

WELWYN HATFIELD BOROUGH COUNCIL  
 CABINET – 4 MARCH 2025  
 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 4 February 2025:

Minute	Action	Status/ Date Completed
360.1	FP2112 Award of Contract for Urban Tree Maintenance	Cabinet: 1. Noted the intention to award the Urban Tree Maintenance contract for an initial period commencing on 1st April 2025 and ending on 31st December 2027, with an optional 12-month extension, to Gristwood and Toms Limited. 2. Agreed to delegate authority to award the contract to the Executive Director (Resident Services and Climate Change) in consultation with the Executive Member (Environment) following discussions with Hertfordshire County Council on their funding level under the Agency Agreement.
360.2	FP2110 Transformation Strategy	Cabinet noted the report.
361.1	FP2092 Local Plan Early Engagement Reporting and LDS	Cabinet agreed: 1. The key themes to inform the preparedness of the Local Plan. 2. The Local Development Scheme be published on the Council's website, and a copy be sent to the Secretary of State to comply with the Written Ministerial Statement of 12 December 2024.
362	Appointments of Cabinet Panels and Outside Body	Cabinet agreed: 1. Councillor Julie Cragg to replace Councillor Thusu on the Climate Biodiversity Cabinet Panel; and 2. Councillor Mark Short to replace Councillor Thusu on the Cabinet Planning and Parking Panel. 3. Councillor Kieran Thorpe to replace Councillor Broach on the Hatfield Community Sports Fund Board.

363	Quarter 3 Capital Budget Monitoring Report 2024-25	Cabinet: 1. Noted: a) The capital forecast outturn positions. b) The forecast position as set out at 31 December 2024 for funding of the capital programme and reserve balances. 2. Approved the virements as set out in section 3.2 of the report.
364	Quarter 3 Revenue Budget Monitoring Report 2024-25	Cabinet: 1. Noted the revenue forecast outturn position as at Quarter Three (31 December 2024) and noted the position on debts set out in Section 5 of this report. 2. Approved the virements set out in Section 4.1.3 of this report.
365	Quarter 3 Performance Report	Cabinet noted the report and its contents.
366	Risk Management Quarter 3 Risk Registers	Cabinet noted the Risk Register at Quarter 3, and the comments and actions in respect of the strategic and serious/severe operational risks.
367	Quarter 3 Achievement List	Cabinet noted the report and its contents.

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.

	<b>Action</b>	<b>Date Completed</b>
2025-07	Award of contract for Hatfield Marketplace	February 2025