



**East of England**  
Local Government Association

# Procurement Services



**Improving the East**

## Contracts Database

Welcome to the Contracts Database for the East of England. This database contains information about contracts held by local authorities and other public sector organisations in the East of England and is hosted by East of England LGA. It also contains information about framework contracts available through the major UK public buying organisations.

Please note that this web-site is an information store - it is NOT a portal for advertising public sector contract opportunities. For more information about where to find these opportunities, please click here.

If you would like to add your contracts to our database where they will be hosted free of charge, then please click here.



### Contracts Database Summary

Total contracts 6908

Total contributing organisations

Contracts added in last 30

Contracts am

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Search by -- Organisation -- Search

Most Recently Updated Organisations

Willesford District Council

Wymondham Town Comm

Here at the East of England LGA, we are able to offer services that help local authorities develop their capability, increase their skills and knowledge, encourage sharing and collaboration, identify savings and enable the delivery of ongoing added value from their procurement and contracting activities.

## Procurement - What is it?

In its broadest sense, procurement refers to the entire process of identifying a need, selecting a supplier and managing the subsequent contract that arises.

Large elements of this activity in the public sector sit within a regulated framework, either governed by legislation such as the 2015 Public Contracts Regulations, the 2012 Social Value Act or through procedural rules defined within an organisation's own Constitution.

The total per annum procurement spend of local government in England is in the region of £55bn across both capital and revenue, making it an area with substantial opportunity to deliver savings for local authorities. It is also an activity where there is considerable commonality across organisations, both in the types of goods and services procured and in the corporate objectives being sought from the performance of these contracts. As well as seeking the best possible service for optimum cost, local authorities are increasingly conscious of the social, economic and environmental benefits that can be delivered by good quality procurement and contract management, such as supporting small and local businesses, providing apprenticeships or reducing carbon emissions.

The East of England LGA actively supports this by providing a range of initial support, funded by our standard annual subscription, allied to a number of cost-effective, paid-for services provided through our Talent Bank, all of which aims to enhance and improve procurement and contracting capability across the East of England.

# Skills and Knowledge Transfer Programme

A key aspect of improving procurement and contracting capability is acquisition of the most appropriate and up-to-date skills. To assist with this, the East of England LGA have worked with nationally recognised procurement experts, SPS Consultancy Ltd, to develop a series of skills and knowledge transfer programmes which can be delivered on-site for as little as £50 per delegate.

Two of the most popular programmes are described below but if you are interested in developing a bespoke programme to suit your own specific needs, then please contact us and we will see what we can do to help.

## Contract and Relationship Management

All local authorities need to find significant cashable savings in the current financial climate and this programme demonstrates that savings can be made on contractual arrangements without compromising outcomes. Different contractual approaches may be used to deliver services, from transactional contracts right through to out-sourcing and joint ventures. Whatever the model, there is a clear need to ensure that contractors perform as required i.e. costs remain competitive and outputs are not compromised.

This one-day programme is designed to give people the skills and knowledge they need to sharpen their approach to commercial contract management, helping to identify and eliminate waste, duplication, over-charging and to strive for continuous improvement.

There is also an "Advanced" version of this programme for those who already have the basic knowledge of Contract and Relationship Management and wish to test their skills using a mix of role play, active team-working, analysis and discussion.

## Specification Writing

As well as an increased focus on contract management skills, there is a growing recognition that getting specifications right before going out to market forms a crucial part of delivering a successful service once the contract is in place.

This one-day programme will help delegates to identify and apply a range of techniques to the process of developing a specification, exploring and analysing the appropriate specifications to use for a variety of potential contractual models.

# Public Contracts Regulations 2015 Training

With the importance of the legal and regulatory framework surrounding procurement, the East of England LGA has developed an in-house capability to deliver straight-forward, practical training on the implications of the Public Contracts Regulations 2015.

This one-day course is equally suitable for both procurement professionals and those who need only a working understanding of the key aspects of PCR2015, such as Service Managers or those who manage large or high-risk contracts for their organisation. It can be delivered on-site at your offices for as little as £30 per delegate.

# The Procurement Challenge

The Procurement Challenge is a low-cost, high-impact review of current procurement arrangements, which can be applied either to a single public sector organisation or to collaborative arrangements such as shared services. It is mainly aimed at local authorities but it is available to any public sector organisation with an interest in reviewing and improving their procurement and contracting capability.

The objectives of the Procurement Challenge are to provide:

- **A “health check” of the effectiveness of the current approach to procurement**
- **An understanding of how this approach compares to current good practice**
- **Recommendations for actions which will help to secure efficiency savings and better overall performance**

“This was a very helpful process and offered great value for money. We were particularly pleased that the study addressed strategic issues rather than focusing on procedural and tactical items, which can sometimes be the case when reviewing procurement”.

# Bespoke Support Packages

At the East of England LGA, we acknowledge that an “off the shelf” solution does not always provide the most effective type of support for our local authority colleagues. There may be an issue with a specific contract or service area, you may be looking for assistance with a collaborative project or you may have a short-term resource gap which you need to fill.

Whatever your needs, we have access to a range of skilled and experienced associates whom we can call upon to provide a package of expertise and support to meet your particular requirements.

Examples of successful support packages delivered by the East of England LGA include:

- **Project support with the procurement of new contracts**
- **Management of collaborative procurements bringing together multiple partners**
- **Acting as a procurement “Critical Friend” on high-risk or high-value projects**
- **Providing interim procurement resource to cover the loss of in-house expertise**



## The Core Offer

The East of England LGA provides a number of services to support procurement across the region as part of our core offer:

➤ **Procurement East Network**

The Procurement East Network (PEN) is a networking group for senior procurement colleagues across the East of England. Every East of England LGA member can send a delegate to the bi-annual PEN meetings, where they can network with colleagues, find out about latest developments in the field and identify areas for sharing and collaboration.

➤ **A Regional Contracts Database**

Our Contracts Database facility allows organisations to upload and maintain their own contract information on-line, to be shared with partners and suppliers across the East of England. The database meets the requirements of organisations to publish contracts data in line with the central government Transparency Code.

➤ **A Procurement Master Class**

Our annual master class event brings together thought leaders, national organisations and senior officers for a day to share knowledge and to showcase good practice. It is also the best opportunity for networking with public sector procurement colleagues from across the East of England.

➤ **Support to county procurement groups**

Our lead officer provides support to all of the local authority sub-regional groups in existence across the region - attending meetings, acting as a "critical friend" and encouraging innovative approaches to collaboration at a local level.

➤ **Representation at national level**

Our lead officer represents the East of England on the LGA's National Advisory Group for Local Government Procurement and also acts as a conduit into other key organisations such as Crown Commercial Services.

## Get in touch

If you wish to discuss your current or future requirements, then please get in touch with:

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