POLICE AND CRIME COMMISSIONER FOR CLEVELAND

Report of the Chief Finance Officer for the PCC to the Chair and Members of the Cleveland Audit Committee
23rd June 2016

Presenting Officer: Michael Porter, Chief Finance Officer and Deputy Chief Executive

Status: For Recommendation to the PCC

Revised Contract Standing Orders

1. Purpose

The purpose of this report is to inform Members of proposed changes to be made to the PCC's Contract Standing Orders and seek their recommendation that the PCC adopt these changes.

2 Recommendations

Members are asked to:

2.1 Note the contents of the report.

2.2 Recommend the proposed changes and the resultant contract standing orders, which are attached, are approved and adopted by the PCC.

3 Reasons

3.1 The Code of Corporate Governance adopted within Cleveland sets out the framework and controls for the organisation to follow in relation to contracts and procurement, known as the Contract Standing Orders.

3.2 These Contract Standing Orders cover all contracting and procurement activities within the Office for the Police and Crime Commissioner and Cleveland Police. This includes supply, hire, new contract, extension of contract and renewal of contract and / or disposal, with the exception of contracts for the purchase of land, and contracts of employment.

3.3 The Contract Standing Orders detailed apply to <u>all</u> staff of the PCC and Chief Constable and must be adhered to at all times.

3.4 As referenced in the March 2016 Audit Committee the Procurement team was due to transfer to the employment of the Chief Constable from the 1st May

2016, from SopraSteria. As a result of this change the contract standing orders have been reviewed to update delegations to reflect that the team is 'back in-house'.

3.5 Other minor changes to reflect working practices and responsibilities are all incorporated in the document with tracked changes used throughout so that Members can see the changes made.

4 Implications

4.1 Finance
There are no financial implications arising from this report.

4.2 Diversity & Equal Opportunities
There are no diversity or equal opportunities implications arising from this report.

4.3 Human Rights Act
There are no Human Rights Act implications arising from this report.

4.4 Sustainability
There are no sustainability issues arising from this report.

4.5 Risk
There are no risk issues arising from this report.

5 Conclusion

5.1 This report sets out some minor amendments to the PCC's Contract Standing Orders reflect that the procurement team are now employees of the Chief Constable. Other minor amendments have been proposed will reduce the bureaucracy around the approval of amendments to current contracts.