

# Report

## Audit Committee

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### Part 1

Date: 22 September 2016

**Subject** **Standing Order 24 (Urgent Decisions) and Waiving of Contract Standing Orders: April to June 2016**

**Purpose** To inform Members of the use of Standing Order 24 and the Waiving of Contract Standing Orders in recent decisions taken by Cabinet and Cabinet Members.

**Author** Senior Overview and Scrutiny Officer

**Ward** General

**Summary** This report provides details of decisions on the use of Standing Order 24 (decisions taken urgently) and the Waiving of Contract Standing Orders for the above period.

In consideration of this report, Members are reminded that they are not questioning the merits of the decisions taken but are focussing on why decisions were taken as urgent or why contract standing orders needed to be waived.

**Proposal** The Committee is asked to consider whether the reasons for the urgency/waiving of contract standing orders are properly reflected in the documentation supporting each decision. Members may wish to invite Cabinet Members to attend a meeting of the Committee should they consider this not to be the case.

**Action by** Audit Committee

**Timetable** Immediate

This report was prepared after consultation with:

- Head of Law & Regulation
- Head of Finance
- Chief Internal Auditor

## Background

Details of the decisions taken by Cabinet/Cabinet Members during the above period are set out in the table below, together with a commentary from the Chief Internal Auditor. Copies of the report giving rise to the decision are attached.

## Financial Summary

The cost implications of the decisions were set out in the original reports to the Cabinet Members. There are no cost implications of the Committee's consideration of this report.

## Risks

Scrutiny of these matters by the Committee is an important means of ensuring that the reasons for the urgency or waiving of Contract Standing Orders were properly addressed in the decision making process and that decisions are transparent.

## Options Available/Preferred Option and Why

The Committee is asked to consider whether the reasons for the urgency/waiving of contract standing orders are properly reflected in the documentation supporting each decision. Members may wish to invite Cabinet Members to attend a meeting of the Committee should they consider this not to be the case.

## Comments of Chief Financial Officer

See original reports.

## Comments of Monitoring Officer

See original reports

## Staffing Implications: Comments of Head of People and Business Change

See original reports.

Subject	Decision & Date	Reason for Urgency/Reason to waive Contract Standing Orders	Comments of Chief Internal Auditor
Ysgol Gyfun Gwent Is Coed, Newport	Cabinet Member for Education & Young People 26 April 2016	Following the formal consultation carried out for this proposal from 1 March to 12 April 2016, it was necessary to proceed to the publication of a statutory Notice for 28 calendar days, before taking the final determination on the proposal before 27 May to support the recruitment of staff to open the school in September 2016. The reason for urgency was the short turnaround required to establish a new school in time for September 2016.	This decision is linked to the previous report regarding this school presented to the Audit Committee in May 2016. Due to the statutory obligations stated in the report, the need for urgency is justified.

Subject	Decision & Date	Reason for Urgency/Reason to waive Contract Standing Orders	Comments of Chief Internal Auditor
Ysgol Gyfun Is Coed, Newport	Cabinet 24 May 2016	The reason for urgency was that he decision is so urgent that it cannot go through the Council's call-in procedures owing to the need for staff to give adequate notice to their existing employers.	Justification for staff giving adequate notice to existing employees is not specifically covered within the body of this report; there are other statutory requirements included with the setting up of this new school which do justify the urgent decision made in order for it to progress and be up and running from September 2016.

The following documentation is provided as background to the above decisions:

Cabinet Member for Education & Young People Decision Schedule – 26 April 2016 (as attached)

Link to report below:

<https://democracy.newport.gov.uk/documents/g6615/Public%20reports%20pack%2026th-Apr-2016%20Cabinet%20Member%20for%20Education%20Young%20People.pdf?T=10>

Cabinet Decision Schedule – 24 May 2016 (as attached)

Link to report below:

<https://democracy.newport.gov.uk/documents/g6562/Public%20reports%20pack%2024th-May-2016%2014.30%20Cabinet.pdf?T=10>