

Inaugural HEPA Conference

Imperial College

9th October 2014

This conference will be held every other year, alternating with COUP, (a more commercial trade exhibition type of event for procurement managers in institutions). This event is an opportunity for procurement managers to “think outside the box”, to network with their peers and meet some new colleagues. Finance Directors, IT Directors and Estates Directors are also welcome at this event, along with senior colleagues involved in procurement across the sector.

The day delegate rate is £195 (No VAT) and offers exceptional value for a programme and event of this standard. If you would like to attend, but find the delegate fee prohibitive, please contact Karel Thomas for a discussion.

We are inviting any procurement colleague with an inspiring story to tell to bring a poster to display at breaks and lunchtime. This could be something personal, for example achieving MCIPS, or how a team away-day transformed your outlook; or the story of how your team has gone from being seen as the university procurement police, to the helpful department that helps researchers buy high-spec kit for standard-spec prices. Nothing is off-limits and you can produce the poster in A3, A2, A1 or A0 size – just let us know what you will be bringing and whether you want to stand by it and talk about it to colleagues, or if you prefer to display it as an exhibit. If you send us your poster in time, we will even get it printed and bring it to the event so you don't have to carry it. Delegates will vote on their favourite and the three most popular posters will be printed as postcards to be sent out after the event.

As many delegates will be travelling to stay in London the night before (8th October), we have arranged for some tickets to a short Chamber Concert at the Royal College of Music at 6pm and a drinks and canapés reception afterwards. This is a nice occasion to see inside one of Victorian London's hidden architectural gems and hear from some of the College's highly talented students. Tickets are limited and are offered on a first come, first served basis. There is no charge for concert and drinks reception tickets, so please do not book a place unless you are sure you will be coming.

Please indicate when making your booking which events you will be attending.

Hotels in London

Procurement colleagues now how to get the best deals on hotel rooms, so we won't give you a long list of recommendations, but Imperial College is in south west London so hotels in South Kensington and Victoria will be closest, but as they are some of the most popular areas of the capital, probably more expensive.

Timetable for event

9.30	Coffee and registration	
10.00	Introduction Simon Fanshawe	Simon is currently Chair of Governors at the University of Sussex and describes himself as a “provocateur with a purpose”. He is a respected broadcaster and writer and has great track record in achieving change in and through organizations. We are delighted that he will be our chairman for the day.
10.20	Key note Steve Willis, Director of Finance, Leeds Metropolitan University	The Higher Education sector has never seen so many internal and external changes foisted upon it in the last 6 years, and this has made the job of planning the business and finances of an institution a challenge. Finance Directors are fortunate to have the support of good teams, procurement managers amongst them, but how much do the team members know about the full picture? Steve Willis is one of the longest serving FDs in the sector, and will give an insight into pensions, accounting standards, borrowing and banking, TRAC and other issues on his to-do list that could affect the work of procurement managers.
11.10	Coffee	
11.30	Keynote Damian Hughes	Damian is a former England schoolboy footballer and Manchester United football coach and went on to be HR Director for Unilever, where he led a turn-around in the performance at the UK’s oldest manufacturing site at Port Sunlight before carrying out similar work in Africa and the USA. His appearance at the 2014 BUFDG conference left some of the audience in tears, but the majority inspired and thoughtful of the things they could do to make their workplace better and their business more effective. We defy anyone not to be affected by Damian’s talk which will be one of the highlights of the day.
12.30	Lunch	Opportunity to look at posters and talk to colleagues
13.30	Workshops A	A1 How JISC procures the JANET A2 The EMM – how it can help you measure, manage, report and improve A3 Using your imagination to engage with the institution’s core business

14.20	Workshops B	B1 PMAs are painless, they bring on many changes B2 Emotional Intelligence in Procurement B3 Outsourcing residential web services at Exeter
15.10	Tea	
15.30	HEPA governance, management and objectives	An opportunity to launch the HEPA in its post-ITF funded phase
15.45	<p>Panel discussion - "What is strategic procurement and does it have a place in HEIs?"</p> <p>Chaired by Simon Fanshawe</p> <p>Panellists – Rex Knight – Chair – PEL/SUPC Representative from Scotland (tba by Angus Warren) Representative from Wales (tba by Mike Davies/Hugh Allaway) Jim Reed – Director of Procurement at Nottingham</p> <p>Audience questions</p>	<p>Is "strategic" an over-used word? How many of us use it without really knowing what it means and what is the difference between running a good operation and leading a strategic business?</p> <p>The panellists will have 5 minutes to tell us what they think, where they think procurement in HE is on the journey from operationally good to strategically brilliant and how they think institutions and individuals can travel faster and more efficiently.</p> <p>Simon Fanshawe will chair the session and take questions from the audience in what should be a lively session to end the day.</p>
16.45	Close	

Workshops		
A1	<p>How JISC procures the JANET</p> <p>Tim Marshall, CEO of Janet and colleague</p>	<p>From August 2014, higher education institutions in England are obliged, under the terms of the hefce financial memorandum, to subscribe to JISC. JISC is a company limited by guarantee, owned by the HE and FE sectors and it provides a host of valuable services that would be difficult to buy elsewhere at the price. However, an automatic monopoly is not guaranteed after 2017 and procurement managers will find senior managers will start to ask questions about competitor products and whether JISC offers value for money. This session is the procurement manager's opportunity to find out what JISC offers and how it procures the Janet – the Joint Academic Network – on which institutions rely to keep UK HE at the forefront of innovative teaching and research.</p>
A2	<p>The EMM – how it can help you measure, manage, report and improve</p> <p>Caroline Blackman-Edney, Head of Procurement, university of Cambridge and Steve Butcher, HEFCE</p>	<p>The Efficiency Measurement Model was originally developed to help Heads of Procurement capture savings or efficiency data in a methodical way and provided much-needed, valuable data for HEFCE to use in submissions to Comprehensive Spending Reviews in 2004 & 2007 and in the University Modernisation Funding report to BIS in 2010. It has now been updated and by the time of this conference, the system will hold reliable information for benchmarking and reporting to senior managers and governors. Caroline Blackman-Edney and Steve Butcher explore how Procurement Managers and their senior managers can get the most out of the model, but reinforce the reality that what you get out is only as good as what you put in.</p>
A3	<p>Using your imagination to engage with the institution's core business</p> <p>Mike Hanson, Director of Procurement, Coventry University</p>	<p>Mike Hanson and his team are this year's THELMA winners in the Outstanding Procurement Team of the Year category and with good reason. When student tuition fees rose to £9,000, Coventry University took the decision to offer their courses with 'No Hidden Extras' so Mike and his team worked with professional service and academic colleagues to make this possible. They challenged existing framework contractors to be innovative and worked with them to deliver a smooth and cost-effective service to supply and assist with the distribution of textbooks, e-books, vouchers and core reading material. Mike will tell us how the idea came about and how they made it happen.</p>

<p>B1</p>	<p>PMA's are painless, they bring on many changes</p> <p>Judith Russell, SUMS and some PMA success stories</p>	<p>With apologies to M*A*S*H * fans for the title of this session, since the launch of the PMA service by SUPC (on behalf of the English sector), 73% of institutions have now been through the first phase of a PMA, with 20% of institutions already into the second phase (with a queue forming). For many institutions, this has been the start of a transformation of the procurement function, for a variety of reasons. Judith brings some of her "patients" along to tell their story and to encourage institutions to take the plunge and then share the experience. This session is not just for English HEIs – colleagues in Wales who have had, or are facing, a procurement fitness check, and those who do PCAs in Scotland are also very welcome to come and contribute.</p>
<p>B2</p>	<p>Emotional Intelligence in Procurement</p> <p>Alison Holmes, Director of Procurement, Durham University</p>	<p>An article in Supply Business in 2012 said, "The growing relevance of using EI in procurement is attributed to the changing nature of the profession over the past few years, with much greater focus on supplier and stakeholder relationships and engagement." An interviewee went on to suggest that "while companies were looking for 80 to 90 per cent hard skills seven or eight years ago, this is now down to around 30 to 40 per cent."</p> <p>How is your EI? Have you developed it, have you just got it, or do you think it is just another management fad? Alison Holmes at Durham will explore why she believes better EI leads to better procurement and happier customers.</p>
<p>B3</p>	<p>Outsourcing residential web-services at Exeter</p> <p>John Malloch, Head of Procurement, University of Exeter</p> <p>Using the Strategic sourcing toolkit</p> <p>Helen Baker, Head of Procurement, UWE</p>	<p>When it comes to outsourcing, sometimes the head and heart tell you to do different things, but ultimately a decision has to be made. John Malloch shares his experience of outsourcing residential web services (for which Exeter was nominated for THELMA) and Helen Baker explains how the <u>Strategic Sourcing toolkit</u> could help you as you battle with voices of doubt and scepticism of outsourcing and make the case for the right decision.</p>