National University Finance & Procurement Conference 2013
Working Party Teleconference

Date & Time:  Monday 14th January 2013 – 12:30pm EST

Working Group members
Rob Ackland  Flinders University
Phil Manser  Monash University
Jan Rose  Higher Ed Services

NUF&P Conference 2013 Working Group web page

NOTES

1. The purpose of the Working Group

For the Conference organisers

- Provide suggestions for topics/speakers/case studies etc which follow the theme and speakers who are hopefully engaging and dynamic.
- Provide suggestions/advice on what would be attractive to procurement people to draw them to the conference.
- Provide recommendations on sessions around how Procurement sees any future changes to the way universities procure (process, tools, organisational structure etc), identify who is already adapting to these changes and how; case studies / systems / workshops
- Consideration of a workshop over 1 – 1.5 hours in the 3rd stream for something like Contract Management
Identification of any other organisations outside the sector that are doing amazing things in procurement – someone we could bring along to present a case study on the changing face of procurement in their organisation.

For the AUPN Executive

In previous Conferences, the AUPN Executive hosted a Breakfast meeting for all Procurement people in the sector. This usually ran for about an hour and provided an opportunity for the universities to meet their committee members (both on the Executive and the Standing Committees), learn what has been happening, what is planned for the rest of the year and to ask questions. This year the Executive has proposed that consideration be given to an afternoon session of 1.5hrs – 2 hrs to be allocated for an open meeting in the Procurement stream.

The working group was asked to make suggestions to the Executive on how this might be structured to be attractive to procurement people and provide an opportunity for questions and discussion.

2. Executive Committee Session

Timing

No longer than 1 hour
During the streamed sessions (Tuesday afternoon)
Stream against something that is very Finance-oriented and not attractive to Procurement

Content

Presentation by Chair – marketing pitch
Achievements to date
Future Plans
Any survey results
Training & Development progress
CIPSA & BTTB discounts

Encourage Procurement engagement with AUPN

Open discussion

How to attract attendees

Will depend on how well it is described.

3. Conference Speakers and Topics

Suggested Topics

- eProcurement – relationship between IT and Procurement in the future
- Category Management for Facilities Management (FM) – relationship between FM and Procurement in the future
- How relationships can be developed with associations such as TEFMA, CAUDIT etc
- Case Studies
  - How to address Transformational Change Management
  - How to sell Procurement across the University (recommend a DVC or similar level speaker)
  - How to work with areas with the largest level of engagement such as FM, IT and HR – collaboration into the future

Speakers

- Phil Manser will approach two possible speakers and will make a recommendation to this group if they are amenable.
4. **Next Steps**

The recommendations for the AUPN session content and marketing will be provided to the Executive Committee.

The suggested topics and speaker will be passed to Leanne Vaughan, Conference organiser.

Both Rob and Phil will endeavour to identify speakers within the scope of the topics suggested and advise Jan.

A teleconference will be organised in March to consider the progress being made with speakers and to assist the Chair of the Executive to formulate the structure and content of the AUPN session and identify the best possible approach to making the session attractive.