

WELWYN HATFIELD BOROUGH COUNCIL  
 CABINET – 10 AUGUST 2021  
 REPORT OF THE CORPORATE DIRECTOR (PUBLIC PROTECTION, PLANNING  
 AND 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 meeting on 13 July 2021:-

Minute	Action	Responsible	Status/ Date Completed
19.1	Gosling Masterplan	Rachael Walsh	Delegation of approval was agreed of the memorandum of understanding, once drafted, to the Head of Resources in consultation with the Chief Executive, Monitoring Officer, Executive Member, (Environment, Planning, Estates and Development) and Executive Member, (Leisure and Community Safety).  The establishment of The Cross Party Member Procurement Board is currently being looked at with Group Leaders asked for their nominations.
19.2	Friendship House	Sian Chambers/ Richard Baker	Viability assessments were currently underway.  Delegated authority had been granted to the Head of Resources in consultation with the Executive Member for Environment, Planning, Estates and Development to agree the final details when required.
19.3	Public Space Protection Order Review	Kerry Clifford	Further consultation regarding expanding the geographical area covered will take place within the next 6 months.
19.4	Proposal to purchase 38 flats via the Affordable Housing Programme	Harvinder Sarohi-Parhar	Council at its meeting on the 14 July agreed that a Housing Revenue Account (HRA) capital budget be approved for £3.383M for 2021/22 funded from increase in the borrowing requirement.

19.5/ 21.4	Revenue and Benefits –Risk Based Verification Policy (Part 1 and Part 2)	Richard Baker	Delegated authority was agreed for future reviews and updates to the policy to the Section 151 Officer in consultation with the Executive Member for Resources when required.
19.6	Handside Traffic Regulation Order	Eliska Robova	The Traffic Regulation Order will come into effect on 1 September 2021.
19.7	Article 4 Direction – Employment Sites	Matt Pyecroft	It will come into effect on 1 February 2022.
21.1	Housing Maintenance Contract	Andrew Harper	All bidders have been advised of the intention to award, subject to the mandatory standstill period and necessary consultations.
21.2	Campus East Car Park	Andrew Harper	All bidders have been advised of the intention to award, subject to the mandatory standstill period and necessary consultations.
21.3	The Commons & Ludwick Way	Harvinder Sarohi-Parhar	Contract was awarded on 16 July 2021.

During the period 15 June 2021 to 2 August 2021, 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>Responsible</b>	<b>Status / Date Completed</b>
2021-15	Former Tenant Arrears Policy (Decision published 7 July 2021)	Simon Kiff	The amendments to the Former Tenant Arrears Policy were approved. The new policy was published on 21 July 2021.
2021-16	Procurement of a Replacement Property Asset Management System (Decision published 7 July 2021)	Andrew Harper	The selection and procurement of a new housing property asset management system had started.
2021-18	Minor landscapes contract (Decision published 8 July 2021)	Andrew Harper	The paperwork is currently being done, with a proposed extension period of 1 October 2021 to 30 September 2022.
2021-20	Fire Risk Assessment Procurement (Decision published 2 August 2021)	Andrew Harper/ Elliot Manzie	As part of the ongoing planned programme, decision taken to procure contractors to undertake enhanced Fire Risk Assessments on housing blocks.