

Annual Contracting Plan

2026/2027 Financial Year

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1. Requirements for the annual contracting plan

For the purpose of this Annual Contracting Plan (ACP), the 'Financial Year' is the 2026/2027 financial year.

Procurement at Logan City Council (**Council**) is conducted in accordance with the strategic contracting procedures as described in the *Local Government Act 2009 (Qld)* (**LGA**) and the *Local Government Regulation 2012 (Qld)* (**LGR**) (specifically in Chapter 6 Part 2 of the LGR).

It is a requirement of the strategic contracting procedures for Council to develop an ACP. The ACP contains the procurement activities for the Financial Year including identifying any Significant Contracts. Council must adopt the ACP *after* it adopts the annual budget for the Financial Year.

All monetary values in this document shall be interpreted as being in Australian dollars (AUD) and exclusive of GST (to the extent that GST is applicable) unless expressly stated otherwise.

Capitalised terms in this document which are defined in the Contract Manual have the same meaning as provided in the Contract Manual.

2. Procurement planning

This ACP is consistent with and supports Council's Corporate Plan, and is consistent with Council's Strategic Planning and Performance Management Framework. The development of this ACP was informed by consultation with the relevant branches.

3. Procurement policy and contract manual

In accordance with the strategic contracting procedures in Chapter 6 Part 2 of the LGR, Council has developed a Contract Manual. The Contract Manual establishes the requirements for conducting procurement in line with the Procurement Policy. This ACP is prepared in accordance with the Contract Manual.

4. Requirements of the contract manual

4.1 Contract types

This ACP details Contracts to be entered into by Council in the Financial Year in accordance with the Contract types detailed in the below table:

Type	Description	Market Approach Requirements
Significant Contracts for the purposes of the Contract Manual	- Contracts with an estimated value of greater than \$2m; or - Contract term of greater than 10 years	A Significant Contracting Plan must be prepared in accordance with the policy outlined in this ACP and approved under the procedures set out in the Contract Manual
Other Contracts (General)	Estimated value of less than \$2m	Light Strategic Sourcing pursuant to the Contract Manual

4.2 Market assessment

Council has conducted a market assessment for each Contract type identified above evaluating the relative cost and complexity of securing supply. The table below summarises the findings from of this assessment:

Contract type	Sourcing Activities undertaken	Market assessment
Significant Contracts	• Expression of interests (EOIs) • Strategic tenders • Exceptions	• The majority of Contracts entered into following a competitive process; • Good market depth is apparent from the number of suppliers; and • Good market capability is apparent from previous contracts entered into.
Other Contracts	• EOIs • Strategic tenders • Exceptions	• Most Contracts entered into following a competitive process • Good market depth is apparent from the number of suppliers • Good market capability is apparent from the overall effectiveness from previous contracts entered into.

As part of the market assessment process, Council has identified the contracts outlined in Appendix A as Significant Contracts it intends to enter into during the Financial Year under the ACP.

4.3 Contract principles and strategies

Council considers all Contracts with an estimated value of greater than \$2,000,000 to be Significant Contracts for which a Significant Contracting Plan must be developed in accordance with this ACP.

For all other Contracts (which are not Significant Contracts) with a value of more than \$500,000, the Contract Manual requires Council to undertake a Light Strategic Sourcing process.. Prior to approaching the market for these contracts, a procurement strategy must be developed and requires consideration of:

Scope of work	What is the requirement and how is it presented to the market?
Schedule	The delivery and timelines for the purchase
Stakeholders	Consideration of internal and external stakeholders to ensure a holistic consideration of the procurement requirement
Data and Information	Historical spend, previous suppliers, contracts and performance
Supply market	Including the size, complexity and demand in the current market
Social, local, Indigenous and sustainability	Alignment to Council objectives and targets
Commercial model	Including the reimbursement structure and consideration of incentives
Evaluation criteria	Including alignment of criteria to request
Negotiation planning	The levers and opportunities to secure best value for Council

The Contract Manual requires all Contracts be entered into in accordance with the Sound Contracting Principles. The following Sound Contracting Principles are further detailed in the LGA:

- Value for money;
- Open and effective competition;
- The development of competitive local business and industry;
- Environmental protection; and
- Ethical behaviour and fair dealing.

The Sound Contracting Principles have been incorporated into all of Council's procurement processes via the LGA, the Procurement Policy, the Contract Manual and this ACP.

4.4 Delegations

The power to make, amend or discharge a contract for Council is delegated to the relevant officer in accordance with Council's Delegations Policy.

4.5 Significant contracting plans

Significant Contracts are defined as Contracts with an estimated total value of greater than \$2,000,000, or a Contract term of greater than 10 years. In accordance with the LGR, all Significant Contracts must have a Significant Contracting Plan. The Significant Contracting Plan is prepared in the form of an approved procurement Strategy, which meets the requirements of the Contract Manual and section 221 of the LGR and must be approved in line with the Delegations Policy prior to approaching the market for the relevant procurement activity.

5. Supplier Arrangements

Council has existing established Supplier Arrangements and may establish new Supplier Arrangements pursuant to the Contract Manual. Council may enter into Contracts under an existing Supplier Arrangement prior to its expiry pursuant to the terms of the relevant Supplier Arrangement without first complying with this ACP.

If Council seeks to establish a new Supplier Arrangement during the Financial Year, Council will comply with this ACP and the Contract Manual in the establishment of the Supplier Arrangement having regard to the estimated value of the procurement activities to be undertaken under the Supplier Arrangement across the proposed term of the Supplier Arrangement.

6. Amendments to the ACP

The ACP may be amended during the Financial Year by resolution of Council as per section 220 of the LGR.

7. Publishing contract details

Council will publish details of contractual arrangements worth \$200,000 or more as per the requirements of section 237 of the LGR.

8. Appendix A

Under the Annual Contracting Plan, contracts valued between \$500,000 and \$2 million are classified as General. Contracts exceeding \$2 million in value or with a term longer than 10 years are designated as Significant

Branch	Detail / Scope	Significant Contract) / General Contract
City Fleet	Refresh of Wet and Dry Hire of Plant, Fleet, and Operators	Significant
City Planning, Economic and Community Development	Expression of Interest for Future Use of Land	Significant
Corporate Governance	Internal Audit Services	General
Corporate Property	Heating, Ventilation and Airconditioning (HVAC) Services	Significant
Corporate Property / Sports and Community Infrastructure	Building Trades and Services Panel	Significant
Information Technology Services	Award Interpretation and Rostering Solution	Significant
Logan Water	Expression of Interest for the Sale of Bio-Char	Significant
Parks	Whole of Parks Maintenance Services	Significant
People and Culture	Safety Management IT Platform	General
People and Culture	Learning Management System	General
Sports and Community Infrastructure	Construction, Refurbishment and Demolition of Council Buildings and Associated Infrastructure	Significant
Transport Operations	Provision of SQID, Stormwater and CCTV Services	Significant
Transport Operations	Road Signage and Associated Accessories	Significant
Transport Operations	Traffic Management Services	Significant
Transport Operations	Supply and delivery of Quarry / pavement materials	Significant
Transport Operations	Line Marking Services	Significant
Transport Planning and Assets	Traffic Signal Maintenance and Minor Works	Significant

Branch	Detail / Scope	Significant Contract) / General Contract
Venues and Events	Cornubia Park Sports Centre Gymnasium and Creche Area	General
Waste and Resource Recovery	Bulk Metal Collection Service - Ferrous and Non-Ferrous	Significant
Waste and Resource Recovery	Mattress Processing for Resource Recovery and Volume Reduction	General
Waste and Resource Recovery	Provision of Waste Collection Services	Significant