

**Freedom of Information request:** Reference number FOI2025/00512

**Date of request:** 14th May

**Request:**

*I am writing to request information under the Freedom of Information Act 2000 in relation to your organisation's response to:*

1. *The implementation of the Procurement Act 2023, and the National Procurement Policy Statement effective from 24 February 2025.*
  2. *The Local Government Association's (LGA) Transformation Guidance and associated outcomes.*
- In light of this, we request:*

- a. *Details of the preparations, processes, and procedures your organisation has implemented to specifically meet the requirements of inclusive procurement as outlined above.*
- b. *Contact details of the teams or individuals responsible for early engagement with small businesses, start-ups, and social enterprises, to ensure these groups are not disadvantaged in public procurement opportunities.*
- c. *Information on how your organisation plans to manage, monitor, and measure performance in these areas.*
- d. *Details of the e-tendering solution you use.*

2. *Local Government Association Transformation Guidance*

*The LGA is actively promoting transformational change in local government, with a focus on improving systems, processes, workforce skills, and overall service delivery. These efforts have strong links to procurement strategy and Pipeline Notice planning.*

*Please provide the following:*

- a. *Contact details of your key Transformation Leads.*
- b. *The processes and procedures these leads follow to ensure that small businesses, start-ups, and social enterprises are considered as potential support or delivery partners.*
- c. *Details of major transformation strategies and initiatives undertaken in the past 12 months, including whether any have upcoming additional or secondary delivery phases.*
- d. *Information on key transformation outcomes or milestones your organisation is targeting over the next two years.*

**Response:**

Please see our response set out below:

**1. The implementation of the Procurement Act 2023, and the National Procurement Policy Statement effective from 24 February 2025.**

## **2. The Local Government Association's (LGA) Transformation Guidance and associated outcomes.**

**In light of this, we request:**

### **a. Details of the preparations, processes, and procedures your organisation has implemented to specifically meet the requirements of inclusive procurement as outlined above.**

The LFB has been working internally, with the GLA and externally with the Cabinet Office (Government Commercial Function – GCF) to ensure that readiness was achieved in advance of 24 February 2025.

The following key steps took place:

- A Readiness Tracker was created and maintained;
- A Single Point of Contact and accountable project lead was appointed;
- All appropriate staff across the function completed training and certification;
- Internal guidance and policies were revised;
- Templates and System upgrades have been carried out, including the adoption of the Pre-Market Engagement Module of In-Tend;
- NPPS Guidance and Procurement Act briefings took place for procurement staff, and wider stakeholder;
- Regarding 'processes and procedures' to meet inclusive procurement requirements, the LFB's scheme of delegation is aligned with the thresholds of the Act and a voluntary adoption of a 10% weighting aligned with the GLA Responsible Procurement Procedure, as well as engaging with other London Anchor Institution (LAIN) members for consistency and standardisation.

We have refreshed our procedures, upskilled and trained our procurement staff, and have educated our stakeholders on the implications of the legislation change.

### **b. Contact details of the teams or individuals responsible for early engagement with small businesses, start-ups, and social enterprises, to ensure these groups are not disadvantaged in public procurement opportunities.**

We are withholding the personal contact details of individual staff members under [Section 40\(2\) of the Freedom of Information Act 2000](#) – Personal Information. Furthermore, market engagement will vary depending on the needs of each procurement, although market engagement is a key element of our processes. We also actively engage with the GLA and other Anchor Institution Members (LAIN) and align ourselves with the GLA Responsible Procurement requirements to ensure that the groups you have identified are not disadvantaged. We have set up one central contact point for all enquiries to come in to the Brigade which is then triaged out to the relevant team within the procurement department. This email address is [contractssection@london-fire.gov.uk](mailto:contractssection@london-fire.gov.uk). All procurement teams are responsible for engaging with suppliers in accordance with the regulations and do so utilising our E-tendering portal In-Tend.

### **c. Information on how your organisation plans to manage, monitor, and measure performance in these areas.**

The Contract Management Process, and Supplier and Contract Reviews are embedded in procurement processes and systems, to enable ongoing performance management in these areas.

As part of our approach to category management, each category manager will be responsible for management of the teams to maintain performance. Our Head of Operations and Enablement will have ultimate responsibility for the monitoring and measurement of compliance in this area.

**d. Details of the e-tendering solution you use.**

The LFB currently utilise In-Tend as our e-Tendering solution.

**2. Local Government Association Transformation Guidance**

**The LGA is actively promoting transformational change in local government, with a focus on improving systems, processes, workforce skills, and overall service delivery. These efforts have strong links to procurement strategy and Pipeline Notice planning.**

**Please provide the following:**

**a. Contact details of your key Transformation Leads.**

Transformation across the Procurement area is being led by the Assistant Director for Procurement & Commercial with specific Category responsibility sitting with Category Managers and Heads of Category. We are withholding the personal contact details of individual staff members under [Section 40\(2\) of the Freedom of Information Act 2000](#) – Personal Information. General enquiries can be made via the main LFB switchboard 0208 555 1200 or the procurement central email [contractssection@london-fire.gov.uk](mailto:contractssection@london-fire.gov.uk).

**b. The processes and procedures these leads follow to ensure that small businesses, start-ups, and social enterprises are considered as potential support or delivery partners.**

Process and Guidance is followed and aligned to the GLA Responsible Procurement Policy.

**c. Details of major transformation strategies and initiatives undertaken in the past 12 months, including whether any have upcoming additional or secondary delivery phases.**

The LFB are in the middle of a Procurement Improvement Project, which will lead to a revised Operating Model, which specifically includes the introduction of a Procurement Enablement and Operations Team, responsible for ongoing management of key procurement policies and procedures to support the Category Teams in the function and wider organisation. The current phase of transformation work is focused on re-configuring the design and operating model of the procurement category areas to drive further efficiencies, commercial performance, customer service and value for money.

**d. Information on key transformation outcomes or milestones your organisation is targeting over the next two years.**

Recruitment of experienced and qualified staff to drive improvements across the Procurement function is a high priority area for the LFB. One of the key outcomes of the Procurement Improvement Project is the focus on a people strategy that ensures that existing staff have the necessary experience and qualifications needed for the future to drive necessary change and impact, and new recruitment activity is aligned with these requirements. We are also enhancing the end-to-end approach, supporting toolkits and best practice that fully embraces and applies the latest principle of category management.

**Exempt information - personal information**

Some information has been withheld or redacted as it contains personal data. [Section 40\(2\) of the Freedom of Information Act](#) exempts the personal data of third parties (anyone other than the requester) where complying with the request would breach any of the principles in the UK GDPR.

We have dealt with your request under the Freedom of Information Act 2000. For more information about this process please see the guidance we publish about making a request on our website:  
<https://www.london-fire.gov.uk/about-us/transparency/request-information-from-us/>