



Sustainable Procurement Policy

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Southern Sydney Regional Organisation of Councils Incorporated
(SSROC)

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Revision History

Name	Date	Reason for Revision
Cathy Dizon	18 June 2024	To replace the 2008 outdated version, incorporate modern slavery considerations, reference ISO standard.
Helen Sloan	24 October 2025	Annual review.

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1 Purpose and Scope

1.1 Purpose

This Sustainable Procurement Policy is guided by ISO:20400 Sustainable Procurement Standard and supports the Southern Sydney Region of Council's (SSROC) sustainability and environmental, social and governance (ESG) objectives. It serves as a guide for SSROC's internal stakeholders to conduct procurement with the aim to achieve strategic outcomes with long-term economic, social, and environmental benefits for our community.

1.2 Procurement policy statement

SSROC's policy is to achieve and promote positive environmental, social and economic impacts as well as good value. It is our policy to act with integrity, transparency and accountability that will withstand scrutiny. Implementation of this policy will manage any potential adverse impacts resulting from SSROC's procurement practices.

Our approach fosters a culture of collaboration, capability development, and responsible public procurement.

Procurement at SSROC aims to achieve our procurement objectives of:

- Strategic sourcing,
- Process efficiencies,
- Risk management,
- Compliance,
- Innovation through supplier partnership development,
- Achieving sustainability,
- Contributing to councils' business and community growth

1.3 Scope

This Policy applies to all individuals and organisations working with SSROC including but not limited to:

- Suppliers
- Contractors and sub-contractors
- SSROC employees
- Council members and non-members including consultants and Council representatives carrying out procurement activities.

1.4 Consistency with legislation

SSROC must comply with the Local Government Act 1993 and associated regulations in relation to procurement matters. Any Request for Tender/Quotation in relation to goods and/or services to be purchased by SSROC directly will adhere to the Local Government Act 1993, Section 55 and its regulations. This includes all contracts entered into by SSROC for the benefit of our participating member councils.



2 Guiding Principles

SSROC's approach to sustainable procurement focuses on four guiding principles as we strive to achieve good value for our member councils. These include:

1. Environment and climate change: ensure that in all procurement, the impact on the environment and climate change is considered and that action is taken whenever possible to reduce any negative impacts that result from the procurement, including those within the supply chain.
2. Social procurement: create opportunities to achieve positive social impact through procurement including those for the local and wider community and in the supply chain.
3. Ethical behaviour: practice and ensure all of SSROC's business relationships are ethical, fair and transparent. All staff involved in any procurement activity must act with complete integrity, be transparent and open to public scrutiny wherever possible. SSROC staff and procurement practices should respect human rights and prevent modern slavery.
4. Risk mitigation: analysing, assessing and mitigating risks with the goal of enabling innovation creates the opportunities for successful procurement that is strategic and achieves positive sustainable outcomes.

Following these four guiding principles and aligning with our objectives, SSROC strives to achieve innovative, low-risk, and transformative contracts that deliver financial benefits while promoting sustainability.

Our procurement processes prioritise cost-effectiveness over the entire lifecycle, considering environmental, social, and economic factors.

Our [SSROC Statement of Business Ethics](#) outlines what you can expect from us and what SSROC expects from our suppliers.

3 Probity

In all Tenders and Quotations, the following approaches will be undertaken in accordance with the Independent Commission Against Corruption guidelines:

- Tenders will be assessed consistently, using predetermined criteria available to all potential bidders.
- Criteria weightings will not be disclosed to potential proponents.
- If it is necessary to alter criteria during the procurement process, all tenderers will be given an equal opportunity to revise their tenders.
- Extensions of time may be granted if the RFT process can accommodate it. Any extension will be granted to all potential proponents and advertised on the website to ensure that they are aware and no individual is disadvantaged.



4 Continuous improvement

SSROC is committed to learning from previous procurements and contracts in order to improve performance against the objectives of this Policy.

A formal review of the integration of this Policy and its effectiveness will be conducted once a year, in line with annual reporting and the best practice ISO:20400 Sustainable Procurement Standard.