



<b>DOCUMENT TYPE</b>	Policy
<b>TITLE</b>	<b>PRIVATE WORKS</b>
<b>NUMBER:</b>	POL-4001

## PURPOSE

The objective of this policy is to provide guidance on the extent of private works that the Shire will undertake.

## DEFINITIONS

**Government business enterprise** is an organisation that is a separate legal entity with the power to contract in its own name and in the normal course of its business, maintain its operations and meet its liabilities from revenues received from sources outside of the government reporting entity.

## POLICY STATEMENTS

- 1) The Shire avoids where possible carrying out private works.
- 2) The Shire avoids carrying out private works where involvement in such works would place the Shire in competition with private supply.
- 3) Where the cost of private works is expected to be less than \$25,000 the CEO may approve the works.
- 4) Where the cost of the private works is likely to exceed \$25,000 a report must be submitted to Council for consideration.
- 5) Private works authority must be provided to the Shire prior to the commencement of any private work.
- 6) Private works authority must be provided to the Shire on a completed Private Works Request – Authority Form.
- 7) All costs reasonably attributed to the private works project including plant, labour and materials (including overheads) are to be charged to the private works project. In accordance with Council's Fees and Charges schedule, an additional 15% is charged to provide for administrative costs. GST is also applicable and is charged on the works and on the 15% administrative cost.
- 8) Works for government business enterprises are treated as private works.
- 9) Quotations are not to be provided for works, but an indicative cost to a party requesting work may be given. Charges to that party are strictly the actual costs, plus the administrative on costs plus GST.

## EXPLANATORY NOTES

The intent of this policy is to remove the Shire's capabilities and operation from being in direct competition with private enterprise and local private service providers while still allowing for the provision of services where there is a market failure or where necessary.

## APPLICATIONS

This policy applies to all functions of the Shire of Wyndham East Kimberley.

## RISKS

**Risk:** Inability to deliver levels of service expected by the community.

**Control:** Develop agreed standards of service and communicate with the community. Develop agreed standards of service and communicate with the community.

## DOCUMENT AND VERSION CONTROL

<b>Responsible Directorate</b>	Infrastructure		
<b>Responsible Officer</b>	Manager Engineering and Assets		
<b>Statutory References</b>	<i>Local Government Act 1995, Section 2.7</i>		
<b>Related Documents</b>	Nil		
<b>Amendment History (Adoption and last 3 amendments)</b>			
<b>Version</b>	<b>Date Issued - Resolution Number</b>	<b>Item #</b>	<b>Description of Change</b>
1.0	18/11/2014 – 10653	13.2.1	Council Adoption
2.0	22/09/2015 – 11114	13.3.1	Review Adopted by Council
3.0	27/10/2020 - 118327	12.5.1	Review Adopted by Council
3.1	22/11/2023 – CEO57	--	Reference Updates as per POL-1014 Policy Management (previously CP-OPS-3650)
<b>Date of Next Review</b>	October 2023		