



COUNCIL - WEDNESDAY, 14 OCTOBER 2026

Late Item(s)

7. CHANGES TO THE CODE OF PROCUREMENT (PART 4 RULE AND PROCEDURE OF THE COUNCIL'S CONSTITUTION)(Pages 3 - 4)

Councillor P Hodgson-Jones, Chair of the Corporate Governance Committee to present a report on proposals to amend the Council's Constitution on the replacement of the Council's existing Code of Procurement with a new set of Contract Procedure Rules.

(The report was considered and endorsed by the Corporate Governance Committee at their meeting on 16th September 2026).

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Amendments to Appendix A - Contract Procedure Rules

Under section 7 PROCURING VIA A FRAMEWORK at 7.6 the word 'over' will be replaced with 'at or above'.

Existing text:

1.34. Where a contract is valued **over** £30,000 a Contract Details Notice must be published on the government's "Find a Tender" service within thirty (30) days of the contract being entered into.

Amended text:

1.34. Where a contract is valued **at or above** £30,000 a Contract Details Notice must be published on the government's "Find a Tender" service within thirty (30) days of the contract being entered into.

Under section 10 PROCUREMENTS VALUED BETWEEN £10,000 AND £49,999 at 10.8 the word 'over' will be replaced with 'at or above'.

Existing text:

1.62. Where the total contract is valued **over** £30,000 a Contract Details Notice must be published on the government's "Find a Tender" service within thirty (30) days of the contract being entered into.

Amended text:

1.62. Where the total contract is valued **at or above** £30,000 a Contract Details Notice must be published on the government's "Find a Tender" service within thirty (30) days of the contract being entered into.

Under section 21 EXCEPTIONS TO THESE RULES at 21.7 the word 'exceeds' will be replaced with 'is valued at or above'.

Existing text:

1.136. Where the total value of the ensuing contract **exceeds** £30,000 a Contract Details notice must be published on the government's "Find a Tender" service.

Amended text:

1.136. Where the total value of the ensuing contract **is valued at or above** £30,000 a Contract Details notice must be published on the government's "Find a Tender" service.

Under section 11 PROCUREMENTS VALUED BETWEEN £50,000 AND THE RELEVANT UK

PROCUREMENT THRESHOLD at 11.2 the words 'a Corporate Director must approve' will be replaced with 'must be approved'.

Existing text:

1.64. Approval for the procurement and the award of a contract must be sought in compliance with the Delegated Authorities Matrix at Appendix 1. Alongside this, a Procurement Plan must be developed by the Officer in consultation with the Procurement Lead, which **a Corporate Director must approve** before the procurement can be published.

Amended text:

1.64. Approval for the procurement and the award of a contract must be sought in compliance with the Delegated Authorities Matrix at Appendix 1. Alongside this, a Procurement Plan must be developed by the Officer in consultation with the Procurement Lead, which **must be approved** before the procurement can be published.

Under section 12 PROCUREMENTS VALUED ABOVE THE RELEVANT UK PROCUREMENT

THRESHOLD at 12.2 the words 'A Corporate Director must approve this Plan before the procurement can be published.' will be replaced with 'The Plan must be approved before the procurement can be published'.

Existing text:

1.78. Approval for the procurement and the award of a contract must be sought in compliance with the Delegated Authorities Matrix at Appendix 1. Alongside this, a Procurement Plan will be developed by the Officer in consultation with the Procurement Lead. This Procurement Plan must consider the application of Lots. **A Corporate Director must approve this Plan before the procurement can be published.**

Amended text:

1.78. Approval for the procurement and the award of a contract must be sought in compliance with the Delegated Authorities Matrix at Appendix 1. Alongside this, a Procurement Plan will be developed by the Officer in consultation with the Procurement Lead. This Procurement Plan must consider the application of Lots. **The Plan must be approved before the procurement can be published.**