

Summary of Decisions Taken Under Delegated Powers – April 2017

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: Commissioning Group

Contacts:

Paul Frost paul.frost@barnet.gov.uk 0208 359 2205

Jess Harris jess.harris@barnet.gov.uk 0208 359 6401

| TITLE | DATE OF DECISION | DECISION TAKER | SUMMARY OF DECISION |
|---|------------------|-------------------------------------|---|
| Opendoor Homes Loan, First Drawdown Limit | 06/04/2017 | Chief Executive/Section 151 Officer | <p>Background The decision to create a new legal entity; OBG Opendoor Homes Limited (“Opendoor Homes”) as a subsidiary of Barnet Homes within The Barnet Group, was approved by Full Council at its meeting of 20th October 2015.</p> <p>Opendoor Homes has achieved Registered Provider status with the Homes and Community Agency on 7th March 2017.</p> <p>Opendoor Homes will develop and manage homes for affordable rent</p> |

| | | | |
|--|--|--|--|
| | | | <p>The subsequent decision to provide a loan to Opendoor Homes, subject to gaining registered provider status, to build an initial 320 new homes for affordable rent (Tranche 3 of the development pipeline) was approved by Full Council at its meeting of 1st March 2016. Council also resolved:</p> <ul style="list-style-type: none">• That authority is delegated to the Council’s Section 151 Officer; in consultation with Bevan Brittan LLP as the Council’s professional legal advisor instructed in consultation with HBPL, to agree the legal documentation to support the loan, including the Loan Agreement and Development Agreement.• That authority is delegated to the Council’s Section 151 Officer, in consultation with Bevan Brittan LLP and HB Public Law, to authorise entering into the Agreements on behalf of the Council and to do such acts as are reasonably required to give effect to the Agreements. <p>Loan Drawdown</p> <p>Pursuant to the Full Council decision on 1st March 2016 in respect of the loan facility it is proposed that Opendoor homes draw down the funds on a monthly basis, however in order to match the draw down to the business plan it has been decided to cap the draw down in line with the costs in the business cases. The first two projects that are ready for construction are Elmshurst Crescent Garages (13 units) £2,932,382.00 and Basing Way Garages (14 units). £3,214,541.00. In addition to the scheme costs it has been agreed that a minimum cash flow position of £1,300,000.00 will be maintained at all times. The total scheme costs for the two schemes, plus cash-flow, is £7,446,923.00</p> |
|--|--|--|--|

| | | | |
|---|-------------------|--|--|
| | | | <p>Decision</p> <p>To make the first part of the Opendoor Homes loan available to draw down up to a limit of £7,446,923.00</p> |
| <p>Development Agreement and Loan Agreement between London Borough of Barnet and Opendoor Homes</p> | <p>06/04/2017</p> | <p>Chief Executive/Section 151 Officer</p> | <p>Background</p> <p>The decision to create a new legal entity; OBG Opendoor Homes Limited (“Opendoor Homes”) as a subsidiary of Barnet Homes within The Barnet Group, was approved by Full Council at its meeting of 20th October 2015.</p> <p>Opendoor Homes has achieved Registered Provider status with the Homes and Community Agency on 7th March 2017.</p> <p>Opendoor Homes will develop and manage homes for affordable rent</p> <p>The subsequent decision to provide a loan to Opendoor Homes, subject to gaining registered provider status, to build an initial 320 new homes for affordable rent (Tranche 3 of the development pipeline) was approved by Full Council at its meeting of 1st March 2016. Council also resolved:</p> <ul style="list-style-type: none"> • That authority is delegated to the Council’s Section 151 Officer; in consultation with Bevan Brittan LLP as the Council’s professional legal advisor instructed in consultation with HBPL, to agree the legal documentation to support the loan, including the Loan Agreement and Development Agreement. • That authority is delegated to the Council’s Section 151 Officer, in consultation with Bevan Brittan LLP and HB Public Law, to authorise entering into the Agreements on behalf of the Council and to do such acts as are reasonably required to give effect to the Agreements. |

| | | | |
|--|------------|--|--|
| | | | <p>The Agreements have been drawn up by Bevan Brittan, acting on behalf of the council.</p> <p>Tranche 3</p> <p>The full business case for Tranche 3 was approved by Assets Regeneration and Growth Committee on 12th December 2016, permitting the disposal of the Sites (listed in the committee report) to Opendoor Homes Ltd at nil value pursuant to the Development Agreement to be completed. Council on 1st March 2016 approved a loan to Open Door of £57.5m with a facility for an additional £7.5m contingency should it be required. Council on 7th March 2017 approved the full capital budget for 2016/17 to 2019/20, which includes £75.273m in respect of Open Door – a £56.273m loan, (and also £19m allocation of Right to Buy receipts). Following the registration of Opendoor Homes as a registered provider on 7th March 2017 the council is now in a position to enter into the following Agreements:</p> <ul style="list-style-type: none"> • Development Agreement • Facility Agreement • Form of Fixed Charge • Debenture |
| Creation of Adult MASH Project Manager (12 month fixed term or secondment) in Commissioning Group and recruitment of Safeguarding Adults | 10/04/2017 | Commissioning Director for Adults and Health | <p>Adult MASH</p> <p>The Barnet Safeguarding Adults Board (BSAB) has agreed that a clearer pathway for reporting concerns regarding adults at risk is required and that an Adult Multi-Agency Safeguarding Hub (MASH) will provide this. Implementing an Adult MASH is one of the BSAB's five priorities set out in their Business Plan 2016-18.</p> <p>There is already a Children's MASH in Barnet. An Adult MASH</p> |

| | | | |
|---|--|--|---|
| <p>Board Business Manager – 10 month maternity cover (contract or secondment)</p> | | | <p>will provide triage and multi-agency assessment of safeguarding concerns in respect of adults at risk. It will bring together professionals from a range of agencies into an integrated multi-agency team. Quicker response times, a coordinated approach and better informed decision making ensures that adult at risks are protected.</p> <p>Commissioning Group has identified the need to create a Adult MASH Project Manager, in order to manage a multi-agency project team to deliver the business case.</p> <p>This role has been evaluated currently at band I which is in the salary range £32,307 to £36,012 (£44,013 to £49,189 including on-cost).</p> <p>The budgeted costs (including on costs) will be £46,601 (at mid-point) which will be met from Safeguarding Adult Board resources (£19,500) with additional investment from the Local Authority (up to £24,000) and Barnet CCG (£3,500). The post will be for 12 months (either as a fixed term contract or secondment).</p> <p>Safeguarding Adults Board Business Manager – 10 month maternity cover</p> <p>Commissioning Group is required to recruit to the Safeguarding Board Business Manager to cover maternity leave, in order to:</p> <ul style="list-style-type: none"> • Support the implementation of the Board’s strategic plan and the work of the subgroups in delivering this • Support the Board in gaining assurance of effectiveness of safeguarding arrangements across the partnership • Take responsibility for the development and delivery of key products and initiatives as required by the Board, |
|---|--|--|---|

| | | | |
|--|-----------------|--|---|
| | | | <p>including; business strategy, annual report, an outcome focused performance framework and communication strategies.</p> <p>This role has been evaluated currently at band K which is in the salary range £36,922.50 to £40,802.50 (£50,647.50 to £56,068.33 including on-cost).</p> <p>The budgeted costs (including on costs) will be £53,585.83(at mid-point) which will be met from Safeguarding Adults Board resources. The post will be for 10 months (either as a fixed term contract or secondment).</p> <p>The maternity leave will be covered by a ring-fenced underspend held by the Safeguarding Adults Board (up to £11,500).</p> |
| The acquisition of 10 Long Meadow, Houghton Regis, LU5 5RR | 8 February 2017 | Commissioning Director, Growth and Development | <p><u>Decision:</u></p> <p>To authorise the private treaty acquisition 10 Long Meadow, Houghton Regis, LU5 5RR in accordance with Heads of Terms to be agreed in respect of this property.</p> <p><u>Background:</u></p> <p>On 11th July 2016, the Asset, Regeneration and Growth Committee approved the business case for the acquisition of Out of Borough properties as outlined in the Appendix to the ARG Report entitled “Out of Borough Acquisitions”.</p> <p>On 28th June 2016 the Policy and Resources Committee approved the General Fund capital expenditure of £5 million for the acquisition of the purchase of the initial 38 properties in the Luton area.</p> |

| | | | |
|--|-------------------|---|--|
| | | | <p>On 12th December 2016 the Asset, Regeneration and Growth Committee delegated the purchases of individual properties for out of London [previously referred to as Out of Borough] acquisitions programme to the Commissioning Director, Growth and Development.</p> <p>The cost, and additional payments will not exceed £227,175 (£200,000 purchase cost, £7,500 stamp duty and £19,675 other costs). All future costs and income will be allocated to the Housing Needs and Resources (HNR) General Fund budgets.</p> <p>A valuation report is annexed, showing the market value of this property as determined by qualified surveyors; it can be seen that the proposed purchase is within the range of market value.</p> <p>The vendor is an owner occupier.</p> <p>DECISION: Authorise the private treaty acquisition 10 Long Meadow, Houghton Regis, LU5 5RR i in accordance with Heads of Terms to be agreed</p> |
| <p>Recruitment of Health & Wellbeing Commissioning Lead– 6 month fixed term secondment</p> | <p>10/04/2017</p> | <p>Commissioning Director for Adults and Health</p> | <p>Health & Wellbeing Commissioning Lead – Six Months Fixed Term Secondment</p> <p>Commissioning Group is required to recruit to the Health & Wellbeing Commissioning lead for a fixed term six month secondment in order to:</p> <ul style="list-style-type: none"> • Support the implementation of the Joint Health & Wellbeing Strategy and the work of the Joint Commissioning Executive Group/ Care Closer to Home |

| | | | |
|--|-------------------|---|---|
| | | | <ul style="list-style-type: none"> • Support the Health and Wellbeing Board in the delivery of improvements to population health within the borough. • Take responsibility for the development and delivery of key products and initiatives as required by the Health & Wellbeing Board, including; annual s.75 report, an outcome focused performance framework and communication strategies. • To provide communication support, including public engagement, to the development of the North Central London Sustainability and Transformation Plan <p>This role has been evaluated currently at band L which is in the salary range of £68,657 and £77,026 annual cost</p> <p>The budgeted costs (including on costs) will be £36,528 (at mid-point) for six months which will be met from 50% public health funding £18,264 and 50% BCF funding. £18,264 The post will be for 6 months as a fixed term secondment.</p> |
| <p>Approval to enter into a Deed of Variation in respect of Section 75 Agreements Schedules of Community Equipment and Voluntary Services Prevention Commissioning</p> | <p>19/04/2017</p> | <p>Commissioning Director Adults and Health</p> | <p>Barnet has worked on integrated health and social care services for some time: defining a local vision for integration; agreeing a Concordat for Integration with Barnet commissioning and provider partners; and setting up an integrated care programme, reporting to the Health and Wellbeing Board (HWBB).</p> <p>Section 75 allows Local Authorities and National Health Service (NHS) bodies to enter into partnership arrangements in relation to certain functions, where these arrangements are likely to lead to an improvement in the way in which those functions are exercised.</p> <p>Current agreements under review are:</p> |

| | | | |
|---|-----------------|--|--|
| | | | <p><u>Community Equipment</u> Barnet Council and NHS Barnet CCG entered into a Section 75 covering Community Equipment on 30 December 2013. Scope of the agreement covers work to commission a good quality integrated community equipment service, budget management and joint governance and accountability.</p> <p><u>Voluntary Services Prevention Commissioning</u> Barnet Council and NHS Barnet CCG first entered into a Section 75 agreement for Voluntary Services Prevention Commissioning in July 2011.</p> <p>This report confirms that the Council will execute a Deed of Variation, in line with the Council's Contract Procedure Rules, covering revised schedules of the Overarching Section 75 agreement covering:</p> <ul style="list-style-type: none"> • Community Equipment with an end date of 30 June 2021 and an estimated annual pooled fund of £2,698,619 which will become a schedule of the overarching agreement • Voluntary Services Prevention Commissioning with an end date of 31 March 2022 and a total pooled fund of £3,244,948 which will become a schedule of the overarching agreement. <p>Section 75 agreements are overseen by the Council and CCG's Joint Commissioning Executive Group.</p> |
| <p>Authority to seal the Granville Road Pramsheds and Beech Court CPO</p> | <p>13/03/17</p> | <p>Commissioning Director for Growth & Development</p> | <p>On 12th December Assets, Regeneration and Growth Committee authorised the appropriate Chief Officer to negotiate and complete a Compulsory Purchase Order Indemnity Agreement to ensure that Sherrygreen Homes indemnify the Council for the</p> |

| | | | |
|---|---------------|--|--|
| Indemnity Agreement | | | <p>costs incurred in preparing, making and implementing any Compulsory Purchase Order associated with the Granville Road Pramsheds and Beech Court, NW2 as part of the New Granville Road Housing Development.</p> <p>The parties have been negotiating a CPO Indemnity Agreement which sets out the CPO Costs for which the Council can expect to recover from Sherrygreen as a result of promoting any CPO related to the pramsheds and Beech Court.</p> <p>Authority is required to seal and complete the CPO Indemnity Agreement relating to the Granville Road Pramsheds and Beech Court as part of the New Granville Housing Development.</p> |
| The acquisition of 3 Holmsdale House, N11 1NX | 10 April 2017 | Commissioning Director, Growth and Development | <p><u>Decision:</u></p> <p>To authorise the private treaty acquisition 3 Holmsdale House, N11 1NX in accordance with Heads of Terms to be agreed in respect of this property.</p> <p><u>Background:</u></p> <p>On 17th October 2016, the Urgency Committee approved the business case for the acquisition of HRA properties within London as outlined in the Appendix to the Urgency Report entitled "In London Acquisitions Project". The funding agreed from HRA capital was £4.4m which will be used to fund this purchase. This budget has subsequently been increased to £6m</p> <p>On 12th December 2016 the Asset, Regeneration and Growth Committee delegated the purchases of individual properties to the Commissioning Director, Growth and Development.</p> <p>The cost, and additional payments will not exceed £272,775</p> |

| | | | |
|---|------------|---|--|
| | | | <p>(£250,000 purchase cost, £10,000 stamp duty and £12,775 other costs). All future costs and income for the property will be contained within the HRA. The acquisition is expected to deliver the range of benefits identified in the report to ARG on 12th December 2016</p> <p>A valuation report is annexed, showing the market value of this property as determined by qualified surveyors; it can be seen that whilst the proposed purchase cost is higher than the range of market value, the unit is currently within Barnet's existing housing stock and the management costs are expected to be lower.</p> <p>The property is currently tenanted. However the tenants had already been served notice prior to Barnet's interest in the property.</p> <p>DECISION: Authorise the private treaty acquisition 3 Holmsdale House, N11 1NX in accordance with Heads of Terms to be agreed.</p> |
| Residents' Perception Survey | 23/09/2016 | Head of Communications | Having undertaken a competitive procurement process in accordance with Barnet's Contract Procedure Rules, and having full evaluated the responses received, it has been decided to appoint Westco Ltd a two year contract to administer a Residents' Perception Survey |
| Licence for Choices for Grahame Park Ltd (CfGP) to carry out work on Barnet Council land at Grahame Park, Stage B | 03/03/2017 | Commissioning Director for Growth and Development | <p>In January 2001, the Council embarked upon a scheme for the regeneration of the Grahame Park Estate which aimed to transform it to a thriving 3,440 home mixed tenure community, improved transport links and enhanced community facilities.</p> <p>The licence covers early demolition works to an area of Plot 10, specifically the two storey building Noel, the adjacent single</p> |

| | | | |
|---|------------|------------------------|--|
| | | | <p>storey building Noel Lounge and two blocks of garages (13 no.) The works will comprise the provision of hoarding to the site and then the subsequent demolition of the buildings and removal from site, including asbestos removal, to ground slab level, including the isolation, alteration, diversion of all existing services connected to or affected by the works. The licence contains provisions for public liability insurance</p> <p>This work is being carried out under the Grahame Park Principal Development Agreement which was approved by Cabinet in July 2006 and executed on 30th January 2007.</p> <p>There will be no net cost to the council in granting this licence.</p> |
| Consultation and Engagement Platform | 13/04/2017 | Head of Communications | <p>Having undertaken a competitive procurement process in accordance with Barnet's Contract Procedure Rules, and having fully evaluated the responses received, the decision has been taken to purchase Bang the Table's consultation engagement platform licence, EngagementHQ.</p> <p>The contract will run for three years with an option to extend subject to performance and budget constraints.</p> <p>The total value of the contract is £24, 000.00.</p> |
| Termination of the lease of 7A The Concourse | 03/04/2017 | Head of Estates | <p>Author of the DPR to approve termination of the lease of 7A The Concourse (Woodley Supermarket) under the Landlord and Tenant Act 1954</p> |
| Termination of the lease of Gainsborough Centre Front | 03/04/2017 | Head of Estates | <p>Author of the DPR to approve termination of the lease of the Gainsborough Centre Front Rooms, The Concourse under the Landlord and Tenant Act 1954</p> |

| | | | |
|--|------------|-----------------------|---|
| Rooms, The Concourse | | | |
| Termination of the lease of Gainsborough Centre Rear Rooms, The Concourse | 27/03/2017 | Head of Estates | Author of the DPR to approve termination of the lease of the Gainsborough Centre Rear Rooms, The Concourse under the Landlord and Tenant Act 1954 |
| Termination of the lease of Noel Lounge The Concourse | 27/03/2017 | Head of Estates | Author of the DPR to approve termination of the lease of Noel Lounge The Concourse under the Landlord and Tenant Act 1954 |
| Creation of temporary project posts within the Information Management Team | 24/04/2017 | Director of Resources | <p>The Head of Information Management is the Technical workstream lead of the Way We Work Programme which aims to introduce technology to facilitate more mobile and flexible working to support the move to the new Council building in Colindale.</p> <p>The Head of Information Management has identified a requirement to create temporary posts to support the workstream in order to provide additional capacity, continuity and specialist subject matter expertise.</p> <p>In order to maintain continuity and pace and ensure the right level of subject matter expertise on the project there is a requirement to extend and formalise roles previously filled by agency contractors. With the proposed post holder's involvement to-date and at this stage of the projects it would be</p> |

| | | | |
|--|--|--|---|
| | | | <p>difficult to identify suitable candidate in the market or within the organisation that could get up to speed quickly and that also has the specialist experience required. The posts that need to be filled are:</p> <hr/> <p>The Way We Work Programme: Electronic Document Management Project Manager - £91k (inclusive) The Way We Work Programme: Processes Project Manager £79k (inclusive)</p> <p>Initially the posts are required for 1 year with a review and extension for another 6 months depending on resource requirements.</p> <p>The costs for these resources have been capitalised as they are delivering projects and are being met by the IT Strategy Capital Budget</p> |
|--|--|--|---|

Delivery Unit Title: Street Scene

Contact: Cory Sunderland cory.sunderland@barnet.gov.uk

| TITLE | DATE OF DECISION | DECISION TAKER | SUMMARY OF DECISION |
|---|------------------|-------------------------------|---|
| Purchase of used Wheelchair Accessible Minibuses for Passenger Transport Services | 10/04/2017 | Interim Street Scene Director | Purchase of (three) used Wheel chair accessible mini buses for Passenger Transport Service with total cost of £63,985 |

| | | | |
|--|------------|-------------------------------|--|
| Contract with 'Bag Magic Ltd' now AAA Poly UK Ltd for biodegradable polythene bags for street cleansing and parks. | 10/03/2017 | Interim Street Scene Director | Authorisation to update the value of the contract with 'Bag Magic UK Ltd' now trading as AAA Poly UK Ltd, to supply biodegradable polythene sacks for parks and street cleansing, up to £150,000 up to the end of 2017/18. |
| GS36 - GLA London Tree Programme 2017 | 06/03/2017 | Interim Street Scene Director | Authorisation is sought to accept £25,000 of grant monies from the GLA London Tree Programme 2017. |
| To approve the extension of the contract for vehicle tracking equipment | 14/02/2017 | Interim Street Scene Director | To approve the extension of the contract for vehicle tracking equipment with Quartix Ltd |
| To approve spend with Autotech Recruit Limited and Fleet Development t/a Help with FORS for the provision of qualified vehicle engineers and workshop support staff on site. | 06/02/2017 | Interim Street Scene Director | To approve spend with Autotech Recruit Limited and Fleet Development t/a Help with FORS for the provision of qualified vehicle engineers and workshop support staff on site. |

Delivery Unit: Re.ContactsBill Murphy bill.murphy@capita.co.uk 020 8359 2370Carolyn Hopker carolyn.hopker@barnet.gov.uk 020 8359 7250Jan Natynczyk jan.natynczk@barnet.gov.uk 020 8359 5129

| TITLE | DATE OF DECISION | DECISION TAKER | SUMMARY OF DECISION |
|---|------------------|--------------------------------------|---|
| Barnet & Southgate College - Corner Mead NW9 - SUO1 - Stopping Up of Highway under Section 247 Highways Act 1980 | 10/04/2017 | Commissioning Director - Environment | <p>The proposed off-site highway works entail the removal of an existing pedestrian refuge island and the construction of a new zebra crossing with pedestrian refuge island in approximately the same position as existing refuge island, carriageway resurfacing (north and southbound lanes) at the approaches to the proposed zebra crossing and new carriageway markings to comply with the new road layout.</p> <p>The general arrangements of the proposed highway works are shown in the attached drawing reference no. 5106655-ATK-BH-DR-D-0102 revision P02.1.</p> <p>A public notice (TMO) under section 23 of the Road Traffic Regulation Act 1984, will also be processed in order to authorise the installation of the proposed Zebra crossing.</p> <p>The developers will meet the Council's legal costs in drawing up the agreement under Section 278 of the Highways Act 1980, including all costs associated with the provision of technical approval, construction and supervision of the works. All costs associated with these works will be borne by the developers. There are no adverse or additional maintenance costs involved.</p> |

| TITLE | DATE OF DECISION | DECISION TAKER | SUMMARY OF DECISION |
|--|-------------------|---|---|
| <p>Redevelopment of site at Elmbank, Barnet Road, Barnet EN5 3HD – Proposed Agreement under Section 38 and Section 278 of the Highways Act 1980</p> | <p>20/04/2017</p> | <p>Commissioning Director - Environment</p> | <p>That the Council enters into an agreement under Sections 38 and 278 of the Highways Act 1980 together with the Developer, Linden Homes, to carry out highway works under the Council’s supervision and in accordance with approved drawings (or any subsequent revision approved by the Traffic and Development Section, Development and Regulatory Services) associated with those works.</p> <p>That, the necessary Traffic Management Order(s) are processed as shown on drawing no 3853-1005 Rev P10 (or any subsequent revision approved by the Traffic and Development Section, Development and Regulatory Services) subject to i) agreement with the Traffic and Development Section, Development and Regulatory Services ii) Public Consultation</p> |
| <p>Licence for a crane that over sails the public highway on Wickcliffe Avenue, N3</p> | <p>26/04/2017</p> | <p>Commissioning Director - Environment</p> | <p>This report is needed to provide the appropriate Council authorisation to grant Bishopswood Estates Limited a licence for a crane that over sails the public highway on Wickcliffe Avenue. It will be for an initial period of 12 months.</p> <p>The alternative option of not having an over-sailing licence in place would have created unacceptable risks for residents, road users and the Council. The option of having a Licence in place provides for appropriate insurance to be procured by the contractor and contains provisions designed to regulate the safe operation, use and removal of the crane.</p> <p>Once the decision has been approved, the Council’s solicitor will be authorised to complete the crane over-sailing Licence. Council’s officers will also ensure the developer has and continues to have the appropriate insurance in place and that the Method Statement for erecting and operating the cranes safely is adhered to. Officers will</p> |

| TITLE | DATE OF DECISION | DECISION TAKER | SUMMARY OF DECISION |
|-------|------------------|----------------|---|
| | | | also check that the appropriate payment is received from the developer before the licence is completed. |