

Procurement Regulations

1. Every contract or official order for works, goods or services made by the Council shall be for the purpose of achieving the Council's statutory or approved objectives and shall conform to all relevant EU Directives and United Kingdom legislation.
2. The Procurement Regulations shall govern Council tendering and contract procedures. The Director of Finance and Support Services shall maintain and issue these Regulations. Any procurement activity shall proceed in accordance with the Regulations and any financial thresholds for procurement specified by the Regulations.
3. The Director of Finance and Support Services shall make the latest version of the Procurement Regulations available to all Senior Management Group members, all Members of the Council and any other person engaged in procuring works, goods or services on behalf of the Council. Senior Management or officers acting on their behalf shall apply the requirements of the Regulations when engaging in any procurement activity.
4. The purpose of procurement activity shall be to achieve best value for local people in accordance with the Council's statutory or approved objectives. Officers with responsibility for procurement shall ensure that they are able to demonstrate achievement of best value by having regard to a combination of economy, efficiency and effectiveness.
5. Nothing in the Procurement Regulations shall be construed as removing or diminishing the responsibility of all involved to meet individual and collective accountabilities.
6. The Council's Management Team shall ensure that the Executive or an Executive Member is consulted on any procurement activity of a controversial nature.
7. The contracting strategy and/or award of any contract for goods works or services shall be approved by the Executive where there is a significant cost to the Council in accordance with the Procurement Regulations.

8. The Senior Management Group must ensure that audit trails are in place for all procurement activity in accordance with the Procurement Regulations.
9. The Senior Management Group must ensure a register of contracts is kept for all contracts over the value of £5,000.