

WELWYN HATFIELD BOROUGH COUNCIL
 CABINET – 6 JUNE 2023
 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 7 March 2023:-

| Minute | Action | Responsible | Status/ Date Completed |
|---------------|---|------------------|--|
| 93.1 | Leaseholder Insurance Contract | Andrea Plucknett | Cabinet agreed to delegate the decision to award the contract for the provision of leasehold properties' buildings insurance to Executive Member (Planning and Resources) in consultation with the Executive Director (Finance and Transformation). |
| 93.2/ 96.1 | Award of Contract for Utilities Management | Andrew Harper | Cabinet agreed to enter into a Customer Access Agreement with Crown Commercial Services for a period of 4 years, with the supply commencing on 1 October 2024 and to sign supply contracts with EDF Energy Limited (EDF) and Total Energies Gas and Power Limited (Total). |
| 93.4/ 96.2 | Award of Contract for Building Surveyor - Planned Maintenance | Andrew Harper | Cabinet agreed to award the contract for Building Surveying services (Planned Maintenance) to Keegans Limited for a period of up to five years. |
| 93.6 | Mixed Recycling Contract | Andrew Harper | Cabinet agreed to extend the contract for Mixed Recycling with Pearce Recycling Limited by a further three years to expire on 31 January 2027. |
| 94.1 | Northaw and Cuffley Neighbourhood Plan | Matthew Wilson | The Northaw and Cuffley Neighbourhood Plan proceeded to referendum and residents voted on the 4 May 2023. |

During the period 27 February 2023 to 26 May 2023, 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 |
|---------|---|--------------------|--|
| 2023-11 | Now Housing balance Write Off (Decision taken 31 March 2023) | Richard Baker | The Executive Member, Resources and Planning agreed to write off the final balance relating to Now Housing Limited, to the value of £21,374.20. |
| 2023-14 | Housing related systems integration solution (Decision taken 28 April 2023) | Ben Trueman | It was agreed to award a contract to Manifest Software Solutions Limited for a housing related system integration solution and support services for a two-year period with an option to extend for an additional two years. Also it was agreed to make a direct award through The Crown Commercial Services G Cloud Framework. |
| 2023-15 | Updates to complaints policy and vexatious, persistent and abusive behaviour policy (Decision taken 28 April 2023) | Kirsten Roberts | It was agreed to agree the proposed updates as outlined in the Explanation section of the notice, following consultation with, and agreement of changes with the Cross-Party Customer Service Project Board. |
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