

Delegation from Council DC608 Acceptance of Contract Variations Relating to Tenders Approved by Council

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All Business Units

Delegation to: Chief Executive Officer

Statutory Reference: Section 5.42 of the *Local Government Act 1995*

Powers and Duties: In accordance with Part 4 of the *Local Government (Functions and General) Regulations 1996* authority is conferred on the delegate to accept:

- a) Aggregate total of contract variations relating to tenders approved by Council to a maximum value of 15% of the contract value or \$100,000, whichever is lesser (exclusive of GST).

Conditions: Acceptance of the contract variation is conditional upon the Chief Executive Officer being satisfied that;

- a) The contract enables the contract to be varied, and the variation is in accordance with variation provisions of the contract;
- b) Additional goods or services that were not, or could not have been, foreseen at the time the contract was executed;
- c) The variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; and
- d) Sufficient funds are available in the appropriate capital or operating budget to meet the additional cost.

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Delegation Number: DC608
Council Adoption: 27/11/2018
Reviewed/Modified: 03/19

Relevant Management Practice: M607 Tenders and Expressions of Interest
Relevant Policy: P607 Tenders and Expressions of Interest
Relevant Delegation: DM607 Acceptance of Tenders