

# Contracts Register

Penny Brayshaw  
Procurement  
Manager



# Procurement at City Hall

- Responsibility of each Directorate
- Supported by Legal and Procurement Group
- Shared Service – proposed that procure to pay function transfers to TfL

# Contract Areas

- Consultancy
- Elections
- Events
- Facilities Management
- Technology

# Procurement Team

## Responsibilities

- Guidance, support, ensuring best practice
- Supporting collaborative initiatives
- Responsible Procurement
- Contracts Register

# Contracts Register

## Objectives:

- Provide accurate and up-to-date information
- Highlight visibility of existing contracts
- Facilitate alignment of renewal dates
- To aid coordination of future contract activity
- Inform potential suppliers of renewal dates

# Contracts Register

## Background

- Initial pilot in 2005
- Live in London since April 2006
- GLA family set up in April 2007
- Public site available since May 2007
- London user group – ongoing development

# Contracts Register

## Benefits

- Visibility of contracts in one place
- Has standard contract types
- Can add guidance documentation for internal use
- ProClass classification structure
- Multiple, easy to use search facilities
- Sends alerts

# Contracts Register

## Summary:

- Snapshot of contractual obligations
- Planning Tool
- Enables informed collaboration

# Contracts Register

Further information:

[www.contractsregister.com](http://www.contractsregister.com)