



Crown
Commercial
Service

SME Briefing Note

Subject: CCS SME Meet the Buyer Event, Tuesday 2 December, London

Background Aim

As our government puts more emphasis on the value of SMEs to the UK economy, and steps up its ambition to integrate more small companies into our supply chains, the Crown Commercial Service (CCS) as the Government's Procurement Organisation is bringing together SMEs with Public Sector Buyers, Procurement experts and Tier 1 suppliers to support this mission and assist the SMEs' journey into becoming Public Sector Suppliers.

Attendees: SMEs from London and the South of England and some slightly further afield. The majority of the companies are within the Technology sector, but there are some within Professional Services, Facilities Management & Construction. Public Sector Buyers & Large PS Suppliers.

Objective & Methodology

1. Support Central Government & the Wider Public Sector's (WPS) SME Direct Spend Targets
2. Provide SMEs with critical support and knowledge

by:

- Commercial Leads meeting with SMEs in an informal business environment to discuss supply opportunities and pipelines
- SMEs gaining valuable insights into joining the PS supply chain, including any applicable policy changes, and having the opportunity to ask questions & share their challenges
- SMEs having the opportunity to present their business, products & services
- Suppliers & procurement colleagues from across Central Government & the WPS can engage and hold one to one meetings
- SMEs being able to hear from and meet prime suppliers for whom they may want to either become a subcontractor or supply partner
- SMEs being able to network with each other, with a view to forming potential consortia bidding relationships

Key Information

Date: Tuesday 2 December 2025

Venue: 20 Cavendish Square, London W1G 0RN

Refreshments & Lunch will be provided

09.00-10.00 Registration

Agenda

10.00-10.05 CCS Welcome, Housekeeping & SC Introduction - Clare King, CCS

10.05-10.15 Formal Welcome, Opening Statement SME Collaboration Options - Partner, Sub-contractor or Consortium Bidding – Shirley Cooper OBE, Crown Rep, Cabinet Office

10.15 - 10.30 SME Guidelines on Joining Frameworks & Supplying the Public Sector - Kate Wood, CCS

11.00 - 11.20 Key Framework Comparison with Q&A - what frameworks there are, where suppliers get best engagement, how to make effective decisions on routes to market & G-Cloud 14-15 - Jammarr Prince, CCS

11.20- 11.50 Refreshment Break & 121 Meetings

11.50 – 12.45 Supplier Partnership Panel – Learns from current suppliers & opportunities for SMEs as partners and/or as a sub-contractor - Interactive

Moderator - Henry Brysh, SME Business Advisor

Sam Ineson, Valtech - Waseem Kazi, Atkins Realis - Steve O'Sullivan, Mitie - Phil Disbury, tecknuovo, Maggie Berry OBE, Enterprise Nation

12.45 CCS Supplier Research Bethan Cable & Richard Bateman CCS

13.00 - 14.15 Lunch and 121 Meetings

14.15 -14.30 Understanding Public Sector Pipelines

One of the most important things contracting authorities can do is to provide the market with information about current and future public contract opportunities by publishing a forward-looking procurement pipeline. This is of particular benefit to SMEs, as it provides them with time to plan for future work, ensuring a competitive and diverse market.

This session will share with SMEs how to gain greater visibility of opportunities which they can bid for, and how to navigate potential opportunities more easily.

14.30-15.30 Public Sector Panel – Goals & Challenges faced by the PS with engaging SMEs and SMEs supplying to the Public Sector - Interactive

Moderated by – Shirley Cooper, SME Lead, Cabinet Office

Panellist include; Philip Sharman, HMRC- Jonathan Nicklin, MCGA - Toni Peters, DSIT - Shayla Hastings, DEFRA & Karen Lawrence, DBT

15.30 Closing remarks – Shirley Cooper, Cabinet Office

15.35 Refreshments, Networking & 121 Meetings

16.00 Event Close

General Information

As an SME this is your opportunity to engage with as many Public Sector Commercial Leads and Large Suppliers as possible. The event is informal and the sessions are designed to be interactive, please ask as many questions as you want, take advantage of the break times in the morning, at lunch and in the afternoon to introduce your organisation and share your contact details. Enjoy the day and we hope it is beneficial to you.

Due to the nature of the event, we are always flexible to a degree with timings, some SMEs will ask a lot of questions. We are using slido and roving mics to ensure we pick up as much engagement as possible. There are meeting tables available in the main room and in an adjacent space.

Key Contact Information

Clare King - clare.king@crowncommercial.gov.uk

Geo Polley - geo.polley@crowncommercial.gov.uk

Getting to the venue

The venue is 20 Cavendish Square, London W1G 0RN. The nearest transport is as follows:

- Tube: Oxford Circus, served by the Bakerloo, Central and Victoria lines, 5-minute walk.
- Bus: Oxford Street Station/John Lewis (Stop OF), 3-minute walk.
- Train: Euston Station, 28-minute walk (or travel onward using the services above).
- The nearest car park is [Q-Park Oxford Street](#) and located under Cavendish Square.

