

WELWYN HATFIELD BOROUGH COUNCIL
 CABINET – 10 JANUARY 2023
 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 6 December 2022:-

Minute	Action	Responsible	Status/ Date Completed
61.2	Localised Council Tax Support Scheme 2023/24	Farhad Cantel	Cabinet recommended to Council that the localised council tax support scheme continues in 2023/24 to help people on low/no income to receive a reduction on their council tax. It will be going to the Council meeting on the 20 December 2022.
61.3	Community Bus Service	Kirsten Roberts	It was agreed to delegate authority to the Service Director (Resident and Neighbourhood), in consultation with the Executive Member (Housing), to enter into an agreement with Communities 1st.
61.4	Review of 24-Hour Control Centre	Kirsten Roberts	It was agreed to award the contract to PPP Taking Care Limited for a term of 3 years (with the option for an additional 1-year extension) to deliver the council's emergency alarm (Lifeline) services.

During the period 28 November 2022 to 23 December 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
2022-47	Food Safety Service Plan (Decision taken 27 November 2022)	Cheryll Brown	The Food Safety Service Plan for 2022/23 was approved.
2022-48	Amendment to Terms of Reference for the cross-party housing	Ka Ng	The amendments to the Terms of Reference for the cross-party Housing Maintenance Contract Mobilisation

	<p>maintenance contract mobilisation project board (Decision taken 6 December 2022)</p>		<p>Member Project Board to include discussion on damp and mould properties were agreed.</p>
2022-49	<p>Award of contract for end user services (Decision taken 12 December 2022)</p>	Richard Baker	<p>It was agreed to award the contract for End User Services to XMA Limited. The contract will commence on 1 April 2023 and continue for an initial period of 3 years, with an optional 2 year extension.</p>