

YPO Constitution Overview and Contents

YPO was established in 1974 to supply products and services to a wide range of customers including schools, local authorities, charities, emergency services, public sector and other businesses such as nurseries and care homes. YPO is 100% publicly owned by 13 Founder Member Authorities.

YPO Constitution Section 1 Management Agreement

The Management Agreement is an agreement between 13 local authorities (Founder Member Authorities) to establish YPO (Yorkshire Purchasing Organisation) as a procurement organisation for the effective, efficient and economic supply of goods and services. The Management Agreement:

- Section 1 sets out the Objectives and Purpose of YPO.
- Section 2 sets out YPO's powers, as conferred by the Local Government Act 1972 and the Local Authorities (Goods and Services) Act 1970.
- Section 4 sets out the role of the Lead Authority.
- Section 5 references procedure rules and schemes of delegation. These rules and schemes are set out in the YPO Constitution Sections 2 – 4.
- Section 6 sets out Joint Committee arrangements for the democratic management of YPO, known as the YPO Management Committee.
- Section 7 sets out the Management Committee's requirement to keep under review YPO's Code of Corporate Governance and associated documents.

YPO Constitution Section 2 The Scheme of Delegation

The Scheme of Delegation sets out the powers delegated to the Managing Director of YPO by Founder Member Authority Members of the Management Committee and the reporting responsibilities of senior managers within YPO.

YPO Constitution Section 3 Standing Orders for Contracts

YPO's Standing Orders for Contracts aim to promote the highest standards in procurement activity ensuring probity, integrity, accountability and impartiality in selecting suppliers, and promote value for money, quality, performance and social value.

YPO Constitution Section 4 Financial Procedure Rules

YPO's Financial Procedure Rules make a clear, understandable and transparent statement that aims to promote the highest standards in financial management and activity, ensuring probity, integrity, accountability and impartiality.

YPO Constitution Section 5 Governance, Risk and Assurance Framework

YPO is responsible for ensuring that its business is conducted in accordance with the law and proper standards; that public money is safeguarded and properly accounted for; and that these funds are used economically, efficiently, and effectively.

- Section 5 Part 1 Corporate Governance Framework
- Section 5 Part 2 Local Code of Governance
- Section 5 Part 3 YPO Audit & Governance Sub-Committee Terms of Reference
- Section 5 Part 4 Management Committee and JCC Terms of Reference

YPO Constitution Section 6 Governance and Engagement Forums

YPO maintains a number of fora as part of a framework of engagement with our Founder Member Authorities. The fora enable engagement, communication, working relationships, and exchange of professional knowledge and advice.

- Section 6 Part 1 Chief Executive Officers' Forum. The forum's primary purpose is to ensure that YPO's activities are aligned to the strategic and operational priorities of the Founder Member Authorities.
- Section 6 Part 2 Finance Directors' Forum. The forum's primary purpose is to provide advice and assurance that YPO is complying with relevant legislation and financial governance requirements.
- Section 6 Part 3 Heads of Procurement Forum. The forum's primary purpose is to provide advice and assurance that YPO's procurement strategy meets current and future demand, that procurement decision-making and activity is in line with relevant legislation, and that procurement best practice is shared.
- Section 6 Part 4 Legal Officers' Forum. The forum's primary purpose is to provide advice and assurance that YPO is complying with relevant legislation and that YPO's decision-making and activity are within the law.