

City of Ipswich

Annual Contracting Plan

Financial Year 2025/2026



iFuture

Your Vision, Our Journey, Council's Plan



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SECTION 1: PROCUREMENT AT CITY OF IPSWICH

Procurement at Ipswich City Council (**Council**) is conducted in accordance with the *Local Government Act 2009* (Qld) (**LGA**) and the *Local Government Regulation 2012* (Qld) (Regulation). Council, by resolution, has decided to apply Chapter 6, Part 2 - Strategic Contracting Procedures (**SCP**) of the LGR. This allows Council to take a strategic approach to its contracts for goods, services, and the disposal of non-current assets (excluding the disposal of land or any part of an interest in land), while managing the adverse risks associated with contracting.

It is a requirement of the SCP for Council to develop an Annual Contracting Plan (**ACP**). The ACP contains the proposed contracts for the Financial Year including identifying any Significant Contracts. The ACP must be resolved after the budget for the Financial Year is resolved by Council.

For the purpose of this ACP the 'Financial Year' is 2025/2026 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).

SECTION 2: PROCUREMENT GOVERNANCE FRAMEWORK

Council's Procurement Policy and Procurement and Contract Manual (Manual) set out the governance framework for how Council must carry out all procurement, contracting and disposal activities. Council conducts its contracting activities in a transparent manner which demonstrates probity and accountability, whilst having regard to the five sound contracting principles as set out in section 104 of the Act.

The Buy Ipswich approach as documented in the Manual (Appendix C) is pivotal to enabling local businesses and industries to compete effectively in the market. Council recognises that investing in the Ipswich economy will yield social and economic benefits for the community as a whole, including greater opportunities for employment, skills, education and business development.

This ACP is prepared in accordance with the Manual.

SECTION 3: CONTRACTING PLAN

Council, by resolution, must make and adopt a Contracting Plan each financial year (ACP) that is consistent with and supports the achievement of the strategic directions in Council's Corporate Plan.

A. CONTRACT TYPES

This ACP details Contracts to be entered into by Council for the Financial Year in accordance with the two contract types listed below. All other contracting activities with an expected value less than \$500,000 will be undertaken in accordance with the Manual.

Council classifies Contracts with the expected value of more than \$500,000 in two ways:

1. General

- a. the expected contract value is greater than or equal to \$500,000 but less than \$7,000,000.

2. Significant

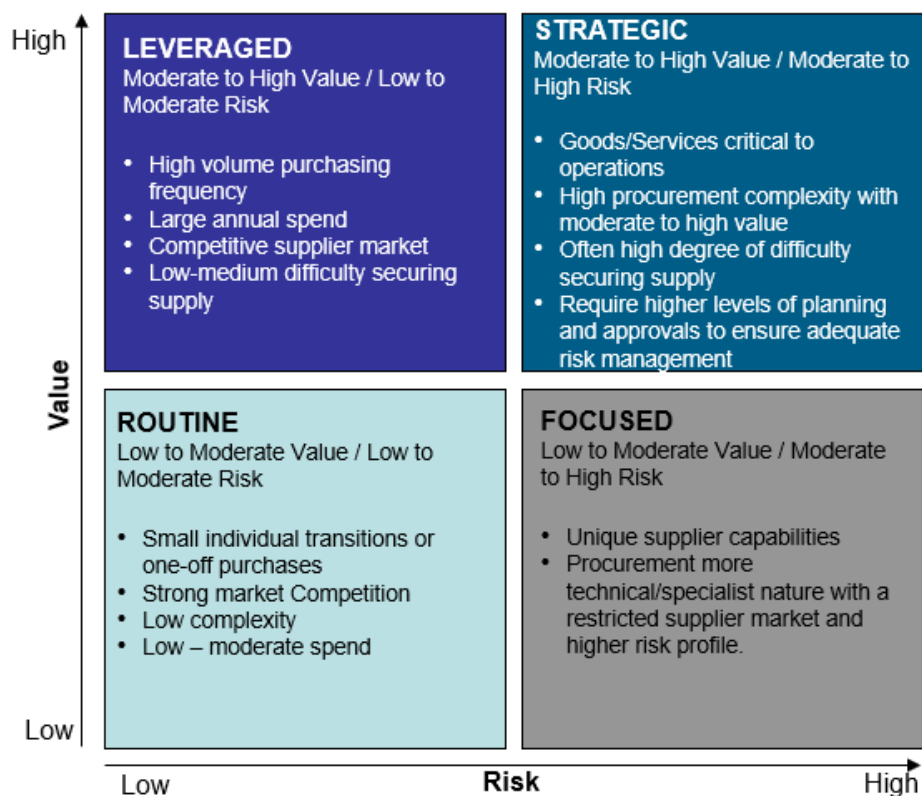
- a. the expected contract value is more than \$7,000,000; or
- b. the contract term proposed is greater than (10) ten years.

B. MARKET ASSESSMENT

Council has conducted a market assessment for each type of Contract outlined above including the relative cost and difficulty in securing supply under each type of Contract.

Council's Value Risk Matrix (**VRM**) assessment tool (figure B.1) is utilised to assess market. Sourcing activities are classified as one of the following:

Figure B.1 Value Risk Matrix



The table below identifies Council's findings from the market assessment.

CONTRACT TYPE	SOURCING ACTIVITIES UNDERTAKEN	MARKET ASSESSMENT
General	Expressions of Interest Request for Quotation* Request for Tender Exceptions	<ul style="list-style-type: none"> Most contracts entered into following a competitive process; Assess as routine, focused, leveraged, or strategic according to the VRM
Significant	Expressions of Interest Request for Tender Exceptions	<ul style="list-style-type: none"> Majority of contracts entered into following a competitive process; Assess as either leveraged or strategic according to the VRM.

	(As outlined in the Significant Contracting Plan)	
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*Request for Quotations may be executed under existing panel/preferred supplier etc arrangements or issued out to selected suppliers based on market analysis.

C. CONTRACTING PRINCIPLES AND STRATEGIES

All procurement activities, as detailed in Council's Procurement Policy, must have regard to the five 'sound contracting principles' contained in section 104(3) of the LGA.

Council may accept an offer most advantageous to it having regard to the sound contracting principles:

- a) value for money;
- b) open and effective competition;
- c) the development of competitive local business and industry;
- d) environmental protection; and
- e) ethical behaviour and fair dealing.

Council recognises that developing and adopting appropriate best practice contracting and procurement policies, processes, systems and procedures for all goods and services by Council, will enhance achievement of Council objectives such as:

- sustainable procurement,
- bottom-line cost savings,
- supporting local economies, via Buy Ipswich approach,
- achieving innovation, and
- better services for communities.

D. POLICY ABOUT PROPOSED DELEGATIONS

The power to make, amend or discharge a contract for Council is delegated to the relevant officer in accordance with Councils Delegations Administrative Directive.

E. SIGNIFICANT CONTRACTS

All Significant Contracts must have a Significant Contract Plan which is prepared in the form of an approved procurement strategy and adopted by Council prior to undertaking the Sourcing Activity. In accordance with section 221 of the LGR a Significant Contracting Plan document must state:

- a) the objectives of the significant contract;
- b) how the objectives are to be achieved;
- c) how achievement of the objectives will be measured;
- d) any alternative ways of achieving the objectives, and why the alternative ways were not applied;
- e) proposed contractual arrangements for the activity; and
- f) a risk analysis of the market in which the contract is to happen.

SECTION 4: EXCEPTIONS

Ensuring regard to the Sound Contracting Principles, Council may enter into a contractual arrangement without first undertaking a competitive procurement process (i.e. invitation to quote or tender) when entering into a contract under an exception as detailed in the Manual.

SECTION 5: AMENDMENTS TO THE ACP

In accordance with section 220 of the LGR, Council may, by resolution, amend the ACP at any time before the end of the financial year to which the Contracting Plan relates.

SECTION 6: CONTRACTING SCHEDULE

Council's schedule of Contracts for this Financial Year is attached as Appendix A. The schedule indicates all Contracts with an expected value of greater than \$500,000 and indicates which of the Contracts listed Council considered to be Significant Contracts.

SECTION 7: PUBLISHING CONTRACT DETAILS

To achieve greater transparency in procurement and contribute to rebuilding of trust with the Ipswich community, council will publish basic contract details for all awarded contracts and procurements over \$10 thousand.

APPENDIX A

Annual contracting plan identifying contracts worth more than \$500,000 but less than \$7,000,000 being General. Contracts greater than \$7,000,000 or a contract term greater than 10 years being Significant.

CATEGORY	DESCRIPTION	CONTRACT TYPE
Annual licencing and subscriptions	Mobile Data Anywhere	General
Bridges and Culverts	Bergin Hills Road Culvert Rehabilitation	General
	Strong's Road Bridge Replacement	General
	Multiple Bridge and Culvert Rehabilitation Projects	General
Building works	Ipswich Nature Centre Upgrade	General
	Nicholas street office refurbishment	General
	Building Works – multiple locations	General
Concrete works	Multiple bikeways, park pathway and footpath projects	General
Civil Works	Multiple civil works projects	General
Design Projects	Design the Cultural Heart of Ipswich Project	General
Digital Library Products and Services	Library Electronic Resources and Discovery	General
Drainage projects	Britain's road stormwater rehabilitation	General
	Multiple drainage rehabilitation projects	General
Dry hire	Dry hire	General
Electrical services	Electrical services – lighting projects	General
Emergent works	Additional funding to cover any emergent works	General
Energy	Supply of Fuel and Fuel Cards	Significant
Facilities management	Fire detection & maintenance	General
	HVAC Maintenance	General
	Commercial Cleaning	Significant
Food & Beverage	Food and Beverage for Civic Centre functions	General
Gravel road rehabilitation program	Maintenance and upgrade of council's gravel road network	General
Grounds maintenance	Stormwater quality assets maintenance	General
	Supply of Bulk Pool Chemicals	General
ICT hardware	Supply & maintenance of multi-function devices & printers	General
	ICT Hardware (laptops, headsets, screens)	General
	Meeting room Audio Visual Equipment Support and Maintenance	General
Landscaping services	Grounds maintenance	Significant
Landscaping works	Organic Softfall Replacement	General
	Rubber Softfall Replacement	General
	Various landscaping and streetscape projects	General
Leases and Management Agreements	Animal Management Services	Significant
Maintenance & parts	Parts and services	General
Major civil works	Riverheart bank stabilisation	Significant

Parking & precinct management	Smart parking meter	General
Parkland management	Robelle domain parklands management	Significant
Parks rehabilitation works	Limestone Park netball facilities court resurfacing	General
	Tivoli Sporting Complex Upgrade	Significant
	Redbank Plains Recreation Reserve New Sports Facility	Significant
	Parks Rehabilitation works at multiple locations	General
Plumbing services	Plumbing services	General
Professional Services	Oracle Fusion Managed Services	General
Provisional works	Allocation of any additional divisional projects	General
Quarry products	Supply of unbound pavement material	General
Ready-mix concrete	Supply and delivery of ready-mix concrete	General
Road rehabilitation	Augusta Parkway and Sinnathamby Boulevard Road Upgrade	Significant
	Citywide sealed road resurfacing program	Significant
	Redbank Plains Recreation Reserve Carpark Extension	General
	Redbank Plains Road Upgrade	General
	Ripley and Reif Street Intersection	General
	School Road, Redbank Plains Upgrade	General
	School Road, Redbank Plains Upgrade – Redbank Plains Primary School Carpark	General
	Springfield Park Road Upgrade	Significant
	Minor carpark and road rehabilitation works across the City	General
Security services	Electronic security services	Significant
Street Furniture	Street Furniture Rehabilitation at multiple locations	General
Software	Smart Parking Solutions	General
	Relocatable Surveillance Cameras for School Safe Program	General
	Waste Management Software Solution	General
	Waste Services Commercial Management System	General
	Oracle Service Cloud (rightnow) Licence and Support	General
	Objective EDRMS and Connect	General
	Waterride Cloud Subscription for Flood Forecasting	General
	Infrastructure Charges Management	General
	Automatic Number Plate Recognition Compliance System	General
	Cemeteries Management Software	General
Tyres Tubes and Associated Services	Supply of Tyres, Tubes and Associated Service	General
Underground services	Underground services, locations & vacuum excavation	General
Waste	Mobile Garbage Bins, Industrial Containers & Bins, Static Compactors, Associated Products and Services	General
	Liquid waste disposal services	General
	Disposal of Non-Putrescible Waste	Significant
	Waste Disposal Services	Significant



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