

PRIVATE AND CONFIDENTIAL

London Borough of Barnet

**Minutes of the Council Directors Group
1 May 2012**

Present:

Nick Walkley	Chief Executive
Andrew Travers	Deputy Chief Executive
Julie Taylor	Assistant Chief Executive
Lesley Meeks	For Director of Commercial Services
Kate Kennally	Director of Adult Social Care and Health
Mick Quigley	For Director of Children's Services
Jeff Lustig	Director of Corporate Governance
Pam Wharfe	Interim Director of Environment, Planning & Regeneration

Also present:

Ed Gowan	AD – One Barnet
Chris Palmer	AD – Communications (for item 7)
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Helen Randall	Trowers and Hamlin
Alex Khaldi	One Barnet Implementation Partner

Action By

1. MINUTES AND MATTERS ARISING

Minutes 24 April 2012 Meeting

Deferred to next meeting.

GLA Election

Nick Walkley advised that he would be out of the office with Jeff Lustig for the majority of the week on GLA election duties. Pam Wharfe would be acting up in his absence.

2. CORPORATE FORWARD PLAN

Deferred to next meeting.

3. ONE BARNET HIGHLIGHT REPORT

Andrew Travers advised the Group sections of the Highlight Report on Benefits Realisation, Interdependencies and Critical Milestones had been updated.

Nick Walkley reported that the High Level Dependency Plan had been discussed with the Leader.

4. LEISURE STRATEGIC OUTLINE CASE

Mick Quigley presented the Leisure Review Strategic Outline Case (SOC). Directors were advised that the SOC had been revised since an initial CDG review to develop the strategic overview and improve linkages to other projects (e.g. public health).

The Group noted that the GLL contract remained an issue for the project. Options were being developed internally to inform discussions with GLL.

Mick Quigley advised the Group that a number of issues / actions that would be required to deliver the project were outside the direct control of the council.

Directors identified that the strategic focus of the project should be on enabling / encouraging physical activity, whilst reducing leisure subsidies to deliver MTFS savings.

The Group agreed that the SOC should be presented to: the Health and Well Being Board on 31 May 2012; Cabinet Resources Committee on 20 June 2012; the Budget and Performance Overview and Scrutiny Committee on 17 June 2012; and proposals for a Member engagement event should be developed.

Ed Gowan /
Mick Quigley

5. COMMUNITY SAFETY STRATEGIC OUTLINE CASE

Julie Taylor presented the Community Safety SOC.

Directors were advised that as part of the project, an assessment had been undertaken of the progress made in implementing the current Safer Communities Strategy. The Group noted that the SOC had been presented to the Safer Communities Partnership Board for consideration.

Nick Walkley requested that the review be used as an opportunity to deal with CCTV investment requirements. He added that police funding was likely to be cut which was expected to impact on frontline activity.

Julie Taylor advised the Group that conducting a financial analysis to demonstrate positive financial benefits was essential to engage partners in the project.

The Group agreed that the SOC should be presented to: Cabinet Resources Committee on 20 June 2012; the Budget and Performance Overview and Scrutiny Committee on 17 June 2012; and that a detailed briefing note on the project should be sent to all Members.

Ed Gowan /
Julie Taylor

6. WASTE AND STREET SCENE STRATEGIC OUTLINE CASE

Pam Wharfe presented the Street Scene Review SOC.

The Group noted that there were issues with Enfield and the North London Waste Authority which might impact on the outcome of the project.

Pam Wharfe reported that the council were exploring joint procurement opportunities with Brent (and possibly Harrow) through the council's involvement in the West London Alliance.

Directors commented that the review needed to ensure an appropriate balance between potential financial savings, service quality and timing (particularly re-procurement).

The Group agreed that:

- an Options Appraisal be developed for internal consideration (to include dependency map, financial considerations and in-house options);
- a paper detailing strategic options / outcomes be developed for consideration by Cabinet Resources Committee on 17 July 2012;
- an Outline Business Case be developed for consideration by CDG post-August 2012;
- Options Appraisal and Outline Business Case to include reference to the financial implications of the Comprehensive Spending Review in 2015;
- project timings be reviewed to take into account that a decision on a preferred option is unlikely to be taken until after mid-2014; and
- One Barnet Programme Office and Strategy to consider linkages with localism and scope for place based services.

Ed Gowan /
Pam Wharfe /
Julie Taylor

7. ONE BARNET COMMUNICATIONS AND ENGAGEMENT FRAMEWORK

Chris Palmer presented an updated Internal Communications Strategy and One Barnet Communications and Engagement Framework.

Directors commented that the key messages needed to demonstrate the forward momentum of the One Barnet programme.

The Group identified the need for a consistent approach to be applied to internal communications when services were transferred to a new supplier.

In relation to external communications, the Group agreed that the council should only attend selected conferences and events to

promote the One Barnet programme to the wider public sector.

The Group agreed the key messages, approach and principles within the framework and strategy, subject to: development of communications plans for projects post go-live; development of communications options for the period December 2012 to February 2013 (conclusion of NSCSO / DRS procurements and senior management restructure); and updates to the One Barnet Communications Plan being reported to meetings of the One Barnet Programme Board.

Ed Gowan /
Chris Palmer

8. COLLABORATIVE WORKING ARRANGEMENTS

Helen Randall and Alex Khaldi presented a report which detailed the proposed arrangements for a Corporate Delivery Board to feed into dialogue with bidders in the NSCSO and DRS procurements.

The Group agreed that proposals for the development of a Corporate Delivery Board be amended to include reference to the following (in advance of sharing with NSCSO and DRS bidders in dialogue meetings):

- Enhanced reference to interface agreements to ensure that relationships between external service providers are clearly defined;
- Development of proposals relating to the interface with elected Members to feed into output specifications;
- Detailing the requirement external service providers to be involved in the development of the council's MTFS in future years; and
- Options for constitutional reform and decision making to be developed by Stephen Evans, Jeff Lustig, Helen Randall and John Hooton.

Andrew Travers
/ Ed Gowan /
Julie Taylor /
Jeff Lustig

9. COMMUNITY COACHES – INTERIM EVALUATION REPORT

██████ presented a report which provided an update on phase 2 of the Community Coaches project.

The Group agreed that funding should be earmarked for phase 3, to be released when additional work had been undertaken to demonstrate that project was enabling citizens to become self-supporting and moving outside of state intervention, and enhanced linkages to the Troubled Families project.

Julie Taylor