

## GMC GROW ACTION PLAN – DRAFT

<b>Business Area</b>	<b>Action</b>	<b>Details</b>	<b>Planned Date</b>	<b>Responsible</b>
<b>Policy &amp; Process Development</b>	Update GMC procurement policy to include GROW local and social procurement objectives	Develop procurement policy & include GROW local & social procurement objective	Mar 2018	
	Communicate Procurement Policy and process changes to the organisation.	Send updated Procurement Policy to all staff	Mar 2018	
<b>Social Enterprises</b>	Measure and report on annual expenditure through social enterprises from G21 Region.	Measure & report annual expenditure % through social enterprises	2017/18	
	Review current supplier spend and identify opportunities to increase expenditure through social enterprises from the G21 Region.	Internally, particularly for event expenditure	Nov 2018	
<b>Supplier Development (Member Development)</b>	Discuss opportunities for local and social procurement with key suppliers through supplier relationship and contract management meetings.	Incorporate GROW as part of member catchup meetings checklist. Schedule of meetings with members throughout the year (ENG & GMC)	Oct 2017	
	Work collaboratively with 3 key service providers to develop and implement tender criteria for sub-contractors that specify local and social procurement outcomes.	Cleantech Innovations Geelong – recreational bridge project \$600K, local content, CIG 2018-21 incorporate local/social procurement as part of the plan.	Completed	
	Promote the use of local social enterprises (or other businesses delivering social outcomes) to encourage increased buy-in from the region.	Feature in a GMC newsletter	Feb 2018	
<b>Leadership</b>	Attend network meetings or events to enable continuous learning and improvement.	Attend GROW events	Ongoing	
	GROW compact endorsed and signed by the CEO, Managing Director and/or Board.	Table GMC Grow Action Plan at October Board Meeting for review, with approval target of November 2017	Nov 2017	

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	Appoint a staff member with overall responsibility for implementation of the GROW compact action plan.		Nov 2017	
	Encourage staff engagement within local volunteer programs supporting disadvantaged communities.	Stay up to date with opportunities for engaging in volunteer programs & communicate these regularly to all staff.	Ongoing	
	Encourage existing partners and suppliers from G21 to sign the GROW compact.	Include CTA in quarterly GMC & ENG newsletters. Host a GROW presentation at members meeting	From Jan 2018	
	Establish a regular reporting framework to the executive leadership group	Reporting in Annual Report	From Jan 2018	
	Inform staff regularly of your commitments and achievements.	Display GROW Action Plan status on noticeboard, updated quarterly & report at team meetings.	From Jan 2018	
<b>Communication &amp; Education</b>	Promotion of GROW and GROW partner activities via communications, presentations.	Compact signatory footer in newsletters, promote events to members via mailouts, annual presentation at member meetings	From Nov 2017	
	Work with other GROW partners in lobbying for strategic support for GROW principles.	David Peart involvement at G21 level (steering committee)	Ongoing	