

# POLICY

|                          |                                                                                                                      |                        |             |
|--------------------------|----------------------------------------------------------------------------------------------------------------------|------------------------|-------------|
| <b>TITLE:</b>            | Procurement Policy                                                                                                   |                        |             |
| <b>DIRECTORATE:</b>      | Council                                                                                                              |                        |             |
| <b>ADOPTED BY:</b>       | Council Resolution:                                                                                                  |                        |             |
| <b>DATE OF ADOPTION:</b> | 29 November 2024                                                                                                     | <b>DATE OF REVIEW:</b> | As Required |
| <b>POLICY NUMBER:</b>    | 129                                                                                                                  |                        |             |
| <b>LEGISLATIVE REF:</b>  | <i>Local Government (General) Regulations 2021; Part 2, Division 12</i><br><i>General Instruction 1: Procurement</i> |                        |             |

## 1. INTRODUCTION

### 1.1. Purpose

This policy provides the strategic direction for the procurement framework that guides sourcing and contract management for Barkly Regional Council (BRC) regarding Procurement, in accordance with legislated provisions.

### 1.2. Scope

This policy applies to the procuring of goods, services and contract management.

It is the responsibility of each officer and Elected Member involved in the procurement process to adhere to this Policy and its associated procedures.

### 1.3. Responsibilities

All persons within scope of this Policy are required to adhere to this Policy and its associated procedures.

The CEO and Chief Finance Officer (CFO) are accountable for the overall management of the Procurement Policy.

### 1.4. Policy Objectives

- 1) The Council's procurement activities will be performed with integrity and in a manner which meets the highest levels of probity.
- 2) Elected Members and Council are expected to conduct themselves ethically and professionally and present a high standard of professionalism and probity, and in accordance with any relevant overarching requirements (i.e. Code of Conduct).
- 3) BRC must not enter into a contract for a supply that is for a period of more than 5 years, including any option to extend the contract, other than a contract for:
  - A lease or license of land; or
  - Waste management, including the collection or transportation of waste; or
  - A particular supply approved under Ministerial Guidelines; in which case such contract must not be for more than 10 years.
- 4) A Council may apply to the Minister for a particular supply to be approved by making a submission in accordance with the requirements of the *General Instruction 1: Procurement*.

5) The Council purchases goods and services as part of its normal operations which is centred around the following procurement principles for every procurement activity:

- The enhancement of the capabilities of local enterprises and industries;
- The employment of Aboriginal people;
- Ethical behaviour and fair dealings;
- Environmental protection and sustainability;
- Open and effective competition; and
- Value for money.

## 2. POLICY STATEMENT

- 1) Every effort will be made to promote the social, economic, environmental and cultural wellbeing of our region and to utilise local suppliers, build local capacity and ensure local businesses and industries are provided with the opportunity to participate in quotation and tender processes.
- 2) However, there will be instances where it is necessary for BRC to achieve value through nationally competitive and/or available market response. There may also be instances where funding guidelines may place requirements on BRC that are not consistent with this Policy. In such instances, BRC will follow funding guidelines in order to access external funding.
- 3) Elected Members, the CEO and Council are required at all times to avoid situations in which private interests' conflict or might reasonably be deemed to have the potential to conflict with Council duties, in accordance with Council's *Conflict of Interest Policy*.

## 3. RELEVANT POLICIES

Policies and procedures to be read in conjunction with this policy are:

- 1) Procurement Procedure
- 2) Borrowing Policy
- 3) Codes of Conduct – CEO, Staff, Elected Members
- 4) Conflict of Interest Policy
- 5) National Public Private Partnership Principles

## 4. IMPLEMENTATION AND REVIEW

### 4.1. Implementation

All relevant personnel and elected members will be made aware of this Policy. It is not a requirement of the Act for this Policy to be published on the Barkly Regional Council website.

### 4.2. Review

This policy will be reviewed as required.

## 5. VARIATIONS, REVOCATIONS AND/OR CHANGES

Barkly Regional Council reserves the right to revoke and/or amend this policy from time to time as is considered necessary to better manage its business and/or to comply with any legislative requirements.

## 6. APPROVAL

This policy is approved for publishing:

Peter Harder  
Chief Executive Officer

  
Signature

28/09/2026  
Dated

END