

Summary of Decisions Taken Under Delegated Powers – November 2015

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: Children’s Service (Education and Skills)

Contacts

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Baker Small – Extension and Spot Purchase	13/10/2015	Assistant Director: Inclusion & Skills	This reports authorises: An extension of one year to the contract with Baker Small for £45k from 1 st July 2015 to 30 th June 2016 and approval for spot purchase spend up to £38k. (The spend will be incurred in financial years 15/16 and 16/17)
Payment schedule for Client Caseload Information System (CCIS) 2015-16	13/11/2015	Post 16 Learning and Skills Manager	This reports authorises: The payment schedule for the contract with London Borough of Ealing for the provision of Client Caseload Information system (CCIS) at a Value of £41,000 between 1 April 2015 and 31 March 2016.

Agree new Instruments of Government to be signed and sealed	4/11/2015	Education and Skills Director	This report authorises: The instrument of Government for the following maintained schools; - Livingstone Primary and Nursery School
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Delivery Unit: Children's Service (Family Services)ContactsHannah Gordon hannah.gordon@barnet.gov.ukEdward Gilbert Edward.gilbert@barnet.gov.uk

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Re-grading of 1 post within the library service	02/11/2015	Assistant Director of Early Intervention & Prevention	The post concerned was previously graded at SCP 16-19. The role profile has been reviewed to more clearly reflect aspects and responsibilities of the post such as the high degree of accuracy and more customer focused approach. The post has been re-graded at SCP 19 – 22. There are 1.5 full time equivalent post-holders and the additional cost of the salary increase can be accommodated within existing library service budget.
Loan repayment agreement for the purchase of a vehicle to assist with the provision of foster care services	14/04/2015	Head of Placements	The resource panel within Family Services agreed to give a loan of £8,000 to a foster carer to purchase a vehicle to assist with the provision of foster care services. A repayment plan has been agreed with the foster carer with assistance from legal services.
Authorisation for extending Forward For Families Vendor Value	12/11/2015	Head of Placements	Barnet has an existing contract with Forward for Families for undertaking assessments / reports. This contract has been extended by £8,000 to allow additional assessments to take place. This funding would have been paid from the budget to other providers and therefore there is no additional outlay for Barnet. We are providing two assessments to Forward For Families because of their specialism in the field.
Creation of four posts within Libraries, Workforce and Community	19/11/2015	Assistant Director of Early Intervention & Prevention	The following four posts have been created within Libraries, Workforce and Community Engagement, Family Services to meet identified priorities. <ul style="list-style-type: none">• 1 Full time permanent (36 hours) Voice of the Child

Engagement, Family Services			<p>Participation Worker</p> <ul style="list-style-type: none"> • 1 Part time temporary (18 hour) Voluntary Sector Fundraising & Partnership Coordinator for a period of 4 months • 1 Full time temporary (36 hour) Recruitment and Retention Lead for a period of 12 months • 1 Full time permanent (36 hour) Recruitment Resourcing Coordinator <p>The posts above equate to £152,829 (including on costs) and will be funded from within the existing Family Service budget</p>
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Delivery Unit: Commissioning GroupContactsBenedicta Russell Benedicta.Russell@Barnet.gov.ukCara Elkins Cara.elkins@barnet.gov.uk,Paul Frost paul.frost@barnet.gov.uk,

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Creation of Commissioning Lead for Adults Transformation role (one year fixed term) in Commissioning Group	19/10/2015	Commissioning Director for Adults and Health	<p>Commissioning Group has identified the need to create a Commissioning Lead for Adults Transformation, in order to:</p> <ul style="list-style-type: none"> • Provide additional skilled and sustainable capacity to address the future challenges relating to the Adults and Health portfolio effectively. • Ensure strategic capacity to support major transformation programme. <p>This role has been evaluated Hay 201-204, which is in the salary range £49,082 to £52,553 (£66,242 to £71,088 including on-cost).</p> <p>The budgeted costs (including on costs) will be £69,428 (at mid-point Hay 203) which will be met from the existing Adults Transformation budget. The post will be for one year, fixed term.</p>
Leisure Centre Pricing 2016-16	17/11/2015	Commissioning Director for Adults and Health	<p>As per the conditions of the leisure contract (inclusive of tender section 10 & operation requirements sec 2.2.3) Greenwich Leisure Limited (GLL) are responsible for producing a core pricing proposal outlining recommended price increases for Council approval.</p> <p>The pricing schedule follows clause 6 of the contract which is based on RPIX, GLL have submitted their increment proposals for 2016/17. The operator has the ability to increase core leisure pricing annually in line with inflation.</p>

			<p>Core prices approved will form part of a pricing schedule that is effective from 1st April 2016– 31st March 2017 at all 5 leisure facilities;</p> <ul style="list-style-type: none"> • Barnet Copthall Leisure Centre • Barnet Burnt Oak Sports Centre • Finchley Lido Leisure Centre • Hendon Sports Centre • Church Farm Leisure Centre <p>The proposed schedule for 2016-17 is indicative of a range from 0% - to a maximum of 1.5%, below the rate of inflation (assumed at 2%).</p> <p>Pricing Overview Note: The prices evidenced within this report are referred to as ‘core’ prices, these are prices LB Barnet has the authority to sanction and approve annually. All other pricing is referred to as ‘non-core’ as stipulated within the contract, for further reference, the ‘non-core’ typically relates to direct debit memberships. GLL have full control over this pricing schedule, without seeking Council approval.</p> <p>Leisure industry standard pricing is rounded to the nearest 5p. This is accepted as industry practice, linked to customer ease and IT payment systems.</p> <p>This report seeks authorisation for the Council to;</p> <ol style="list-style-type: none"> 1. Approve the core leisure pricing schedule for 2016/17, effective from 1st April 2016 to 31st March 2017.
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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Authorisation to vary the contract to support to develop a workforce model within Adult Social Care	07/2015	Community and well-being Assistant Director	<p>A Full DPR was agreed dated 11 June 2015 (“Authorisation to commence a procurement process for support to develop a workforce model to cope with additional Care Act demand”). This summary DPR is to authorise a variation of the contract to complete the additional work of business process mapping in order to inform the workforce model.</p> <p>This supports the corporate priority that “Health and Social Care Services will be personalised and integrated with more people supported to live longer in their own homes”. This will require a suitable workforce in light of spending reductions.</p> <p>The value of this work is £9,050, which will be funded from the Investing in IT Capital Budget.</p> <p>There are no legal implications related to this variation.</p>
To support the London Borough of Barnet (LBB) in designing the principles/ethos/critical factors for consideration in the design of the Alternative Delivery Model (ADM) for Adults Social Care (ASC) at	07/2015	Commissioning Director Adults and Health	<p>Acceptance of the attached proposal from NDTI, following a benchmarking exercise of their capabilities against Mutual Ventures and Salvere.</p> <p>Background</p> <p>In Mid-May/early June 2015, colleagues from Adult Social Care (ASC) met with consultancy organisations to consider options/proposals as to how they could support the London</p>

LBB.			<p>Borough of Barnet (LBB) in designing the principles/ethos/critical factors for consideration in the design of the Alternative Delivery Model (ADM) for ASC at LBB. The commission would be time limited and specific to the design of a new model for the customer pathway. Budget availability for any support work commissioned was approved from category code 3030213 GL account 420020 cost centre 30032. The budget is Adults Transformation. This commission was approved in principle by Dawn Wakeling – Commissioning director.</p> <p>Commissioning Meetings took place between LBB and the following organisations:</p> <ol style="list-style-type: none"> 1. National development Trust for inclusion (NDTi) 2. Mutual Ventures 3. Salvere <p>All three organisations put forward proposals during these meetings, as to how they could support the design of the new model. All organisations understood that the work they could be involved in was linked to intelligence and information gathering, information and data analysis – to support the development of the Strategic Outline Case (SOC) for the ADM.</p> <p>NDTi’s proposal was considered the highest quality and the most appropriate to fit the need and the package offered by NDTi was confirmed in July 2015.</p> <p>Breakdown of package The final agreed package of works is as follows:</p>
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			<p>22 days at £700 £15,400.00 A travel and expenses pot of £3,300.00 VAT at 20% £3,740.00 Total £22,400.00</p>
<p>Authorisation of Entry into a Contract for Residential Services for an Adult Client</p>	06/2015	Assistant Director Adult Social Care	<p>This report seeks approval to enter into a contract with Thames Care Home Limited – Nightingales House for the placement of two older adults.</p> <p>The Current placement of the two adults is closing down. Client 1 family have requested this placement which is close to their home. Client 2 has no family but has been residing with client 1 for over 50 years. The cost to bring client 2 back to Barnet with increase by £400.00 a week.</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 £76,900.80.</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>	-	Director Adults and Communities	<p>This report seeks approval to enter into a contract with The Retreat York for the placement of an adult who is an older person.</p> <p>The client requires specialist care and support but the Council</p>

			<p>has no pre-existing contract for suitable services.</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 £473,200.00.</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 Home Care Services (Live-In Care)</p>	<p>16/10/2015</p>	<p>Assistant Director, Adult Social Care</p>	<p>This report seeks approval to enter into a contract with Bluebird Care (Barnet) for the placement of an adult, who is an older person.</p> <p>The Council does not have a pre-existing contract with this care provider.</p> <p>The client requires care and support at home. This is being provided by a live-in carer to enable the client to remain in her own home and avoid further deterioration of her health and well-being.</p> <p>Prior to this arrangement, client was placed in a nursing home as a temporary measure. Although significant health improvements were made, it had a negative impact on the client's emotional well-being. Hence the decision to provide care in client's own home.</p> <p>The proposed contractor has accepted the rates suggested by the Council for the provision of live-in care.</p>

			<p>This is non-procurement under clause 16.18 of the Contract Procedure rules as a service which the Council did not initiate. The individual is self-funding their own service and the Council is now required to assume funding.</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 £147,460.00.</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	-	Assistant Director Adult Social Care	<p>This report seeks approval to enter into a contract with Lorraines Care Home Limited 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 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 £94,640.00.</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.
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Delivery Unit: CSG/EstatesContactsJill Parmenter: Jill.Parmenter@barnet.gov.ukSarah Koniarski sarah.koniarski@barnet.gov.ukKirstin Lambert kirstin.lambert@barnet.gov.uk

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Part of 1 st floor, West Wing, Building 2, North London Business Park, Oakleigh Road South N11 1NP	20/11/2015	Head of Estate Management	To authorise the grant of a licence for 2 years plus 1 day from 10 August 2015 at a rent of £2,470 per work station per annum deferred
Sunny Hill Park, Watford Way, Hendon NW4	20/11/2015	Head of Estate Management	To authorise the grant of a temporary wayleave agreement to facilitate works to the nearby substation
46 Church End, Hendon NW4 4JT	20/11/2015	Head of Estate Management	To accept a £50 per annum increase in the implementation of 19 August 2015 rent review.
Wilf Slack Sports Ground, East End Road N3 2SU	20/11/2015	Head of Estate Management	To accept the rent agreed at the five yearly rent review dated 29 December 2012.
166 Cricklewood Lane, NW2 2DX	20/11/2015	Head of Estate Management	To authorise the terms agreed for the lease renewal

172 Cricklewood Lane, NW2 2DX	20/11/2015	Head of Estate Management	To accept the rent agreed at the five yearly rent review dated 6 August 2015
12A The Concourse, NW9 5XB	20/11/2015	Head of Estate Management	To accept the termination of the lease on 21 September 2015.
Depot, (Ex Winters site), Oakleigh Road South, New Southgate N11 1HJ	20/11/2015	Head of Estate Management	To accept the payment of the shortfall in rent due to the lease assignment
David Lloyd Tennis Centre, Summers Lane N12 0QZ	20/11/2015	Head of Estate Management	To authorise grant of licence to assign/underlet