



## SOUTH HOLLAND

### DELEGATED DECISION RECORD

This records a key or other decision taken by the Cabinet in accordance with the Council's scheme of Delegations (as set out in Section D of Part 3 of the Council's Constitution).

Unless the Leader and the Chairman of the Performance Monitoring Panel certify that the matter is so urgent that the normal five-day scrutiny delay on action should not apply, then this decision will come into force and may then be implemented on the expiry of five working days after the publication of the decision, unless called in under the call-in procedures as set out in Section D of Part 3 of the Council's Constitution.

Decision Maker	Cabinet
Report Title	Proposed Amendments to the Council's Contract Procedure Rules
Summary Background	To introduce a new updated version of the Contract Procedure Rules.
Author / Contact Officer	Head of Procurement & Contracts <a href="mailto:martin.gibbs@pspsl.co.uk">martin.gibbs@pspsl.co.uk</a>
Ward(s) Affected	All
Urgent?	No
Key Decision?	No
In Key Decision Plan?	n/a
Date of Decision	16 December 2025
Date Published	17 December 2025
Call-In Expiry	24 December 2025
Exempt Information?	No
Decision (Action Agreed)	That Cabinet: <ol style="list-style-type: none"> <li>1. Recommends the draft revised Contract Procedure Rules at <b>Appendix 1a</b> to this report to be approved at Council.</li> <li>2. Approves the Delegations to Offices that sets out the authorisation for decision making in relation to Contract Procedure Rules at <b>Appendix 2</b> to this report. This approval will be subject to a Council decision to amend the Contract Procedure Rules.</li> </ol>
Reason(s)	<ul style="list-style-type: none"> <li>• To ensure that the Council has robust, up-to-date Contract Procedure Rules that provide clarity to officers, members, and potential suppliers.</li> <li>• To ensure a clear and consistent approach in the award of contracts and safeguard the public's trust and confidence and promote public accountability and procurement practice.</li> <li>• To help avoid governance failures in the Council's</li> </ul>

	procurement activity.
Options	To do nothing – which would result in the retention of the existing Contract Procedure Rules. This would not be deemed best practice as the Contract Procedure Rules have not been reviewed or updated for 3 years.
Further Information	N/A