



Expert Support Program: Social Procurement in Practice

Context - *Social Procurement: A Guide for Victorian Local Government*

Social Procurement: A Guide for Victorian Local Government (the guide) has been developed to support Victorian councils in strengthening their capacity to deliver effective social outcomes through procurement. The guide forms part of the Procurement Excellence program (PEP) that is being led by Local Government Victoria (LGV) through the Councils Reforming Business (CRB) program – supporting the development of good practice procurement across the Victorian local government sector.

The guide aims to:

- build on current policies and procedures
- identify social procurement opportunities
- highlight associated benefits
- offer legal guidance and additional resources
- provide case studies and sample contract clauses
- assist councils in building a business case for social procurement
- generate greater levels of discussion and debate about the role of social procurement in local government.

What is the Expert Support Program?

The Expert Support Program: Social Procurement in Practice has been established to support the development of social procurement in Victorian councils and the adoption of the guide.

The Expert Support Program is a partnership between the Department of Planning and Community Development, through LGV and Community Development, the Department of Human Services and Social Traders.

The Expert Support Program offers councils access to support, through hands-on experience and knowledge, to successfully implement a social procurement project or initiative.

As well as reaping the rewards of social procurement, councils will be better placed to report on the benefits of social procurement to their communities and other stakeholders.



How it works?

The Expert Support Program will work with the Victorian and National local government sector, and a number of other stakeholders, to develop and impart knowledge through the lessons and experiences of participating councils.

Councils selected to participate will work with an appointed project facilitator over a six to nine month period to develop and implement a social procurement initiative.

The project facilitator will be supported by a number of experts who offer knowledge in a variety of areas, such as:

- legal advice
- strategic procurement advice
- expertise/knowledge consulting
- mentoring and partnership development
- social enterprise development
- brokerage and workforce participation.

What can be supported?

Projects can relate to any element of social procurement – promotion, purchase and procurement – as detailed in the guide.

Examples of potential Expert Support Program projects may include:

- building awareness and developing social procurement knowledge and activity amongst staff or in the broader community
- developing social procurement projects and partnerships
- designing tools and processes to aid staff and suppliers in articulating how social impacts are to be delivered and measured
- developing and trialling social clauses in tenders and contracts
- building the capacity of social enterprises in the municipality
- working with external agencies to assist in the planning and development of social procurement and direct employment projects in targeted communities, e.g. Central Activities Districts (CADs), new development areas, neighbourhood and/or community renewal sites, Indigenous communities or small towns and regional centres.



Who can apply to participate?

Expressions of Interest (EOIs) are sought from Victorian councils interested in undertaking targeted projects and initiatives to realise the benefits of social procurement.

Any of the 79 councils across Victoria may submit an EOI. EOI submissions made jointly between two or more councils, or with other partners, will be considered with one local council nominated as the lead organisation. Up to 10 pilot projects will be supported.

Criteria

To be eligible to apply, interested councils must:

- be able to commit to the time required to participate in the project
- attend regular meetings
- be project-ready and willing to commence the project development as early as December 2010
- have support from all the areas of council required to complete the project.

Successful projects will demonstrate an appreciation of the benefits of social procurement to the environmental, economic and social sustainability of the municipality. Assessment will be based on answers to the questions found in the application form (attached).

The Expert Support Program project aims to target a diverse range of councils across Victoria, therefore the location and size of applicant will also be considered.

Unsuccessful applicants will be able to engage in broader workshops and information sharing associated with the successful pilot projects.

Application

Submissions are due by Thursday, 11 November 2010.

The EOI form is also available online at www.localgovernment.vic.gov.au.

Interested councils are requested to complete the attached EOI form and submit it to:

Chris Newman

Chris.newman@dpcd.vic.gov.au

Phone: (03) 9651 7280

Fax: (03) 9651 7269

Amanda Minniti

Amanda.minniti@dpcd.vic.gov.au

Phone: (03) 9651 7043

Fax: (03) 9651 7269



SOCIALTRADERS



EXPRESSION OF INTEREST FORM

Contact Information

Nominating council	
Council officer	
Position	
Phone	
Email	

Description of project

In 150 – 250 words or less describe the project nominated for inclusion in the Expert Support Program - please include the objectives of the project.

Why is council proposing to undertake this project?



Who is involved in the project delivery? (both internal and external)

How will the success of the project be assessed, including benefits to the community and council?

What are the timelines in place for delivery of this project?



What expert support is required to undertake this project?

Signed

Name

Position **CEO**

(or nominated representative)

Please return the form to:

Chris Newman
Manager, Councils Reforming Business program

Chris.newman@dpcd.vic.gov.au

Phone: (03) 9651 7280

Fax: (03) 9651 7269

or

Amanda Minniti
Senior Project Officer

Amanda.minniti@dpcd.vic.gov.au

(03) 9651 7043

Fax: (03) 9651 7269

Submissions are due by Thursday, 11 November 2010.

All submission will be notified of the outcome of their EOI.

