

Background



Research led by Local Government Victoria (LGV) and the Municipal Association of Victoria (MAV) identified the opportunity to save Victorian councils up to \$350 million per year through improved procurement performance.

One of the key issues identified was a lack of training and professional development opportunities for procurement practitioners working in Victorian councils.

In response the Local Government Procurement Strategy, released by the Minister for Local Government in September 2008, recommended that training options should be developed to enhance procurement skills in the sector.

With \$180,000 funding from LGV, two training streams have now been developed and subsidised specifically to support Victorian local government procurement.

Victorian Local Government Procurement Professional Program (PPP)

The PPP is the first of its kind in Australia – an extensive, fully customised procurement professional development course for local government.

This program has been developed in a partnership between Local Government Victoria, the Procurement and Contracting Centre for Education and Research (PACCER), and the Chartered Institute of Procurement and Supply Australia (CIPS Australia) with the support of Contract and Tendering Services (CTS).

Participants will complete study in the following units:

PACCER units modified for local government

- > Procurement Framework and Procurement Planning
- > Tender Process
- > Contract Negotiation and Strategic Procurement
- > Contract Management

CIPS units

- > Managing Purchasing and Supply Relationships
- > Purchasing Contexts

Upon successful completion of the course, participants will receive:

- Internationally recognised qualification from the Chartered Institute of Purchasing and Supply (CIPS)
- CIPS Level 4 Foundation Diploma in Purchasing and Supply
- CIPS Diploma Membership status
- PPP Certification
- Eligible for entry into a Level 5, Advanced Diploma in Purchasing and Supply through CIPS

Who should attend PPP?

The PPP is for general and engineering procurement professionals within every Victorian local government authority looking to improve their professional development and qualifications. The program will enhance councils' procurement capacity and performance.

Course Schedule

- > Late October/November 2009 to November 2010
- > 11 full days supported by study and two CIPS exams
- > Five courses of 16 participants across Victoria
- > Metropolitan Melbourne (two)
 - Pakenham (eastern region)
 - Bendigo (north-east/central region)
 - Geelong (western region)

Cost

\$4,800 per person.

(NB: Similar procurement training priced at over \$11,000.)

Towards Better Tendering (TBT)

TBT is an intensive one-day course for staff with tendering responsibilities.

TBT has been offered to all tiers of government and the private sector in Australia and New Zealand since 1999, and has now been tailored specifically for Victorian local government.

It is a practical course where participants get a chance to apply tendering theory and techniques in a series of breakout sessions.

Participants leave with a greater understanding of the tendering business process and more confident about managing tenders.

At the end of the course delegates will:

- understand the legislation and regulations governing tendering conduct within local government
- appreciate the range of people affected by tendering and their needs
- know how tender documents can be arranged so that suppliers find requests for tenders easier to prepare
- find incoming tenders easier to evaluate
- distinguish between suppliers' effectiveness and risk
- apply straightforward techniques for determining the most advantageous supplier
- see how technology can make the tendering process more efficient
- understand the significance of probity and ethics
- obtain comprehensive course materials for their councils to use

Who should attend TBT?

TBT is for council staff involved in procurement, tenders and Request for Tender (RFT) processes who would benefit from training to assist them perform their procurement functions.

Course Schedule

Dates	Locations
25 August	Melbourne
26 August	
8 September	
10 September	Morwell
16 September	Ararat
17 September	Bendigo

Venue information available online.

Cost

\$200 per person.

At a glance - Local Government Procurement Training Program

Course	Duration/Schedule	Audience	Cost	Outcome
PPP	11 days over 12 months Late October/November 2009 to November 2010	<ul style="list-style-type: none"> Procurement professionals working in the local government sector Council staff looking to improve their professional development and qualifications 	\$4,800 per person	<ul style="list-style-type: none"> Internationally recognised qualification from the Chartered Institute of Purchasing and Supply (CIPS) CIPS Level 4 Foundation Diploma in Purchasing and Supply CIPS Diploma Membership status PPP Certification Eligible for entry into a Level 5, Advanced Diploma in Purchasing and Supply through CIPS
TBT	1 day 25 August, 26 August 8 September, 10 September, 16 September, 17 September	<ul style="list-style-type: none"> Council staff involved in procurement, tenders and Request for Tender processes who need some basic training to help them in their jobs 	\$200 per person	<ul style="list-style-type: none"> Greater understanding of the tendering business process More confident about managing tenders

Why enrol

The local government sector has put the area of procurement high on its reform agenda.

By investing in procurement training, councils stand to enhance their long-term operational and financial performance through better procurement and tendering practices.

LGV encourages all councils to participate in the Local Government Procurement Training Program and reap the benefits of:

- A customised program specifically for the local government sector
- A program subsidised by the State Government to reduce participant costs
- Reputable training partners
- An internationally recognised qualification (PPP)
- Comprehensive tendering materials (TBT)

How to enrol

For further information, please visit the Councils Reforming Business page on the Local Government Victoria website – www.localgovernment.vic.gov.au/CRB

How to enrol in PPP

Contact PACCER Training on 03 9651 2590.





Training Partners

How to enrol in TBT

Contact the MAV on 03 9667 5557 or to make a booking visit www.mav.asn.au/eventscalendar.




Training Partners

Note: Classes have minimum and maximum limits of participants. The training schedule may be altered as required.

Local Government Procurement Training Program



The Local Government Procurement Training Program is a customised training package for council officers working in procurement. The program offers two training streams:

- Victorian Local Government Procurement Professional Program (PPP)
- Towards Better Tendering (TBT)

A Local Government Victoria - Councils Reforming Business initiative.