

PRIVATE WORKS POLICY

Type	Governance
Category	Infrastructure
Responsible Officer	Director Infrastructure
First Issued / Adopted	Pre 2009
Review Period	4 years
Last Reviewed	27 May 2020, 28 January 2015
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Next Review Date	September 2024
Applicable Legislation	Nil
Related Documents	Nil
Public Consultation Required	No
File Reference	9.63.1.4

1. PURPOSE

To establish guidelines for when and under what conditions Council will do private works.

2. SCOPE

Any works and/or services undertaken as a fee for service on or associated with privately owned property or infrastructure not owned by Council, including but not limited to:

- Extension to or additional kerb crossovers;
- Grading of rural driveways;
- Maintenance of private parking areas including sweeping;
- Works to public infrastructure on behalf of private developers; or,
- Works for other road, rail or service authorities.

3. DEFINITIONS

Nil

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4. POLICY STATEMENT

Council agrees to undertake private works and services provided:

- Human resources and machinery are available.
- Applicant can prove that private enterprises cannot undertake the works due to lack of equipment, time factor or any other genuine reason.
- No material used is to be from Council's pits unless these have mineral tenement.

All requests for private works shall be in writing. Where the private works relates to a kerb crossover, the appropriate application form shall be completed.

A quote for the Private Works shall be provided to the applicant. The quote shall be deemed to be accepted once signed by the applicant and returned to Council.

If the estimated cost of private work is likely to exceed \$5,000 then the written request should be forwarded to the Director Infrastructure. The Director Infrastructure shall be delegated to approve private works in accordance with the limits of the delegated financial authority of the position.

However, for any private works with an estimated cost exceeding \$50,000, consideration will be given to the impact upon the current operational and capital works programs.

The CEO shall approve private works where it is proposed for Council to tender for works in competition with others. If successful in such a tendering process, the terms and conditions relating to the works shall be referred to a Council meeting in confidentiality prior to entering into a contract for works.

The labour, material, plant hire and overhead rates for doing any private work will be 1.25 times the flat Council rates to provide adequate contingency and ensure reasonable profit margin excepting for jobs of a bigger nature where costs mentioned in the tender document shall apply. GST will apply to all charges.

The CEO or Director Infrastructure shall reserve the right to alter or omit the profit margin depending upon the nature of private works.

5. FURTHER INFORMATION

This policy will be available for inspection at the Council offices listed below during ordinary business hours and available to be downloaded, free of charge, from Council's internet site: www.pirie.sa.gov.au

- Port Pirie Council Administration Centre, 115 Ellen Street, Port Pirie
- Crystal Brook Rural Office, Bowman Street, Crystal Brook.

Copies will be provided to interested parties upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

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