

WELWYN HATFIELD BOROUGH COUNCIL
 CABINET – 5 DECEMBER 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 7 November 2023:

Minute	Action	Status/ Date Completed
167.1	Council Tax Support Scheme	Welwyn Hatfield localised council tax support scheme continues in 2024/25 to help people on low/no income to receive a reduction on their council tax.
168.1	Proposal to end the use of flexible (5 year fixed term) tenancies	The issuance of fixed term tenancies would end with immediate effect and that all new tenancies are granted as secure council tenancies.
168.2	Anti Social Behaviour Policy	Adoption of the updated Anti-Social Behaviour (ASB) Policy and adoption of the updated Anti-Social Behaviour Strategy 2023-2025
168.3	Damp and Mould Policy	Support the decision for the Executive Member to approve and sign the Damp and Mould Policy, and make the required amendments, under delegated authority.
168.4	Introduction of Pet Policy for Tenants and Licensees	Cabinet agreed the adoption of the Pet Policy for tenants and licensees.
169	Capital Budget Monitoring Report – Quarter 2	The Cabinet noted the capital forecast outturn position and forecast position as of 30th September 2023 for funding of the capital programme and reserve balances.
170	Revenue Budget Monitoring Report – Quarter 2	Noted the revenue forecast position as of Quarter 2 and the position on debts as set out in Section 5 of the report; Agreed the virements set out in section 3.1.2 of the report.

171	Treasury Management Mid Year Report	Cabinet noted the current treasury position and Treasury Management Indicators.
172	Risk Management – Quarter 2 Risk Register	Cabinet noted the risk register for Quarter 2 and the comments & actions in respect of the strategic and serious/severe operational risks.
173	Performance Exception Report	Cabinet noted the report and approved the proposed actions set out in the appendices of the report.
174	Vision and Priorities 2023-26	Cabinet: 1. Noted the summary of the Community Survey; and 2. Agreed the new vision and priorities for 2023-2026 (the Community Plan) be recommended to Council.
175	Council Achievements List Quarter 2	The Cabinet noted the reports and contents of the Achievement List.

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
2023-31	Lift Maintenance	To extend the contract with Stannah Lift Services Limited by two years to expire on 31 st March 2026
2023-32	Award of Contract for Asbestos Consultant	To award the contract for Asbestos Consultancy to Brian Robinson (Sole Trader). The contract will commence on 1 st December 2023 and continue for an initial period of three years, with an optional one-year extension