appraisal and Management Plan be revised.
232	FP2043 Approach to Masterplanning, Planning Guidance	Endorsed the approach to Masterplanning Guidance and delegated authority to the Assistant Director (Planning) in consultation with the Executive Director for Planning to make minor updates to the guidance if required.
233	Introduction of 2024-2026 Parking Services Works Programme	Approved the Parking Services Works Programme for 2024-2026 and delegated authority to the Assistant Director of Regeneration and Economic Development in consultation with the Executive Member for Environment to make minor modifications to the Works Programme, including adding new small scale schemes and reprioritising projects, to assist with the delivery of Council's corporate projects and management of resources as and when required.

During the period since the last Cabinet meeting, the following decisions were taken by Cabinet Members exercising their individual delegated powers in accordance with paragraph 18 of the Cabinet Procedure Rules within the Constitution.

	Action	Status / Date Completed
2024-03	Award of contract for block management	February 2024
2024-04	Brownfield land Register Update	February 2024
2024-05	Local Plan - Annual monitoring report 2022/23	February 2024
2025-06	Reponse to Government consultation on "reforms to social Housing Allocations"	March 2024
2024-07	Business Rate Write Off	March 2024

2024-08	Net Zero Homes Letter to Secretary of State	March 2024
2024-09	Codicote Neighbourhood Plan Regulation 14 Consultation Response	March 2024
2024-10	Brownfield Development Consultation	March 2024
2024-11	Permitted Development Consultation	March 2024
2024-12	Hertfordshire Development Quality Charter	March 2024
2024-13	Business Rate Write Off	March 2024
2024-14	Commencement of procurement for Arboriculture Services	April 2024
2024-15	Award of contract for extensions to four properties to facilitate independent living	May 2024