

**Request for Quotes – Town Planning Consultancy**

The Shire invites quotes from suitably qualified and experienced consultants for the provision of Town Planning Consultancy Services.

The scope of maintenance is as follows:

1. Undertake assessment of planning applications received by the Shire of Halls Creek against the provisions of the Shire of Halls Creek Local Planning Scheme and associated state and local government policies. (Applications are to be forwarded and returned electronically).
2. Prepare planning assessment reports and/or Council reports.
3. Applications are to be assessed within the required statutory timeframes less 14 days (to allow time for Council reports to be prepared and issue approvals/refusals).
4. Advise the Director Health and Regulatory Services where more information is required from applicants.
5. Where additional site information is required, a site inspection will be undertaken by an employee of the Shire of Halls Creek.

Consultants are requested to provides quotes for their services per hour. Quoted prices must include Goods and Services Tax (GST).

The Shire has adopted the best value for money approach to this Request. The assessment criteria includes qualifications, costs and experience in providing town planning services in regional WA.

More detail and specifications of the service required can be obtained from the Director Health and Regulatory Services, Musa Mono on 08 9168 6007, email [dhrs@hcshire.wa.gov.au](mailto:dhrs@hcshire.wa.gov.au).

Quotations can be submitted at the Shire of Halls Creek front office, 7 Thomas Street, Halls Creek; or emailed to [dhrs@hcshire.wa.gov.au](mailto:dhrs@hcshire.wa.gov.au) on or before 04.00pm on Friday 8 February 2019.

Noel Mason

Chief Executive Officer MM:NM