

Contracts and Commissioning Sub-Committee

Terms of Reference

To give full policy development, oversight and scrutiny of all contracting and commissioning processes by the London Borough of Bromley, to the Members (while respecting the responsibilities of individual service PDS Committees), reporting to the Executive, Resources and Contracts PDS Committee as appropriate.

To provide challenge to the officers on commissioning and contracting processes so as to ensure the long-term (at least four year cycle) Member-led aims, particularly financial strategy aims, of the Council are met.

To ensure all aspects of the Council's activities are examined for potential commissioning and to encourage innovative thinking in the commissioning and contracting role of the Council.

To guide, based on the Members' long term aims, the actions of officers in initiating and following through, via best practice, commissioning and contracting of service provision.

To ensure Council-wide consistent standards of commissioning and contracting, based on best practice, are established and once established to ensure they are met, particularly in regard to establishing contracts (with all service providers) contract management and contract monitoring, across the Council .

To seek an overall commissioning strategy which, through innovation, cuts across conventional delivery methods of Council services so as to improve those services' delivery and reduce costs.

To be guided by best practice in examining commissioning and contracting activities by the financial aims of the Council in service provision, and in particular levels of risk in the commissioning and contracting process.

To review the Contracts Register and Risk Register on a regular basis.

To review any commissioning or contracting process at any gateway point through the commissioning journey, so as to ensure the commissioning or contracting project is on schedule, on budget, and meeting the expressed wishes of Members' intentions for the project. This will include a Gate 0/1 review of all contracts with a life time value in excess of £20M - this is to consider contracting issues (not considered by PDS Committees), not KPIs. Also, to examine any commissioning or contracting process that has failed or appears to be failing to meet the above, so as to ensure necessary lessons can be learnt.

To consider commissioning and contracting issues raised by the Executive, PDS Committees and Audit Sub-Committee as well as recommending to Audit Sub-Committee any changes necessary to the Contract Procedure Rules.

To make Contractual and Commissioning related recommendations to the Chief Executive and Executive as appropriate.

(Approved by ER&C PDS Committee on 5/7/18)