

# VALUE OF BUSINESS MANAGEMENT

# UNIVERSITY VISION

In 2026, the University of Reading will be a vibrant, thriving, sustainable, global and broad-based institution that is significantly larger than today in terms of students, global reach and presence and revenue.

**RESEARCH INTENSIVE  
HIGHER EDUCATION**

# VISION FOR PROCUREMENT

- More strategic, focused, co-ordinated approach
- More effective purchasing
- More efficient purchasing

# EFFICIENCY & EFFECTIVENESS

The Procurement Organisation Design Blueprint looked to drive efficiency and effectiveness through:

- **An expanded and high performing centre-led procurement function** to provide strategic direction and ambition that links in to efficiency and effectiveness in 3<sup>rd</sup> party spend management.
- **Creation of a Strategic Procurement Board** to provide oversight and governance for University procurement activity.
- **Implementation of e-procurement**, using technology to eliminate, automate and reduce low value activity; and

# DEMONSTRATING PROGRESS

Benefits tracking  
& performance  
management

Strategic  
importance of  
effective  
procurement

Informed  
decision-making  
& strategy

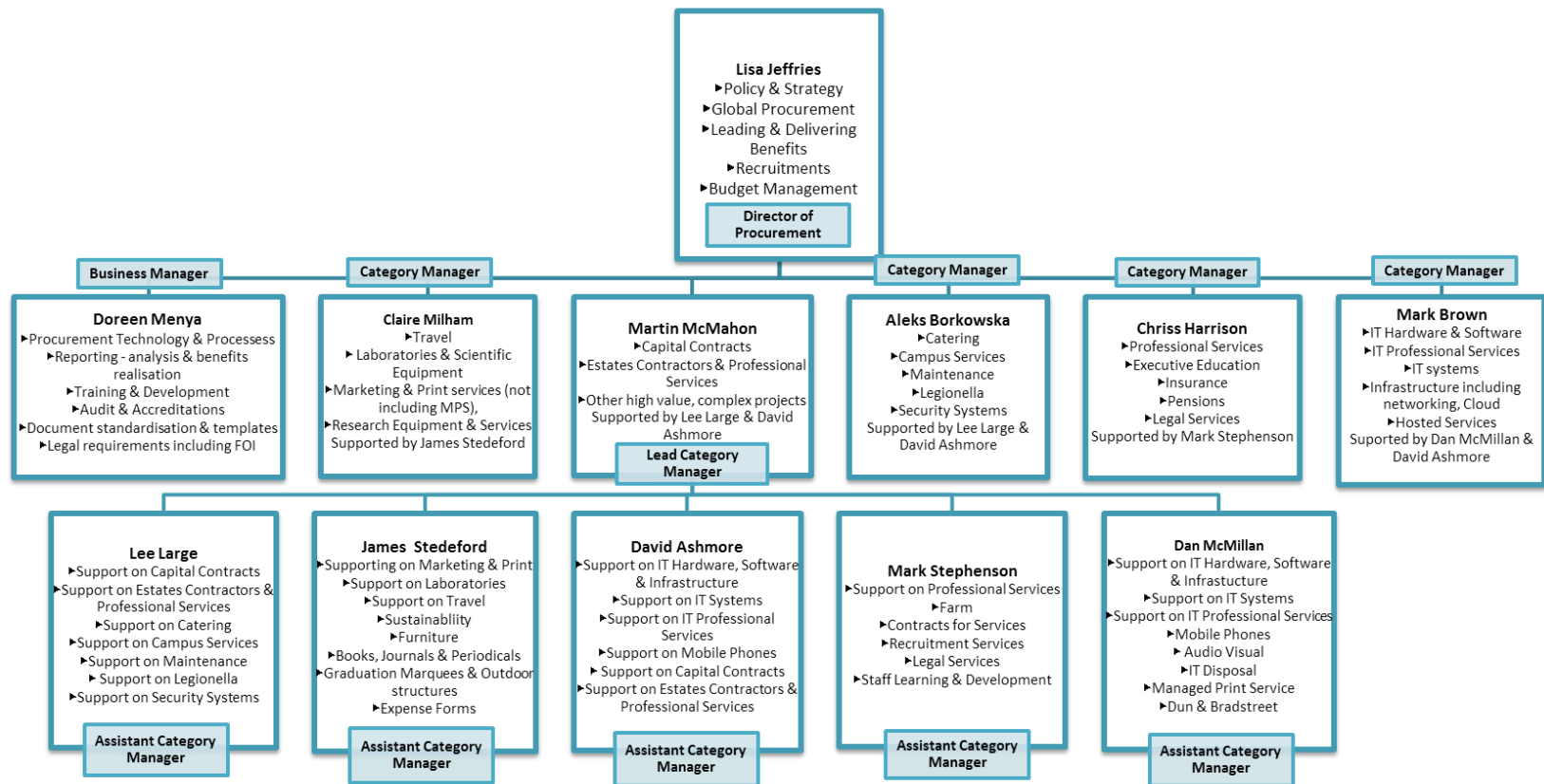
# BUSINESS MANAGER – THE VISION

The overall purpose of this role is to set up, manage and oversee the governance framework, performance management and processes for procurement across the University, and to support the development of the strategy and annual plan.

Priorities included:

- Supporting the Director of Procurement in the development of Procurement strategy
- Designing and developing Procurement policy and process across the University ensuring they encompass elements around Corporate & Social Responsibility, Sustainability, Risk, etc.
- Acting in an advisory role regarding Procurement governance across the University
- Producing management information data around the performance of the function versus it's KPI's
- Establishing training and development programmes and initiatives to enhance the talent in the function and ensure leading practices are adopted

# PROCUREMENT TEAM



# WHAT THE ROLE ENCOMPASSES

- Technology and Processes
- Data, Reporting and Management Information
- Training
- Documents, Templates and Forms
- Accreditations and Assessments
- Sustainability



# CASE STUDY 1

Accreditations and assessments- including the Procurement Maturity Assessment.

- PMA Programme - Superior level of maturity
- ISO 14001 Environmental Management System
- ISO 50001 Energy Management System
- Stonewall Workplace Equality Index

# CASE STUDY 2

Processes-Working with Procurement Team and other stakeholders on standardisation

- Standardisation of documents and templates
- PCR 2015
- Supplier Questionnaire

# CASE STUDY 3

Technology, Information and Reporting- Implementation of spend tool and other online resources.

- Spend Tool
- Industry market analysis
- EMM

# BENEFITS

- Procurement Maturity Assessment –Superior
- Procurement adding value within Functions and schools
- Spend tool and reporting
- Good working relationships within HE sector and beyond
- Training and skills both in and outside the Procurement function
- Support to the Procurement Director and the rest of the team.

# INTERNAL ENGAGEMENT

- Communication
- Support
- Guidance
- Training



# EXTERNAL ENGAGEMENT

- Best practice
- Collaboration
- Benchmarking

# FURTHER INFORMATION

More information about procurement at the University of Reading:

[www.reading.ac.uk/procurement](http://www.reading.ac.uk/procurement)

Contact us:

[procurement@reading.ac.uk](mailto:procurement@reading.ac.uk)

Telephone: 0118 378 8305