

STRATEGIC PROCUREMENT OUTLOOK

The Department of Internal Affairs

Period Covered:	1 July 2010 – 1 July 2011	Last Updated:	30 th June 2010
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Mission

The Department of Internal Affairs serves and connects people, communities and government to build a safe, prosperous and respected nation.

We are responsible to six Ministers administering six Votes across seven ministerial portfolios. Our portfolios include Internal Affairs, Ministerial Services, Ethnic Affairs, Civil Defence, Racing, Local Government, and the Community and Voluntary Sector.

The Minister of Internal Affairs oversees the Government's ownership interests in the Department which encompass its strategy, capability, integrity and financial performance.

We:

- **provide direct services to people, communities and government**, including passports, birth, death, marriage and civil union registration, grants, community development, civic information, civil defence education, and online services for government
- **provide policy advice to government**. We are key advisors on local government, ethnic affairs, community development, civil defence emergency management, fire, identity, technology, gambling and racing
- **regulate people's activity, encourage compliance and enforce the law** where required under laws we administer
- **monitor performance** of three Crown entities and administer appointments to 42 trusts, committees and boards
- **employ 1,500 staff in 21 cities and towns**. Most Department staff work from Wellington. Sites outside Wellington are used primarily for the delivery of services to the community, and range in size from substantial facilities in Auckland and Christchurch to smaller offices in places such as Kaitaia and Invercargill. There are also offices in Sydney and London.

Policies & Programmes

Our strategic approach

The Department has a unique profile of strengths derived from the depth and breadth of skills required to successfully deliver the range of services we provide. Our strengths have been developed on the basis of a long history of successfully managing diverse functions within one organisation.

We have identified the particular areas of strengths that will best enable us to respond to and manage in the current operating environment and we will systematically work to maximise the impact of these strengths.

These are strengths that, in combination, are unique to the Department – other organisations may have one or other of these strengths, but none has all four of these areas of expertise within one organisation.

Our **combined areas of strength** are:

- providing shared services
- building and maintaining relationships
- managing and regulating risk
- managing civic information.

The strengths identified here are not intended to capture everything the Department does, nor all of our areas of expertise.

They are not derived from a single function but from the diversity of functions within the Department – it is the collection of unique functions within one organisation that gives us great depth and breadth of experience to draw from

Overarching Purchasing Objectives

Procurement in the Department is the point where public money is used to purchase goods and services from the Private Sector.

The public require confidence that their tax payer dollars secure value for money and have an expectation that the Department will undertake procurement competently and ethically.

The Government has an expectation that the Department will be guided in the procurement of goods and services by the following principles:

Best value for money over whole of life

Open and effective competition

Full and fair opportunity for domestic suppliers

Improving business capabilities, including e-commerce capability; and

Recognition of our international obligations (such as CER) and our trade policy interests in open and transparent government procurement markets

General Information

Total number of employees:	1500
Head office:	46 Waring Taylor Street PO Box 805 Wellington
Other offices:	Auckland and Christchurch to smaller offices in places such as Kaitaia and Invercargill. There are also offices in Sydney and London.
Website:	www.dia.govt.nz
Procurement contact:	Craig Doherty 04 495 7267 craig.doherty@dia.govt.nz