

## EXAMPLES PROCUREMENT POLICY EXEMPTIONS

To be read in conjunction with Council's Procurement Policy.

The purpose of this document is to provide examples of possible exemptions to Council's Procurement Policy.

Council's Procurement Policy sets out Council's approach to the acquisition of goods and services, and to satisfy Council's statutory obligations under Section 198 of the Local Government Regulations 2012. This Policy aims to ensure all Council officers implement sound contracting principles during day-to-day operations to achieve value for Council, whilst maintaining the principles of the policy outlined in the succeeding sections.

All exemptions must be approved by the Department Director, Chief Operations Officer or CEO.

Arrangement Type	LGR	Minimum Requirement
Approved Contractor List (ACL)	s231	<p>Contracted suppliers (panel) must be utilised that best represents value for money for the procurement activity.</p> <p>For all purchases:</p> <ul style="list-style-type: none"> <li>the contract must be referenced on the Purchase Order. e.g., <i>No. 22-0546 XYZ</i>.</li> </ul> <p>For purchases greater than \$15,000 consideration should be given to whether it would be advantageous to Council to seek quotations.</p>
Preferred Supplier Arrangement (PSA)	s233	<p>The single supplier contracted under the PSA should be utilised.</p> <p>For all purchases:</p> <ul style="list-style-type: none"> <li>the contract must be referenced on the Purchase Order. e.g., <i>No. 22-0546 Grass Cutting Serv.</i></li> </ul>
Register of Prequalified Suppliers (RPS)	s232	<p>Contracted suppliers (panel) must be utilised that best represents value for money for the procurement activity.</p> <p>For all purchases:</p> <ul style="list-style-type: none"> <li>the contract must be referenced on the Purchase Order. e.g., <i>No. 22-0550 Dry Hired Plant.</i></li> </ul> <p>For purchases greater than \$15,000 consideration should be given to whether it would be advantageous to Council to seek quotations.</p>
LGA Arrangement – Local Buy	s234	<p>Where specialised, high risk, high value services are sought LB will be the preferred option. For all purchases:</p> <ul style="list-style-type: none"> <li>Assess the cost vs benefit of using LB; and</li> <li>the Local Buy contract must be referenced on the Purchase Order. Local Buy BUS-272</li> <li>supplier should be recruited by letter of agreement, to ensure they are engaged under the LB Terms and Conditions. Template</li> </ul>

		available from Procurement, or they can do it for you.
Only one supplier reasonably available	S235 (a)	Council resolution to be recorded on the Purchase Order to support the reasoning. e.g., Council Resolution 0522/009.
Specialised or confidential nature of services sought	S235 (b)	Council resolution to be recorded on the Purchase Order to support the reasoning. e.g., Council Resolution 0522/009.
Genuine emergency	S235 (c)	Named event, or emergency to be recorded on the Purchase Order.
Arrangement with a Government Agency	S235 (f)	Where a TMR Prequalified list is utilised, that list must be referenced on the Purchase Order.

Adopted by Council by Resolution on 19 February 2025 by Resolution number 0225/012.

**Anne Andrews**  
**Chief Executive Officer**