



Minute Extract from Joint Governance and Audit Committee – 21 March 2013

JGAC/042/12-13 Proposed Revision to Contract Standing Orders

A report was presented to the Committee by the Executive Head of Financial Services, copies of which had been circulated to all Members and a copy of which is attached to the signed copy of these Minutes as Item 8.

The report proposed a revision to the Contract Standing Orders used by both Adur District and Worthing Borough Councils. The revised contract standing orders will form part of the Constitutions of both Councils. It was considered necessary to:

- Update the contract standing orders for new procurement methods;
- Consider revised approval processes with a view to reducing unnecessary bureaucracy in the light of the streamlined democratic processes;
- Consider the approved limits alongside those of neighbouring councils with a view of promoting understanding by local suppliers; and
- To address any recommendation raised by internal audit in the course of their work.

The Committee were advised that these provisions had been the subject of consultation with both Cabinet Members for Resources and the points raised had been built into the Contract Standing Orders.

Members welcomed the report but questioned why the assessment process outlined in section 8.6.2 of the proposed contract standing orders did not apply to contracts with a value below £25k. Officers informed Members that it was necessary to draw a balance between the work involved during the tendering process and the value of the tender. The standing orders allowed for more rigorous assessment when the value of tenders increased.

Resolved

That the Joint Governance and Audit Committee:-

1. recommended to both Adur and Worthing Councils that the revised Contract Standing Orders be approved;
2. recommended that the Councils' Constitutions be amended accordingly.