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**Meeting:**           **AUDIT / COUNCIL**

**Agenda Item:**   **7**

Portfolio Area:    Resources

**Date:**            **1 SEPTEMBER / 7 OCTOBER 2015**

**REVISION TO CONTRACT STANDING ORDERS**

**NON-KEY DECISION**

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**1.     PURPOSE**

- 1.1    To update Members on the revision to the Council's Contract Standing Orders.
- 1.2    This report has not been circulated to Members of the Audit Committee with five clear days' notice, however the Chair is to be asked to accept it as urgent in order to ensure that officers are working to correct procedures that take account of changes to the Senior Management structure, updates regarding the new Public Procurement Regulations 2015 (PCR2015) and general changes and clarifications around working practices the revised Contract Standing Orders must go to the Council meeting at the earliest opportunity (7 October 2015) with the views of the Audit Committee to advise.

**2.     RECOMMENDATIONS**

- 2.1    That revised Contract Standing Orders be recommended to Council for approval.

**3.     BACKGROUND**

- 3.1    The Contract Standing Orders (CSO's) were last updated in January 2014 and this report updates Members on the proposed changes to them. Changes have been made to CSO's to reflect Internal Audit Report recommendations and the changes required by the implementation of the Public Contracts Regulations 2015.
- 3.2    The Council's Contract Standing Orders form an essential part of the control framework within which the Council operates and are part of the Council's Constitution. The CSO's are designed to ensure that contracts of all values are awarded in a fair and transparent manner and that they council is fulfilling its legal obligations in this regard.

**4. REASONS FOR RECOMMENDED COURSE OF ACTIONS AND OTHER OPTIONS**

4.1 The Contract Standing Orders have been updated as at September 2015 and the major changes are detailed in Appendix B attached to this report, the main changes relate to:

- Changes to the Council's senior management structure
- Updates regarding the new Public Procurement Regulations 2015 (PCR2015)
- Updates regarding general changes and clarifications around working practices

**5. IMPLICATIONS**

**5.1 Financial Implications**

None

**5.2 Legal Implications**

The updated Contract Standing orders include any legal implications within the regulations.

**BACKGROUND PAPERS**

BD1 Updated Contract Standing Orders 2015

**APPENDICES**

Appendix A – Contract Standing Orders V6 September 2015

Appendix B - Details of main changes to Contract Standing Orders for 2015.