



Subject:	Contracts Update
Date:	19 June 2026
Reporting Officer:	Sharon McNicholl Deputy Chief Executive / Director of Corporate Services
Contact Officer:	Lewis Murray, Strategic Category Manager, Commercial and Procurement Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.	
Insert number <input type="checkbox"/>	
<ol style="list-style-type: none">1. Information relating to any individual2. Information likely to reveal the identity of an individual3. Information relating to the financial or business affairs of any particular person (including the council holding that information)4. Information in connection with any labour relations matter5. Information in relation to which a claim to legal professional privilege could be maintained6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction7. Information on any action in relation to the prevention, investigation or prosecution of crime	
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
	<p>The purpose of this report is to:</p> <ul style="list-style-type: none"> • Seek approval from members for tenders, contract modifications to contract term and Single Tender Actions (STA) over £30,000
2.0	Recommendations
	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • Approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1) • Approve the modification of the contract as per Standing Order 37a detailed in Appendix 1 (Table 2) • Note the update to the council's Procurement Policy to align to the requirements of the Procurement Act 2023
3.0	Competitive Tenders
	<p>Section 2.5 of the Scheme of Delegation states Chief Officers have delegated authority to authorise a contract for the procurement of goods, services or works over the statutory limit of £30,000 following a tender exercise where the council has approved the invitation to tender.</p> <p>Standing Order 60(a) states any contract that exceeds the statutory amount (currently £30,000) shall be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when there is a resolution of the Council.</p> <p>Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p> <p>The Committee is asked to approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1).</p>
4.0	Modification to Contract
	<p>The Committee is asked to approve the following modification of the contract as per Standing Order 37a as set out in Appendix 1 (Table 2).</p>
5.0	Tender pipeline
	<p>To support transparency and assist supplier planning, Members should note that Future Tendering Opportunities are published bi-annually on the Councils website. The current update Tendering opportunities covers future tendering opportunities up to 31st October 2027.</p> <p>Note: CPS consult with Departments to help populate this procurement pipeline and are reliant on Departments sharing their available procurement plans.</p>
6.0	Procurement Policy

	<p>Members were advised in December 2024 of the forthcoming requirements of the Procurement Act 2023. The legislation came into force in March 2025, and CPS has since completed an update of all procurement process documents, templates, and supporting materials, including Member Guidance, to ensure alignment with the new statutory framework.</p> <p>The council's Procurement Policy has been revised to reflect the legislative changes and now includes:</p> <ul style="list-style-type: none"> • a revised definition of procurement and updated Procurement Objectives, • strengthened requirements for Pre-Market Engagement (PME) emphasising early market insight and improved planning • updated Conflict of Interest provisions, including enhanced identification, declaration, and management expectations and • enhanced requirements and expectations for Contract Management <p>As part of the wider Governance Review, CPS is working closely with Legal Services to update the Council's Standing Orders and Financial Regulations. This work will ensure full compliance with the Procurement Act 2023 and provide a consistent governance framework across all procurement and contract management activity.</p> <p>CPS will continue to keep members informed as this improvement progresses.</p>
7.0	Financial & Resource Implications
	The financial resources for these contracts are within approved corporate or departmental budgets.
8.0	Equality or Good Relations Implications / Rural Needs Assessment
	None
9.0	Appendices – Documents Attached
	Appendix 1 <ul style="list-style-type: none"> • Table 1 - Competitive Tenders • Table 2 - Modification to Contract