

**Report of: Acting Director of Law and Governance**

<b>Meeting of</b>	<b>Date</b>	<b>Ward(s)</b>
<b>Executive</b>	14 June 2018	N/A

<b>Delete as appropriate</b>		Non-exempt
------------------------------	--	------------

**Subject: SUMMARY OF ACTION TAKEN BY OFFICERS**
**1. Synopsis**

- 1.1 In accordance with the Constitution, Corporate Directors and the Director of Public Health may take decisions on behalf of the Executive, subject to certain provisions. Paragraph 68 of the Constitution requires that, where a matter has been determined as urgent and that call-in did not apply, this should be recorded in the minutes of the Executive meeting.
- 1.2 A decision was made by the Corporate Director of Resources on 13 April 2018 using the urgency provisions in the Constitution that meets the criteria detailed in Paragraph 68 of the Constitution and which is summarised below.

**2. Recommendation**

- 2.1 To note the decision taken on 13 April 2018 to award a contract to Insight Direct (UK) Ltd for the purchase of Microsoft licences.

**3. Background**

- 3.1 In accordance with paragraph 8.9 of Part 3 of the Constitution, the Chief Executive, Corporate Directors and the Director of Public Health are authorised to take decisions where the matter is urgent. If the decision concerns an Executive function, the exercise of authority under that provision must be reported to the next available meeting of the Executive.

- 3.2 The decision was taken under urgency procedures, including waiving call-in, because any delay in taking the decision would have prevented continued use of Microsoft Office products which are essential for the council to conduct its day to day business and provide service continuity for residents.
- 3.3 The Chair of the Policy and Performance Scrutiny Committee consented to the matter being treated as urgent and call-in being waived.
- 3.4 The relevant public notice, a record of the decision and the report have been published on the council's website.

## **4. Implications**

### **4.1 Financial Implications**

These are contained in the individual report.

### **4.2 Legal Implications**

These are contained in the individual report.

### **4.3 Equalities Impact Assessment**

These are contained in the individual report.

### **4.4 Environmental implications**

These are contained in the individual report.

## **5. Conclusion and reason for recommendation**

In accordance with the Constitution, urgent key decisions taken by a Corporate Director, on which call-in has been waived, must be reported to the Executive.

**Background papers:** None

**Signed by:**



Acting Director of Law and Governance

16 May 2018

Date

Report Author: Philippa Green  
Tel: 020 7527 3184  
Email: Philippa.green@islington.gov.uk