

REPORT OF THE CORPORATE GOVERNANCE COMMITTEE

A. CHANGES TO THE CONTRACT PROCEDURE RULES

Introduction

1. The purpose of this report is to recommend approval of changes to the Contract Procedure Rules.

Background

2. Article 15 of the County Council's Constitution gives the Chief Executive a duty to monitor and review the operation of the Constitution to ensure the aims and principles of the Constitution are given full effect.
3. Rule 8 (Annual Reporting) of the Constitution's Contract Procedure Rules stipulates that the Director of Corporate Resources, in consultation with the Director of Law and Governance, shall submit a report to the Corporate Governance Committee to set out any proposed revisions to the Rules and/or changes required to accommodate the requirements of UK and EU procurement law as may be necessary from time to time.
4. The Constitution requires that changes to these Rules must be approved by the Council after consideration of recommendations of the Corporate Governance Committee.

Consultation

5. Notable changes to the Contract Procedure Rules – Procurement Act 2023 include:
 - a. Financial thresholds for procurement processes have been updated to reflect inflation and regulatory changes. The amended version clarifies VAT inclusion and the requirement for notices at specific value points.
 - b. Introduced at 5.14 the requirement for contracts that are intended to be longer than 5 years must have prior approval from the Director of Corporate Resources or Deputy S151 Officer.
 - c. Inclusion of the term and meaning of Corporate Procurement Board into the glossary.
 - d. Clarification included that capitalised terms have specific meaning and the glossary of definitions should be referred to for meaning.
 - e. Inclusion of signposting to toolkit guidance to be used alongside these rules.

- f. Clarification included at 9.4.3 to the preliminary market engagement notice requirements.
- g. Change to 21.5 to exclude Procurement Board for Direct Awards for switching in relation to light touch contracts.
- h. Inclusion at 21.7 for approach to below threshold for Direct Awards.
- i. Clarification included at 38.3 “The Council encourages the inclusion of KPIs in light touch contracts where appropriate, to support effective contract management and service delivery. However, there is no statutory requirement under the Procurement Act 2023 for these KPIs to be published.”

Resource Implications

- 6. There are no resource implications arising from this report.

Equality Implications

- 7. The Rules will ensure that all potential suppliers and suppliers receive equal treatment when bidding for contracts.

Human Rights Implications

- 8. The Rules will ensure that all procurements consider human right implications before commencing. There are no human rights implications associated with this report.

Consideration by the Corporate Governance Committee

- 9. The Corporate Governance Committee at its meeting on 23 January 2026 considered the changes to the Contract Procedure Rules. The decision of the Corporate Governance Committee is reflected in the motion below.

(Motion to be moved: -

That the revised Contract Procedure Rules, as set out in the Appendix to this report, be approved.)

23 January 2026

**Mr S Bray CC
Chairman of the Corporate
Governance Committee**

Background Papers

The Constitution of Leicestershire County Council

<https://democracy.leics.gov.uk/ieListDocuments.aspx?CId=1187&MId=7661&Ver=4&Info=1>

Report to the Corporate Governance Committee on 23 January 2026

<https://democracy.leics.gov.uk/ieListDocuments.aspx?CId=434&MId=8460&Ver=4>

Appendix

New Contract Procedure Rules – The Procurement Act 2023

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