

Present: Councillors McPherson (Chair), Benstead (Vice-Chair), Gawthrope, Holt, O'Connell and Robertson

FOR ADOPTION BY THE COUNCIL

17/28/Civ Contract Procedure Rules Update

The committee received a report from the Strategic Procurement Officer which stated that the current contract procedure rules needed to be amended to reflect current legislation and facilitate compliance.

The Strategic Procurement Officer advised the following regarding the Contract Procedure Rules proposed document:

- i. Was in a revised format to distinguish legislation and council requirements, defining the process in concise steps and had created a clear list of do's and don'ts.
- ii. Separated out values into appendices to facilitate legislation amendments.
- iii. Sought to amend the Key Decision requirement, (regarding permission to procure) to £1m.
- iv. Included a strategy of Corporate Contracting, frameworks & dynamic purchasing systems (DPSs) and was supported by a new suite of templates, agreed with South Cambridgeshire District Council (SCDC), designed to facilitate accessibility to opportunities to Small Medium Enterprises (SMEs).

Resolved (unanimously) to recommend to Council:

- i. To agree the adoption of the new procedures
- ii. To confirm the change to the Key Decision threshold
- iii. To agree a corporate contracting strategy.
- iv. To agree a shared documentation approach
- v. To agree the new procedures would take effect as of 01.08.17
- vi. To mandate all staff and managers responsible for procurement attend a Contract Procedure Rules Update Briefing session.