1. POLICY CERTIFICATION

<table>
<thead>
<tr>
<th>Policy title:</th>
<th>Buy Local</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy number:</td>
<td>GOV028</td>
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<tr>
<td>Category:</td>
<td>Council Policy</td>
</tr>
<tr>
<td>Classification:</td>
<td>Governance</td>
</tr>
<tr>
<td>Link to Strategic Plan Goals:</td>
<td>Goal 4: Support Employment, Training and Economic Development</td>
</tr>
<tr>
<td>Link to Strategic Plan Strategy:</td>
<td>Goal 1: Local jobs for local people</td>
</tr>
<tr>
<td>Link to Business Plan Strategy:</td>
<td>Goal 4: Continue to support local jobs for local people</td>
</tr>
<tr>
<td>Status:</td>
<td>Approved</td>
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2. PURPOSE

The objective of this Policy is to support the Roper Gulf Region’s economic development by ensuring Roper Gulf Regional Council (RGRC) seeks to source goods and services from local suppliers where possible.

3. ORGANISATIONAL SCOPE

This policy applies to all budgets controlled by RGRC.

4. POLICY STATEMENT

RGRC is committed to enhancing opportunities for local suppliers. The Buy Local Policy, requires RGRC to consider local benefit opportunities that may be relevant within other assessment criteria, and ask corresponding questions when evaluating quotes and tenders. This gives suppliers more opportunities to demonstrate the benefits of their 'localness'.

The Buy Local Policy recognises that local benefits can often not be assessed in isolation. Rather, local benefits such as knowledge of environmental and market conditions unique to the Territory and proximity of supply chains etc. should be considered. These other (or dispersed) local benefit questions will vary depending on the nature of the procurement, such as:

- **Past performance**, e.g.: an organisation’s track record of enhancing local economic and community outcomes through its delivery of similar goods or services.
- **Capacity**, e.g.: the supplier’s use of local knowledge (technical, environmental, geographical, cultural and other) to ensure successful delivery.
- **Timeliness**, e.g.: proximity and responsiveness of supply chain.

### Key points of the Buy Local Policy

**<$100,000**

Where goods and services are available locally, Council in the first instance will seek quotes for up to $100,000 from local Indigenous Small to Medium Enterprises (SME), if none exist then local non Indigenous businesses are to be approached. Council acknowledges the flow-on effect that
local spend has on the region’s economy. Council has the discretion to apply a price differential (for assessment purposes only) of between five (5) and 25 per cent to tendered prices from local businesses as a way of supporting local business and industry.

**Tenders >$100,000**
Following the completion of the qualitative assessment for tenders over $100,000, where a local business has demonstrated their capacity to undertake the contract, Council has the discretion to apply a price differential (for assessment purposes only) of between two (2) and 15 per cent to tendered prices from local businesses as a way of supporting local business and industry. A weighting of 30 percent or more must be incorporated into tenders in favour of local businesses.

RGRC has the discretion to apply a differential price weighting of between five (5) and 15 per cent for regional businesses within the Northern Territory.

**Hierarchy of engagement**

1. Local Contractor/ Supplier/Business
2. Regional
3. Northern Territory

### 5. DEFINITIONS

<table>
<thead>
<tr>
<th><strong>Goods</strong></th>
<th>“Goods” include tangible, quantifiable material requirements usually capable of being moved or transported that are purchased, rented, leased or hired by a public authority. Only goods directly acquired by RGRC are included in this definition. Goods acquired by any service contractor are not directly acquired and therefore are excluded.</th>
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<tbody>
<tr>
<td><strong>Services or Provision of Services</strong></td>
<td>“Services” or “provision of services” means any task, consultancy, work or advice to be performed or provided that is procured by RGRC. Included are services such as freight, air charter, consultancies, outsourcing, maintenance, cleaning, waste removal, equipment repairs, external auditors etc.</td>
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</table>
| **Construction (including works)** | For the purpose of this Policy a work (construction) is defined as:  
  
The construction of buildings, housing and other public infrastructure, as well as related services such as architectural, surveying, facilities management and general maintenance. |
| **RGRC** | Roper Gulf Regional Council |
Roper Gulf Regional Council

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<thead>
<tr>
<th>SME</th>
<th>Small to Medium Enterprise. An organisation which employs 200 or fewer persons.</th>
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<tbody>
<tr>
<td>Local Contractor/ Supplier/Business</td>
<td>Have a permanent office and/or permanent staff in the RGRC local government area or Katherine.</td>
</tr>
<tr>
<td>Regional</td>
<td>Big Rivers Region</td>
</tr>
<tr>
<td>Northern Territory</td>
<td>The whole of the Northern Territory</td>
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</table>

6. PRINCIPLES

The procurement principles require that all RGRC procurement be undertaken in a way that is consistent with the principles of value for money, open and effective competition, ethical procurement and enhancing opportunities for local businesses. In particular, RGRC must ensure that local businesses that wish to do business with Council are given the opportunity to do so; that agency requirements do not unnecessarily preclude local businesses from bidding and that RGRC’s Buy Local Policy requirements are adopted as required.

The value for money principle must deliver quality outcomes at competitive prices while recognising the impact of procurement decisions on local businesses and economic development.

7. REFERENCES

Acknowledgements (original author/source documents) | Northern Territory Government Buy Local Plan
Related Policies | FIN003 Purchasing and Payments Policy
Related Publications | Northern Territory Government Buy Local Plan
Related Supporting Documents | NIL

8. DOCUMENT CONTROL

Policy Number | GOV028
Policy Owner | Manager - Governance and Corporate Planning
Approved By | Council
Approval Date | 28 February 2018
Revisions | NIL
Amendments | NIL
Next revision due | June 2021

10. CONTACT PERSON

Position | Manager – Governance and Corporate Planning
Contact number | 08 8972 9005