

## Providing Professional Procurement Support: Managed Service Provision



### Project Overview

V4 Services were commissioned through a joint competitive tender to provide managed procurement support services to two neighbouring district councils – North West Leicestershire and South Derbyshire District Councils.

Both Councils had a single team member to support their officers for all procurements.

V4 introduced a Business Partner and Procurement Consultant model, providing 2 days support per week, working flexibly to demands for support.

Whilst the competition was jointly procured, the delivery of services is through individual contracts with each Council.

### The Commission

V4 is supporting both Councils – initially ensuring readiness for and since its launch in 2025, ongoing compliance for PA23 procurement activity.

- Neither Council had any standard operating procedures, RACIs, templates of a methodology of how officers should procure other than the contract procurement rules (CPRs)
- Neither Council had a procurement strategy and were not aligned to the National Procurement Policy Statement (NPPS)

Through proof of concept and visibility of pipeline, additional support has been commissioned on sector by sector, case by case basis.



# The Challenge

The District Councils selected to run a joint procurement exercise to source a supplier who could deliver **Procurement Support Services**, providing strategic and regulatory advice alongside day to day operational support for contract and procurement activities.

Each District Council recognised that they needed an end-to-end procurement support service to ensure compliance with UK regulations, emerging PA23 obligations and their own individual contract procedure rules (CPR).

V4 committed to delivering expert pre-procurement market engagement and assessment, commercial strategies aligned to each District Council's needs, tendering advice and support - against a pipeline of planned as well as ad-hoc procurement activities.

## V4 Approach

A mobilisation plan was created for each District Council - showcasing and focusing on their own distinct needs and timeline for roll-out. There was extensive up front mobilisation of work ("front-loading of effort") to ensure V4 could support both District Councils effectively; introducing templates, procedures and training on PA23

- V4 reviewed the contract registers and identified off-contract spending
- V4 supported both Councils in writing their procurement strategies
- V4 supported each Council in ensuring they were compliant and managing both regimes of PCR2015 and PA23 through transition
- V4 provided training for both councils in procedures, compliance and contract management

## Outcomes and Key Successes

- Both District Councils are legally compliant
- Supporting flexibly, V4 have been able to deliver capacity and bridge gaps in knowledge, support and delivery - working on creating future capability through successful knowledge transfer
- Both Councils have reviewed off-contract spending and on an on-going basis ensuring that value for money is achieved in nearly all spending with third party suppliers
- North West Leicestershire (NWLDC) introduced quarterly contracts reviews after the successes of identifying off-contract spending; this has ensured strategic buy-in to procurement and contract management
- Additional contract management training was commissioned to ensure officers optimised their contract management practice
- Both Councils are preparing in advance for Local Government Re-organisation (LGR), but ensuring it does not become a blocker for achieving VFM with the support of V4.

Both Councils have been extremely satisfied with the knowledge, skills, engagement and delivery V4 have provided and have even recommended V4 to other Councils.