

London Anchor Institutions' Network (LAIN) Procurement Working Group

15:00 – 17:00 GMT, 10 October 2023

Attendees: Tim Rudin (GLA/TfL) (Chair); Jennifer Porter (LFB), Saritha Visvalingham (TfL); Samiya Hirji (TfL); Michelle McCann (NHS); Helen Linklater (Met Police); Souraya Ali (GLA); Olivia Tusinski (GLA); Miriam Lea (GLA); (Boomberg); Jason Roberts (Kaleida – Item 3).

Apologies: Rebecca Fenemore (Thames Water); Simon Carlaw (TfL); Gordon Innes and Alexia Nazarian (Bloomberg); Natalie Evans (Westminster CC).

Topic	Key discussion points & decisions
Governance and Future meetings	<ul style="list-style-type: none"> ➤ Deep dive into the Action Plan to run as an in-person session in early 2024. ➤ Michelle is unable to attend our next meeting (28/11) ➤ Economic Fairness team to share information on increasing access to public procurement for co-operatives, a possible topic for a future meeting. ➤ LAIN event in the new year as more of a member-facing event focused on deepening practice and organisational buy-in.
Market Engagement	<ul style="list-style-type: none"> ➤ Newable Round Table opportunity. Recent correspondence means that an event in this calendar year isn't feasible. Now considering a market engagement event one year on from last years. ➤ Surveys to build market confidence are taking place; review of pipelines to be carried out shortly. ➤ Questions for Kaleida re their database to be picked up in correspondence. Decisions for group on whether to explore cost as consortium and to undertake a tender exercise. Can be informed by a short piece on channels used to reach smaller/diverse businesses (Miriam) ➤ Ongoing engagement with L&P around transfer of London Business Hub portal / data with overall consensus noted of approach to maintain joint promotion efforts
Data reporting	<ul style="list-style-type: none"> ➤ All reporting forms received, with thanks. Analysis for half year data ongoing, to be summarised in time for December Steering Committee meeting. Diversity data appears challenging along with indirect spend, number individual contracts and location-based questions
Lowering Barriers	<ul style="list-style-type: none"> ➤ Indemnity Insurance: Recommendations of 'Go4Growth' report revisited and discussion invited on steps taken to date and priority of and opportunities for further work. ➤ Assumption at group level of willingness to vary levels of insurance levels ➤ Questions raised as to whether our in-house insurance specialists are a) aware of the sector based approach promoted in the report b) able to provide information on actual claim levels against requirements sought

ACTION LOG

To track commitments to help the group to progress agreed work captured in the Action Plan and in each meeting. To be reviewed/updated by WG members ahead of each meeting.

Topic	Action	Due
Governance & Future meetings	<ul style="list-style-type: none">• Conference - Members asked to identify topics, sessions or formats interest valuable for themselves and wider teams in their organisation to inform in-person gathering at start of new year	Next meeting
Market engagement	<ul style="list-style-type: none">• Newable offer – ongoing discussions around timing for targeted LAIN Procurement market engagement event, (Saritha). Miriam to develop forward look of London Borough and other brokered Market Engagement events as resource• Look at conversion rate post June Market Engagement event• Michelle to share takeouts from Meet the Buyer (Croydon, Nov)	Next meeting End year
Database	<ul style="list-style-type: none">• Ongoing work to set out options and decisions re supplier database re key member groups / platforms in use LCCI; Supply Change, BEO, FSB, MSDUK, LBH,• Short paper to be pulled together (Miriam) to inform decisions re database and approach to procuring one. Members to find out how opportunities and market engagement currently undertaken by procurement officers and feedback on relevance of Kaleida offer. Saritha/LAIN team to explore London membership & cost options	Nov
E-learning modules	<ul style="list-style-type: none">• Proactive efforts to encourage take up of new e-learning looks positive. Members asked to share progress on uptake.	End year

<p>Reserved Contracts</p>	<ul style="list-style-type: none"> • TfL /GLA offer to share Responsible Procurement Case Study learnings and approach (Saritha) • Circulate internal communications strategy to support further advocacy (Miriam). • Share pipeline from MPS/TfL with stakeholders and insight from this and survey back to group (Miriam) • Helen to look at Compete4 and if this can support this Members to review upcoming frameworks expiring within their organisations and share if not covered. 	<p>Ongoing</p>
<p>Lowering Barriers</p>	<ul style="list-style-type: none"> • All members to enquire of above questions with in-house insurance specialists • Katherine to explore indemnity insurance questions with Programme Lead in GLA Collaboration Team • Miriam to develop short summary of current position on indemnity insurance for next meeting • Michelle to feedback on buyer risks and if materialise share with group • GLA team feedback on progress with incorporation of reduced indemnity levels into PO short form activity • Helen to circulate MPS short form T&Cs post legal review • Helen to share experience/learnings from inclusion of proportionate approach to IT/Cyber security in contracts 	<p>Next meeting</p> <p>Ongoing</p>
<p>Other</p>	<ul style="list-style-type: none"> • Souraya to update in due course on new University of London working group rep. • Core Team to advise on timing of London Borough of Islington to /join • Onboarding document finalised • Request for case studies and impact videos 	<p>Next meeting</p>