



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 3.6

Alignment of Procurement and Contracting

To:	Skills Committee
Meeting Date:	9 January 2023
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha, Lead Member for Skills
From:	Fliss Miller, Interim Associate Director for Skills
Key decision:	No
Forward Plan ref:	N/A
Recommendations:	The Skills Committee is invited to: a) Note the implementation of a Dynamic Purchasing System (DPS) for all Skills Funding procurement activity, where a competitive tendering process is required.
Voting arrangements:	No vote required.

1. Purpose

- 1.1 The purpose of this paper is to present to the Skills Committee an efficient and joined up approach in The Combined Authority when undertaking procurement and contracting activity with Training Providers for skills provision, working in conjunction with Procurement, Legal and Finance colleagues.
- 1.2 The Skills Committee are invited to note the implement of a Dynamic Purchasing System for procuring skills provision with Training Providers under Skills Funded projects where a competitive tendering process is required.

2. Background

- 2.1 The Skills Committee will be aware that The Combined Authority works across multiple funding streams including, but not limited to; Adult Education Budget, Multiply, Skills Bootcamps. For each funding stream, the Combined Authority is required to undertake suitable procurement activity to contract with Training Providers to deliver the skills provision. Previously, procurement has taken place via the Proactis Portal as a single activity per funding stream and whilst market engagement will take place, awareness raising to attract enough local and National Training Providers to bid can be a risk. Additionally, continuing to create new Skills procurement activity, including tendering documentation, on a per funding stream basis can create a high and time pressured administrative workload.
- 2.2 The Skills Teams wishes to implement a Dynamic Purchasing System (DPS) to allow Training Providers who are interested in delivering skills provision in Cambridgeshire and Peterborough region to register to The Combined Authority's DPS via the Proactis Tendering Portal at regular intervals (such as monthly registration opportunities).
- 2.3 The implementation of an all Skills DPS provides a more efficient and joined up procurement process to support The Combined Authority's ambition for a higher Training Provider response rate. This will increase quality and supply of skills provision, allowing more individuals to access training and provides employers with greater access to talent, aligning to the themes within the Employment and Skills strategy.
- 2.3 Training Providers must complete and pass the Standard Selection Questionnaire to be accepted on to the DPS. This creates a bank of Training Providers who have already met initial Combined Authority Due Diligence. Currently, this questionnaire is completed by Training Providers each time they want to bid to deliver skills provision for The Combined Authority, therefore by implementing a DPS the due diligence process will be more efficient for both the Training Provider and The Combined Authority.
- 2.4 A further benefit to implementing a DPS is that all Training Providers accepted on to the DPS will automatically receive an electronic notification via the Proactis Portal when new tendering opportunities are released for skills provision for The Combined Authority.
- 2.5 Additionally, a Dynamic Purchasing System allows for call-off contracting and mini competitions.
- 2.6 The Dynamic Purchasing System would also detail the contracting process to ensure Training Providers have sight of The Combined Authority's overarching Terms and

Conditions and project specific conditions, where the latter would be included as a Schedule.

3. Funding and Governance

- 3.1 A Dynamic Purchasing System would be developed, implemented and managed by The Combined Authority's Procurement team in conjunction with the Skills team and would be used where The Combined Authority is in receipt of approved Skills Funding and requires a Training Provider(s) to deliver this provision.
- 3.2 Any Training Providers who are successful in their bid to the funding opportunity would be issued with a Contract, or an updated overarching contract with an additional project specific Schedule. This would be coordinated between the Procurement, Finance, Legal and Skills teams.

Significant Implications

4. Financial Implications

- 4.1 There are no significant financial implications, however it is notable that the DPS has the potential for saving on staff time, as well as an increase in the participation to tender. This in turn is beneficial for our region either in the number of Training Providers involved in delivering skills provision, or by having a larger pool of Training Providers from which to choose.

5. Legal Implications

- 5.1 There are no significant legal implications.

6. Public Health implications

- 6.1 There are no significant public health implications

7. Environmental and Climate Change Implications

- 7.1 The report recommendations have positive implications for the environment. Skills Bootcamps will be delivered to support the NetZero agenda.

8. Other Significant Implications

- 8.1 The recommendations in this report have due regard to the Combined Authority's Equalities duties under the Equality Act 2010 in implementing funding policies which seek to widen participation and make learning opportunities more accessible for all citizens including all protected characteristics.

9. Appendices

9.1 None

10. Background Papers

10.1 None