

Monthly Table List of Actions Taken Under Summary DPRs (March 2014)

This notice gives detail of decisions taken within the organisation in accordance with the London Borough of Barnet's Scheme of Delegation.

The decisions documented below are taken within the powers that the Council has delegated to Senior Officers. These decision makers are responsible for ensuring decisions are compliant with the decision making framework of the organisation which includes the Council's Constitution, the Officer Scheme of Delegation, and budget and policy framework, as well as compliance with all relevant Legal considerations.

Delivery Unit: Customer and Support Group

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Acceptance of quotation for the Windows Replacement Works at Courtland Primary School	21 March 2014	Lesley Meeks - Assistant Director, Commercial Assurance	<p>The existing school's windows have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team. The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include replacement of the existing windows to prevent leaks, save energy and consequently reduce the maintenance budget. The works are scheduled to take place on site between July and August 2014.</p>

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Acceptance of quotation for the Roofing Works at Courtland Primary School	21 March 2014	Lesley Meeks - Assistant Director, Commercial Assurance	<p>The existing roofs and the kitchen have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team. The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include reroofing the existing flat roofs to provide insulation to achieve minimum u-value as required by the Building Regulations and also refurbishment to aged kitchen at Underhill Infant School. The works are scheduled to take place on site between March and August 2014.</p>
Acceptance of quotation for the Windows Replacement Works at Cromer Road Primary School	21 March 2014	Lesley Meeks - Assistant Director, Commercial Assurance	<p>The existing school's windows have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team. The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include replacement of the existing windows to prevent leaks, save energy and consequently reduce the maintenance budget. The works are scheduled to take place on site between April and May 2014.</p>
Acceptance of quotation for the Roofing Works at Underhill Junior School	21 March 2014	Lesley Meeks - Assistant Director, Commercial Assurance	<p>Some of the existing school's roofs have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team. The designs were undertaken by Capita in accordance with the latest regulations and standards.</p>

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			<p>The works include: roof coverings and roof lights replacement, fascias/soffits repair and RWG replacement to areas marked as such on the drawings. The works are scheduled to take place on site between March and April 2014.</p>
<p>Acceptance of quotation for the Dining Hall Refurbishment Works at Cromer Road Primary School</p>	<p>21 March 2014</p>	<p>Lesley Meeks - Assistant Director, Commercial Assurance</p>	<p>The existing condition of the dining hall doesn't provide the best service to school's activities; energy loss is significant through single brickwork. Consequently it has been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team. The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include: external wall insulation, M&E upgrade, ceiling insulation, wall/floor finishes and entrance lobby provision. The works are scheduled to take place on site between July and August 2014.</p>
<p>Acceptance of quotation for the Windows Replacement Works at Danegrove Primary School</p>	<p>21 March 2014</p>	<p>Lesley Meeks - Assistant Director, Commercial Assurance</p>	<p>The existing windows have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team. The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include replacement of the existing windows to prevent leaks, make the school safe, save energy and consequently reduce the maintenance budget.</p> <p>The works are scheduled to take place on site between March and August 2014.</p>

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Acceptance of quotation for the General Building Works at Courtland Primary School	21 March 2014	Lesley Meeks - Assistant Director, Commercial Assurance	<p>The existing condition of the caretaker's house and its outbuildings have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team.</p> <p>The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include: demolition of the existing caretaker's outbuilding, Installation of close board fence and a gate and reinstate ground level laying of gravel.</p> <p>The works are scheduled to take place on site between March and April 2014.</p>
Acceptance of quotation for the Roofing Works at Cromer Road Primary School	21 March 2014	Lesley Meeks - Assistant Director, Commercial Assurance	<p>The existing school's roofs have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team.</p> <p>The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include reroofing the existing flat roofs to provide insulation to achieve minimum u-value as required by the Building Regulations.</p> <p>The works are scheduled to take place on site between July and August 2014.</p>

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Acceptance of quotation for the Kitchen Refurbishment at Underhill Infant School	21 March 2014	Lesley Meeks - Assistant Director, Commercial Assurance	<p>The existing roofs and the kitchen have reached the end of their serviceable life and consequently they have been prioritised in accordance with the Council's Children Service requirements and verified by the Building Services Team. The designs were undertaken by Capita in accordance with the latest regulations and standards.</p> <p>The works include reroofing the existing flat roofs to provide insulation to achieve minimum u-value as required by the Building Regulations and also refurbishment to aged kitchen at Underhill Infant School. The works are scheduled to take place on site between March and August 2014.</p>

Delivery Unit: Children's Services

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Award of Contracts for Independent Reviewing Officers and Child Protection Conference Chairs	17 February 2014	Family Services Director	To award contracts to six providers for the provision of Independent Reviewing Officers and one contract for the provision of a Child Protection Conference Chair. These contracts will be for a four year period from 1 April 2014 until 31 March 2018. Total spend over this period will be capped at £480,000. Actual spend will depend on numerous factors including the number of children in care in Barnet, the number of 'in-house' Barnet employed Independent Reviewing Officers and their associated case loads. Spend will be contained within agreed Family Services Delivery Unit budgets.

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Decision to Authorise Joining the West London Arrangement for the Provision of Client Caseload Information System (CCIS)	3 March 2014	Education and Skills Director	<p>To enter into contract with seven boroughs in the West London Alliance for the provision of Client Caseload Information System (CCIS) at a value of £39,800 between 1 April 2014 and 31 March 2015.</p> <p>The total cost for the 2014/15 financial year is £39,800. Spend will be contained within agreed Education & Skills Delivery Unit budgets.</p>
Transfer of Support Officer Post from the Disabled Children's Team to the Central Support Team	19 February 2014	Family Services Director	<p>A change to the established staff structure by the deletion of an 18 hour Support Assistant post in the Disabled Children's Team and then transfers this 18 hour post to the Central Support Team in Children's Social Care.</p> <p>In December 2007, the Disabled Children's Team moved from Children's Social Care to the Complex Needs Division and an 18 hour Support Assistant post moved with the team in order to ensure adequate administrative support was available.</p> <p>Subsequently, in July 2012 the Disabled Children's Team moved back to Children's Social Care, and this included the 18 hour Support Assistant post.</p> <p>Within Children's Social Care administrative support to all the social work teams managed centrally in order to ensure maximum efficiency.</p> <p>It is therefore proposed that the 18 hour Support Assistant post in the DCT establishment is transferred to the Central Support Team. There has been informal consultation with the DCT Team Manager, the Central Support Team Manager and the individual in the post, and all area agreed on the way forward.</p> <p>It is proposed that the budget for the post be transferred from 1st</p>

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			<p>April 2014 and that line management transfer at the same time. This will ensure that the administrative support available to all social work teams will be able to be used effectively to provide continual support, avoid duplication between different teams, ensure consistency of approach and maximise efficiency.</p> <p>Transfer of funding is as follows: Current budget in DCT budget 10569 for 18 hour Support Assistant post is £19,190.</p> <p>This will transfer to the Central Support Budget 10616.</p>
New Canada Villa Gym Equipment	10 March 2014	Youth and Community Service Manager	<p>To authorise increase of £3,000 in current contract with Technogym UK Ltd (vendor no: 149989). This is a variation of an existing contract in order to purchase additional goods. This variation of contract is in line with the Council's constitution as set out in contract procurement rules. Budget allocation has been set out in cost centre 10981. This vendor provides fit-for-purpose gym equipment that meets the needs of our young people gym programmes. As we already have Technogym equipment in place in the gym, this additional equipment will provide required programme consistency. Technogym are also the sole provider of their equipment.</p>
Tim Beach Associates Limited	12 March 2014	Interim Assistant Director Social Care	<p>Authority for payment of an invoice dated 1 October 2013 in the sum of £14,000 for services rendered to Barnet Safeguarding Children Board (BSCB) for the period 1 April 2013 to 30 September 2013 as Independent Chair.</p> <p>Tim Beach was appointed by the Chief Executive on a fixed term basis in 2009. His contract expired on 31 March 2013. Further services to the BSCB were rendered by Tim Beach between 1 April 2013 and 30 September 2013 to the BSCB on an interim basis. The BSCB does not dispute the work undertaken or the sum claimed in</p>

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			<p>the invoice. The BSCB Chair is independent in order to provide effective scrutiny and to hold all agencies to account for children's safeguarding. A new independent Chair was formally appointed in November 2013.</p> <p>Payment will be made from the BSCB Budget for which the London Borough of Barnet acts as Treasurer. The BSCB is a multi-agency Board with an annual budget made up of contributions from Partner Agencies including the London Borough of Barnet, Police and Health. The contributions fund two salaried posts, services rendered by the independent chair, safeguarding training etc.</p>
<p>Agree new Instruments of Government to be signed and sealed</p>	<p>14 March 2014</p>	<p>Education and Skills Director</p>	<p>Giving authority for Instrument of Government of school governing bodies to be submitted for signing and sealing. This report highlights the requirement to make the Instrument of Government for the following maintained schools: St Mary's High School St Mary's and St John's Akiva St Andrew's Church of England Voluntary Aided Primary School, Totteridge</p> <p>Equalities and Diversity Issues: The schools' Instruments of Government do not compromise their compliance with their statutory equalities duties as set out in the Equalities Act 2010. Legal Issues: The School Governance (Constitution) (England) Regulations 2012 sets out the arrangements for the constitution of governing bodies of maintained schools including foundation and trust schools in England. Background: the Governing Bodies of the schools listed have submitted details of changes in their Instruments of Government.</p>

Adults and Communities Delivery Unit

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Adults and Communities Joint Commissioning Unit	27.02.14	Mathew Kendall - Assistant Director Community and Wellbeing	Final Stages of the Joint Commissioning restructure across health and adult social care in Barnet. New Joint Commissioning structure has been developed in partnership between the London Borough of Barnet and the Clinical Commissioning Group. Individuals have been assimilated in to posts where this applies and the remaining vacant posts have been advertised.
Authorisation of Entry into a Contract for Residential Services for an Adult Client	26/02/14	Karen Jackson – Assistant Director Adult Social Care	<p>Date of decision - Retrospective- 1st October 2013</p> <p>This report seeks approval to enter into a contract with The Lion Care Group for the placement of an Adult who is an older person with a learning disability.</p> <p>The client requires care and support in another part of the UK in order to live in closer proximity to relatives but the Council has no pre-existing contract for suitable services in the district concerned. It is expected that the client will become an ordinary resident after 12 weeks.</p> <p>The proposed contract is for a term of 4 years. The contract value for the purpose of the Contract Procedure Rules is accordingly £16,228.80 for 12 weeks.</p> <p>This placement has been selected to comply with the appropriate health and social care best practice, meets statutory</p>

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			<p>requirements, has been subject to appropriate due diligence checks and has been approved by the Adults' Funding Panel.</p>
<p>Authorisation of Entry into a Contract for Residential Services for an Adult Client</p>	<p>26/02/14</p>	<p>Karen Jackson - Assistant Director Adult Social Care</p>	<p>Date of decision - Retrospective- 9th July 2013</p> <p>This report seeks approval to enter into a contract with Ravensworth Care Home for the placement of an Adult who is an older person.</p> <p>The client requires care and support in another part of the UK in order to live in closer proximity to relatives but the Council has no pre-existing contract for suitable services in the district concerned.</p> <p>The proposed contractor has accepted the local borough price which is below the Council's standard price for the provision of residential and nursing care for services for older adults.</p> <p>The proposed contract term is for 4 years. The contract value for the purpose of the Contract Procedure Rules is accordingly £85,146.88</p> <p>This placement has been selected to comply with the appropriate health and social care best practice, meets statutory requirements, has been subject to appropriate due diligence checks and has been approved by the Adults' Funding Panel.</p>

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The Reader Organisation to be awarded contract to deliver Volunteer-led Intergenerational Reading Groups	21/02/2014	Dr Andrew Howe, Director of Public Health / Public Health Lead Commissioner	The Reader Organisation to be awarded contract to deliver Volunteer-led Intergenerational Reading Groups
Authorisation of Entry into a Contract for Residential Services for an Adult Client	28/02/14	Karen Jackson - Assistant Director Adult Social Care	<p>This report seeks approval to enter into a contract with Circa Care Ltd for the placement of an adult who is an older person. The proposed contractor has indicated acceptance of the standard price approved by the council for the provision of residential and nursing care services for older adults.</p> <p>The proposed contract is for a term of three years with an option to extend by one further year. The contract value for the purpose of the Contract Procedure Rules is accordingly £113,570.08.</p> <p>This placement has been selected to comply with the appropriate health and social care best practice, meets statutory requirements, has been subject to appropriate due diligence checks and has been approved by the Adults' Funding Panel.</p>
Authorisation of Entry into a Contract for Residential Services for an Adult Client	28/02/14	Karen Jackson - Assistant Director Adult Social Care	<p>This report seeks approval to enter into a contract with Maria Mallaband Care Group for the placement of an adult who is an older person.</p> <p>The client requires care and support in another part of the UK in order to live in closer proximity to relatives but the Council has no pre-existing contract for suitable services in the district concerned.</p> <p>The proposed contractor has indicated acceptance of the fee</p>

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			<p>lower than the standard price for the provision of residential and nursing care for services for older adults.</p> <p>The proposed contract is for a term of three years with an option to extend by one further year. The contract value for the purpose of the Contract Procedure Rules is accordingly £97,435.52.</p> <p>This placement has been selected to comply with the appropriate health and social care best practice, meets statutory requirements, has been subject to appropriate due diligence checks and has been approved by the Adults' Funding Panel.</p>
<p>Authorisation to procure a Research Service from St Andrews University for housing related support services</p>	<p>20/03/14</p>	<p>Rodney D'Costa – Head of Social Care Commissioning</p>	<p>This summary DPR seeks approval for expenditure for St Andrews University for collection and analysis of data relating to the use of housing – related services. The Adults and Communities Delivery Unit has used the service in previous years. Commissioners use the outcomes data to understand how the services are performing and inform future design of services.</p>
<p>Authorisation of Entry into a Contract for Residential Services for an Adult Client</p>	<p>05/03/14</p>	<p>Karen Jackson - Assistant Director Adult Social Care</p>	<p>This report seeks approval to enter into a contract with Care UK Community Partnerships Ltd for the placement of an adult who is an older person.</p> <p>The client requires care and support in another part of London (Islington) in order to live in closer proximity to relatives but the Council has no pre-existing contract for suitable services in the district concerned.</p> <p>The proposed contractor has indicated acceptance of the standard price approved by the Council for the provision of residential and nursing care services for older adults.</p>

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			<p>The proposed contract is for a term of three years with an option to extend for one further year. The contract value for the purposes of the Contract Procedure Rules is accordingly £146,000.</p> <p>This placement has been selected to comply with the appropriate health and social care best practice, meets statutory requirements, has been subject to appropriate due diligence checks and has been approved by the Adults' Funding Panel.</p>
<p>Authorisation of Entry into a Contract for Residential Services for an Adult Client</p>	<p>05/03/14</p>	<p>Karen Jackson - Assistant Director Adult Social Care</p>	<p>This report seeks approval to enter into a contract with Countrywide Care Home Ltd for the placement of an adult who is an older person.</p> <p>The client requires care and support in another part of the UK (Enniskillen) in order to live in closer proximity to relatives but the Council has no pre-existing contract for suitable services in the district concerned.</p> <p>The proposed contractor has indicated acceptance of the standard price approved by the Council for the provision of residential and nursing care services for older adults.</p> <p>The proposed contract is for a term of three years with an option to extend for one further year. The contract value for the purposes of the Contract Procedure Rules is accordingly £114,800.</p> <p>This placement has been selected to comply with the appropriate health and social care best practice, meets statutory requirements, has been subject to appropriate due diligence checks.</p>

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
<p>Authorisation of Entry into a Contract for Residential Services for a Client with Learning Disabilities.</p>	<p>05/03/14</p>	<p>Karen Jackson - Assistant Director Adult Social Care</p>	<p>This report seeks approval to enter into a contract with Liaise Loddon Ltd for the placement of an adult who has Learning Disabilities. The client requires care and support in another part of the UK (Hampshire) in order to receive the most suitable care but the Council has no pre-existing contract for suitable services in the district concerned. This authorisation seeks to regularise this contract.</p> <p>The proposed contractor has indicated acceptance of the standard price approved by the Council for the provision of residential and nursing care services for older adults.</p> <p>The proposed contract is for a term of three years with an option to extend for one further year. The contract value for the purposes of the Contract Procedure Rules is accordingly £114,800. This placement has been selected to comply with the appropriate health and social care best practice, meets statutory requirements, has been subject to appropriate due diligence checks and was approved by the Deputy Head of Strategic Commissioning.</p>

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Transfer back to LBB from CfGP Grahame Park Phase 1a Land	03/03/2014	Enterprise and Regeneration Lead Commissioner	Following the completion of Grahame Park Phase 1a and the handover of Heybourne Park back to Greenspaces it has become clear that the ownership of strip of land hatched blue on the attachment (drawing 846 SK 444) should lie with the LBB and not CfGP. Approval is sought to transfer the strip of land back to LBB for nil value. The land was originally transferred to Choices for Grahame Park from LBB at nil value as part of Phase 1 works.
Transfer of small part of 1 Dessouter back garden to Choices for Grahme Park at Nil value to form part of the new Grahame Park Phase 1b (ii) and (iii) estate road	19/03/2014	Enterprise and Regeneration Lead Commissioner	As part of the Grahame Park Phase 1b (ii) and (iii) scheme the proposal is to lop a small part of the back gardens of 1 & 2 Dessouter to make way for the new estate road as shown on the attached plan.
Stonegrove Stage 5 - Highway License for a Crane Oversailing Licence.	25/03/2014	Strategic Director Growth and Environment	The report seeks authorisation to grant a Highway Licence in relation to a Crane Oversailing Licence at Stonegrove Development, Academy Lane (Phase 5).

West Hendon Crane Oversailing Licence	28/03/2014	Strategic Director Growth and Environment	The report seeks authorisation to grant three highway Crane Oversailing Licences at West Hendon Development, Blocks E and G.
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All records relevant to support the decision are retained by Delivery Units.