

DA	LOCAL GOVERNMENT ACT, 1995 – CONTRACT VARIATIONS (TENDER OR EQUIVALENT)	LGAES4
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DELEGATED AUTHORITY CODE:	LGAES4
DIRECTORATE:	Executive Support Department
BUSINESS UNIT:	Executive Services
SERVICE UNIT:	Executive Services
RESPONSIBLE OFFICER:	All Directors
FILE NO.:	086/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	13 June 2019
ATTACHMENTS:	N/A
VERSION NO.	9

Dates of Amendments / Reviews:			
DAPPS Meeting:	24 May 2012		26 May 2016
	23 May 2013		18 May 2017
	22 May 2014		24 May 2018
	2 June 2015		23 May 2019
OCM:	9 June 2011		11 June 2015
	14 June 2012		9 June 2016
	13 June 2013		8 June 2017
	12 June 2014		14 June 2018

FUNCTION DELEGATED:

The authority to approve variations for a specific Contract executed from tenders (or equivalent), expressions of interests or a panel of pre-qualified suppliers for the provision of goods and services to Council.

CONDITIONS/GUIDELINES:

- (1) The overall amount being within the Budgeted allocation.
- (2) Details of any variations to be listed in the Contracts System.
- (3) Any delegate has the authority to deal with such matters as relevant to this declaration.
- (4) All transactions utilising this delegation are to be recorded in the Contracts System by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.
- (5) Any variation to a specific Contract that exceeds \$750,000 (Ex GST) must be approved by Council.

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AUTONOMY OF DISCRETION:

As provided under Legislative requirements and conditions (1) to (3) above.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Local Government Act 1995, Sections 3.57 and 3.58
Local Government (Functions and General) Regulations 1996, Part 4.

DELEGATE:

Chief Executive Officer

Note: The Chief Executive Officer will sub-delegate this authority to:-

SUB-DELEGATE/S:

Director, Finance & Corporate Services
Director, Engineering & Works
Director, Planning & Development
Director, Governance & Community Services