



**15<sup>TH</sup> OCTOBER 2015**

**CABINET**

**AGENDA ITEM (9)**

**CONTRACT RULES**

<b>Accountable Member</b>	Councillor C Hancock Cabinet Member for Enterprise and Partnerships
<b>Accountable Officer</b>	Jenny Poole Head of GO Shared Services 01285 623313 jenny.poole@cotswold.gov.uk

<b>Purpose of Report</b>	For Cabinet to approve the updated Contract Rules.
<b>Recommendation(s)</b>	<b>That the updated Contract Rules be approved.</b>
<b>Reason(s) for Recommendation(s)</b>	To ensure that the Council's Contract Rules reflects the latest statutory requirements.

<b>Ward(s) Affected</b>	None directly.
<b>Key Decision</b>	No
<b>Recommendation to Council</b>	No

<b>Financial Implications</b>	None directly from the report, although compliance with the Contract Rules will support the Council's aim of securing value for money and protect the Council from legal challenge on procurement processes.
<b>Legal and Human Rights Implications</b>	The Contract Rules have been updated to comply with the following legislation: The Public Services (Social Value) Act 2012 Community Right to Challenge (Localism) Act 2012
<b>Environmental and Sustainability Implications</b>	None directly from this report.
<b>Human Resource Implications</b>	None directly from this report.
<b>Key Risks</b>	Should the Council not approve the updated Rules, the Council may be found to be not complying with recent legislation.
<b>Equalities Impact Assessment</b>	Not Required.

<b>Related Decisions</b>	None
<b>Background Documents</b>	None
<b>Appendices</b>	<b>Appendix 'A' - Contract Rules</b>

<b>Performance Management Follow Up</b>	The GO Shared Services procurement team will develop a Procurement Code and a toolkit of self-service guidance documents, consistent with the aims of the Procurement and Contract Management Strategy, as a guide to best practice and processes for achieving best value. The GO Shared Services Client Officer Group will oversee implementation of the Code and tool kit.
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<b>Background Information</b>	
1.	GO Shared Services (GOSS) provides procurement support to the following entities:- <ul style="list-style-type: none"> <li>• Cheltenham Borough Council;</li> <li>• Cotswold District Council;</li> <li>• Forest of Dean District Council;</li> <li>• West Oxfordshire District Council;</li> <li>• Cheltenham Borough Homes Ltd.;</li> <li>• Ubico Ltd.;</li> <li>• The Cheltenham Trust Ltd.</li> </ul>
2.	The GOSS Councils designed a common set of Contract Procedure Rules for all of the GOSS Partner Councils. The Rules were approved and adopted by this Council in February 2012.
3.	The GOSS Procurement Team is now developing a common approach to effective procurement across all Partner Councils by focusing on activities which lead to financial savings and improved practices. As part of this work, a common Procurement and Contract Management Strategy was adopted by all Partner Councils earlier this year. Standardised processes and documentation, intranet and internet publications are currently being developed on behalf of the Councils. The aim is to make it easier to engage with, and improve the experience for all suppliers especially Small and Medium Enterprises (SMEs).
4.	The Contract Rules attached at <b>Appendix 'A'</b> incorporate recent changes to legislation including: The Public Services (Social Value) Act 2012 and Community Right to Challenge (Localism) Act 2012. Application of the Procurement and Contract Management Strategy, together with compliance with the Council's Financial Rules and Contract Rules, will ensure that the Council conducts its procurement activity in compliance with statutory regulations and will help to mitigate the risk of fraud and corruption in procurement activity.

(END)