

Skills & Knowledge Programmes

Driving up data standards – understanding the importance of classification and coding



**KEEP
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AND
SAVE
MONEY**

This half day programme was developed in response to the widespread demand from people to understand how to improve data standards and why issues around classification and coding are management not technical decisions. Driving up data standards is not difficult, just time consuming at times. This programme seeks to explain how to manage the implementation issues around procurement classification systems, ensuring that they deliver the desired outcomes.

Aim - To provide an understanding of the issues involved in implementing procurement classification and coding systems in local authorities; the choices available and the management and organisational issues likely to be encountered from their use.

Who should attend?

Senior managers from service departments who require an understanding of how they can improve their data quality and get meaningful information to identify new sources of cashable savings to make the most of shrinking budgets

Procurement and finance staff who wish to exploit their expenditure analysis tools to maximum effect, drive up data standards and establish the business case for managing data quality

Benefits to Individuals Attending

The programme will help representatives:

- Promote the importance of procurement classification as a management issue to senior managers and non procurement colleagues
- Use procurement classification and coding properly and make the right choices when implementing or re-implementing systems
- Learn about the different coding standards and the advantages / disadvantages of each one
- Understand the opportunities to influence and benefit from work already being undertaken and the lessons learned
- Differentiate between 'retrospective' and 'real time' classification and the pros and cons of each method
- Understand how financial and procurement coding sit together; the interdependencies and the differences
- Understand how to manage your expenditure analysis provider to get better reporting and outcomes

Benefits to Employing Organisations

The programme will help local authorities:

- Develop appropriate strategies for managing and improving all third party expenditure
- Deliver an evidence based approach to achieving savings and efficiency improvements
- Identify cultural and other business issues that will be encountered in driving up data standards
- Provide a baseline from which effective and straightforward key performance indicators (KPIs) can be set to measure the impact of any changes
- Improve the implementation of financial and procurement systems (including e-Procurement)





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Programme Outline

There is a lot of information now available about procurement classification and coding in the public sector. Many authorities wonder what can be done to improve data quality and standards, especially since they have spent millions implementing IT systems. Much of the problem is down to understanding the underlying coding and classification structures and deploying them properly in the first place.

This programme will cover a lot of ground including:

- The differences between procurement classification and coding
- Understanding the importance of version control
- Where coding and classification should be used and the benefits to be accrued
- Using existing resources and mapping tools
- The importance of data quality and the correct use of controlled classification and coding
- Improving expenditure analysis
- Making the business case, implementation issues and embedding coding and classification into existing systems
- Retrospective versus real time classification

The programme is interactive and will cover all the main classification and coding structures available including ProClass, UNSPSC, CPV, Thompson, e-Class and NAICS.

Presenter Details

Ken Cole

The programme is presented by Ken Cole, former Commercial and Procurement Advisor to Capital Ambition and former Director of the London Centre of Excellence. Ken is a Fellow of the Chartered Institute of Purchasing and Supply (CIPS) and has worked at senior levels in procurement and project management for both the public and private sectors.

He has been involved in the inception of many high profile collaborative projects in London and other regions which have helped public sector organisations make significant cashable savings and expand commercial skills and knowledge.



Terry Ashmore

Terry Ashmore is the MD of Coding International Ltd (CIL), a company that specialises in all types of procurement coding and classification. He is well known as an expert on procurement classification through his wide knowledge of procurement in both the public and private sector and his considerable experience in successfully implementing accurate and appropriate procurement coding and classification systems.

CIL has retrospectively mapped the London Boroughs procurement expenditure to ProClass for the last 3 years. With an annual expenditure of more than £8b+an analysis of consolidated spend was impossible owing to different expenditure headings used by each borough. Implementing ProClass has allowed detailed spend analysis leading to more effective collaboration and savings opportunities.



Booking a Place

Booking is easy.

Either e-mail your enquiry to info@sps-consultancy.co.uk or telephone Alison McCreath on **01784 895040**.

The cost is fixed at **£495** plus VAT **per programme** plus reasonable travel expenses at cost - these will be agreed in advance.

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