

Summary of amendments to CPRs

The main amendments made to CPRs are –

General – Most references to Chief Officer have been replaced with Director to ensure that all officers with delegated authority in relation to procurement can take decisions where appropriate. See below for the revised definition of Director.

CPR 3.1.8 – Now includes specific wording highlighting that 10% of quality scores must be allocated to Social Value and of that 10% allocate a minimum 5% to the quantity of benefits suppliers commit to delivering and 5% to the description and/or evidence they are able to provide regarding how they will deliver that commitment.

CPR 3.1.17 - now includes a requirement to complete the Contract Management Module in Yortender for all tenders registered on Yortender.

CPR 10.4 – has been updated to reflect the current thresholds for when procurements must be undertaken in line with the Public Contracts Regulations 2015.

CPR 25.2 – This is a new CPR which has been inserted to allow greater flexibility for Directorates to procure goods, work, services, goods and services from a list of contractors in an emergency, where the internal service provider or current contractor does not have sufficient capacity. Individual orders placed in accordance with this CPR will be limited to a maximum of £25K in value. The process to be followed has been set out in Appendix 3 of the CPRs.

Definitions

“**Director**” has been amended to include all those officers listed at Article 12.1 of the Constitution and any other Officer authorised by the Director through their sub-delegation scheme in relation to commissioning and procurement activity.

“**Exempt Contracts**” now includes goods purchased for resale and where individual orders placed are limited to a maximum of £25K in value. When relying on this exemption the Directorate must (a) ensure the goods are purchased on the Council’s standard terms and conditions (where appropriate); (b) seek approval from PACS on what service(s) could be classed as ‘an outlet’; and (c) must provide PACS with an annual declaration (or equivalent) confirming that an internal review of expenditure made under the exemption has been undertaken and is satisfied the exemption has been complied with