

DELEGATED POWERS REPORT NO.

2002

SUBJECT: Waste Strategy Manager

Control sheet

All of the following actions MUST be completed at each stage of the process and the signed and dated report MUST be passed to Governance Service for publishing

All reports		
1. Governance Service receive draft report	Name of GO Date	Andrew Charlwood 09/04/2013
2. Governance Service cleared draft report as being constitutionally appropriate	Name of GO Date	Andrew Charlwood 10/04/2013
3. Finance clearance obtained (<i>report author to complete</i>)	Name of Fin. officer Date	Michael Millar 27/06/2013
4. Staff and other resources issues clearance obtained (<i>report author to complete</i>)	Name of Res. officer Date	Vandana Duggal 09/04/13
5. Strategic Procurement clearance obtained (<i>report author to complete</i>)	Name of SPO Date	N/A N/A
6. Legal clearance obtained from (<i>report author to complete</i>)	Name of Legal officer Date	Linda Cohen 10/04/13
7. Policy & Partnerships clearance obtained (<i>report author to complete</i>)	Name of P&P officer Date	Andrew Nathan 09/04/2013
8. Equalities & Diversity clearance obtained (<i>report author to complete</i>)	Name of officer Date	Andrew Nathan 09/04/2013
9. The above process has been checked and verified by Director, Head of Service or Deputy (<i>report author to complete</i>)	Name Date	Lynn Bishop 27/06/2013
10. Signed & dated report, <u>scanned or hard copy</u> received by Governance Service for publishing	Name of GO Date	Andrew Charlwood 27/06/2013
11. Report published by Governance Service to website	Name of GO Date	Andrew Charlwood 28/06/2013
Officer reports:		
12. Head of Service informed report is published and can be implemented.	Name of GO Date	Andrew Charlwood 28/06/2013
Cabinet Member reports:		
13. Expiry of call-in period	Date	N/A
14. Report circulated for call-in purposes to BMOSC members & copied to Cabinet & Head of Service	Name of GO Date	

ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER (COUNCIL FUNCTION)

Subject **Waste Strategy Manager**

Officer taking decision StreetScene Director

Date of decision 27 June 2013

Summary	To establish the Waste Strategy Manager post within the Street Scene service to ensure waste strategy expertise is retained within the Street Scene service.
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Officer Contributors Cory Sunderland – Performance and Monitoring Support Officer

Status (public or exempt) Public

Wards affected All

Enclosures Job Description

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Serial No. 2002

1. RELEVANT PREVIOUS DECISIONS

- 1.1 Cabinet, 4 April 2012, Decision Item 11, approved Waste Collection Options for the Future.
- 1.2 Cabinet Resources Committee, 7 November 2012, Decision Item 5, approved the Outline Business Case and Options Appraisal for Waste and Street Scene Services

2. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 2.1 The post of Waste Strategy Manager will further the council's Corporate Plan priority of "Better services with less money" by helping to ensure that efficient cost effective services are delivered by Environment, Planning and Regeneration.
- 2.2 The post of Waste Strategy Manager will further the council's corporate plan priority of 'A successful London Suburb', by supporting and delivering a change in the waste service which will enable Barnet to continue to be a successful, prosperous place where people want to live. Ensuring that the borough is clean and safe, preserve green spaces, provide excellent educational opportunities and facilitate housing choices that support residents' aspirations.

3. RISK MANAGEMENT ISSUES

- 3.1 I do not consider the issues involved are likely to raise significant levels of public concern or give rise to policy considerations.

4. EQUALITIES AND DIVERSITIES ISSUES

- 4.1 The Council's Recruitment Procedures and Equalities policy will be followed in the recruitment and selection to this post. These ensure that the post is awarded on merit using fair and objective criteria.
- 4.2 The post will be advertised to staff at risk and internally first in accordance with the Managing Change Policy.

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

- 5.1 The post holder is expected to take up the position in April 2013. It will be funded from the base budget within Street Scene as provided and approved by Cabinet Resources Committee in November 2012 as part of the in-house development of services with the option of support from external specialists and the incoming provider for support and customers services.
- 5.2 The new post is as follows :-

SCP	Post No:	Post Title:	Hours:	Contract Type	SCP	Max SCP	Salary	Salary (Incl On-Costs)
52 - 55	New	Waste Strategy Manager	36	Permanent	52	55	£48,876	£65,481

- 5.3 The original job description is set out at Appendix 1. The current grade is spinal column points 45 - 48.
- 5.4 There is sufficient IT equipment available within the department to meet the needs of this post.

6. LEGAL ISSUES

- 6.1 Paragraph 4.1 above sets out the basis upon which selection for this post is to be undertaken. It is essential when the Council creates and recruits to new positions that such selections are undertaken fairly, objectively and without discrimination. Accordingly the Council must be mindful of and must adhere to its recruitment and equalities policies in addition to the duties placed upon it by legislation with regard to data protection, discrimination and general employment law.

7. CONSTITUTIONAL POWERS

- 7.1 Council Constitution, Part 3, Responsibility for Functions – Section 6.1 provides that Chief Officers can take decisions without consultation with the Cabinet Member concerned where it is in respect of operational matters within the Chief Officer's sphere of managerial or professional responsibility and is not significant in terms of budget or policy.
- 7.2 Council Constitution, Part 3, Responsibility for Functions – Section 6.2 provides that Chief Officers may use whatever means they consider appropriate to discharge those functions allocated to them including engaging and deploying staff.

8. BACKGROUND INFORMATION

- 8.1 Following the approval by Cabinet Resources Committee to develop an in-house street scene service with support, the service has identified that in order to fully execute this requirement, waste strategy expertise within the StreetScene service is essential.
- 8.2 The Waste Strategy Manager will play a lead role in overseeing the strategic direction of all waste issues across the Street Scene service and will be the service expert for dealing with any and all waste strategy issues. The operational service area will undergo a significant level of change in the coming two to three years and therefore a consistent clear strategy of Barnet's waste requirements and direction of travel throughout will be essential during the next twelve months due to the in-sourcing of the recycling service from May Gurney and the alteration to the collection method of waste and recycling.
- 8.3 Barnet is one of seven Local Authorities that make up the North London Waste Authority (NLWA). The post holder will be the key liaison officer for StreetScene with the NLWA and its contractor(s), managing the NLWA account ensuring that payments, budgeting and monitoring are adequately controlled, audited and risks mitigated and highlighted to relevant Members and Senior Officers. The post holder will lead on the council's relations with NLWA informing Members and Senior Officers of relevant issues and decisions to be made through attendance at meetings and the provision of briefings and reports.

- 8.4 The Waste Strategy Manager will take full strategic responsibility for Waste Strategy, providing strategic direction and engendering a culture of continuous improvement to meet present and future StreetScene service needs.
- 8.5 The Waste Strategy Manager will lead on developing relationships with the public, independent, social enterprise and third-sector providers to shape and develop Barnet's waste strategy for the benefit of Barnet residents.

9. LIST OF BACKGROUND PAPERS

- 9.1 Appendix 1 – Supervisor Job Profile

10. OFFICER'S DECISION

I authorise the following action

- 10.1 The creation of the Waste Strategy Manager post within the StreetScene service at SC Pt. 52 - 55.**

Signed **Lynn Bishop**

StreetScene Director

Date **27 June 2013**
