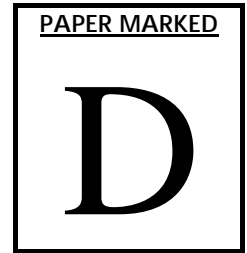


LEICESTERSHIRE POLICE AUTHORITY



Meeting **FINANCE AND GENERAL PURPOSES COMMITTEE**

Date **TUESDAY, 24 MARCH 2009 – 10.00 A.M.**

Report of **CHIEF CONSTABLE & TREASURER**

Subject **REVIEW OF CONTRACT STANDING ORDERS**

Purpose of Report

1. To conduct the biennial review of Contract Standing Orders.

Background

2. Contract Standing Orders are rules to ensure that the Constabulary or Authority gets good value for money when obtaining goods or services. Procedures are set out that encourage a fraud free environment for making the relevant purchase.
3. The last review was undertaken in 2007. The resulting set of Standing Orders is published in the Members' Handbook and on the Intranet. An Explanatory Note is provided for those staff who order goods and services.

2009 Review

4. A review has been undertaken in consultation with the Chief Executive, Finance Director and in particular the Head of Procurement.
5. As a result a number of improvements are proposed that reflect current practice, including the move towards web based tendering.
6. One significant change is the proposal to increase the threshold value £B from £75,000 to £139,893. This will bring it in line with the figure over which EU procurement legislation applies. Very few contracts with a value between these two amounts are let and so it is considered sensible to bring the figures in line.
7. One further issue requires the Committee's consideration. At present contracts between £5,000 and £75,000 (£139,893) are let by the commissioning department with guidance from the Procurement department. Over that higher figure the Procurement department manages the entire process. The Procurement department is requesting that they manage everything above £15,000 and the Committee is asked to consider this.

Recommendation

8. The Committee is recommended to:

- (i) Consider whether all contracts with a value above £15,000 are to be managed by the Procurement department,
- (ii) Subject to that to adopt the updated Contract Standing Orders appended and note that a further review will be undertaken in two years.

Implications

Financial: none. Legal: none. Diversity: none. Risk Management: none.

Background Papers

None

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