



Report to:

Northwards Housing Board

13 July 2006

Item No:

12c

Title:	Standing Order Review and Procurement Strategy and Rules		
Date:	26 June 2006		
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Confidential:	No		
For: (Please tick action required)	NOTING	DISCUSSION	APPROVAL √

PURPOSE OF REPORT

To present to the Board a full review of the Standing Orders for the Company and recommend approval of a few minor textual changes.

To present a Procurement Strategy and Rules for approval.

RECOMMENDATION

The Board are asked to approve the amendments to the Standing Orders.

The Board are asked to approve the Procurement Strategy and Rules.

IMPLICATIONS

Equality & Diversity:	None directly
Financial:	Procurement and appropriate procedures over it are a central feature of financial control
Staffing:	None directly
Decency Target:	The Procurement Strategy covers the capital work programme
Governance:	The Standing Orders set out the principal governance arrangements of the Company
Risk Assessment	Not a primary risk area

Equality & Diversity Implications (Please tick where relevant):

BME	<input type="checkbox"/>	Lesbian/Gay/Bisexual/Transgender	<input type="checkbox"/>
Elderly	<input type="checkbox"/>	Single Parents	<input type="checkbox"/>
Young	<input type="checkbox"/>	Domestic Violence	<input type="checkbox"/>
Disability	<input type="checkbox"/>	Alcohol / Drug Mis-users	<input type="checkbox"/>

Consultation/Consideration:

	Yes, No or N/A:	Name:	Date:
Sub-Committee:	Yes	Resource & Governance	20 June 2006
Area Panel:	No		
Ward Councillors:	N/A		

Standing Orders

1. The Standing Orders (incorporating the Rules for Contracts and Financial Regulations) were approved by the Board in January 2006.
2. A full review of these has been undertaken as required by the workplan.
3. In order to align the Standing Orders with other documents, the Rules of Contract and Financial Regulations have been separated out from the Standing Orders.
4. The Rules of Contract have been incorporated into the Procurement Strategy and Rules (see below). The Financial Regulations will be reviewed in detail over the next month.
5. All the changes to the Standing Orders are highlighted within the document accompanying this report. Some of these are alterations to reflect changes that have occurred after January 2006.
6. The principal change is to outline the role of the Chair, Vice Chair and Secretary as these are not set out in any other document. In addition, reference has been made to elections to the Board.

Procurement Strategy and Rules

1. The Procurement Strategy and Rules has been drafted from a Best Practice example.
2. However, to properly reflect previously agreed practice, the Rules of Contract agreed as part of the Standing Orders in January 2006 have been incorporated unamended within the Strategy and Rules.
3. The Strategy therefore covers fairly comprehensively the overall approach to procurement for all items from the large capital programme under EU arrangements to getting quotes for a small piece of work.
4. The Strategy has also been enhanced to ensure the principles of Value for Money and Equality and Diversity are embedded within it.