



## **SUPPORTING COMMUNITIES FORUM** **PROCUREMENT REFORM WORKING GROUP**

### **PROJECT PLAN 2018 and 2019**

The Procurement Reform Working Group (PRWG) has identified the following four projects to enable the effective implementation of the Delivering Community Services in Partnership Policy 2018;

1. Co-design in a Procurement Context;
2. Practice Review; and
3. Co-commissioning / Group Buying and Integrated Services.

This project plan outlines the scope for each project.

### **PROJECT SCOPES**

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These projects have been listed in order of priority, with project 1 and 2 being progressed in 2018 and 3 and possibly 4 in 2019.

#### **1. Co-design in a Procurement Context**

To provide clear direction for government agencies (agencies) in relation to co-designing community services, to ensure agencies and service providers:

- understand the co-design requirements of the draft Delivering Community Services in Partnership Policy (draft DCSP Policy);
- are aware of co-design opportunities at each stage of the procurement process, that is, during service planning, service development and service agreement management;
- demonstrate and include co-design practices within all procurement processes for community services;
- understand the rules of engagement so they can effectively manage barriers and challenges; and
- can access co-design training and resources to conduct robust co-design of community services within a procurement context.

*Project to consider an appropriate method to engage consumers - who, when and how.*

#### **2. Practice Review**

To ascertain by taking a strengths-based approach, the standard of community services procurement practice that currently exists in agencies, including any knowledge gaps and inconsistencies, which will form the basis of procurement practice and capability building initiatives. The project will involve:

- Identifying good procurement practice examples and share these with government agencies and the NFP sector;
- Consultation with the not for profit sector, government and non-government, to gain insight into enabling and challenging procurement experiences;
- This will be via face to face interview and a simple survey;
- Consultation with the Community Services Procurement Review Committee (CSPRC) to gain insight into best practice and common capability shortfalls. Consider the feasibility of including Request document review in CSPRC processes; and
- Development of a procurement performance framework highlighting key considerations for best practice for community services procurement that agencies can be independently assessed against.

### 3. Co-commissioning / Group Buying and Integrated Services

Group buying, as an activity that seeks to support the integration of services, may present an opportunity for government agencies to collaborate in partnership in the commissioning of services. The project will;

- define and clarify co-commissioning, group buying and integrated services procurement approaches;
- identifying enablers, barriers, and benefits to the government, the not for profit community services sector and service users; and
- develop resources to assist agencies and service providers.

\*Pending capacity the Procurement Reform Working group will also review **Outcomes based procurement practices** (project 4). The goal will be to improve agencies standard practice in outcomes-based procurement focussing on outcome measurement and evaluation.

## PROJECT GOVERNANCE

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Working groups report to the Supporting Communities Forum that ultimately reports to the Premier and Minister for Community Services.

- The PRWG will oversee and facilitate the projects.
- FaCS will provide resources and support.
- FaCS will consult with key stakeholders on an 'as required basis' dependent on the specifics of a project, by email, phone or face-to-face to inform the direction and content of the project.

Consultation with the not for profit sector, government and non-government, to gain insight into enabling and challenging procurement experiences;

## **STAKEHOLDERS**

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All communication to the Premier and the Minister for Community Services will be directed through the Chair of the Supporting Communities Forum.

Key stakeholders are dependent on the specifics of each project and may include:

- The Supporting Communities Forum and its working groups;
- Agencies procuring community services;
- Central government agencies, including but not limited to the Department of the Premier and Cabinet and Department of Finance;
- the community;
- Not-for-profit community services organisations;
- Service users and consumer advocates; and
- Not-for-profit community services peak bodies.

## **TIMEFRAME AND MILESTONES**

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<b>Project</b>	<b>Project Completion</b>	<b>Reporting Date</b>
1. Co-design in a Procurement Context	March 2019	April 2019
2. Practice Review	March 2019	April 2019
3. Consolidated Services, Co-commissioning and Integrated Services	August 2019	September 2019

## **RESOURCES REQUIRED**

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- FaCS officer(s) to undertake desktop research, consult with key stakeholders and develop outputs.
- PRWG members to provide their specific expertise on an 'as required' basis.
- PRWG to approve report recommendations for submission to the Supporting Communities Forum.

## ASSUMPTIONS AND RISK ANALYSIS

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RISK	LEVEL	MITIGATION STRATEGY
Projects with dependencies, such as Outcomes-based Procurement are delayed.	Medium	<ul style="list-style-type: none"> <li>• Develop a detailed project plan including milestones.</li> <li>• Set a reasonable timeframe for completion of each stage of the project.</li> <li>• Build in additional time and strategies for contingencies, particularly around any consultation and approval processes.</li> </ul>
Government agencies do not 'buy in' to the project.	High	<p>Identify barriers to effective co-design and develop strategies to support agencies undertaking co-design.</p> <p>Supporting Communities Forum members to encourage and support officers in their organisations to contribute to this project.</p>
FaCS resources aren't available to complete the project work to the required timeframe.	Low	<ul style="list-style-type: none"> <li>• Develop a detailed project plan including milestones and allocate FaCS resources to each project.</li> <li>• Set a reasonable timeframe for completion of each stage of the project.</li> <li>• Build in additional time for contingencies, particularly around any consultation and approval processes.</li> </ul>