

INNER WEST

Procurement Strategy
May 2024

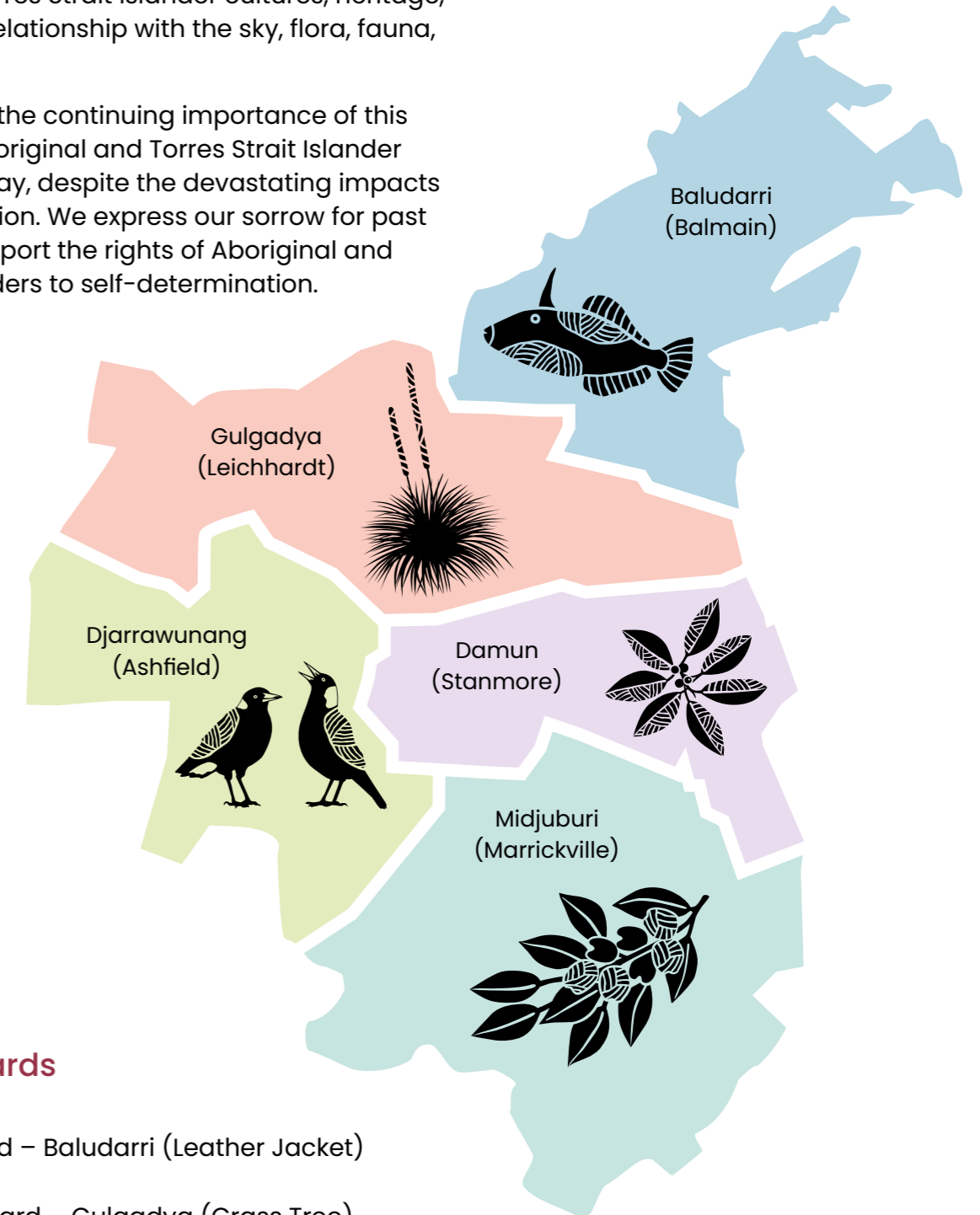




Acknowledgement of Country

Council acknowledges the Gadigal and Wangal peoples of the Sydney Basin, who are the Traditional Custodians of these lands. We celebrate the survival of Aboriginal and Torres Strait Islander cultures, heritage, beliefs and their relationship with the sky, flora, fauna, land and water.

We acknowledge the continuing importance of this relationship to Aboriginal and Torres Strait Islander peoples living today, despite the devastating impacts of European invasion. We express our sorrow for past injustices and support the rights of Aboriginal and Torres Strait Islanders to self-determination.



Inner West Wards

- Balmain Ward – Baludarri (Leather Jacket)
- Leichhardt Ward – Gulgadya (Grass Tree)
- Ashfield Ward – Djarrawunang (Magpie)
- Stanmore Ward – Damun (Port Jackson Fig)
- Marrickville Ward – Midjuburi (Lillypilly)

Left: Fish Traps by Edwards Clarke, Bay Run
 Above: Council Ward Artwork by Mumbulla Creative

Contents

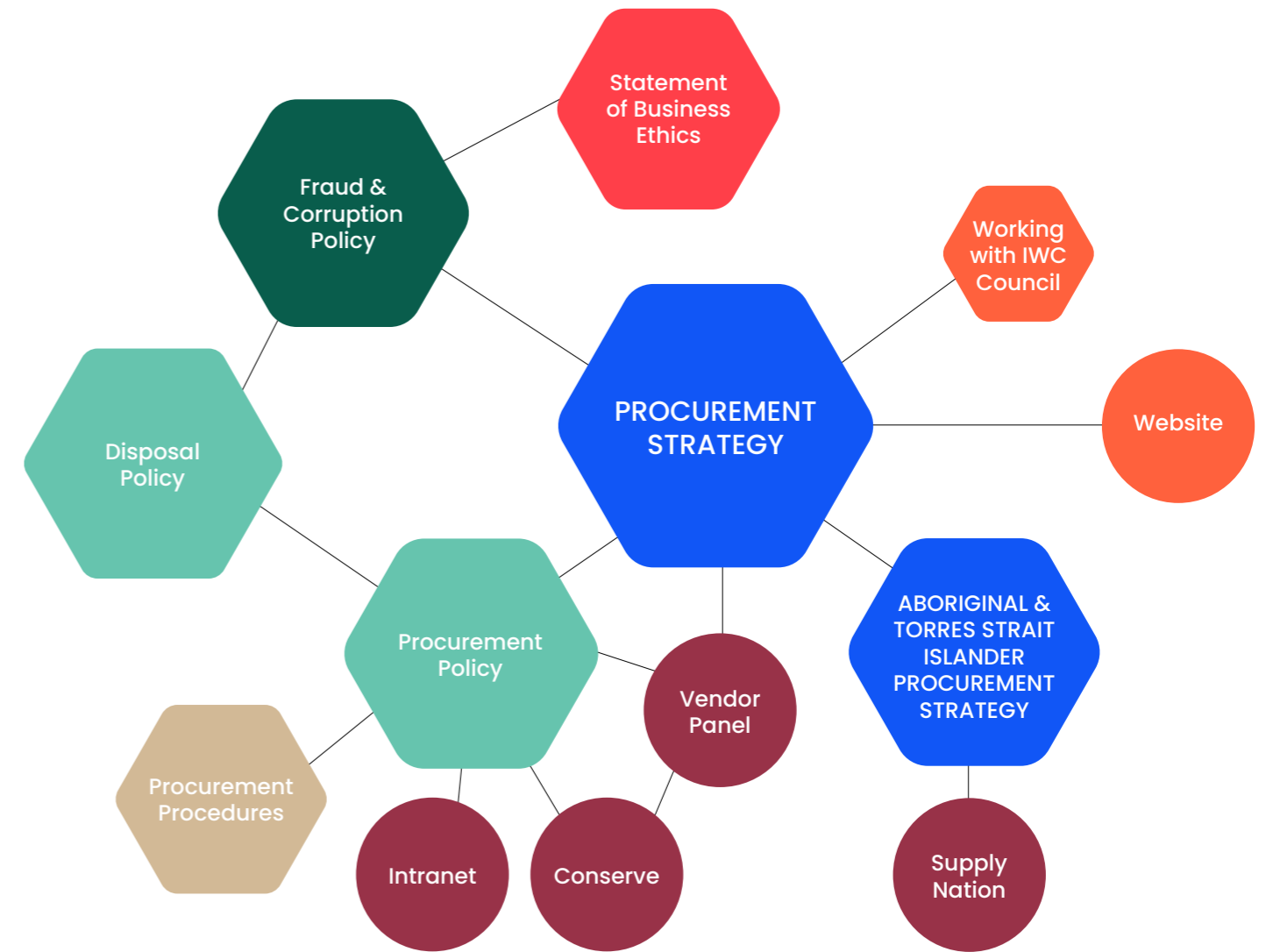
- Introduction
- Framework
- Vision
- Alignment with Council Values
- Procurement Strategy Priorities
- Procurement Outcomes
- Measuring Procurement Objectives
- Summary
- Version Control – Strategy History:

Introduction

5
6
6
7
8
9
10
11
11

The procurement strategy for Inner West Council (IWC) aims to establish a robust and transparent procurement framework that aligns with the council’s values of integrity, respect, innovation, compassion, and collaboration. It is the overarching strategy that defines how the policies, procedures, and associated strategies work together to achieve better procurement for our community and for our planet.

Procurement at IWC is Centre Led although some controls are centralised. This allows us to seize opportunities and proactively mitigate risks to improve outcomes for Council, our stakeholders and the community. Council has previously been independently reviewed and benchmarked as an emerging leader within the Local Government sector, and this overarching strategy supporting a robust framework will serve as the Blueprint for Innerwest to achieve procurement excellence.



Framework

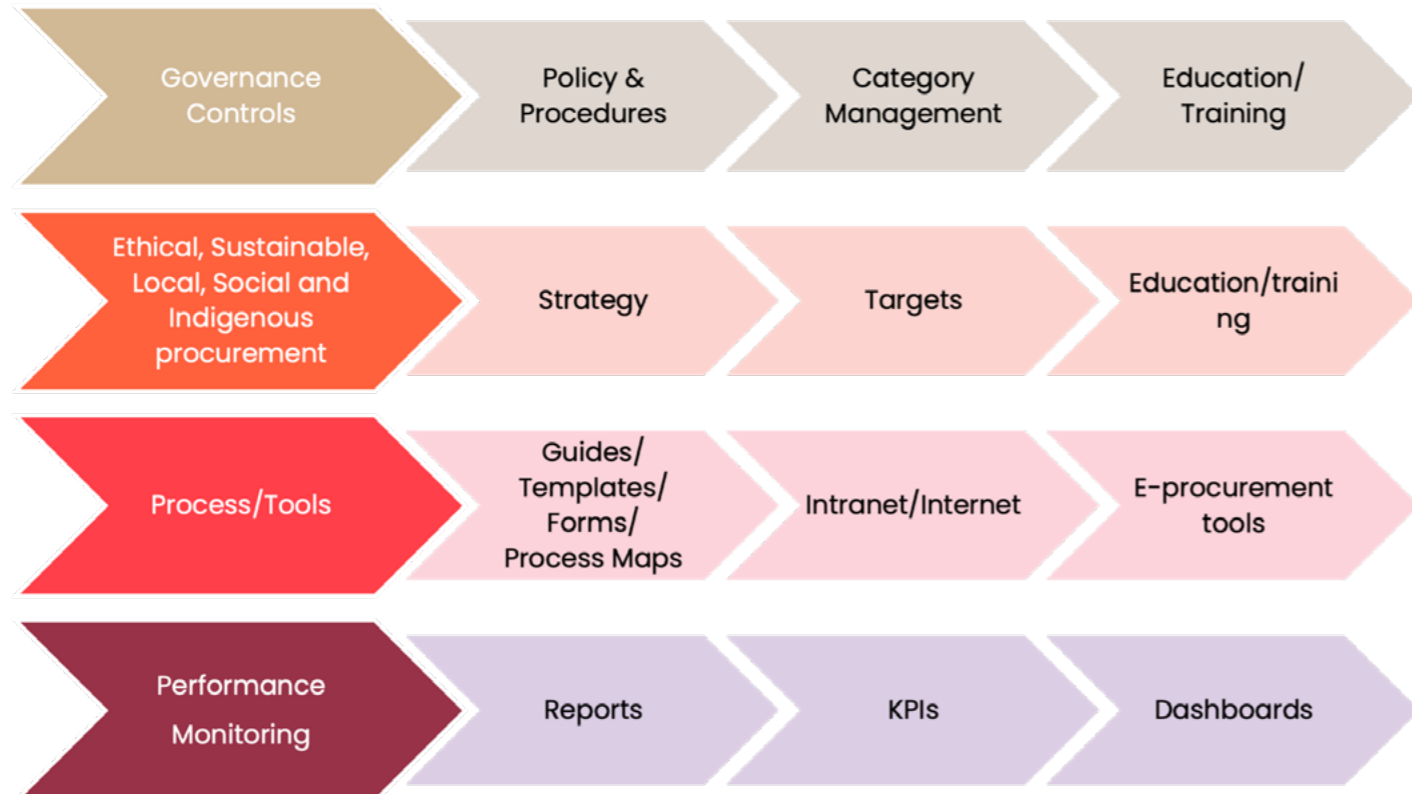
Procurement refines and administers a framework that inspires confidence and trust in the procurement strategy. It also concentrates on increasing internal stakeholder capability. By encouraging and supporting our internal stakeholders IWC can achieve sustainable, governance and ethical outcomes.

There are four distinct pillars in the IWC procurement framework:

1. Governance Controls, Ethical, Sustainable
2. Ethical, Sustainable, Local, Social and Indigenous procurement
3. Process/Tools
4. Performance Monitoring

The procurement function will operate within an environment comprising a defined set of business values (accountability, efficiency, sustainability and environmental responsibility, community engagement and social inclusion) to ensure the continuation of ethical business practices; consistent, defensible, repeatable outcomes; and credible and sought-after expert advice on procurement matters.

The Centre Lead Procurement approach will deliver procurement excellence, support innovation, efficiency, transparency and accountability, whilst realising value for money and real cost savings that can be invested into the community. Staff across Council are supported through strategic and innovative supply solutions and policy guidance that brings ongoing value, efficiencies, and compliance to Council's procurement operations.

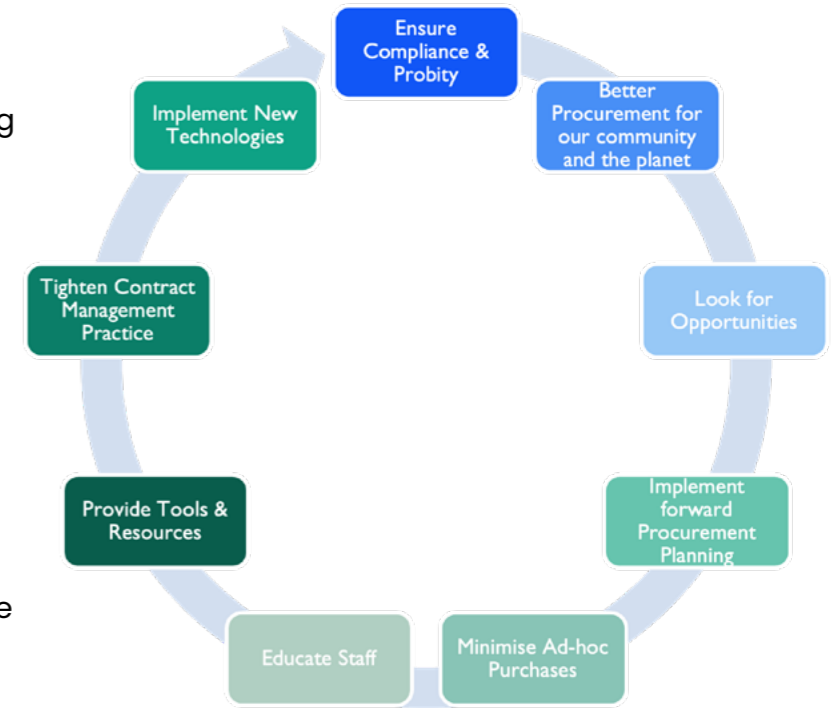


Vision

Our vision of achieving procurement excellence will be supported by focusing on the following priorities:

As a result, we aim to:

- Refine and administer frameworks that inspire confidence and trust in the Procurement Strategy
- Increase internal stakeholder capability
- Encourage and support internal & external stakeholders
- Increase Savings, Social & Sustainable outcomes



Alignment with Council Values

Our operations will align with our values:

Integrity	<ul style="list-style-type: none"> • Managing the integrity of the process according to government policy • Acting impartially and fairly • Accountability for all our decisions and actions
Respect	<ul style="list-style-type: none"> • Dealing with customers, suppliers and other stakeholders respectfully, courteously, honestly, punctually and responsibly
Innovation	<ul style="list-style-type: none"> • Daring to think differently to seek new and better ways of doing things • Overcoming obstacles creatively to achieve our stakeholder's objectives and optimise value
Compassion	<ul style="list-style-type: none"> • Increase our social and sustainable footprint
Collaboration	<ul style="list-style-type: none"> • Providing equal benefit and service across the Council regardless of size or budget of project • Ensuring the supply market has equal access to the Council's business

Procurement Strategy Priorities

Council will operate under a defined set of strategic priorities:

1. **Transparency and Accountability:** We will continue to foster a culture of transparency, openness, and accountability in all procurement processes. We will uphold the council's value of integrity by implementing clear guidelines and procedures that promote fair competition, ethical conduct, and effective governance throughout the procurement lifecycle.
2. **Value for the Community:** We will maximise value for money and optimise outcomes for the community by ensuring cost-effective procurement practices. We will align with the council's commitment to responsible financial management by conducting thorough market research, employing robust evaluation methodologies, and considering the long-term value and benefits of supplier proposals.
3. **Local Economic Development:** We will support the local economy and community by engaging local suppliers and businesses in council procurement. We will embrace the council's value of sustainability by implementing measures that stimulate economic growth, create employment opportunities, and enhance the sustainability and resilience of the Inner West area through supplier development programs, and subcontracting opportunities.
4. **Sustainability and Environmental Responsibility:** We will integrate sustainability principles into the procurement process to align with the council's commitment to environmental stewardship. We will promote the use of environmentally friendly products,

services, and works to minimise ecological impacts and contribute to a sustainable future. We will encourage suppliers to adhere to social and environmental responsibility standards in line with the council's values. We will continuously train and educate our procurement stakeholders on circular economy principles and their importance. We will also collaborate with suppliers and stakeholders to identify new opportunities for sustainability.

5. **Community Engagement and Social Inclusion:** We will foster community engagement and promote social inclusion in procurement practices. We will embody the council's value of community by actively engaging with diverse stakeholders, including small and medium-sized enterprises (SMEs), women-owned businesses, Aboriginal and Torres Strait Islander -owned businesses, and other underrepresented groups. We encourage their participation and provide fair and equitable opportunities to contribute to council procurement processes.
6. **Efficient and Streamlined Processes:** We will enhance efficiency and create a more agile procurement process, reflecting the council's value of innovation and effectiveness. We will embrace digital solutions, automation, and streamlined procedures to simplify information sharing, improve communication with suppliers, and reduce administrative burden, enabling council staff and suppliers to focus on value-added activities.

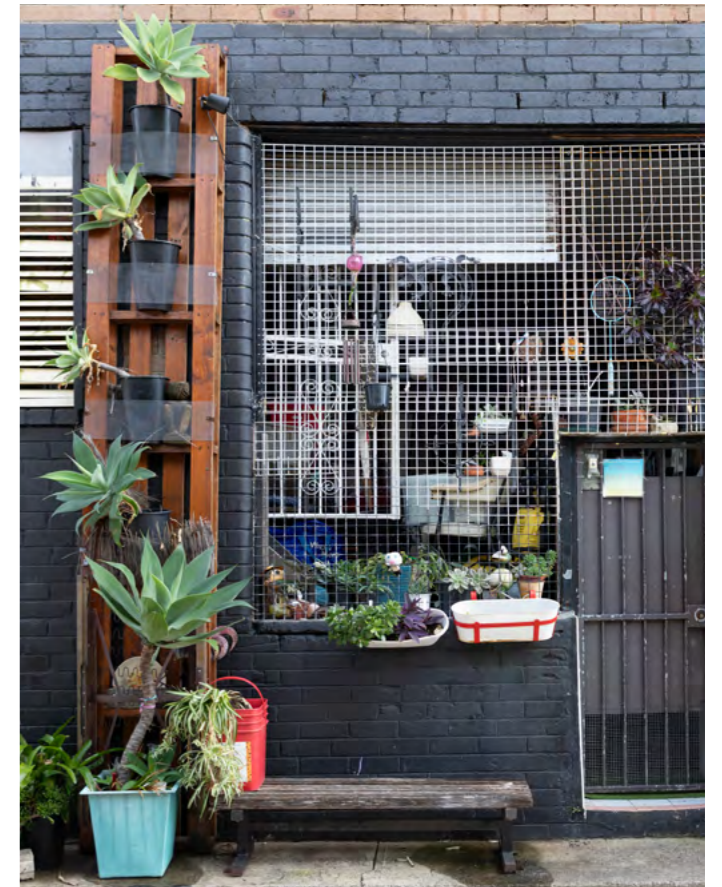
7. **Risk Management and Compliance:** We will implement robust risk management practices and ensure compliance with relevant legislation, regulations, and ethical guidelines. We will uphold the council's value of accountability by proactively identifying, assessing, and mitigating procurement-related risks. We will monitor supplier performance and enforce contractual obligations to safeguard the council's interests and maintain high standards of governance.
8. **Technology and data Integrity:** We will continue to monitor compliance and enforce contractual obligations to safeguard council's interests and maintain high standards of governance through our various technology systems including our finance platform - TechnologyOne, our quoting and tendering platform -VendorPanel, our insurance and WHS platform - Conserve, and a new Modern Slavery Tool to monitor ethical procurement practice - iPro. The utilisation of these systems to manage and extract data will inform and drive strategic procurement decisions.

We will monitor view and analyse data enabling the improvement in organisational performance. The systems will also exist to automate and improve the efficiency of "procure to pay" and contract management processes. Integrations will link procurement data across our systems, to drive efficient work practices and ensure compliance with record management requirements.

Procurement Outcomes

We aim to seize opportunities and proactively mitigate risks to improve outcomes for Council, our stakeholders, and the community by:

- Building and sustaining productive relationships with stakeholders through sound consultation and engagement practices
- Developing sound policies, programs and services that reflect current priorities with clear agreements and outcome measures in place
- Effectively and efficiently using systems and resources
- Encouraging innovation
- Maintaining strong governance frameworks and a zero tolerance of fraud and corruption
- Achieving savings



Measuring Procurement Objectives

The Procurement Objectives are specific, measurable objectives for us to achieve.

Objective	Measure	Target
Increase and support Aboriginal & Torres Strait Islander spend	Adopted targets identified in our Aboriginal and Torres Strait Islander Procurement Strategy	1% of addressable spend
All procurement considers and supports Ethical, Environmental, Local, Social and Indigenous (Aboriginal & Torres Strait Islander) outcomes as relevant.	Implementation of a compulsory weighting in all procurement evaluations	15% weighting in all evaluations
Support local, social, indigenous and multicultural suppliers and businesses to understand council procurement processes and encourage their participation.	Delivery of educational workshops for the community. Data analysis of supplier and business participation in quotes and tender responses.	Bi-annual workshops Increase annually in diversity of supplier and business participation in quotes and tender responses
All staff involved with procurement activities are highly capable, compliant and skilled in council procurement systems	Identification of procurement technology and compliance skills gaps for all staff involved with procurement activities and completion of an upskilling program, including increasing capability in VendorPanel, Conserve and TechnologyOne, with a centralised training record.	Quarterly review of training records demonstrates 100% of staff involved in procurement activities have completed training
Awareness of and usage of social enterprises is increased across the organisation	Identification of usage and spend value with social enterprises and re-measurement at regular intervals	Increase spend and usage of social entities annually against baseline, with a minimum of 2 organisations added annually to our creditors listing

Summary

The procurement strategy for Inner West Council aligns with the council's core values. By adhering to these values, Council can promote transparency, support local economic development, drive sustainability, foster diversity and inclusion, and ensure effective and accountable procurement practices.

This strategy reflects Council's commitment to our community and our dedication to responsible and ethical procurement.

Version Control – Strategy History:

Version	Amended By	Changes Made	Date	ECM Document #
1	Marea Getsios Manager Procurement & Contracts	New Strategy	21/05/2024	39225841
	Endorsed by:	Council	21/05/2024	



