

Deputy Chief Executive – Cath Shaw 1 Jan – 31 Mar 23

TITLE / DECISION	DATE OF DECISION	DECISION TAKER	REASON
Statutory consultation to amend the parking layout in Alba Gardens NW11	4.1.23	Ian Edser	Officers are authorised to convert part of a Resident Permit holder only parking bay outside No.15 Alba Gardens to a single yellow line waiting restriction, operating Monday - Friday 11am – Midday, to accommodate a new vehicle crossover.
Statutory consultation to amend the parking layout in Heming Road HA8	4.1.23	Ian Edser	Officers are authorised to convert part of a Resident Permit holder parking bay outside 22 Heming Road to a single yellow line waiting restriction, operating Mon – Fri 10am – 11am, to accommodate a new vehicle crossover.
Statutory consultation to amend the parking layout in Sunny Gardens NW4	4.1.23	Ian Edser	Officers are authorised to convert a Permit holder only parking bay outside 103 Sunny Gardens to a single yellow line waiting restriction, operating on event days 1 - 6pm, to accommodate a new vehicle crossover.
Harrow Depot – Licence renewal of the Salt Barn, Central Depot, Forward Drive, Harrow, HA3 8NT	11.1.23	Melanie Chiknagi	To enter into a licence with London Borough of Harrow for shared use of the Salt Barn on the above terms.
Harrow Depot – Letter Licence for occupation at Central Depot and Driving Centre, Harrow	11.1.23	Melanie Chiknagi	Approved to enter into 2 letter licences

Statutory consultation to amend the parking layout in Holders Hill Road NW7	13.1.23	Ian Edser	Officers are authorised to convert part of a Permit holder only parking bay outside 162 Holders Hill Road to a single yellow line waiting restriction, operating on event days 1–6pm, to accommodate a new vehicle crossover.
Finchley Central Town Centre Revised Outline Business Case	17.1.23	Cath Shaw	Approval of Revised Outline Business Case which amends the procurement Strategy in relation to the proposed works at Finchley central.
Burnt Oak North – Proposed Controlled Parking Zone (CPZ)	19.1.23	Ian Edser	<p>1. That Officers are authorised to implement the recommendations as set out in section 9 of this report.</p> <p>2. That an assessment of the effectiveness of the measures referred to in item 9.13 above, including the consideration of any unresolved material objections during the first six months of the implementation of the scheme are considered by the Deputy Chief Executive, Growth and Corporate Services for a decision on the future of the scheme by determining if it should be made permanent, with or without modification, or is abandoned.</p>
Installation of 4 Phone Booths 2nd Floor Colindale Offices under the Future of Work Programme	24.1.23	Syma Kadri	<p>This report seeks approval for the appointment of Sketch Design under Single Tender Action to carry out the installation of 4 phone booths within the Colindale Offices. Sketch Design have previously supported the council reconfiguring the 4th Floor with various collaborative working spaces which has been well received by staff.</p> <p>Since these changes Family Services have now identified the need for phone booths for their floor, as they are in need for additional private/intimate space for their social workers to carry out sensitive calls and have alone time, if needed, after client visits to support staff wellbeing.</p>

			<p>To ensure the phone booths are kept uniform throughout the building it has been identified that these should be sourced from the same provider. This will also support should the booths need to be relocated around the building.</p> <p>This project is time-sensitive, it has been confirmed that Family Services should be provided with this provision to help with current service pressures.</p> <p>The cost of the project is £44,503.75 + VAT. The cost will be funded by FOW Programme Budget.</p> <p>In accordance with single tender action Contract Procedure Rules 6.1 authorisation has been sought and grant</p>
Proposed Extension of Church End Controlled Parking Zone (CPZ) - Experimental	25.1.23	Ian Edser	<p>Following the introduction of Church End CPZ extension through experimental Traffic Management Order, the Director of Highways and Transportation, Customer and Place: -</p> <p>☑ note the outcome from feedback and assessment of the experimental measures outlined in this report</p> <p>☑ authorise the Officers to make the experimental Traffic Management Order permanent</p>
Authorisation of contract award to XAIS ASSET MANAGEMENT LTD	10.2.23	Ian Edser	<p>In 2013, the Council entered into two contracts with Capita known as the DRS and CSG contracts. The DRS contract is delivered by a joint venture between Capita and the Council, known as Regional Enterprise Limited, or RE. RE services are returning to the council from 1st April 2023 as referenced in Committee Report (modern.gov.co.uk)</p> <ol style="list-style-type: none"> 1. Xais need to complete works that have been commissioned through Capita, even if extend beyond 31 March 2023; and 2. New projects after 1 April 2023 to be procured through defined Frameworks Contract Capita utilise a purchase order to attain these services therefore there is no contract to be. <p>The Contract Procedure Rules (CPRs) permit under reasonable means of selection spend up to £9,999 however the value of the contract to conclude the completion of works with Xais is up to £100,000. This highlights that CPRs compliancy is required.</p>

			<p>The routes to procurement are established within LBB and formally approved through procurement and legal those being:</p> <ol style="list-style-type: none"> 1. The Ealing Framework which the Council already has a signed access agreement, cleared by procurement and legal; and <p>In accordance with single tender action Contract Procedure Rules 6.2 authorisation has been sought and granted to enable direct award to the procurement detailed above.</p>
<p>41, Barnfield Road, HA8 OAY – LB Barnet</p> <p>(Summary list 29.3.23)</p>	28.2.23	Melanie Chiknagi	<p>LB Barnet, as Landlord, to exercise an option within a lease to determine part of the demise and take possession for a future Burnt Oak regeneration scheme</p>
<p>Westhorpe Gardens Tenterden Grove & Mills Grove NW4 (“the Property”)</p>	31.1.23	Cath Shaw	<p>The Property having been sold in accordance with the conditions/recommendations of the Assets Regeneration and Growth Committee (now Housing and Growth Committee) dated the 24 April 2017 the Deputy Chief Executive approves a variation to schedule 3 to the contract for sale of the Property dated 6 February 2020.</p>
<p>East Finchley – Proposed Controlled Parking Zone (CPZ)</p>	31.1.23	Ian Edser	<p>That Officers are authorised to implement the recommendations as set out in section 10 of this report.</p> <p>That an assessment of the effectiveness of the measures referred to in item 1 above, including the consideration of any unresolved material objections during the first six months of the implementation of the scheme are considered by the Director of Highways and Transportation, Customer & Place Services for a decision on the future of the scheme by determining if it should be made permanent, with or without modification, or is abandoned.</p>
<p>Statutory consultation on proposals to introduce dedicated disabled parking bays in Parkhurst Road N11 and Bertram Road NW4 (SCR483)</p>	31.1.23	Ian Edser	<p>That officers are authorised to</p> <ol style="list-style-type: none"> 1. implement the proposed dedicated disabled parking bays in 51 Parkhurst Road and 18 Bertram Road by introducing signs and markings 2. make the relevant Traffic Management Orders for the proposals.

Statutory consultation on proposals to remove disabled parking bays in Highfield Gardens NW11 and Princes Park Avenue NW11 (SCR 468)	31.1.23	Ian Edser	That officers are authorised to make the necessary order with regard to the removal of the general use disabled bays located outside No. 47 Princes Park Avenue and outside No. 17-24 Windsor Court, Highfield Gardens.
Upper and Lower Fosters Estate Approval to enter into a letter of consent with Cadent Gas Limited	1.2.23	Cath Shaw	Authority to enter into a letter of consent with Cadent to allow the Council to lawfully enter into (i) an Agreement for Surrender and Lease, (ii) a Deed of Surrender and (iii) a new lease for a substation at Raleigh Close, with Eastern Power Networks (EPN).
Authorisation of contract award to Metis Consultants Ltd for the completion of the Hamden Way Carriage Reconstruction & Drainage Design.	10.2.23	Ian Edser	To appoint Metis Consultants Ltd as a supplier for the completion of the Hamden Way Carriage Reconstruction & Drainage Design. New projects after 1 April 2023 to be procured through defined Frameworks and the TKJV HMPF Contract.
Payment to Barnet Homes for agreed schemes of work	20.2.23	Cath Shaw	The raising of a purchase order for £15 000 000 for the completion of agreed schemes of building works at Meadowside and Dellfield.
North London Business Park, 43 parking spaces for Street Cleansing	20.2.23	Cath Shaw	LBB is to acquire a new lease at North London Business Park, outside the L&T 1954 Act, for 43 spaces at a rent of £14,448 + VAT from 4th March to 14th April 2023.

North London Business Park, Parking for Oakleigh Road Depot overflow	20.2.23	Cath Shaw	LBB is to acquire a new lease at North London Business Park, outside the L&T 1954 Act, for 30 spaces from completion to 14th April 2023. And to pay a rent and licence fee of £11,979.45 + VAT for the period from current lease expiry to 14th April 2023.
Authority to proceed with pre and post retrofit works Energy Performance certificates to caretaker's home owned by LBB.	2.3.23	Cath Shaw	To provide pre & post retrofit Energy Performance certificate and report on Minimum Energy Efficiency Standards (MEES) report. This is being funded by the Prevention team (Public Health) and is part of the wider LBB decarbonisation and improvement to wellness. The project will be used for lessons learnt and to establish energy usage and carbon saving. Proceed with works for sum of £238.00 all as quote.
41, Barnfield Road, HA8 0AY – LB Barnet, as Landlord, to exercise an option within a lease to determine part of the demise and take possession for a future Burnt Oak regeneration scheme	2.3.23	Cath Shaw	To enable regeneration, to serve a Notice to Determine part of the land leased to Oak Tree Builder's Merchants Limited, which the Council can exercise under the terms of the lease dated 25th August 2015.
Documents associated with Local Tool Hire Ltd and Our Yard at Clitterhouse Farm	7.3.23	Cath Shaw	This Officer Decision authorises the completion of a number of documents associated with the Local Tool Hire Ltd and Our Yard, both of whom are tenants of the London Borough of Barnet at Clitterhouse Farm on Claremont Road.
Brent Cross Cricklewood – CPO 1 Full and Final	8.3.23	Cath Shaw	To authorise the Full and Final Settlement including fees for CPO1 Coleman Yard Plots 258 and 259. To enter into appropriate documents to record receipt of payment by the council.

Payment Coleman Yard Plots 258 & 259.			
Approval to Document the Additional Provision of Special Educational Needs & Disabilities (SEND) capacity within the Borough	8.3.23	Cath Shaw	To agree a Deed of Variation and permit the granting of a licence to underlet at Copthall School to Mapledown SEND School
Larkfleet Ltd Contract end date update for further 5 years to enable continued call off	8.3.23	Cath Shaw	To extend contract with Larkfleet Ltd for 5 years on the Integra Finance system so that a specified end date is included.
Authorisation of contract award to WSP (Real Estate & Infrastructure) Limited to support the EXOR Legacy Database	9.3.23	Ian Edser	<p>In 2013, the Council entered into two contracts with Capita known as the DRS and CSG contracts. The DRS contract is delivered by a joint venture between Capita and the Council, known as Regional Enterprise Limited, or RE. RE services are returning to the council from 1st April 2023 as referenced in Committee Report (modern.gov.co.uk)</p> <ol style="list-style-type: none"> 1. WSP need to complete works that have been commissioned through Capita, even if extend beyond 31 March 2023; and 2. To continue support for the EXOR Legacy Database from 1st April 2023 to 31st March 2024 <p>Capita utilise a purchase order to attain these services therefore there is no contract to be. The Contract Procedure Rules (CPRs) permit under reasonable means of selection spend up to £9,999 however the value of the contract to conclude the completion of works with WSP is up to £25,000. This highlights that CPRs compliancy is required.</p>

			In accordance with single tender action Contract Procedure Rules 6.2 authorisation has been sought and granted to enable direct award to the procurement detailed above.
Beth Jacobs Independent School's Wayleave Agreement	13.3.23	Cath Shaw	To grant consent for the Wayleave Agreement's request submitted by the UK Power Networks Ltd to lay Electricity cable over the Council's land managed by Barnet Homes.
Hyde Court, Friern Barnet Lane, Whetstone (N20 0YD) - Release of Restrictive Covenant regarding Flat 2, Hyde Court.	14.3.23	Cath Shaw	<p>This property was initially disposed of by LB Barnet in 1986 as a building with wardened sheltered housing. A restrictive covenant was put in place whereby two flats were to remain reserved for wardens. One of these was sold in 1992 by deed of variation. The current freeholder, Home Group Ltd, has requested the covenant be released to enable the second (Flat 2) to be sold.</p> <p>The flats are sold subject to equity share arrangements whereby a 70% share is sold and 30% retained.</p> <p>The Council agrees to release the restrictive covenant that prevents the disposal of Flat 2, Hyde Court, in return for the following payments:</p> <p>i. £25,000; plus</p> <p>ii. 50% of the additional disposal sum achieved for 70% equity share in excess of £180,000.</p>
Statutory consultation on proposals to introduce Electric Vehicle (EV) Charge Point Bays (Borough Wide) SCR489	16.3.23	Ian Edser	This report considers the feedback from the public following the statutory consultation on the proposals to introduce EV charging points across various streets in the borough. It recommends authorising officers to introduce dedicated EV charging only bays as proposed.
Brent Cross Thameslink Rail Systems and Sidings	16.3.23	Cath Shaw	To increase PO100064388 by £1,090,301 making a PO value of £70,820,206 to Network Rail Infrastructure, for the Brent Cross Thameslink Rail Systems and Sidings.

No 12 and 12a The Concourse Graham Park NW9	20.3.23	Melanie Chiknagi	To agree to grant a new lease to Notting Hill Genesis (NHG).
Consent to lease assignment at 164 Cricklewood Lane London NW2 2DX	20.3.23	Melanie Chiknagi	The Mayor and Burgesses of The London Borough of Barnet consent to the assignment of the lease from Mr Seyed Habibollah Issazadeh to Just Ladies Limited.
Tenancy at Will – 39a Queen’s Road, London N3 (Summary 29.3.23)	22.3.23	Melanie Chiknagi	To grant a Tenancy at Will of 39a Queen’s Road, London N3 to London Kosher Caterers The tenancy will take effect from 1st March 2023 on the following terms: Tenant: London Kosher Caterers Term: To commence 1st March 2023 (as it’s a tenancy at will, the 1954 Landlord and Tenant Act 1954 won’t apply) Rent: £13,500 per annum, pro rata, payable on the 1st of each calendar month, in advance.
Consent to lease assignment at Princes Park Kiosk, Oakfields Road NW11 OJR	23.3.23	Melanie Chiknagi	We recommend that The Mayor and Burgesses of The London Borough of Barnet consent to the assignment of the lease from Happy Team Limited to LCT 2020 Ltd.
Statutory consultation to amend the parking layout in 80 Hamilton Road NW11.	23.3.23	Ian Edser	Officers are authorised to convert a Resident Permit holder only parking bay outside 80 Hamilton Road to a single yellow line waiting restriction, operating Mon - Fri 11am–12pm, to accommodate a new vehicle crossover.
Statutory consultation on a proposal to remove a disabled parking bay in 11 Colin Gardens NW9.	23.3.23	Ian Edser	That Officers are authorised to remove a general disabled parking bay outside 11 Colin Gardens NW9.

Statutory consultation on a proposal to install a designated disabled parking bay for 1 Rolfe House, East Crescent N11.	23.3.23	Ian Edser	Officers are authorised to install a designated disabled parking bay opposite 1 Rolfe House, East Crescent N11.
Statutory consultation on a proposal to install a designated disabled parking bay in 64 Lynton Avenue NW9.	23.3.23	Ian Edser	Officers are authorised to install a designated disabled parking bay outside 64 Lynton Avenue NW9.
Consent to install cabling to enable the installation of two commercial ovens at 39a Queen's Road, N3 2AG	27.3.23	Melanie Chiknagi	LB Barnet consents to the installation of additional 3-phase electricity supply and two commercial kitchen ovens by London Kosher Caterers.
Statutory consultation on a proposal to install a designated disabled parking bay at 23 Manor Park Crescent HA8.	30.3.23	Ian Edser	Officers are authorised to install a designated disabled parking bay outside 23 Manor Park Crescent HA8.
Statutory consultation on a proposal to install a designated disabled parking bay outside 2 King Edward Road EN5.	30.3.23	Ian Edser	Officers are authorised to install a designated disabled parking bay outside 2 King Edward Road EN5.

Brent Cross Cricklewood – Jesus House Lease Renewal, Side Letter	30.3.23	Cath Shaw	Authorises the revised Side Letter to set out terms for recovery of rent from commencement of the new lease with additional payments timed alongside the usual quarterly dates and any residual amounts owed.
Authorisation to sign a lease with UKPN to enable UKPN works at Moss Hall infant & junior school.	30.3.23	Melanie Chiknagi	<p>This report seeks authority for LBB to sign a lease with UKPN to allow UKPN access to LBB owned land at Moss Hall infants and juniors. UKPN will then undertake electrical upgrade works for this school, to enable the PSDS3 (Public Sector Decarbonisation Scheme phase 3) project.</p> <p>The PSDS3 project installs heat pumps at Barnet owned buildings, including Moss Hall Infant and junior School. UKPN must complete the upgrade works ahead of autumn 2023, to enable the heat pumps to be switched on in time for the autumn 2023 heating season.</p> <p>The area to be let is shown approximately coloured pink on the attached. The lease will be for a term of 99 years at a premium of £1, with an option for the tenant to take a further lease for an additional 60 years. The permitted use is as an electrical transformer substation. The Council is obliged to construct the substation building.</p> <p>The landlord is Barnet Council of London Borough of Barnet, 2 Bristol Avenue, Colindale MW9 4EW. The tenant is Eastern Power Networks plc (company no. 2366906) whose registered office is at Newington House 237, Southwark Bridge Road, London, SE1 6NP.</p> <p>These leases are usually for a nil rent. The Chief Officer (Head of Property and Portfolio Management) confirms this is not less than best consideration.</p>
Surrender of Pointalls Allotment Lease	31.3.23	Melanie Chiknagi	<p>LB Barnet agrees to accept the surrender of the lease dated 2nd December 2013 to Pointalls and District Allotment Society Limited (Tenant).</p> <p>On 11th January 2023, the High Court of Justice granted an order for winding up the lease as the tenant has ceased to exist.</p>

			The Greenspaces Department supports this decision.
School Streets: feasibility assessment and design award (Stage 1)	31.3.23	Ian Edser	Approve the direct award for the feasibility assessment of all 83 schools shortlisted in terms of deliverability. Approve the direct award for preparation of designs for all 6 suitable school streets

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

Cath Shaw

Date

31/03/2023
