

SOUTH YORKSHIRE PENSIONS AUTHORITY

3 December 2015

Report of the Clerk

AMENDMENT TO CONTRACT STANDING ORDERS

1. Purpose of the Report

To seek approval to proposed amendments to the Authority's Contract Standing Orders.

2. Recommendation

Members are recommended to consider and approve the revised contract standing orders.

3. Background Information

- 3.1 In June 2012 the Authority discussed minor changes to Contract Standing Orders which improved the tender handling process and took account of legislative changes.
- 3.2 That was the last occasion that Members carried out a comprehensive review of the Authority's Contract Standing Orders. It was intended to conduct a further review in due course at the same time as a review of the Scheme of Delegation to Officers. It is hoped that a revised version of the latter will be presented to the next meeting of the Authority.
- 3.3 Since 2012 there have been changes in industry practice, especially with regard to real estate contracts whereby developments are increasingly presented to potential investors as pre-ordained packages consisting of teams of professional advisors already committed to projects, and, of course, the abolition of the South Yorkshire Joint Secretariat (SYJS) and transfer and integration of certain posts and functions to officers of Barnsley Metropolitan Borough Council as a consequence. It is appropriate, therefore, that Standing Orders be revised.
- 3.4 As part of the review reference has been made to the Contract Standing Orders of other authorities in particular with those adopted by South Yorkshire Fire and Rescue Authority which were reviewed in September 2014. This review followed management changes affecting SYFRA arising out of the demise of SYJS which are similar to those affecting this Authority.

3.5 As a consequence some of the reporting limits have been increased and the style and layout of the document has been amended. For the first time reference is included to framework agreements, joint procurement, electronic tendering and purchase cards, for example. In addition, the section relating to OJEU procurement has been re-worded and simplified. In future it is suggested that amendments to thresholds, titles etc and other minor issues will be undertaken by the Monitoring Officer but subject to retrospective approval then being sought from the Authority. Because of re-formatting direct comparison with the current policy is not possible but the key proposed revisions are set out below.

4. Proposed revisions

Document	Revisions
Contract Standing Orders	<ul style="list-style-type: none"> • Intermediate value procurement (CSO 7.1): Upper limit increased to £75,000 from £50,000. • High value procurement (CSO 8.1). Limit increased to £75,000 from £50,000. • Contracts over £250,000. New clause requiring senior officer approval (CSO 20.2) and retrospective reporting (CSO 20.3) • Execution of contracts. Increase in limit for contracts under seal from £50,000 to £75,000 (CSO 23.1) • Minor amendment to Standing Orders following review (CSO 53.1)

5. Implications and risks

5.1 Financial

There are no costs linked to this report although improved procedures should result in better time efficiencies.

5.2 Legal

Other than the changes identified there are no other immediate legal implications.

5.3 Diversity

There are no diversity implications.

5.4 Risk

It is important that contract standing orders should be reviewed and updated on a regular basis as determined by the Authority and changes to titles, statutory thresholds and minor amendments need to be addressed. It is proposed that amendments to thresholds, titles etc and other minor issues will be undertaken by the Monitoring Officer in future with retrospective approval then being sought from the Authority.

D Terris Clerk

Officers responsible: A Frosdick, Monitoring Officer
J N Hattersley, Fund Director

Background papers used in the preparation of this report are available for inspection at the offices of the Authority in Barnsley.

Other sources and references: None.