

By: Cabinet Member for Finance  
Director of Finance

To: Governance & Audit Committee – 30 June 2010

Subject: **Spending the Council's Money**

Classification: Unrestricted

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Summary: To agree updates to "Spending the Council's Money".

FOR DECISION

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## INTRODUCTION

1. "Spending the Council's Money" is the document detailing the Council's procurement policies and procedures and contains a mixture of legislation, rules, guidance on good practice and examples of potential pitfalls. It is intended to be a helpful, useable, reference for all those involved in procurement within the Council at whatever stage, whether they are specifying, contracting, ordering, managing or scrutinising.
2. The Spending The Council's Money document incorporates the Council's procurement rules which are referred to as 'the Code'. The Code forms part of the Council's overall governance arrangement and key parts are included in an Appendix of the Constitution.
3. To ensure that 'the Code' is not hidden amongst the general text shading is used to draw Officers and Members attention to the Council's mandatory rules that cover all of its procurement activity.
4. The implementation of "Spending The Council's Money" was approved by this Committee at its meeting on 27 June 2007 and includes the following requirements for amendments:

"Proposed changes to the Code must be approved by the Governance and Audit Committee prior to implementation.

Changes to "Spending The Council's Money" other than to the Code must first be approved by the Director of Finance."

## WHY ARE CHANGES NECESSARY?

5. The proposed revisions are intended to reflect the up to date position in the Council, bringing Spending The Council's Money back in to line with the other interdependent documents and the Council's structure. There are no procurement rule or policy changes being proposed in this revision.

Appendix 1 gives the generic headings of proposed changes by chapter and the draft of the new version is available for review online.

## **RECOMMENDATIONS**

6. Members are asked to agree the proposed amendments to 'Spending The Council's Money'.

**Lynda McMullan**  
**Director of Finance**  
**Ext 4550**

Background Documents:

The current version of 'Spending The Council's Money' is available at:

<http://knet2/policies-and-procedures/finance-and-procurement/procurement/spending-the-councils-money>

The draft version containing all the proposed changes is available from Chris Luke ([chris.luke@kent.gov.uk](mailto:chris.luke@kent.gov.uk))

## Appendix 1

The following changes are proposed to the Code in Spending The Council's Money.

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| Chapter 1  | updating the linkage between Spending The Council's Money and 'The Local Management for Schools' documents.  |
| Chapter 2  | revising the extracts from the Kent Code in line with latest version<br>revising the extracts from Financial Regs in line with latest version                    |
| Chapter 4  | revising the extracts from Financial Regs in line with latest version<br>amending references to senior staff in line with current structure                      |
| Chapter 5  | updating reference from 'Kent Compact' to 'Kent Partners Compact'  |
| Chapter 6  | amending references to senior staff in line with current structure   |
| Chapter 9  | strengthening text around the primacy of procurement legislation over KCC's internal rules<br>amending references to senior staff in line with current structure |
| Chapter 11 | amending references to senior staff in line with current structure   |
| Chapter 12 | revising the extracts from Financial Regs in line with latest version  |
| Chapter 13 | amending references to senior staff in line with current structure<br>updating scrutiny references to include Scrutiny Board                                     |
| Chapter 15 | amending references to senior staff in line with current structure   |
| Chapter 16 | revising the extracts from Financial Regs in line with latest version  |
| Chapter 17 | revising the extracts from Financial Regs in line with latest version  |