

Chief Officer List of Decisions: 01.07.22 – 30.09.22
Director of Growth – Stephen McDonald

TITLE / DECISION	DATE OF DECISION	DECISION TAKER	REASON
<p>Creation of four new posts to support the delivery of Sustainability Targets and Commitments</p> <ul style="list-style-type: none"> • Portfolio Lead- Sustainability • Workstream Coordinator – Sustainability reporting to the Portfolio Lead- Sustainability • Sustainability Engagement Officer reporting to the Portfolio Lead- Sustainability 	12.7.22	Stephen McDonald	<p>This paper sets out proposed changes to the LBB staffing structure to create four new posts in the newly established cross cutting Sustainability Team. The authority has recognised the need for a dedicated central team to provide high quality, consistent and effective delivery of our Sustainability Programme and is now looking to build and grow an in-house team to do so. The Team will lead, manage and oversee all future activities that will enable us to deliver on our commitments to being Net Zero as an organisation by 2030 and as a borough as soon as possible after this (and by 2042 at the latest), as well as delivering on our wider sustainability work:</p> <p>We are looking to create the 4 roles below:</p> <ul style="list-style-type: none"> • 1 x Portfolio Lead- Sustainability, reporting to the AD Sustainability • 2 x Workstream Coordinator – Sustainability, reporting to the Portfolio Lead- Sustainability • 1 x Sustainability Engagement Officer, reporting to the Portfolio Lead- Sustainability

Structure Change - LBB Estates	22.7.22	Stephen McDonald	To move the FOW Team into the Asset Management team, reporting into the Head of Asset Management and Estates Strategy until 30th September 2024. This post will be funded from 11580 and any subsequent pressure should be containable by underspending within the legal fees budget, held in the same code.
Deed of variation to the Development Agreements with Sage Housing Limited for the development of new homes at Upper and Lower Fosters	5.8.22	Stephen McDonald	To approve the Deed of Variation to the Development Agreements with Sage Housing Limited to transfer the freehold interest in the 17 shared ownership houses to Sage Housing Limited
Creation of a new post within LBB Estates	8.8.22	Stephen McDonald	To create a new Estates Administrator post, Grade F, reporting into the Head of Asset Management and Estates Strategy. This post will be funded from 11580 and any subsequent pressure should be containable by underspending within the legal fees budget, held in the same code.
Appointment of new staff member to the Economic Development Team: Business Engagement Manager (Grade K)	11.8.22	Stephen McDonald	<p>To appoint a staff member to this post, following a re-grading of the role. The post-holder will support delivery of business support and inward investment activities in the borough. This is an existing role that pre-dates the transfer of staff from Re to the council. The post therefore needed to be re-graded in line with standard Barnet Council HR policy in order for an appointment to be made.</p> <p>The post has also been re-titled from Business Employment and Skills Programme Manager to Business Engagement Manager.</p> <p>Funding for this role is included in the annual SEED programme budget.</p>

PMO Support Officer post	19.8.22	Stephen McDonald	<p>Approval to create a new Programme Management Office Support post, Grade H reporting to the Head of Growth Programme Management Office.</p> <p>Under the Council's scheme of delegation, to make recruitment and appointment decisions can be made by a Director of Growth Customer and Place Directorate, and this decision is being made in compliance with these conditions.</p>
Appointment of new staff member to the Economic Development Team: Town Centres Investment Manager (Grade K)	26.8.22	Stephen McDonald	<p>To appoint a staff member to this post on a one-year fixed-term basis. The post-holder will support delivery of town centre investment activities, notably in Edgware.</p> <p>The post adds additional resource to the team and is at the same grade as the existing two Town Centre Investment Managers.</p> <p>Funding for this role will come from approved Town Centre Capital Budgets.</p>
Creation of a new post within LBB Estates – Project Manager Special Projects	6.9.22	Stephen McDonald	<p>This paper sets out proposed changes to the LBB Estates staffing structure to create a new post:</p> <ul style="list-style-type: none"> Project Manager – Special Projects, reporting into the Programme Manager – Special Projects <p>Details are:</p> <ul style="list-style-type: none"> The Project Manager's role is to manage capital projects, such net zero works and sustainable travel plan activities. The Project Manager will manage the school caretaker's regularisation project and provide support to the Towards Net Zero programme of works.
Connecting Colindale Delivery Plan (CCDP):	22.9.22	Stephen McDonald	<p>That the Executive Director, Growth should instruct his Officers to:</p> <ul style="list-style-type: none"> Appoint Steer Davies & Gleave to deliver the Connecting Colindale Delivery Plan

<p>Appointment of Steer Davies & Gleave Ltd</p>			<ul style="list-style-type: none"> • Complete the necessary processes to formalise contractual arrangements between Steer Davies & Gleave and LBB. <p>To note:</p> <ul style="list-style-type: none"> • The contract will be for 6 months from appointment with the option to extend for up to a further 3 months. • The total contract value of £138,400 (exc VAT) falls within Band C of the Council's Contract Procedure Rules.
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I have the required powers to make the decision documented above or have delegated authority to the recorded Officer. I am satisfied that all relevant advice has been sought in taking the above decision in order to ensure that the decision making framework of the organisation including the Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations are applied. I also confirm that a full audit trail will be retained on file and available on request by the relevant authority.

Signed



Date

30/09/2022