

WELWYN HATFIELD BOROUGH COUNCIL
 CABINET – 7 NOVEMBER 2023
 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 10 October 2023:

Minute	Action	Responsible	Status/ Date Completed
149	Review of the Medium-Term Financial Strategy	Richard Baker	Cabinet: 1. Noted the contents of the report; and 2. Approved the principles to be adopted for the 2024/25 budget setting process as highlighted in section 3.3.6 of the report.
150.1	Air Quality Annual Status Report 2023	Terry Vincent	Cabinet: 1. Noted the status of air quality within Welwyn Hatfield Borough, and 2. Approved the report for submission to DEFRA and for publishing.
151	Danesbury Local Nature Reserve Landscape Management Plan 2023-2033	Oliver Waring	Cabinet: 1. Approved a public consultation on the proposed Danesbury Local Nature Reserve Landscape Management Plan for 2023-2033 as set out in Appendix A and; 2. Noted that once the consultation feedback has been completed, the report and Danesbury Local Nature Reserve Landscape Management Plan will be resubmitted to Cabinet.
152	Singlers Marsh Landscape Management Plan 2023-2033	Oliver Waring	Cabinet: 1. Approved a public consultation on the proposed Singlers Marsh Landscape Management Plan for 2023-2033 as set out in Appendix A; and 2. Noted that once the consultation feedback has been completed, the report and Singlers Marsh Landscape

			Management Plan for 2023-2033 will be resubmitted to Cabinet.
153	Proposal For A Public Consultation On A Public Spaces Protection Order (Pspo) For The Town Centre In Welwyn Garden City	Sue McDaid	Cabinet approved a public consultation exercise be undertaken to gain feedback about the proposed introduction of a zoned PSPO within Welwyn Garden City town centre (within Handside ward).
155	Local Plan	Chris Carter	Cabinet: (a) Noted the Inspector's report and its content (b) Recommended to Council that: (i) the Welwyn Hatfield Local Plan (2016) be adopted as part of the statutory development plan for Welwyn Hatfield Borough; (ii) Authority be delegated to the Assistant Director (Planning), in consultation with the Executive Member for planning, to make changes to text, graphics and layout of the Plan of a minor or inconsequential nature or in order to ensure consistency with the Modifications Schedules as considered appropriate and necessary prior to publication of the final version (iii) Council note that, on adoption of the Welwyn Hatfield Local Plan (2016) the saved policies of the Welwyn Hatfield District Plan (adopted 2005) and associated Proposals Maps will have been replaced and will not be used for decision-making thereafter.
159.1	Cleaning Services	Andrew Harper	That a three year contract with a possible further one year extension was awarded to Birkin Cleaning Services (Birkin), commencing 1 January 2024,
160	Award Management Services	Andrew Harper	Cabinet agreed: (a) Lot 1 (Professional Services for Estates) was awarded to Brasier Freeth LLP for a three year period with a possible one year extension at an estimated contract value of £540,000. (b) that it is to the advantage of the Council that Contract Procedure Rules be waived to allow the award of a contract for Lot 2 (Block Management) to Brasier Freeth LLP for a contract period

			of 6 months; and (c) to waive Contract Procedure Rules, accordingly and to approve the award of a 6-month contract to Brasier Freeth LLP for Lot 2 (Block Management) at an estimated contract value of £30,000.
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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	Responsible	Status/Date Completed
2023-27	Network Infrastructure Services	Ben Trueman	To consider award of contract for support of the Council's Network and Voice Infrastructure Services.
2023-28	Sale of Newspaper Consortium Contract	Andrew Harper	To commence a new procurement for the consortium sale of newspaper requirements, with commencement date of 1 st June 2024. That the tenders will be evaluated 100% on price, subject to the meeting of the minimum quality criteria. That the pricing will be variable during the contract period, dependent on the relevant indices
2023-29	Merchant Acquiring Services	Andrew Harper	To enter into a two year contract with GPUK LLP (trading as Global Payments) for Merchant Acquiring Services, commencing on 1 st December 2023 To extend the contract with World Pay (UK) Limited for Merchant acquiring Services at Campus West by one further year to now expire on 30 th November 2024

2023-30	Business Rate Write Off	Farhad Cantel	<p>Write offs between £10,00 to £49,999 can be authorised by the Executive Member for Resources in accordance with the updated financial regulations, which were approved at the Constitution Review Group and Full Council on 1 February 2021.</p> <p>The Executive Member for Resources agrees to write off one business rates accounts balance to the value of £13,411.50.</p>
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