

**Motion**

That Council:

1. Requests that the following practice be followed from 1 January 2024:

Any Procurement Plan for purchase amounts of \$2 million or more annually will form the basis of a briefing paper to councillors, except where the relevant procurement activity has already been commissioned by a resolution of Council. Each briefing paper will set out the proposed title, purpose and scope of the procurement contract, the strategy behind any new approach compared to past similar contracts, proposed evaluation criteria, and any other relevant information necessary to understand the strategy behind the proposed procurement activity at a high level. Each briefing paper should be issued as early as practicable in order to ensure that, if called-in, there is sufficient time for Council to formally consider the matter prior to commencement of the tender or EOI process. Any Council decision made under this contingency may cause the Procurement Plan to be updated as required.

2. Requests that management assess the performance of this practice and make a recommendation on how best to incorporate it into the Procurement Policy, when that Policy is due to be reviewed by Council in 2024.

**Background**

The most significant change to the Council's Procurement Policy in recent years was in 2019, where a renewed focus on centralised procurement caused a review of the policy framework. At that time, the practice of providing councillors with a "pre-tender strategy briefing paper" for major contracts ceased, while a new requirement for councillors to be provided with an annual "consolidated view of all Forward Procurement Plans" was imposed.

The motion seeks to reinstate the 'old practice' in order to ensure that councillors are aware of major procurement activity and the strategy behind major tenders and EOI processes before those processes are conducted. It is generally understood that it is too late to query the purpose and strategy behind a tender only at the point of awarding the tender. The motion therefore seeks to ensure that councillors are provided with relevant information at relevant times. The proposed threshold for Procurement Plans that will form the basis of an advance briefing to councillors is \$2m annually, which aligns to the delegations in Council's Delegations Policy.

**Mover: Cr Rohan Leppert**

**Seconder: Cr Philip Le Liu**