



**Westminster Kingsway**  
central London's College

## **efficiency and spend control through e-procurement**

### **background**

Westminster Kingsway College is a large college based in central London. They had been using a basic, electronic procurement system which was supplied and implemented by their finance software provider. They were one of the 'early adopters' of the system and had a number of problems with the implementation and initial period of use.

After a while the software provider informed the College that the procurement system was to be phased out and replaced. Although they offered to exchange the system for their newer product the College decided to undertake a formal product evaluation and selection process to determine the optimum solution for addressing their business requirements.

Wave were retained to measure and assess all relevant factors and to assist them with their selection and implementation.

***"Wave provided real value to our college. Their professional team were very easy to work with"***

**Simon Evans**  
Head of Finance  
Westminster Kingsway College

### **objectives**

The College had three key objectives from the implementation of their new eprocurement solution:

- To address their business requirements;
- To utilise improved technology and usability; and
- To eradicate the issues and shortcomings experienced during their previous implementation.

The business requirements were further defined as follows:

- To eradicate the existing paper trail and ensure the procurement process was electronically enabled and controlled throughout all stages of the transaction lifecycle.
- To enable rationalisation of the existing supplier base through the provision of complete, accurate and timely procurement data and the application of system controls.
- To facilitate the development of a preferred supplier list enabling enhanced supplier negotiations and more cost effective supplier relationships and framework agreements.



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## wave's *approach*

Wave initially undertook a thorough investigation of the business requirements. This was done through meetings, workshops and discussions with interested parties across the College. Having documented the business requirements and obtained feedback, a final document was produced that summarised the project's objectives and provided a benchmark for assessing potential solutions.

Wave undertook all liaison with the prospective suppliers; assimilating and assessing feedback, coordinating demonstrations and site visits, and dealing with issues, questions and requests. Finally, Wave made a recommendation to the College based on all of the evidence which had been assessed in accordance with the previously agreed assessment criteria.

The College accepted Wave's assessment and selected the recommended solution. Wave were then retained to deliver Change Management – essentially responsible for managing the communication with College personnel and informing them of what was happening, why, when and how.

*“Wave brought a clear structured approach to our project and a clear understanding of the marketplace...”*

## *benefits*

Wave assisted Westminster Kingsway College in providing a modern, functional and stable e-procurement solution that was intuitive, user-friendly and easy to use.

The college recognise that working with Wave delivered a number of benefits:

- A strong understanding of the marketplace and the critical success factors involved in such an implementation.
- A business focus and independence throughout the project.
- An objective and systematic approach to selecting and implementing the solution.
- An understanding of exactly what the solution could be expected to deliver, how, and at what cost.
- An ability to translate real business needs in to software and system requirements.

*“By focusing on the College's requirements upfront Wave helped us to save both time and money by ensuring that we had the right software at the right price”*

To find out how Wave can help you,  
please call Stuart Grant on **01483 505511**