

TEIGNBRIDGE DISTRICT COUNCIL

AUDIT SCRUTINY COMMITTEE

CHAIRMAN: Councillor Chris Clarence

DATE: 14 September 2016

REPORT OF: Audit Manager

SUBJECT: FINANCIAL INSTRUCTIONS and
CONTRACT PROCEDURES RULES – WAIVERS

PART I

RECOMMENDATION

That the report is noted.

1. PURPOSE

1.1 To inform Members of the number of times the Financial Instructions or Contract Procedure Rules have been waived and the reasons why.

2. BACKGROUND

2.1 The Financial Instructions and Contract Procedure Rules provide the framework for managing the Council's financial affairs. They apply to every member and officer of the Council and anyone acting on its behalf.

2.2 Occasionally there are instances where the rules cannot be followed and requests to waive the rules are received. These must meet one of the following criteria:

1	LIFE OR DEATH There is significant chance that the life or health of officers, members, or the public will be put at real risk.
2	INCREASED COST / LOSS OF INCOME The Council will incur significant avoidable costs or lose significant income.
3	LIMITED MARKETS The Council would be wasting its time tendering as supply of the product or service is demonstrably restricted to one or few businesses.
4	EMBARRASSMENT The Council would be criticised for failing to act promptly.

TEIGNBRIDGE DISTRICT COUNCIL

3. WAIVERS

3.1 The following waivers have been processed since the last monitoring report in July 2016:

Proposing Officer	Proposal / Reason	Approval
Mark Fox Coastal and Drainage Manager	Teignmouth Point Direct appointment of existing contractors (Atkins, already on site) to undertake a detailed design of the sea defence wall. Value: £49,500.00 (fully funded by the Environment Agency)	Tony Watson Business Manager 15/07/16
Michelle Luscombe Principal Planning Officer	Greater Exeter Strategic Plan Instruction of existing consultants (GVA Grimley) to undertake a Town Centre and Retail Study to be used to inform policies and proposals within the Greater Exeter Strategic Plan. Value: £40,450.00 (Instruction of GVA Grimley and extension of the existing study and use of existing survey data presents cost savings benefits in the region of £13,880.00)	Simon Thornley Business Manager 09/08/16
Chris Braines Waste and Cleansing Manager	Bulking Station Repairs Direct appointment of original contractor MPK to undertake repair work and reinstate bulking station following fire damage. Value: £30,517	Sue Aggett Business Lead

4. RECOMMENDATION

That the report be noted.

Sue Heath
Audit Manager

Wards affected	-
Contact for any more information	<i>Sue Heath – Audit Manager – 01626 215258</i>
Background Papers (For Part I reports only)	<i>Financial Instructions Waivers File – Internal Audit</i>
Key Decision	-
In Forward Plan	-
In O & S Work Programme	-