

Corporate Procurement Policy

Policy Identifier:	PRC-001-P
Approved by:	Council
Date of Approval:	19 August 2026
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Review Date:	19 August 2027
Version:	19

Head of Power

Local Government Regulation 2012 section 198 requires Council to prepare and adopt a Procurement Policy and review the Policy annually.

The Policy sets out Council's framework for its procurement and contracting activities in a manner that complies with applicable laws, including section 104 of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Our Future Redland City: Corporate Plan 2026–2031

Policy Objective

To set out Council's framework for its procurement and contracting activities in a manner that complies with applicable laws.

Council has adopted the Strategic Contracting Procedures under Part 2, Chapter 6 of the *Local Government Regulation 2012* for its contracting arrangements and disposal of non-current assets, excluding land.

This Policy has been established to be consistent with legislation which applies to procurement and contract management in Council. Relevant legislation will prevail to the extent of any inconsistency between this Policy and legislation. Council's goal to reduce red tape and save public funds will also be a consideration in Council's annual review of this Policy and its procurement practices.

Policy Statement

Council is committed to:

- Developing systems that allow Council to carry out procurement in a manner that is consistent with the Sound Contracting Principles outlined in detail in the Procurement and Contracts Manual which are:
 - i. Value for money; and
 - ii. Open and effective competition; and
 - iii. The development of competitive local business and industry; and
 - iv. Environmental protection; and
 - v. Ethical behaviour and fair dealing.
- Ensuring integrity, accountability and transparency in the way in which Council undertakes procurement.
- Ensuring all procurement processes are conducted in accordance with the requirements of this Policy and any associated policies, manuals, guidelines, procedures and standards.

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- Ensuring compliance with *Local Government Regulation 2012* Strategic Contracting Procedures (Chapter 6, Part 2, sections 217-222) and apply a principles-based approach to all procurement activities founded on Sound Contracting Principles of section 104 of the *Local Government Act 2009* to its procurement.
- Conduct procurement and contracting activities within a sound governance and probity environment consistent with the GOV-005-P Delegation of Powers and Appointment of Authorised Persons Policy.
- Encourage sustainable and innovative procurement practices.
- The efficient and timely delivery of Council's capital works, operational and service delivery programs.
- Achieving value for money for Council.
- Promoting an open, efficient and competitive marketplace for suppliers, including the ability for market led proposals.
- Implementing procurement processes that are ethical and fair, and result in value-based outcomes to Council for its community members.
- Developing local and Indigenous business and industry.
- Promoting, developing and utilising the services of social enterprises.

Definitions

Term	Definition
Procurement	The acquisition through purchase, goods or other products (including intellectual property), works or services.
Corporate Plan	See section 104(5) of the <i>Local Government Act 2009</i> (Qld).
Governance	The framework of rules, relationships, systems and processes by which the Council is directed.
Probity	Evidence of ethical behaviour, and can be defined as complete and confirmed integrity, uprightness and honesty in procurement activity.
Sustainable Procurement	The meeting of business needs for materials, goods, utilities and services in an environmentally friendly, responsible and ethical way.
Contract	A contract (including purchase orders and purchase card transactions) for: (a) The supply of goods or services; or (b) The carrying out of work; or (c) The disposal of non-current assets. In this instance, the term does not include a contract of employment between Council and a local government employee (as defined in the Act).
Social Procurement	A strategic approach to meeting social objectives through procurement and in particular providing employment opportunities via procurement to disadvantaged communities.

Associated Documents

GOV-004-P Governance Policy
 PAC-001-SD Employee Code of Conduct
 GOV-005-P Delegation of Powers and Appointment of Authorised Persons Policy
 GOV-007-P Fraud and Corruption Prevention
 IM-008-P Information Privacy
 PRC-001-SD Procurement and Contracts Manual

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Council's Operational Plan
Council's Financial Strategy 2026–2036
Local Government Act 2009 (Qld)
Local Government Regulation 2012 (Qld)
[Council's Policy Instruments Register](#)

Document Control

Only Council can approve amendments to this document by resolution of a General Meeting, with the exception of administrative amendments which can be approved by the relevant ELT member.

Requests to change the content of this document must be forwarded to the Chief Procurement Officer.

Reviewed documents must be submitted to the Governance Advisory Team to progress for registration, approval and publishing.

Version Information

Version number	Date	Key Changes
4	December 2012	Change to incorporate local Preference Policy
5	June 2013	Change in line with the Local Government Regulations 2012 (Qld).
6	May 2014	Annual Review incorporating more detail and legislative requirements.
7	November 2015	Annual Review – No change.
8	November 2016	Annual Review – No change.
9	November 2017	- Annual Review – Updated 'Head of Power' include Council Corporate Plan 2018-2023. - Updated Council Corporate Plan 2018–2023 Section with reference to Policy alignment to the corporate plan under legislative requirements specific reference to the integration of council's strategic priorities. - Updated definitions. - Updated document control as per POL-001 Policy Guidelines and Procedure. Development Manual. - Updated associated documents.
10	November 2019	Administrative changes in line with Policy framework review.
11	July 2020	- Added information to objective around strategic contracting procedures. - Updated referenced Section number under LGR2012 strategic contracting procedures under Policy statement. - Updated dot points 6, 9 and 11 under Policy statement. - Deleted default contracting procedure from definitions table.
12	July 2021	Readopted to go with the Council Resolution Action Advice 20210721 Council Action Sheet 13.4 Strategic Contracting Procedures, no changes made review date remains the same.
13	March 2022	Administrative update to include reference to the new Corporate Plan.
14	July 2022	Readopted to go with the Council Resolution Action Advice 20220720 Council Action Sheet 13.4 Strategic Contracting Procedures, no changes made.
15	June 2023	Administrative Review: - Update document classification code from LSV to PRC. - Change group from Risk and General Counsel to Procurement and Contracts.
16	July 2023	- Added word 'contracts' after procurement to describe the activity instead of the function, in the Policy Objective. - Added words 'result in value-based outcomes to Council for its community' under Policy Statement.

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Version number	Date	Key Changes
		Added Council's Financial Strategy 2023-2033 to Associated Documents
17	July 2024	Adopted by Council unchanged.
18	July 2025	Adopted by Council unchanged.
19	August 2026	Reviewed with the following changes: - Amended to align to the new Corporate Plan <i>Our Future Redland City: Corporate Plan 2026–2031</i> by replacing the words “and Beyond” with “-2031”. - Remove the word “valuable” after the word “disposal of” and before “non current assets” in the sentence Council has adopted the Strategic Contracting Procedures under Part 2 of Chapter 6 of the <i>Local Government Regulation 2012</i> for its contracting arrangements and disposal of non-current assets, excluding land. - Remove the words “or lease of real property” from the definition of Procurement. Amended the words “relevant Services Manager(s)” to “the Chief Procurement Officer”. - Transition of policy to new template as provided by Governance Advisory including minor administrative updates.