

**COUNCIL
16 JANUARY 2020**

PART 1 – PUBLIC DOCUMENT

ITEM 6b

**TITLE OF REPORT: ITEM REFERRED FROM FINANCE, AUDIT AND RISK COMMITTEE
– 5 DECEMBER 2019 – PROPOSED AMENDMENTS TO THE CONTRACT
PROCUREMENT RULES**

***Extract from the draft Minutes of the Finance, Audit and Risk Committee meeting held
on 5 December 2019***

The Legal Commercial Team Manager presented the report entitled Proposed Amendments to the Contract Procurement Rule and advised the following:

- The current version of the Rules required non compliance to be reported to the Monitoring Officer and the Senior Management Team and it was proposed that non compliance be reported to the Monitoring Officer and the Monitoring Officer may consult with the Service Director - Resources if appropriate;
- The proposed new section 3.10 reflected the Council's focus on community engagement and environmental protection;
- Additional guidance had been put into the rules in order to aid Officers;
- Service Directors were now in a position to extend contracts by up to 24 months and up to a value of £200,000.

The following Members asked questions:

- Councillor Steve Jarvis;
- Councillor Michael Weeks.

The Legal Commercial Team Manager provided the following responses to questions raised:

- He had not seen any evidence of fraud being carried out in the procurement process.
- There were a number of safeguards in place within the procurement process and each process went through an intense system in order that a record was kept from start to finish which Officers were able to see; and
- All suppliers were credit checked.

RECOMMENDED TO COUNCIL: That the proposed changes be recommended for adoption.

REASONS FOR RECOMMENDATIONS: That the Contract Procurement Rules are part of the Constitution (under Section 20) and are revised and updated periodically as part of the Council's governance and procurement review processes, contributing to effective organisational internal control. In addition, the review and adoption of the Council's Contract Procurement Rules is a key action in the Council's Procurement Strategy.