The District Council of Ceduna **POLICY**	**PRIVATE WORKS**	Policy #	4.11 / 9
		Issued:	20 Nov 2024
		Next review	Nov 2028

Category	4. Finance	**Classification:**	Public
First Issued:	17 May 1995	**Review Frequency:**	Each term of Council – 4 years
Legislation:			
Relevant Policies:			
Related Procedures:			
Responsible Officer:	Coordinator Corporate & Business Services		
Adopted by Council :	20/11/2024		

1. Purpose

The purpose of this Policy is to ensure a clear understanding of the roles and responsibilities of each party entering into private works activities.

2. Definitions

Private works is any works and or services provided to the general public on a fee for service basis where the provision of those works and services are beyond the responsibility of the Council. This may include but is 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.
- Works to assist community groups in the Council Area

3. Policy Statement

All requests for private works must be provided to Council in writing.

Where the private works relates to a kerb crossover, application must me made on Council's form - 9.1003 Application to Alter a Public Road or Reserve.

Council may consider undertaking private works and services provided that:

- The applicant can prove that private enterprises cannot undertake the works due to lack of equipment, time factor or any other genuine reason; and,
- The undertaking of private works/service will not affect the achievement of the Operating and Capital objectives of Council's adopted Annual Business Plan.
- Council's human resources and machinery are available.

Council will not tender for works in competition with other companies, contractors or entities.

Council will only enter into private works following execution of a works agreement for either a fixed price or a schedule of rates, detailing the full scope of works and the terms of trade.

Only Council's Senior Management Team may approve private works, provided that it is in accordance with the limits prescribed by the CEO in Council's Delegation Register. If the estimated value of Private Works exceeds delegated financial authority, authorisation must be escalated to the next level of authority.

Any private works with a value exceeding $50,000 will be subject to approval by Council.