

WELWYN HATFIELD BOROUGH COUNCIL  
 CABINET – 6 SEPTEMBER 2022  
 REPORT OF THE ASSISTANT DIRECTOR (LEGAL 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 9 August 2022:-

Minute	Action	Responsible	Status/ Date Completed
28.1	Disregard of War Pensions Policy	Farhad Cantel	The Council's disregard of war pensions procedure when calculating housing benefit and council tax support was agreed by Cabinet and recommended to Full Council.

During the period 1 August 2022 to 26 August 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
2022-31	Procurement of automatic number plate recognition (ANPR) Vehicles and Associated Cameras. (Decision taken 5 August 2022)	Kirsten Roberts	It was agreed to award the contract for the supply of two ANPR vehicles and associated cameras to APCOA Parking (UK) Ltd.
2022-32	Evaluation of planned maintenance (mini competition) tenders (Decision taken 5 August 2022)	Andrew Harper	Officers are working on Leaseholder consultation.
2022-34	Award of contract for a HR & Payroll System (Decision taken 19 August 2022)	Richard Baker	A direct award through the g-cloud framework to Zellis UK Limited (Zellis) for the migration to, and provision of, a HR and Payroll cloud based system for 2 years, with the option to extend by up to two years, a year at a time was agreed.

2022-36	Establishment of Customer Services Project Board (Decision taken 17 August 2022)	Kirsten Roberts	It was agreed to set up a cross party Customer Services Member Project Board.
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