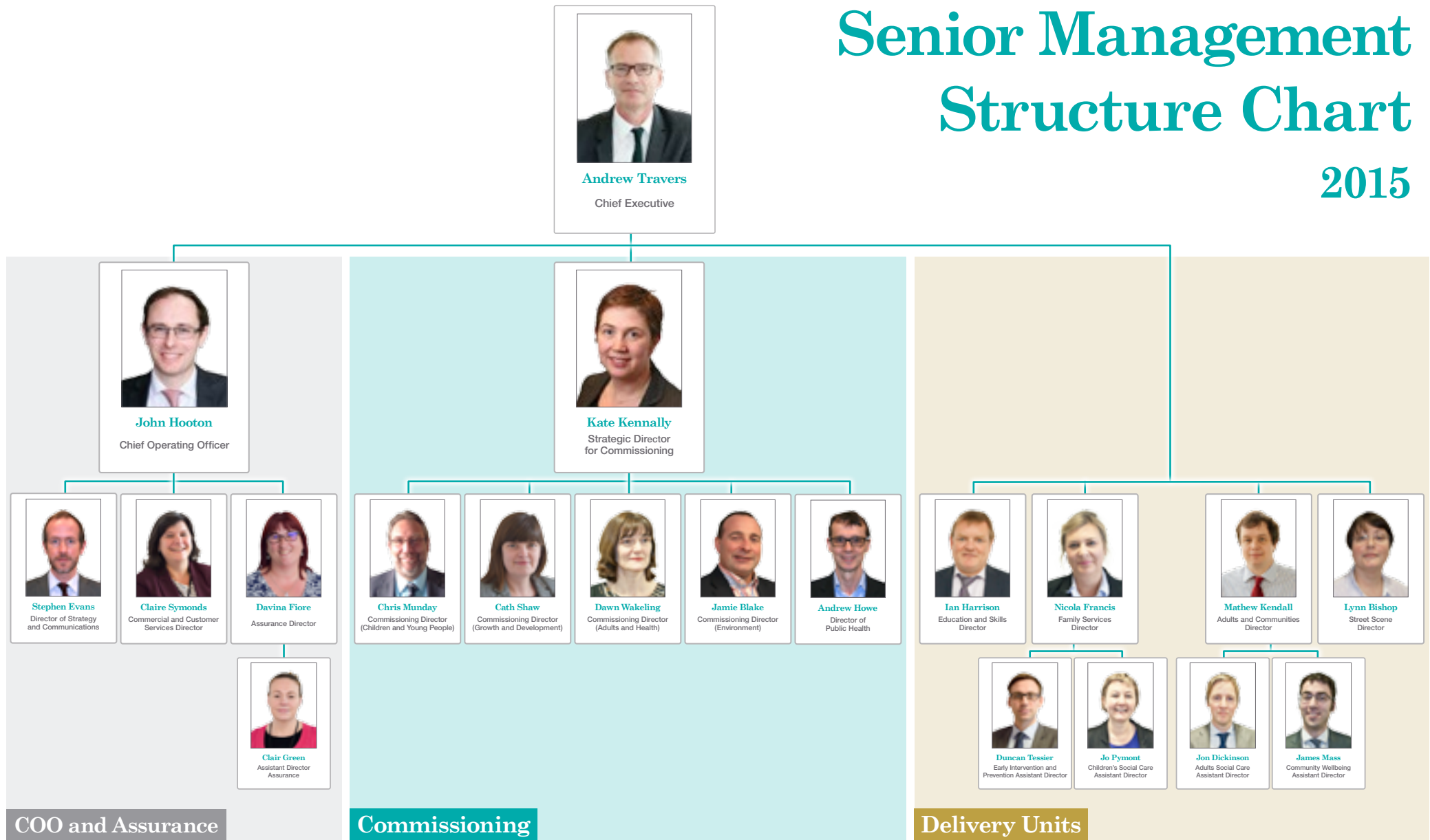


# Senior Management Structure Chart 2015





**Andrew Travers**

**Chief Executive**

**What are you responsible for?**

- working with Members to set the strategic direction for the borough and the council
- working with partners and stakeholders to provide the best possible public services for the borough and residents
- leading the council to ensure the delivery of the Corporate Plan.

**What are your priorities for the next 12 months?**

- to make rapid progress on the early stages of delivering the council's plans through to 2020
- to ensure that the council is in good shape to take on these challenges, and that everyone is able to make a positive contribution.

**Summary of responsibilities:**

- leads strategic management of the council to ensure quality and value for money
- the council's principal policy and business adviser
- statutory responsibilities of the Head of Paid Service.

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**John Hooton**

**Chief Operating Officer**

**What are you responsible for?**

- working with members on the development and implementation of the Corporate Plan and budget strategy
- oversight of day-to-day operations of the council and Chief Finance Officer
- making sure we are delivering the best possible customer services for our residents.

**What are your priorities for the next 12 months?**

- improving the quality of customer contact across the whole organisation and across our supply chain
- ensuring the council is more proactive and positive in its external communications and improves the quality of employee engagement and internal messaging
- ensuring our contractors are delivering against contractual commitments.

**Summary of responsibilities:**

- the council's statutory Chief Finance Officer and S151 Officer
- management of retained functions which support the council's operations, including HR and Finance, strategy and communications, information management, programmes, performance, commercial functions and assurance.

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**Kate Kennally**  
Strategic Director  
for Commissioning

#### What are you responsible for?

- leading the 'commissioning' part of the council to work with Members, partners and stakeholders to develop clear plans for how we will live within our resources and deliver the outcomes as set out in the Corporate Plan
- ensuring that our commissioning plans are driven by engagement with residents, and are informed by best practice.

#### What are your priorities for the next 12 months?

- establish the right capacity across the organisation to deliver on the five year commissioning plans and create the right working culture to get the best out of our talented staff
- work with councillors, staff, partners and residents to identify how the remaining '£20m' savings gap can be achieved
- to establish 'place' based commissioning within the council starting with Burnt Oak.

#### Summary of responsibilities

- development and implementation of commissioning strategies for a broad set of community-related areas including public health, children and young people, community wellbeing and environment
- overseeing the council's relationship with a wide range of partners to ensure the council achieves integrated outcomes for the residents of Barnet.

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**Stephen Evans**  
Director of Strategy  
and Communications

### What are you responsible for?

- the council's approach to communications – internally and externally
- developing Barnet's corporate strategy for dealing with the challenges and opportunities ahead
- responding to cross-cutting issues which don't fall neatly to a particular service or policy remit
- developing ways for Barnet's residents to be more involved in their local areas.

### What are your priorities for the next 12 months?

- implementing Barnet's strategy and new Corporate Plan through to 2020, ensuring residents, partners and staff know what it means for them
- looking at how we can develop our engagement and communications to residents and staff
- lobbying central Government to get a fair deal for Barnet.

### Summary of responsibilities:

- external communications, campaigns, marketing, media handling and lobbying
- internal communications and staff engagement
- corporate planning and strategy
- community participation.

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## Claire Symonds

### Commercial and Customer Services Director

#### What are you responsible for?

- driving improvements to the customer experience
- managing service performance of a number of our contractual relationships including:
  - Barnet Homes, CSG, the shared Public Health service, HB Public Law, NSL (parking services), Re, registrars, mortuary services and our street lighting contract.

#### What are your priorities for the next 12 months?

- to develop a clear Customer Access Strategy, which incorporates a vision of how customer services are to be developed through an understanding of our customers' needs and wants
- to work with our partners to grow existing contracts to provide better value services for Barnet.

#### Summary of responsibilities:

- monitoring and managing the contracts the council holds with Barnet Homes, CSG, Public Health, Legal (HB Public Law), NSL (parking services), Re, registrars, mortuary services and the street lighting contract
- managing customer service improvements and transformation.

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**Davina Fiore**

**Assurance Director**

#### What are you responsible for?

- as the council's statutory Monitoring Officer, ensuring that the council meets its legal and statutory obligations in relation to issuing appropriate guidance to members and officers in the undertaking of their roles.
- ensuring the council meets the highest standards of governance and risk management, probity and democratic process
- providing assurance that 'Electoral Services teams' are well managed and fulfil all of their statutory and corporate functions and objectives.

#### What are your priorities for the next 12 months?

- reviewing the Committee System in order to support and develop it further into the culture of the organisation
- ensure that sound governance principles are embedded across the organisation, its partners and that members and staff know what it means for them
- annual review of Polling Districts and Polling Places in the borough
- oversee the project to deliver the GLA elections scheduled for May 2016.

#### Summary of responsibilities:

- the direct link for members in terms of member conduct issues, allowances, training and development.
- act as the custodian of all democratic processes for the council.

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**Clair Green**  
**Assistant Director**  
**Assurance**

#### What are you responsible for?

- leading and directing the delivery and management of all the Corporate Anti-Fraud and Internal Audit teams as well as the risk management arrangements for the council
- setting the approach for the anti-fraud services, including fraud prevention, detection, deterrence, recovery and sanction strategies.
- protect and preserve the image and reputation of the council by setting up arrangements that operate to prevent any fraud or wrongdoing

#### What are your priorities for the next 12 months?

- ensuring effective delivery and value for money of the internal audit, anti-fraud and risk management annual plan for the year.
- continue to respond effectively and efficiently to allegations of fraud or wrongdoing to appropriate outcomes ensuring maximisation of recovery of any loss to the council.

#### Summary of responsibilities:

- leading the anti-fraud and whistleblowing arrangements including the investigation of suspected frauds to appropriate outcomes
- leading on the internal audit and risk management arrangements
- supporting the Assurance Director and other senior officers - to ensure the council is operating to expected standards at all times.

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## Chris Munday

**Commissioning Director  
(Children and Young People)**

### What are you responsible for?

- ensuring the voices of children and young people are heard in planning all Barnet's services, and making sure all our policies are 'child-proof'
- developing Barnet's longer-term strategy for children, young people, education and libraries
- ensuring the council meets its statutory duties in safeguarding and education.

### What are your priorities for the next 12 months?

- implementing Barnet's commissioning plans for children and young people. Making sure that children, young people and parents are aware of what we are trying to do
- leading projects on new delivery models for libraries and education services.

### Summary of responsibilities:

- commissioning responsibility for children, young people, education and libraries
- statutory director of children's services
- co-ordinating the council's work on children and young people's planning.

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**Cath Shaw**

**Commissioning Director  
(Growth and Development)**

**What are you responsible for?**

- housing, planning and regeneration
- a pipeline of new developments on the council's land
- ensuring the council contributes fully to Barnet's economic success.

**What are your priorities for the next 12 months?**

- agreeing and beginning to implement the council's Housing Strategy, and completing a review of Barnet Homes
- agreeing a business plan for Brent Cross South to deliver 7,500 new homes, space for 27,000 new jobs and a new train station
- implementing 'Entrepreneurial Barnet' which aims to make Barnet the best place in London to be a small business.
- co-ordinating Barnet's response to the Government's Welfare Reform proposals.

**Summary of responsibilities:**

- growth and regeneration projects at Colindale/Grahame Park, Brent Cross/Cricklewood, Stonegrove/Spur Road, Dollis Valley, West Hendon and Mill Hill
- strategic planning and development management
- working with the business community.

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**Dawn Wakeling**  
**Commissioning Director**  
**(Adults and Health)**

#### What are you responsible for?

- the council's approach to adult social care, leisure and physical activity and working with health – internally and externally
- developing Barnet's longer term strategy for dealing with the challenges and opportunities ahead in adult social care and leisure
- ensuring the council meets its statutory duties in adult social care
- leading the work programme of the Health and Wellbeing Board, Adults and Safeguarding Committee and Barnet Adult Safeguarding Board.

#### What are your priorities for the next 12 months?

- implementing Barnet's Commissioning Plans for adult social care and leisure through to 2020, ensuring service users, carers, partners and staff know what it means for them
- leading a project to re-develop the council-owned leisure centres and a refreshed leisure offer from 2017.

#### Summary of responsibilities:

- commissioning responsibility for adult social care, leisure and physical activity
- statutory adult social services director
- co-ordinating the council's work on health and wellbeing.

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**Jamie Blake**  
Commissioning Director  
(Environment)

#### What are you responsible for?

- environmental services
- community safety
- parks and open spaces.

#### What are your priorities for the next 12 months?

- developing a range of key strategies in line with the Corporate Plan
  - waste
  - parks and open spaces
  - enforcement
  - playing pitches
- further development of the Community Safety Partnership
- working with key partners to improve the overall appearance of the local environment.

#### Summary of responsibilities:

- commissioning services related to:
  - highways and street lighting
  - Street Scene
  - parks and open spaces
  - trading standards and environmental health.

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**Andrew Howe**

**Director of  
Public Health**

### What are you responsible for?

- leading health improvement and reducing health inequalities via the Health and Wellbeing Strategy to ensure wider determinants of health are addressed by the whole council
- ensure health protection plans are in place – immunisation and screening
- public health support to health service commissioning
- providing public health knowledge and intelligence.

### What are your priorities for the next 12 months?

- making Barnet a public health council
- implementing the new public health service to increase alignment with council structure and processes
- establishing new services for drugs and alcohol and school nursing.

### Summary of responsibilities:

- public health lead and lead on health improvement and reducing health inequalities
- health protection
- public health commissioning lead.

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**Ian Harrison**  
**Education and Skills**  
**Director**

### What are you responsible for?

- leading the delivery of the council's education strategy
- monitoring, supporting and challenging schools so that all schools are good or outstanding
- oversight of special educational needs and disabilities services
- ensuring sufficient school places are available, including specialist provision where required.

### What are your priorities for the next 12 months?

- to secure a new delivery model for the education and skills service, in partnership with schools
- to ensure that all schools are challenged and ambitious for Barnet's children and young people, drawing on the expertise within Barnet schools
- to accelerate the progress of the most disadvantaged and vulnerable pupils in order to close the gap between them and their peers
- to reduce the demand for SEN transport through better enabling work and more efficient and effective service delivery.

### Summary of responsibilities:

- support for the family of schools within the borough
- accountable for school services remaining competitive in the marketplace
- responsible for discharging the council's responsibility linked to raising the participation age and post-16 education.

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**Nicola Francis**  
**Family Services**  
**Director**

### What are you responsible for?

- leading the Family Services Delivery Unit which includes:
  - children's social care – child protection, fostering and adoption
  - children's homes, care leavers and support to disabled children. Supporting about 2,000 children needing protection, care or support at any one time
- early intervention services including Early Years, Children's Centres, Youth Justice Services, Youth and Family Support, Troubled Families Programme and Library Services.

### What are your priorities for the next 12 months

- delivering the very best social care services possible, ensuring that children in need have the best childhood possible and the chance to become successful adults
- implementing Barnet's Early Intervention Strategy and delivering new models of service delivery for Early Years and Library Services.

### Summary of responsibilities

- council's lead on children's social care including child protection, fostering and adoption
- overall lead on all early intervention services for children and young people
- Library Services.

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**Mathew Kendall**  
**Adults and Communities**  
**Director**

#### What are you responsible for?

- the delivery of all adult social care services for the council covering older people, disabled people, people with a sensory impairment, people with a mental health problem, people with a learning disability and adult safeguarding
- working collaboratively with partners to achieve integrated outcomes for residents of Barnet
- leadership and development of the adult social care workforce.

#### What are your priorities for the next 12 months?

- ensuring that we don't lose sight of our aim to provide residents with support and services we'd be happy for our friends and family to receive, when there is so much change underway
- ensuring that we make the most of our opportunities in relation to implementing the Care Act 2014.

#### Summary of responsibilities:

- lead for adult and community services
- promoting the delivery of integrated health and social care services.

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**Lynn Bishop**

**Street Scene  
Director**

**What are you responsible for?**

- the council's Street Scene services
- delivering waste and recycling collections, including commercial waste
- greenspaces and street cleansing services, including grounds maintenance and trees
- delivering transport services for Special Education Needs and adults services.

**What are your priorities for the next 12 months?**

- maintaining high quality waste and recycling services to 140,000 council residents every week
- implementing a new street cleansing offer which includes different methods of working in town centres and residential areas
- working to promote our excellent parks and open spaces through efficient grounds maintenance and tree management services and the additional provision of outdoor gyms
- working with the Commissioning Director to develop a Parks and Open Spaces Strategy
- working with Brent to commence the provision of the shared mortuary service.

**Summary of responsibilities:**

- recycling and waste, street cleansing, parks and open spaces.

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## Duncan Tessier

### Early Intervention and Prevention Assistant Director

#### What are you responsible for?

- the council's Early Intervention Services within Family Services – including Early Years and Children's Centres, Youth and Family Support Services, the Troubled Families Programme and Library Services
- Family Services' business improvement functions including – strategy, communications and workforce teams, financial planning, procurement, I.T. projects and transformation activity.

#### What are your priorities for the next 12 months?

- implementing Barnet's Early Intervention Strategy – intervening as early as possible to prevent problems escalating for children and young people – which improves outcomes and saves the council money
- remodelling the council's network of children's centres to support the council's youngest residents, and increasing access to childcare across the borough
- overseeing work to reduce the risk of serious youth violence in the borough.

#### Summary of responsibilities:

- Early Years and Children's Centres, Youth and Family Support Services, the Troubled Families Programme and Library Services
- business improvement for Family Services.

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**Jo Pymont**  
**Children's Social Care**  
**Assistant Director**

#### What are you responsible for?

- social work services for children and families- including the Multi-Agency Safeguarding Hub (MASH), children in need of help and protection, Children in Care and Care Leavers
- corporate parenting responsibilities to Children in Care, including adoption and fostering services and the borough's children's homes
- safeguarding and quality assurance functions.

#### What are your priorities for the next 12 months?

- recruiting and retaining experienced social workers
- growing and strengthening the in-house fostering service
- improving the quality of social work practice and preparedness for an Ofsted inspection.

#### Summary of responsibilities

- social work services for children and families
- overseeing the Multi Agency Safeguarding Hub (MASH)
- corporate parenting
- children's safeguarding and quality assurance.

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## Jon Dickinson

Adults Social Care  
Assistant Director

### What are you responsible for?

- operational delivery of Adult Social Care including person-centred assessment, enablement and review of all adults with eligible care requirements
- ensuring that adults in Barnet are safeguarded from harm through best practice and partnership working
- managing the financial assessment teams ensuring that fairer contributions are assessed and processed.

### What are your priorities for the next 12 months?

- supporting staff through the changes brought about by the Care Act and our imminent new IT system.

### Summary of responsibilities:

- operational delivery of adult social care
- financial assessment for social care users.

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**James Mass**  
**Community Wellbeing  
Assistant Director**

#### What are you responsible for?

- finding care and contracting with over 400 service providers, giving assurance of the quality of the services local residents are receiving
- longer term work to prevent or reduce the need for adult social care services
- leading the delivery unit's transformation programme
- workforce development.

#### What are your priorities for the next 12 months?

- ensuring that we don't lose sight of our aim to provide residents with support and services we'd be happy for our friends and family to receive when there is so much change going on
- ensuring that our change projects – Care Act implementation, integration with health, investing in IT and more – make a real difference to our customers and to our staff.

#### Summary of responsibilities:

- transformation of adult social care services
- managing the contractual relationship with more than 400 adult social care service providers
- workforce development for Adults and Communities staff.

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