

BTS Business Technology Specialists Compact Action Plan

Ref	Action	Sub Action/ Comments	Due Date	Resp. Officer	Status
Policy and Process Development					
1	Update Procurement Policy to include GROW local and social procurement objectives.	2017/18 Action Plan	1/09/2017	Jade B	Complete
3	Integrate GROW local and social procurement clauses into standard tender and quotation documents and sales collateral.	2017/18 Action Plan	1/03/2018	Marketing	In progress
7	Communicate Procurement Policy and process changes to the organisation.	2017/18 Action Plan	1/11/2017	Stan C	Complete - share GROW objectives and methodology with entire team to ensure engagement and participation in development of our GROW action plan
Planning, Procurement and Purchasing					
9	Measure and report on annual expenditure with local and non-local suppliers.	2016/17 Action Plan	1/11/2017	Jade B	2017 reporting submitted 1/11/2017
10	Review current supplier spend and identify opportunities to increase local expenditure as per procurement policy.	2017/18 Action Plan	30/06/2018	Jade B	In Progress - our goal is to change 100% of all non local purchases (where possible) to local using procurement policy
12	Include the use of "Localised" to communicate upcoming contracts to the local market.	2017/18 Action Plan	30/06/2018		On going
Social Enterprises					
18	Measure and report on annual expenditure through social enterprises from G21 Region.	2017/18 Action Plan	1/03/2018	Jade B	Report current spend
Supplier Development					
29	Promote the use of local social enterprises (or other businesses delivering social outcomes) to encourage increased buy-in from the region.	2017/18 Action Plan	30/06/2018	Stan C	Ongoing

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Employment and Training					
47	Investigate the opportunity to provide work experience for students from target postcodes	2017/18 Action Plan	1/03/2018	Stan C	
Leadership/					
48	Attend network meetings or events to enable continuous learning and improvement.	Completed			
51	GROW compact endorsed and signed by the CEO, Managing Director and/or Board.	Completed			Completed (in 2016)
52	Prominently display the GROW logo on all company vehicles.	2017/18 Action Plan	31/12/2017	Stan C	
53	Appoint a staff member with overall responsibility for implementation of the GROW compact action plan.	2017/18 Action Plan		Jade B	Completed
56	Encourage existing partners and suppliers from G21 to sign the GROW compact	2017/18 Action Plan	1/03/2017	Stan C	In progress - developing a list of current suppliers and inviting them to Grow compact events.
57	Publicly report against annual action plan commitments.	2017/18 Action Plan	30/06/2018	Stan C	In progress
58	Develop strategy that provides an opportunity for students from targeted postcodes to attend events/leadership events within our region	2017/18 Action Plan	30/06/2018	Stan C	Ongoing: G21 forum, Pivot Summit, Committee for Geelong Leadership Breakfast Completed: 4 students from targeted postcodes attended G21 Forum as guests of BTS
Communication and Education					
62	Promotion of GROW and GROW partner activities via communications, presentations as opportunities arise.	2017/18 Action Plan		Stan C	Ongoing Completed - Promotion of GROW to the G21 department of education ES conference, with 350 attendees from local public schools
66	Share your experiences through development and publication of case studies.	2017/18 Action Plan	30/06/2018	Stan C	Ongoing: Stan Corner has presented at 2 Grow Compact meeting during 2017. Participated in Localised meetups.