

WELWYN HATFIELD BOROUGH COUNCIL
 CABINET – 29 MARCH 2022
 REPORT OF THE HEAD OF LAW AND ADMINISTRATION

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 1 March 2022:-

Minute	Action	Responsible	Status/ Date Completed
94.1	Procurement Boards	Andrew Harper	Council agreed the Cabinet recommendations that the Constitution was amended to reflect any approved consequential changes to the Constitution, including Executive Member and Officer delegations and the Contract Procedure Rules.
94.2	Howlands House and Burfield Close Redevelopment	Harvinder Sarohi-Parhar	It was agreed to delegate the decision to award the construction contract for temporary accommodation at Howlands House and Burfield Close to the Executive Member for Housing and Climate Change and the Executive Member for Resources by means of an Executive Member Decision.
94.3	ANPR Vehicles	Kirsten Roberts	It was agreed to delegate the decision to award the contract for two electric vehicles with Automatic Number Plate Recognition (ANPR) cameras and two static cameras to the Executive Member for Resources by means of an Executive Member Decision.
100.1	Bereavement Services	Andrew Harper	The mandatory standstill letters have been despatched. The standstill period ends on 22 March 2022.
100.2	Pest Control Contract	Andrew Harper	The contracts are due to commence on 1 April 2022.
100.3	Electric Charging Point Contract	Kirsten Roberts	The contract will be signed once funding has been secured.

During the period 21 February 2022 to 21 March 2022, 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
2022-04	Reaffirming our Commitment to the Armed Forces Community Covenant (Decision taken 28 February 2022)	Alison Marston	It had been agreed to reaffirm the Council's commitment to the Hertfordshire armed forces community covenant as it was over ten years since the Council first made this commitment.
2022-05	IT Consultancy – Clarification of Company Name (Decision taken 28 February 2022)	Andrew Harper	The name of the company on the Executive Member Decision Notice dated 20th January 2022 had been clarified as 'Constellia Public Limited'.
2022-06	Home Ownership Policy (Decision taken 10 March 2022)	Simon Kiff	The adoption of the new Home Ownership Policy was approved.
2022-09	Electrical Safety Offences Policy (Decision taken 15 March 2022)	Jo Smith	It was agreed to adopt the Electrical Safety Standards Policy as part of the Council's current Civil Financial Penalty Policy.
2022-10	Banning Order Policy (Decision taken 15 March 2022)	Jo Smith	Adoption of the 2022 Banning Order Policy was agreed.
2022-11	Review of the Tenancy Strategy, Secure Tenancies and the Use of Flexible Tenancies (Decision taken 15 March 2022)	Rachel Sesstein	It was agreed to commence a consultation process with key stakeholders and tenants to seek views on: a) The proposal to amend the current Tenancy Strategy and Tenancy Policy and b) the identified and proposed changes to the existing secure tenancy terms and conditions.
2022-12	Amendment of Resident Permit Parking Schemes, Verge Protection Order and other Waiting Restrictions in Various Roads, Handside, Welwyn Garden City. (Decision taken 17 March 2022)	Jack Carson	It was agreed to introduce the prohibition of stopping and waiting on verge or footway order 2020 (amendment no.2) order 2022 and restriction of waiting and permit parking zones order 2022 in Handside.