

## Monthly Table List of Actions Taken Under Summary DPRs-July 2016

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.

### Adults & Communities

**Contact: Nicola Carter** [Nicola.carter@barnet.gov.uk](mailto:Nicola.carter@barnet.gov.uk) 020 8359 2246

Anita Vukomanovic [Anita.Vukomanovic@Barnet.gov.uk](mailto:Anita.Vukomanovic@Barnet.gov.uk), 020 8359 7034

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Complaints and Information Manager	12/07/2016	Assistant Director Community Wellbeing	Approval for the creation of the permanent position of a Complaints and Information Manager.
Awarding a contract to deliver Prevention and Wellbeing Training	3 August 2016	Commissioning Director-Adults and Health	This paper confirms that the Director of Adults and Health has approved the award of a one year contract to Social Marketing Gateway to develop and deliver Prevention and Wellbeing training in Barnet for a value of up to £20,000.

*All records relevant to support the decision are retained by Delivery Units.*

**Commissioning Group****Contact:** Cara Elkins [Cara.elkins@barnet.gov.uk](mailto:Cara.elkins@barnet.gov.uk), 0208 359 5694Benedicta Russell [benedicta.russell@barnet.gov.uk](mailto:benedicta.russell@barnet.gov.uk), 0208 359 4159Paul Frost [paul.frost@barnet.gov.uk](mailto:paul.frost@barnet.gov.uk), 0208 359 2205

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Citizens Panel	12 <sup>th</sup> June 2016	Head of Communications	<p>Quality Fieldwork is the current provider that administers the Citizen's Panel on the Council's behalf.</p> <p>The contract has come to an end and will be re-procured by 31st October 2016.</p> <p>This summary DPR is to authorise:</p> <ol style="list-style-type: none"><li>1. A single tender action to appoint Quality Fieldwork Services Ltd so the service is not interrupted whilst the tender is concluded.</li><li>2. The Commercial Director has concurred this action in accordance with Contract Procedure Rules single tender action requirement</li><li>3. Uplift the value of the contract from £55,000 to £75, 000 to pay for the Citizen Panel maintenance and consultations whilst the new contract is re-procured.</li></ol> <p>This will be partly funded from reserves (£10,000) and by services who commission research.</p>

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
To delete Performance Manager post (1 FTE) and create Performance and Risk Manager post (1 FTE)	14 <sup>th</sup> July 2016	Interim Commercial Director	<p>This report seeks to delete Performance Manager post (1 FTE) and create Performance and Risk Manager post (1 FTE) within the Performance Team (part of Programmes and Resources, Commissioning Group).</p> <p>Performance Manager post vacant since 1<sup>st</sup> April 2016, so there are no redundancy implications.</p> <p>The new post picks up on risk management, which is being transferred into the Performance Team as of 1<sup>st</sup> August 2016. The post incorporates performance management responsibilities from the existing Performance Manager post and risk management responsibilities from the Risk Assurance Manager post, which will be deleted from 1<sup>st</sup> August 2016 (separate DPR completed). Risk Assurance Manager post temporarily covered by a secondment.</p> <p>The post is graded at spinal column points <b>50-53</b> of the Barnet Pay Scale. This equates to <b>£46,146 to £48,963</b> (£63,347 to £67,282 including oncost) on a full-time equivalent basis. Appointment at the mid-point of the grade (£65,949) will cost an additional £3,900. This will be met from the Performance and Programmes budget.</p> <p>Annex B responsibility for functions delegates the below power: Where people processes are in accordance with the Council's Terms and Conditions and any cost can be contained within the Group or Delivery unit budget then this is a matter for the relevant Delivery Unit Director or equivalent</p>

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Appraisal of options available to the Council for the development and implementation of alternative delivery methods (ADM) for the management of LB Barnet's (LBB) parks and open spaces.	22 July 2016	Strategic Lead – Clean and Green	<p>LBB's draft Parks and Open Spaces Strategy (POSS) was adopted by Environment Committee on 14 May 2016. One of the key objectives of the is to consider ADM options by which the Council's 199 parks and open spaces can be managed and paid for so that people living and working in Barnet continue to enjoy the benefits of good quality parks into the future during a period of budget reductions.</p> <p>As the Council has only limited expertise and knowledge in this area, it is proposed to engage appropriately experienced and qualified external support to undertake an appraisal of the ADM options that are available to it and to recommend the most appropriate course of action to the Council. A draft brief will be prepared in accordance with Contract Procedure Rules Appendix 1 Table A upon authorisation to proceed with procurement.</p> <p>Enquiries of the market for the undertaking of ADM appraisals indicate that the work can be undertaken for a total cost of between £15,000 and £20,000 with such expenditure being funded from the Transformation Budget.</p> <p>This initiative is also included in the 2016/17 Annual Procurement Forward Plan: under Provision of Environment Operational Services.</p>
Procurement of IT Technical Assurance Partner – Appointment of Lockheed Martin (2016-	25 July 2016	Director of Resources	The Council has sought a partner to provide technical assurance of proposals that CSG will submit to seek approval to deliver the main components of the ICT strategy. The council will require technical assurance support throughout the delivery of these

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17 – 2019-20; to an upper limit of £164,716)			<p>components.</p> <p>Procurement has been undertaken in accordance with Contract Procedure Rules Appendix 1 Table A. LBB invited four organisations to bid for this procurement through its e-procurement portal. Three organisations responded and their bids were evaluated according to the following criteria:</p> <ul style="list-style-type: none"> <li>- Cost 40%</li> <li>- Quality 60%</li> </ul> <p>Following the evaluation and a clarification interview, the preferred supplier was chosen as Lockheed Martin.</p> <p>The Director of Resources has agreed with the following proposals:</p> <ul style="list-style-type: none"> <li>- That the contract for Technical Assurance services be awarded to Lockheed Martin</li> <li>- That the value of this contract is limited to £164,716 for the term of the ICT Strategy implementation.</li> <li>- That the value of this contract be funded through the Service Development Reserve</li> </ul>
Carbon Reduction Commitment Energy Efficiency Scheme (CRCEES) Phase 2 Sale of Carbon Allowances	21 <sup>st</sup> July 2016	Stephen Evans, Interim Chief Operating Officer	<p>This report seeks authorisation for the council to:</p> <p>Draw down on the Council's accrual for allowance from contingency budget for £196,987 for 2015/16 and purchase and surrender the necessary carbon allowances once the Council's carbon liability under the CRCEES has been determined in 2016.</p>

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			Should the allowance requirement exceed the accrual value the necessary additional expenditure will be taken from the 2016/17 contingency budget - if required.
GATEWAY HOUSE, 318-330 REGENTS PARK ROAD, LONDON, N3 2TX – Stopping up of Highway at / adjacent to 318-330 Regents Park Road N3 2TX under Section 247 of the Town and Country Planning Act 1990	25 May 2016	Commissioning Director, Environment	The following action is authorised: <ol style="list-style-type: none"> <li>1. That the Council make an Order for the Stopping up of highway land at / adjacent to 318-330 Regents Park Road N3 2TX as per attached drawing no. 13-126-111 Rev E and schedule (or any subsequent revision approved by the Traffic and Development Section, Development and Regulatory Services), pursuant to Section 247 of the Town and Country Planning Act 1990.</li> <li>2. Subject to the grant of planning permission reference number F/03933/13 and in the event that there is no opposition to the Notice of the making of the Order, to confirm the order.</li> <li>3. In the event that the proposal for the making of the Order is opposed, to notify the Mayor of London of the objection and to hold a public inquiry, if appropriate.</li> <li>4. To seek recovery of legal and other fees including advertising costs from the developer/developer's agent.</li> </ol>
Brent Cross Cricklewood Regeneration Scheme	21 June 2016	Interim Deputy Chief Executive and Commissioning Director Growth and Development	Approval to enter into agreements (where necessary) with Objectors shown in Appendix 1 to secure the withdrawal of their objections to CPO1 and CPO2. Such agreements to include: <ol style="list-style-type: none"> <li>1. <i>Compromise Agreements</i></li> <li>2. <i>Asset Protection Agreements</i></li> <li>3. <i>Deeds of Indemnity (in respect of Asset Protection Agreements)</i></li> </ol>

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TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
BARNET HORSEFAIR 2015 Tripartite Licence to Sub-Let Greengates Farm, Mays Lane, Barnet EN5 2AQ	7 July 2016	Head of Estates Management	To accept terms for 2016 licence in same form as previous years
Oak Hill Park, EN4 8JS	27 July 2016	Head of Estates Management	Author of the DPR to approve the agreement of the Rent Review, dated 8 <sup>th</sup> June 2017 at nil increase on the current rent of £6,000.
Tudors Sports Ground, EN5 5NY	27 July 2016	Head of Estates Management	Author of the DPR to approve the agreement of the Rent Review, dated the 1 <sup>st</sup> April 2016, at nil increase on the current rent of £5,700
173 Bells Hill, EN5 2TB	14 July 2016	Head of Estates Management	Author of the DPR to approve the agreement of the Rent Review, dated 02-JAN-2013, at £6,700, representing a £700 increase annually.
'Nightingale Works' Brent Terrace , Cricklewood, London, NW2 1LR	14 July 2016	Head of Estates Management	Author of the DPR to approve the renewal of the lease to Ground Waste Recycling Ltd effective from 1 <sup>st</sup> April 2016 for a term to expire on 31 <sup>st</sup> December 2017 at £25,000 per annum with a mutual rolling break option subject to a 3 months prior notice. To also acknowledge and approve the rent at a nil

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			increase in April 2011 as well as at renewal.
The leasehold title of Old Stationers Playing Field, Barnet Lane, Barnet EN5 2DN	1 August 2016	Head of Estates Management	To charge the leasehold title of Old Stationers Playing Field, Barnet Lane, Barnet EN5 2DN
Former Deansbrook sport Centre, Pavilion Way, Burnt Oak HA8. Grant of a works licence.	26 July 2016	Head of Estates Management	Author of the DPR to approve the grant of a works licence to allow site investigations and preparatory works to commence for the development of a new academy school at Pavillion Way, prior to completion of the agreement for lease.

**Re.**

**Contact:** Carolyn Hopker [carolyn.hopker@barnet.gov.uk](mailto:carolyn.hopker@barnet.gov.uk) 020 8359 7250

Jan Natynczyk [jan.natynczk@barnet.gov.uk](mailto:jan.natynczk@barnet.gov.uk) 020 8359 5129

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Dollis Valley Regeneration Scheme: Phase 2a – Stage A Additional Land Transfer	25 July 2016	Head of Estates Management	<p>This DPR is to authorise the Council granting a Supplemental Lease of the strip of land to Countryside Properties , for no additional consideration and otherwise on substantially the same terms as the main Phase 2A lease.</p> <p>All costs are to be met by Countryside Properties under the terms of the Regeneration Agreement.</p>

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Dollis Valley – Sub Lease of Substation site and Easements at land lying to the south of Mays Lane Barnet	27 July 2016	Head of Estates Management	This DPR authorises the Council to enter into a sub Lease and Easement agreement with Countryside properties (UK) Limited, Eastern Power Networks PLC and London & Quadrant Housing Trust for the land shown on the attached drawings number 14150831. All costs are to be recovered from Countryside Properties PLC under the terms of Regeneration Agreement.
Stonegrove Regeneration – Development Stage Works Licence with Barratt Evolution LLP for Phases 7 - 8	25 July 2016	Head of Estates Management	Authority for the Council to enter into a Development Stage Works Licence with Barratt Evolution LLP (BELLP) for phases 7 and 8 at the Stonegrove Estate, Edgware, for the area outlined red on the attached plan 12369-05-29-A
Dollis Valley - Works Licence Phase 2B and part of Phase 3B	25 July 2016	Head of Estates Management	Authority for the Council to enter into a works licence for phases 2B and part of Phase 3B in accordance with plan H00391-EXW-001 and the terms of the Principal Development Agreement.
Dollis Valley – Deed of Surrender and Re-Grant relating to property known as land at Mays Lane and Dollis Valley Way, Barnet EN5 2JJ.	27 July 2016	Head of Estates Management	Authority for the Council to enter into a deed of surrender and re-grant for the freehold property known as land at Mays Lane and Dollis Valley way, Barnet EN5 2JJ registered at the land registry under the Freehold Title Number N6L277152
Authority to seal the Graham Park Stage B CPO Indemnity Agreement	19 April 2016	Commissioning Director Growth and Development	The draft CPO Indemnity Agreement enables the Council to recover CPO costs incurred dating back to December 2014 and grants authority to seal and complete the CPO Indemnity Agreement relating to Plots 10, 11 and 12 of Stage B of the Graham Park regeneration scheme.

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Authority to execute and seal the various Collateral Warranties for Grahame Park , Stage B (Plots 10, 11 and 12)	08/07/16	Commissioning Director, Growth and Development	<p>In accordance with clause 30 of the Principal Development Agreement dated 30 January 2007 ("the PDA"), Choices for Grahame Park Limited (CfGP) can appoint specialist advisers where necessary in connection with the Development, demolition / building works. In appointing specialist advisers CfGP is also required to ensure that they enter into a duty of care warranty in favour of the Council and substantially in the form appended to the PDA.</p> <p>Stage B (Plots 10, 11 and 12) represents the current construction phase of development which is taking place within the Grahame Park regeneration scheme. CfGP have appointed various specialist sub-contractors to help deliver this phase of the scheme.</p> <p>There will be no net cost to the council in authorising these collateral warranties.</p> <p>Authority for the Council to execute and seal the Collateral Warranties (relating to these appointments) for Grahame Park, Stage B (Plots 10, 11 and 12) in Barnet Council's favour .</p>
Extension of Licence for Choices for Grahame Park Ltd (CfGP) to carry out work on Barnet Council land at Grahame Park	19 April 2016	Commissioning Director, 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. Stage A is nearing completion, with the final plots 5 on 6 currently on site. Some of the proposed improvement and investigative works are outside of the formal works area so it is necessary for a licence to be issued for these works to be</p>

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			<p>undertaken on the Council's retained land. This licence was issued on 23rd November 2012 for 12 months and was subsequently extended to December 2015. Authority is now required to extend this previously granted works licence for Choices for Grahame Park (CfGP) Limited to 31st December 2018</p> <p>The licence will permit CfGP to enter upon the site shown on the attached drawing..</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>
West Hendon Estate – Intermediate Change Request	28 July 2016	Commissioning Director Growth and Development	<p>This DPR confirms the Intermediate Variation to PDA for re-sequencing of Phase 4.</p> <p>Alternating the sequencing of Phase 4 has the potential to benefit existing residents by reducing the impact of construction on existing and new homes, whilst also reducing the wider and overall programme for delivering the scheme, and the delivery of affordable housing sooner than originally proposed.</p> <p>This proposal will be included within BMLLP's Reserved Matters Application for Phase 4, which will be submitted to the Council by the end of the year.</p>

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**Delivery Unit:** Family Services

**Contact:** Hannah Gordon, [hannah.gordon@barnet.gov.uk](mailto:hannah.gordon@barnet.gov.uk), 0208 359 2082

Edward Gilbert [Edward.gilbert@barnet.gov.uk](mailto:Edward.gilbert@barnet.gov.uk) 0208 359 3469

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Decision to award a contract directly to Signs of Safety for Family Services workforce learning and development	29 June 2016	Assistant Director Social Care	Achieving Family Service's vision of making Barnet the most family-friendly borough by 2020 involves implementing new ways of working and tools; one of the key tools is Signs of Safety. This model is licensed and is only available from one provider 'Signs of Safety' and as such this decision approves a single tender action. The contract is on a 6 months + 1 year +1 year basis and will commence 1 September 2016. The total value of this contract will be a maximum of £70,000 which will be funded by Family Services Workforce base budget.

**Delivery Unit:** Street Scene

**Contact:**

Cory Sunderland [cory.sunderland@barnet.gov.uk](mailto:cory.sunderland@barnet.gov.uk) 020 8359 3014

Paul Frost [paul.frost@barnet.gov.uk](mailto:paul.frost@barnet.gov.uk) 0208 359 2205

TITLE	DATE OF DECISION	DECISION TAKER	SUMMARY OF DECISION
Authority for tracker data access for Street Scene	15/06/2016	Interim Director Street Scene	Persons who are authorised for access and control of the relevant tracker systems used by Street Scene

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GS33 – Fabrication Contract 2015/16	26/05/2016	Interim Commercial Director	Authorisation is sought to enter into a six month contract with RM Countryside for the Fabrication, Bespoke Metalwork, Maintenance and Masonry contract
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