

## PRIVATE WORKS

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Previous policy number: 2.2.2

### **Policy Statement**

To provide guidelines for approving of and changing for carrying out private works.

### **Policy Details**

Council's staff and plant may be utilised to carry out private works subject to the following:

### **Approvals**

All works projects of total value of total less than \$2,000 require approval from the Executive Manager Technical Services.

All works projects of total value of \$2,000 or greater require approval of the Chief Executive Officer.

All works projects of total value greater than \$50,000 would also require approval by Council unless the works are undertaken on a cost plus basis approved by the Chief Executive Officer.

Approval of works above \$50,000 shall not negatively impact on the Council's ability to conduct its own operations within Mosman Park.

All private works carried out shall be reported to the Corporate and Technical Services Committee through the monthly bulletin.

### **Costings**

The Council will only provide an estimate for the proposed works. Every effort will be made to ensure the estimate is as accurate as possible.

### **Payment**

Where private works are to be carried out, the estimated cost determined by Council staff, shall be pre-paid. The payment may be by cash, cheque, government order or similar. Any cost in addition to the estimate shall be paid at the completion of the work.

### **Charges for Reinstatement Works**

- a. Costs of reinstatement works with an area greater than 3m<sup>2</sup> be recovered on the basis of the unit rates which include 100% surcharge over and above labour on costs and administrative surcharges to cover costs such as:
  - (i) short and long term detriment to asset due to interference and damage;
  - (ii) short and long term detriment and inconvenience to users as a result of works; and
  - (iii) on-going maintenance costs as a result of works.
- b. Costs of reinstatement works with an area of 3m<sup>2</sup> or less be recovered on the basis of actual costs for labour, overheads, plant and materials other than concrete and

asphalt which are a minimum 1/2m<sup>3</sup> and 1 tonne respectively plus a 25% surcharge on the total cost.

- c. There be a minimum charge in accordance with the current schedule of fees and charges irrespective of (a) and (b) above. The minimum charge and the unit rates to be reviewed each year by the Executive Manager Technical Services

### Governance References

Statutory Compliance	<i>Local Government Act 1995, Section 6.16 to Section 6.19</i>
Organisational Compliance	Nil.

### Policy Administration

Directorate:		Officer title:
Technical Services		Executive Manager Technical Services
Next Review		Review Cycle
October 2022		
Version	Date	Ref
1	23 March 2010	OCM-072-2010
3		
4		