
10.11 Private Works

Policy Owner	Works and Services Committee
Person Responsible	Manager Works and Services
Date of Adoption	15 December 2011 - Resolution 101211
Date of Last Review	25 September 2025 – Resolution 070925
Date Next Due for Review	September 2028

OBJECTIVE

To specify the parameters whereby Council staff can accommodate private works and to minimise the impact on Councils normal operations.

POLICY

Private works will only be undertaken if the works involved do not compromise the Council's road construction/maintenance program and the plant is in the vicinity of the works.

Before private works are carried out the client must sign a Private Works Authority form (attached).

Any private works are to be carried out at the discretion and authorisation of the Manager Works and Services or the Chief Executive Officer prior to commencement.

Private works within the Shire are to be carried out on the following conditions;

- The client is responsible for marking out and supervising the work.
- The Shire is not to be held responsible for damage to property, foundations, cables etc caused when working within the client's instructions.
- The Shire is not responsible for any expense, whatsoever incurred through breakdown or delay.
- The time of work and travelling shown are correct and chargeable.
- That the works be charged at the current hire rate as set out in council's Annual Budget (Fees and Charges).
- A minimum of half an hour (30 minutes) minimum hire of any plant will be charged.

Nothing in this policy prohibits Council entering into an agreement with an individual(s) or organisations to provide a service with or without goods at a price to be negotiated between the respective parties that is mutually acceptable.

Any person/organisation applying for private work with a private works account outstanding by thirty (30) days or more, is advised that the work will not be undertaken until the amount outstanding has been paid. The application of this portion of the policy is subject to variation only by the Chief Executive Officer. Appeal circumstances are to be demonstrated and approved by the Chief Executive Officer prior to work commencing.

REVIEW

Reviews of this policy are to be undertaken every three (3) years or earlier if required.

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for the implementation of this policy.



**Shire of Wongan-Ballidu
Private Works Authority 2025/2026**

(Form No.WB1003 - Yellow)

Job No.
Assess No.

Applicant's Name:	DATE COMPLETED
Telephone No:	
Postal Address:	Office use only
Location of Property:	ESTIMATED COST Inc GST
Description of work:	

I request the use of the Shire Plant or Equipment to carry out the above work and agree to pay charges fixed by Council, and I indemnify the Shire against claims for damages which may arise from the carrying out of this work.
I acknowledge that the actual cost of the work will be ascertained after completion of the work and that if such cost is greater than the estimated cost, I undertake to pay the actual cost of carrying out the work.

Applicant's Signature:	1
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TO BE COMPLETED BY THE OPERATOR:								
Wages Hours	Overtime			Wages	Totals			
	Hours x 1.0	Hours x 1.5	Hours x 2.0		\$	-		
Manhours (combined) in excess of plant usage								
Equipment Description	Cost Normal	Cost 1.5 Normal	Cost 2.0 Normal	Hours x 1.0	Hours x 1.5	Hours x 2.0	Unit Equip Cost	
Graders	\$ 238.00	\$256.00	\$276.00				\$ -	
Loader	\$ 207.00	\$ 219.00	\$244.00				\$ -	
Backhoe	\$ 194.00	\$210.00	\$227.00				\$ -	
Bobcat	\$ 110.00	\$145.00	\$174.00				\$ -	
6 Wheel Tipper Trucks	\$ 203.00	\$223.00	\$238.00				\$ -	
Semi-Side Tipper/Water Tanker	\$ 238.00	\$256.00	\$273.00				\$ -	
Light Trucks	\$ 176.00	\$195.00	\$213.00				\$ -	
Rollers	\$ 218.00	\$236.00	\$251.00				\$ -	
Tractors	\$ 164.00	\$182.00	\$198.00				\$ -	
Road Broom	\$ 203.00	\$203.00	\$203.00				\$ -	
Low Loader	\$ 92.00	\$92.00	\$92.00				\$ -	
Pig Trailers	\$ 40.00	\$40.00	\$40.00				\$ -	
Water Tankers/WT1-4	\$ 85.00	\$85.00	\$85.00				\$ -	
Sundry Plant SP1	\$ 12.15	\$12.15	\$12.15				\$ -	
Sundry Plant SP2	\$ 82.70	\$82.70	\$82.70				\$ -	
Sundry Plant SP3	\$ 30.35	\$30.35	\$30.35				\$ -	
Sundry Plant SP4	\$ 9.95	\$9.95	\$9.95				\$ -	
Utilities (per km)	\$ 0.80	\$0.80	\$0.80				\$ -	
Gravel							\$ -	
\$6.40 per m3							\$ -	
Materials - Ptoable Water	\$12/ KL						\$ -	
Materials (+12.5%)							\$ -	
Shire Overheads on wages							\$ -	
APPROVAL OF RATE PAYER PRIVATE WORKS							NETT	-
							50% Govt	
SIGNATURE OF OPERATOR							G.S.T	\$ -
CHECKED BY SUPERVISOR							TOTAL	\$ -