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Report of Procurement Manager

Report to Chief Officer – Financial Services

Date: 7th March 2021

Subject: Revised Contract Procedure Rules

Are specific electoral wards affected?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, name(s) of ward(s):	
Has consultation been carried out?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, access to information procedure rule number:	
Appendix number:	

Summary

1. Main issues

- The council's contract procedure rules (CPRs) were last updated in October 2020.
- These changes reflect further changes following the UK's departure from the EU, and a strengthened CPR 3.1.11 in relation to IT procurement.

2. Best Council Plan Implications (click [here](#) for the latest version of the Best Council Plan)

- These updated CPRs continue to introduce positive change without putting an unreasonable and disproportionate burden on council resources. In addition complying with good procurement practice ensures the council is spending money wisely and achieving value for money.

3. Resource Implications

- There are no resource implications related to this decision.

Recommendations

- The Chief Officer – Financial Services is recommended to approve the revised CPRs and approve that they will come into effect on 1st April 2021.

1. Purpose of this report

- 1.1 The Chief Officer – Financial Services has responsibility for updating the CPRs on a periodic basis to ensure that they reflect current legislation, best practice and Council policy.
- 1.2 The Chief Officer – Financial Services is requested to approve the revised CPRs.
- 1.3 The revised CPRs are attached to this report at Appendix 1.

2. Background information

- 2.1 The council's contract procedure rules are reviewed on a periodic basis.

3. Main issues

- 3.1 The CPRs have been amended to reflect the changes to procurement following the UK's departure from the EU.
- 3.2 CPR 3.1.6. specifies which framework agreement the Council is party to.
- 3.3 CPR 3.1.12 enshrines the need to consult with the Digital and Information Service prior to procuring ICT resource.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 Consultation has been carried out with officers within PACS to ensure the changes are correct.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 An equality impact assessment screening has been completed that shows that there are no implications for equality and a full equality impact assessment is not required.

4.3 Council policies and the Best Council Plan

- 4.3.1 These updated CPRs reflect good procurement practice which in turn supports the Best Council Plan 2018/19 – 2020/21 by using procurement activity to help achieve the Council's wider objectives of tackling poverty, improving health and wellbeing, boosting housing growth and regeneration, increasing productivity and enhancing transport and infrastructure etc.

Climate Emergency

- 4.3.2 It is not believed that the proposed changes to CPRs is likely to have an impact, either positive or negative on carbon emissions and the climate emergency.

4.4 Resources, procurement and value for money

- 4.4.1 These updated CPRs continue to introduce positive change without putting an unreasonable and disproportionate burden on council resources. In addition

complying with good procurement practice ensures the council is spending money wisely and achieving value for money.

4.5 Legal implications, access to information, and call-in

- 4.5.1 The new CPRs ensure that the Council is acting in line with current legislation and other developments in public law when conducting procurements.
- 4.5.2 There are no restrictions on access to information associated with this report.
- 4.5.3 This report is recommending a significant operational decision and therefore is not subject to call-in.
- 4.5.4 The Chief Officer – Financial Services is authorised to take this decision pursuant to the sub-delegation scheme of the Director of Resources and Housing. Article 12 of the Council's constitution gives the Director of resources powers to amend the CPRs, this is reflected in the sub-delegations to officers and within the sub delegation scheme of the Director of Resources and Housing as "To make decisions in relation to commissioning and procurement activity."
- 4.5.5 These CPRs fulfil the council's obligation to put standing orders for purchase in place in accordance with s135 of the Local Government Act 1972.

4.6 Risk management

- 4.6.1 The new CPRs will improve the Council's risk management when conducting procurements.

5. Conclusions

- 5.1 The new CPRs continue to contribute to the process of bringing the Council's procurement rules, processes and procedures in line with current legislation, best practice and policy.

6. Recommendations

- 6.1 The Chief Officer – Financial Services is recommended to approve the revised CPRs and approve that they will come into effect on 1st April 2021

7. Background documents¹

- 7.1 None.

¹ The background documents listed in this section are available to download from the council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.