



## **WESTERN HEALTH PROCUREMENT ACTIVITY PLAN FY2023-24**

The Health Share Victoria (HSV Procurement Reform requires an annual organisational Procurement Activity Plan (PAP) be developed for each health service and published on their respected Intranet/Internet page.

Procurement Services (PS) is responsible for facilitating overall procurement activities across Western Health. PS works with each business unit to maximise the value outcome in each activity. PS will collaborate with key stakeholders to complete these activities by providing support in the planning, sourcing and contract management phases and monitor compliance with internal procurement procedures. PS will also apply knowledge and expertise to assist with negotiations and provide professional support for developing capabilities of staff with procurement responsibilities in delivering the objectives of the Procurement Plan.

### **Procurement Principles**

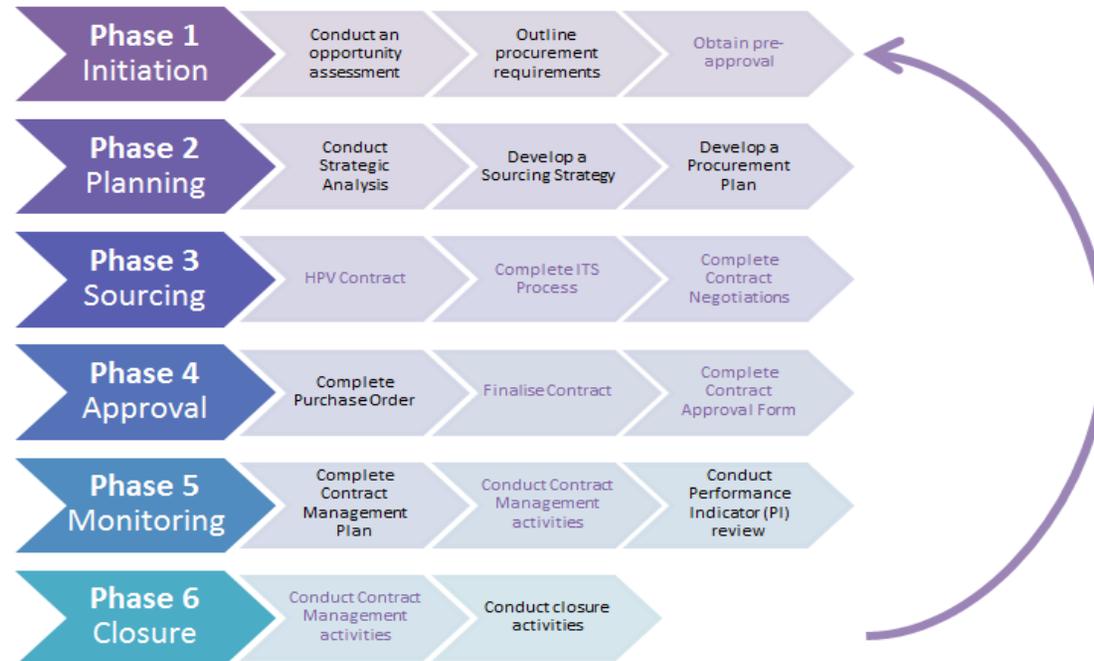
In conducting procurement at Western Health, all planning, sourcing and contract management activities are based on the following principles:

- A high standard of behaviour and actions in the conduct of procurement processes is evident. Equity, confidentiality, management of conflicts of interest, and consumer/supplier confidence in the integrity of Western Health procurement processes;
- Good probity practices are applied in managing procurement activities and standards of probity meet the Health Purchasing Policy requirements;
- Operational, commercial, financial and legal risks are reduced or where possible eliminated;
- Balanced judgement is made regarding financial and non-financial factors when considering quality, cost, resources, fit for purpose, total cost of ownership and risk in order to achieve best value for the life of the procurement;
- The relationship between the complexity of a procurement project and the capability of the organisation is understood in order to achieve best outcomes;
- Obtaining of goods and services that meet specifications, are delivered on time at competitive prices from reputable suppliers;
- Consistent procedures are in place and compliance is monitored in accordance with Western Health procurement policies and procedures aligned with Health Purchasing Victoria Policy requirements and Ministerial Directions as required.
- Compliance to Government requirements such as local jobs first, fair jobs code, social procurement frameworks and modern slavery

## Procurement Process Model

The Procurement Process Model objective is to ensure procurement activities are delivered in line with the governance requirements and provides a valued outcome. The Procurement Process Model consists of 6 phases each with a specific function and associated steps as outlined in Figure 1. The 6 phases are: Initiation, Planning, Sourcing, Approval, Monitoring and Closure.

Figure 1



## FINANCIAL, RESOURCE AND RISK ANALYSES

The delivery of the 2023-24 Procurement Activity Plan is dependent on the following:

- Return to business as usual post COVID-19 pandemic, however this is likely to continue in most of FY2022-23
- Availability of resources to undertake the planned activities
- Availability of time/contract duration constraints
- Availability of tools to analyse procurement flows and contract details, and
- Urgent or critical procurement activities which may affect the delivery of the established procurement activities

- Opportunities and collaboration with HealthShare Victoria and other Health Services including Melbourne Health, Northern Health to combine procurement activities that may lead to more attractive opportunities for suppliers and participating commercial partners.

## PLANNED PROCUREMENT ACTIVITIES FOR FY2023-24

The below table outlines the “planned” capital equipment list which may result in procurement activities subject to Business Case and Executive approval

Notes:

- All planned procurement activities are subject to revision or cancellation.
- Any procurement activities ‘planned and not commenced’ or ‘in progress and not completed’ will carry over to FY2024-25.
- The information in this procurement activity plan is provided for planning purpose only.

### Buildings (B)

Ref	Site		Item	Qty	New or Replace
B 1	A		Minor Infrastructure - Permanent Item		
B 2	A		Grant Lodge		R
B 3	S	SCNU	Fitout of 9 Rooms		N
B 4	S		Boiler electrification excluded works		N
B 5	S		Top up funding for AHU	3	R
B 6	W		Ward and dialysis refurbishment		R
B 7	S	WCHRE	FIP Responders	70	R
B 8	W		Top up funding for Loading Dock Canopy	1	R
B 9	S	MADU	Mechanical Switchboard Bld D Level 2	1	R
B 10	B		Fire Rectification Works - post 23/34 audits		R
B 11	M		Nurse Call		R
B 12	S	2A /2B	Enabling Works - Bed Reconfiguration		N
B 13	S		Theatre Lights, Pendants and HVAC	6	R
B 14	S	DPU	Endoscopes		R
B 15	S		PET/CT Building Works		N
B 16	S		Generator	1	N
B 17	Hr		Harvestor Clinic Fitout		N
B 18	S		Majorca St Intersection		N
B 19	P		Upgrades to support NFH Meals		R
B 20	N		AOD Refurbishment - 47 Nicholson St		R

B	21	S	AHMRU	Fence Replacement		R
B	22	S		MH Wards - Ligature Points		R
B	23	W		Replace MSSB and distribution boards	12	R
B	24	S		Pharmacy compliance works		N
B	25	S		UPS Battery Bank end of life Phased replacement (1 of 5)		R
B	27	W		Flooring replacement		R
B	30	B		Access, access platforms, harness points and walkways along roof		N
B	31	M		Access, access platforms, harness points and walkways along roof		N
B	32	Su		Access, access platforms, harness points and walkways along roof		N
B	79	A		Temperature and Humidity Monitoring		N
B	80	W		X-Ray Ceiling Works at Williamstown		R

### Equipment (E)

Ref	Site	Location	Item	Qty	New or Replace
E	1	A	ALL		
E	2	S	Sunshine		R
E	3	F/S	ICU/Cath Lab	3	R
E	4	F	Radiology	3	R
E	5	S/Su	Theatre	2	R
E	6	Su	Theatre	1	R
E	7	S	JK Birthing Suite	14	R
E	8	F	Theatre	1	R
E	9	W	Theatre	1	R
E	10	S	2H		N
E	11	S	Cath Lab	2	R
E	12	S	Cath Lab	1	R
E	13	A	All sites	35	R
E	14	S	Radiology	1	N
E	15	W	Theatre	1	R
E	16	F/S	CEL	80	R
E	17	S	Theatre	1	R
E	18	Su	All	4	R

**Digital Technologies (D)**

Ref	Site	Loction	Item	Qty	New or Replace
D 1	A	ALL	<a href="#">Minor ICT - permanent item</a>		
D 2	A	ALL	EMR Phase 2 - Year 4	N/A	N
D 3	A	ALL	Network Switches - lifecycle	N/A	R
D 4	A	ALL	Human Resources Information system	N/A	R
D 5	B	Bacchus Marsh	EMR Device Deployment	N/A	N
D 6	M	Melton	EMR Device Deployment	N/A	N
D 7	A	ALL	Asset management platform - stage 1	N/A	N
D 8	A	ALL	PC and Laptop - lifecycle	N/A	R
D 9	A	ALL	Audio Visual assets - lifecycle stage 1	N/A	N
D 10	A	ALL	Workstation on Wheels (WoW) Laptops - lifecycle	N/A	R
D 11	A	ALL	Workstation on Wheels (WoW) PC with monitor and batteries - lifecycle	N/A	R
D 12	P	Production Kitchen	CPK transition to WH network	N/A	N
D 13	A	ALL	Isolon Storage Servers - medical imaging	N/A	R
D 14	A	ALL	Alcidion Second Screen replacement - stage 1	N/A	R
D 15	A	ALL	Mental Health transition	N/A	N
D 16	NFH	NFH	NFH Transition	N/A	N
D 17	A	ALL	Replace Siemens (F&S) with CISCO (currently JKWC and BMM)	N/A	R