



On Exhibition

PUBLIC NOTIFICATION

Draft Procurement Policy

At the Ordinary Meeting of Council held 22 September 2026 it was resolved that the draft Procurement Policy be placed on public exhibition for 28 days. Council is required to notify the public and provide the opportunity for submissions regarding this policy.

The draft Procurement Policy may be viewed at the Council Chambers, 1 Benerembah Street Griffith, the Griffith City Library and on Council's website.

Anyone wishing to make comment on the draft policy can do so in writing addressed to the General Manager, Griffith City Council, PO Box 485, GRIFFITH NSW 2680 or visit connect.griffith.nsw.gov.au to provide an online submission.

Submissions received will be included in a report to be presented to an Ordinary Meeting of Council. As such, copies of all submissions (including the writer's name and address) will form part of Council's Business Paper and be available to the public. Should you wish to have your contact details withheld it is recommended that you request this in your submission.

Comments or submissions will be received up to **4.00 pm, 22 October 2026.**

CLAUSE **CL04**

TITLE **Endorsement of FL-CP-201 Procurement Policy for Public Exhibition**

FROM **Matthew Hansen, Director Business, Cultural & Financial Services**

TRIM REF **26/91020**

SUMMARY

This report seeks Council's endorsement of a substantially rewritten Procurement Policy (FS-CP-201, Revision 6) for public exhibition.

Council's current Procurement Policy was adopted in July 2022 and consists in substance of a single sentence directing staff to a Procurement Manual made and amended by the Management Executive. It contains no principles, no procurement framework, no statement of the respective roles of the governing body and the administration, and no reporting or accountability requirement.

In July 2026 the Office of Local Government released the Procurement Guidelines for NSW Local Government. The Guidelines, together with the age and limited content of the current Policy, provide the occasion for a full rewrite rather than an incremental amendment.

The draft Policy was considered by Council's Audit, Risk and Improvement Committee at its meeting of 27 August 2026, which endorsed it for reporting to Council.

RECOMMENDATION

- (a) Endorse the draft Procurement Policy (FS-CP-201, Revision 6) at Attachment (a) for public exhibition for a period of 28 days.**
- (b) Note that where no submissions are received during the exhibition period, the draft Policy will be adopted at the close of that period without further report to Council; and**
- (c) Note that where submissions are received, they will be reported to Council with any recommended amendments prior to adoption.**

REPORT

Background

Council's current Procurement Policy (Revision 5) was adopted on 15 July 2022. Its single operative provision requires staff to procure goods and services in accordance with the Procurement Manual, which is adopted and amended from time to time by the Management Executive.

Definitions, Exceptions and Legislation are each recorded as "None".

The practical effect is that the entirety of Council's procurement direction is delegated to a manual made and amended by the administration, without Council-level oversight of the standards applied to approximately \$30 million of annual expenditure.

The [Office of Local Government's Procurement Guidelines for NSW Local Government](#), released in July 2026, set out the framework councils are to follow in developing their own procurement frameworks. This includes the principles of best-practice procurement, the plan,

source, manage lifecycle, internal governance expectations, and the matters a council's procurement policy should address. Councils must consider the Guidelines when setting policy and procedures, including for procurement below the statutory tendering threshold.

The draft Policy

The draft Policy is a strategic instrument. It sets the values, principles and standards Council requires to be applied to procurement and establishes accountability back to Council for performance. It deliberately does not prescribe operational detail.

The central design decision is the separation of strategic direction from operational delivery. Clause 3.4 states expressly that quotation thresholds below the statutory tendering threshold, evaluation methodologies, delegations, forms, systems and templates are the responsibility of the General Manager and belong in the Procurement Manual – but that the Manual must give effect to the Policy. The relationship is therefore inverted from the current position: the Manual becomes subordinate to Council's stated direction rather than a substitute for it.

The draft also addresses the conduct of councillors in procurement, requiring that they not direct staff, participate in evaluation, advocate for suppliers, or communicate with tenderers during a live process. This protects both councillors and staff and reflects the probity expectations in the Guidelines and the Model Code of Conduct.

Significant changes from the current Policy

The draft is a rewrite, not an amendment. The following table summarises the significant changes.

Element	Current Policy (Rev 5, 2022)	Draft Policy (Rev 6)
Policy statement	A single sentence directing staff to the Procurement Manual.	Council sets direction, values and standards; the Manual must give effect to the Policy.
Principles	None stated.	Six principles adopted as Council values: value for money; fair and open competition; probity and transparency; innovation; economic development, social outcomes and sustainability; and proportionality.
Procurement framework	None stated.	The plan, source, manage approach adopted, with Council's expectations stated at each phase and particular weight given to contract management.
Compliance	Not stated. Legislation recorded as "None".	Express compliance with ss 55 and 55A of the Act and Part 7 of the Regulation, the OLG Guidelines, the Code of Conduct and nine listed instruments.
Below-threshold procurement	Not addressed.	Confirmed as exempt from legislated tendering but fully subject to the Policy and its principles.
Roles and separation	Not addressed.	A roles table distinguishing the governing body, individual councillors, the General Manager, staff and the Audit, Risk and Improvement Committee.
Accountability to Council	None.	An annual Procurement Performance Report with a defined minimum content list, plus statutory modern slavery reporting and exception reporting on fraud, corrupt conduct and serious probity failure.

Element	Current Policy (Rev 5, 2022)	Draft Policy (Rev 6)
Exemptions	Recorded as "None".	Reliance on s 55(3) exemptions authorised subject to documented justification, approval within delegation, any required Council resolution, and reporting.
Scope exclusions	Not addressed.	Employment, grants, statutory payments, land dealings and certain inter-council arrangements expressly excluded.
Definitions	Recorded as "None".	Seven defined terms, including value for money and probity.
Review	Not stated.	Review within the first 12 months of each term of Council, or earlier on material change.

The draft has also been mapped against each of the principal expectations in the OLG Guidelines. That mapping was provided to the Audit, Risk and Improvement Committee and is available to Councillors on request.

Relationship to broader procurement reform

The draft Policy is the first deliverable of *Better Planning, Smarter Procurement*, a broader reform of Council's procurement function.

The Policy establishes the direction and the standard; the reform program delivers the capability, systems and procedures required to meet it. In particular, the accountability and reporting obligations in clause 3.5 cannot be met without the data, systems and forward procurement planning contemplated by the reform program, and the rewrite of the Procurement Manual is the mechanism by which the Policy takes operational effect.

Public exhibition

It is proposed that the draft Policy be placed on public exhibition for 28 days, consistent with Council's practice for public policies. The draft will be available on Council's website and at the Administration Centre, and submissions will be invited during the exhibition period.

Given the level of interest of the local business community in Council's procurement practices, exhibition also provides an opportunity for suppliers and prospective suppliers to comment on the standards Council proposes to apply.

OPTIONS

OPTION 1

The Recommendation as written.

OPTION 2

Any other Recommendation, noting the existing policy is not compliant with the OLG Procurement Guidelines.

POLICY IMPLICATIONS

This policy is proposed to replace the existing policy.

FINANCIAL IMPLICATIONS AND RISK

There are no direct financial costs arising from this report. Exhibition and adoption are met within existing resources. The systems and capability required to give full effect to the Policy

are being scoped through *Better Planning, Smarter Procurement* and will be reported separately where a budget allocation is required.

Minor Low Risk: Low financial loss <\$10,000

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

Retaining the current Policy leaves Council with no Council-level direction, no principles and no accountability mechanism, with procurement standards set entirely by the administration. That position is inconsistent with the Guidelines and exposes Council to criticism in the event of a procurement failure, audit finding or investigation.

Adoption of a compliant policy is a visible and readily evidenced step toward alignment with the new Guidelines and supports the annual reporting Council must make on modern slavery under ss 428(4)(c) and (d) of the *Local Government Act 1993*.

Procurement is a recognised high-risk area for fraud and corrupt conduct. The draft strengthens controls by requiring segregation of duties, documented conflicts of interest, prohibition of order and invoice splitting, exception reporting, and open competition as the default.

The principal residual risk is implementation. The Policy will not deliver benefit unless the Procurement Manual, systems, data and capability follow. That risk is managed through *Better Planning, Smarter Procurement* and will continue to be monitored by the Audit, Risk and Improvement Committee.

Serious Moderate Risk: Significant policy or regulatory breach/s, resolved through negotiation or remedial action. Exposure to possible litigation risks. Most exposures covered by Insurance.

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

The draft requires open competition as the default, prohibits councillor involvement in live processes, and mandates exception reporting on fraud, corrupt conduct and serious probity failure, so that where something does go wrong, Council can point to a standard it set itself rather than to a manual made by the administration.

Minor Low Risk: Limited adverse public/staff reaction and/or negative publicity.

SERVICE DELIVERY IMPLICATIONS AND RISK

By adopting the Plan, Source, manage lifecycle with particular weight on contract management, and by applying proportionality so that low-value, low-risk procurement is not over-controlled, the draft is directed at goods and services actually being delivered on time and to specification, which is what underpins delivery of the Operational Plan.

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

Minor Low Risk: No injuries/Nil impact to service delivery.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 3.1 Undertake Council activities within a clear framework of risk management, strategic planning, policies, procedures and service standards to enhance accountability, resilience and informed decision making.

CONSULTATION

Senior Management Team

Audit Risk and Improvement Committee

ATTACHMENTS

- (a) DRAFT (FL-CP-201) Procurement Policy (under separate cover)
- (b) CURRENT - FS-CP-201 - Procurement Policy (under separate cover)



Procurement Policy FL-CP-201 (PUBLIC POLICY)

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	22/07/2008	0299	22/07/2008
2	11/05/2010	0142	11/05/2010
3	27/01/2015	15/005	27/01/2015
4	13/02/2018	18/046	16/03/2018
5	14/06/2022	22/151	15/07/2022
6	08/09/2026	xx/xxxx	dd/mm/yyyy

2 Policy Objective

Council spends a substantial share of its annual budget acquiring the goods, materials, services and works needed to deliver the outcomes set out in the Community Strategic Plan. How that money is spent is a matter of legitimate interest to the community and of strategic importance to Council.

The objective of this Policy is to:

- set the values, principles and strategic direction that the elected Council requires to be applied to all procurement undertaken by or on behalf of Griffith City Council
- confirm Council's commitment to procurement that is lawful, ethical, transparent, competitive and demonstrably delivers value for money and broader public value for the Griffith community
- require compliance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, the Procurement Guidelines for NSW Local Government issued by the Office of Local Government, and Council's Code of Conduct
- adopt the "Plan, Source, Manage" approach as the framework for Council's procurement activity
- clearly distinguish the strategic direction and oversight role of the elected Council from the operational responsibility of the General Manager and staff, and
- establish clear accountability to Council for procurement performance through regular and meaningful reporting.

3 Policy Statement

This Policy applies to all procurement of goods, materials, services and works by or on behalf of Council, regardless of value, funding source or procurement method, and to all phases of the procurement lifecycle from identification of need through to contract completion, disposal or repurposing.



It binds all councillors, staff, contractors, consultants, volunteers and any other person or body procuring on Council's behalf.

This Policy sets direction. It does not prescribe operational procedure. Detailed procedures, quotation thresholds below the statutory tendering threshold, evaluation methodologies, delegations, forms, systems and templates are the responsibility of the General Manager and are set out in Council's Procurement Manual, which must give effect to this Policy.

3.1 Principles

Council adopts the principles of best-practice procurement set out in the Procurement Guidelines for NSW Local Government as the values that govern every Council procurement, irrespective of value, complexity or risk.

Council has added a sixth principle, proportionality, to make clear its expectation that process effort is to match the significance of the procurement.

(a) Value for money. Procurement decisions are to be based on the best total outcome for the community across the whole life of the goods, services or works — not simply the lowest price.

Financial and non-financial factors, including fitness for purpose, quality, supplier capability and performance history, total cost of ownership, timeliness, risk, and alignment with Council's strategic objectives, are to be assessed and documented.

(b) Fair and open competition. All suppliers are to be treated, and be seen to be treated, fairly and equally, with access to the same information at the same time. Competitive processes are Council's default position. Long-term and recurring contracts are to be reviewed and tested in the market so that new entrants, including local and small suppliers, have a genuine opportunity to compete. Splitting orders or invoices to avoid tendering or quotation requirements is prohibited.

(c) Probity and transparency. Council requires complete honesty and integrity in every procurement, demonstrable to external scrutiny. Conflicts of interest, whether pecuniary or non-pecuniary, must be declared, recorded in Council's register of interests, and managed in favour of the public interest. Confidential and commercially sensitive information must be protected. Records must be securely stored in Council's official Electronic Document and Record Management System (EDRMS). Decisions and the reasons for them must be fully documented and defensible. Contracts must be disclosed on Council's contracts register as required by law. Suspected corrupt conduct, fraud or serious wrongdoing must be reported.

(d) Innovation. Council encourages staff to seek better outcomes through early market engagement, market analysis, collaboration with other councils and joint organisations,



aggregation of purchasing power, and consideration of alternative proposals where the associated risks are properly managed. Innovation is not to be pursued at the expense of the other principles.

(e) Economic development, social outcomes and sustainability. Council expects its spending to generate public value beyond the transaction itself. Where supplier options are available, procurement is to support the Griffith local and regional economy, small and medium enterprises, Aboriginal businesses, social enterprises and Australian Disability Enterprises, and is to have regard to environmental sustainability, circular economy outcomes and Council's emissions and waste commitments. Council will take reasonable steps to ensure that the goods, materials and services it procures are not the product of modern slavery.

Where these objectives are in tension with value for money or open competition, the tension is to be identified, weighed and documented, not resolved silently.

(f) Proportionality. The rigour, documentation, risk treatment and probity measures applied to a procurement are to be proportionate to its value, complexity, risk and sensitivity.

Low-value, low-risk purchases are to be simple and efficient; high-value, high-risk or high-profile procurements warrant structured planning, formal risk management and, where justified, independent probity oversight.

3.2 Compliance with legislation, guidelines and the Code of Conduct

Council requires that all procurement comply with:

- Sections 55 and 55A of the *Local Government Act 1993* and Part 7 of the *Local Government (General) Regulation 2021*, including the requirement to invite tenders for contracts at or above the prescribed threshold (currently \$250,000 including GST, assessed on the total estimated contract value including cumulative expenditure with a supplier for similar goods and services)
- The **Procurement Guidelines for NSW Local Government** issued by the Office of Local Government, which Council adopts as the minimum framework for its procurement activity
- Council's **Code of Conduct** and the associated Procedures, and Council's Statement of Business Ethics
- The *Modern Slavery Act 2018*, *Government Information (Public Access) Act 2009*, *Public Interest Disclosures Act 2022*, *State Records Act 1998* and *Independent Commission Against Corruption Act 1988*, and
- Council's adopted policies, delegations and the Procurement Manual.



Procurements valued below the statutory tendering threshold are exempt from the legislated tendering requirements but remain fully subject to this Policy, its principles, and Council's Procurement Manual.

3.3 The Plan, Source, Manage framework

Council adopts the **Plan, Source, Manage** approach as the framework for all procurement.

Council requires that:

Plan – procurement begins with a documented and justified need, confirmed funding, clear specifications, an assessment of risk, consideration of whole-of-life cost and disposal, understanding of community and stakeholder expectations, and analysis of the market.

Council will not approach the market without the intention, capacity and funding to proceed.

Source – the market is approached in a way that is open, fair and appropriate to the value and risk of the procurement; suppliers are assessed against criteria settled before submissions are received; due diligence is undertaken; recommendations and awards are made within delegation and fully documented; unsuccessful proponents are offered a debrief; and awarded contracts are disclosed as required by law.

Manage – contracts are actively managed, not simply signed. Council expects contract management plans proportionate to risk, monitoring of supplier performance and contract obligations, disciplined control and approval of variations, deliberate decisions on renewal or extension, and post-contract review so that lessons inform future procurement. Council regards weak contract management as a material risk to value for money.

Risk management and record keeping apply at every phase, proportionate to the value, complexity and risk of the procurement.

3.4 Strategic direction and operational delivery – separation of roles

Procurement is largely an operational function. The elected Council sets the strategic direction, the values and the standards, and holds the organisation to account for performance. The General Manager is responsible for how procurement is carried out.

Council considers this separation essential to the integrity of its procurement and to the protection of councillors and staff alike.

Who	Responsibility
Council (the governing body)	<ul style="list-style-type: none">adopts, and reviews, this Policy and sets the strategic direction, values and standards for procurement



Who	Responsibility
	<ul style="list-style-type: none"> adopts the budget, Delivery Program and Operational Plan that authorise procurement expenditure determines those tenders and contracts that it has not delegated, and any decision to accept a tender for services currently provided by Council staff, which cannot be delegated under section 377(1)(i) of the <i>Local Government Act 1993</i> reviews all delegations within the first 12 months of each term of Council receives and considers the reporting required under clause 3.5, and oversees procurement risk, control and audit through the Audit, Risk and Improvement Committee.
Councillors (individually)	<ul style="list-style-type: none"> must comply with the Code of Conduct, including the requirements for disclosing and managing pecuniary and non-pecuniary conflicts of interest must not direct or seek to influence staff in the conduct of a procurement, participate in the evaluation of quotations or tenders, or advocate for or against any supplier must not communicate with actual or prospective tenderers about a live procurement, and must refer any approach from a supplier to the General Manager, and may raise concerns about procurement conduct or performance with the General Manager, or with the Mayor where the concern relates to the General Manager.
General Manager	<ul style="list-style-type: none"> is responsible for all operational aspects of procurement and for ensuring that procurement gives effect to this Policy makes, maintains and keeps current the Procurement Manual, procedures, thresholds below the statutory tendering threshold, and supporting systems and templates maintains sub-delegations, segregation of duties and financial controls so that no single officer controls a procurement end to end ensures staff involved in procurement are appropriately skilled, trained and supported ensures procurement records are made, kept and protected in accordance with the <i>State Records Act 1998</i>, and that the contracts register is maintained, and provides the reporting required under clause 3.5 and reports promptly to Council on any significant procurement risk or integrity issue.
Staff and others procuring for Council	<ul style="list-style-type: none"> must comply with this Policy, the Procurement Manual, the Code of Conduct and their delegations, and



Who	Responsibility
	<ul style="list-style-type: none">are individually accountable for the probity of the procurement activity in which they are involved.
Audit, Risk and Improvement Committee	<ul style="list-style-type: none">reviews procurement as part of its oversight of compliance, risk management, fraud and corruption control, financial management and governance, andensures procurement is included in the internal audit work plan on a risk-based cycle.

3.5 Accountability and reporting to Council

Council cannot exercise meaningful oversight without information. Council requires the General Manager to provide the following reporting.

Annual Procurement Performance Report. At least once each year, a report to Council covering, at a minimum:

- total procurement expenditure for the period, and the number and value of contracts awarded by procurement method (open tender, prequalification scheme or panel, quotation, and direct or sole-source engagement)
- the use of any exemption from tendering, and the reasons relied on
- performance against the principles in clause 3.1, including expenditure with local and regional suppliers, Aboriginal businesses, social enterprises, Australian Disability Enterprises and small and medium enterprises
- sustainability and social procurement outcomes achieved
- the reasonable steps taken to address modern slavery risk
- contract variations that materially exceeded the approved contract value, and the reasons
- significant supplier performance issues, disputes or contract terminations
- any identified breach of this Policy or the Procurement Manual, and the action taken, and
- the status of internal and external audit recommendations relating to procurement.

Statutory reporting. The statements required by sections 428(4)(c) and 428(4)(d) of the *Local Government Act 1993* concerning modern slavery are to be included in Council's Annual Report and submitted to the Office of the Anti-slavery Commissioner.

Tenders reserved to Council. Where a tender is to be determined by Council, the report to Council is to include the evaluation process followed, how value for money and the principles in clause 3.1 were assessed, the risks identified, and the reasons for the recommendation.



Exception reporting. The General Manager is to report promptly to Council, and to the relevant integrity agency where required by law, any matter involving suspected fraud, corrupt conduct, serious probity failure or significant reputational risk arising from procurement.

Council will have regard to procurement performance information when adopting each Delivery Program and Operational Plan.

3.6 Review of this Policy

This Policy is to be reviewed and reported to Council within the first 12 months of each term of Council, and earlier if there is a material change to legislation, to the Procurement Guidelines for NSW Local Government, or to Council's strategic direction.

3.7 Exemptions

Section 55(3) of the *Local Government Act 1993* exempts certain contracts from the requirement to invite tenders. Council authorises reliance on those exemptions, subject to the following.

- Reliance on an exemption must be justified, approved within delegation and documented before the commitment is made, in accordance with the Procurement Manual.
- Where an exemption requires a resolution of Council stating the reasons for the decision, that resolution must be obtained before the contract is entered into.
- An exemption from tendering is not an exemption from this Policy. The principles in clause 3.1, the record-keeping requirements, the Code of Conduct and Council's disclosure obligations continue to apply in full.
- Use of exemptions is to be reported to Council under clause 3.5.

4 Definitions

Contract – any binding arrangement under which Council acquires goods, materials, services or works, however described, including purchase orders.

Council – Griffith City Council. Where this Policy refers to a decision or function of "Council (the governing body)", it means the elected councillors acting by resolution.

Guidelines – the Procurement Guidelines for NSW Local Government issued by the Office of Local Government.



Probity – complete honesty and integrity in a process or action that can be confirmed and evidenced to observers.

Procurement – the whole-of-life process of planning for, sourcing and managing the acquisition of goods, materials, services and works, from identification of need through to contract completion and disposal or repurposing.

Procurement Manual – the operational procedures made and maintained by the General Manager that give effect to this Policy.

Value for money – the best total outcome for the community, assessed across financial and non-financial factors over the whole life of the goods, services or works, and not simply the lowest price.

5 Exceptions

This Policy does not apply to:

- the employment of Council staff
- the making of grants, donations, sponsorships and community financial assistance, which are governed by Council's separate policies
- statutory payments, rates, levies, taxes and payments to other levels of government
- the acquisition, sale or lease of land and buildings, which is governed by separate legislation and Council policy, and
- contributions to joint organisations and inter-council arrangements that are not procurement of goods, materials, services or works.

No other exception applies. Urgent and emergency procurement is permitted only in accordance with the Procurement Manual and clause 3.7 of this Policy, and must be documented and reported.

6 Legislation

- *Local Government Act 1993* (in particular Chapter 3, and sections 8A, 8B, 55, 55A, 232, 377, 380, 428 and 438ZE)
- *Local Government (General) Regulation 2021* (in particular Part 7)
- *Modern Slavery Act 2018*
- *Government Information (Public Access) Act 2009*
- *Public Interest Disclosures Act 2022*
- *State Records Act 1998* and *State Records Regulation 2024*
- *Independent Commission Against Corruption Act 1988*
- *Public Works and Procurement Act 1912*



- *Work Health and Safety Act 2011*

7 Related Documents

- Procurement Guidelines for NSW Local Government (Office of Local Government)
- Model Code of Conduct for Local Councils in NSW and the associated Procedures
- (GOV-CP-404) Code of Conduct Policy - Public Policy - Economic & Organisational Development
- (FS-PO-104) Procurement Manual - Internal Policy
- (GOV-CP-312) Statement of Business Ethics Policy - Public Policy - Economic & Organisational Development
- (FL-CP-203) Local Preference Purchasing - Public Policy - BCF Directorate
- (FS-CP-101) Fraud & Corruption - Public Policy - BCF Directorate
- (RM-PO-001) Risk Management Policy - Internal Policy
- (GOV-CP-411) Public Interest Disclosures - Public Policy - Economic & Organisational Development
- (IM-PO-201) Records & Information Management Policy - Internal Policy
- (IM-PO-202) Electronic Document & Record Management System Business Rules - Internal Policy
- GCC Community Strategic Plan, Delivery Program and Operational Plan
- NSW Anti-slavery Commissioner – Guidance on Reasonable Steps
- ICAC guidance on corruption prevention in procurement

8 Directorate

Business, Cultural and Financial Services



Procurement FL-CP-201 (PUBLIC POLICY)

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	22/07/2008	0299	22/07/2008
2	11/05/2010	0142	11/05/2010
3	27/01/2015	15/005	27/01/2015
4	13/02/2018	18/046	16/03/2018
5	14/06/2022	22/151	15/07/2022

2 Policy Objective

- To ensure probity in Council's procurement activities, consistency across the organisation and to ensure compliance with legislation and transparency of decision making.
- To ensure that all procurement quotation and tender processes are performed to the prescribed standard.

3 Policy Statement

Council staff are required to procure goods and services in accordance with Council's Procurement Manual which is adopted and amended from time to time by the Management Executive of Council.

4 Definitions

None

5 Exceptions

None

6 Legislation

None

7 Related Documents

GCC Procurement Manual
GCC Code of Conduct
GCC Statement of Business Ethics



GCC Local Preference Purchasing Policy

8 Directorate

Business Cultural and Financial Services