

Decision Note Revision of Standing Orders



REQUEST FOR DECISION BY THE STAFFORDSHIRE COMMISSIONER

	Policing:	Crime:	Fire & Rescue:
This decision relates to:	X	X	

APPROVAL (for completion by Staffordshire Commissioner only)

Rationale for approval

STAFFORDSHIRE COMMISSIONER

Signature

Date 06/12/2024

Date decision required by: 31st December 2024

If an urgent approval is required, please state reasons:

For completion by Staffordshire Commissioner's Office only:-

Decision Number: SCP/D/202425/008

Date Received: 6th December 2024

	Yes	No
Has the required decision been considered under the guidance of the Staffordshire Commissioner's Decision Making Policy?	x	
Has the required decision been deemed to be a Key Decision as defined within the Staffordshire Commissioner's Decision Making Policy?	x	
Who is empowered to make the required decision? Staffordshire Commissioner		

Title	Standing Orders
<p>Summary:</p> <p>In line with the new Procurement Act 2023, there has been a requirement to review the current standing orders to ensure they align with the new act, the compliance to the new act and the thresholds.</p> <p>The standing orders have been re written to ensure they comply with the Procurement Act and have been simplified with annexed sections to reference the revised PA2023 thresholds.</p> <p>Revised thresholds – there has been an additional threshold added which is defined between £30,000 and £75,000 spend to allow commercial additional scope to request three quotes, which still ensures value for money is demonstrated within this higher threshold. The benefit is to re-align the time saved on the below £75,000 procurement activity to now focused on the higher tier of below threshold procurements, spend of between £75,000 and £214,544 (threshold as at time of writing), and the above threshold tenders. It should be recognised that the PA2023 brings with it additional transparency requirements which increases the administrative work required, increasing the time and resource needed to undertake tenders.</p> <p>The standing orders upon approval will be inserted into the financial regulations to ensure consistency within. Staffordshire Fire & Rescue have already approved the revised standing orders and the corporate governance framework has been updated. This was approved at a previous SGB.</p>	
<p>Recommendation:</p>	
<p>Chief Executive</p> <p>I hereby approve the recommendation for consideration.</p>	

Signature



Date 06/12/2024

REPORT AND ADVICE TO THE STAFFORDSHIRE COMMISSIONER

1. Introduction and background

In line with the new Procurement Act 2023, there has been a requirement to review the current standing orders to ensure they align with the new act, the compliance to the new act and the thresholds.

The standing orders have been re written to ensure they comply with the Procurement Act and have been simplified with annexed sections to reference the PA2023.

2. Issues for consideration

Within the thresholds – there has been an additional threshold added which is defined between £30,000 and £75,000 spend – to allow for commercial to request three quotes to demonstrate value for money at this level of spend and allow time, effort and focus of commercial for below threshold tenders to be focused on the higher spend of between £75,000 and £214,904 (threshold as at time of writing). Recognising the additional administrative work, against the PA2023 and the time and resource tenders will take, this allows commercial to still provide quotes for value for money, but gives the right focus to the higher level spend within this next threshold.

We have added an appendix to the standing orders to reference the PA2023, so as and when changes are made to the PA2023, this does not impact then main thread of the standing orders and we are able to amend the appendix. This ensures we maintain accuracy to the standing orders at all times.

3. What other options have been considered?

Options considered;

- Keep standing orders as is – but would not be compliant to new procurement regulations
- Just change the key words to bring up to date to new regulations – however, this does not allow for threshold amends and flexibility in line with the new regulations.
- Include an additional threshold level to improve efficiency and compliance with the new regulations (Preferred option)

4. Consultation and Engagement undertaken

- Chief Officer Team
- Financial colleagues

- ACO Resources

We have also consulted with colleagues from other forces and professionals that are averse within the new Procurement Act 2023, to assure us with our process and amended standing orders.

Report Implications

5. Monitoring Officer comments:

Signature _____ Date 6/12/2024



6. Section 151 Officer comments:

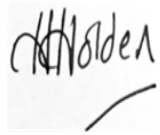
- The regulations have been updated to take account of the procurement act
- The regulations have been updated to improve efficiency within Staffordshire Police and the Staffordshire Commissioners office

Signature _____ Date 6/12/2024



	Yes	No
Has legal advice (outside of that provided by the Monitoring Officer) been sought on the content of this report?	X	
7. Legal Comments: JLS have had a copy of the standing orders		
8. Equality Comments – please attach the completed EIA N/a		
9. Background/supporting paper Final draft of Contract Standing orders for approval		
Please answer the following questions	Yes	No
10. Public access to information?	X	
11. Does this decision involve the processing of personal data? (If yes please attach a completed Data Impact Assessment)		X
12. Is the publication of this form to be deferred? (If yes approx. how long?)		X
13. Does this form contain commercial or operationally sensitive information which is to be redacted? (If yes, please provide details with the submission of this note)		X

14. ORIGINATING OFFICER DECLARATION:

Author	Helen Holden
Signed	
Date	28 th November 2024