

ProClass

Half-Day Training and Education Workshop

“**ProClass** maps extremely well onto our expenditure patterns and will assist us greatly in improving the accuracy of our data analysis and making direct comparisons with other councils in Essex and elsewhere.”

Chris Whiley Chelmsford Borough Council

Programme Content

This half-day training programme is suitable for all local authorities and any public sector organisation that wishes to understand more about ProClass as well as other classification and coding structures.

This programme will provide practical advice and cover, among other things:

- > Introducing ProClass - what is ProClass, why we need it, what it does and its uses
- > Where it should be used and the potential benefits
- > ProClass explained - its structure, limitations, how it is maintained, how it can be changed and version control
- > An overview of the coding structures already in use in local government
- > Making the business case, implementation issues and embedding ProClass into existing systems
- > Understanding coding and classification - what are the differences, what do they each support
- > Using ProClass to improve the accuracy of expenditure analysis

Target Audience

This programme is specifically designed for:

- > People involved in developing procurement strategies, preparing business cases for shared services and collaborative working, or analysing expenditure data
- > Finance systems people who are asked to provide data, or implement procurement/accounts payable systems
- > Procurement managers, managing decentralised procurement networks
- > Officers responsible for identifying efficiencies and opportunities
- > Anyone implementing e-Procurement or other procurement related solutions such as contracts registers
- > Software providers who develop procurement related solutions for local government

No technical or procurement knowledge is required.

Benefits to Individuals Attending

The programme will help representatives to:

- > Use ProClass properly and with confidence that it is the right choice
- > Hear about authorities which have tested and proven ProClass and its recommended methodologies
- > Learn how to use ProClass to support corporate goals of effective collaboration, improved shared services and realistic business case development
- > Understand the opportunities for you to influence and benefit from the ProClass community
- > Network with other authorities who are trying to achieve the same things

Benefits to Employing Organisations

Implementing ProClass will help local authorities:

- > Have a full understanding of their supply base and the range of categories of products and services that are being acquired by service departments
- > Develop appropriate strategies for managing and improving all third party expenditure
- > Support an evidence based approach to improving CPA ratings, delivering savings and efficiency improvements
- > Identify cultural and other business issues that will be faced in carrying out this work
- > Provide a baseline from which effective and straight-forward 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)

“ProClass is definitely a great way forward for any group of local authorities that are serious about collaboration and who want to improve the quality of information provided by expenditure analysis.”

Peter Quinn Procurement Agency for Essex Director

Getting Started

You can benefit from this programme in two ways.

- > By arranging a private event for your own organisation (or group of organisations) at a time and place to suit you (minimum of eight, maximum of sixteen delegates)
- > Or by contacting us - we will hold a register of interested parties and put you in touch with those in a similar geographical area in order that you can come together to arrange a course

For more details contact:

requests@codinginternational.com
or call 02380 554111