



Sustainable Choice News

Issue 11, September, 2015

Northern Sydney Sustainable Procurement Forum

The second sustainable procurement forum for 2015 will be hosted by Willoughby City Council on Thursday 22 October. The forum will match expert presenters, suppliers and relevant information regarding strategies, case studies, innovation and resources for sensible, sustainable procurement. There will also be opportunities to network with your colleagues and to connect with suppliers and environmental innovators. Click [here](#) for more information, including the programme, and to register.

2015 Annual Survey

It's going to be a little different this year

The 2015 Survey will be released later than usual this year and will look a little different. This year we will be rolling three surveys into one. These will include the Sustainable Choice Annual Survey and two project specific surveys. Those projects are: the Electronic Sustainable Spend Tracking and Measurement Tool (ESSTAM) Project; and the Database Enhancement Project. Both of these projects are outlined below.

The Annual Survey questions with respect to culture will be consistent with those asked in 2014, however, in order to lighten the load, this year we will not be asking for detailed financial spend information as in previous years. We will reintroduce this next year. Council will still be provided with an individual scorecard based on their sustainable procurement culture score and an associated summary report.

As in previous years the survey will be sent to each General Manager for allocation and a pre-survey assistance tool will be available online to assist. The survey is not designed to have input from just one person at council. One key person is required to coordinate responses however input is required from a number of business units. In particular, questions associated with the ESSTAM project would best sit with

your finance officers, whilst questions associated with the Database Enhancement project are best answered by collating responses from a range of staff within Council that undertake purchasing at all levels. This group activity is best placed with your sustainable procurement working group. See [here](#) for a guide on how to establish and maintain your working group.

Electronic Sustainable Spend Tracking and Measurement Tool (ESSTAM) Project and Sustainable Choice Database Enhancement (SCDE) Project

Sustainable Choice has been granted approval and funding from the NSW Environmental Trust to undertake two projects, namely the Electronic Sustainable Spend Tracking and Measurement Tool (ESSTAM) Project and the Sustainable Choice Database Enhancement (SCDE) Project.

The ESSTAM project will research and, if deemed feasible, design, develop and pilot sophisticated sustainable spend tracking software. Tracking the amount spent on sustainable goods and services (i.e. 'sustainable spend') enables councils to evaluate where they are with regards to sustainable procurement practice and provides them with visibility on current spend so that they can monitor performance and progress towards best practice.

The first phase of the project is to undertake a feasibility study to determine the potential uptake by councils of such a tool and the design requirements needed. This will be done, in part, by surveying all NSW councils. If deemed feasible the project will progress towards the design, development and piloting of the tool.

The SCDE project will involve enhancement of the current Sustainable Choice database in order to ensure that it remains current, engaging and functional and to improve its ease of use. The first phase of the project is to conduct usability research to validate and incrementally improve the design of the database. As part of this usability research, feedback on the current database will be sort from all Sustainable Choice members via a survey which will be combined with the 2015 Annual Survey.

If you have any questions regarding these projects please contact the [Sustainable Choice Team](#).

Sustainable Choice Website

Have you visited the Sustainable Choice website recently? The website provides many resources that can assist you in implementing sustainable procurement within your council. These include: case studies; fact sheets; relevant links; example documents; guidelines and templates, to name a few. You can access the website [here](#).

If there is something that you are after but can't find, or if you have a suggestion for a new resource or you have an interesting case study to share please give us a call.

Working Group

Is your sustainable procurement working group meeting regularly?

Working groups are important in an organisation to foster communication and engage employees with certain issues. Working groups collaborate and explore cross sectional opportunities for sustainable procurement and savings. The working group will also assist in completing the annual survey for this year. The results from the 2013/2014 Sustainable Choice Annual Survey showed that those councils with higher sustainable procurement culture scores all had established working groups, emphasizing the importance of maintaining a working group within your council to successfully integrate sustainable procurement across your organisation.

To help you establish and run a working group in your council, a set of working group guidelines is available via the link in the [Resources](#) section of this newsletter.

Database

Thank you to those members who have referred local suppliers for us to assess for inclusion on the Sustainable Choice database. We always need your help to increase the number of sustainable suppliers listed in order to improve our service. If you need any further information about the process please contact us. It is free for suppliers to display their products and services so long as they meet our criteria. More information on the criteria is available [here](#).

Reduce your Council's energy bills!

The NSW government subsidises energy efficiency training courses for councils and businesses. Gain hands-on experience in energy management and learn how to implement projects to reduce your energy costs and improve your Council's sustainable excellence. Access training and support for as little as \$200 per course in Sydney and \$100 in regional NSW. Courses can even be tailored for your council. Learn more and book now at www.environment.nsw.gov.au/training

Introducing.....

Introducing Sara Lindqvist, Project Manager Sustainable Choice. Sara joined the team in August and will manage delivery of the ESSTAM project. You will catch Sara in the office on Wednesdays and Thursdays. Welcome Sara!!

Events

Northern Sydney Sustainable Procurement Forum

Date: Thursday October 22, 2015

Where: Willoughby City Council Administration Building, Victor St, Chatswood

For further information and to register click [here](#).

Resources

Sustainable Procurement Resource Centre

Smart Evaluation Tool

Sustainable Procurement Working Group

Guidelines

Contact the Sustainable Choice team today

Tania Lalor, Program Manager
Sara Lindqvist, Project Manager ESSTAM

T: 02 9242 4000

E: sustainablechoice@lgnsw.org.au

W: www.lgnsw.org.au/sustainablechoice

The Sustainable Choice program is a partnership between Local Government NSW and the NSW Office of Environment and Heritage.



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