

GIVE WHERE YOU LIVE FOUNDATION

GROW (G21 Region Opportunities for Work) is a long-term strategy to generate local sustainable jobs, and support job seekers from areas with high rates of unemployment to have equitable access to these opportunities. GROW is a Collective Impact initiative, bringing together philanthropic, business, government and community organisations and making inclusive jobs growth a priority for everyone in the G21 region.

As signatory of the GROW Compact, Give Where You Live Foundation is committed to adding value to the G21 Region, including the social benefit generated by investing in local businesses and local people. The ongoing sustainability of our business entails an individualised response to the GROW principles, as demonstrated in our Compact Action Plan.

We agree to:

- participate (where possible) in the data collection of Local and Social Procurement to track changes over time;
- provide this Compact Action Plan for publication on the GROW website, and to report on our outcomes after 12 months.

Ref	Action	Sub Action/Comments	Due Date	Responsible Officer	Status
POLICY AND PROCESS DEVELOPMENT					
2	Update Procurement Policy to include GROW local and social procurement objectives.	Additions to SOPs (Policy to be adopted by Give Where You Live Foundation Board)	30 June 2018	Chief Executive Officer	2017/18 Action Plan
4	Include selection criteria in standard documentation that values local economic and social contribution.	Incorporate into documentation for grant applications for Capital Works for 2018 grant round	30 June 2018	Community Impact & Grants Manager	2017/18 Action Plan
9	Measure and report on annual expenditure with local and non-local suppliers.	Undertake GROW data collection	31 Dec 2017	Accountant	2017/18 Action Plan
11	Review existing preferred supplier lists/panels and identify opportunities to shift to local businesses.	All staff to consider procurement opportunities in their roles (milk, petrol, toilet paper, training, supporting local business)	30 June 2018	All staff	2017/18 Action Plan
12	Include the use of 'Localised' to communicate upcoming contracts to the local market.	When seeking new contracts	30 June 2018	Depending on contract	2017/18 Action Plan
13	Set a target of increasing the percentage of operating expenditure from suppliers from the G21 region.	Based on review of existing preferred supplier lists/panels, item 11 above	30 June 2018	Chief Executive Officer	2017/18 Action Plan Target increase: 10 %

SOCIAL ENTERPRISES					
19	Review current supplier spend and identify opportunities to increase expenditure through social enterprises from the G21 Region.	Investigate garden maintenance	30 June 2018	Events Team	2017/18 Action Plan
29	Promote the use of local social enterprises (or other businesses delivering social outcomes) to encourage increased buy-in from the region.	Promote social enterprise through case studies on GROW website and events	30 June 2018	GROW Engagement Officer	2017/18 Action Plan



Ref	Action	Sub Action/Comments	Due Date	Responsible Officer	Status
EMPLOYMENT AND TRAINING					
44	Include in all job advertisements a clause encouraging applicants from target communities to apply.	For new positions	30 June 2018	Office Manager	2017/18 Action Plan
45	Offer a guaranteed interview for applicants from target communities should they meet the requirements.	Document in SOPs	30 June 2018	Office Manager	2017/18 Action Plan
46	Proactively promote and communicate employment opportunities for our target communities.	3 x case studies on GROW website	30 June 2018	GROW Engagement Officer	2017/18 Action Plan
47	Detail any other 'Employment and Training' Development Actions.	Explore potential opportunities for traineeship positions	30 June 2018	Chief Executive Officer	2017/18 Action Plan
LEADERSHIP					
48	Attend network meetings or events to enable continuous learning and improvement.	CEO and governance members to participate in relevant GROW meetings	30 June 2018	All Staff	2017/18 Action Plan
51	GROW compact endorsed and signed by the CEO, Managing Director and/or Board.	All Board member agencies to sign	30 June 2018	Chief Executive Officer	2017/18 Action Plan
52	Prominently display the signed compact.	In foyer		Office Manager	Completed
53	Appoint a staff member with overall responsibility for implementation of the GROW compact action plan.	Team approach		Chief Executive Officer	Completed
54	Appoint a staff member with overall responsibility for the annual provision of procurement data for GROW.	Ongoing		Accountant	Completed
55	Encourage staff to embed GROW principles into their individual roles.	Include in performance appraisal process	30 June 2018	Chief Executive Officer Manager Learning Organisation	2017/18 Action Plan
56	Encourage existing partners and suppliers from G21 to sign the GROW compact.	Ongoing as part of engagement with BIG, corporate partners, community partners etc	30 June 2018	Chief Executive Officer Business Relationships Manager Community Impact & Grants Manager	2017/18 Action Plan
57	Publicly report against annual action plan commitments.	Annual report (AGM)	31 Dec 2017	Chief Executive Officer	2017/18 Action Plan
58	Establish a regular reporting framework to the executive leadership group.	Report to Give Where You Live Foundation Board 2x per year	30 June 2018	Chief Executive Officer	2017/18 Action Plan
59	Engage staff regularly to increase awareness.	Incorporated into staff meeting agendas; build into Theory of Change and Theory of Philanthropy ; discuss at team meetings; learning organisation ongoing (integrate the GROW Principles within the wider Give Where You Live Foundation Values)	30 June 2018	Chief Executive Officer Manager Learning Organisation	2017/18 Action Plan
60	Detail any other 'Leadership' Development Actions.	Create one Give Where You Live Foundation Board position for member of target communities	30 June 2018	Chief Executive Officer	2017/18 Action Plan
COMMUNICATION AND EDUCATION					
62	Promotion of GROW and GROW partner activities via communications, presentations and engagement in local or interstate news media and conferences.	Give Where You Live Foundation Marketing to plan to produce one Digital Story interviewing Give Where You Live Foundation BIG partners who are part of GROW	30 June 2018	GROW Engagement Officer Marketing & Fundraising Manager Manager Learning Organisation	2017/18 Action Plan
68	Detail any other 'Communication and Education' Development Actions.	Create a paid community advisory committee to support integration of GROW into grants processes. Develop Learning Bite Team Meeting Topic and Exercise to simplify the Language of GROW. ie: Develop plain English language	30 June 2018	Community Impact & Grants Manager Manager Learning Organisation	2017/18 Action Plan