

Full Council Meeting 1 April 2019

Recommendations arising from the Finance Committee Meeting held on 26 March 2019

A: Approved List of Contractors for Minor Works, Services and Supplies.

Increase in the Delegated Financial Authority of the Town Clerks to Procure and Award Contracts under the Council's Approved Contract Standing Orders and Financial Regulations

RESOLVED TO RECOMMEND TO FULL COUNCIL:

- (a) That the Approved List of Contractors as detailed in appendix A of the report be approved
- (b) That the Clerks be given delegated authority to add Contractors to the various categories of works, services, and supplies listed who meet the criteria and that similarly, the delegated authority be given to remove Contractors who no longer meet the criteria, or whose performance, if appointed to undertake works services or supplies, do not meet satisfactory standards.
- (c) That a major review of the Approved List of Contractors be carried out on a three-yearly basis, and that the list is reported on an annual basis to the Finance Committee for noting, but that any significant changes are further reported to, and approved by Full Council
- (d) That the Delegated Authority of the Town Clerks be raised from £5,000 to £10,000 to both commence a procurement process and subsequently award contracts in accordance with the requirement of the Contract Standing Orders without formal reference to members, and that the Councils' Contract Standing Orders and Financial Regulations be amended accordingly, subject to below;
- (e) That for contracts that have an estimated whole life value above £5,000 and up to £10,000, that the Town Clerks initially discuss these with both the Chair and Vice Chair of the Finance Committee prior to commencing a procurement process, and subsequent further discussion prior to award of contract. However, where the nature of the contract is considered to be either of a strategically Important or of a politically sensitive, then the authority of the Full Council or delegated Council Committee is gained prior to commencement of the procurement process and subsequent approval given by either Full Council or delegated Council Committee to award a contract.

A copy of the report considered by the Finance Committee is attached.

B: Risk Management Plan

RESOLVED TO RECOMMENDED TO FULL COUNCIL:

That the attached Risk Management Plan be approved.