



I hereby give notice that an Ordinary Meeting of Council will be held on:

**Date:** Wednesday, 13 December 2023  
**Time:** 5.30pm  
**Location:** Council Chamber  
Minlaton Town Hall  
57 Main Street  
Minlaton

# AGENDA

## Ordinary Council Meeting

**13 December 2023**

**Andrew Cameron**  
**CHIEF EXECUTIVE OFFICER**

CONFLICT OF INTEREST

Members are reminded of the requirements for disclosure by Members of direct or indirect pecuniary benefit or detriment and non-pecuniary benefit or detriment in relation to a material conflict of interest in accordance with Section 73, or an actual or perceived conflict of interest in accordance with Section 75 of the Local Government Act in items listed for consideration on the Agenda. Section 74 and 75A of the Local Government Act 1999 requires that Elected Members declare any interest and provide full and accurate details of the relevant interest to the Council. In relation to actual or perceived conflicts of interest a member has an obligation to outline how they propose to deal with the actual or perceived conflict of interest prior to consideration of that item on the Agenda.

This requirement does not apply to Ordinary Business Matters prescribed by regulation 8AAA Local Government Act (General) (Accountability and Governance) Variation Regulations 2016.

Each Member of a Council has a duty to vote at all meetings unless excepted by legislation.

The major exception being where a Member has a material conflict of interest.

## Agenda

<b>1</b>	<b>Welcome and Acknowledgement of Country by Mayor</b> .....	<b>6</b>
<b>2</b>	<b>Opening Prayer</b> .....	<b>6</b>
<b>3</b>	<b>Present</b> .....	<b>6</b>
<b>4</b>	<b>Leave of Absence</b> .....	<b>6</b>
<b>5</b>	<b>Apologies</b> .....	<b>6</b>
<b>6</b>	<b>Conflict of Interest</b> .....	<b>6</b>
<b>7</b>	<b>Minutes of Previous Meeting – for Confirmation</b> .....	<b>6</b>
<b>8</b>	<b>Motions on Notice</b> .....	<b>6</b>
	Nil	
<b>9</b>	<b>Questions on Notice</b> .....	<b>7</b>
9.1	Questions on Notice received from Cr Adam Meyer .....	7
<b>10</b>	<b>Questions without Notice</b> .....	<b>10</b>
<b>11</b>	<b>Petitions</b> .....	<b>10</b>
	Nil	
<b>12</b>	<b>Mayor</b> .....	<b>11</b>
12.1	Mayor's Monthly Report November 2023.....	11
<b>13</b>	<b>Councillors' Report</b> .....	<b>12</b>
	Nil	
	<b>INFORMATION AGENDA</b> .....	<b>14</b>
<b>14</b>	<b>Items for Exclusion</b> .....	<b>14</b>
<b>15</b>	<b>Receipt of Information Reports</b> .....	<b>14</b>
<b>16</b>	<b>Chief Executive Officer</b> .....	<b>15</b>
16.1	CEO Activities - November 2023.....	15
16.2	Action List Report.....	16
16.3	Update - Southern Yorke Peninsula Community and Maitland Childcare Centres .....	21
16.4	Correspondence received from the Northern and Yorke Landscape Board .....	23
16.5	Correspondence received from Electoral Commissioner re Casual Vacancies .....	38
16.6	Correspondence received from Regional Development Australia - Yorke and Mid North .....	41
16.7	Correspondence received from LGASA Mutual Services - 2022/2023 Annual Report .....	42
<b>17</b>	<b>Corporate and Community Services</b> .....	<b>43</b>
17.1	Post-event Review - GROUNDED YP Art Festival .....	43
17.2	Audit and Risk Committee Minutes - 31 October 2023 .....	58
<b>18</b>	<b>Assets and Infrastructure Services</b> .....	<b>66</b>
18.1	Legatus Group Road and Transport Infrastructure Advisory Committee .....	66
18.2	Construction and Maintenance Works .....	71

18.3	Correspondence received from the Department for Infrastructure and Transport re the Development of the SA Recreational Boating Safety Strategy .....	75
<b>19</b>	<b>Development Services</b> .....	<b>78</b>
19.1	Inspectorial Report .....	78
19.2	Correspondence Received from Department Trade and Investment - State-wide Bushfire Hazards Overlay Code Amendment .....	80
19.3	Correspondence received from Minister for Planning - Point Turton & Port Victoria Urban Growth Code Amendment.....	84
19.4	Wastewater System Application Decisions .....	86
19.5	Development Application Decisions .....	89
<b>20</b>	<b>Visitors to the Meeting</b> .....	<b>96</b>
	<b>DEBATE AGENDA</b> .....	<b>98</b>
<b>21</b>	<b>Mayor</b> .....	<b>98</b>
	Nil	
<b>22</b>	<b>Chief Executive Officer</b> .....	<b>98</b>
	Nil	
<b>23</b>	<b>Corporate and Community Services</b> .....	<b>99</b>
23.1	Financial Report As At 30 November 2023.....	99
23.2	Request For Acceptance - Free of Charge Asset - Price Progress Association ....	105
23.3	Growing Regions Program Round 1 - Stage 2 Full Application - Edithburgh Jetty Diving Platform .....	110
23.4	Council Consultation - Proposed ANZAC Memorial Port Clinton .....	131
<b>24</b>	<b>Assets and Infrastructure Services</b> .....	<b>134</b>
24.1	Cape Elizabeth - Care, Control and Management .....	134
24.2	SA Jetties Renewal Program Application for Funding (Stage 1) .....	148
<b>25</b>	<b>Development Services</b> .....	<b>151</b>
25.1	Access Advisory Working Party Minutes .....	151
25.2	Proposed New Lease Central Yorke Football Club Inc. ....	156
25.3	Licence and Lease Extensions - Minister for Police, Emergency Services and Correctional Services .....	160
25.4	Member Appointment - Council Assessment Panel - Term 2024 to 2026 .....	162
25.5	Land Management Agreement - 75 Dowlingville Slant Road Dowlingville .....	171
25.6	Proposed Purchase of Road Reserve and Closure - Portion West Terrace, Ardrossan.....	173
25.7	Proposed Purchase of Road Reserve and Closure - Portion of Johns Road, Hundred of Tiparra in the area named Nalyappa .....	203
25.8	Minor Amendments Community Land Management Plans .....	211
<b>26</b>	<b>General Business</b> .....	<b>213</b>
	<b>CONFIDENTIAL AGENDA</b> .....	<b>214</b>
<b>27</b>	<b>Confidential Items</b> .....	<b>214</b>
27.1	Town Rehabilitation Program 2023-2024 - Tender 239-2023 .....	214

27.2 Tender 231-2023 - Cleaning and Cabin Supplies - Council Caravan Parks ..... 214

27.3 Illegal Dumping on Lighthouse Road Berry Bay ..... 215

**28 Next Meeting ..... 216**  
Wednesday 17 January 2024

**29 Closure ..... 216**

**1 WELCOME AND ACKNOWLEDGEMENT OF COUNTRY BY MAYOR**

Meeting declared open

**2 OPENING PRAYER**

**3 PRESENT**

**4 LEAVE OF ABSENCE**

Nil

**5 APOLOGIES**

Nil

**6 CONFLICT OF INTEREST**

**7 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION**

ORDINARY COUNCIL MEETING - 8 NOVEMBER 2023

CONFIDENTIAL COUNCIL MEETING - 8 NOVEMBER 2023

- LEAVE OF ABSENCE
- REQUEST FOR EXEMPTION – PURCHASE OF ONE SEMI WATER TANKER
- PURCHASE OF ONE SELF PROPELLED VIBRATORY SINGLE SMOOTH DRUM ROLLER TENDER 235/2023
- PURCHASE OF ONE PATROL GRADER TENDER 236/2023
- BITUMEN SEALING REHABILITATION PROGRAM 2023-2024 TENDER 237/2023
- ROBERT STREET MAITLAND CONCEPT DESIGN REPORT
- CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW

SPECIAL COUNCIL MEETING - 22 NOVEMBER 2023

CONFIDENTIAL SPECIAL COUNCIL MEETING - 22 NOVEMBER 2023

- MARION BAY BOAT RAMP AND CAR PARK – TENDER 238/2023

**8 MOTIONS ON NOTICE**

Nil

## 9 QUESTIONS ON NOTICE

### 9.1 QUESTIONS ON NOTICE RECEIVED FROM CR ADAM MEYER

**Document #:** 23/116763

**Department:** Executive Services

The following questions on notice were received from Councillor Adam Meyer. Mayor Darren Braund prepared the responses to those questions outlined below.

#### 1. CEO Employment Conditions

##### Question a)

How many (Ordinary and Special) Council Meetings and Information and Briefing Sessions have been held during the term of [the CEO's] current employment contract?

##### Response a)

There have been five ordinary council meetings and one special council meeting held during the term of the CEO's current contract (commencing on 1 July 2023).

There have been eight Information and Briefing Sessions held during the term of the CEO's current contract (commencing on 1 July 2023).

##### Question b)

How many (Ordinary and Special) Council Meetings and Information and Briefing Sessions [has the CEO] attended during the term of [the CEO's] current employment contract?

##### Response b)

The CEO has attended four of the six council meetings held.

The CEO has attended three of the eight Information and Briefing Sessions held.

##### Question c)

What are the reasons for any absences at any of these meetings/sessions?

##### Response c)

The CEO was on official Council business or approved leave, utilising accrued leave entitlements.

##### Question d)

What is the current salary package and conditions/benefits of The Yorke Peninsula Council CEO?

##### Response d)

Please refer to Council's Register of Remuneration, Salaries and Benefits (see [here](#)).

#### 2. Behavioural Standard for Elected Members

##### Questions a)

In a Council building, is it acceptable for an Elected Member to accuse another Elected Member of trying to ruin their business?

**Questions b)**

In a Council building, is it acceptable for an Elected Member to threaten another Elected Member with Lawyers?

**Questions c)**

In a Council building, is it acceptable for an Elected Member to threaten to involve the Employment of an Elected Member, when the Elected Member's Employment, has nothing to do with their role as an Elected Member?

**Questions d)**

In a Council building, is it acceptable for an Elected Member to call another Elected Member "incompetent"?

**Questions e)**

In a Council meeting, is it acceptable for an Elected Member to suggest that a decision made at a previous Council Meeting was "stupid"?

**Response a) – e)**

The above five questions (a) – e)) are considered irrelevant and improper, on the basis that if Cr Meyer has a specific allegation that an Elected Member has breached the *Behavioural Standards*, the proper mechanism to deal with this is through the *Behavioural Management Policy*.

**3. Road Construction on Private Property****Question a)**

Did Council conduct a survey of the location [between Wild Dog Hill Road and Proposed Bellbird Road] prior to realigning [South Coast Road]?

**Response a)**

Yes.

**Question b)**

Did Council seek permission from the landowner prior to constructing the road on their property?

**Response 3b)**

Yes.

**4. Document Requests****Question a)**

Why did [the CEO] make the 10 June 2020 Information briefing on this matter as "Confidential", when other matters involving the sale of Public Roads, have been fully disclosed to Elected Members and the public?

**Response a)**

This question is considered to be improper, on the basis that the confidentiality or otherwise of that gathering would have been determined in accordance with the Council's Informal Gatherings Policy which applied at that time, more than three years ago. Asking about this matter now does not appear to have any connection to the proper discharge of the duties of the Elected Member at the present time.



**Question b)**

Why were the names of the parties withheld from the Elected Members in the 10 June 2020 presentation?

**Response b)**

This question is considered to be improper, on the basis that asking about this matter more than three years after the fact does not appear to have any connection to the proper discharge of the duties of the Elected Member at the present time.

**Question c)**

Why are the documents that are being requested by Multiple Elected Members, being withheld from the Elected Members?

**Response c)**

This question is considered to be improper on the basis that it imputes wrongdoing by Council staff and on the basis that if any requests for access to documents under section 61 of the *Local Government Act 1999* have indeed been refused, reasons would have been provided as part of that process. This question appears to be an attempt to circumvent the procedure for requesting documents under section 61 of the *Local Government Act 1999*.

**RECOMMENDATION**

That the responses to the questions regarding the Chief Executive Officer's employment conditions, behavioural standards for elected members, road construction on private property and document requests raised by Councillor Adam Meyer be received and noted.

**ATTACHMENTS**

Nil

**10 QUESTIONS WITHOUT NOTICE**

**11 PETITIONS**

Nil

**12 MAYOR****12.1 MAYOR'S MONTHLY REPORT NOVEMBER 2023****Document #:** 23/113950**Department:** Executive Services**PURPOSE**

To keep Elected Members updated on Mayoral activities during the month of November 2023.

**RECOMMENDATION**

That the report be received.

**DISCUSSION**

- |             |  |
|-------------|--|
| 1 November  | Meeting with SA Ambulance regarding local services – Minlaton.   |
| 2 November  | Meeting with Telstra Team regarding Edithburgh Tower (via Teams).  |
| 8 November  | Attend Official Opening of Edithburgh IGA and cut ribbon – Edithburgh.<br>Attend Monthly Council Meeting – Minlaton. |
| 11 November | Attend Edithburgh Remembrance Day Service – Edithburgh.  |
| 14 November | Attend Morning Tea at Ballara – Local Creative Initiatives.  |
| 22 November | Information and Briefing Session – Minlaton.   |
| 25 November | Attend performance of the Lullaby Project – Edithburgh.  |

**ATTACHMENTS**

Nil

**13 COUNCILLORS' REPORT**

Nil

# INFORMATION AGENDA

**INFORMATION AGENDA**

**14 ITEMS FOR EXCLUSION**

**15 RECEIPT OF INFORMATION REPORTS**

**16 CHIEF EXECUTIVE OFFICER****16.1 CEO ACTIVITIES - NOVEMBER 2023****Document #:** 23/113744**Department:** Executive Services**PURPOSE**

To keep Elected Members informed of meetings during the month of November 2023.

**RECOMMENDATION**

That the report be received.

**DISCUSSION**

- |             |   |
|-------------|---|
| 2 November  | Meeting with Telstra Team regarding Edithburgh Tower (via Teams).   |
| 8 November  | Attend Monthly Council Meeting – Minlaton.  |
| 9 November  | Attend LG Professionals AGM – Adelaide.   |
| 14 November | Corporate Management Team Meeting – Maitland.   |
| 15 November | School Community Libraries Project Program Funding Review (via Teams).<br>Corporate Management Team Meeting – Maitland. |
| 22 November | Attend Information and Briefing Session – Minlaton.   |
| 23 November | Corporate Management Team Meeting – Maitland.   |
| 27 November | Executive Services Team Meeting – Maitland.   |
| 28 November | Annual DIT Meeting – Maitland.<br>DIT Meeting – YPC Jetties (via Teams).  |
| 30 November | Attend 2023 Emerging Leaders Program Presentations and Graduation – Adelaide.   |

**ATTACHMENTS****Nil**

**16.2 ACTION LIST REPORT****Document #:** 23/115431**Department:** Executive Services**PURPOSE**

To keep Elected Members updated on the status of the Action List.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.5 Undertake effective risk and emergency management**BACKGROUND**

The Action List is implemented to keep Council informed regarding the current status and outcomes of Council decisions.

**DISCUSSION**

The Action Lists included in the Council Agenda each month will incorporate action items from Council along with their current status.

**ATTACHMENTS**

1. **December 2023 Action List** [!\[\]\(3403f05cd757a0fd15a71dc598e177cd\_img.jpg\) !\[\]\(3d09655b25e2951ebcfe2fcf5572c2f9\_img.jpg\)](#)
2. **December 2023 Completed Action List** [!\[\]\(ce70b5a1b0d16f72e68a50758f1baa0e\_img.jpg\) !\[\]\(d84d674c02b64d6598c67f562ac5f433\_img.jpg\)](#)



### Council Meeting Action List

Meeting	Responsible Department	Agenda Item	Minute Number	Task	Due Date
10/05/2023	Assets and Infrastructure Services	24.1	112/2023	Food Organics Green Organics Service - Council did not endorse any option at this point in time. Staff to review further options in relation to same. Information and Briefing Session to be held following 13 December 2023 Council meeting.	10/04/2024
10/05/2023	Development Services	25.1	113/2023	Proposed Community Land Management Plan Amendments - Community Engagement - Council deferred from making a decision to reclassify the land until a Wharf Structures Condition Assessment Manual load rating has been carried out by the State Government. Council is awaiting receipt of the report.	14/02/2024
12/07/2023	Development Services	25.3	170/2023	Arrange for the Mayor and Chief Executive Officer to sign and affix Council's Common Seal to the relevant documents necessary to execute the road closure and proposed sale for Osmond Street, Maitland.	14/02/2024
9/08/2023	Development Services	25.3	190/2023	Lease Proposal - Amplitel Pty Ltd - For the telecommunication tower located at Warooka - The matter is laying on the table pending further negotiation with Amplitel Pty Ltd regarding the lease proposal.	14/02/2024
13/09/2023	Executive Services	22.5	200/2023	Draft PO014 Employee Behavioural Standards Policy is proceeding to consultation with employees and registered industrial associations.	14/02/2024
13/09/2023	Assets and Infrastructure Services	24.2	209/2023	Strategy Response To Network Level Heavy Vehicle Route Assessment And Risk Analysis - matter laid on the table.	14/02/2024
11/10/2023	Executive Services	22.2	221/2023	Consultation - Proposed ANZAC Memorial Port Clinton - Council has undertaken community engagement process closing on 26 November 2023. Refer to report this agenda.	17/01/2024
11/10/2023	Assets and Infrastructure Services	24.1	223/2023	Corny Point - Dairy Road Beach Access - Consultation has commenced with Dairy Road residents and is ongoing to negotiate a lease agreement for the purpose of providing community access to the beach.	14/02/2024
8/11/2023	Assets and Infrastructure Services	24.1	256/2023	Balgowan Boat Ramp Facility Options - Steps have been undertaken to commence the procurement of the signage for the Balgowan Boat Ramp.	14/02/2024

Meeting	Responsible Department	Agenda Item	Minute Number	Task	Due Date
8/11/2023	Development Services	25.1	257/2023	Council authorised the Chief Executive Officer to approve the request for a partial waiver or variation of the land owners' obligations under Land Management Agreement No. 7239996 to permit the implementation of DA 23016543 on land at Lot 269 Bush Track, Parsons Beach, subject to the land owners entering a supplementary agreement with the Council. Documentation has been received and will be reviewed by Director Development Services.	14/02/2024

### Council Meeting Completed Action List

Meeting	Responsible Department	Agenda Item	Minute Number	Task	Due Date
11/10/2023	Development Services	25.2	227/2023	Proposed New Lease - Port Clinton Progress Association Inc. - Documents have been signed by CEO and Mayor to execute the Lease Agreement.	13/12/2023
11/10/2023	Development Services	25.3	228/2023	Proposed New Lease - Ardrossan Football Club Inc. - Sent to Ardrossan Football Club for signing. Documents have been signed by CEO and Mayor to execute Lease Agreement.	13/12/2023
11/10/2023	Development Services	25.4	229/2023	Proposed New Lease - Central Yorke Football Club Inc. Community engagement process is complete.	13/12/2023
8/11/2023	Executive Services	22.1	245/2023	Policy Update - PO 105 Council Ceremonies and Civic Events Policy. Policy has been updated in Council's Policy Manual and on Council's website.	22/11/2023
8/11/2023	Executive Services	22.2	246/2023	Council received and accepted the Audited General Purpose Financial Statement 2022/2023.	22/11/2023
8/11/2023	Executive Services	22.3	247/2023	Adoption of the 2022-2023 Annual Report - The 2022/2023 Annual Report has been distributed to all mandatory parties and is available to view on Council's website.	22/11/2023
8/11/2023	Corporate and Community Services	23.1	248/2023	Edithburgh Tidal Pool Shark Deterrent Net - Council accepted to take full care and control of the Net and to engage a contractor to undertake the recommended assessment and monitoring requirements. Edithburgh Progress Association will be invoiced for all actual costs incurred by Council. Edithburgh Progress Association have been notified of the outcome and Council have gone out to quote for the assessment and monitoring requirements.	22/11/2023
8/11/2023	Corporate and Community Services	23.2	249/2023	Saluting their Service Grant Application - Vietnam Veterans Memorial Walk - Council endorsed staff to proceed with planning the Memorial Walk in partnership with Roger Hogben and John Edwards, including community consultation, and then apply for the Federal Government's Saluting their Service Commemorative Grant for the Project.	22/11/2023

Meeting	Responsible Department	Agenda Item	Minute Number	Task	Due Date
8/11/2023	Corporate and Community Services	23.3	250/2023	Request for Acceptance - Free of Charge Asset - Maitland and District Lions Club. Council accepted the donation of the Maitland and District Lions Club Shelter located at the Maitland Cemetery as an asset "Free of Charge" and authorised the shelter be added to Council's asset register. Maitland and District Lions Club have been notified of the outcome and the shelter has been added to Council's asset register and insurance schedule.	22/11/2023
8/11/2023	Corporate and Community Services	23.4	251/2023	Request for Acceptance - Free of Charge Asset - Ardrossan Progress Association. Council accepted the donation of the Ardrossan Pump Track as an asset "Free of Charge" and authorised the pump track be added to Council's asset register. Ardrossan Progress Association have been notified of the outcome and the track has been added to Council's asset register and insurance schedule.	22/11/2023
8/11/2023	Corporate and Community Services	23.5	252/2023	Policy Review - PO089 Elected Member Allowances and Benefits Policy. Council endorsed the updated Policy and it has been updated on council's website and policy manual.	22/11/2023
8/11/2023	Corporate and Community Services	23.6	253/2023	Policy Review - PO0008 Bad Debts - Delegation of Authority. Council endorsed the updated Policy and it has been updated on Council's website and policy manual.	22/11/2023
8/11/2023	Corporate and Community Services	23.7	254/2023	Council received the financial report and capital projects update report as at 31 October 2023	22/11/2023
8/11/2023	Corporate and Community Services	23.8	255/2023	Council endorsed the 2023/2024 September Quarterly Budget Review changes as presented in the attached Summary of Changes, Statement of Comprehensive Income and Uniform Presentation of Finances and received the updated Statement of Financial Position, Statement of Cash Flows, Statement of Changes in Equity and Financial Indicators (Ratios).	22/11/2023

**16.3 UPDATE - SOUTHERN YORKE PENINSULA COMMUNITY AND MAITLAND CHILDCARE CENTRES****Document #:** 23/113229**Department:** Corporate and Community Services**PURPOSE**

To provide Elected Members with a progress report in relation to the construction of the Southern Yorke Peninsula Community Childcare Centre (Centre) in Minlaton, and provide Elected Members with a progress report in relation to enrolments and staffing levels at the Centre and the Maitland Childcare Facility.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 1 Economically Prosperous Peninsula

2 Community Connected through Infrastructure

4 Community Engaged and Supported

5 Responsible Governance and Leadership

**Strategy:** 1.5 Partner and build positive relationships with key stakeholders to progress tourism and business growth

1.7 Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)

1.9 Seek out, develop and deliver on economic development opportunities

4.9 Engage and advocate for improvements to community health and social outcomes

5.2 Effective leadership and informed decision making

**BACKGROUND**

The Centre is the outcome of co-efforts between Council and the community across several years. Council successfully secured \$2,250,000 to construct the Centre through the Black Summer Bushfire Recovery Grants Program, with the total overall budget allocation being \$4,450,000.

A tender for the construction of the Centre at 11 North Terrace, Minlaton, opened via the Tenders SA website on 2 September 2022 and closed on 10 October 2022, with Romaldi Constructions being successful. The project includes demolition of the old tennis courts and clubrooms, the construction of the new 730 square-metre Centre, carpark, external service yard, landscaping, septic soakage area and stormwater management. The Centre will have the capacity for 80 long-day care places for children aged zero to five and will require approximately 20 full-time equivalent employees. Construction began on Monday, 9 January 2023 with the Centre aiming to open in January 2024.

Following a period of public consultation, Elected Members at the 12 April 2023 Ordinary Council Meeting endorsed the terms and conditions of the proposed lease agreement between Council and Jawbem Group (now Adelaide Family Learning and Care Services (AFLCS)) for the Centre. The lease includes an initial period of two years, with an additional four by five-year rights of renewal resulting in an overall lease term of 22 years. At the same meeting, Elected Members also endorsed the terms and conditions of the proposed lease agreement between Council and AFLCS for the

Maitland Childcare Facility. This included an ongoing annual lease agreement with reviews to be conducted biannually.

## DISCUSSION

AFLCS, operating under the business name Yorke Peninsula Learning and Care, has had a steady number of expressions of interest for enrolments of children at both locations. The Centres at Minlaton and Maitland currently have around 86 and 94 enrolments respectively.

The Maitland Centre is currently at 61 per cent utilisation on average per day (licensed for 40 placements per day). This is due to not all enrolments requiring full-time care placements.

At Maitland, works are underway to add shaded areas to outdoor play spaces, and other potential improvements are being researched.

At Minlaton, 24 local staff have been flagged for employment with meet and greets underway for prospective staff and students. Resources, internet, training, and other considerations are on track to build the staff and facility's needs. Training, and early start dates are being arranged and considered.

Both centres are seeking qualified educators to support regulatory requirements and to expand on current service levels.

AFLCS's associated registered training organisation, ELC Training Australia Pty Ltd, has recently received approval for a Funded Activities Agreement (FAA) with the State Government. This means ongoing training will be funded through this agreement, at least for the coming year, to deliver a much-needed cost relief for the childcare implementation project. Council provided significant positive advocacy in support of the FAA application. The agreement does not include funding vocational education and training students, which will place a limitation on engagement with local schools.

AFLCS has stated the major ongoing issue now with workforce development is attracting staff with existing skills and experience into the region. Council continues working with AFLCS to help address this situation.

Romaldi Constructions have provided the following build progress update for the Minlaton Centre (past month, as of 28 November 2023):

- Flooring 95% complete, some skirting remaining
- Joinery well underway
- Paving to the front areas complete
- Carpark area prepared and ready for bitumen
- Most of the concrete kerbs poured around the building
- Concrete to landscaping areas commenced with landscaping to start soon after
- Internal tiling and painting 85% complete, waiting for joinery to finish to complete final touches

## ATTACHMENTS

1. **Photos - Southern Yorke Peninsula Childcare Centre Construction (November 2023) (under separate cover)** 

**16.4 CORRESPONDENCE RECEIVED FROM THE NORTHERN AND YORKE LANDSCAPE BOARD****Document #:** 23/105434**Department:** Executive Services**PURPOSE**

To provide Elected Members with correspondence received from the Northern and Yorke Landscape Board.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.2 Effective leadership and informed decision making**BACKGROUND**

The Northern and Yorke Landscape Board is responsible for sustainably managing the region's landscapes.

The landscape levy is paid by ratepayers across South Australia and collected by local councils on behalf of the State Government.

**DISCUSSION**

The Northern and Yorke Landscape Board has provided a six-monthly progress report covering the period 1 April 2023 to 30 September 2023 (attached for perusal). The report is aimed at providing Council with a better understanding as to the range of landscape levy funded work being carried out in our council area.

**ATTACHMENTS**

1. **Report - Northern and Yorke Landscape Board** [↓](#) 



**Northern and Yorke Landscape Board**

155 Main North Road  
Clare SA 5453  
Ph: 08 8841 3444

ABN 83 450 552 896  
ny.landscapeboard@sa.gov.au  
www.landscape.sa.gov.au/ny

26 October 2023

Dear Councillors, Mayors and Chief Executives

**RE: NORTHERN AND YORKE LANDSCAPE BOARD DISTRICT REPORTS**

**Yorke Peninsula – 1 April to 30 September 2023**

I am pleased to be able to present to you the latest district report.

This report is aimed at providing the Yorke Peninsula Council with a better understanding as to the range of landscape levy funded work that is being carried out by staff from the Northern and Yorke Landscape Board in your local government area on behalf of your ratepayers.

As you can see this work runs across a number of important programs including pest animal and plant control, water management, community engagement and sustainable agriculture. This report also contains work that is being conducted as a result of federally funded projects as well as through the parks system, all of which are important in applying a landscape scale approach to managing environmental issues.

Importantly the report also captures the significant amount of work we do in partnership with local landholders and the community as well as collaborative work with many stakeholder groups.

If you require further information regarding the works undertaken, please contact our Landscape Operations and Compliance Manager, Paul O’Leary on 0407 978 163.

Sincerely

A handwritten signature in black ink, appearing to read 'Tony Fox'.



**Tony Fox**  
**General Manager**  
**Northern and Yorke Landscape Board**

[www.landscape.sa.gov.au/ny](http://www.landscape.sa.gov.au/ny)










<p><b>Weed Management Programs</b>  <i>NY Landscape Board Funded</i></p>	<p><b>Landscape Weed Control Programs:</b></p> <p><b>Boneseed (Weed of National Significance WoNS):</b></p> <ul style="list-style-type: none"> <li>• Surveying and removal of plants was undertaken by staff at 12 sites across Yorke Peninsula. Sites include Harry Butler Road, Balgowan, Moonta Mines and Moonta Bay. Letters were sent to 25 adjoining landholders to support the eradication effort as well as correspondence via door knocking and working with a property developer in Moonta Bay to eradicate the infestation.</li> </ul> <p><b>Bridal veil (Weed of National Significance WoNS):</b></p> <ul style="list-style-type: none"> <li>• Control was undertaken by contractors at nine infestations located on Yorke Peninsula. Control of Bridal Veil is delivered at infestations biennially in an effort to reduce seed production and spread to areas free of the weed. Areas included YP Council and DIT roads within the YP Council area. Letters were sent to 12 adjoining landholders.</li> </ul> <p><b>African Boxthorn (Weed of National Significance WoNS):</b></p> <ul style="list-style-type: none"> <li>• Cut and swab of boxthorn was undertaken at Mundoora Rd, Ninnes Road, Spencer Highway, Mail Road and Willamulka Road in the Barunga West Council area. Control of boxthorn was undertaken at Spencer Highway, Pt Hughes Rd and Coast Rd (Moonta) and Ninnes Rd CCC.</li> </ul> <p><b>Aleppo Pine:</b></p> <ul style="list-style-type: none"> <li>• Contractors undertook control of young Aleppo Pines spreading in a coastal conservation reserve at Balgowan. Removal of adult trees were also undertaken at an important Narungga cultural site at Black Point.</li> </ul> <p><b>Wild Artichoke:</b></p> <ul style="list-style-type: none"> <li>• Two rounds of control was undertaken at Kulpara, South Hummocks &amp; Mundoora with the aim to prevent the weed spreading into the Barunga West Council (BWC) from neighbouring councils and to suppress the few infestations in the BWC area.</li> </ul> <p><b>Calomba Daisy:</b></p> <ul style="list-style-type: none"> <li>• Contractors undertook surveying and control on DIT roadsides within Barunga West and Yorke Peninsula Council areas in an effort to stop the weed spreading from a significant infestation at Port Wakefield. Staff have been surveying and removing outlier plants in all council areas to prevent the weed becoming established in our district.</li> </ul>	 <p><b>Bridal veil awareness signage was updated as part of a local control program at South Kilkerran and Corny Point</b></p>  <p><b>Buffel grass Spencer Highway</b></p>
--	--	---



	<p><b>Buffel Grass:</b></p> <ul style="list-style-type: none"> <li>The Buffel grass infestation on Spencer Highway near Port Broughton continues to be monitored over the cooler months. Some seedlings have been hand pulled. Buffel grass although known as summer active does respond to any rainfall including winter rain so all year monitoring is required. Another outbreak of buffel in the Barunga West Council area appears to be eradicated but monitoring of this site will continue in coming years.</li> </ul> <p><b>Cape Marigold (<i>Dimorphotheca pluvialis</i>):</b></p> <ul style="list-style-type: none"> <li>A population of cape marigold (20x20m) was found in North Beach, Wallaroo. This is a new weed to the Northern and Yorke Region and is listed as Red alert for the Adelaide region. The population was hand pulled by staff and will be monitored in coming years as this species is a big risk to our coastal ecosystem.</li> </ul>	
<p><b>Pest Animal Control:</b> <i>NY Landscape Board Funded</i></p>	<p><b>Fox Bait Supply:</b></p> <ul style="list-style-type: none"> <li>125 Landholders were invited to attend the spring coordinated 1080 Fox Bait distribution days across the Yorke Peninsula. Four landholders attended collecting 130 baits. Many landholders were reporting lower fox numbers across the region compared to previous seasons.</li> <li>Bait supply to a further eight landholders providing 390 baits also occurred between April and September outside of coordinated distribution days.</li> </ul> <p><b>Rabbits:</b></p> <ul style="list-style-type: none"> <li>Rabbit numbers have been slowly increasing from low numbers throughout winter (although there are always pockets of rabbit that are the exception). This assessment is based on the number of sightings and number of general contacts with the public either through complaints or those seeking advice on how to carry out effective rabbit control.</li> <li>Planning is underway to conduct rabbit control workshops and encourage further targeted work throughout the district in the summer months when control is more effective.</li> </ul>	 <p>Staff discussed pest animal impacts at the Copper Coast Show</p>



<p><b>Biological control:</b> NY Landscape Board Funded</p>	<p><b>African boxthorn rust fungus (<i>Puccinia rapipes</i>):</b></p> <ul style="list-style-type: none"> <li>Trial release sites are being established and monitored on Yorke Peninsula for the new rust fungus. Release sites are in Barunga West Council and Yorke Peninsula Council areas.</li> </ul> <p><b>Horehound plume moth:</b></p> <ul style="list-style-type: none"> <li>Caterpillars were harvested from established nursery sites on YP and distributed to locations at Minlaton, Yorketown and Kulpara. Caterpillars were also supplied to Mambray Creek for Mt Remarkable National Park.</li> </ul> <p><b>Bridal creeper rust:</b></p> <ul style="list-style-type: none"> <li>Nursery sites for rust spores were set up in Barunga West and Yorke Peninsula Council areas with the aim to expand established sites in Copper Coast next winter. Plans are underway for bridal creeper rust community distribution workshops in 2024.</li> </ul> <p><b>Curramulka Primary School Visit:</b></p> <ul style="list-style-type: none"> <li>Staff visited students in September and spoke about the role biological control agents play in weed control on YP.</li> </ul>	 <p>Establishing nursery sites for Bridal creeper rust at Bute</p>																
<p><b>Landholder Enquiries and Technical Advice</b></p>	<p><b>Landholder Enquiries and Advice</b></p> <ul style="list-style-type: none"> <li>Pest plant, pest animal and biodiversity enquiries and advice tend to be the main source of landholder enquiries.</li> </ul> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Community (e.g. Grants)</td> <td style="width: 10%; text-align: center;">4</td> <td style="width: 30%;">Workshops &amp; Events</td> <td style="width: 10%; text-align: center;">210</td> </tr> <tr> <td>Pest Plants/Weeds</td> <td style="text-align: center;">33</td> <td>Projects &amp; Other</td> <td style="text-align: center;">22</td> </tr> <tr> <td>Pest animals (e.g. foxes, rabbits)</td> <td style="text-align: center;">19</td> <td>Sustainable Agriculture</td> <td style="text-align: center;">7</td> </tr> <tr> <td>Biodiversity &amp; Native Vegetation</td> <td style="text-align: center;">18</td> <td>Deer</td> <td style="text-align: center;">2</td> </tr> </table>	Community (e.g. Grants)	4	Workshops & Events	210	Pest Plants/Weeds	33	Projects & Other	22	Pest animals (e.g. foxes, rabbits)	19	Sustainable Agriculture	7	Biodiversity & Native Vegetation	18	Deer	2	 <p>Staff providing erosion control and revegetation advice on site</p>
Community (e.g. Grants)	4	Workshops & Events	210															
Pest Plants/Weeds	33	Projects & Other	22															
Pest animals (e.g. foxes, rabbits)	19	Sustainable Agriculture	7															
Biodiversity & Native Vegetation	18	Deer	2															



**Board Priority: Biodiversity**

**Djulda-wawa Badja**  
Landscape Priorities  
Fund Project

**Coastal Weed Control**

- Staff hosted a Beach Daisy workshop in Corny Point with members of the Formby Bay Environmental Action Group and Yorke Peninsula Council to develop a response plan to the remote 7km long Beach Daisy infestation.
- Over 130 hectares of coastal weed Boxthorn control has been undertaken to protect revegetation sites including Foul Bay, Point Souttar, Cape Elizabeth and Wardang Island.
- White Weeping Broom has been controlled in the coastal reserve north of Port Victoria. Control of this infestation will be ongoing.
- Work has commenced to clear Boxthorn from the coastal strip north of Tickera, to support the work of community and volunteers there in removing the weed from town reserves and roads.

**Coastal Revegetation**

- Over 84 hectares of coastal revegetation was undertaken by direct seeding at Point Souttar, Foul Bay, Klein Point, Cape Elizabeth, Parara and Port Wakefield.

**Coastal Access Strategy Development**

- A team from URPS was engaged to develop a coastal access strategy for western Yorke Peninsula following a stakeholder workshop in April. An engagement plan has been prepared and the next workshop will take place in October. An online survey will also be made available.

**Yorke town Bushfire Recovery**

- Fencing, weed control and 13ha of reveg was complete at Lake Fowler and Goldsmith's Beach.
- Tube stock was grown at local Leisure Options Nursery and planting involved students from two local schools

**Yorke Peninsula Council Partnership**

- Over 3400 plants propagated from local provenance seed. Plantings took place from Burner's Beach to The Gap in line with the YPC Coastal Management Strategy.
- A dune restoration plan was prepared for the coastal dune system adjacent to *The Bamboos* campground. Works to restore a significant blowout and provide campground upgrades to make the campground more sustainable will commence over summer.



Staff undertaking Boxthorn Removal on Wardang Island






Greening Australia and Treed for Life undertook the direct seeding






Students from St Columba's planting





	<p><b>Narungga Partnerships</b></p> <ul style="list-style-type: none"> <li>• Project Ranger Farrin Miller initiated a program whereby the Landscape Board can employ members of the Point Pearce community to assist with coast and land activities. To date, crews have assisted in surveying and removing Boneseed and Boxthorn from coastal areas.</li> <li>• Farrin and Wardang IPA members have worked to close a coastal off-road vehicle track on the IPA boundary with Port Victoria to prevent damage to the dune system.</li> </ul> <p><b>Osprey Recovery Program</b></p> <ul style="list-style-type: none"> <li>• Staff and Osprey volunteers attended Yorketown Area School to talk to Year 7 students about the next stage of the Osprey Recovery Program. Students were then very excited to build Osprey 'starter nests' for six Osprey platforms across the state.</li> <li>• Over 50 volunteers from Ardrossan Men's Shed, SYP Landcare and Friends of Osprey attended the Coobowie platform installation and a thank you morning tea to view the helicopter and crews installing the platform.</li> <li>• The platform location was chosen to entice a pair of Osprey that were unsuccessfully attempting to breed and nest on a phone tower in Edithburgh. Incredibly, four hours later the birds were seen using the platform, and are regularly seen nest building and feeding in the new location.</li> <li>• A pair of Osprey had been seen using the Port Broughton platform, however it appears that a pair of White Bellied Sea Eagles are also using the bay and so the Osprey have not set up a permanent nest on the platform yet.</li> </ul>	 <p><b>YAS students nest building with Rick from SYP Landcare</b></p>  <p><b>Ardrossan Men's Shed volunteers</b></p>  <p><b>The Osprey pair quickly moved into the Coobowie location</b></p>
--	--	---



<p><b>Coastal Management</b></p>	<p><b>Coastal Protection Board Visit</b></p> <ul style="list-style-type: none"> <li>The Northern and Yorke Landscape Board staff met and toured with the Coast Protection Board on the 16-17 May. Stakeholders involved included the three local Councils.</li> <li>Coastal Protection Board members met with representatives of the Narungga community, the Landscape Board and YP Council at Cape Elizabeth. Council and landscape staff shared their insights on the impacts of coastal hazards. All were surprised to see the impacts of unmanaged off-road vehicle access at Cape Elizabeth first-hand, which is causing extensive damage to these fragile dune and saltmarsh ecosystems.</li> </ul> <p><b>North Beach Management Plan</b></p> <ul style="list-style-type: none"> <li>The Northern and Yorke Landscape Board is supporting the Copper Coast Council with the development of a management plan for the dunes at North Beach Wallaroo.</li> </ul> <p><b>Sea Country IPA Expansion</b></p> <ul style="list-style-type: none"> <li>Staff have been attending stakeholder workshops and committee meetings to support the expansion of the Wardang Island Indigenous Protected Area to include Sea Country.</li> </ul> <p><b>Landholder Visits</b></p> <ul style="list-style-type: none"> <li>Staff undertook landholder visits to two properties to discuss coastal management issues such as access management, erosion, weeds and revegetation.</li> </ul>	 <p>Coast Protection Board with Landscape, YP Council and Aboriginal Lands Trust representatives at Cape Elizabeth</p>  <p>A recently closed dune track on private property slowly recovering</p>
<p><b>Marna Banggara</b> <i>Regional Land Partnership Funded</i></p> <p><i>Department for Climate Change, Environment, Energy and Water (DCCEEW)</i></p>	<p><b>Marna Banggara recent activities;</b> Key Deliverables for the 2022/23 (Q4) and 2023/24 (Q1)</p> <p><b>Controlling pest animals</b> – 140,000ha of pest animal control over project area including public and private land. Professional trapping runs completed in May and June removing 20 foxes and 12 cats.</p> <p><b>Pest animal survey</b> – monitoring of predator activity leading up to Yalgi translocation and inclusion of AI technology in reviewing images captured during landscape camera monitoring.</p> <p><b>Removing weeds</b> – 1000ha of African Boxthorn control around the predator management fence and on EPBC listed Sheoak over Limestone vegetation community. Local Aboriginal business engaged and four landholders directly engaged.</p>	 <p>Map of predator control activities</p>






	<p><b>Establishing and maintaining breeding programs</b> – 73 brush-tailed bettongs (Yalgi) were translocated from Dryandra in WA to the southern YP in June. Narungga and Nukunu Cultural Exchange facilitated to support the translocation. Release event well attended by stakeholders and community.</p> <p><b>Soil testing</b> – 40 sites sampled for soil and leaf litter properties. Samples collected and analysed as part of long term monitoring.</p> <p><b>Vegetation Monitoring</b> – Final reports and Bushland Condition Monitoring compiled and completed.</p> <p><b>Fauna survey</b> – Hooded Plover monitoring and reporting completed on the project works. Insight into Hooded Plover and other threatened shorebirds compiled into report and conservation advice.</p> <p><b>Communication materials</b> – many communications materials produced and published on social media, in newsletters and on Marna Banggara website (<a href="https://marnabanggara.com.au/whats-happening">https://marnabanggara.com.au/whats-happening</a>)</p> <p><b>Community/stakeholder engagement</b> – Project stakeholder and community engagement occurs on a monthly basis. End of project debriefs with project partners completed. Project staff presented on feral cat and fox control to the Australian Mammal Conference in Adelaide.</p> <p><b>Project Planning</b> – 2022/23 and end of project reporting completed. Funding secured for 2023/24 predator control and engagement for protection of threatened species.</p> <p><b>Q1 Pest animal control</b> – 3495 baits deployed in Q1 across 38 private properties and four National Park properties. Professional trapping services utilised in July over 10 nights removing three foxes. Technology enlisted to the control efforts include Felixer grooming traps, cellular remote sense cameras and new trap alert technology to be rolled out.</p> <p><b>Q1 Community/stakeholder engagement</b> (Training/workshop events) – NYLB partnered with National Feral Cat and Fox Management Coordinator (CISS) and Landcare Association of SA to deliver workshops on cat and fox management in the SYP. Two workshops delivered, White Hut and Minlaton, technical advice and demonstrations provided to approximately 20 landholders.</p>	 <p>Narungga and Nukunu representatives carrying Yalgi to release site in DGINP</p>  <p>White Hut predator workshop participants watching demonstration of trap techniques by NYLB staff</p>
<b>Board Priority: Water Management</b>		
<p><b>Water Affecting Activities</b></p>	<p>Staff continue to provide advice on water issues and can offer advice including revegetation options as practical solutions.</p>	










**Board Priority: Communities**

<p><b>Community Workshops</b></p> <p><i>NY Landscape Board Funded</i></p>	<p><b>Coastal Gardens Workshop Series:</b></p> <ul style="list-style-type: none"> <li>• The final in the current series of 10 workshops was successfully delivered in Foul Bay on June 20 2023 by landscape staff.</li> <li>• Workshops were held in Hardwicke Bay, James Well and Rogues Point, Balgowan, Corny Point, Tickera, Port Broughton, Moonta, Kadina, Yorketown and Foul Bay.</li> <li>• Over 190 participants attended the interactive workshops taking home lots of tips and tricks as well as four native plants and a <i>Coastal Gardens Planting Guide</i>. Participants learnt how different landscape styles can be bought to life using native species, and the common garden plants that are actually environmental weeds.</li> <li>• Feedback was very positive with many landholders also selecting to subscribing to Yakka e-news to receive information about future board events.</li> </ul>	 <p>Landscape Officers Nick and Fabienne delivered 10 workshops in conjunction with local native plant growers.</p> 
<p><b>School Engagement</b></p>	<p><b>Curramulka Primary School Visit:</b></p> <ul style="list-style-type: none"> <li>• Two visits were made to the Curramulka Primary School to talk to students about biocontrol agents including Plume Moth, Cochineal Beetles, Bridal Creeper Rust and leafhopper. Following a classroom presentation the students walked through the bush parklands, a revegetation project the school has been involved with for over a decade.</li> <li>• Weeds and native species were highlighted and identification information shared giving students the opportunity to see native plants and weeds within a natural setting.</li> <li>• <i>“Recently 15/8, at Curramulka Primary School, we were very fortunate to have Michael Budd from NY Landscape Board visit and work with children and staff from year’s reception to 6. Curramulka is a small rural school on Southern Yorke Peninsula. The school has a long term environmental</i></li> </ul>	 <p>Curramulka Primary School students in the bush parkland</p>





	<p><i>project rehabilitating a 15 hectare piece of land adjacent to the school. One of the significant projects associated with this project has been about weed control, as weeds have a big impact on the revegetation of the park. The students have been involved directly with action to control weeds.” Jennifer Hanson, Acting Principal.</i></p>	
<p><b>Community Events</b></p>	<p><b>Copper Coast Show:</b></p> <ul style="list-style-type: none"> <li>• Staff hosted an information stall at the Copper Coast Show in August.</li> <li>• Over 150 people visited our tent over two days which had kids’ activities, photo displays, competitions and giveaways.</li> <li>• Key themes and topics of discussion were native revegetation projects, weeds and biocontrol agents, coastal issues including hooded plovers, cats, rabbits and foxes.</li> </ul> <p><b>Paskeville Field Days:</b></p> <ul style="list-style-type: none"> <li>• The Northern and Yorke Landscape Board hosted with staff and board members a large site at the Field Days, with displays and information about the board’s five priorities and our key projects.</li> <li>• Animals Anonymous bought along native animals for kids to learn and experience close up.</li> <li>• Over 1000 attendees visited the Board site to discuss a range of natural resource management issues.</li> </ul>	 <p><b>Stall at the Copper Coast Show</b></p>  <p><b>Nick with a Tawny Frogmouth at the YP Field Days</b></p>



<p><b>Community Workshops</b></p>	<p><b>Marion Bay Boxthorn Workshop</b></p> <ul style="list-style-type: none"> <li>Over 20 participants attended a community African Boxthorn Workshop hosted by staff in August at the Marion Bay Community Hall.</li> <li>The session also included an indoor component with a presentation on the newly released African boxthorn biocontrol agent rust fungus (<i>Puccinia rapipes</i>) and an outdoor practical demonstrated of cut stump and other mechanical and chemical control options.</li> </ul>	 <p>Participants at the boxthorn workshop</p>
<p><b>The Willamulka Corridor Project</b></p>	<p><b>Willamulka Corridor Steering Committee:</b></p> <ul style="list-style-type: none"> <li>The steering committee met at Kadina in August with community and council representatives.</li> <li>Work on the management plan and vegetation surveys is ongoing.</li> <li>African Boxthorn control was carried out along the corridor in May with a small number of feral Olive trees also controlled.</li> </ul>	 <p>Vegetation survey at Mona Siding</p>
<p><b>Partnerships and Community</b></p>	<p><b>NAIDOC Week</b></p> <ul style="list-style-type: none"> <li>In July, the Yorke district team celebrated NAIDOC week at the Copper Coast Council's morning tea. Narungga artist Violet Buckskin's exhibition "For Our Elders" was unveiled as part of NAIDOC Week celebrations in Kadina. Violet Buckskin is the artist behind our Djulda-wawa Badja project artwork.</li> </ul>	 <p>The team with Violet's parents, Claudine and John Buckskin</p>



<p><b>Partnerships and Community</b></p>	<p><b>Cultural Burning</b></p> <ul style="list-style-type: none"> <li>• Dozens of small cultural burns were conducted across Guuranda (Yorke Peninsula) in June, reinvigorating cultural practice on Nharangga Banggara (Narungga Country).</li> <li>• It is just the second time in recent history that cultural burning has been performed on Yorke Peninsula, signalling a growing movement to unlock this important Narungga land management technique.</li> <li>• Northern and Yorke Landscape Board Ranger and Narungga man Farrin Miller was part of the week-long exercise.</li> <li>• During five days in mid-June, Narungga men and women ignited patches of native grasses and similar understorey species across four locations in Ardrossan, Point Pearce and Minlaton as part of a Yorke Peninsula Council project funded through the Australian Government’s Preparing Australian Communities – Local Stream. They were led by renowned fire practitioner Victor Steffensen from Firesticks Alliance.</li> </ul>	 <p><b>Cultural Burning on Yorke Peninsula</b></p>
<p><b>School Engagement</b></p>	<p><b>Kadina Memorial School’s Bush Garden</b></p> <ul style="list-style-type: none"> <li>• Landscape staff attended the official opening of Kadina Memoria School’s Bush Garden funded through our grant program in May. The Garden featured local indigenous plants with Narungga names on high quality signage. Landscape staff assisted with local species selection.</li> </ul>	
<p><b>Board Priority: Sustainable Agriculture</b></p>		
<p><b>Sustainable Agriculture</b></p>	<p><b>Fencing off native vegetation in Barunga West Council and provision of plants to farmers.</b></p> <p>Remnant Black Oak and Native pine protected from sheep in a paddock near Alford. The site had significant regeneration after being disturbed by quarrying of the site. The fencing will allow the site to regenerate.</p> <p>Plants provided to revegetate and regenerate native remnant Mallee scrub on a farm in Wauraltee.</p>	



<p><b>Employment opportunity</b></p>	<p><b>Sustainable Agriculture Facilitator</b>                  Have recently advertised for a new regional role of Sustainable Agriculture Facilitator to promote land practices, assist agricultural innovation, training and support.</p>	
	<p><b>Soil Workshops</b>                  A series of soil biology forums were held in 19-22 September at Carrieton, Clare, the Barossa and Murray Bridge to connect farmers with practical knowledge to boost production through biological farming practices including pasture cropping and the use of multi-species cover crops. Key note speaker Colin Seis is the New South Wales farmer who co-developed the use of pasture cropping, where winter crops are sown into summer pastures. Now adopted by farmers around the world, pasture cropping has been shown to improve a range of production factors including yield, water holding capacity and soil health.</p>	

**16.5 CORRESPONDENCE RECEIVED FROM ELECTORAL COMMISSIONER RE CASUAL VACANCIES****Document #:** 23/109979**Department:** Executive Services**PURPOSE**

To provide Elected Members with a copy of correspondence received from the Electoral Commissioner, Mr Mick Sherry, in relation to casual vacancies.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.2 Effective leadership and informed decision making**BACKGROUND**

The Electoral Commission conducted Local Government periodic elections in November 2022.

**DISCUSSION**

The Electoral Commissioner, Mr Mick Sherry, has provided correspondence to Council in relation to general information on recount processes to fill casual vacancies in accordance with the Local Government (Elections) Act 1999 following the 2022 periodic elections.

Correspondence is attached for Elected Member ease of reference.

**ATTACHMENTS**

1. **Correspondence received from the Electoral Commissioner** [↓](#) 

OFFICIAL



Level 6, 60 Light Square  
Adelaide SA 5000  
GPO Box 646  
Adelaide SA 5001  
T +61 8 7424 7400  
W [ecsa.sa.gov.au](http://ecsa.sa.gov.au)  
ABN 99 891 752 468

14 November 2023

Mr Andrew Cameron  
Chief Executive Officer  
Yorke Peninsula Council  
PO Box 57  
MAITLAND SA 5573

Via email only: [andrew.cameron@yorke.sa.gov.au](mailto:andrew.cameron@yorke.sa.gov.au)

Dear Mr Cameron

**Re: Casual Vacancies**

I am writing to you about the availability of recount processes to fill casual vacancies in accordance with the *Local Government (Elections) Act 1999* (the Act), following the 2022 periodic elections.

The Act prescribes various methods for dealing with casual vacancies, including filling them through a recount of votes cast at a previous election, allowing a council to determine a policy on casual vacancies, or through a supplementary election.

I have sought legal advice regarding the priority order of applying the relevant provisions and methods under the Act. Where possible, I have applied s 6A to determine a new successful candidate from the most recent election for the relevant office.

To date, eight vacancies have been filled via s 6A (using the recount process outlined in r 3A), saving an estimated \$200,000 in supplementary election costs, and enabling successful candidates to commence their term of office approximately one month after the vacancies occurred.

This method is applicable to vacancies in the office of councillors who were elected in a contested election, if the vacancy occurs within 12 months after the conclusion of the periodic elections or a supplementary election.

This period expires 12 months from the date I provided you with the results certification letter, which for the November 2022 periodic elections was on Friday 18 November 2022. Another copy of this letter can be provided if required. The same 12-month period also applies to any supplementary elections and the associated results certification letter.

## OFFICIAL

After the expiry of the 12-month period, a supplementary election will be held to fill a vacancy, unless one of the remaining exceptions outlined in s 6 of the Act applies.

Section 6 of the Act should be read and considered in its entirety in each case. However, in summary, a supplementary election will not be held if one of the following circumstances is applicable:

- The vacancy is for a councillor position from a contested election and occurs within 12 months after the conclusion of the periodic elections or a supplementary election and can be filled in accordance with section 6A (noting that this will cease to be available shortly in relation to the 2022 periodic elections).
- The vacancy is for an area councillor position in a council without wards, and the council has a policy to carry the vacancy until the next elections.
- The vacancy occurs within 12 months before polling day of the periodic elections.

Once I am advised of a casual vacancy, I will commence assessment of how the vacancy will be filled.

If you have any further questions about filling casual vacancies, please respond to my office via [Electoral.Commissioner@sa.gov.au](mailto:Electoral.Commissioner@sa.gov.au).

Yours sincerely



Mick Sherry  
**ELECTORAL COMMISSIONER**



**16.6 CORRESPONDENCE RECEIVED FROM REGIONAL DEVELOPMENT AUSTRALIA - YORKE AND MID NORTH****Document #:** 23/114043**Department:** Executive Services**PURPOSE**

To provide Elected Members with a copy of Regional Development Australia Yorke and Mid North's 2022/2023 Annual Report.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.2 Effective leadership and informed decision making**BACKGROUND**

Regional Development Australia Yorke and Mid North (RDAYMN) are part of a national network whose main focus is to grow and strengthen Australia's regions.

RDAYMN covers the local government districts of Barunga West, Clare and Gilbert Valleys, Copper Coast, Goyder, Mount Remarkable, Northern Areas, Orroroo Carrieton, Peterborough, Port Pirie, Wakefield and Yorke Peninsula.

As a not-for-profit organisation, the activities of the RDAYMN Board are funded by grants provided under contract by the Australian Government, South Australian Government and the Councils within the Yorke and Mid North region. The RDAYMN Board also bids for complementing grants for service delivery in related areas such as training and employment, infrastructure development and business advisory services.

**DISCUSSION**

Regional Development Australia Yorke and Mid North have provided a copy of their 2022/2023 Annual Report. A copy is attached for Elected Member information.

**ATTACHMENTS**

1. **Regional Development Australia Yorke and Mid North 2022/2023 Annual Report (under separate cover)** 

**16.7 CORRESPONDENCE RECEIVED FROM LGASA MUTUAL SERVICES - 2022/2023 ANNUAL REPORT****Document #:** 23/114227**Department:** Executive Services**PURPOSE**

To provide Elected Members with a copy of LGASA Mutual Services 2022/2023 Annual Report.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.2 Effective leadership and informed decision making**BACKGROUND**

Mutual Services (LGASA Mutual Pty Ltd) was established by the LGA in 2019 as part of a restructure of the LGA's self-insurance Schemes.

Mutual Services manages the LGA Mutual Liability Scheme (LGAMLS) and the LGA Workers Compensation Scheme (LGAWCS) as one entity. Services under the Schemes are provided by Local Government Risk Services (LGRS) under a service agreement.

**DISCUSSION**

LGASA Mutual Services have provided a copy of their 2022/2023 Annual Report. A copy is attached for Elected Member information.

**ATTACHMENTS**

1. **2022/2023 LGASA Mutual Services Annual Report (under separate cover)** 

## 17 CORPORATE AND COMMUNITY SERVICES

### 17.1 POST-EVENT REVIEW - GROUNDED YP ART FESTIVAL

**Document #:** 23/112953

**Department:** Corporate and Community Services

#### PURPOSE

To provide Elected Members with a post-event review of the inaugural GROUNDED YP Art Festival, held 11-20 August 2023.

#### RECOMMENDATION

That the report be received.

#### LINK TO STRATEGIC PLAN

**Goal:** 1 Economically Prosperous Peninsula

4 Community Engaged and Supported

**Strategy:** 1.4 Support local events and help attract new events

1.9 Seek out, develop and deliver on economic development opportunities

4.2 Support and/or deliver local community events, programs or workshops

#### BACKGROUND

GROUNDED YP Art Festival (Festival) was developed and run by the Yorke Peninsula Council Arts and Culture Working Group (Working Group), led by Arts and Cultural Facilitator Sonya Rankine. The Festival was funded by Yorke Peninsula Council with assistance from a Regional Arts Fund grant of \$22,615 and sponsorship from local businesses and donors. The Festival was held 11-20 August 2023, and involved a grand opening event, three exhibition openings, week-long exhibitions and associated competitions for fine art, sculpture and photography, as well as live music, workshops and other events all featuring/hosted by Yorke Peninsula artists. Once the Festival finished, Council initiated a post-event survey which was sent directly to everyone who booked into an opening event or workshop/activity, and was also made available to the public. Invoicing, payments and other post-event administration are now nearing completion, and the survey has closed, allowing for the post-event review to be completed.

#### DISCUSSION

Information contained within the GROUNDED YP Art Festival Post-event Review was collated from:

- Post-event survey completed by 68 respondents, representing approximately 5% of all participants/attendees
- Correspondence with the public
  - Emails to Council and Working Group (including complaints)
- Correspondence with staff
  - Arts and Cultural Facilitator
  - Staff assisting with festival administration/finance

The survey revealed people liked the variety of events, activities and exhibitions, the quality of the events and workshops, the local focus and bringing the community together, the

diversity/inclusion/First Nations elements, and the range of venues including a strong focus on southern Yorke Peninsula.

The survey identified several areas for improvement including; communication, management and administration, a lack of lead time and the method(s) of promotion. Many of these issues can be attributed to the tight timeframe between the establishment of the Festival and the event date. It should be noted that in May 2023 the Working Group was presented with a 12-month window of July 2023 to June 2024 to hold the event and chose the second available month, August. This was then endorsed by Council at the next available meeting, 12 April 2023. August was chosen for several sound reasons, including aligning with the South Australian Living Artists' Festival and creating an event during winter, but did result in a short lead time both for the organisers and for participating artists. Working Group members were acknowledged for their efforts in creating such a large-scale festival given the time constraints.

Survey results showed 91% of respondents were either very satisfied or satisfied with the Festival, and 94% were very likely or likely to recommend the Festival to others in the future. Almost all respondents (95%) were very likely or likely to attend the next Festival, 89% said the events were of excellent or good quality, and 95% were very satisfied or satisfied with the inclusivity and diversity. Opinion was more divided on whether future Festivals should be held annually or biennially, with 59% selecting annually.

The Post-event Review also outlines the direct economic impact of the Festival, noting \$11,371 was generated through workshop bookings, \$23,500 in prize money was issued, and all grant funds received were also distributed to local artists. This resulted in \$57,471 going directly to local artists and the businesses/community groups involved.

## ATTACHMENTS

1. **GROUNDYED YP Art Festival Post-event Review** [↓](#) 

# GROUND ED YP ART FESTIVAL

POST-EVENT REVIEW





Mayor Darren Braund speaks at the official GROUNDED opening.

# INTRODUCTION

GROUNDED YP Art Festival, August 11-20, featured a grand opening event, three exhibition openings, week-long exhibitions and associated competitions for fine art, sculpture and photography, as well as live music, workshops and other events all featuring/hosted by Yorke Peninsula artists.

The festival was inspired by the YP Art Exhibition which had not been held for several years due to COVID-19. A new Working Group was formed, led by Yorke Peninsula Arts and Cultural Facilitator Sonya Rankine, to develop and implement GROUNDED.

Council provided support including:

- A budget allocation of \$45,000 designed to breakeven post-event through sponsorship, submission fees, sales commissions
- Successfully applying for a Regional Arts Fund grant of \$22,615
- Updating the Art Policy in accordance with what the Working Group intended to achieve with GROUNDED
- Volunteer inductions, staff volunteering to handle cash, promotion, and numerous other instances of administrative and hands-on assistance

# CONTENTS

Introduction	02
Report methodology	04
GROUNDYED by numbers	05
Feedback - positive	06
Feedback - areas for improvement	08
Complaints	10
Survey findings	11



# REPORT METHODOLOGY

Feedback was obtained via:

- Post-event survey
- Correspondence with the public
  - ◊ Emails to Council and Working Group (including complaints)
- Correspondence with staff
  - ◊ Arts and Cultural Facilitator
  - ◊ Staff assisting with festival administration/finance





# GROUNDLED BY NUMBERS



- Approximately 1000 attendees recorded across the three exhibitions
- 792 participants attended workshops
- 1000+ further engagement from attendees through partnership events (10th anniversary of Pepper Tree Markets and 40th Anniversary Yorkes Classic)
- 16 of the 42 workshops (38%) sold out



- \$10,030 sponsorship from 23 paying sponsors
- \$11,371 generated through workshop bookings, going directly to workshop facilitators/local artists
- \$22,616 Regional Arts Fund grant – obtained by Council and paid to artists and caterers for workshop subsidies, food
- \$23,500 approx. prize money issued
- This equals \$57,471 directly to local businesses and artists



# FEEDBACK - POSITIVE

GROUNDYED YP Art Festival 2023 (what people liked)	# mentions (from 68 survey responses)
Variety of events, activities and exhibitions	20
Quality of Events and Workshops	19
Local focus/brought the community together	17
Diversity/Inclusion/First Nations	12
Range of venues/lots on southern Yorke Peninsula	11
Website/promotional efforts	9
Grant funding/affordable events (subsidised by grant)	8
Atmosphere	8
Well organised	7
Quality of art on display	6
Efforts of the Working Group	6
Alignment with SALA/winter	3
Food	3



MBC Foods at the GROUNDYED opening

**IN BRIEF - POSITIVE**

People were impressed with the size and scope of the event, the variety of options, and the quality of the artwork as well as the workshops. The Salt Lake Bus Tour and Wadna (Boomerang) Throwing were each identified by multiple respondents as being of high quality. Many felt the festival brought our community together. Most people who understood how the festival was organised were strong in their praise of the Working Group, and individual Working Group members provided a great deal of in-kind support ie branding and website. Working Group member Jasmine Swales was personally acknowledged by numerous respondents. Several people felt the workshops were affordable thanks to subsidised tickets, and artists appreciated that they were paid for unsold tickets – both of which were made possible by the Regional Arts Fund grant through Country Arts South Australia.

**SURVEY COMMENTS - POSITIVE**

"This should be a mainstay of the Yorke Peninsula calendar!"

"Grounded had the feel and flavour of a real Arts Festival ... it was the beginnings of a larger arts festival for the Peninsula, which this area has needed for a long time."

"I loved the variety of workshops and art on display. The program was excellent. The spatial spread of events was great as it made it more accessible and inclusive to our widespread YP community. I loved that all the workshops were hosted by YP and Narungga artists."

"Bringing the community together to share in diverse, interesting experiences. The festival was inclusive and extensive. I thought the cost of attending was reasonable."

"The festival gave our broad range of artists a platform to share their talents and experiences with the general public and brought people together to celebrate our unique and wonderful peninsula."

"I liked that the towns seem to 'come alive' for that week ... GROUNDED definitely brought people together."

"Having long spoken to others about the possibility of such a festival on YP, it was wonderful to see it finally happen."

"Agree the event should be aligned to SALA - provides an additional platform to promote the event."

"We have lots of new residents following Covid and this was an incredible way for them to meet new people and have time and space to connect, whilst creating art or learning about the area / Nharangga culture / various art opportunities on Guuranda."

"Excellent to see so many local artists receiving recognition for the work they do, which is often missed or overlooked by a lot of the community and beyond. Excellent events that brought the community together in warm and welcoming spaces."

"Having a working group made up of YP residents was exactly the right thing to do, giving the festival real heart and soul and community/ grassroots energy."

"I think the concept of the Grounded Festival incorporating workshops and events is fantastic and has been a great way to activate arts and cultural activities throughout our council area. In my opinion this inaugural event has overall been very successful."

# FEEDBACK - AREAS FOR IMPROVEMENT

GROUNDYED YP Art Festival 2023 (what people think can be improved)	# mentions (from 68 survey responses)
Communication	19
Management and administration	17
More lead time	13
Promotion	11
Wider spread of venues and opening times	8
Financial management	8
Better opening event/return opening event to Ardrossan	7
Cheaper/free entry for events	6
Prize money too high	5
Hold at different time of the year	5
Needs more art on display	4
More volunteers/better prepare volunteers	3
Prize money too low	2
More live music	2



**IN BRIEF - AREAS FOR IMPROVEMENT**

Several people noted that some events could have been better organised. Many respondents mentioned a lack of communication – to volunteers, to and from Council, and in response to enquiries. Not enough lead time was the main cause identified for these issues, and for the relatively low number of exhibition entries. Many people suggested extra promotion through SALA channels rather than mostly using local outlets. Income from sponsorship, art entries and commissions were down, whilst spending was up, both compared with the allocated budget and with past Art Exhibition events. This was mostly due to higher prize money and fewer open category entries/sales.

**SURVEY COMMENTS - AREAS FOR IMPROVEMENT**

"Possibly run by a community arts group and supported/sponsored by Council and the Arts & Cultural Facilitator position, instead of owned by Council. Would possibly raise more sponsorship and support for the event."

"Concept is great, need more lead time to ensure communication lines are clear ... need more regional coverage in the SALA magazine and on their website (online presence)."

"Providing communication with enough lead time would be appreciated (as creatives we often need every last minute to complete and frame artworks!!)"

"Could be beneficial to both Council and the organisers for Council to step back from managing the event and instead offer a significant sponsorship... Council could still help with free hall hire, grant applications and general guidance when requested."

"Incentives for more Council staff to attend local events, especially Council sponsored ones. It's an opportunity to connect with community and build good relationships for future endeavours."

"A clear lack of communication, both across the volunteers and the people running the exhibition."

"Running the festival in conjunction with SALA I believe resulted in fewer exhibitors than in previous years which was disappointing. In past years it has been run successfully as a standalone exhibition/festival, and should continue as such. The timing of the Festival is also important and would be best programmed not to coincide with other major festivals, especially on the Peninsula."

"I think there could be just one opening night not one at each event and there could be clearer communication between those organising the event and those doing the work."

"There needs to be more advanced notice, I was given feedback multiple times that the teachers for example need to know well in advance so that they can schedule it into their schedule or the students; I do believe that this is likely the case for the open artists as well."

"More lead-up time to promote and allow people to set aside time in their diaries."

"With the generous prize money that I think could be distributed more widely to give more people opportunities to win. My experience is only with the photography section and my suggestion is to have a \$1000 overall winner (this year was \$5,000) plus \$500 each in categories of landscape/seascape, portrait, creative and aerial. This would also save you \$2000! Of course still also include a People's Choice."

"The exhibition competitions need to have sub-categories in them to adequately recognise the art. Landscape against Modern art or portrait art is not the same. Equally drone photography is not the same as those photos taken using a camera and lenses. All of these arts are equally valued but should be recognised not compared against each other but as separate categories."

"More prizes for photography as a photo taken on the ground cannot compete with (aerial) photos."

"Holding the event annually. More volunteers to spread the load. More live music events."

"Some of the venues were hard to find if you weren't familiar with the smaller towns. Actual addresses needed to be included on tickets."

"If the festival ran over two weeks it would enable more people to attend the extensive range of activities that were offered."

**SURVEY COMMENTS - AREAS FOR IMPROVEMENT (cont.)**

"I firmly believe the Festival would benefit by increasing the prize moneys. A bigger prize pool would attract more artists, local and from across Australia. By establishing it as one of Australia's big Arts Festivals the YP would be on the arts and art tourism map. Major contributing sponsor/s would be raising their profiles enormously."

"Maybe timing? I personally find that August/September for me is a busy time with footy/netball end of season commitments and a lot of AGMs for summer sports."

"Consider opening times for the 3 exhibitions. For anyone with other commitments on the weekend it was difficult to get to the exhibitions, especially with considerable travel to some places. For those working 9am to 5pm or families with school children it was difficult."

"More focus on weekends or after office hour events."  
 "Possibly a few more free events."

"Considering the short time it was taken to put the Art show together this year I feel the show went well but we need to have more communication in future."

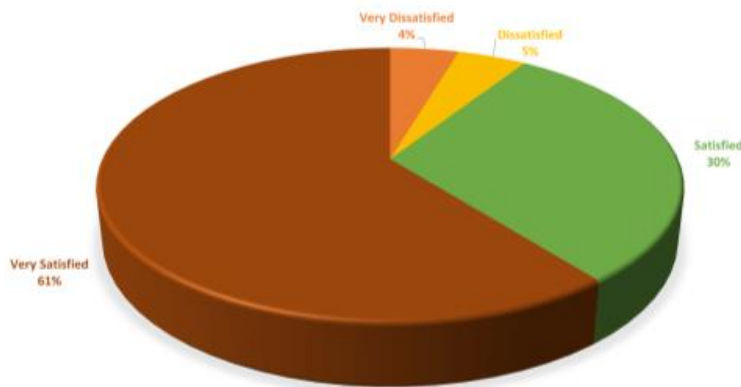
**COMPLAINTS - FIVE FORMAL COMPLAINTS RECEIVED**

- Three related to attending events that had been cancelled
  - Person complained after purchasing tickets to an event that had already been cancelled and then travelling to the venue to discover there was no event
    - Working Group volunteer thought they had cancelled the event on Eventbrite but had not done so correctly, so tickets could be (and were) still purchased
    - Complainant's ticket had already been refunded before complaint
- Second complaint from same person about handling of initial complaint by Council staff
- Complaint from another person who attended a free event to discover it had been cancelled without notice given
  - Appreciative of acknowledgement of complaint; stated general positivity about the festival
- Complaint from attendee of exhibition who was wrongfully accused of stealing artwork
  - No artwork had been stolen; misunderstanding by volunteer
  - Appreciative of Council response
- Person complained about non-payment and lack of communication from organiser
  - Informed payment had been made by cheque several weeks earlier
  - New cheque sent (admin fee waived)
    - Appreciative of cheque being re-sent and acknowledgment of receipt



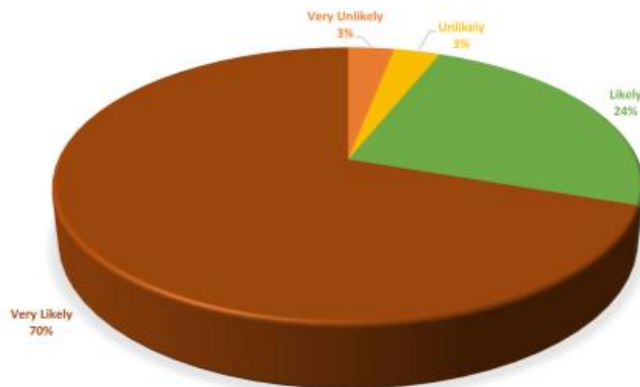
# POST-EVENT SURVEY RESULTS

OVERALL EXPERIENCE - GROUNDED YP ART FESTIVAL



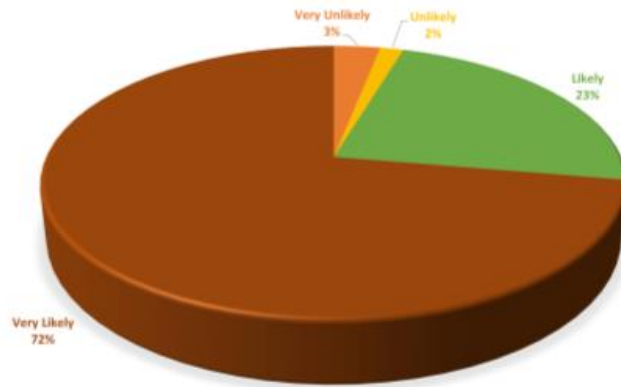
Vast majority of respondents very satisfied or satisfied with GROUNDED YP Art Festival overall (91%).

HOW LIKELY ARE YOU TO RECOMMEND GROUNDED YP ART FESTIVAL?



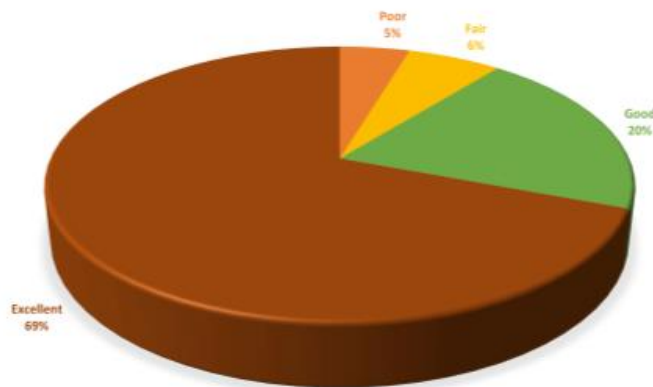
Almost all respondents very likely or likely to recommend GROUNDED YP Art Festival to others (94%).

HOW LIKELY ARE YOU TO ATTEND THE NEXT GROUNDED YP ART FESTIVAL?



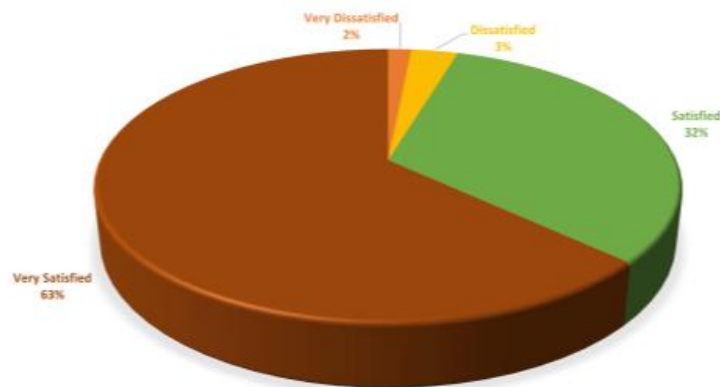
95% of respondents are very likely or likely to attend the next GROUNDED YP Art Festival.

QUALITY OF EVENTS - GROUNDED YP ART FESTIVAL



Events including openings, workshops, performances, tours and more generally considered excellent or good by 89% of respondents.

INCLUSIVITY AND DIVERSITY - GROUNDED YP ART FESTIVAL



Inclusivity and diversity considered to have been a strength of the festival, with 95% very satisfied or satisfied.

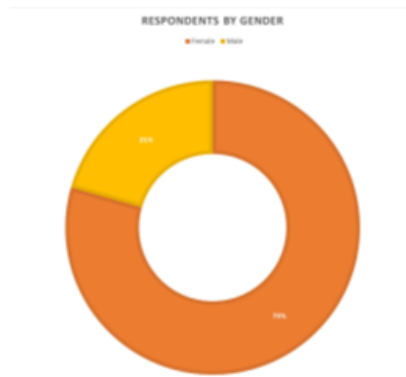


**ABOUT THE SURVEY**

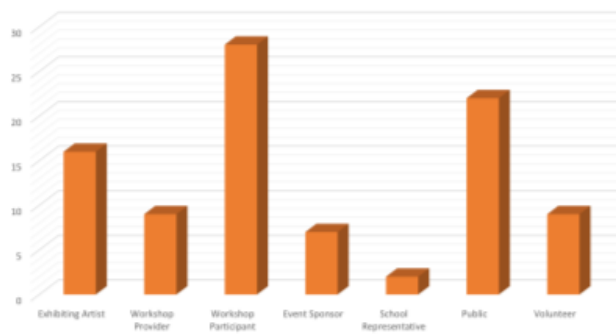
Survey open: 19/9/2023 - 4/10/2023

Emailed directly to 219 people who participated either as exhibiting artists, event hosts, event attendees or volunteers. Also advertised to the public via Council's website and social media.

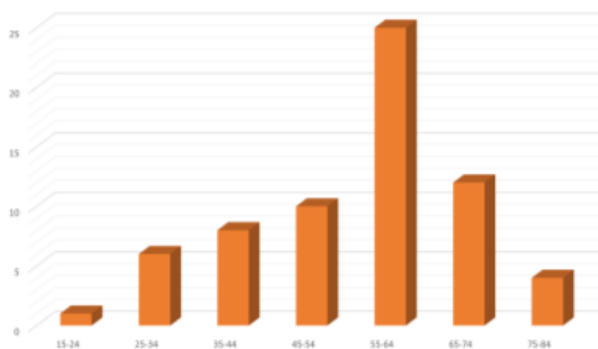
Total respondents: 68 (representing roughly 5% of those involved). 62 of 68 live on Yorke Peninsula. Others from Adelaide, Fleurieu, Upper Spencer Gulf; Venus Bay region (Vic). First Nations: 0%



HOW WERE RESPONDENTS INVOLVED WITH GROUNDED YP ART FESTIVAL?



RESPONDENTS BY AGE



**17.2 AUDIT AND RISK COMMITTEE MINUTES - 31 OCTOBER 2023****Document #:** 23/113694**Department:** Corporate and Community Services**PURPOSE**

To keep Council informed with regards to regular Audit and Risk Committee Meetings.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance**Strategy:** 5.1 Openness and transparency of reporting Council's performance

5.2 Effective leadership and informed decision making

5.3 Meet all legislative requirements and compliance with Council's internal controls

5.5 Undertake effective risk management

5.8 Continuous improvement of Council processes

**BACKGROUND**

The Audit and Risk Committee is a Section 41 Committee of Council. A copy of the minutes from the meeting held on 31 October 2023 are attached.

**DISCUSSION**

Business discussed at the meeting centred around:

- Audited General Purpose Financial Statements 2022/2023
- Audit and Risk Committee Work Plan 2023
- Cyber Security – Penetration Testing October 2023
- Internal Audit Activity Report
- Policy Reviews

**ATTACHMENTS**

1. **Minutes - Audit and Risk Committee - 31 October 2023** [↓](#) 



# **MINUTES**

## **Audit and Risk Committee Meeting**

**31 October 2023**

**AUDIT AND RISK COMMITTEE MEETING MINUTES**

31 OCTOBER 2023

**MINUTES OF YORKE PENINSULA COUNCIL  
AUDIT AND RISK COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MINLATON TOWN HALL, 57 MAIN STREET, MINLATON  
ON TUESDAY, 31 OCTOBER 2023 AT 3:00PM**

**1 WELCOME BY CHAIRPERSON**

Chair Rob Reiman welcomed everyone to the meeting and declared the meeting open.

**2 PRESENT**

Chair Rob Reiman, Cr Adam Meyer, Cr Tania Stock, Member Hussain Rafeeu (via Microsoft Teams)

**In Attendance**

Mayor Darren Braund, Andrew Cameron (CEO), Ben Thompson (Director Corporate & Community Services), Daniel Griffin (Manager Financial Services), Chloe Brown (Accountant – Financial Management), Charith Wishwanath (Accountant – Financial Operations), Adele Wyatt (Executive Services Support Officer) and Natalie McDonald (Minute Secretary)

**3 LEAVE OF ABSENCE**

Nil

**4 APOLOGIES**

Amanda Pitt (Business Improvement Officer), Cr Alan Headon

**5 CONFLICT OF INTEREST**

Chair Rob Reiman reminded all Elected Members of the requirement to disclose any conflict of interest in relation to any matters before Council.

**6 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION****COMMITTEE RESOLUTION**

Moved: Member Hussain Rafeeu

Seconded: Cr Adam Meyer

That the minutes of the Audit and Risk Committee Meeting held on 5 September 2023 be confirmed.

**CARRIED 041/2023 (31/10/2023)**

**COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Tania Stock

That the minutes of the Confidential Audit and Risk Committee Meeting held on 5 September 2023 be confirmed.

**CARRIED 042/2023 (31/10/2023)**

**AUDIT AND RISK COMMITTEE MEETING MINUTES**

31 OCTOBER 2023

**7 VISITORS TO THE MEETING**

Chair Rob Reiman welcomed Sarah Beesley (new Audit and Risk Committee Member as at 30 November 2023) to the meeting via Microsoft Teams.

Chair Rob Reiman welcomed David Papa and Matthew Brunato from Bentleys who spoke to Item 8.1 – Audited Financial Statements 2022/2023 via Microsoft Teams.

3.05pm – Presentation commenced

3.31pm – Presentation concluded

**REPORTS****8 NEW BUSINESS****8.1 AUDITED GENERAL PURPOSE FINANCIAL STATEMENTS 2022/2023****PURPOSE**

To present Council's 2022/2023 audited General Purpose Financial Statements and management representation letter for the Committee's information and consideration.

**COMMITTEE RESOLUTION**

Moved: Cr Tania Stock

Seconded: Cr Adam Meyer

That the Audit and Risk Committee:

1. Endorse the Chief Executive Officer and the Presiding Member of the Audit and Risk Committee to sign the Certification of Auditor Independence;
2. Receive and note the Management Representation Letter to be signed by the Chief Executive Officer and the Manager Financial Services and provide to the Auditor;
3. Recommend to Council that the audited General Purpose Financial Statements for the year ended 30 June 2023 be endorsed; and
4. Receive and note the Audit Management Letter provided by Bentleys SA Audit Partnership for the year ended 30 June 2023.

**CARRIED 043/2023 (31/10/2023)**

*Chair Rob Reiman requested a report from staff with leave set out more specifically and giving a more detailed analysis. Member Hussain Rafeeu agreed with the request.*

*Manager Financial Services to prepare a more detailed report.*

**COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Member Hussain Rafeeu

**SECTION 90 ORDER**

That pursuant to Section 90(2) of the Local Government Act 1999, the Committee orders the public and staff be excluded from the meeting with the exception of Mr David Pappa and Mr Matthew Brunato from Bentleys, on the basis that the Committee considers it necessary and appropriate to act in a meeting closed to the public in order to receive, discuss or consider in confidence Agenda

**AUDIT AND RISK COMMITTEE MEETING MINUTES****31 OCTOBER 2023**

Item 8.1 Audited General Purpose Financial Statements 2022/2023 and that the Committee is satisfied with the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to the matter under consideration because the information is of the nature specified in Subsection 90(3)(d)(i)&(ii) of the Local Government Act 1999, being information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) and could impact the commercial reputation of the External Audit partner.

**CARRIED UNANIMOUSLY 044/2023 (31/10/2023)**

*3.18pm - Andrew Cameron (CEO), Ben Thompson (Director Corporate & Community Services), Daniel Griffin (Manager Financial Services), Chloe Brown (Accountant – Financial Management), Charith Wishwanath (Accountant – Financial Operations), Adele Wyatt (Executive Services Support Officer), Natalie McDonald (Minute Secretary) and Sarah Beesley (via Microsoft Teams) left the meeting and the Chamber was secured.*

*3.31pm - Andrew Cameron (CEO), Ben Thompson (Director Corporate & Community Services), Daniel Griffin (Manager Financial Services), Chloe Brown (Accountant – Financial Management), Charith Wishwanath (Accountant – Financial Operations), Adele Wyatt (Executive Services Support Officer), Natalie McDonald (Minute Secretary) and Sarah Beesley (via Microsoft Teams) returned to the meeting.*

**COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer  
Seconded: Cr Tania Stock

**MEETING RETURN TO OPEN MEETING**

Chair Rob Reiman advised that a Motion was required to return to open meeting.

**CARRIED 045/2023 (31/10/2023)**

**8.2 AUDIT AND RISK COMMITTEE WORK PLAN 2023****PURPOSE**

To consider and endorse an updated work plan for 2023.

**COMMITTEE RESOLUTION**

Moved: Member Hussain Rafeeu  
Seconded: Cr Tania Stock

That the Audit and Risk Committee endorse the updated 2023 Work Plan.

**CARRIED 046/2023 (31/10/2023)**

---

**AUDIT AND RISK COMMITTEE MEETING MINUTES****31 OCTOBER 2023****8.3 CYBER SECURITY - PENETRATION TESTING OCTOBER 2023****PURPOSE**

To inform the Audit and Risk Committee of the outcomes, and subsequent remediation actions, relating to Council's recent independent cyber security penetration testing and risk assessment.

**COMMITTEE RESOLUTION**

Moved: Cr Tania Stock  
Seconded: Cr Adam Meyer

That the report be received.

**CARRIED 047/2023 (31/10/2023)**

*Discussion ensued with Chair Rob Reiman requesting an update on internal activities in progress.*

**8.4 INTERNAL AUDIT ACTIVITY REPORT****PURPOSE**

To provide the Audit and Risk Committee with an update on the recent Internal Audit activity.

**COMMITTEE RESOLUTION**

Moved: Member Hussain Rafeeu  
Seconded: Cr Adam Meyer

That the report be received.

**CARRIED 048/2023 (31/10/2023)**

*Manager Financial Services introduced the report.*

*Chair Rob Reiman noted there were 77 controls tested this round as opposed to the last round of approximately 30, and asked whether this was the first round of testing for the new Better Practice Model Program of 220 controls.*

*Director Corporate and Community confirmed this to be the case.*

*Manager Financial Services advised increased frequency is in consideration of associated risk ratings.*

*Member Hussain Rafeeu queried the agreed action around the IT Disaster Recovery Plan, due December 2023 and a timeframe in terms of closing the action.*

*Director Corporate and Community replied that a number of projects were taking priority. Information is there, just constructing the plan. Now that ERP has been endorsed, they will have a period of time to continue.*

**AUDIT AND RISK COMMITTEE MEETING MINUTES****31 OCTOBER 2023****8.5 POLICY REVIEW - PO008 BAD DEBTS - DELEGATION OF AUTHORITY****PURPOSE**

To seek endorsement for the proposed updated PO008 Bad Debts – Delegation of Authority Policy.

**COMMITTEE RESOLUTION**

Moved: Cr Tania Stock

Seconded: Member Hussain Rafeeu

That the Audit and Risk Committee endorse the proposed updated PO008 Bad Debts – Delegation of Authority Policy to Council and that it be adopted as presented.

**CARRIED (3 VOTES TO 1) 049/2023 (31/10/2023)**

*Manager Financial Services introduced report.*

*Considerable discussion ensued in relation to the CEO write off limit. Cr Adam Meyer could recall in 2019 when an increase to the write off limit was taken to Council, and doesn't think there would be an appetite for an increase and would like to leave it at \$1,000 – does not see need to increase. Is happy for other changes within the Policy.*

*Cr Tania Stock could also recall the 2019 discussion and would also like to see \$1,000 remain.*

*Chair Rob Reiman stated he was surprised we're debating this as many councils have a \$5,000 limit for the CEO write off and given that Elected Members are directors and this is a day to day operational issue. He further suggested that Council should have the confidence in the CEO to write off such small sums particularly given his delegations for expenditures. He strongly favoured the change to a \$1,300 limit.*

*Cr Adam Meyer sought Member Hussain Rafeeu's opinion re other councils.*

*Member Hussain Rafeeu stated that it was subject to council depending on size and diversity and agreed with Chair Rob Reiman. He suggested \$1,300 is not a big number. Write off should be last resort. Robust collection process is required. Is indifferent.*

*Cr Adam Meyer stated he was flexible. Happy to go to chamber and say this is the industry standard.*

*Upon further discussion and Member Hussain Rafeeu noting there were no write off of bad debts in the previous year, the meeting voted to retain the \$1,000 write off limit.*

*Chair Rob Reiman voted against the motion.*

**8.6 POLICY REVIEW - PO089 ELECTED MEMBER ALLOWANCES AND BENEFITS POLICY****PURPOSE**

To seek Audit and Risk Committee's endorsement of the updated PO089 Elected Member Allowances and Benefits Policy.

**COMMITTEE RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Tania Stock

That the Audit and Risk Committee endorse the updated PO089 Elected Member Allowances and Benefits Policy, and recommend to Council that it be adopted as presented.

**CARRIED 050/2023 (31/10/2023)**

Page 6



**AUDIT AND RISK COMMITTEE MEETING MINUTES**

**31 OCTOBER 2023**

**9 NEW AND EMERGING RISKS / ISSUES**

Nil

**10 GENERAL BUSINESS**

Nil

**11 NEXT MEETING**

Tuesday 5 December 2023

**12 CLOSURE**

The Meeting closed at 4.20pm.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 5 December 2023.



CHAIRPERSON

## 18 ASSETS AND INFRASTRUCTURE SERVICES

### 18.1 LEGATUS GROUP ROAD AND TRANSPORT INFRASTRUCTURE ADVISORY COMMITTEE

**Document #:** 23/106460

**Department:** Assets and Infrastructure Services

#### PURPOSE

To keep Elected Members informed of the activities of the Legatus Group Road and Transport Advisory Committee.

#### RECOMMENDATION

That the report be received.

#### LINK TO STRATEGIC PLAN

**Goal:** 1 Economically Prosperous Peninsula

2 Community Connected through Infrastructure

**Strategy:** 1.7 Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)

2.4 Explore provision of new infrastructure

#### BACKGROUND

The Legatus Group Road and Transport Advisory Committee seeks to coordinate and progress regional road and transportation issues and activities, including:

- overseeing the implementation, coordination and review of the Legatus Group Regional Transport Strategy; and
- assessing and prioritising regional transport projects, as necessary.

The Legatus Group Road and Transport Advisory Committee is made up of members from eight of the 15 Legatus Group councils, including the Yorke Peninsula Council, who are represented by the Director Assets and Infrastructure Services, Andre Kompler.

#### DISCUSSION

Attached are the draft minutes of the Legatus Group Road and Transport Advisory Committee meeting held on 21 July 2023 and 31 October 2023.

#### ATTACHMENTS

1. **Draft Minutes - Legatus Group Road and Transport Advisory Committee Meeting - 21 July 2023** [!\[\]\(269ecda55a64d643f7a554661696c989\_img.jpg\) !\[\]\(457b16d52067f602a9b1f53ec424662a\_img.jpg\)](#)
2. **Draft Minutes - Legatus Group Road and Transport Advisory Committee Meeting - 31 October 2023** [!\[\]\(c4b6c0dcf75b2a0ab0783a477d20536b\_img.jpg\) !\[\]\(aec63bb4472517b6283acf82dacafc31\_img.jpg\)](#)



**Minutes Legatus Group Road and Transport Infrastructure Advisory Committee**

**Friday 21 July 2023 10.30am**

**Online**

**1. Welcome**

Chairperson Dr Helen Macdonald welcomed all to the meeting opened at: 10:34am

**2. Attendance**

Members: Helen Macdonald, Lee Wallis, , Andre Kompler, Daniel Willson, Stuart Roberts and Mitchell Foote

Non-Members: Simon Millcock and Tracey Rains (Legatus Group) plus invite to Todd Wellard (NHVR).

**3. Apologies** Tim Neumann

**4. Conflict of Interest** Nil

**5. Minutes of the committee meeting held 4 May 2023**

The draft minutes of the Legatus Group RTIAC held on 4 May 2023 had been provided to all members.

**Motion: That the Legatus Group Road and Transport Infrastructure Advisory Committee minutes of the 4 May 2023 be taken as read and confirmed.**

Moved: Stuart Roberts

Seconded: Lee Wallis

**Carried**

**6. Matters Arising**

**6.1 SLRP 2023**

Simon Millcock provided a report with the agenda.

**Motion: That the committee notes the report.**

Moved: Lee Wallis

Seconded: Andre Kompler

**Carried**

**6.2 Legatus Group Roads Data Base**

Simon Millcock provided a report with the agenda along with attachment for HDS.

**Motion:**

- I. That the committee notes the report.**

**2. That committee recommends that the Legatus Group approves HDS to undertake the work as outlined in Attachment A.**

Moved: Stuart Roberts                      Seconded: Lee Wallis                      **Carried**

**6.3 Lobby for increased funding re SLRP**

Simon Millcock provided a report with the agenda.

**Motion: That the committee notes the report and recommends that the Legatus Group writes to the LGA Board to seek increased funding for SLRP.**

Moved: Andre Kompler                      Seconded: Stuart Roberts                      **Carried**

**6.4 NHVR SLGAAP/Legatus Group Heavy Vehicle Priority Route Collaboration**

Simon Millcock provided a report and attachment with the agenda.

**Motion: That the committee notes the report including specific reference on the 2 projects occurring in the region and recommends that the work by NHVR be provided to HDS for consideration in reviews of the Legatus Group Transport Plan.**

Moved: Lee Wallis                      Seconded: Stuart Roberts                      **Carried**

**7. Other Business**

**7.1 Research Project Electric Charging Stations**

Simon Millcock provided a report with the agenda.

**Motion: That the committee recommends in-kind support is provided by the Legatus Group for the research project proposed by Dr Mirjam Wiedemann.**

Moved: Stuart Roberts                      Seconded: Lee Wallis                      **Carried**

**7.2 AusRoads**

Author Simon Millcock provided a report with the agenda.

**Motion: That the committee notes the report and invites the consultants to provide an online workshop for Legatus Group members.**

Moved: Andre Kompler                      Seconded: Lee Wallis                      **Carried**

**8. Close and next meeting.**

Meeting closed at: 11:24am

Date of next meeting to be confirmed after the Legatus Group AGM.



**Draft Minutes  
Legatus Group Road and Transport Infrastructure Advisory Committee**

**Tuesday 31 October 2023 10.30am**

**Online**

**1. Welcome**

Chairperson Dr Helen Macdonald welcomed all and opened the meeting at: 10:37am

**2. Attendance**

Members: Helen Macdonald, Steven Kaesler, Lee Wallis, Tim Neumann, Andre Kompler, Daniel Willson, Stuart Roberts, and Russell Troupe (11:23am).

Non-Members: Simon Millcock and Tracey Rains (Legatus Group) plus Lisa Teburea (BRM Advisory) and Tim Viner-Smith (HDS).

**3. Apologies** Mitchell Foote, Mayor Rodney Reid and Mayor Leon Stephens.

**4. Conflict of Interest** Nil

**5. Minutes of the committee meeting held 21 July 2023**

Simon Millcock provided the draft minutes of the Legatus Group RTIAC held on 21 July 2023 with the agenda.

**Motion: That the Legatus Group Road and Transport Infrastructure Advisory Committee minutes of the 21 July 2023 be taken as read and confirmed.**

**Moved:** Steven Kaesler

**Seconded:** Tim Neumann

CARRIED

**6. Matters Arising**

**6.1 Legatus Group Reviews**

Simon Millcock provided a report on the current reviews being undertaken by the Legatus Group.

Lisa Teburea from BRM Advisory then discussed the status of the review and posed questions to the committee with all members providing feedback including the value of the Advisory Committee and its Terms of Reference. Lisa thanked the committee for their input and will incorporate responses into the report and recommendations.

Lisa left the meeting at: 11:03am

## 6.2 SLRP 2023

Simon Millcock provided a report on SLRP 2023 with the agenda. Andre Kompler and Simon Millcock advised that discussions are being held by Yorke Peninsula Council with the LGA for the opportunity to utilise some of this years funds towards Stage 3 of the North Coast Road project.

**Motion: That the committee notes the report.**

**Moved:** Stuart Roberts                      **Seconded:** Steven Kaesler                      CARRIED

## 6.3 Legatus Group Roads Data Base

Simon Millcock provided an update with the agenda and Tim Viner-Smith from HDS attended the meeting and discussed the steps that will be undertaken. HDS will contact councils this week regarding the requirements for the minor updates this year. Consensus that the major review comes forward by 12 months to be undertaken in 24/25 and that interest for this to occur is to be gained from those councils not on the committee.

**Motion: That the committee notes the report.**

**Moved:** Andre Kompler                      **Seconded:** Tim Neumann                      CARRIED

## 6.4 Lobby for increased funding re SLRP

Simon Millcock provided a report and attachments with the agenda and Tim and Simon spoke to the report.

**Motion:**

1. That the committee notes the report.
2. That the committee recommends the Legatus Group fund up to \$1,900 for annual support for the Legatus Group data to be stored within the main SAROC dataset.

**Moved:** Andre Kompler                      **Seconded:** Stuart Roberts                      CARRIED

## 6.5 AusRoads Standardising Road Data

Simon Millcock provided a report with the agenda and general comments from the committee about their opportunity to provide feedback. Russell Troupe to check if DIT is represented on the Austroads data standardisation working group, and if so, will provide a report back on progress and how Council feedback is being incorporated.

**Motion: That the committee notes the report.**

**Moved:** Tim Neumann                      **Seconded:** Steven Kaesler                      CARRIED

**7. Other Business Nil**

**8. Close and next meeting.**

**Meeting Closed at:** 11:34am                      **Next Meeting:** TBA

**18.2 CONSTRUCTION AND MAINTENANCE WORKS****Document #:** 23/114288**Department:** Assets and Infrastructure Services**PURPOSE**

To provide a summary of the capital and maintenance works undertaken within Assets and Infrastructure Services throughout the month preceding the December 2023 meeting of Council.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 2 Community Connected through Infrastructure**Strategy:** 2.4 Explore provision of new infrastructure

2.5 Install and upgrade appropriate traffic control device management

2.6 Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)

**BACKGROUND**

This report provides Council with a summary of the capital and maintenance works undertaken within Assets and Infrastructure Services throughout the month preceding the Council meeting.

**DISCUSSION**

- Roadside vegetation maintenance activities undertaken by Council are detailed in the table below:

Road Name	Start Point	End Point	Status
<b>South</b>			
New Honiton Road	Troubridge Hill Road	Goldsmith Beach	Ongoing

- Attention to parks, gardens and reserves is ongoing, in accordance with available resources and programming.
- Approximately 122 Customer Service Requests (CSRs) have been attended to by staff throughout the reporting period, with activities including:
  - Repairs to and replacement of signage: Port Victoria, Minlaton, Corny Point, Port Moorowie, Marion Bay
  - Maintenance to public conveniences: Parara, Arthurton, Minlaton, Port Vincent, Port Julia, Marion Bay, Edithburgh, Stansbury
  - Repairs and maintenance to footpaths: Maitland, Price
  - Fencing Repairs: Ardrossan, Parara
  - Response to acts of illegal dumping: James Well, Tiparra, Port Victoria, Arthurton, Minlaton, Coobowie
  - Tree maintenance and planting: Maitland, Price, Ardrossan, Port Vincent, Minlaton, Hardwicke Bay, Point Turton, Sultana Point

- Coastal infrastructure maintenance: Price, The Pines, Marion Bay
  - Foreshore Protection: Port Victoria, Tiparra Rocks
  - Maintenance to public buildings: Minlaton
  - Sealed and unsealed road maintenance: Corny Point
  - Tree trimming: Maitland, James Well, Ardrossan, Point Turton, Sultana Point
  - Weed spraying: Agery Road, Port Vincent, Curramulka, Port Victoria, Minlaton, Hardwicke Bay, Edithburgh, Point Turton, Warooka, Stansbury
  - Campground maintenance: Wattle Point, Goldsmiths Beach, Sturt Bay, Foul Bay, Daly Head, Gleasons Landing, Len Barker Reserve, Burners Beach
  - Repairs to ticket machines: Port Vincent, Point Turton
  - Boat Ramp Maintenance: Stansbury, Edithburgh, Point Turton
  - Playground equipment maintenance: Yorketown, The Pines
  - Stormwater infrastructure maintenance: Maitland
  - Cemetery maintenance: Maitland, Curramulka, Minlaton, Edithburgh, Stansbury, Warooka
  - Walk the Yorke maintenance: The Gap
- Jetpatcher – Staff from Operation North and South completed a run of Jetpatching in their areas.
  - Street sweeping was undertaken in both the Northern and Southern sectors of the Council area.
  - North Coast Road (Stage 2) – Bild Constructions have commenced the project.
  - Marion Bay Boat Ramp and Carpark - Tender submissions were evaluated by Councils Tender Evaluation Panel (TEP) in November, with a Special Council Meeting held to endorse the TEP’s recommendation of Civil-Tech being awarded the contract. Development Consent and Building Consent is approved with formal Development Approval expected by the first week of December. Council is working with the State Government on a Land Tenure Lease.
  - The status of road construction and maintenance requirements is summarised in the table below, complementing 2023/2024 budget allocations and 2022/2023 roll overs:

<b>Road</b>	<b>Description of Works</b>	<b>Status / Comments</b>	<b>Estimated Start Date</b>	<b>Estimated Completion Date</b>
<b>Reconstructing and Resheeting</b>				
Nalyappa Road	Reconstruct and re sheet 2.70 km from Chapmans Road to Barnes Road		September	Complete
Dowlingville Slant Road	Reconstruct and re sheet 2.43 km from Yorke Highway to Cook Road	Earthworks and reforming have commenced	October	December
Melton South Road	Reconstruct and re sheet a 7.25 km section from Upper Yorke Road to Wayside Road		July	Complete
Sandy Church Road	Earthworks, reforming and re-sheet. 3.45km from Spencer Highway east.	Earthworks and reforming have commenced	October	January



Heel Road	Reconstruct and re sheet 4300m Earthworks have commenced	Earthworks have commenced	October	January
Spicers Road	Patch Re Sheeting 4 patches 1040m @8320M2		August	Completed
Sparrow Road	Patch Re Sheeting 6 patches 1482m @11856M2		August	Completed
Corny Point Road	Reconstruct and re sheet 2400m		August	Completed

- Patrol Grading is ongoing throughout the district aligned with the current circuit, technique, and available resources. The following list provides general information on the output levels over the past 24-day period in respective areas (sectors):

	North	Maitland	South	Central
Output (%)	75	96	88	67
<b>Factors influencing Patrol Grader Operators Productivity</b>				
Annual Leave	4 days <small>Covered by Construction</small>		1 x 3 days	1 x 1 day 1 x 3 days
Personal Leave	2 x 1 day <small>Covered by Construction</small>	1 x 1 day		
Long Service Leave				
TOIL				
Maintenance				1 x 1 days 1 x ½ day
Capital Projects				1 x 1 day 1 x 2½ days

- LRCIP Stage 3 status:**

Twenty-four projects funded under Local Roads and Community Infrastructure Program Phase Three (due 30 June 2024) are completed with the remaining in progress. Further details are below:

- In progress:
  - Walking Trail Upgrades.
  - Salt Lake Tourist Trail Upgrades.
  - Lookout and Shelter – Hardwicke Bay.
  - Coastal Management Strategy Projects.
- Completed:
  - Arthurton Main Street Beautification.
  - Maitland West Terrace Dam.
  - Minlaton Rest Centre Exterior Upgrades.
  - Bush Camp Toilets.
  - Beach Shelters Port Moorowie.
  - Corny Point Township Walking Trail.
  - Port Victoria Barbecues.
  - Balgowan Playground Shelters.
  - Port Victoria Boat Ramp Car Park Extension.
  - Ardrossan Clifftop Playground Equipment Upgrade.
  - Campground Road Upgrade (Port Julia).
  - Edithburgh Jetty Stone Seawall Repairs.

- Marion Bay Desalination Plant User Pays System.
- SYP Water Tower Upgrades.
- SYP Water Tower Extension Project.
- Maitland Town Hall Upgrades.
- Stansbury Cemetery Fence Replacement.
- Stansbury Grandstand Repairs.
- Ardrossan Town Hall Salt Damp Repairs.
- Minlaton Town Hall Fire Panel.
- Corny Point Hall Ceiling and Window Repairs.
- Disability Access to Port Vincent Institute.
- Yorketown Area School Entrance Upgrade
- Township Road Reseals.

- **CWMS/Wastewater Treatment Plant (WWTP)**

**Port Victoria**

- Repairs completed oval irrigation network
- WWTP new waste pump installed

**Sultana Point**

- Edithburgh pump station new pump installed

**Maitland**

- WWTP operational controls upgraded
- Gravity drain cleaning and inspections programme continuing
- Odour control system upgrade continuing

**Ardrossan**

- WWTP operational controls upgraded
- Jetty pump station reconditioned pump installed
- Jetty pump station new level control installed
- Jetty pump station new pump start system installed
- Odour control system upgrade continuing

**Port Vincent**

- Marina pump station new pump installed
- WWTP new waste pump installed

**Stansbury**

- Seaview Road pump station new pumps installed

**Hardwicke Bay**

- Pump Station 1 new control screen installed

**Point Turton**

- WWTP 1 irrigation tank level control replaced
- WWTP 2 irrigation pumps repairs completed

**Port Julia**

- Jetty pump station new pumps installed

**Balgowan**

- Public toilet connection to CWMS commenced including installation of dump point (All CWMS, Water Schemes and Stormwater Harvesting Schemes are monitored with water quality testing in accordance with SA Health and Environmental Protection Authority (EPA) licence conditions).

**ATTACHMENTS**

Nil

### 18.3 CORRESPONDENCE RECEIVED FROM THE DEPARTMENT FOR INFRASTRUCTURE AND TRANSPORT RE THE DEVELOPMENT OF THE SA RECREATIONAL BOATING SAFETY STRATEGY

**Document #:** 23/116411

**Department:** Executive Services

#### PURPOSE

To provide Elected Members with a copy of correspondence received from the Department for Infrastructure and Transport (DIT) regarding the development of the SA Recreational Boating Safety Strategy.

#### RECOMMENDATION

That the report be received.

#### LINK TO STRATEGIC PLAN

**Goal:** 5 Responsible Governance and Leadership

**Strategy:** 5.2 Effective leadership and informed decision making

#### BACKGROUND

DIT have commenced community consultation to inform their development of an effective and robust Strategy.

DIT has invited Councils to provide feedback about recreational boating safety in South Australia via the completion of an online survey. Similarly, DIT have requested Councils share with their communities a link to the survey and associated information. Council has shared a link to the survey on Council's website and Facebook pages.

DIT have explained that the development of a South Australian Strategy will guide the decisions and actions of Government over the next five years to create improved marine safety for recreational boaters, ensuring all users can share and enjoy our waterways safely.

With over 300,000 boat licence holders, more than 55,000 registered vessels in South Australia and with an increasing number of vessels using DIT waterways, including canoes, kayaks, surf skis, kite boards and paddleboards, DIT are seeking to improve marine safety for recreational users.

#### DISCUSSION

On 10 November 2023 Council received an email from DIT (Attachment 1) advising they are commencing work to develop the first South Australian Recreational Boating Safety Strategy (Strategy). Early work involves DIT consulting with Councils and maritime users.

A link to the survey along with information about the consultation and a background paper is available <https://www.marinesafety.sa.gov.au/south-australian-recreational-boating-safety-strategy>.

Any further feedback can be provided via email at [DIT.MarineSafety@sa.gov.au](mailto:DIT.MarineSafety@sa.gov.au).

#### ATTACHMENTS

1. **Request for Feedback - Development of South Australian Recreational Boating Safety Strategy**  

**Karen Brokenshire**

---

**From:** DIT:Marine Safety <DIT.MarineSafety@sa.gov.au>  
**Sent:** Friday, 10 November 2023 1:59 PM  
**Subject:** Consultation open - Development of a South Australian Recreational Boating Safety Strategy

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, please contact the Council's IT Team.

**OFFICIAL**

Dear Council,

The Department for Infrastructure and Transport (DIT) is beginning work to develop the first ever South Australian Recreational Boating Safety Strategy.

The strategy will guide the decisions and actions of Government over the next five years to create improved marine safety for recreational boaters, ensuring all users can share and enjoy our waterways safely.

**Why we need a South Australian Recreational Boating Safety Strategy**

In South Australia we have approximately 5,000 km of coastline waters and 700 km of the River Murray plus a range of other rivers, lakes and reservoirs that recreational boaters and other water users enjoy daily including fishing, cruising, paddling and water skiing.

There are over 300,000 boat licence holders and more than 55,000 registered vessels in South Australia. There is also an increasing number of vessels using our waterways that do not require registration such as canoes, kayaks, surf skis, kite boards and paddleboards.

Statistics show there have been 69 people that have lost their lives in drowning related incidents involving boats and watercraft over the last 20 years with 13 of these deaths occurring in the last five years.

**Your input is important**

Gathering feedback from the community, waterway users and marine stakeholders is critical to the development of an effective and robust strategy.

We wish to invite your Council to provide feedback about recreational boating safety in South Australia via the online survey.

A link to the survey, information about the consultation and a background paper is available [here](#). Any further feedback can be provided via email at [DIT.MarineSafety@sa.gov.au](mailto:DIT.MarineSafety@sa.gov.au).

To further promote engagement, we would appreciate you sharing the survey and associated documents with people living in your Council area. We are looking to gain the views of a wide cross section of the recreational boating community and waterway users. The feedback provided will help us develop a draft strategy for further public consultation next year.

This initial consultation closes on 5 January, 2024. Thank you in advance for helping us improve marine safety for recreational boaters.

Yours sincerely

**James Buder**  
Director  
Marine Services



**Government of South Australia**  
Department for Infrastructure  
and Transport

Karna Country  
83 Pirie St, Adelaide SA 5000 • GPO Box 1533, Adelaide SA 5001 • DX 171



We acknowledge the Traditional Custodians of the Country throughout South Australia and recognise their continuing connection to land and waters. We pay our respects to the diversity of cultures, significance of contributions and to Elders past, present and emerging.

We are committed to creating a diverse and inclusive culture where everyone is valued and respected.

*Information contained in this email message may be confidential and may also be the subject of legal professional privilege or public interest immunity. Access to this email by anyone else is unauthorised. If you are not the intended recipient, any use, disclosure or copying of this document is unauthorised and may be unlawful.*

## 19 DEVELOPMENT SERVICES

### 19.1 INSPECTORIAL REPORT

**Document #:** 23/113613

**Department:** Development Services

#### PURPOSE

To inform Elected Members of the activities of the Inspectorial Team.

#### RECOMMENDATION

That the report be received.

#### LINK TO STRATEGIC PLAN

**Goal:** 4 Community Engaged and Supported

**Strategy:** 4.4 Continue delivering compliance and environmental health services and inspections

#### BACKGROUND

This report provides Elected Members with information relating to the activities of inspectorial staff.

#### DISCUSSION

During the past month, Council's Rangers have undertaken patrols, inspections and investigations regarding by-law and road rules compliance, bush camping, fire prevention, nuisance complaints, pest animals (pigeons and cormorants) and dog and cat management issues.

##### **Dog Attacks/Harassment**

Council has received a number of complaints in relation to a dog wandering at large in Maitland, along with allegations that it had attacked poultry and harassed other dogs. There were also community concerns raised regarding the welfare of the dog. The dog was eventually detained whilst wandering at large. The owner of the dog subsequently relinquished ownership of the dog. No further action was taken in relation to the alleged previous complaints. Attempts are being made to re-home the dog.

##### **Wandering and Nuisance Dogs**

A person walking a dog on the foreshore at Point Turton was cautioned as a result of an allegation from a member of the public that his dogs are often not under effective control and that he fails to immediately pick up after his dog had defecated on the foreshore.

Rangers have patrolled the vicinity of the beach at Port Rickaby in relation to dogs not being under effective control. At the time of the patrols, no dogs were sighted on the beach.

An owner of a property at Point Turton rang Council to collect a dog that had wandered onto his property overnight. Although the dog was not wearing any identification, a description of the dog was given to the Ranger, as well as a photo sent to their mobile. A check on Dogs and Cats Online revealed the dog belonged to their neighbour. The dog was collected by the owner and was cautioned for their dog not wearing any identification and wandering at large.

##### **Cat Control**

Council continues to receive complaints in relation to unowned cats in Currumulka, James Well/Rogues Point, Edithburgh and Balgowan. Rangers have investigated and will continue to

monitor and work with the community on reducing the impact of unowned cats. Rangers have liaised with a resident to remove many cats from a house in Curramulka.

### **Bush Camping**

Rangers continue to conduct patrols of bush camping reserves. The number of campers using the bush camping reserves fluctuates a lot from week to week. As a result of the patrols, thirty (30) show cause notices have been issued during this reporting period to campers that didn't appear to have a permit or were camping in an undesignated area.

During this report period thirty eight (38) expiation notices were issued in relation to campers, many of these were a result of camping offences undertaken in October.

### **Boat Ramps**

Routine patrols of boat ramps were undertaken to ensure that users pay for the use of the facilities. Twenty two (22) show-cause notices were issued where the launch permit/ticket could not be observed or confirmed on the EasyPark system. Cautions for failing to display the ticket are given to users who produced a valid permit/ticket and a reason as to why the ticket was not displayed. Records of cautions are maintained to determine repeat offenders.

Eleven (11) expiation notices were issued in the reporting period in relation to boat ramp usage offences.

### **Traffic Management**

Rangers routinely patrol townships for breaches of the Australian Road Rules, including foot patrols, paying particular attention to disabled parking bays and vehicles parking on yellow lines and footpaths. No expiation notices for traffic offences have been issued during this period.

### **Local Nuisance and Litter Control**

Rangers have been monitoring cormorant numbers and continue to undertake the Cormorant Management Program in Stansbury and Port Vincent. The program will cease in mid-December as a result of the increase in visitors to the area. Extreme weather conditions has limited the success and regularity of the program in recent weeks.

As a result of complaints received, the occupants of two residential properties in Price have been directed to remedy the unsightly condition of their land in relation to the goods being stored in the front of their premises. The owner of a property in Corny Point has also been asked to remedy the unsightly condition of his land.

### **Fire Prevention**

Council Fire Prevention Officers (FPO) have completed the second property inspections pursuant to Section 105 of The Fire and Emergency Services Act. Those property owners that have not complied with the initial notice were issued a reminder notice and advised that if the works were not carried out within 7 days, Council may arrange for those works to be carried out at their cost. As a result of the second inspection, 35 expiation notices were issued to property owners for failing to take reasonable steps to prevent or inhibit the spread of fire on the land. The number of expiation notices issued this year as a result of high fuel loads is about half as many as last fire danger season.

Contractors have commenced reducing the fuel loads on land where the owner has not taken action as per the S105 Notice.

Council FPO have also issued two expiation notices as a result of attending illegal fires during the fire danger season in Yorketown and Edithburgh.

## **ATTACHMENTS**

**Nil**

**19.2 CORRESPONDENCE RECEIVED FROM DEPARTMENT TRADE AND INVESTMENT - STATE-WIDE BUSHFIRE HAZARDS OVERLAY CODE AMENDMENT****Document #:** 23/113643**Department:** Development Services**PURPOSE**

To provide Elected Members with correspondence received from the State Planning Commission regarding the undertaking of a state-wide community engagement for the draft Bushfire Hazards Overlay Code Amendment.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.2 Effective leadership and informed decision making**BACKGROUND**

In May 2022, the South Australian Government declared a climate emergency. More intense and extreme weather events are expected, including the expectation that severe bushfires will occur more often, and without action, will have a devastating impact on our communities. Subsequently, PlanSA are undertaking an amendment of the State-wide Bushfire Hazards Overlay Code.

**DISCUSSION**

Correspondence dated 23 November 2023 was received from Sally Smith, Executive Director, Department for Trade and Investment outlining that the State Planning Commission will commence community engagement for a State-wide Bushfire Hazards Overlay Code Amendment. The consultation commenced 23 November 2023 and concludes 8 March 2024. A series of online and in-person information sessions will be held in the New Year.

To reflect contemporary bushfire hazard mapping, the Code Amendment proposes to update the spatial application of the six Hazard (Bushfire Risk) Overlays in the Planning and Design Code. The proposed updates to the policy framework for bushfire hazard overlays aim to improve policy outcomes that can be used to assess development in areas of potential bushfire hazard impacts.

The final Engagement Report and Code Amendment Report will be provided to the Minister for Planning once all submissions have been considered. Should approval be granted, these documents will be published on the PlanSA website within five business days of the Ministers approval.

Council staff will review the proposed amendment and the impacts to the Yorke Peninsula area, with a view to provide any necessary feedback to the Minister for consideration prior to the close of the community engagement period.

**ATTACHMENTS**

1. **Correspondence - State Planning Commission - State-wide Bushfire Hazards Overlay Code Amendment** [!\[\]\(9560d9aa812eb21dfbefb805fa4b474e\_img.jpg\)](#) [!\[\]\(8686fbde1711ab118e00c60fc66443c2\_img.jpg\)](#)



20598818



Government of South Australia  
Department for Trade  
and Investment

23 November 2023

Mr Andrew Cameron  
Chief Executive Officer  
Yorke Peninsula Council

Planning & Land Use  
Services

Level 10  
83 Pirie Street  
Adelaide SA 5000

GPO Box 1815  
Adelaide SA 5001  
DX 171

Tel 08 7133 2804

Via Email: [andrew.cameron@yorke.sa.gov.au](mailto:andrew.cameron@yorke.sa.gov.au)

Dear Mr Cameron

### **Community engagement approved for the State-wide Bushfire Hazards Overlay Code Amendment**

I write to advise that the State Planning Commission will commence community engagement on the draft State-wide Bushfire Hazards Overlay Code Amendment under section 73(6) of the *Planning, Development and Infrastructure Act 2016* on 23 November 2023 and consult for 15 weeks.

In May 2022, the South Australian Government declared a climate emergency. Climate change is expected to result in more frequent and intense extreme weather events. Severe bushfires will occur more often and, without action, will have devastating impacts on our communities. These proposed changes to the Planning and Design Code aim to better reflect bushfire risk across the state and introduce new rules to help save lives and build more climate-resilient communities.

To reflect contemporary bushfire hazard mapping, the Code Amendment proposes to update the spatial application of the six Hazard (Bushfire Risk) Overlays in the Planning and Design Code to incorporate:

- more current vegetation (2015) data in the hazard modelling
- more recent grassfire fuel modelling in Bushfire Protection Area spatial layers with fuel load variation data, now based on farming, cropping, grazing and potential grass fuel
- amended forest modelling to identify small scale spatial data, which considers patch sizes, patch shape and contiguous/disparate vegetation and a more accurately reflects bushfire hazard risk.

Proposed updates to the policy framework for bushfire hazard overlays aim to improve policy outcomes that can be used to assess development in areas of potential bushfire hazard impacts. Changes to policies and rules in the bushfire hazard overlays include new Deemed-to-Satisfy criteria and assessment pathways for new dwellings, dwelling additions and ancillary accommodation in general and medium hazard areas where the buildings are designed and sited in accordance with a Certified Bushfire Attack Level (BAL) Rating Declaration.

The draft Code Amendment will also amend the:

- State Planning Commission's Practice Direction 12 – Conditions, to specify conditions that must be imposed on a development authorisation issued by a relevant authority

- *Planning, Development and Infrastructure Regulations 2017*, to require development applications in high bushfire hazard areas to include a BAL assessment completed by the Country Fire Service (CFS) of South Australia or a person authorised by the CFS.

Changes to Part 1 of the Code are also proposed to enable further updates to the Bushfire Hazard Overlays under section 71(e) of the Act, as required, which:

- are consistent with the *Bushfire Mapping Methodology* published by the Chief Executive on the PlanSA Portal; or
- comprise a new plan of division deposited in the Land Titles Office that creates 10 or more additional allotments in the High Bushfire Hazard Area and the land division application is consistent with all the criteria published on the SA Planning Portal by the Chief Executive.

The draft Code Amendment has been developed following consultation with the CFS, local government and industry.

Community engagement is taking place from **23 November 2023** until **8 March 2024** in accordance with the Engagement Plan, developed in line with the Community Engagement Charter as required under the Act.

#### **Code Amendment documents**

The proposed Code Amendment and supporting information can be viewed on the PlanSA website at: <https://plan.sa.gov.au/en/ca/statewide-bushfire-hazards-overlay>.

A series of public online and in-person information sessions will be held in the New Year, during the engagement period. Details will be published on the PlanSA website.

#### **How to provide feedback**

Feedback is encouraged to be submitted via the YourSAy website by 5:00 pm on 8 March 2024 at: <https://yoursay.sa.gov.au/state-wide-bushfire-hazards-code-amendment>.

Feedback can also be provided via:

- the PlanSA [online submission form](#)
- email to [plansasubmissions@sa.gov.au](mailto:plansasubmissions@sa.gov.au)
- post addressed to:  
*Submission – State-wide Bushfire Hazards Overlay Code Amendment*  
Code Amendment Team  
Planning and Land Use Services Division  
Department for Trade and Investment  
GPO Box 1815  
ADELAIDE SA 5001

The final Engagement Report and Code Amendment Report will be provided to the Minister for Planning once all submissions have been considered. Should approval be granted, these documents will be published on the PlanSA website within five business days of the Minister's approval.

Should you have any questions regarding the draft Code Amendment, contact Jason Bailey, Manager, Planning and Design Code, Planning and Land Use Services, Department for Trade and Investment on 7109 7161 or [Jason.Bailey@sa.gov.au](mailto:Jason.Bailey@sa.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to be 'Sally Smith', enclosed within a circular scribble.

**Sally Smith**  
**EXECUTIVE DIRECTOR**  
**PLANNING AND LAND USE SERVICES**

### 19.3 CORRESPONDENCE RECEIVED FROM MINISTER FOR PLANNING - POINT TURTON & PORT VICTORIA URBAN GROWTH CODE AMENDMENT

Document #: 23/114088

Department: Development Services

#### PURPOSE

To provide Elected Members with correspondence received from the Hon Nick Champion MP, Minister for Planning regarding the Point Turton & Port Victoria Urban Growth Code Amendment.

#### RECOMMENDATION

That the report be received.

#### LINK TO STRATEGIC PLAN

**Goal:** 5 Responsible Governance and Leadership

**Strategy:** 5.2 Effective leadership and informed decision making

#### BACKGROUND

At the 10 November 2021 Ordinary Council meeting, a report was endorsed by Council for the Proposal to Initiate an Amendment to the Planning and Design Code which was subsequently approved by the Minister for Planning and Local Government (Minister) to proceed.

At the 28 June 2023 Ordinary Council meeting, Council endorsed the Point Turton & Port Victoria Urban Growth Code Amendment and Engagement Report to be sent to the Department of Trade and Investment and the Minister for Planning for a decision to adopt, amend or decline the proposed Code Amendment.

#### DISCUSSION

Correspondence dated 27 November 2023 received from the Hon Nick Champion, Minister for Planning (refer Attachment 1) advises that the Minister has determined to adopt the Point Turton & Port Victoria Urban Growth Code Amendment (refer Attachment 2) which will come into effect when consolidated into the online Code and published on the PlanSA Portal.

It is expected that the Code Amendment will contribute to a number of strategic growth targets and the rezoning will facilitate the provision of additional suitably zoned land to support the growing population and demand for residential development in the region.

#### ATTACHMENTS

1. Correspondence - Hon Nick Champion - Minister for Planning - Point Turton & Port Victoria Urban Growth Code Amendment  
2. Adopted Point Turton & Port Victoria Urban Growth Code Amendment (under separate cover) 

**Hon Nick Champion MP**

23EXT0322

Mr Andrew Cameron  
Chief Executive Officer  
Yorke Peninsula Council

By email: [andrew.cameron@yorke.sa.gov.au](mailto:andrew.cameron@yorke.sa.gov.au)

**Government  
of South Australia****Minister for Trade and  
Investment****Minister for Housing and  
Urban Development****Minister for Planning**GPO Box 11032  
ADELAIDE SA 5001

T: (08) 8235 5580

E: [ministerchampion@sa.gov.au](mailto:ministerchampion@sa.gov.au)

Dear Mr Cameron

I write to advise that under section 73(10) of the *Planning, Development and Infrastructure Act 2016*, I have considered the issues raised during the engagement period and have now determined to adopt the Point Turton & Port Victoria Urban Growth Code Amendment. A copy of the signed Amendment is enclosed for your reference.

In adopting the Code Amendment, I am of the view that the proposed rezoning will facilitate the provision of additional zoned land to support the growing population and demand for residential development in the region.

The Code Amendment will contribute to a number of strategic growth targets, and I am satisfied that access and amenity will be appropriately managed through the application of relevant Planning and Design Code (the Code) policies.

The Code Amendment will come into effect when consolidated into the online Code and published on the PlanSA Portal online at [https://code.plan.sa.gov.au/home/browse\\_the\\_planning\\_and\\_design\\_code?code=browse](https://code.plan.sa.gov.au/home/browse_the_planning_and_design_code?code=browse). Officers from Planning and Land Use Services (PLUS) of the Department for Trade and Investment will advise you once deployment has been scheduled.

A copy of the Engagement Report is available to view on the PlanSA Portal online at [https://plan.sa.gov.au/have\\_your\\_say/code-amendments](https://plan.sa.gov.au/have_your_say/code-amendments).

For further information, please contact Ms Nadia Gencarelli, Team Leader – Code Amendments, PLUS on (08) 7133 2311 or by email to [Nadia.Gencarelli@sa.gov.au](mailto:Nadia.Gencarelli@sa.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Nick Champion'.

**Hon Nick Champion MP**  
Minister for Planning

27 / 11 / 2023

Encl. Signed Point Turton & Port Victoria Urban Growth Code Amendment

cc: Ms Jodie Terp, Manager Development, Yorke Peninsula Council ([Jodie.Terp@yorke.sa.gov.au](mailto:Jodie.Terp@yorke.sa.gov.au))



**19.4 WASTEWATER SYSTEM APPLICATION DECISIONS****Document #:** 23/114946**Department:** Development Services**PURPOSE**

To inform the Elected Members of Wastewater Application decisions for the period 30 October to 29 November 2023.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 1 Economically Prosperous Peninsula**Strategy:** 1.1 Provide easier, streamlined development approval application process**BACKGROUND**

To keep Elected Members informed of Wastewater Application Decisions under delegated authority.

**DISCUSSION**

There were fourteen (14) Wastewater Applications processed for the period 30 October to 29 November 2023 (refer Attachment 1).

**ATTACHMENTS**

1. **Approval Listing - Wastewater System Application Decisions - 30/10/2023 - 29/11/2023**



**LIST OF WASTE CONTROL APPLICATIONS & DECISIONS ISSUED BY THE ENVIRONMENTAL HEALTH OFFICERS  
UNDER DELEGATION FOR THE PERIOD 30 OCTOBER TO 29 NOVEMBER 2023**

Septic App. No.	Owner	Location	Proposal	Conditions	Assess. No	Decision Date	Applicant
050/081/2023	A & K C Kreig	(Lot 3) 2 Marion Court MARION BAY	Septic & Soakage	20	400697	30 November 2023	G Wahlstedt Pty Ltd
050/058/2023	Minister of Environment & Water	(Lot 121) Pondalowie Bay Road INNESTON	Holding Tank	16	116897	28 November 2023	Department of Environment & Water
050/071/2022	P & M L Effingham	(Lot 8) 17 Trengove Drive POINT TURTON	Septic & Soakage	18	407528	3 November 2023	P & M L Effingham
050/110/2023	GLF Pty Ltd	(Lot 2) Hd TIPARRA	Septic & Soakage	15	408211	7 November 2023	G Wahlstedt Pty Ltd
050/112/2023	Hardward Properties Pty Ltd	(PTL 2) 608 Cant Road WAROOKA	Septic & Soakage	15	109868	17 November 2023	Spartan Plans & Building Services
050/131/2023	N Caldow	(Lot 17) 15 Kona Crescent SULTANA POINT	Septic & Soakage	16	221945	15 November 2023	N Caldow
050/132/2023	H & M Rademacher	(Lot 28) 3 Henderson Court ARDROSSAN	CWMS Connection	14	430639	7 November 2023	S Palecek
050/138/2023	N Balacco	(Lot 628) 30 Towler Street STANSBURY	Septic & Soakage	14	205708	1 November 2023	N Balacco
050/139/2023	O M Slotnes	(Lot 3) 132 Marine Parade PORT MOOROWIE	Aerobic System	19	439588	17 November 2023	O M Slotnes
050/146/2023	S S & B S Agnew	(Lot 51) 23 Klein Point Road STANSBURY	Septic & Soakage	15	218891	9 November 2023	T Hawkins
050/151/2023	C Tobin	(Sec 1181) 9 Currawong Court MARION BAY	Aerobic System	18	120642	8 November 2023	C Tobin

050/154/2023	S L Rowntree	(Lot 31) 118 Sultana Point Road EDITHBURGH	Aerobic System	19	437079	29 November 2023	Longridge Group
050/155/2023	F & T Pavia	(Lot 46) 55 Captain Hutchinson Drive POINT TURTON	CWMS Connection	12	426239	28 November 2023	F & T Pavia
050/156/2023	CJ Haynes	(Lot 51) Investigator Road PORT VICTORIA	Septic & Soakage	17	422873	28 November 2023	G Wahlstedt Pty Ltd



**19.5 DEVELOPMENT APPLICATION DECISIONS****Document #:** 23/114951**Department:** Development Services**PURPOSE**

To inform the Elected Members of Development Application decisions for the period 30 October to 29 November 2023.

**RECOMMENDATION**

That the report be received.

**LINK TO STRATEGIC PLAN****Goal:** 1 Economically Prosperous Peninsula**Strategy:** 1.1 Provide easier, streamlined development approval application process**BACKGROUND**

To keep Elected Members informed of Development Application decisions under delegated authority.

**DISCUSSION**

There were fifty-one (51) Development Applications processed on the SA Planning Portal for the period 30 October to 29 November 2023. (refer Attachment 1).

**ATTACHMENTS**

1. **Council Report Attachment - Development Application Decisions - 30/10/2023 - 29/11/2023** [↓](#) 

**DEVELOPMENT APPROVALS – DEVELOPMENT ASSESSMENT PORTAL – 30 October to 29 November 2023**

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
23031932	d sims	31 NORTH TCE MAITLAND SA 5573	Outbuilding	Yorke Peninsula Council	1 Nov 2023	Development Approval Granted
23031899	L Hughes	18 AIRPORT RD YORKETOWN SA 5576	Swimming pool and safety fence	Yorke Peninsula Council	6 Nov 2023	Development Approval Granted
23031897	M McSKIMMING	1042 WAURALTEE RD WAURALTEE SA 5573	Swimming pool and safety fence	Yorke Peninsula Council	6 Nov 2023	Development Approval Granted
23031492	G Craig	3 DAVID ST YORKETOWN SA 5576	To install a free standing Stratco Dutch Patio to concrete pad western side of shed. Fixed to bas...	Yorke Peninsula Council	2 Nov 2023	Development Approval Granted
23030853	E CLELAND	20 FIRST ST MINLATON SA 5575	Outbuilding (Shed)	Yorke Peninsula Council	20 Oct 2023	Development Approval Granted
23030632	I EGLINGTON	89 MAIN COAST RD PINE POINT SA 5571	Outbuilding (Shed) extension	Yorke Peninsula Council	19 Oct 2023	Development Approval Granted
23030580	T Crown	LOT 482 PARKVIEW RD ARDROSSAN SA 5571	Relocate caravan and annex (Site 5)	Yorke Peninsula Council	19 Oct 2023	Development Approval Granted
23030298	G Anderson	28 CLAN RANALD AV EDITHBURGH SA 5583	Outbuilding (garage)	Yorke Peninsula Council	16 Oct 2023	Development Approval Granted
23029783	Yorke Peninsula Council	12 MARINE PDE PORT VINCENT SA 5581	Install a pool for Managers private use in their back yard.	Yorke Peninsula Council	13 Oct 2023	Development Approval Granted
23029777	A Smith, A Tran	7 SAILORS ST ARDROSSAN SA 5571	Detached Dwelling	Yorke Peninsula Council	13 Oct 2023	Development Approval Granted

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
23029510	A Cotton	40 MAITLAND RD MINLATON SA 5575	Outbuilding to be utilised as a storage for vehicles and household goods.	Yorke Peninsula Council	10 Oct 2023	Development Approval Granted
23028952	D Rundle	LOT 79 DAVIT DR BLUFF BEACH SA 5575	Outbuilding	Yorke Peninsula Council	5 Oct 2023	Development Approval Granted
23028573	J BARRETT, C BARRETT	6 KOOLYWURTIE RD PORT VINCENT SA 5581	Outbuilding (Shed)	Yorke Peninsula Council	6 Oct 2023	Development Approval Granted
23027973	J Svehlak, H Svehlak	6 MAYE TCE BALGOWAN SA 5573	Verandah	Yorke Peninsula Council	27 Sept 2023	Development Approval Granted
23027314	M Beard	19971 SPENCER HWY KOOLYWURTIE SA 5575	Land Division - 1 into 2 allotments	Yorke Peninsula Council	27 Sept 2023	Development Approval Granted
23027286	A Cane, K Cane, E Cane	48 CANE AV ARDROSSAN SA 5571	Land Division - 1 into 2	Yorke Peninsula Council	28 Sept 2023	Development Approval Granted
23026688	T Crown	LOT 482 PARKVIEW RD ARDROSSAN SA 5571	Fire wall (Site 75)	Yorke Peninsula Council	13 Sept 2023	Development Approval Granted
23026567	S Pittelli	22 CLAN RANALD AV EDITHBURGH SA 5583	Outbuilding	Yorke Peninsula Council	12 Sept 2023	Development Approval Granted
23025755	Maitland Lutheran School	LOT 501 CLINTON RD MAITLAND SA 5573	Two (2) new transportable classrooms and associated verandah/platform, ramp and stairs.	Yorke Peninsula Council	4 Sept 2023	Development Approval Granted
23025563	C Young	9 MANNING ST STANSBURY SA 5582	Outbuilding - Shed	Yorke Peninsula Council	6 Sept 2023	Development Approval Granted

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
23025409	N Daniell	545 HICKEYS DR COOBOWIE SA 5583	Land Division - 1 into 2	Yorke Peninsula Council	30 Aug 2023	Development Approval Granted
23025397	P Yannacos	LOT 101 BOWMAN RD ARDROSSAN SA 5571	Land Division (1 into 4)	Yorke Peninsula Council	31 Aug 2023	Development Approval Granted
23025071	J Stopyra	3 PASSAT ST PORT VICTORIA SA 5573	Dwelling extension, verandahs & deck.	Yorke Peninsula Council	30 Aug 2023	Development Approval Granted
23022849	L Carter	12-16 MAIN COAST RD ARDROSSAN SA 5571	Carport	Yorke Peninsula Council	23 Nov 2023	Development Approval Granted
23022392	W Ault	LOT 3 SCHOOL RD YORKETOWN SA 5576	Outbuilding (garage)	Yorke Peninsula Council	29 Aug 2023	Development Approval Granted
23022206	J Gluis, H Thomson-Gluis, G Falzon	4 KESTREL CT MARION BAY SA 5575, 6 KESTREL CT MARION BAY SA 5575	Boundary realignment	Yorke Peninsula Council	14 Aug 2023	Development Approval Granted
23021320	M Slotnes, T Slotnes-O'Brien	LOT 3 MARINE PDE PORT MOOROWIE SA 5576	Single storey detached dwelling	Yorke Peninsula Council	14 Aug 2023	Development Approval Granted
23020306	K Godfrey, A Godfrey	6 DART CL EDITHBURGH SA 5583	Single storey detached dwelling	Yorke Peninsula Council	26 Jul 2023	Development Approval Granted
23017756	N Balacco	30 TOWLER ST STANSBURY SA 5582	Two Storey Dwelling Addition	Yorke Peninsula Council	26 Jun 2023	Development Approval Granted
23016219	W Ault	LOT 3 SCHOOL RD YORKETOWN SA 5576	Single Storey Detached Dwelling	Yorke Peninsula Council	9 Jun 2023	Development Approval Granted

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
23015381	M Elder	66 WAROOKA RD YORKETOWN SA 5576	Single Storey Detached Dwelling and Front and Rear Verandahs	Yorke Peninsula Council	2 Jun 2023	Development Approval Granted
23014603	T Peckover	18 BEACH RD COOBOWIE SA 5583	Single storey detached dwelling	Yorke Peninsula Council	19 Jul 2023	Development Approval Granted
23013644	R Bruce	36 ANDERSON TCE YORKETOWN SA 5576	Attached carport	Yorke Peninsula Council	26 Jul 2023	Development Approval Granted
23013600	B McKechnie	11 BLUEBAY DR POINT TURTON SA 5575	Single Storey Detached Dwelling & Outbuilding - Garage	Yorke Peninsula Council	23 May 2023	Development Approval Granted
23013273	A Peach	8 PANFRY TCE EDITHBURGH SA 5583	Freestanding Verandah	Yorke Peninsula Council	20 Jul 2023	Development Approval Granted
23011601	J Cowin	31 BROWN RD JAMES WELL SA 5571	Double Storey Detached Dwelling	Yorke Peninsula Council	28 Apr 2023	Development Approval Granted
23011263	The White Family Trust, The White Family Trust	9 PARK TCE STANSBURY SA 5582	Double Storey Detached Dwelling	Yorke Peninsula Council	27 Apr 2023	Development Approval Granted
23010746	J Cant	608 CANT RD WAROOKA SA 5577	Dwelling Addition	Yorke Peninsula Council	18 Apr 2023	Development Approval Granted
23009444	C Spurr	57 CAPTAIN HUTCHINSON DR POINT TURTON SA 5575	Single Storey Detached Dwelling	Yorke Peninsula Council	12 Apr 2023	Development Approval Granted
23006567	J Farrelly, J Farrelly	6 TRENGOVE DR POINT TURTON SA 5575	Double Storey Detached Dwelling	Yorke Peninsula Council	8 Mar 2023	Development Approval Granted

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
23006287	m farrugia, w farrugia	9 NORTH TCE WOOL BAY SA 5575	at the moment we have no shed. i would like to erect a skillion shed at the back of the property...	Yorke Peninsula Council	15 Jun 2023	Development Approval Granted
23001918	J Davison	44 JAMES WELL RD JAMES WELL SA 5571	Dwelling alteration & additions.	Yorke Peninsula Council	23 May 2023	Development Approval Granted
22031662	N Caldow	15 KONA CR SULTANA POINT SA 5583	Single Storey Detached Dwelling and Outbuilding - Garage	Yorke Peninsula Council	26 Sept 2022	Development Approval Granted
22030731	A Mahony	60 MOORARA RD WOOL BAY SA 5575	Outbuilding (Shed)	Yorke Peninsula Council	29 Sept 2022	Development Approval Granted
22027360	Hicks Hotels Pty Ltd (ACN 007 807 052)	49 HIGH ST ARDROSSAN SA 5571	Land Division (1 into 18)	Yorke Peninsula Council	17 Aug 2022	Development Approval Granted
22026941	N Koutsampasis, H Koutsampasis	LOT 104 MARION ST SULTANA POINT SA 5583	Land Division - 1 into 6	Yorke Peninsula Council	12 Oct 2022	Development Approval Granted
22026485	Yorke Peninsula Council	3 JETTY RD MARION BAY SA 5575	Boat Ramp and associated Car and Trailer Park	State Planning Commission	16 Aug 2022	Development Approval Granted
22023995	A HOLLAMS	3 ELIAS ST MAITLAND SA 5573	Outbuilding	Yorke Peninsula Council	10 Oct 2023	Development Approval Granted
22016344	B Agnew	23 KLEIN POINT RD STANSBURY SA 5582	Ancillary Dwelling Addition	Yorke Peninsula Council	20 May 2022	Development Approval Granted
22014464	R Walker	34 GRUNDY ST SHEAOAK FLAT SA 5581	Variation to height of Carport approved in DN 544/1117/2019.	Yorke Peninsula Council	1 Feb 2023	Development Approval Granted

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
21019082	J Parsons, S Parsons	8 SOUTH TCE MINLATON SA 5575	To remove and replace the existing verandah with a complete upgrade of new sheeting, poles and ma...	Yorke Peninsula Council	25 Aug 2023	Development Approval Granted

**20 VISITORS TO THE MEETING**

Friends of Coobowie Foreshore – Simon McIntyre / Dr John Douglas  
Villis Group – Mr Peter Villis



# DEBATE AGENDA

**DEBATE AGENDA**

**21      MAYOR**

Nil

**22      CHIEF EXECUTIVE OFFICER**

Nil

## 23 CORPORATE AND COMMUNITY SERVICES

### 23.1 FINANCIAL REPORT AS AT 30 NOVEMBER 2023

Document #: 23/113861

Department: Corporate and Community Services

#### PURPOSE

For Council to consider the financial report and capital projects update report as at 30 November 2023.

#### RECOMMENDATION

That Council receive the financial report and capital projects update report as at 30 November 2023.

#### LINK TO STRATEGIC PLAN

**Goal:** 5 Responsible Governance and Leadership

**Strategy:** 5.1 Openness and transparency of reporting Council's performance

5.2 Effective leadership and informed decision making

5.3 Meet all legislative requirements and compliance with Council's internal controls

5.4 Seek alternate income streams and ensure financial sustainability

#### BACKGROUND

A financial report and capital projects update report (projects over \$25,000) is presented monthly for Council's consideration in accordance with Policy PO142 Budget Reporting and Amendment. These reports encompass results to the end of the calendar month preceding each scheduled Council meeting.

#### DISCUSSION

The attached financial reports are submitted with the following qualifications, comments and notes:

- Actuals included in the Uniform Presentation of Finances (UPF) are as incurred at close of business on the last day of the month being reported and may be subject to end of month adjustments. Any such adjustments will be incorporated in the following monthly report.
- The reports do not include year-end income and expense accruals.
- Both reports include year to date commitments i.e. orders raised but not yet paid for.
- **Attachment 1 - Uniform Presentation of Finances (UPF)**
  - Note 1 - Rates, Service Charges (Waste, CWMS and Water), Landscape Levy and Rate Rebates, totalling approximately \$28.4m, have been raised for the 2023/2024 financial year but are only due and payable either in full in September 2023 or by quarterly instalments in September 2023, December 2023, March 2024 and June 2024.
  - Note 2 - includes income from building and planning activity of approximately \$96,000; dog and cat registration fees of \$87,000 and septic tank registration fees of approximately \$32,000.

- Note 3 - approximate income of \$2.2m collected for user charges (boat ramps, caravan parks, cemetery fees, hall hire, etc.) of which approximately \$1.7m relates to Caravan Parks and \$161,000 to Bush Camping.
  - Note 4 - combined operating and capital grants, subsidies & contributions of approximately \$2.2m received to date (Note: a further \$330,000 in unearned grant income is currently recorded as a liability in Council's balance sheet. This grant funding is to be recognised as income progressively as relevant capital expenditure and project milestones occur in accordance with the relevant accounting standards).
  - Note 5 - approximately \$426,000 of investment, reimbursements and miscellaneous income.
  - Note 6 - commitments of approximately \$3.2m with \$2.1m being for waste management services.
  - Note 7 - depreciation for five (5) months of the financial year has been included in the YTD expenditure being approximately 42% of the 2023/2024 annual revised budget estimate.
  - Notes 8 and 9 - commitments of approximately \$2.5m (including rollovers) for various capital projects, details of which can be found in Attachment 2 of this report.
- **Attachment 2 – Capital Projects Update Report**
    - All Year-to-Date expenditure in this report includes invoices paid to date and orders outstanding. The total of this amount is then compared against the current budget to provide the budget remaining.
    - It should be noted that the month end balances in the capital report are different to those in Attachment 1 – UPF. This is due to the UPF reflecting the actuals as at the last day of the month, whereas the capital report includes several month end adjustments, corrections to existing purchase orders and raising of new ones, backdated journals and correction of incorrectly allocated amounts. Making these adjustments means the report shows expenditure incurred as well as expenditure forecast for the remainder of the year along with budget remaining against each project.

## COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

## CONSULTATION PROCESS

- Manager Financial Services
- Budget and Project Managers
- Accountant Financial Management
- Accountant Financial Operations

In preparing this report, the following external parties were consulted:

- Nil

## POLICY IMPLICATIONS

PO142 Budget Reporting and Amendment Policy

## BUDGET AND RESOURCE IMPLICATIONS

This is the fifth update for the 2023/2024 financial year. After five (5) months of the year, overall financial performance is forecast to decline against Council's endorsed Budget. This decline is due to significant increased adjustments to forecast depreciation following the revaluation of Council's

buildings and structures in 2022/2023. Adjustments to depreciation were made through the September quarter budget review.

Expenditure on capital projects, including commitments, is increasing as projects advance into procurement, construction and delivery phases. After five (5) months of the 2023/2024 financial year, 67% of the 2023/2024 budgeted capital funds remain uncommitted.

It should be noted that Council's audited 2022/2023 Annual Financial Statements and the 2023/2024 September quarterly budget review were endorsed by Council at the November 2023 meeting. All adjustments to reflect the finalisation of these processes are included in the attachments to this Council report.

Projects that were not commenced or incomplete (for various reasons) at the end of 2022/2023 have been rolled over to 2023/2024 for completion. Council endorsed the rollovers at its August 2023 meeting. These amounts have been included in both the capital projects update report and the UPF.

### **RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Monthly financial reporting provides a transparent and comprehensive reporting regime that allows Council to track performance against financial targets established in its annual budget.

Council risks being perceived as not being transparent if financial performance is not reported periodically and Elected Members could be asked to make decisions without knowing the impact on Council's financial position.

There is a significant risk that non-achievement of agreed milestones for grant funded capital projects could result in a delay in Council receiving grant funds, not receiving funds or having to return funds already received. This would have a significant negative impact on Council's budget and cash flow.

Local Government Act 1999

Local Government (Financial Management) Regulations 2011

### **ATTACHMENTS**

1. **Uniform Presentation of Finances as at 30 November 2023**  
2. **Capital Projects Update Report as at 30 November 2023**  

<b>YORKE PENINSULA COUNCIL</b> <b>UNIFORM PRESENTATION OF FINANCES</b> <b>AS AT 30 NOVEMBER 2023</b>							
	2023/24 YTD Actuals \$'000	2023/24 Commitments \$'000	2023/24 YTD Expenditure (incl Commitments) \$'000	Notes	2023/24 Full Year Revised Budget \$'000	2023/24 Full Year Budget Revisions \$'000	2023/24 Full Year Adopted Budget \$'000
<b>Income</b>							
Rates	28,439		28,439	1	28,423		28,423
Statutory Charges	264		264	2	408		408
User Charges	2,212		2,212	3	5,101		5,101
Grants, Subsidies and Contributions - Capital	1,452		1,452		1,990	241	1,749
Grants, Subsidies and Contributions - Operating	763		763	4	2,608	123	2,485
Investment Income	192		192		168		168
Reimbursements	167		167	5	171		171
Other Income	67		67		124		124
	<b>33,556</b>		<b>33,556</b>		<b>38,992</b>	<b>364</b>	<b>38,629</b>
<b>Expenses</b>							
Employee Costs	4,303	5	4,308		11,291		11,291
Materials, Contracts and Other Expenses	5,643	3,247	8,891	6	16,737	1,645	15,093
Depreciation, Amortisation and Impairment	5,121		5,121	7	11,461		11,461
Finance Cost	46		46		279		279
	<b>(15,115)</b>	<b>(3,252)</b>	<b>(18,367)</b>		<b>(39,768)</b>	<b>(1,645)</b>	<b>(38,123)</b>
<b>Operating Surplus/ (Deficit)</b>	<b>18,442</b>	<b>(3,252)</b>	<b>15,190</b>		<b>(775)</b>	<b>(1,281)</b>	<b>506</b>
Timing adjustment for grant revenue							
<b>Adjusted Operating Surplus (Deficit)</b>	<b>18,442</b>	<b>(3,252)</b>	<b>15,190</b>		<b>(775)</b>	<b>(1,281)</b>	<b>506</b>
<b>Net Outlays on Existing Assets</b>							
Capital Expenditure on renewal and replacement of Existing Assets	(2,820)	(1,516)	(4,335)	8	(10,546)	(648)	(9,898)
Add back Depreciation, Amortisation and Impairment	5,121		5,121		11,461		11,461
Add back Proceeds on Sale of Assets	67		67		174	25	149
	<b>2,369</b>	<b>(1,516)</b>	<b>853</b>		<b>1,089</b>	<b>(623)</b>	<b>1,712</b>
<b>Net Outlays on New and Upgraded Assets</b>							
Capital Expenditure on New and Upgraded Assets	(1,649)	(1,020)	(2,669)	9	(9,799)	(2,841)	(6,959)
Amounts received specifically for New and Upgraded Assets	496		496		3,788	837	2,952
Add back Proceeds for Sale of Surplus Assets							
	<b>(1,153)</b>	<b>(1,020)</b>	<b>(2,173)</b>		<b>(6,011)</b>	<b>(2,004)</b>	<b>(4,007)</b>
<b>Annual Net Impact to Financing Activities (surplus/(deficit))</b>	<b>19,658</b>	<b>(5,788)</b>	<b>13,870</b>		<b>(5,697)</b>	<b>(3,908)</b>	<b>(1,789)</b>

Note : Totals may not add due to rounding

Yorke Peninsula Council Monthly Capital Projects Update as at 30 November 2023																	
Project Details by Asset Class	Responsible Directorate	Expected Finish Date	Project Management Stages Complete						YTD Actuals	Commitments	YTD Expenditure (incl Commitments) (\$)	Total Budget (\$)	Budget Remaining (\$)	Budget Remaining (%)	Comments		
			<b>LEGEND</b> 1 <span style="color: green;">●</span> Activity currently completed or on schedule 2 <span style="color: orange;">●</span> Activity currently up to 2 months behind schedule 3 <span style="color: red;">●</span> Activity currently more than 2 months behind schedule 0 <span style="color: grey;">●</span> Activity currently not started														
** Only projects \$25,000 and greater are individually listed below, however the totals shown are for the entire asset class.			Planning	Design	Approval	Services	Procurement	Delivery	\$4,292,348	\$2,529,791	\$6,822,139	\$20,514,675	\$13,692,536	67% TOTAL			
<b>Buildings &amp; Other Structures</b>																	
44625 - Edithburgh Swimming / Tidal Pool Upgrade	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$15,013	\$15,013	100%	[Rolled over from 2022/23] MoU pending, Meshing Program agreement pending, Contractor quotation(s) pending.		
45750 - Interment Wall - Port Vincent Cemetery	DS	Jun-23	●	●	N/A	N/A	●	●	\$0	\$23,091	\$23,091	\$25,400	\$2,309	9%	[Rolled over from 2022/23] Survey has been done, contractor has been engaged.		
47525 - Minlaton Child Care Centre [BSBRGP]	ES	Dec-23	●	N/A	N/A	N/A	●	●	\$1,056,002	\$756,552	\$1,812,554	\$2,048,439	\$235,885	12%	[Rolled over from 2022/23] Work in progress, anticipated completion by January 2024.		
49043 - Bushfire Preparedness Signage [BSBR]	DS	Jun-23	●	●	N/A	N/A	●	●	\$0	\$0	\$0	\$24,202	\$24,202	100%	[Rolled over from 2022/23] [BSBR Grant] Signs to be printed in December 2023 and ready for completion in February 2024.		
60205 - Point Turton CP - Upper Level Amenities	CCS	Jun-23	●	●	●	●	●	●	\$3,393	\$7,273	\$10,665	\$320,756	\$310,091	97%	[Rolled over from 2022/23] Tenders endorsed and contractor appointed to build a retaining wall, development application is in process.		
57520 - Minlaton Town Hall - Automated Doors	CCS	Jun-23	●	●	N/A	N/A	●	●	\$9,370	\$0	\$9,370	\$8,850	-\$520	-6%	[Rolled over from 2022/23] Completed.		
44626 - Stansbury Seawall	AIS	Jun-24	●	●	●	N/A	●	●	\$3,273	\$0	\$3,273	\$331,000	\$327,727	99%	Development application lodged, consultation is in process.		
44656 - Marion Bay Boat Ramp and Carpark	AIS	Jun-26	●	●	●	N/A	●	●	\$6,720	\$0	\$6,720	\$3,800,000	\$3,793,280	100%	Tender submissions were evaluated by Councils Tender Evaluation Panel (TEP) in November 2023, with a Special Council Meeting held to endorse the TEP's recommendation of Civil-Tech being awarded the contract. Development Consent and Building Consent is approved with formal Development Approval expected by the first week of December 2023. Council is working with the state government on a Land Tenure Lease and Native Title.		
60200 - Point Turton Caravan Park Storage Shed	CCS	Dec-23	●	●	●	N/A	●	●	\$3,807	\$15,231	\$19,039	\$40,000	\$20,961	52%	Development application is lodged and supplier selected.		
45794 - Port Rickaby Caravan Park Water Supply Upgrade	CCS	Dec-23	●	●	N/A	N/A	●	●	\$178,030	\$0	\$178,030	\$176,945	-\$1,085	-1%	Project is near completion and park has fully reopened to visitors.		
60006 - Port Rickaby caravan park Dump Point	CCS	Jun-24	●	●	●	N/A	●	●	\$0	\$1,860	\$1,860	\$49,420	\$47,560	96%	Wastewater engineering received and application lodged.		
40050 - Fuel Bowser replacement - Warooka depot	CCS	Nov-24	●	N/A	N/A	N/A	●	●	\$8,680	\$0	\$8,680	\$8,680	\$0	0%	Completed.		
47519 - Maitland Office - Supply and install internal wall	CCS	Nov-24	●	N/A	N/A	N/A	●	●	\$0	\$5,364	\$5,364	\$0	-\$5,364	100%	Completed, budget adjustment to request in the second quarter.		
<b>Total Buildings &amp; Other Structures</b>									<b>\$1,269,275</b>	<b>\$809,371</b>	<b>\$2,078,647</b>	<b>\$6,848,705</b>	<b>\$4,770,059</b>	<b>70%</b>			
<b>CWMS Infrastructure</b>																	
44254 - Maitland wwtp, Buffer tank, odour control system, roofing, shed roller door, tank aerators and Drain replacement	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$23,348	\$45,685	\$69,033	\$115,500	\$46,467	40%	Odour control system materials purchased, new aerators ordered, planning for other projects has commenced, awaiting on quotations.		
44253 - Yorketown Minlaton Road and Warooka CWMS pump station switchboard renewal and flowmeter	AIS	Apr-24	●	N/A	N/A	N/A	●	●	\$0	\$37,410	\$37,410	\$36,410	-\$1,000	-3%	Planning complete, quotations sourced, purchase orders issued. Due to other priorities these new switchboards are now to be installed at Yorketown Waterloo bay road and Stansbury Pitt street, budget adjustment completed		
44268 - Balgowan public toilets and camp ground connection to foreshore CWMS	AIS	Dec-23	●	●	●	N/A	●	●	\$0	\$22,310	\$22,310	\$20,000	-\$2,310	-12%	Planning completed, contractor engaged and installation commenced		
44260 - Port Vincent caravan park main pump station monitoring system, Ventnor SL valve, Marina Station Pump 2 and wwtp waste Pump replacement	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$12,050	\$13,040	\$25,090	\$25,251	\$161	1%	Monitoring system and Marina pump station pump, wwtp pumps and valving, completed.		
44267 - Port Julia jetty pump station pump replacement	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$11,450	\$0	\$11,450	\$7,700	-\$3,750	-49%	Installation completed. Budget adjustment required.		
44256 - Stansbury Oyster Court pump station pump replacement	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$10,250	\$41,980	\$52,230	\$40,630	-\$11,600	-29%	Installation completed. Budget adjustment required.		
44255 - Port Victoria pump station 2 monitoring system, valve replacement & wwtp waste pump & chlorine dosing pump replacement	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$5,750	\$6,690	\$12,440	\$13,450	\$1,010	8%	Chlorine pump installed, Wwtp pumps installed awaiting monitoring systems installation, Budget adjustment required.		
44262 - Chinamans wells pump station 1 replacement of monitoring system and plc	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$0	\$6,990	\$6,990	\$4,830	-\$2,160	-45%	Purchase order placed awaiting installation. Future budget adjustment to request		
44264 - Point Turton wwtp Install pre-treatment filtration system, replacement of irrigation pump 2 and AAT tank aerators	AIS	Jun-24	●	●	N/A	N/A	●	●	\$0	\$31,610	\$31,610	\$118,790	\$87,180	73%	New Aerators purchased awaiting installation, quotations being sourced for other works.		
<b>Total CWMS Infrastructure</b>									<b>\$62,848</b>	<b>\$205,715</b>	<b>\$268,563</b>	<b>\$382,561</b>	<b>\$113,998</b>	<b>30%</b>			
<b>Land</b>																	
45797 - Yorketown Main Street Beautification (formerly Charles Street Land Purchase)	DS	Jun-20	N/A	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$100,000	\$100,000	100%	[Rolled over from 2022/23] Budget allocation to be retained for potential contribution towards future Main Street beautification works.		
<b>Total Land</b>									<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>100%</b>			
<b>Furniture and Fittings</b>																	
40031 - Office Equipment (Replacement furniture)	CCS	Jun-24	●	N/A	N/A	N/A	●	●	\$1,287	\$1,398	\$2,685	\$5,000	\$2,315	46%	Order placed for a Lounge Chair. Workstation self assessments completed. Unspent funds to be utilised to purchase new office equipment for new office space in Maitland.		
46065 - Ardrossan Library - I Acrylic Display Spinner and 6 bin Browser Mobile browser box	CCS	Dec-23	●	N/A	N/A	N/A	●	●	\$0	\$4,526	\$4,526	\$0	-\$4,526	100%	Order placed. Budget adjustment to request in second quarter.		
<b>Total Furniture and Fittings</b>									<b>\$1,287</b>	<b>\$5,924</b>	<b>\$7,211</b>	<b>\$5,000</b>	<b>-\$2,211</b>	<b>-44%</b>			
<b>Plant, Equipment &amp; Other Assets</b>																	
40026 - Various Coastal Management Strategy Projects [LRCIP Phase 3]	AIS	Jun-24	●	●	N/A	N/A	●	●	\$54,013	\$0	\$54,013	\$54,013	\$0	0%	[Rolled over from 2022/23] Beach access stairs at Magazine Bay and Wool Bay steps completed. Other Coastal Management Projects to be undertaken will depend on the budget remaining for LRCIP Phase 3.		
44500 - Major Plant Replacement - Vibratory Roller	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$13,000	\$13,000	\$195,000	\$182,000	93%	Council approval granted and initial order raised.		
62002 - Major Plant Replacement - Patrol Grader	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$490,000	\$490,000	\$515,000	\$25,000	5%	Council approval granted and order raised.		
61203 - Major Plant Replacement - Utes	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$34,209	\$32,080	\$66,289	\$66,000	-\$289	0%	Purchase orders have been raised and awaiting delivery times.		
62020 - Major Plant Replacement - Semi Water Tanker - North	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$116,700	\$116,700	\$120,000	\$3,300	3%	Council approval granted and order raised. Estimated delivery in February 2024.		
40050 - Plant Replacement - Magnet Frame	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$11,320	\$11,320	100%	Sourcing quotations.		
61210 - Fleet Vehicle Replacement	CCS	Nov-23	●	N/A	N/A	N/A	●	●	\$160,831	\$44,108	\$204,939	\$198,344	-\$6,595	-3%	1 x delivered in August, 1 x delivered in September, 1 x delivered in November 2023. 1 x committed (outside staff Ute)		
40030 - ICT Equipment (Monitors & Computers Replacement, Video Editing Laptop)	CCS	Jun-24	●	N/A	N/A	N/A	●	●	\$14,916	\$0	\$14,916	\$28,526	\$13,610	48%	Monitors and video editing laptop received.		
40034 - DJI Mavic 3 Drone - Renewal	CCS	Aug-23	●	N/A	N/A	N/A	●	●	\$3,972	\$0	\$3,972	\$3,999	\$27	1%	Completed.		
40036 - Mobile Phone Refresh	CCS	Jun-24	●	N/A	N/A	N/A	●	●	\$1,735	\$2,492	\$4,227	\$3,500	-\$727	-21%	Completed, budget adjustments to be done.		
62017 - Traffic counters to replace counters that are failing.	CCS	Oct-23	●	N/A	N/A	N/A	●	●	\$11,200	\$0	\$11,200	\$11,200	\$0	0%	Completed.		
60100 - Port Vincent Caravan Park Beach Wheelchair	CCS	Dec-23	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$6,100	\$6,100	100%	Consulting with Caravan Park Managers regarding purchase.		

Yorke Peninsula Council Monthly Capital Projects Update as at 30 November 2023																
Project Details by Asset Class	Responsible Directorate	Expected Finish Date	Project Management Stages Complete						YTD Actuals	Commitments	YTD Expenditure (incl Commitments)	Total Budget	Budget Remaining	Budget Remaining (%)	Comments	
			●	●	●	●	●	●								
60304 - Marion Bay Caravan park new mattresses	CCS	Nov-23	●	N/A	N/A	N/A	●	●	\$9,247	\$0	\$9,247	\$9,735	\$488	5%	Matresses received and other linen items ordered.	
60300 - Marion Bay Caravan Park Mobility Mat	CCS	Oct-23	●	N/A	N/A	N/A	●	●	\$14,545	\$0	\$14,545	\$15,795	\$1,250	8%	This Project is not going forward in 2023-24 as it was under funded; Instead, approval has been granted to allocate funds for the procurement of Electric Utility Carts, and the purchase has already been successfully completed.	
45048 - Beach Access Stairs Capital	AIS	Dec-23	●	●	N/A	N/A	●	●	\$0	\$9,955	\$9,955	\$11,000	\$1,045	10%	For stair replacement near the kiosk at port Vincent, Stairs Completed, handrail to be installed.	
60108 - Port Vincent Caravan Park - Air Condition for Manager's Residence	CCS	Oct-23	●	N/A	N/A	N/A	●	●	\$6,864	\$0	\$6,864	\$6,863	-\$1	0%	Completed.	
60019 - Port Vincent Kiosk - screening to grease trap	DS	Jan-23	●	N/A	N/A	N/A	●	●	\$0	\$5,036	\$5,036	\$5,037	\$1	0%	Contractor has engaged.	
47526 - Maitland Childcare - Air-Conditioners x 6	DS	Dec-23	●	N/A	N/A	N/A	●	●	\$0	\$14,867	\$14,867	\$0	-\$14,867	100%	Work has commenced and in-process. Budget adjustment to be request.	
<b>Total Plant, Equipment &amp; Other Assets</b>									<b>\$311,531</b>	<b>\$728,238</b>	<b>\$1,039,769</b>	<b>\$1,261,432</b>	<b>\$221,663</b>	<b>18%</b>		
<b>Transport Infrastructure</b>																
59650 - Yorketown Airstrip - Runway Lighting Upgrade [Support Regional Aviation Program]	AIS	Jul-23	●	N/A	N/A	N/A	●	●	\$189,361	\$482	\$189,843	\$324,728	\$134,885	42%	[Rolled over from 2022/23] Completed in July 2023, budget adjustment to be requested.	
54102 - Unsealed Roads Intersection Upgrades	AIS	Jul-23	●	N/A	N/A	N/A	●	●	\$0	\$20,413	\$20,413	\$193,000	\$172,587	89%	[Rolled over from 2022/23] Project in planning phase.	
45027 - Walk The Yorke & Comy Point Walking Trail [LRICIP Phase 3]	AIS	Jun-23	●	N/A	N/A	N/A	●	●	\$12,809	\$0	\$12,809	\$14,241	\$1,432	10%	[Rolled over from 2022/23] Completed.	
45053 - Artherton Main Street Upgrade [LRICIP Phase 3]	AIS	Jun-23	●	●	N/A	N/A	●	●	\$104,437	\$0	\$104,437	\$40,781	-\$63,656	-156%	[Rolled over from 2022/23] Completed, budget adjustment to be requested. Invoice to be sent to Artherton Progress for further contribution of funds towards the project.	
59456 - Salt Lake Tourist Trail [LRICIP Phase 3]	AIS	Jun-23	●	●	N/A	N/A	●	●	\$0	\$11,273	\$11,273	\$11,273	\$0	0%	[Rolled over from 2022/23] Commenced and ongoing, walkway viewing area to be completed in summer.	
45046 - Hardwicke Bay Shelter & Boat Ramp Carpark [LRICIP Phase 3]	AIS	Jun-23	●	●	N/A	N/A	●	●	\$39,179	\$0	\$39,179	\$37,737	-\$1,442	-4%	[Rolled over from 2022/23] Footings completed and rest of the work will be completed in December 2023.	
57117 - Edith Street Medium Strip Extension - Edithburgh	AIS	Oct-23	●	●	N/A	N/A	●	●	\$39,141	\$6,370	\$45,511	\$64,000	\$18,489	29%	Completed. Budget adjustment to request to allocate the remaining funds across Artherton Main Street Upgrade [LRICIP Phase 3]	
57118 - James Wells Kerb/ Road Repairs	AIS	Oct-23	●	●	N/A	N/A	●	●	\$5,145	\$0	\$5,145	\$28,000	\$22,855	82%	Completed. Budget adjustment to request to allocate the remaining funds across Artherton Main Street Upgrade [LRICIP Phase 3]	
54021 - Gleasons Rd - Marion Bay Rd to Liddiards Rd	AIS	Oct-23	●	N/A	N/A	N/A	●	●	\$81,215	\$0	\$81,215	\$81,216	\$1	0%	Completed.	
53519 - South Coast Rd - Yorke Hwy to Meehan Hill	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$293,097	\$293,097	100%	Scheduled to commence in May 2024 for completion in June 2024.	
54091 - Heel Rd - Sheoak Beach Rd to Goldsmith Beach Rd	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$74,639	\$0	\$74,639	\$454,889	\$380,250	84%	Preliminary works have commenced and scheduled for completion in February 2024.	
57119 - Town Rehabilitation South	AIS	Apr-24	●	N/A	N/A	N/A	●	●	\$640	\$0	\$640	\$659,522	\$658,883	100%	Tender evaluation recommendation to December Council meeting.	
54101 - New Horizon Rd - Troughbridge Hill Rd to Goldsmith Beach Rd	AIS	May-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$128,850	\$128,850	100%	Scheduled to commence in April 2024 for completion in May 2024.	
57108 - Comy Point Rd - Brutus Rd to Turton Rd	AIS	Nov-23	●	N/A	N/A	N/A	●	●	\$303,441	\$1,663	\$305,104	\$331,016	\$25,912	8%	Completed.	
57116 - Dust Suppression	AIS	Apr-24	●	N/A	N/A	N/A	●	●	\$0	\$76,000	\$76,000	\$92,001	\$16,001	17%	Scheduled to commence and completion in April 2024.	
54027 - Nalyappa Rd - Coopers Rd to Barnes Rd	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$174,873	\$148,856	\$323,729	\$406,200	\$82,471	20%	Works commenced, anticipate completion in December 2023.	
53011 - Melton South Rd - Upper Yorke Rd to Wayside Rd	AIS	Nov-23	●	N/A	N/A	N/A	●	●	\$380,880	\$0	\$380,880	\$380,788	-\$92	0%	Completed.	
54077 - Sandy Church Rd - Spencer Hwy to 3.45 Km East	AIS	Mar-24	●	N/A	N/A	N/A	●	●	\$27,737	\$337,040	\$364,777	\$501,232	\$136,455	27%	Works have commenced and scheduled for completion in March 2024.	
57109 - Patch Work North - Various Roads	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$62,992	\$0	\$62,992	\$1,045,227	\$982,235	94%	Works commenced.	
57112 - Patch Works South - Various Roads	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$211,145	\$0	\$211,145	\$518,976	\$307,831	59%	Works commenced.	
54099 - Dowlingville Slant Rd - Yorke Hwy to Cook Rd	AIS	Dec-23	●	N/A	N/A	N/A	●	●	\$28,013	\$119,760	\$147,773	\$200,424	\$52,651	26%	Preliminary works commenced scheduled for completion in December 2023.	
49500 - Reseal Allocation	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$735,954	\$0	\$735,954	\$1,735,902	\$999,948	58%	[Rolled over from 2022/23] Tender awarded to Inroads Pty Ltd. Expenditure to date reflects completion of 2022/2023 reseal program in July 2023	
54102 - Intersection Upgrades	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$607,716	\$607,716	100%	Relevant intersections have been identified and inspected by Assets Manager.	
52490 - Rubble Raising	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$500,000	\$500,000	100%	In planning stage.	
57535 - Sealed Road Rehabilitation Stabilisation Works	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$250,000	\$250,000	100%	Tender has been raised.	
49499 - Additional Roads (works to be assigned)	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$202,557	\$202,557	100%	Budget to be reallocated for the purchase of grader attachments. Refer Council resolution 224/2023. Quotations currently being sourced.	
57024 - North Coast Road Upgrade (Stage 2)	AIS	Feb-24	●	●	N/A	N/A	●	●	\$23,218	\$10,134	\$33,352	\$2,300,000	\$2,266,648	99%	Project commenced. Anticipate completion in February 2024 subject to weather conditions.	
49510 - Gardner & Fowler Street, Price	AIS	Mar-24	●	●	N/A	N/A	●	●	\$8,893	\$11,861	\$20,754	\$0	-\$20,754	100%	Further asphalt work to be undertaken in Fowler Terrace. Budget adjustment required in December quarter due to additional grant funding being received. Anticipate completion by March 2024.	
60040 - Maitland Plane Tree Root Control (Robert Street Concept Design)	AIS	Jun-20	●	●	N/A	N/A	●	●	\$5,200	\$0	\$5,200	\$171,431	\$166,231	97%	[Rolled over from 2022/23] Project on hold pending future application for grant funding to enable completion.	
<b>Total Transport Infrastructure</b>									<b>\$2,508,912</b>	<b>\$743,852</b>	<b>\$3,252,764</b>	<b>\$11,574,804</b>	<b>\$8,322,041</b>	<b>72%</b>		
<b>Stormwater Infrastructure</b>																
40080 - Minlaton Depot Stormwater Works	AIS	May-22	●	●	●	N/A	●	●	\$0	\$0	\$0	\$37,061	\$37,061	100%	[Rolled over from 2022/23] Design finalised, quotations to be sourced across multiple trades. Anticipate completion in May 2024.	
44304 - Stormwater Drainage - Comy Point Road	AIS	Jun-23	●	●	N/A	N/A	●	●	\$20,190	\$15,046	\$35,236	\$38,100	\$2,864	8%	[Rolled over from 2022/23] Survey work completed and design works commenced.	
59425 - Stormwater - Maitland Drainage [LRICIP] & [LRICIP Phase 3]	AIS	Jun-23	●	●	N/A	N/A	●	●	\$73,446	\$0	\$73,446	\$68,861	-\$4,585	-7%	[Rolled over from 2022/23] Completed. Budget adjustment to be requested.	
59433 - Edithburgh - Gillerton terraces Drainage works -Stage 3	AIS	Jun-24	●	●	N/A	N/A	●	●	\$0	\$0	\$0	\$62,000	\$62,000	100%	Tender awarded November 2023, order to be raised.	
59449 - Maitland Western stormwater dam spillway installation stage 2	AIS	Dec-23	●	●	N/A	N/A	●	●	\$44,858	\$0	\$44,858	\$50,000	\$5,142	10%	Commenced, nearing completion.	
<b>Total Stormwater Infrastructure</b>									<b>\$138,494</b>	<b>\$15,046</b>	<b>\$153,540</b>	<b>\$256,022</b>	<b>\$102,482</b>	<b>40%</b>		
<b>Water Scheme Infrastructure</b>																
44283 - Hardwicke Bay water scheme increased storage capacity	AIS	Dec-23	●	●	N/A	N/A	●	●	\$0	\$21,645	\$21,645	\$80,000	\$58,355	73%	New tank installed and operational, awaiting required area works.	
44284 - Marion Bay desal plant distribution pumps repairs	AIS	Jun-24	●	N/A	N/A	N/A	●	●	\$0	\$0	\$0	\$6,150	\$6,150	100%	Spare pump installed, old pump sent for quote on repairs	
<b>Total Water Scheme Infrastructure</b>									<b>\$0</b>	<b>\$21,645</b>	<b>\$21,645</b>	<b>\$86,150</b>	<b>\$64,505</b>	<b>75%</b>		

Note : Totals may not add due to rounding.



**23.2 REQUEST FOR ACCEPTANCE - FREE OF CHARGE ASSET - PRICE PROGRESS ASSOCIATION****Document #:** 23/112307**Department:** Corporate and Community Services**PURPOSE**

For Council to consider accepting the new Price Nature Play Area as a 'Free of Charge' asset from Price Progress Association.

**RECOMMENDATION**

That Council accept the donation of the Price Nature Play Area as an asset 'Free of Charge' and authorise the Price Nature Play Area to be added to Council's asset register.

**LINK TO STRATEGIC PLAN****Goal:** 2 Community Connected through Infrastructure

4 Community Engaged and Supported

**Strategy:** 2.6 Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)

4.5 Foster productive working relationships with Progress Associations

**BACKGROUND**

Price Progress Association (Progress) has formally requested Council accept the Price Nature Play Area as a donated asset free of charge. The formal request (Attachment 1), minutes from their meeting held on 15 November 2023 (Attachment 2) and supporting documentation (Attachment 3) are provided for Elected Members' information.

**DISCUSSION**

Progress have recently installed a Nature Play Area at Fowler Terrace, Price, in the hope of attracting more families to live in Price, and to boost tourism opportunities for their town. This installation is stage one in a master plan to improve Fowler Terrace and turn it into a recreational hub. Progress has been unable to obtain the necessary public liability insurance for the facility and hence has requested to gift the asset to Council.

The asset to be gifted to Council is a Nature Play Area with a replacement value of \$92,576.

If the donation of this asset is accepted by Council, the cost of insurance to cover the cost of replacement and installation will be approximately \$214.88 including GST per annum. Should Council accept the donation of this asset, Council will be responsible for the insurances, maintenance and inspections of the Nature Play Area with Progress to assist with upkeep. A Memorandum of Understanding (MOU) is also being drafted for both parties to sign.

**COMMUNITY ENGAGEMENT PLAN**

Level 1 - Inform

The community will be notified via the distribution of the Council Minutes from this meeting.

**CONSULTATION PROCESS**

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Manager Economic Development and Business Sustainability

- Asset Manager
- Senior Safety Advisor (Audit and Risk)

In preparing this report, the following external parties were consulted:

- Price Progress Association

### **POLICY IMPLICATIONS**

PO124 Asset Accounting Policy

PO128 Asset Management Policy

### **BUDGET AND RESOURCE IMPLICATIONS**

Should the donated asset be accepted, Council would incur additional insurance costs of approximately \$214.88 including GST per annum. The asset would also be depreciated over a period of 20 years resulting in deprecation charges of approximately \$4,629 per annum.

### **RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

If accepted, all risks associated with the asset would rest with Council as is the case for all other Council assets.

### **ATTACHMENTS**

1. **Letter of Request - Gift to Council - Price Nature Play Area - Price Progress Association**  
2. **Meeting Minutes - Price Progress Association - November 2023**  
3. **Price Community Playground and Impact Completion Certification - Open Space Services (under separate cover)** 



## PRICE PROGRESS ASSOCIATION INC

c/- POST OFFICE

PRICE South Aust. 5570

Email [priceprogress@gmail.com](mailto:priceprogress@gmail.com)

ABN 29 791 173 897

---

16<sup>th</sup> November 2023

Nick Perry  
Yorke Peninsula Council  
PO Box 57  
Maitland SA 5573

Dear Nick,

Price Progress Assoc (PPA) has recently installed a Nature Play area at Fowler Terrace, Price, in the hope of attracting more families to live in Price, and to boost tourism opportunities for our town. This installation is stage one in a master plan to improve Fowler Tce and turn it into a recreational hub. The cost of this installation was \$92,576. Installation was to Australian standards and Independent Playground auditor, Barry Rolton, has inspected the site upon completion. Please find his report attached.

We have been trying to find public liability insurance for this space and I have contacted the following insurance companies, Berkeley, Royal Insurance, Bluewell Insurance and Local Community Insurance Services, but have been unsuccessful in gaining insurance.

We ask that YP Council accept the gifting of this asset in order for the Nature Play space to be covered under the liability insurance through the YP Council. Price Progress Assoc. is prepared to enter into a Memorandum of Understanding that PPA is responsible for ongoing maintenance and the costs associated with this maintenance. It is our understanding that the space would need to be audited yearly. PPA would also like to keep a maintenance schedule in accordance with the playground installers recommendations to prolong the lifespan of the equipment.

We ask that this request is included in the agenda for the next YP Council meeting.

Regards  
Karen Newbold  
Secretary  
Price Progress Assoc Inc

PRICE PROGRESS ASSOCIATION Inc.

## COMMITTEE MEETING

DATE 15<sup>th</sup> Nov 2023

The Vice President Graham Newbound opened the meeting at 7.30pm

**Present:** K Newbold (KN), J Morris (JM,) G Newbound (GN), C Seekamp (CS), M Gurr(MG), J Grainger(JG), J Green(JGr), C Phillips(CP)

**Observers:** A Headon(AH), N Correll(NC), R Benn(RB), J Benn(JB)

**Apologies:** P Herrmann (PH), K Correll (KC), J Scroop(JS), H Crowell(HC), I Roberts(IR)

**Conflict of Interest: In relation to actual or perceived conflicts of interest a member has an obligation to outline how they propose to deal with the actual or perceived conflict of interest prior to consideration of that item on the Agenda.** Nil declared

The minutes of the previous meeting were read and moved that they be accepted.

**Moved:** MG    **Seconded:** JM    **Carried**    **All**

**Business arising from previous minutes**

Nature Play – Dirtworks have completed the installation. PPA needs to spread mulch around the perimeter. KN has contacted 4 insurance companies. No one will insure us (being an association and not a local council or school). KN to send a letter of request to YP Council requesting that we gift the Nature play space to the YP Council so that they can take on the public liability insurance on our behalf. PPA to still be responsible for upkeep and maintenance.

**Moved** KN    **Seconded** MG    **Carried** All

Privacy Policy – put on noticeboard for public consultation

Solar panels at caravan park have been cleaned

Town Christmas Party – need to organise food and entertainment

YP Tractor Pull club affiliation – have not held a meeting yet to discuss with their members. Defer to next meeting

Noticeboard at public toilets – reply received from Stephen Goldsworthy. Please see attached. GN to install noticeboard and be responsible for safety upkeep.

**Correspondence:** The following correspondence was presented:

- |            |   |
|------------|---|
| <b>IN</b>  | YP Council Wheeled Sports update<br>Reply from Stephen Goldsworthy re noticeboard<br>YP Council Bushfire Safer place<br>AGL – meter upgrade |
| <b>OUT</b> | Signed extension of lease for caravan park<br>Final notice for Dee Marion debt lodged with CourtsSA<br>YP Council Wheeled Sports response   |

**Treasurers' Report**

The financial report was presented



It was then moved that the report as presented be accepted (copy placed on file)

**Moved:** KN    **Seconded:** JM    **Carried:** All

Caretakers Report: RB & JB thanked Jenni Rae, Faye Pryor & KN for assistance with transitioning into their new role. They have settled in well and look forward to making improvements around the park. RMS training has commenced. RB has completed an audit of all fire hoses. A combination lock has been purchased for the back gate due to concerns from Residents committee about being unable to access back gate in a fire. A sign will be installed to say who to contact to open gate. Electrician has been contacted about 2 power mushrooms not working. 3 tap washers need replacing. Looking to stock extra products in the shop like bacon and eggs.

**Affiliated Clubs**

**Wheatsheaf Hotel** – Xmas lunch bookings started. Accommodation out the back is nearly complete. It will be 8 single self contained rooms.

**Tennis Club** – stopped for harvest/xmas break. Starts again on 30<sup>th</sup> Jan. Teas going well

**Bowls Club** – J Green is new representative. AGM held yesterday. 3 new executive members. Break up on 5<sup>th</sup> Dec. Xmas show on 12<sup>th</sup> Dec

**Boat Club** – nil

**Golf club** – nil

**Soldiers Memorial Hall** – Dec scone time coming up and then break for Jan. Attendance numbers dwindling. Look at different option for next year

**Tidy Towns Group** – GN looking at replacing hedge at Boat club. Any suggestions for suitable planting? Rosemary hedge was suggested.

**Work H & S Club & CP:** Nil

**General Business**

JB asked if they could purchase new sprinklers for caravan park. Committee agreed

CS has completed food handling course

Playgroup held AGM at the playground. CP is new president

NC & KC going to fertilise the trees at the revegetation site tomorrow. Anyone is welcome to join in.

NC suggested sending a letter to Darren Crowell to say that his proposal of a bird sanctuary at the old dump site had been presented to PPA by PH and that PPA were happy for Darren to go ahead with the project if he wanted to.

Motion put forward to increase overnight site fees at the caravan park by \$5. ON powered site to be \$30/night, ON unpowered site to be \$25/night. Cabin to increase to \$120/night includes linen. No discount for paying for a week. Fee increase to start on 1<sup>st</sup> Dec. Current bookings to be honoured at the price quoted at the time of booking.

**Moved** KN    **Seconded** CP    **Carried** All

KC sent an email requesting PPA to join Friends of Parks for \$20 membership fee. Committee agreed.

KN asked for clarification on fire hose requirements at the caravan park. Do we need to have hoses that are AS1221? AH replied that those hoses do not work in areas with low water pressure and we would be better off to use the current hoses that we have installed.

GN requested that no bookings be made for the community club that interrupt Friday night teas.

JM looking at organising a games afternoon or night during Jan when the club is closed. RB offered to host a trivia night with money raised going to charity.

Club Christmas Dinner – Carol has purchased gifts and food.

Meeting closed at 8.33pm.

Next meeting 13<sup>th</sup> Dec 2023 (please note earlier date due to Xmas)

ITEMS TO BE ACTIONED	PERSON RESPONSIBLE
Insurance for Nature Play	KN to send Letter of Request to YP Council
Privacy Policy	KN to put on noticeboard for public consultation
Town Christmas party	GN to put up banner in front of playground. KN to order meat from butcher
Light covers at Caravan Park	Curtis Cross (electrician) has been contacted. Follow up
Noticeboard at public toilets	GN to install
Letter to Darren Crowell	KN to send
Join Friends of Parks	KC to fill out membership forms. KN to make payment
Fire truck for Christmas party	Steven Klopp

**23.3 GROWING REGIONS PROGRAM ROUND 1 - STAGE 2 FULL APPLICATION - EDITHBURGH JETTY DIVING PLATFORM****Document #:** 23/113992**Department:** Corporate and Community Services**PURPOSE**

To seek Council approval to submit a grant application to the Growing Regions Program Round 1 – Stage 2 for the Edithburgh jetty diving platform project.

**RECOMMENDATION**

That Council:

1. Endorse a grant funding application to the Growing Regions Program Round 1 – Stage 2 (Full Application) for the Edithburgh jetty diving platform project; and
2. Commit to provide a co-contribution of \$236,423 (30% of the project cost) should the grant application be successful.

**LINK TO STRATEGIC PLAN****Goal:** 1 Economically Prosperous Peninsula

2 Community Connected through Infrastructure

**Strategy:** 1.3 Improve visitor experiences, including tourism infrastructure, signage, information and support

2.3 Create partnerships with State Government to maintain State's assets (e.g. roads, jetties etc.)

**BACKGROUND**

In recent years, the safety concerns associated with the Northern diving steps at Edithburgh jetty and the need for the replacement of stairs have been raised by divers, the local community, and professional condition reports including the underwater inspection of the Edithburgh jetty by Lawrie Commercial Diving in June 2018 and the above-water condition assessment by WGA in November 2021.

The proposal for a new diving platform at Edithburgh jetty was incepted in 2020. Since this time, Council, in partnership with the South Australian Department for Infrastructure and Transport (DIT), and through extensive consultations with the diver community, local communities, businesses, residents, and regional stakeholders, has developed a detailed plan for the Edithburgh jetty diving platform.

The Edithburgh jetty diving platform proposal is backed up by its strong alignment with local and regional priorities, including the Yorke Peninsula Strategic Management Plan 2021-2025, the Yorke Peninsula Economic Development & Tourism Strategy 2022-2026, the Regional Development Australia Yorke and Mid North Strategic Plan 2021-2026 and the Yorke Peninsula Strategic Tourism Action Plan – Toward 2030.

Within this proposal, the new Edithburgh jetty diving platform is envisioned as a contemporary facility that serves the local community needs and offers a high-quality experience for diving tourists whilst contributing to preserving the diverse maritime habitats of Edithburgh during its service life. The facility is expected to bring economic, social and environmental benefits for the community for years to come.

Critical milestones of the project's planning have been achieved, including:

- A community co-design workshop and stakeholder engagements regarding the facility's functional aspects, value-adding components, and conservation considerations;
- Detailed design and specifications;
- Detailed costings, updated December 2023;
- Conceptual integration with the Edithburgh jetty's investment and management proposal by DIT; and
- The removal of existing stairs, which were assessed to have reached the end of their service life.

## DISCUSSION

The Edithburgh jetty diving platform proposal consists of the following components:

- Diving stairs and platforms for divers and snorkellers to access water. The structural elements have a 50-year design life in accordance with AS4100 whereas maintainable elements (handrails, grating, ladders, etc) are designed to achieve a 25-year design life;
- Living seawall panels bolted to a passive weight, which is constructed as a rock-filled cage at the base of the stairs. Affixing living seawall panels on the four sides of this cage will create an artificial reef, providing additional habitat for marine life and enhancing the underwater experience for divers/snorkellers; and
- Interpretive signage at the jetty linked with an existing underwater camera for educational and recreational purposes.

The project's total cost, as estimated in December 2023, was \$788,210.

On 1 August 2023, Council staff applied to the Growing Regions Program Round 1 – Stage 1 (EOI) for the Edithburgh jetty diving platform. The Growing Regions Program supports community-focused infrastructure that can deliver community and economic benefits throughout regional Australia. The grant amount ranges from a minimum of \$500,000 to a maximum of \$15 million. The Growing Regions Program Round 1 – Stage 1 (EOI) assessed potential proposals in terms of their major components and activities, project readiness, expected outcomes, and the project's strategic alignment with regional priorities

On 24 November 2023, Council was advised of the successful EOI and invited to apply for the Growing Region Program Round 1 – Stage 2 (full application) for the Edithburgh jetty diving platform.

As part of the full application, a financial co-contribution is required. The Edithburgh jetty diving platform project is eligible for funding up to 70% of the project cost, which is equivalent to \$551,747. Accordingly, Council is required to co-contribute 30% (\$236,423) of the project's cost.

A copy of the concept design is attached for Elected Members' ease of reference.

## COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

## CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Economic & Tourism Development Advisor
- Operations Manager
- Manager Economic Development & Business Sustainability

In preparing this report, the following external parties were consulted:

- Nil

**POLICY IMPLICATIONS**

PO021 External Grant Funding Policy

**BUDGET AND RESOURCE IMPLICATIONS**

If successful, Council's financial co-contribution will need to be sourced from the FY2025 budget. The project has been committed in Council's Long Term Financial Plan, however this was based on initial costings of \$600,000 and a co-contribution of 20%.

**RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Not proceeding with this recommendation will result in Council being unable to apply for the funding and, if successful, carry out the project. In this case, Edithburgh jetty would remain without Northern steps. Risks associated with this lack of facility include detrimental impact on local businesses and limited water access including during emergency situations.

**ATTACHMENTS**

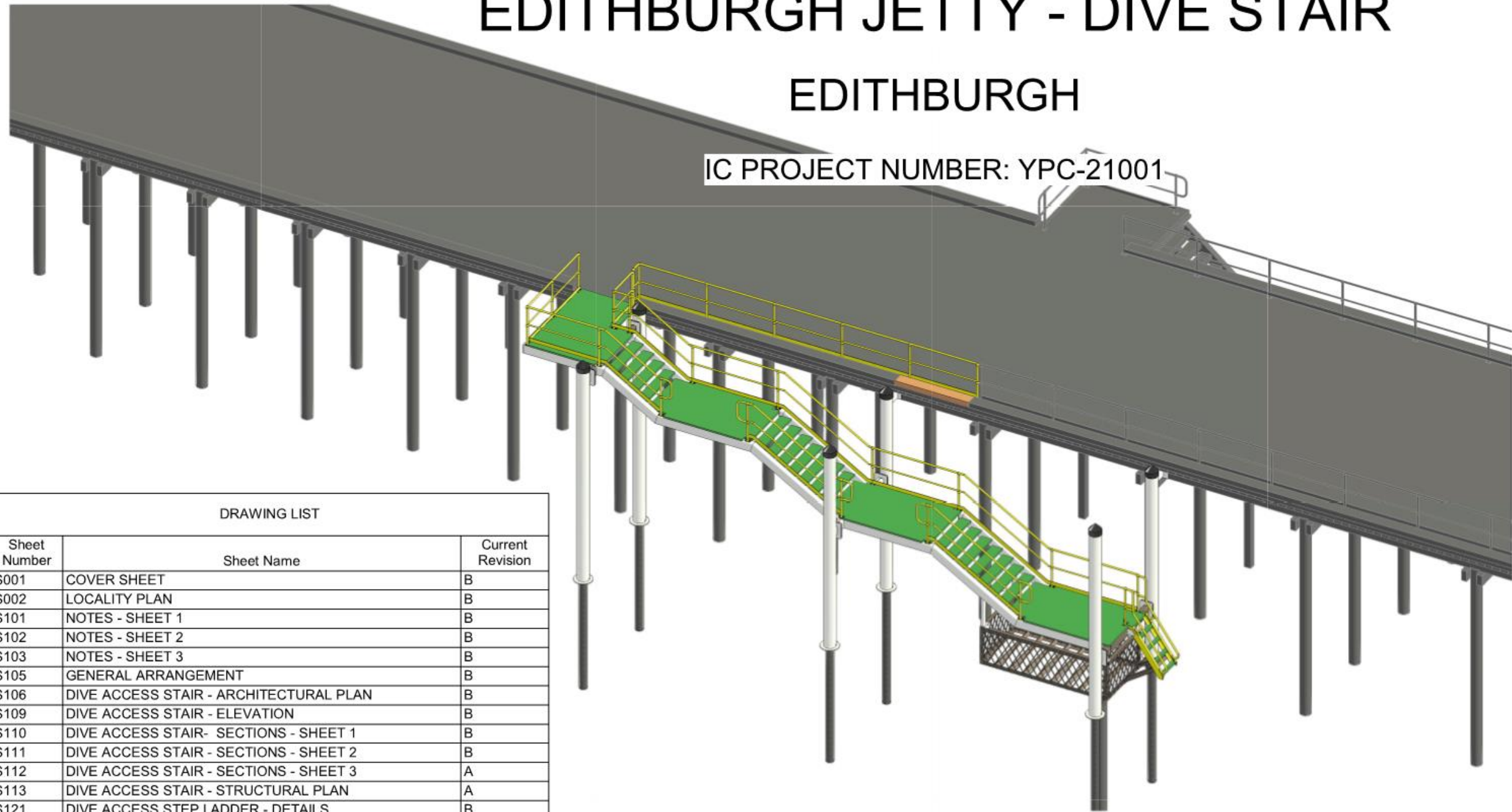
1. **Concept Design - Edithburgh Diving Facility - Infrastructure Consulting** [↓](#) 



# EDITHBURGH JETTY - DIVE STAIR

## EDITHBURGH

IC PROJECT NUMBER: YPC-21001



DRAWING LIST		
Sheet Number	Sheet Name	Current Revision
S001	COVER SHEET	B
S002	LOCALITY PLAN	B
S101	NOTES - SHEET 1	B
S102	NOTES - SHEET 2	B
S103	NOTES - SHEET 3	B
S105	GENERAL ARRANGEMENT	B
S106	DIVE ACCESS STAIR - ARCHITECTURAL PLAN	B
S109	DIVE ACCESS STAIR - ELEVATION	B
S110	DIVE ACCESS STAIR- SECTIONS - SHEET 1	B
S111	DIVE ACCESS STAIR - SECTIONS - SHEET 2	B
S112	DIVE ACCESS STAIR - SECTIONS - SHEET 3	A
S113	DIVE ACCESS STAIR - STRUCTURAL PLAN	A
S121	DIVE ACCESS STEP LADDER - DETAILS	B
S122	ROCK CAGE- DETAILS	A
S131	STEELWORK DETAILS - SHEET 1	B
S132	STEELWORK DETAILS - SHEET 2	A
S141	CONSTRUCTION SEQUENCING - SHEET 1	B
S142	CONSTRUCTION SEQUENCING - SHEET 2	B

ISSUED FOR APPROVAL

NOT FOR CONSTRUCTION

No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

REVISIONS



**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT YORKE PENINSULA COUNCIL  
PROJECT EDITHBURGH JETTY - DIVE STAIR  
LOCATION EDITHBURGH

TITLE COVER SHEET

PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET
YPC-21001		IC-STR-DRG-YPC-21001-S001	B	A3



1 LOCALITY PLAN  
SCALE: 1 : 1000

ISSUED FOR APPROVAL

NOT FOR CONSTRUCTION

No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

REVISIONS







**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.



CLIENT YORKE PENINSULA COUNCIL  
PROJECT EDITHBURGH JETTY - DIVE STAIR  
LOCATION EDITHBURGH

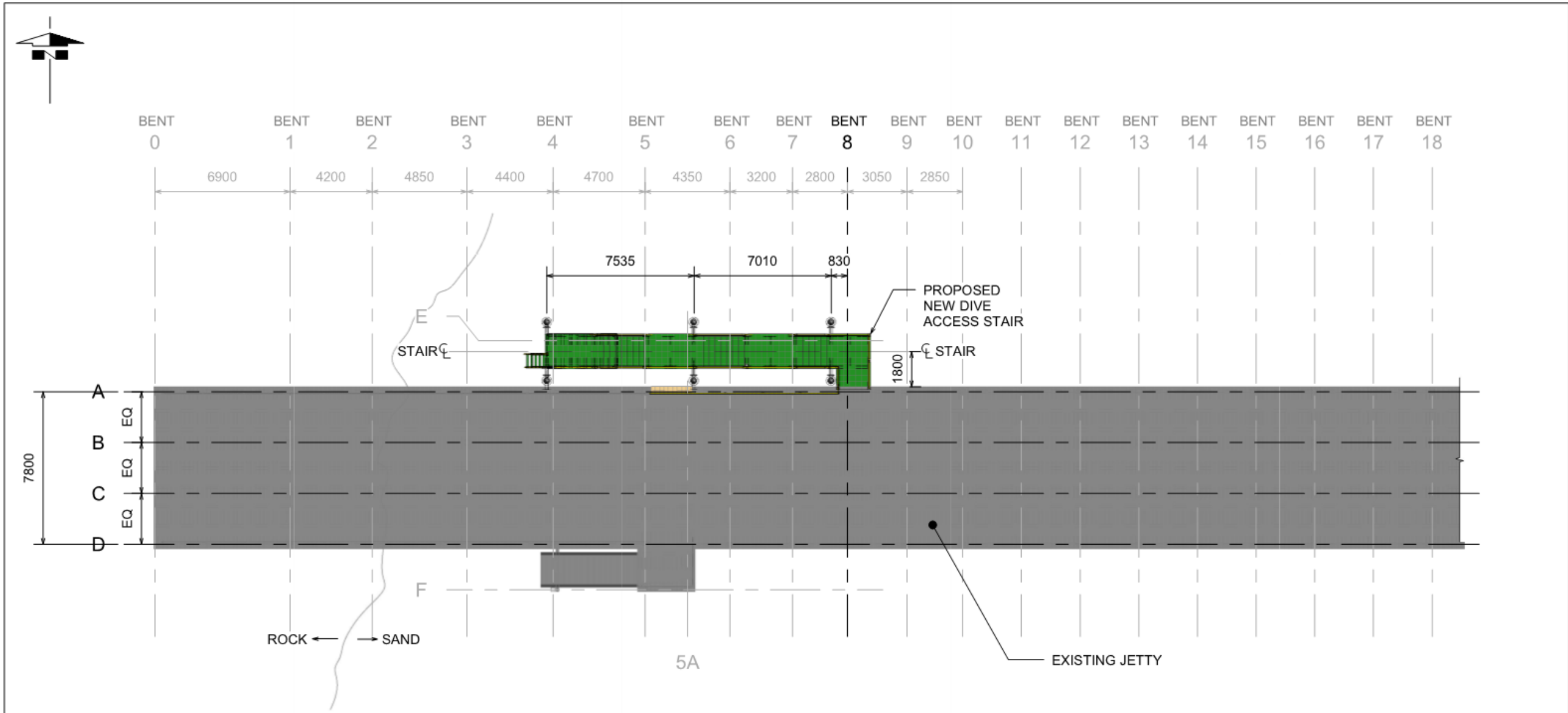
TITLE LOCALITY PLAN

PROJECT No. YPC-21001	SHEET No.	DRAWING NUMBER IC-STR-DRG-YPC-21001-S002	REVISION B	SHEET A3
--------------------------	-----------	---	---------------	-------------

GENERAL NOTES						GENERAL NOTES CONT'D						DESIGN BASIS																																													
<p>G1. EXCEPT WHERE VARIED BY THE CONTRACT DOCUMENTS, ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE:</p> <ul style="list-style-type: none"> <li>• SPECIFICATION</li> <li>• NATIONAL CONSTRUCTION CODE</li> <li>• CURRENT AUSTRALIAN STANDARDS INCLUDING ALL AMENDMENTS</li> <li>• BUILDING REGULATIONS</li> <li>• REQUIREMENTS OF ANY OTHER RELEVANT STATUTORY AUTHORITY</li> </ul>						<p>G11. THE CONTRACTOR SHALL ALLOW FOR SITE INSPECTIONS BY THE SUPERINTENDENT AT THE FOLLOWING STAGES:</p> <ul style="list-style-type: none"> <li>• STEELWORK IN PLACE PRIOR TO PILE DRIVING</li> <li>• PILE DRIVING COMPLETE</li> <li>• GROUTING PREPARATION COMPLETE</li> <li>• GROUTING COMPLETE.</li> </ul> <p>A MINIMUM OF 48 HOURS NOTICE IS REQUIRED FOR SITE INSPECTIONS.</p>						<p>D1. UNLESS NOTED OTHERWISE IN THE DESIGN DOCUMENTS, THE STRUCTURE HAS BEEN DESIGNED FOR ITS FINAL CONFIGURATION ONLY. CONSTRUCTION PROCEDURE, LOADS AND TEMPORARY WORKS REMAIN THE RESPONSIBILITY OF THE CONTRACTOR.</p>																																													
<p>G2. THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL:</p> <ul style="list-style-type: none"> <li>• SITE SURVEY AND GEOTECHNICAL REPORTS</li> <li>• ARCHITECTURAL DRAWINGS AND OTHER CONSULTANTS DRAWINGS</li> <li>• SPECIFICATIONS</li> <li>• WRITTEN INSTRUCTIONS ISSUED DURING THE COURSE OF THE CONTRACT</li> </ul>						<p>G12. THE CONTRACTOR SHALL BEAR ALL COSTS ASSOCIATED WITH INSPECTIONS AND ANY RECTIFICATION OF THE WORKS THAT MAY BE REQUIRED VIA THE FINDINGS OF THE INSPECTIONS.</p>						<p>D2. THE APPLICABLE DESIGN CRITERIA ARE AS FOLLOWS:</p> <p>GENERAL IMPORTANCE LEVEL 2</p> <p>LIVE LOADS FLOORS - TYPICAL 2.5 kPa OR 1.5 kN</p>																																													
<p>G3. THE DRAWINGS DO NOT SHOW DETAILS OF FIXTURES, INSERTS, SLEEVES, OPENING, TRIMMERS ETC REQUIRED. ALL DETAILS, INCLUDING PENETRATIONS, CHASES AND REBATES SHALL BE APPROVED BY THE ENGINEER PRIOR TO COMMENCEMENT OF CONSTRUCTION</p>						<p>G13. THE CONTRACTOR RETAINS RESPONSIBILITY FOR THE WORKS. INSPECTION BY THE SUPERINTENDENT DOES NOT RELIEVE THE CONTRACTOR OF ANY OBLIGATIONS UNDER THE CONTRACT, OR ANY OF THE DOCUMENTS SET OUT IN ITEM G1 AND G2.</p>						<p>WIND LOADS (PER AS1170.2)</p> <p>REGION A1</p> <p>ULTIMATE WIND SPEED V<sub>500</sub> 45</p> <p>SERVICEABILITY WIND SPEED V<sub>20</sub> 37</p> <p>TERRAIN CATEGORY 1</p> <p>TOPOGRAPHY MULTIPLIER 1</p> <p>SHIELDING MULTIPLIER 1</p>																																													
<p>G4. THESE DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION UNTIL ISSUED AS 'FOR CONSTRUCTION' BY INFRASTRUCTURE CONSULTING.</p>						<p>G14. ANY REFERENCE TO AUSTRALIAN STANDARDS IN THESE NOTES REFERS TO THE LATEST EDITION INCLUDING ALL RELEVANT AMENDMENTS UNLESS EXPLICITLY STATED OTHERWISE.</p>						<p>EARTHQUAKE LOADS (PER AS1170.4)</p> <p>PROBABILITY FACTOR (k<sub>p</sub>) 1.0</p> <p>HAZARD FACTOR (Z) 0.1</p> <p>SITE SOIL CLASS Ce</p> <p>EARTHQUAKE DESIGN CATEGORY 1</p>																																													
<p>G5. ALL DISCREPANCIES SHALL BE REFERRED TO THE SUPERINTENDENT FOR CLARIFICATION BEFORE PROCEEDING.</p>												<p>WAVE LOADS DEPTH LIMITING WAVE (BREAKER)</p> <table border="1"> <thead> <tr> <th>CASE</th> <th>T</th> <th>WATER LEVEL (CD)</th> <th>H<sub>b</sub></th> <th>NOTE</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>7 - 12 sec</td> <td>1.4</td> <td>3.6m</td> <td>COMBINED SYSTEM WITH JETTY</td> </tr> <tr> <td>2</td> <td>7 - 12 sec</td> <td>0.1</td> <td>2.39m</td> <td>STAND ALONE WAVE CASE.</td> </tr> </tbody> </table>						CASE	T	WATER LEVEL (CD)	H <sub>b</sub>	NOTE	1	7 - 12 sec	1.4	3.6m	COMBINED SYSTEM WITH JETTY	2	7 - 12 sec	0.1	2.39m	STAND ALONE WAVE CASE.																									
CASE	T	WATER LEVEL (CD)	H <sub>b</sub>	NOTE																																																					
1	7 - 12 sec	1.4	3.6m	COMBINED SYSTEM WITH JETTY																																																					
2	7 - 12 sec	0.1	2.39m	STAND ALONE WAVE CASE.																																																					
<p>G6. ALL DIMENSIONS ARE EXPRESSED IN MILLIMETRES UNLESS NOTED OTHERWISE. ALL LEVELS ARE EXPRESSED IN METRES CHART DATUM UNLESS NOTED OTHERWISE. NB:CHART DATUM IS APPROXIMATE &amp; DERIVED FROM TIDAL OBSERVATIONS OVER THE COURSE OF ONE DAY. ALL LEVELS TO BE CONFIRMED.</p>																																																									
<p>G7. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LEVELS ON SITE PRIOR TO COMMENCING WORK. DO NOT SCALE THE DRAWINGS</p>																																																									
<p>G8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE STRUCTURE IN A STABLE CONDITION THROUGHOUT THE WORKS. THE CONTRACTOR SHALL ENSURE THAT NO ELEMENT OF THE STRUCTURE IS OVERSTRESSED DURING CONSTRUCTION ACTIVITIES AND SHALL DESIGN AND EXECUTE SUCH TEMPORARY WORKS AS REQUIRED TO MAINTAIN THE INTEGRITY OF THE STRUCTURE AT ALL TIMES.</p>																																																									
<p>G9. THE DESIGN, CONSTRUCTION, CERTIFICATION AND PERFORMANCE OF ALL LIFTING ARRANGEMENTS, TEMPORARY WORKS AND BRACING NECESSARY TO SAFELY LIFT THE ASSEMBLED STAIR SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.</p>																																																									
<p>G10. ALL PROPRIETARY ITEMS ARE TO BE INSTALLED STRICTLY IN ACCORDANCE WITH THE MANUFACTURER'S REQUIREMENTS AND THE REQUIREMENTS OF THE RELEVANT AUSTRALIAN STANDARDS. APPROVAL FOR SUBSTITUTION SHALL BE SOUGHT FROM THE SUPERINTENDENT AND INCLUDE FULL DETAILS OF THE COMPLIANCE OF THE ALTERNATIVE PRODUCT WITH THE RELEVANT AUSTRALIAN STANDARDS.</p>																																																									
												<p><b>ISSUED FOR APPROVAL</b></p> <p><b>NOT FOR CONSTRUCTION</b></p>																																													
<table border="1"> <thead> <tr> <th>No</th> <th>DESCRIPTION</th> <th>DATE</th> <th>DRAWN</th> <th>DESIGNED</th> <th>APPROVED</th> </tr> </thead> <tbody> <tr> <td>B</td> <td>ISSUED FOR APPROVAL</td> <td>30/08/2022</td> <td>TP</td> <td>SS</td> <td>AB</td> </tr> <tr> <td>A</td> <td>DETAILED DESIGN</td> <td>13/04/2022</td> <td>TP</td> <td>SS</td> <td>AB</td> </tr> </tbody> </table>						No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED	B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB	A	DETAILED DESIGN	13/04/2022	TP	SS	AB							 <p>general@infraconsult.com.au</p>						<p><b>COPYRIGHT</b></p> <p>The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.</p>						<p>CLIENT YORKE PENINSULA COUNCIL PROJECT EDITHBURGH JETTY - DIVE STAIR LOCATION EDITHBURGH</p> <p>TITLE NOTES - SHEET 1</p> <table border="1"> <thead> <tr> <th>PROJECT No.</th> <th>SHEET No.</th> <th>DRAWING NUMBER</th> <th>REVISION</th> <th>SHEET</th> </tr> </thead> <tbody> <tr> <td>YPC-21001</td> <td></td> <td>IC-STR-DRG-YPC-21001-S101</td> <td>B</td> <td>A3</td> </tr> </tbody> </table>						PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET	YPC-21001		IC-STR-DRG-YPC-21001-S101	B	A3
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED																																																				
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB																																																				
A	DETAILED DESIGN	13/04/2022	TP	SS	AB																																																				
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET																																																					
YPC-21001		IC-STR-DRG-YPC-21001-S101	B	A3																																																					
<p>REVISIONS</p>																																																									

<p><b>FOUNDATIONS</b></p> <p>F1. FOOTINGS HAVE BEEN DESIGNED BASED ON PILE DRIVING RECORDS PROVIDED BY YPC, UNDERTAKEN BY MARTIME CONSTRUCTIONS - JOB# HM.E.0163</p> <p>F2. PILES SHALL BE DRIVEN TO REFUSAL &amp; TESTED TO THE FOLLOWING LOADS BASED ON HIGH STRAIN DYNAMIC TESTING OF 20% OF PILES:</p> <p>ULTIMATE DESIGN LOADS                  COMPRESSION = 100kN                  TENSION = 30kN</p> <p>GEOTECHNICAL STRENGTH REDUCTION FACTOR <math>\phi_g = 0.45</math> BASED ON <math>3.5 &lt; ARR &lt; 4.0</math></p> <p>ULTIMATE GEOTECHNICAL LOADS                  COMPRESSION = 222 kN                  TENSION = 67 kN</p> <p>MINIMUM DESIGN PILE PENETRATION = 3m BELOW NATURAL SURFACE</p> <p>F3. FOOTINGS SHALL BE FOUNDED IN MATERIALS AND AT DEPTHS SHOWN ON THE DRAWINGS. PILE DRIVEN CAPACITY SHALL BE CONFIRMED BY A SUITABLY QUALIFIED ENGINEER OR ENGINEERING GEOLOGIST.</p> <p>F4. IF FOUNDING CONDITIONS VARY FROM THE ASSUMPTIONS OUTLINED ABOVE AND IN THE DRAWINGS, THEY SHALL BE REFERRED TO THE ENGINEER OR SUPERINTENDENT FOR DIRECTION.</p>	<p><b>GROUTED SLEEVES</b></p> <p>GR1. GROUT SHALL COMPLY WITH THE REQUIREMENTS OF THE FOLLOWING STANDARDS UNLESS NOTED OTHERWISE:</p> <ol style="list-style-type: none"> <li>AS1379 SPECIFICATION AND SUPPLY OF CONCRETE</li> <li>AS3600 CONCRETE STRUCTURES</li> <li>AS3972 PORTLAND CEMENT</li> <li>AS3582 SUPPLEMENTARY CEMENTITIOUS MATERIALS FOR USE WITH PORTLAND CEMENT (SET)</li> <li>AS2758.1 CONCRETE AGGREGATES</li> <li>AS1478.1 ADMIXTURES FOR CONCRETE</li> <li>AS1012 METHODS OF TESTING CONCRETE</li> <li>ALL CEMENT SHALL BE 'GP' GENERAL PURPOSE, 'GB' GENERAL PURPOSE BLENDED OR 'SR' SULPHATE RESISTANT CEMENT AS REQUIRED IN COMPLIANCE WITH AS3972 UNLESS NOTED OTHERWISE.</li> </ol> <p>GR2. GROUT SHALL BE A PROPRIETARY, FREE-FLOWING, CLASS A, FULLY SHRINKAGE COMPENSATED UNDERWATER GROUT WITH SPECIFIC ANTI-BLEED AND ANTI-SEPARATION ADDITIVES TO PREVENT WASH-OUT. GROUT SHALL HAVE A MINIMUM CHARACTERISTIC COMPRESSIVE STRENGTH OF 50MPa AND WATER CEMENT RATIO SHALL NOT EXCEED 0.45. EXAMPLES INCLUDE:</p> <ol style="list-style-type: none"> <li>SIKAGROUT UW</li> <li>FOSROC CONBEXTRA UW</li> <li>SEASHIELD 510 UW GROUT</li> </ol> <p>GR3. THE FOLLOWING INFORMATION SHALL BE SUBMITTED FOR APPROVAL PRIOR TO PLACEMENT OF GROUT.</p> <ol style="list-style-type: none"> <li>PROPOSED GROUT PRODUCT, INCLUDING PRODUCT TEST CERTIFICATES.</li> <li>METHOD OF CENTRALISING THE PILE, METHOD OF SEALING THE SLEEVE ANNULUS AND DETAILS OF GROUT NIPPLES.</li> <li>GROUT PUMP EQUIPMENT, TUBES AND INJECTION PROCEDURES.</li> <li>METHOD FOR MONITORING AND RECORDING MIX, VOLUME OF WATER ADDED AND VOLUME OF GROUT INJECTED.</li> </ol> <p>GR4. ALL GROUT SHALL BE HANDLED AND STORED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.</p> <p>GR5. GROUT SHALL BE SUPPLIED TO THE SITE ON AN AS-NEEDS BASIS AND SHALL BE STORED IN AN ENVIRONMENT PROTECTED FROM MOISTURE AND SPRAY.</p> <p>GR6. EVIDENCE OF WATER DAMAGE TO BAGS OR THE PRESENCE OF LUMPS OR HARDENED GROUT SHALL BE CAUSE FOR REJECTION.</p> <p>GR7. GROUT SHALL BE MIXED BY USE OF A FORCED ACTION MIXER.</p> <p>GR8. MIXING SHALL PROCEED UNTIL THE MIXTURE PRESENTS A UNIFORM, SMOOTH CONSISTENCY WITH NO LUMPS OR DRY POCKETS REMAINING. ALWAYS ADD POWER TO WATER.</p>	<p><b>GROUTED SLEEVES CONT'D</b></p> <p>GR9. WATER CONTENT SHALL BE ACCURATELY MEASURED (TO THE NEAREST 25ML) AND RECORDED ON A BAG-BY-BAG BASIS.</p> <p>GR10. THE CAPACITY OF THE MIXING MACHINE AND LABOUR SHALL ENSURE THAT GROUTING IS CARRIED OUT IN A CONTINUOUS OPERATION AND THAT ALL GROUT IS INSTALLED WITHIN 20 MINUTES OF MIXING.</p> <p>GR11. PRIOR TO COMMENCING GROUTING OPERATIONS, THE CONTRACTOR SHALL:</p> <ol style="list-style-type: none"> <li>VERIFY THE FINAL DRIVEN POSITION OF THE PILE RETAINS SHEAR KEYS ENTIRELY BETWEEN THE SLEEVE SHEAR KEYS.</li> <li>IF OVER-DRIVE OR UNDER-DRIVE PREVENTS ENGAGEMENT OF THE SHEAR KEY, REFER TO THE PRINCIPAL FOR DIRECTION.</li> <li>INSTALL AND TEST THE GROUT LINES, NIPPLES AND ANNULUS SEAL TO 150% OF THE CALCULATED GROUT PRESSURE.</li> </ol> <p>GR12. GROUT SHALL BE INJECTED COMMENCING FROM THE LOWEST POINT OF THE ANNULUS.</p> <p>GR13. GROUTING SHALL PROGRESS IN ONE CONTINUOUS OPERATION, DISPLACING AIR AND WATER CONTAINED WITHIN THE ANNULUS.</p> <p>GR14. ADDITIONAL GROUT NIPPLES SHALL BE PROVIDED TO SUIT THE PUMP HEAD AND CHARACTERISTICS OF THE GROUT, GROUTING AT HIGHER NIPPLE POSITIONS SHALL NOT COMMENCE UNTIL THE GROUT FREE SURFACE HAS PROCEEDED PAST THE NIPPLE. THIS IS TO BE CONFIRMED VIA POSITIVE MEANS (I.E., GROUT SPILL).</p>																																	
<p style="text-align: center;"><b>ISSUED FOR APPROVAL</b></p> <p style="text-align: center;"><b>NOT FOR CONSTRUCTION</b></p>																																			
<table border="1" style="width: 100%;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td>B</td> <td>ISSUED FOR APPROVAL</td> <td>30/08/2022</td> <td>TP</td> <td>SS</td> <td>AB</td> </tr> <tr> <td>A</td> <td>DETAILED DESIGN</td> <td>13/04/2022</td> <td>TP</td> <td>SS</td> <td>AB</td> </tr> <tr> <td>No</td> <td>DESCRIPTION</td> <td>DATE</td> <td>DRAWN</td> <td>DESIGNED</td> <td>APPROVED</td> </tr> <tr> <td colspan="6" style="text-align: center;">REVISIONS</td> </tr> </table>												B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB	A	DETAILED DESIGN	13/04/2022	TP	SS	AB	No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED	REVISIONS					
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB																														
A	DETAILED DESIGN	13/04/2022	TP	SS	AB																														
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED																														
REVISIONS																																			
 <p>YORKE PENINSULA COUNCIL Agriculturally rich - Naturally beautiful</p>		 <p>INFRASTRUCTURE CONSULTING general@infraconsult.com.au</p>		<p><b>COPYRIGHT</b></p> <p>The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.</p>																															
<p>CLIENT YORKE PENINSULA COUNCIL PROJECT EDITHBURGH JETTY - DIVE STAIR LOCATION EDITHBURGH</p>		<p>TITLE NOTES - SHEET 2</p>		<p>PROJECT No. YPC-21001    SHEET No.    DRAWING NUMBER IC-STR-DRG-YPC-21001-S102    REVISION B    SHEET A3</p>																															

STEELWORK	STEELWORK CONT'D	STEELWORK CONT'D																																
<p>S1. ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH AS4100 AND AS1554 UNLESS SPECIFIED OTHERWISE.</p> <p>S2. STEEL MATERIALS SHALL CONFORM WITH THE FOLLOWING TABLE UNO:</p> <p>S3. UNLESS NOTED OTHERWISE:</p> <ul style="list-style-type: none"> <li>- ALL WELD CONSUMABLES TO BE E49XX (MANUAL METAL ARC) OR EQUIVALENT IN ACCORDANCE WITH TABLE 9.7.2.10 (1) PART 1 – AS4100</li> <li>- ALL WELDS TO BE 8mm CONTINUOUS FILLET WELD</li> <li>- ALL WELDS TO BE CATEGORY SP</li> <li>- ALL BOLTS TO BE A4-80 C/W ISOLATOR BUSHES; ALL CONNECTIONS TO BE 2 BOLTS MINIMUM</li> <li>- ALL CLEAT PLATES AND STIFFENERS TO BE 16mm THICK</li> <li>- ALL BUTT WELDS TO BE COMPLETE PENETRATION BUTT WELDS</li> </ul> <p>S4. WELD DESIGNATIONS ARE AS FOLLOWS: CFW – CONTINUOUS FILLET WELD FPBW – FULL PENETRATION BUTT WELD PBW – PARTIAL PENETRATION BUTT WELD</p> <p>S5. WELDS SHALL CONFORM TO AS1554 AND AS4100.</p> <p>S6. BOLTS AND NUTS SHALL CONFORM WITH AS1252 AND ARE TO BE A4-80 STAINLESS STEEL SUPPLIED WITH ISOLATING BUSHES..</p> <p>S7. BOLTING TYPE AND PROCEDURES ARE DESIGNATED AS FOLLOWS:4.6/S – REFERS TO COMMERCIAL BOLTS OF STRENGTH GRADE 4.6 TO AS1111 TIGHTENED USING FULL EFFORT ON A STANDARD WRENCH TO SNUG CONDITION. 8.8/S – REFERS TO HIGH STRENGTH BOLTS OF STRENGTH GRADE 8.8 TO AS1252, TIGHTENED USING FULL EFFORT ON A STANDARD WRENCH TO SNUG CONDITION. 8.8/TF – REFERS TO HIGH STRENGTH BOLTS OF STRENGTH GRADE 8.8 TO AS1252, FULLY TENSIONED IN ACCORDANCE WITH AS4100 AND DESIGNATED AS A FRICTION TYPE JOINT. 8.8/TB - REFERS TO HIGH STRENGTH BOLTS OF STRENGTH GRADE 8.8 TO AS1252, FULLY TENSIONED IN ACCORDANCE WITH AS4100 AND DESIGNATED AS A BEARING TYPE JOINT.</p> <p>S8. ALL BOLTS SHALL HAVE ONE FULL TURN OF THREAD EXPOSED AFTER INSTALLATION AND TIGHTENING COMPLETED. A MINIMUM OF ONE WASHER UNDER THE NUT SHALL BE USED; PROVIDE ADDITIONAL WASHER IF TIGHTENING IS CARRIED OUT FROM THE HEAD. USE HARDENED WASHERS FOR SLOTTED HOLES.</p> <p>S9. FAYING SURFACES OF TF CONNECTIONS SHALL BE LEFT UNPAINTED AND FREE OF SCALE UNLESS OTHERWISE NOTED. HARDENED WASHERS SHALL BE USED FOR TF AND TB CONNECTIONS. THE RE-USE OF FULLY TENSIONED BOLTS IS NOT PERMITTED.</p>	<p>S10. STRUCTURAL STEELWORK SHALL HAVE THE FOLLOWING TREATMENT:</p> <p>a. ALL EXPOSED STEELWORK U.N.O 2 COATS OF INTERZONE 954 GF OR EQUIVALENT. TOTAL DFT = 900 µm</p> <p>b. DRIVEN PILES BLACK STEEL</p> <p>S11. ALL FASTENERS TO HAVE EQUIVALENT OR SUPERIOR CORROSION PROTECTION TO THE MEMBERS BEING CONNECTED.</p> <p>S11. COATINGS DAMAGED DURING TRANSPORT AND ERECTION SHALL BE MADE GOOD AFTER BEING WIRE BRUSHED CLEAN AND RE-COATED AS PER COATING SPECIFICATION.</p> <p>S12. HOT DIP GALVANISING SHALL BE IN ACCORDANCE WITH AS1214, AS1559, AS4680, AS4791 &amp; AS4792 AS RELEVANT. REPAIR OF DAMAGED GALVANISED SURFACES SHALL BE UNDERTAKEN BY WIRE BRUSH CLEAN AND APPLICATION OF 2 COATS OF APPROVED ZINC RICH EPOXY PRIMER. EXTENT OF REPAIR SHALL BE +100MM IN ANY DIMENSION TO THE EXTENT OF DAMAGE.</p> <p>S13. THE ENDS OF ALL TUBULAR MEMBERS ARE TO BE SEALED WITH MIN 12mm THICK PLATES AND CONTINUOUS FILLET WELDED UNLESS NOTED OTHERWISE.</p> <p>S14. UNLESS NOTED OTHERWISE, ALL BEAMS, TRUSSES AND PORTALS SHALL BE PROVIDED WITH PRE-CAMBER AT 1/400 X SPAN.</p> <p>S15. THE CONTRACTOR SHALL PROVIDE ALL NECESSARY TEMPORARY PROPPING, SHORING AND BRACING AS IS NECESSARY TO MAINTAIN THE STABILITY OF THE STRUCTURE DURING ERECTION. ANY TEMPORARY BRACING SHALL BE LEFT IN PLACE UNTIL THE PERMANENT STRUCTURE IS CAPABLE OF RESISTING ALL PERMANENT AND TEMPORARY LOADS IMPOSED FOR THE REMAINDER OF THE CONSTRUCTION. REMOVAL OF TEMPORARY SUPPORT SHALL BE APPROVED BY THE DESIGN ENGINEER.</p> <p>S16. THE DRAWINGS DO NOT SHOW DETAILS OF ALL NECESSARY CLEATS, TRIMMINGS, FIXINGS AND ATTACHMENTS FOR ARCHITECTURAL FINISHES, TRADES AND SERVICES. REFER TO OTHER CONSULTANTS DRAWINGS FOR DETAILS OF SUCH FITTINGS AND FIXINGS. NO HOLES SHALL BE MADE IN THE STRUCTURE FOR SECONDARY FIXINGS..</p> <p>S17. THE CONTRACTOR SHALL MAKE THE NECESSARY ALLOWANCE FOR COORDINATING ALL ELEMENTS IN THE PREPARATION OF STRUCTURAL STEELWORK SHOP DRAWINGS, SUBSEQUENT FABRICATION AND ERECTION.</p> <p>S18. SHOP DRAWINGS SHALL BE PREPARED BY THE CONTRACTOR FOR ALL STRUCTURAL STEELWORK. SUBMIT TO INFRASTRUCTURE CONSULTING FOR RECORD AT LEAST 7 DAYS PRIOR TO COMMENCING FABRICATION.</p>	<p>S21. ALL STAINLESS STEEL SHALL BE GRADE 316L U.N.O. ALL STAINLESS STEEL FASTENERS SHALL BE A4-80 GRADE U.N.O.</p> <p>S31. ALL DISSIMILAR METALS ARE TO BE SEPARATED VIA APPROVED ISOLATING MATERIAL, BUSHES ETC.</p> <p>S32. INSPECTION AND TESTING OF FABRICATION AND ERECTION SHALL BE UNDERTAKEN IN ACCORDANCE WITH THE CONTRACT DOCUMENTS AND AUSTRALIAN STANDARDS. A REPORT OUTLINING THE EXTENT OF INSPECTION, TESTING UNDERTAKEN, QUALITY AND CORRECTIVE ACTIONS SHALL BE PROVIDED BY THE CONTRACTOR. NO STEELWORK SHALL BE CONCEALED UNTIL APPROVED.</p> <p><b>DEMOLITION</b></p> <p>DM1. DEMOLITION AND REMOVAL OF EXISTING STRUCTURE REQUIRED TO COMPLETE THE WORKS SHALL BE UNDERTAKEN IN ACCORDANCE WITH AS2601. THE CONTRACTOR SHALL SUBMIT A DEMOLITION PLAN TO THE SUPERINTENDENT FOR APPROVAL PRIOR TO COMMENCING WORK.</p>																																
<p><b>ISSUED FOR APPROVAL</b></p> <p><b>NOT FOR CONSTRUCTION</b></p>																																		
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">No</th> <th style="width: 45%;">DESCRIPTION</th> <th style="width: 10%;">DATE</th> <th style="width: 10%;">DRAWN</th> <th style="width: 10%;">DESIGNED</th> <th style="width: 10%;">APPROVED</th> </tr> </thead> <tbody> <tr> <td>B</td> <td>ISSUED FOR APPROVAL</td> <td>30/08/2022</td> <td>TP</td> <td>SS</td> <td>AB</td> </tr> <tr> <td>A</td> <td>DETAILED DESIGN</td> <td>13/04/2022</td> <td>TP</td> <td>SS</td> <td>AB</td> </tr> </tbody> </table>			No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED	B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB	A	DETAILED DESIGN	13/04/2022	TP	SS	AB														
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED																													
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB																													
A	DETAILED DESIGN	13/04/2022	TP	SS	AB																													
<p>REVISIONS</p>																																		
 																																		
<p><b>COPYRIGHT</b> The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.</p>																																		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">CLIENT</td> <td colspan="2">YORKE PENINSULA COUNCIL</td> </tr> <tr> <td colspan="2">PROJECT</td> <td colspan="2">EDITHBURGH JETTY - DIVE STAIR</td> </tr> <tr> <td colspan="2">LOCATION</td> <td colspan="2">EDITHBURGH</td> </tr> <tr> <td colspan="4">TITLE</td> </tr> <tr> <td colspan="4" style="text-align: center;">NOTES - SHEET 3</td> </tr> <tr> <td>PROJECT No.</td> <td>SHEET No.</td> <td>DRAWING NUMBER</td> <td>REVISION</td> </tr> <tr> <td>YPC-21001</td> <td></td> <td>IC-STR-DRG-YPC-21001-S103</td> <td>B</td> </tr> <tr> <td></td> <td></td> <td></td> <td>SHEET A3</td> </tr> </table>			CLIENT		YORKE PENINSULA COUNCIL		PROJECT		EDITHBURGH JETTY - DIVE STAIR		LOCATION		EDITHBURGH		TITLE				NOTES - SHEET 3				PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	YPC-21001		IC-STR-DRG-YPC-21001-S103	B				SHEET A3
CLIENT		YORKE PENINSULA COUNCIL																																
PROJECT		EDITHBURGH JETTY - DIVE STAIR																																
LOCATION		EDITHBURGH																																
TITLE																																		
NOTES - SHEET 3																																		
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION																															
YPC-21001		IC-STR-DRG-YPC-21001-S103	B																															
			SHEET A3																															



**GA** GENERAL ARRANGEMENT  
SCALE: 1 : 200

**ISSUED FOR APPROVAL**  
**NOT FOR CONSTRUCTION**

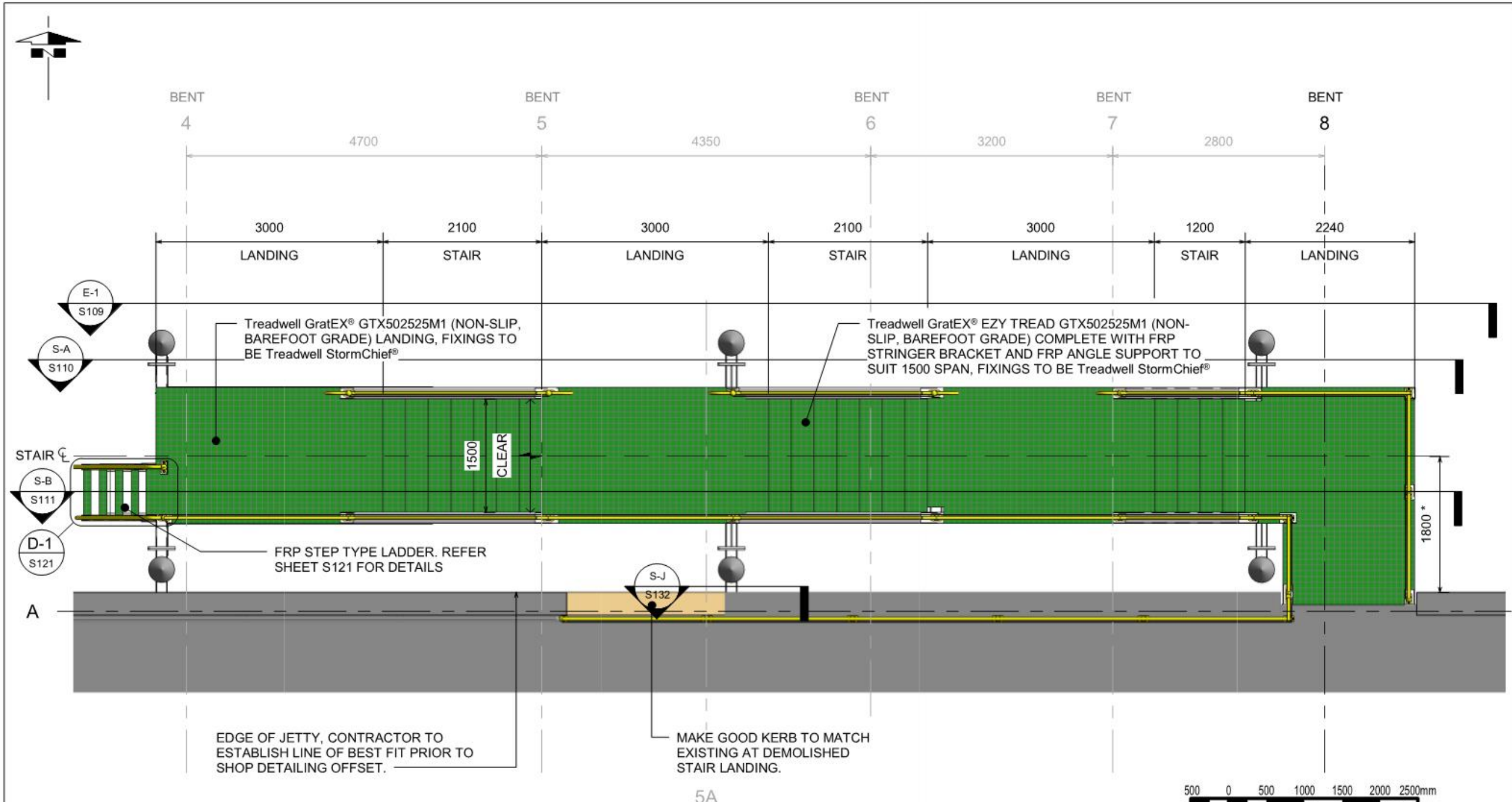
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

**REVISIONS**



**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL			
PROJECT	EDITHBURGH JETTY - DIVE STAIR			
LOCATION	EDITHBURGH			
TITLE	GENERAL ARRANGEMENT			
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET
YPC-21001		IC-STR-DRG-YPC-21001-S105	B	A3



**AP** DIVE ACCESS STAIR - ARCHITECTURAL PLAN  
SCALE: 1 : 50

NOTES:  
\* NOMINAL OFFSET FROM JETTY EDGE, LINE OF BEST FIT TO BE DETERMINED. CLEARANCES TO EXISTING PILES / JETTY STRUCTURE FOR NEW PILING / STRUCTURE TO BE CONFIRMED ONSITE BY CONTRACTOR

**ISSUED FOR APPROVAL**  
**NOT FOR CONSTRUCTION**

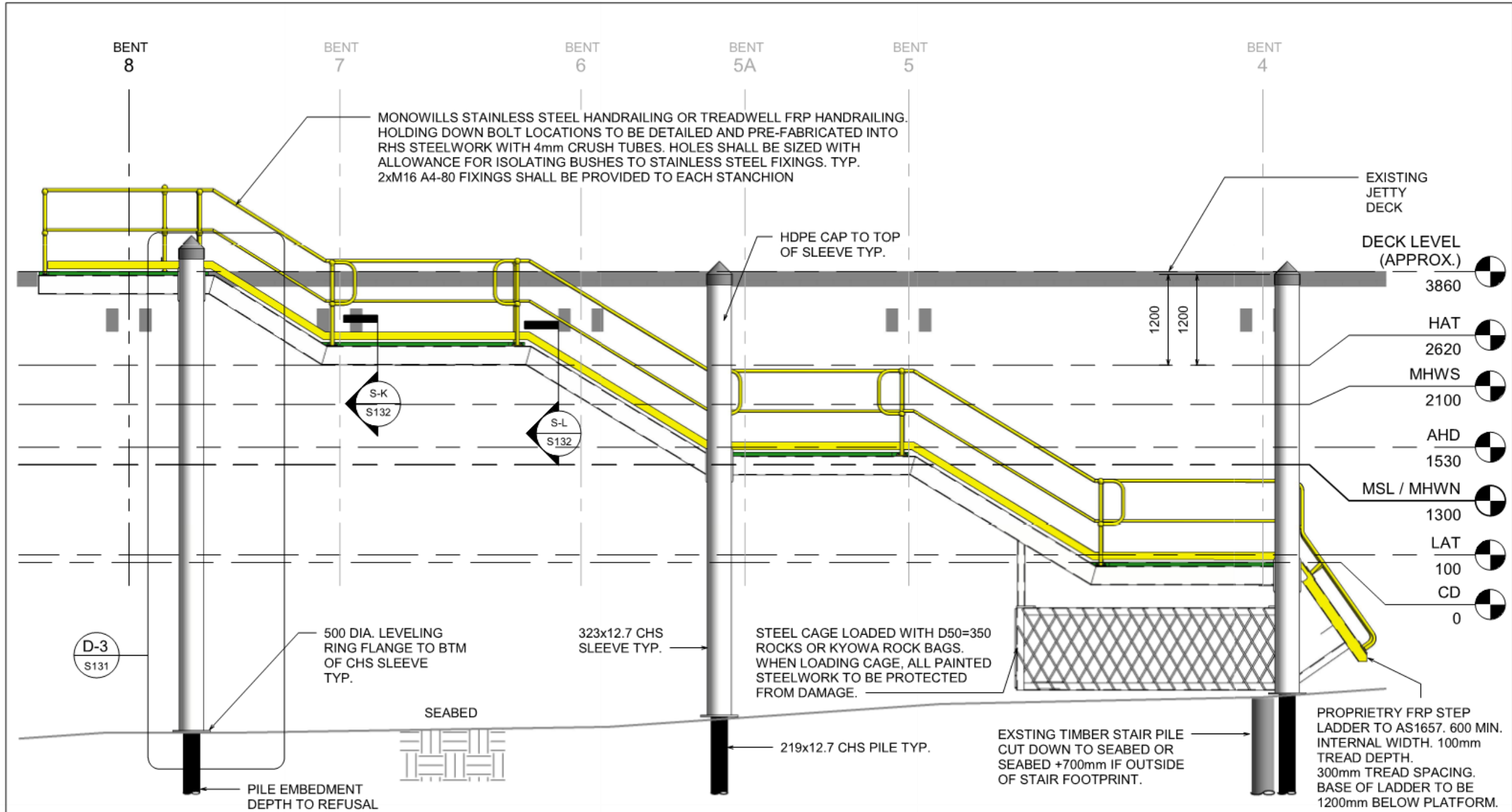
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

REVISIONS

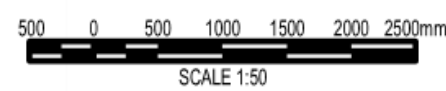


**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL			
PROJECT	EDITHBURGH JETTY - DIVE STAIR			
LOCATION	EDITHBURGH			
TITLE	DIVE ACCESS STAIR - ARCHITECTURAL PLAN			
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET
YPC-21001		IC-STR-DRG-YPC-21001-S106	B	A3



**E-1** DIVE ACCESS STAIR - ELEVATION 1  
S106 SCALE: 1 : 50



ISSUED FOR APPROVAL

NOT FOR CONSTRUCTION

No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

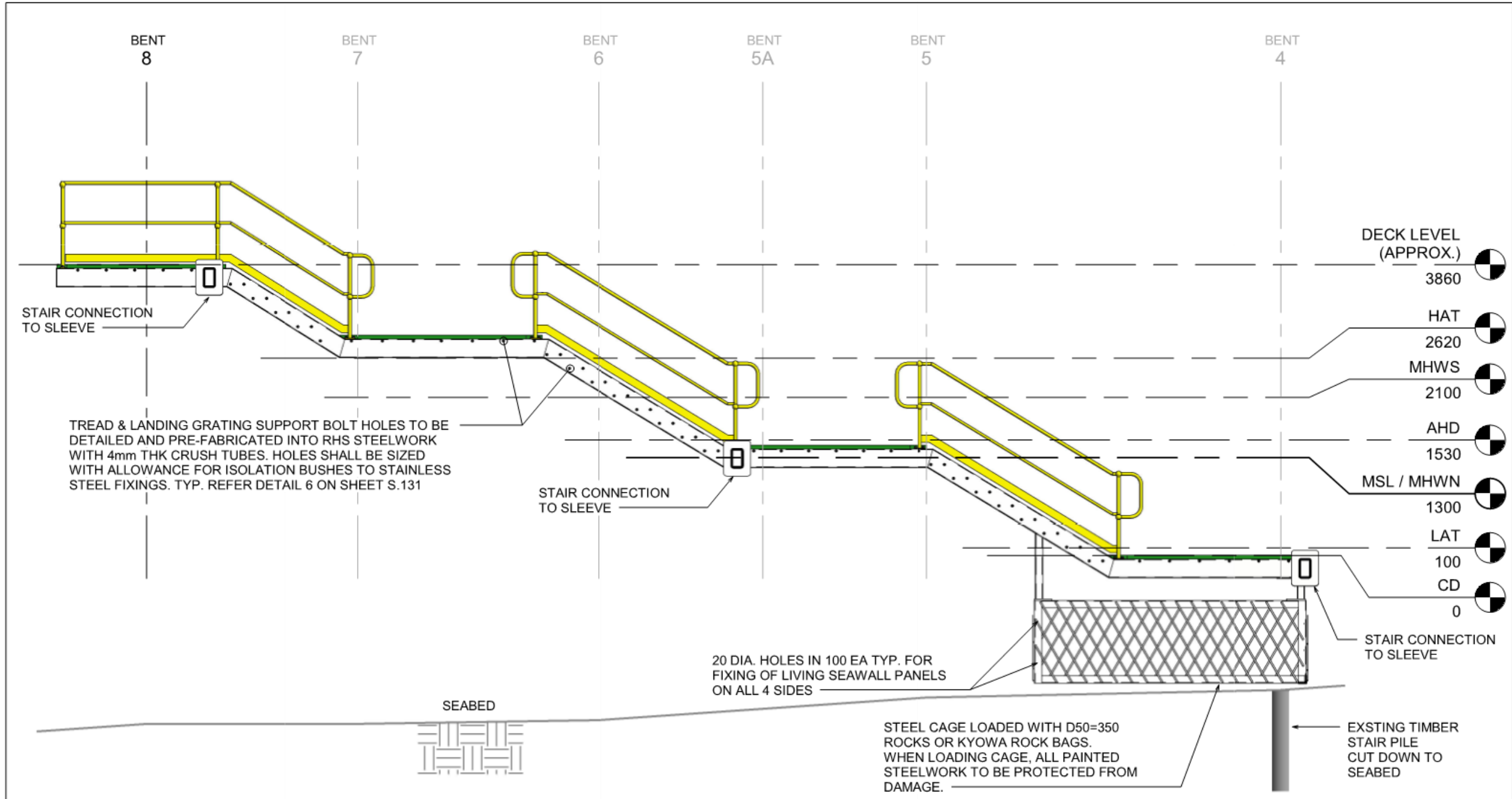
REVISIONS



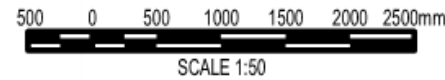
**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL			
PROJECT	EDITHBURGH JETTY - DIVE STAIR			
LOCATION	EDITHBURGH			
TITLE	DIVE ACCESS STAIR - ELEVATION			
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET
YPC-21001		IC-STR-DRG-YPC-21001-S109	B	A3





**S-A** DIVE ACCESS STAIR - SECTION A  
S106 SCALE: 1 : 50



**ISSUED FOR APPROVAL**

**NOT FOR CONSTRUCTION**

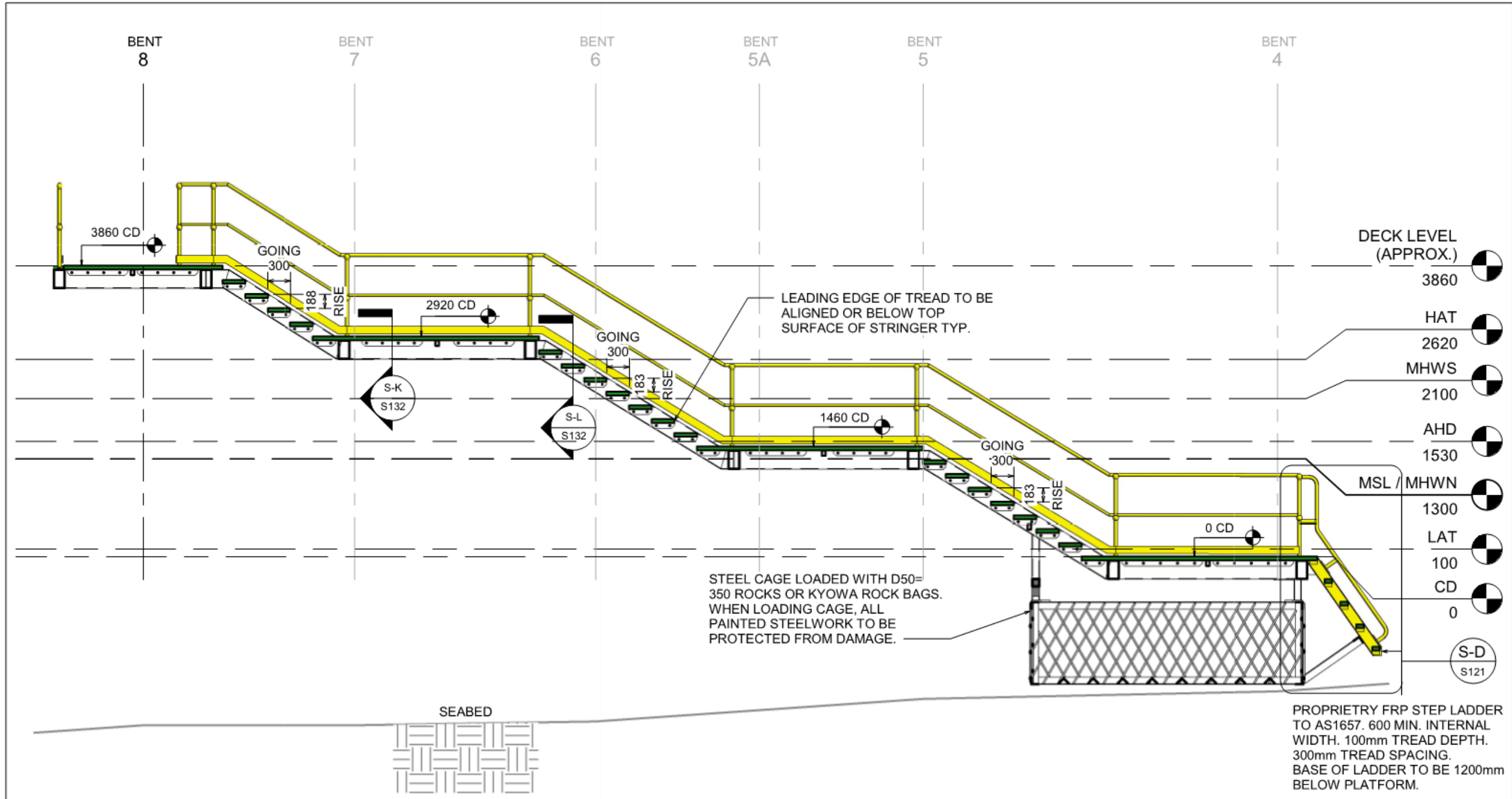
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

**REVISIONS**



**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL			
PROJECT	EDITHBURGH JETTY - DIVE STAIR			
LOCATION	EDITHBURGH			
TITLE	DIVE ACCESS STAIR- SECTIONS - SHEET 1			
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET
YPC-21001		IC-STR-DRG-YPC-21001-S110	B	A3



**S-B DIVE ACCESS STAIR - SECTION B**  
S106 SCALE: 1 : 50

**ISSUED FOR APPROVAL**  
**NOT FOR CONSTRUCTION**

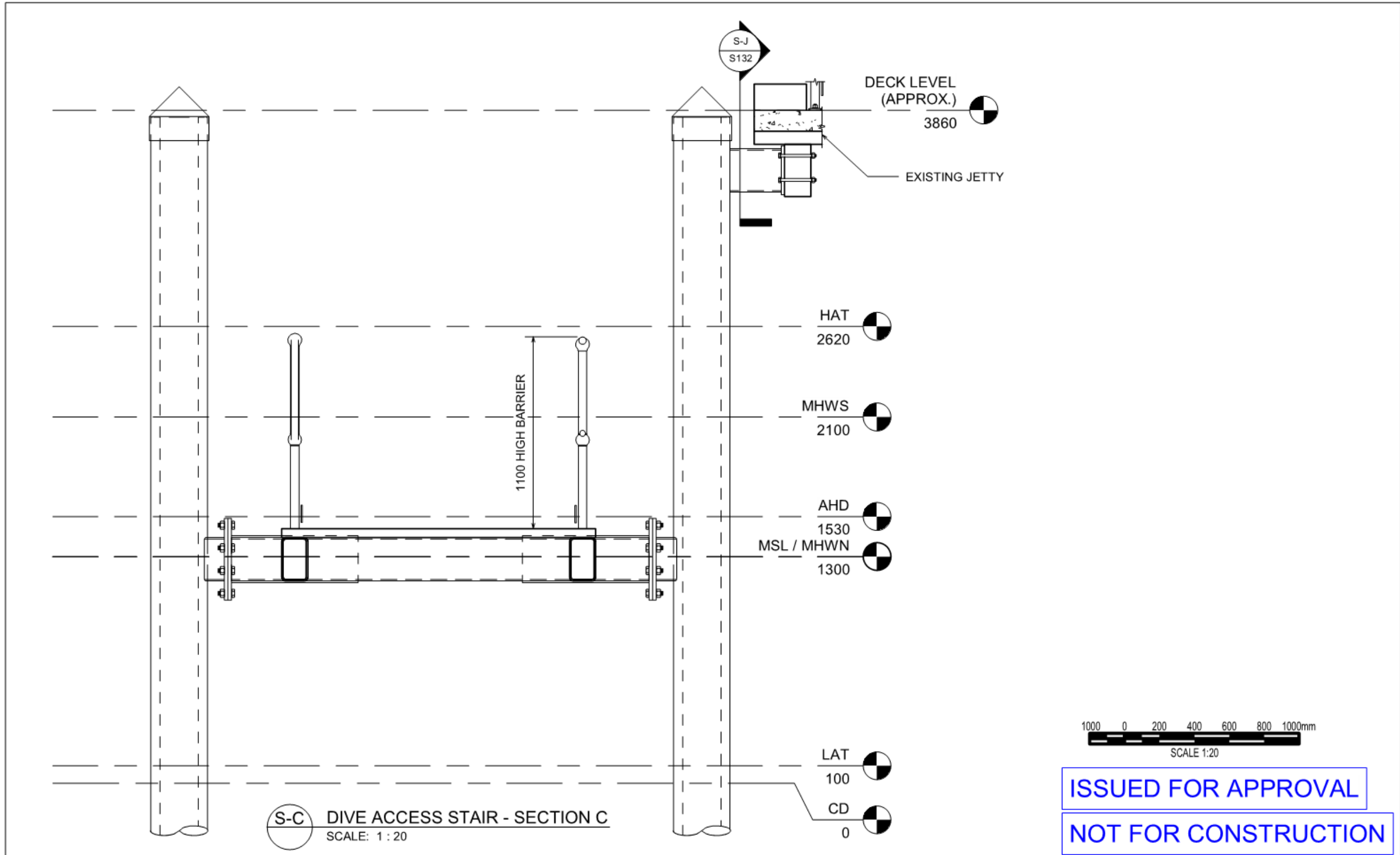
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

REVISIONS



**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL			
PROJECT	EDITHBURGH JETTY - DIVE STAIR			
LOCATION	EDITHBURGH			
TITLE	DIVE ACCESS STAIR - SECTIONS - SHEET 2			
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET
YPC-21001	B	IC-STR-DRG-YPC-21001-S111	B	A3

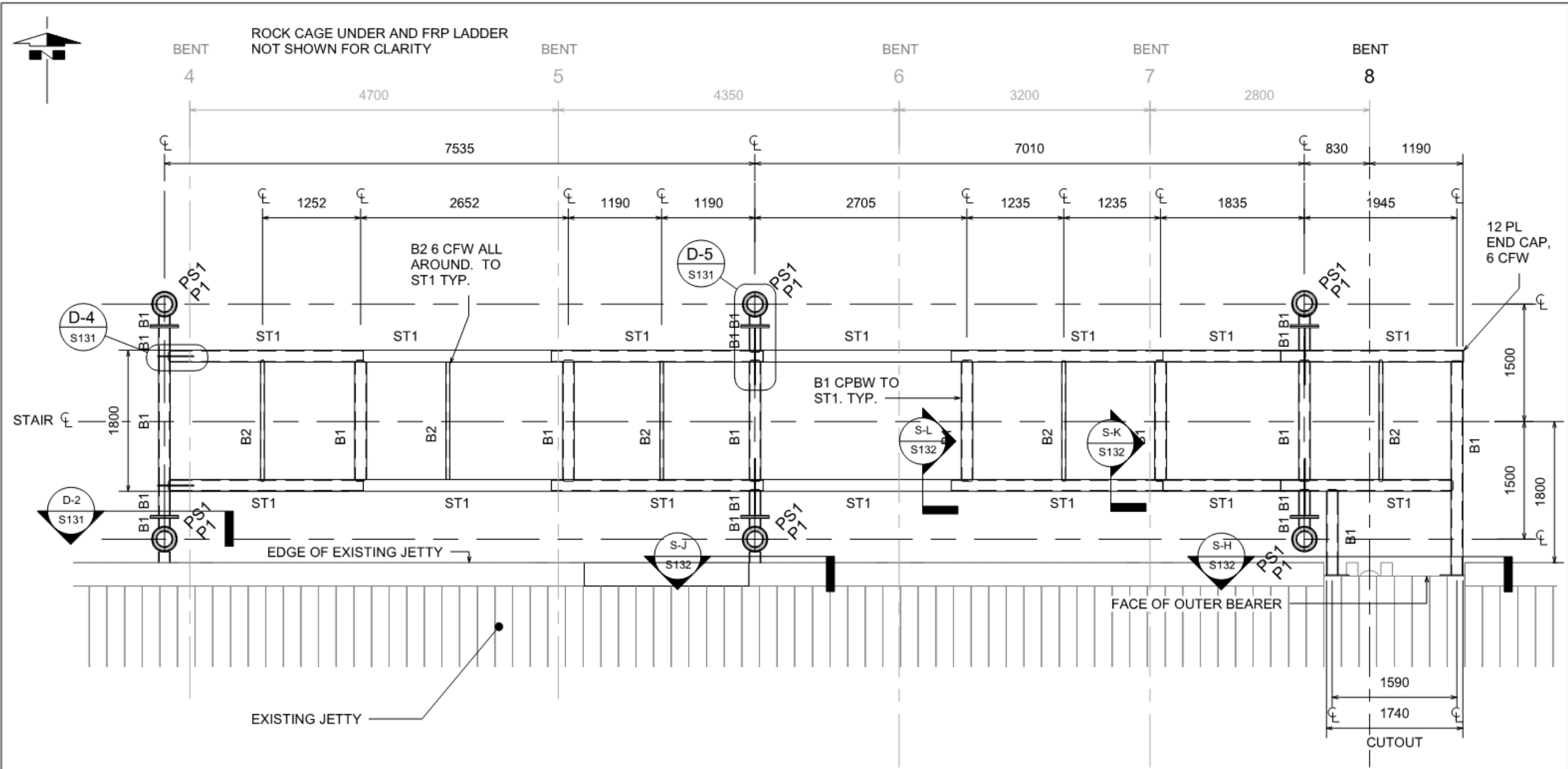


No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
A	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
REVISIONS					



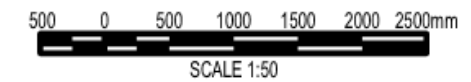
**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL				
PROJECT	EDITHBURGH JETTY - DIVE STAIR				
LOCATION	EDITHBURGH				
TITLE	DIVE ACCESS STAIR - SECTIONS - SHEET 3				
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET	
YPC-21001		IC-STR-DRG-YPC-21001-S112	A	A3	



STRUCTURAL MEMBER SCHEDULE

MARK	MEMBER	SIZE	GRADE
ST1	STAIR STRINGER	250x150x9.0 RHS	C350
B1	BEAM	250x150x9.0 RHS	C350
B2	BEAM	75x50x6.0 RHS	C350
P1	PILE	219x12.7 CHS	C350
PS1	PILE SLEEVE	323x12.7 CHS	C350



**SP** DIVE ACCESS STAIR - STRUCTURAL PLAN  
SCALE: 1 : 50

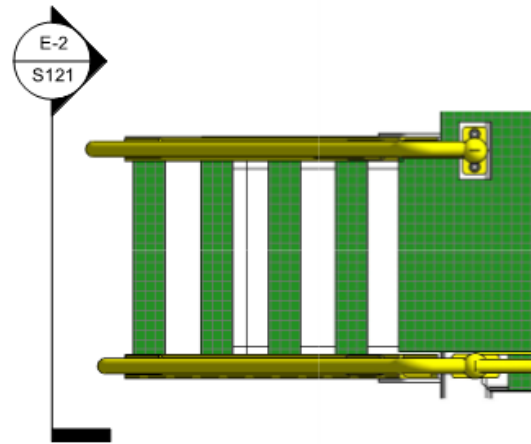
**ISSUED FOR APPROVAL**  
**NOT FOR CONSTRUCTION**

No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
A	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
REVISIONS					

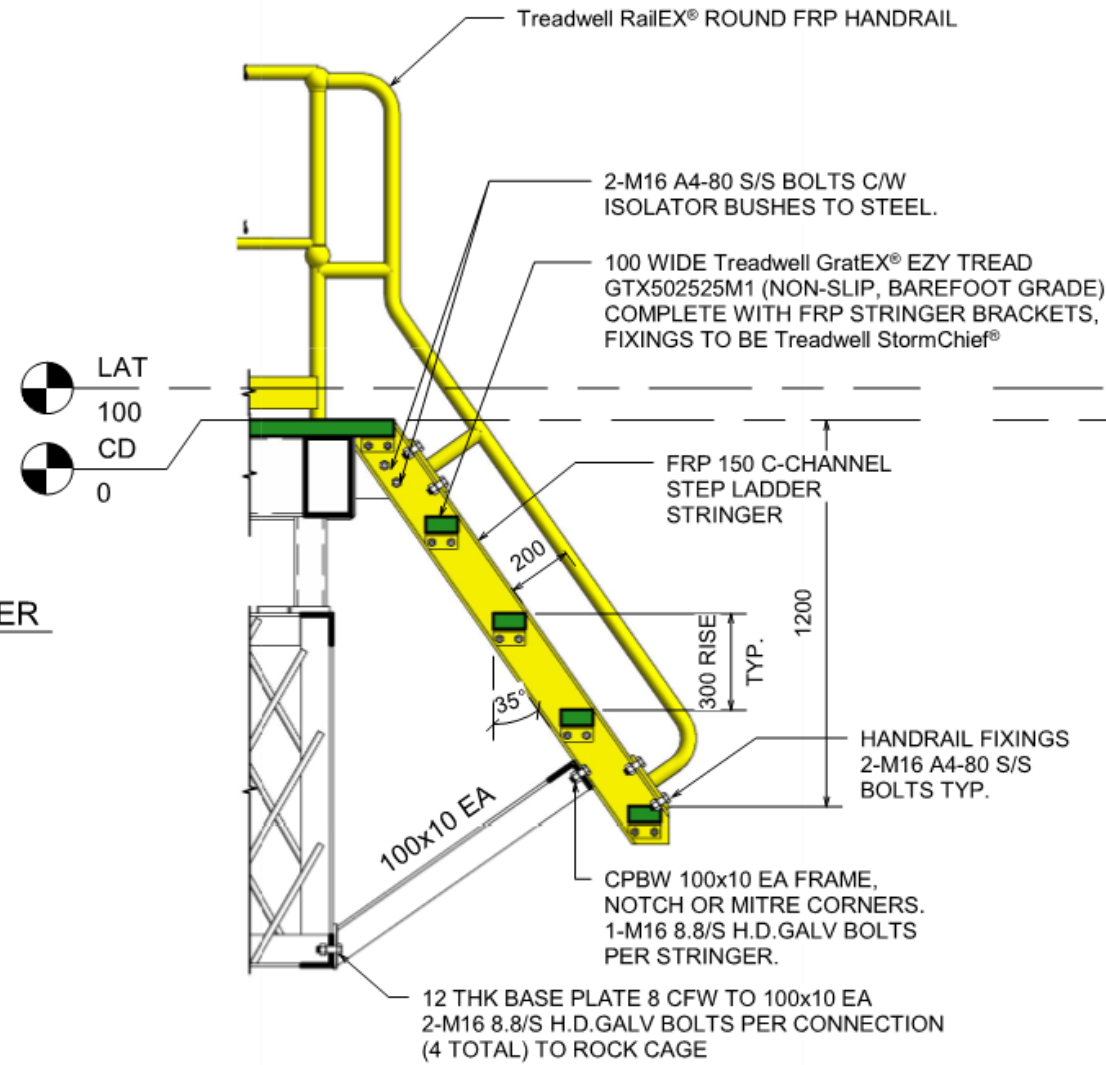


**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

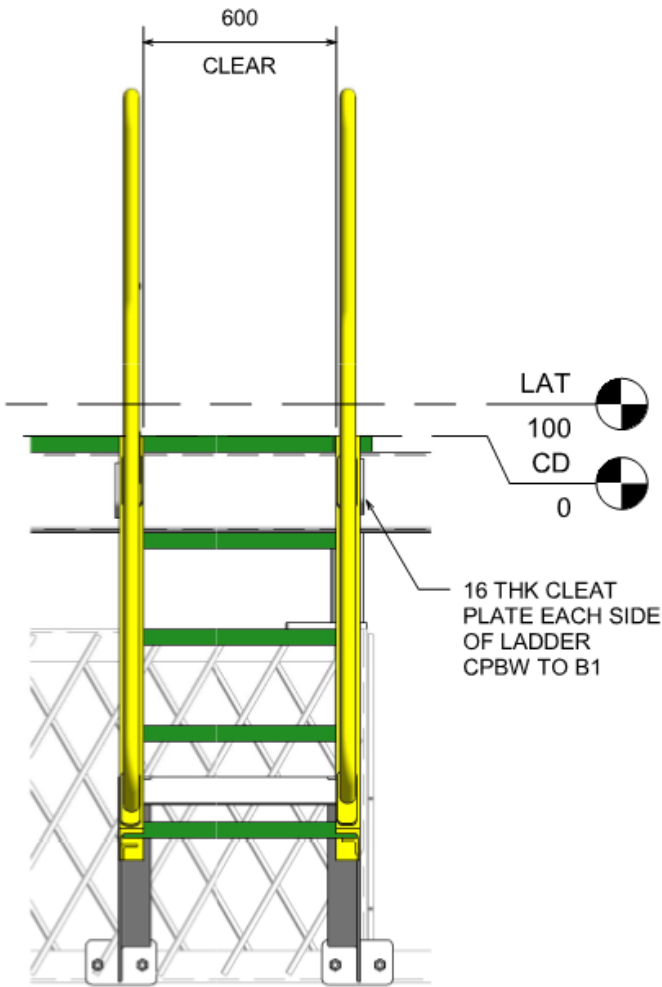
CLIENT	YORKE PENINSULA COUNCIL				
PROJECT	EDITHBURGH JETTY - DIVE STAIR				
LOCATION	EDITHBURGH				
TITLE	DIVE ACCESS STAIR - STRUCTURAL PLAN				
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET	
YPC-21001		IC-STR-DRG-YPC-21001-S113	A	A3	



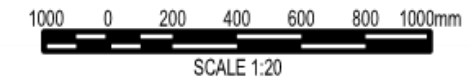
**D-1** DETAIL 1 - DIVE ACCESS STEP LADDER  
S106 SCALE: 1 : 20



**S-D** SECTION D - DIVE ACCESS STEP LADDER  
S111 SCALE: 1 : 20



**E-2** ELEVATION 2 - DIVE ACCESS STEP LADDER  
S121 SCALE: 1 : 20



ISSUED FOR APPROVAL

NOT FOR CONSTRUCTION

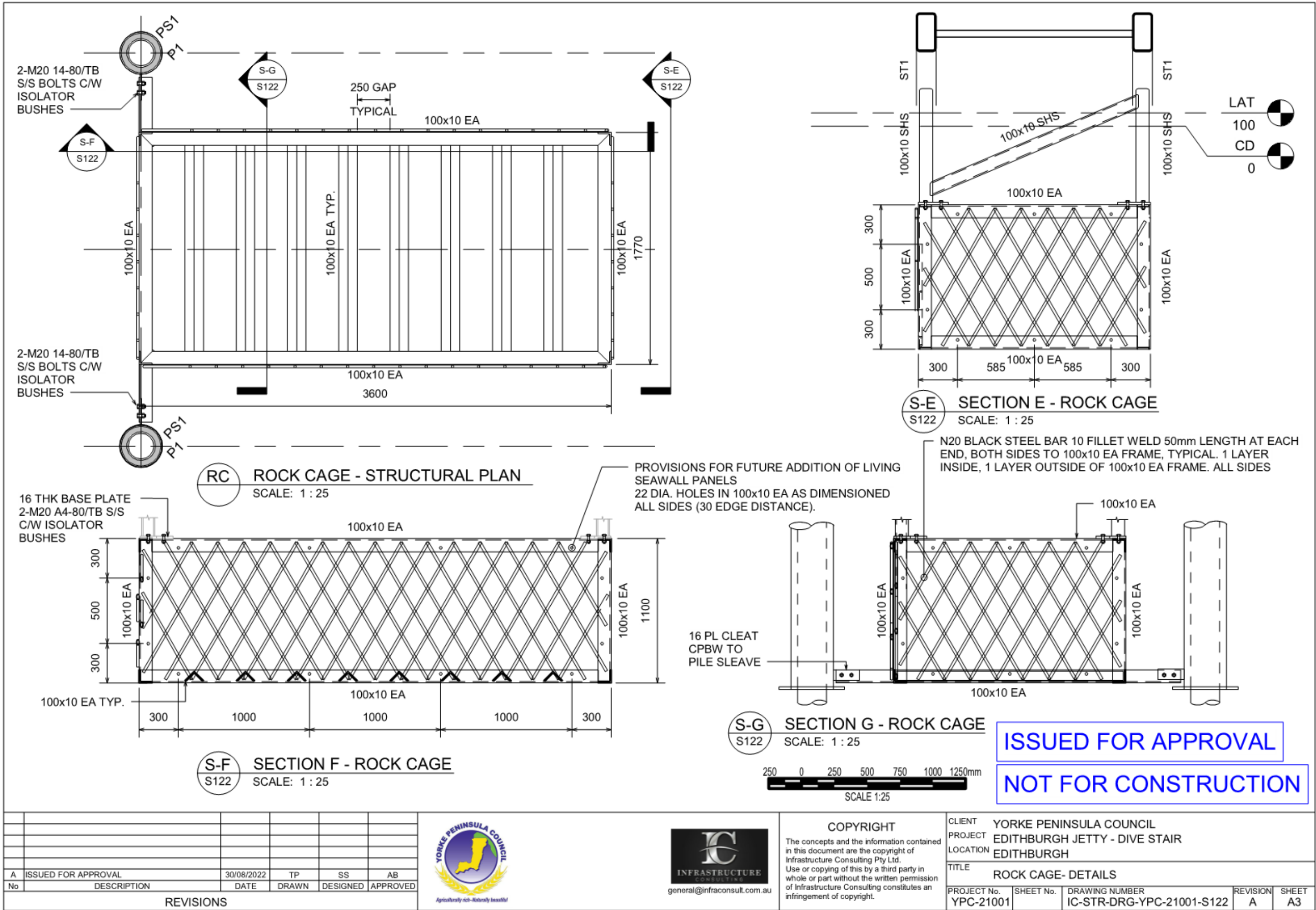
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

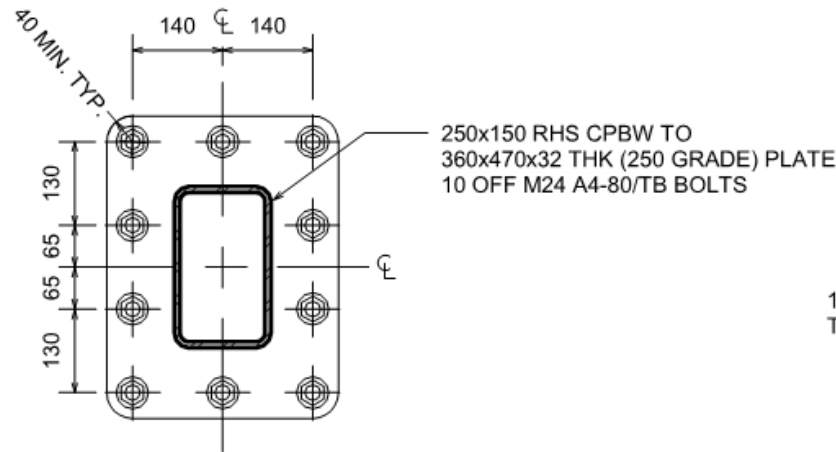
REVISIONS



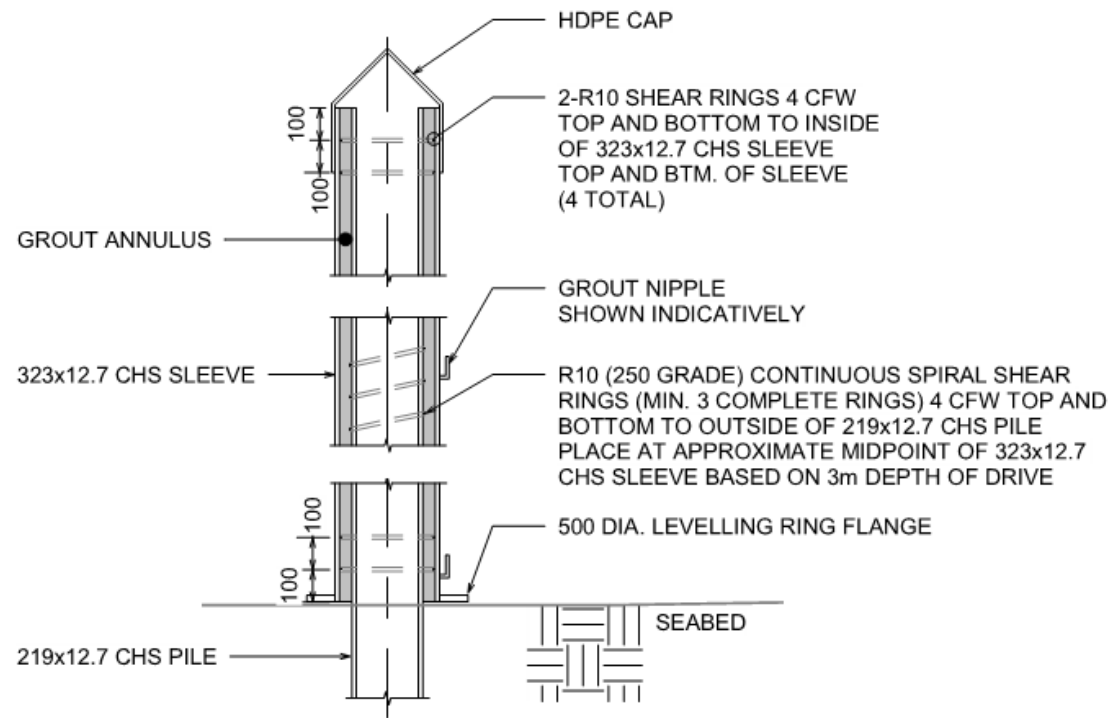
**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL				
PROJECT	EDITHBURGH JETTY - DIVE STAIR				
LOCATION	EDITHBURGH				
TITLE	DIVE ACCESS STEP LADDER - DETAILS				
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET	
YPC-21001		IC-STR-DRG-YPC-21001-S121	B	A3	

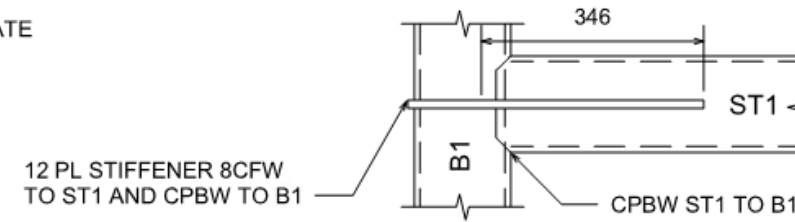




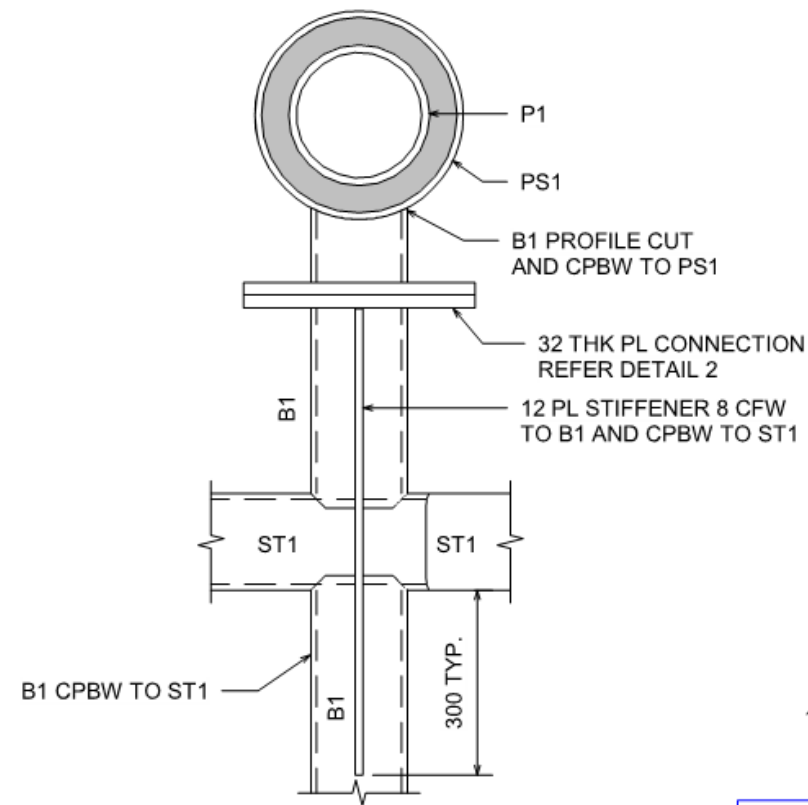
**D-2** DETAIL 2 - STAIR CONNECTION TO SLEEVE  
S113 SCALE: 1 : 10



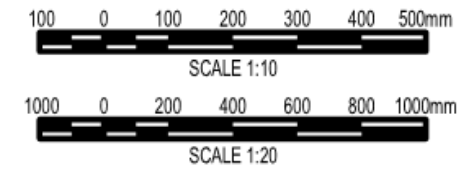
**D-3** DETAIL 3 - PILE SLEEVE DETAIL  
S109 SCALE: 1 : 20



**D-4** DETAIL 4 - STIFFENER DETAIL  
S113 SCALE: 1 : 10



**D-5** DETAIL 5 - STIFFENER DETAIL  
S113 SCALE: 1 : 10



ISSUED FOR APPROVAL

NOT FOR CONSTRUCTION

No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN	13/04/2022	TP	SS	AB

REVISIONS

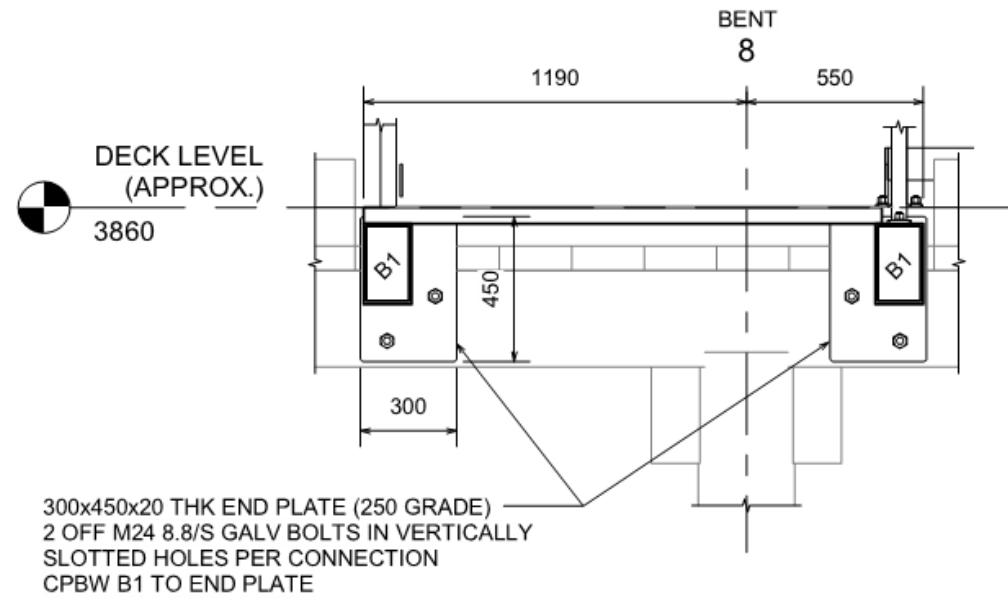


**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

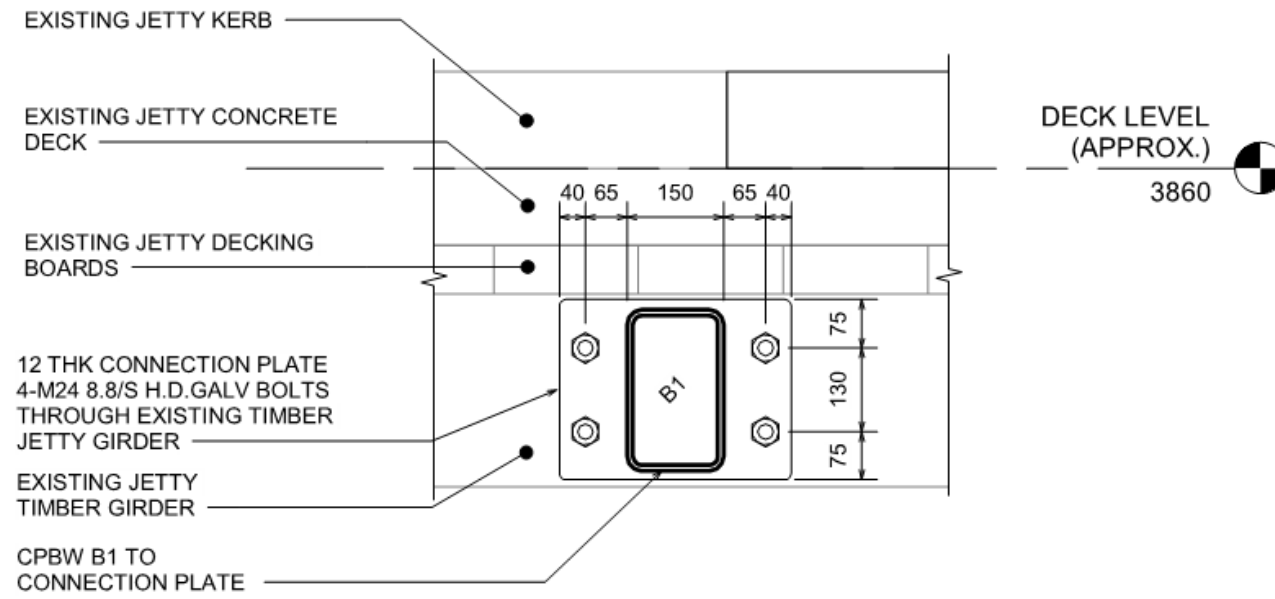
CLIENT YORKE PENINSULA COUNCIL  
PROJECT EDITHBURGH JETTY - DIVE STAIR  
LOCATION EDITHBURGH

TITLE STEELWORK DETAILS - SHEET 1

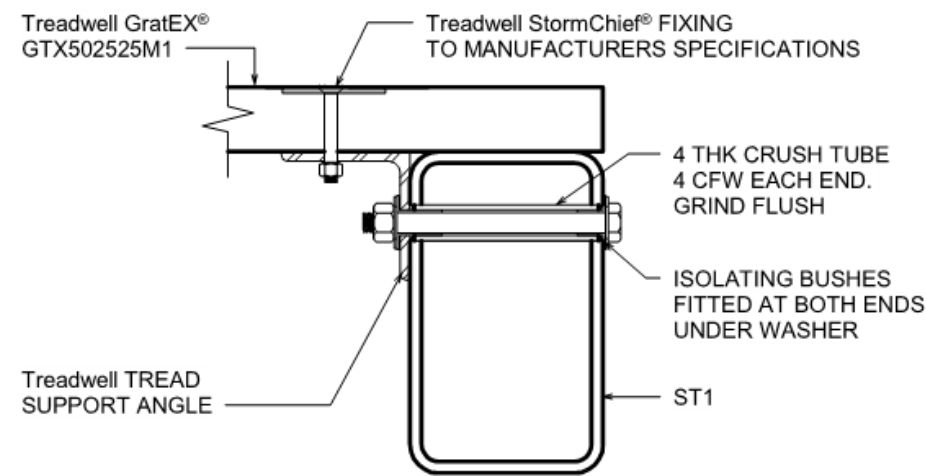
PROJECT No. YPC-21001	SHEET No.	DRAWING NUMBER IC-STR-DRG-YPC-21001-S131	REVISION B	SHEET A3
--------------------------	-----------	---	---------------	-------------



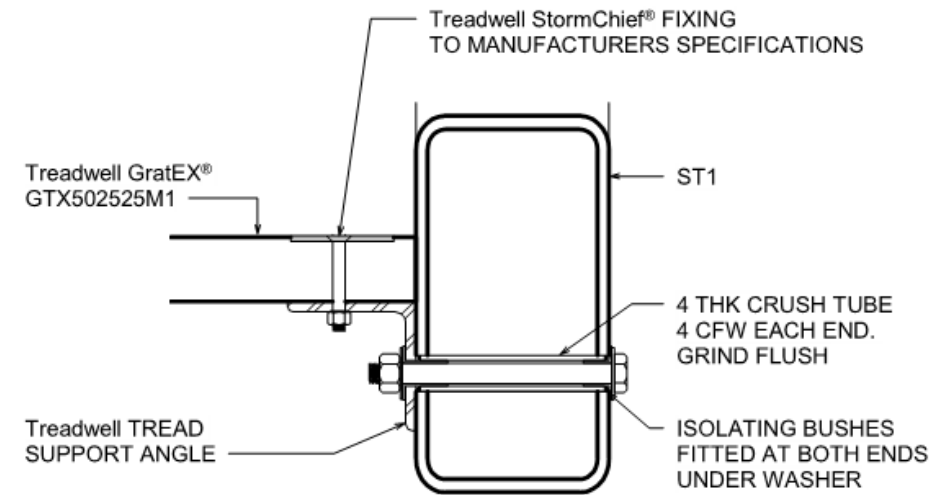
**S-H** SECTION H - STAIR TO JETTY CONNECTION  
S113 SCALE: 1 : 20



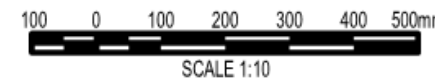
**S-J** SECTION J - PILE SLEEVE TO EXISTING JETTY CONNECTION  
S106 SCALE: 1 : 10



**S-K** SECTION K - STAIR LANDING CONNECTION DETAIL  
S109 SCALE: 1 : 5



**S-L** SECTION L - STAIR TREAD CONNECTION DETAIL  
S109 SCALE: 1 : 5



ISSUED FOR APPROVAL

NOT FOR CONSTRUCTION

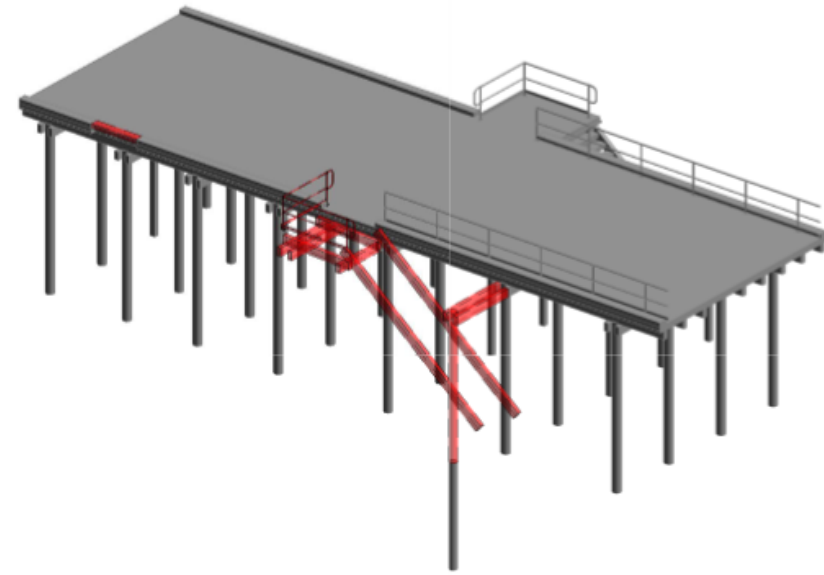
No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
A	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
REVISIONS					



**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

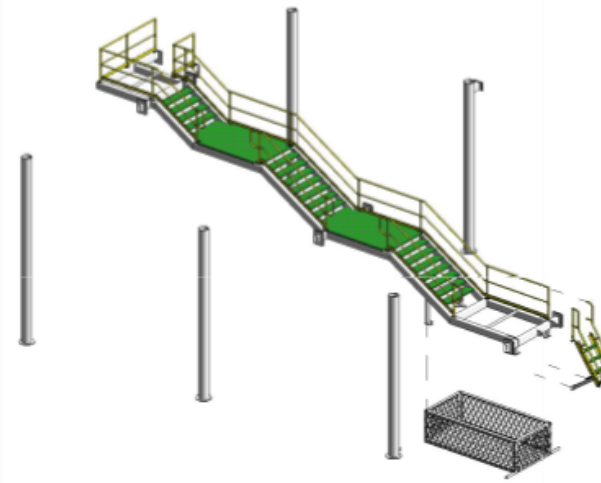
CLIENT	YORKE PENINSULA COUNCIL				
PROJECT	EDITHBURGH JETTY - DIVE STAIR				
LOCATION	EDITHBURGH				
TITLE	STEELWORK DETAILS - SHEET 2				
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET	
YPC-21001		IC-STR-DRG-YPC-21001-S132	A	A3	





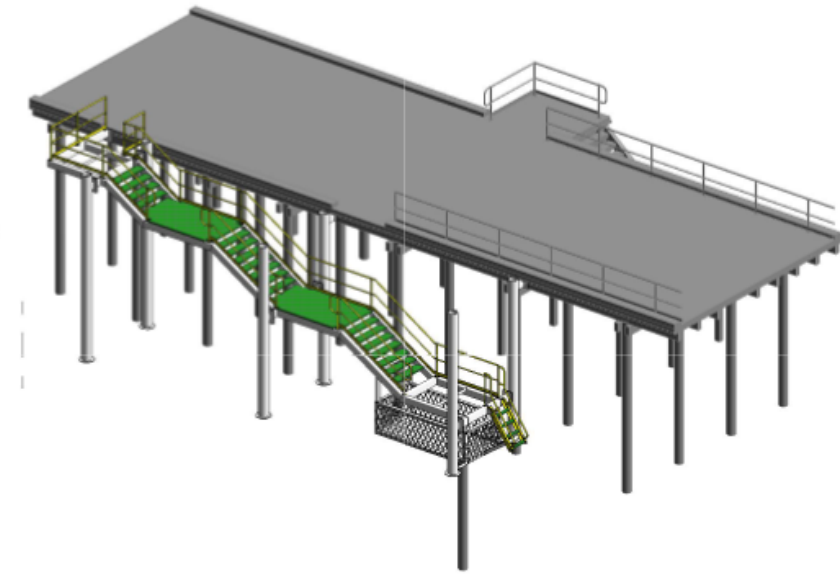
1. SUPPORT WEIGHT OF STAIR WITH CRANE
2. CUT PILE AT SEABED
3. DISCONNECT SUPPORT BEAMS FROM JETTY OR CUT BEAMS AT EDGE OF JETTY AS REQUIRED.
4. LIFT DETACHED STAIR ASSEMBLY TO LAND OR BARGE AND DISSASSEMBLY FOR TRANSPORT / DISPOSAL
5. CUT EXISTING CONCRETE DECK, TIMBER DECKING BOARDS AND KERB AT NEW LANDING LOCATION READY FOR STAIR INSTALLATION.

**1** 3D - STAGE 1 - DEMOLISH EXISTING NORTH STAIR  
SCALE:



1. ASSEMBLE PILE SLEEVES TO STAIR FRAME
2. ASSEMBLE ROCK CAGE TO STAIR FRAME
3. ASSEMBLE LADDER TO STAIR FRAME

**2** 3D - STAGE 2 - ASSEMBLE STAIR  
SCALE:



1. LIFT ASSEMBLED STAIR FRAME INTO POSITION
2. LEVEL STAIR FRAME USING LEVELING JACKS TO BASE OF PILE SLEEVES
3. SANDBAG AROUND BASE OF PILE SLEEVE.
4. INSTALL TEMPORARY BRACING AS REQUIRED BY TEMPORARY WORKS ENGINEER

**3** 3D - STAGE 3 - LIFT STAIR INTO POSITION  
SCALE:

ISSUED FOR APPROVAL

NOT FOR CONSTRUCTION

No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN - CONSTRUCTION SEQ	07/06/2022	TP	SS	AB

REVISIONS

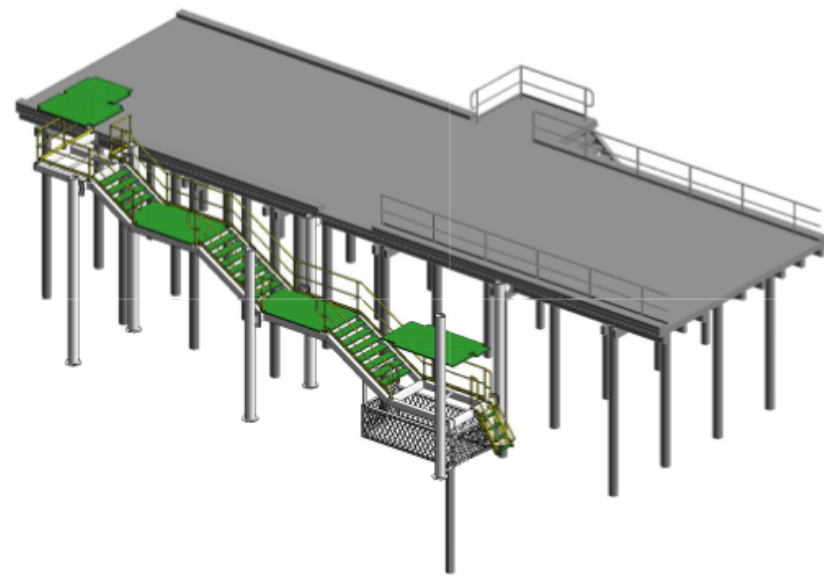


**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT YORKE PENINSULA COUNCIL  
PROJECT EDITHBURGH JETTY - DIVE STAIR  
LOCATION EDITHBURGH

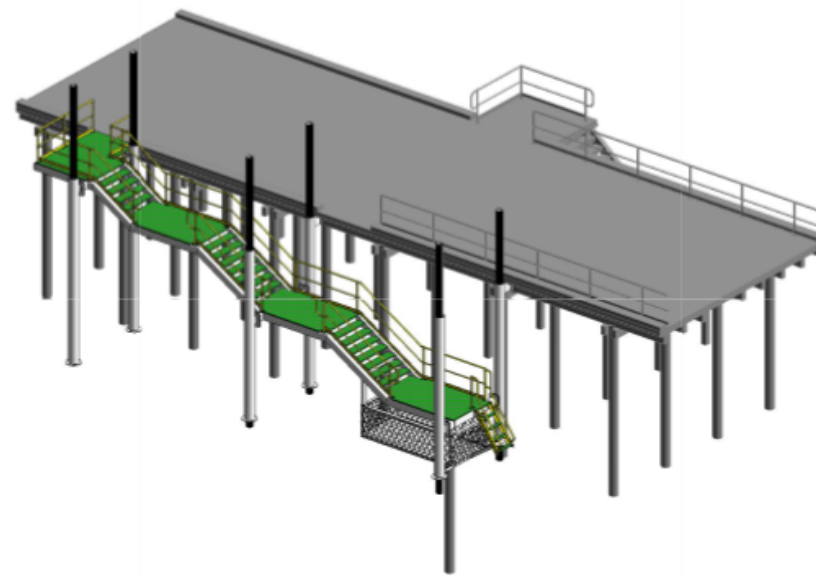
TITLE CONSTRUCTION SEQUENCING - SHEET 1

PROJECT No. YPC-21001	SHEET No.	DRAWING NUMBER IC-STR-DRG-YPC-21001-S141	REVISION B	SHEET A3
--------------------------	-----------	---	---------------	-------------



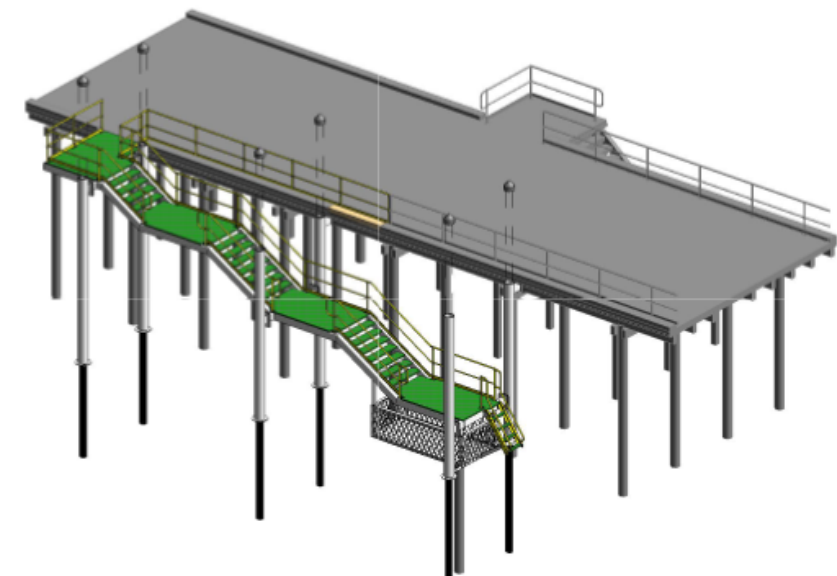
1. LOAD ROCK CAGE WITH LARGE ROCKS OR KYOWA ROCK BAGS TAKING CARE TO PROTECT ALL PAINTED STEELWORK.
2. INSTALL REMAINING FRP LANDINGS/TREADS AS REQUIRED.

**4** 3D - STAGE 4 - FILL CAGE WITH ROCK BAGS  
SCALE:



1. DRIVE PILES THROUGH PILE SLEEVES USING SLEEVE AS GUIDE INTO SEABED UNTIL REFUSAL.
2. CUT TOP OF PILE FLUSH WITH PILE SLEEVE

**5** 3D - STAGE 5 - DRIVE PILES THROUGH SLEEVES  
SCALE:



1. PUMP GROUT INTO PILE SLEEVE
2. INSTALL HDPE CAPS TO SLEEVES
3. INSTALL NEW MONOWILLS RAILING TO JETTY EDGE AND MAKE GOOD TIMBER KERBING.

**6** 3D - STAGE 6 - GROUT SLEEVES  
SCALE:

**ISSUED FOR APPROVAL**

**NOT FOR CONSTRUCTION**

No	DESCRIPTION	DATE	DRAWN	DESIGNED	APPROVED
B	ISSUED FOR APPROVAL	30/08/2022	TP	SS	AB
A	DETAILED DESIGN - CONSTRUCTION SEQ	07/06/2022	TP	SS	AB

REVISIONS



**COPYRIGHT**  
The concepts and the information contained in this document are the copyright of Infrastructure Consulting Pty Ltd. Use or copying of this by a third party in whole or part without the written permission of Infrastructure Consulting constitutes an infringement of copyright.

CLIENT	YORKE PENINSULA COUNCIL			
PROJECT	EDITHBURGH JETTY - DIVE STAIR			
LOCATION	EDITHBURGH			
TITLE	CONSTRUCTION SEQUENCING - SHEET 2			
PROJECT No.	SHEET No.	DRAWING NUMBER	REVISION	SHEET
YPC-21001		IC-STR-DRG-YPC-21001-S142	B	A3

**23.4 COUNCIL CONSULTATION - PROPOSED ANZAC MEMORIAL PORT CLINTON****Document #:** 23/113728**Department:** Corporate and Community Services**PURPOSE**

For Council to consider the results of Council-led Level 2, Consult, community engagement process regarding the proposed ANZAC Memorial installation at the corner of Yelta Street and Yoolamardy Terrace, Port Clinton.

**RECOMMENDATION**

That Council receive the written submissions in response to the community engagement process for the proposed ANZAC Memorial at the corner of Yoolamardy Terrace and Yelta Street, Port Clinton.

And

That Council:

A. support a permanent ANZAC Memorial at the corner of Yoolamardy Terrace and Yelta Street, Port Clinton, subject to the necessary consents being obtained.

or

B. support a temporary ANZAC Memorial at the corner of Yoolamardy Terrace and Yelta Street, Port Clinton, subject to the necessary consents being obtained.

or

does not support an ANZAC Memorial at the corner of Yoolamardy Terrace and Yelta Street, Port Clinton.

**LINK TO STRATEGIC PLAN**

**Goal:** 1 Economically Prosperous Peninsula  
2 Community Connected through Infrastructure  
4 Community Engaged and Supported

**Strategy:** 1.2 Deliver strategic and responsible land use planning  
2.6 Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)  
4.6 Continuous improvement in communicating with and engaging the community

**BACKGROUND**

Port Clinton community members undertook an engagement process relating to a proposed ANZAC Memorial at the corner of Yoolamardy Terrace and Yelta Street, Port Clinton, in May and June 2023. Elected Members subsequently resolved that the consultation did not meet the requirements of Council's PO057 Community Engagement Policy and determined to undertake a further Council-led Level 2, Consult, community engagement process.

**DISCUSSION**

A Port Clinton community member first contacted Council in mid-2021 to enquire about the process for gaining approval to install an ANZAC Memorial at the corner of Yoolamardy Terrace and Yelta

Street. Council received a completed Application for a Memorial Plaque on 25 February 2022. Port Clinton Progress Association (Progress) subsequently supplied an email outlining its support for the proposal on 30 March 2022. Council asked that Progress consult on the matter and subsequently received additional information including a petition with 133 signatures in favour of the ANZAC Memorial on 9 September 2022 (dated 7 September 2022). Council responded that further consultation, in accordance with Council's PO057 Community Engagement Policy Level 2, Consult, was still required and was to include consultation with affected landowners. This further consultation occurred in May and June 2023, and details were then provided to Council.

Council considered the community engagement undertaken by Port Clinton community members relating to the proposed ANZAC Memorial at the Ordinary Council Meeting of 11 October 2023, and determined that the consultation did not meet the requirements of Council's PO057 Community Engagement Policy Level 2 consultation. Elected Members resolved for Council to hold a community engagement process pertaining to the proposal to meet the requirements of Council's PO057 Community Engagement Policy Level 2 consultation.

Council-led consultation commenced 31 October 2023 and closed 26 November 2023. This involved:

- Letters sent to all property owners who may be directly affected by the proposed ANZAC Memorial if placed on the corner of Yoolamardy Terrace and Yelta Street on 31 October (one additional letter was sent by request of a property owner on 1 November);
- Letters sent to all residents who had previously engaged in correspondence about the matter with Council on 31 October;
- Information posted on the Council website on 31 October (91 views during consultation period);
- Facebook posts published on 31 October and 13 November (combined 874 reach during consultation period);
- A public notice in the Yorke Peninsula Country Times on 31 October; and
- Information made available at Council offices throughout.

Consultation documents included an example of the proposed location and appearance of the ANZAC Memorial, as well as a formal voting paper allowing respondents to choose from four options (attached). Council received 13 submissions (attached). Note submissions have names and addresses redacted, and contain only the responses to the consultation, not additional background information as provided by some respondents. Preferences were as follows:

- Option A, a permanent ANZAC Memorial to be placed on the cliff top, corner of Yelta Street and Yoolamardy Terrace: **three votes**
- Option B, A temporary ANZAC Memorial to be placed on the cliff top, corner of Yelta Street and Yoolamardy Terrace: **eight votes**
- Option C, no ANZAC Memorial to be placed on the cliff top, corner of Yelta Street and Yoolamardy Terrace, and to instead be placed at the Community Hall on Cumberland Road: **one vote**
- Option D, suggestions for another location (respondents to make suggestions).

One voter did not specify any option but stated, "We feel that the memorial painting on the community hall is sufficient. We are not against a temporary flagpole on the foreshore for the Anzac Day service."

Should Council resolve not to support an ANZAC Memorial at the proposed location of Yoolamardy Terrace and Yelta street, Port Clinton, alternative locations could be investigated with the applicants.

## COMMUNITY ENGAGEMENT PLAN

Level 2 - Consult

Community Engagement Plan attached

**CONSULTATION PROCESS**

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Manager Economic Development and Business Sustainability
- Governance Officer
- Property Tenure Officer
- Executive Services Support Officer
- Community Development and Engagement Officer

In preparing this report, the following external parties were consulted:

- Nil

**POLICY IMPLICATIONS**

PO057 Community Engagement Policy

**BUDGET AND RESOURCE IMPLICATIONS**

Consultation has been achieved using Council's existing resources. Should Council grant landowner approval in the future, the cost associated with the proposed ANZAC Memorial will not be required to be met by Council.

**RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Local Government Act 1999

**ATTACHMENTS**

1. **SF215 Community Engagement Plan - ANZAC Memorial Port Clinton - Completed (under separate cover)** 
2. **Redacted - Combined Submissions - Public Consultation - Proposed ANZAC Memorial Port Clinton (under separate cover)** 

## 24 ASSETS AND INFRASTRUCTURE SERVICES

### 24.1 CAPE ELIZABETH - CARE, CONTROL AND MANAGEMENT

**Document #:** 23/110799

**Department:** Assets and Infrastructure Services

#### PURPOSE

To seek Council endorsement to proceed with community engagement for the proposed cancellation of licence and revocation of dedication to land at Cape Elizabeth, which would result in the land parcels no longer placed under the care, control and management of Council.

#### RECOMMENDATION

That Council:

1. Endorse proceeding with community engagement for the proposed request to the Minister for Climate, Environment and Water to seek:
  - a) cancellation of Licence OL021780 purpose conservation (in the area known as Cape Elizabeth), covering wholly:
    - Piece 3 in Deposited Plan 33745, Hundred Tiparra CR 5751/48;
    - Piece 4 in Deposited Plan 33745, Hundred Tiparra CR 5751/48; and
    - Section 547 in Deposited Plan 211000, Hundred Tiparra CR 5766/11; and
  - b) revocation of dedication purpose conservation to Section 553 in Deposited Plan 211000, Hundred Tiparra CR 5772/151 (in the area known as Cape Elizabeth).
2. Endorse the attached draft Community Consultation Report outlining the proposed licence cancellation and dedication revocation, and associated Community Engagement Plan.

#### LINK TO STRATEGIC PLAN

**Goal:** 3 Valued and Restored Environment

**Strategy:** 3.4 Partner with other tiers of government and non-government organisations to improve environmental outcomes

#### BACKGROUND

Cape Elizabeth is a series of eight (8) Crown land parcels found in the far north-west of our Council area. In the early 1990's, four (4) of these parcels were placed under the care, control and management of Council by way of a licence and a dedication, namely:

- Licence OL021780 purpose conservation covering wholly:
  - Piece 3 in Deposited Plan 33745, Hundred Tiparra CR 5751/48;
  - Piece 4 in Deposited Plan 33745, Hundred Tiparra CR 5751/48; and
  - Section 547 in Deposited Plan 211000 Hundred Tiparra CR 5766/11; and
- Dedication purpose conservation to Section 553 in Deposited Plan 211000 Hundred Tiparra CR 5772/151.

Please refer to Attachment A - Map – Cape Elizabeth Land Tenure. (Attachment 1)

Prior to this, the largest land parcel (Lot 1 in Deposited Plan 33745, Hundred Tiparra CT 5243/183) was in private ownership and transferred to the Crown (to status unalienated Crown land); it is

believed the purpose was for eventual handover to Narungga community (the precursory entity to Narungga Nation Aboriginal Corporation) for management.

Council currently has approximately 238 coastal land parcels it has responsibility for, of which:

- 61 are held in Fee Simple to Council; and
- 177 are Crown land parcels under Council's care, control and management.

## DISCUSSION

Council has long been challenged by Cape Elizabeth due to its geographical isolation and conditions which make it difficult to access for conservation management and associated compliance activity. Any proactive conservation works is reliant on grant funds, of which there have been minimal opportunities and limited staff resources for associated application and project management. Additionally peak visitation is on weekends, and our Rangers are restricted in their time and ability to conduct any form of regular inspection for compliance activity.

The most challenging, is that the varying land tenures make access management (for conservation purposes) and compliance extremely difficult. For example, vehicle users are entering one of the Council land parcels in breach of Council's By-law No.2 of 2020. However, access to this parcel is via a track on unalienated Crown land, therefore Council cannot close this track, as it has no authority to do so, and if did, would be in breach of the Crown Land Act 2009.

Additionally, Council's By-law No.2 of 2020 prohibits camping on the Council land; however, the Crown Land Act 2009 allows camping on the unalienated Crown land. The conflicting pieces of legislation undermine each other, impacting ability for compliance activity.

Whilst Council has always lacked resources for conservation management as per the purpose of the licence and dedication, the environmental degradation caused by inappropriate recreation has escalated rapidly, as a direct result of increased visitation, of which Covid-19 and social media have contributed greatly.

Of greatest concern is impact to Narungga heritage by inappropriate recreational activity. Cape Elizabeth contains a huge amount of cultural significance, with protections under the Aboriginal Heritage Act 1988. Narungga Nation Aboriginal Corporation are currently in a state of flux, recently hosting their Annual General Meeting with election of positions including Chairperson upcoming. However, in previous conversations there has been a positive position towards an outcome that will see Cape Elizabeth managed under a Narungga community program. Council staff support a framework that leads to Narungga community management.

Currently in development, the Wardang Island Sea Country Indigenous Protected Area (IPA) Expansion, that includes Cape Elizabeth, will at a minimum, see Narungga IPA Rangers caring for Country and attending to cultural obligations at the cultural sites.

Additionally, under the Northern and Yorke Landscape Board's Djulda-wawa Badja Resilient Coasts project, a Coastal Access Strategy is being developed for the west coast of Yorke Peninsula. Initial consultation workshops have seen attendees flag the issue of multiple land tenure at Cape Elizabeth. It is anticipated that this Coastal Access Strategy will make recommendation that the area consist of one land tenure to improve management.

As such, staff would like to commence a community engagement process with the intent of seeking cancellation of the licence and revocation of the dedication. Staff reasoning includes:

- initiating release of the Council land parcels may help expediate an approach whereby Narungga people are directing management of Cape Elizabeth;
- issues with varying land tenure and resultant applicable legislation results in challenges to any access management and compliance activity by Council;
- visitation and resultant degradation has increased significantly since covid, and Council does not have the resources/capacity to care, control and manage the land parcels licenced and dedicated to Council;

- IPA Rangers will be undertaking works in the area, that will contribute to dune restoration and conservation, including weed control, revegetation, installation of signage and management of visitor impacts. Therefore, whilst Council does not have the capacity, a framework is being put in place to manage the land for conservation purposes under the IPA.
- one land tenure across all parcels will ease management of the area as a whole and decrease associated bureaucratic impacts;
- as the land will revert to unalienated Crown land, under the Crown Land Management Act 2009, the principles of Crown land management includes to safeguard the life-supporting capacity of air, water, land and ecosystems, and to avoid, remedy or mitigate any adverse effects of activities on the environment; and
- the Minister will have available the option to protect the land under the Crown Land Management Act 2009 by declaring the provisions of the National Parks and Wildlife Act 1972 apply, as if it were a reserve under that Act.

## **COMMUNITY ENGAGEMENT PLAN**

### Level 2 - Consult

The community engagement process will commence 5 January 2024 and conclude 2 February 2024. This is to exclude the holiday season where it is more challenging for the community to engage with the process. Additionally, an extended period of four (4) weeks, is provided for responses. The community will be notified via Facebook, Council's Website and a public notice will be published in the Yorke Peninsula Country Times.

The community will be provided with Attachment B – Community Consultation Report. (Attachment 2)

The Community Engagement Plan is provided as Attachment C. (Attachment 3)

## **CONSULTATION PROCESS**

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Manager Building and Compliance
- Senior Compliance Officer
- Property Tenure Officer
- Operations Manager
- Environment Officer

In preparing this report, the following external parties were consulted:

- Chief Finance and Operations Officer, SA Native Title Services (current contact for Narungga Nation Aboriginal Corporation)
- Wardang Island Sea Country IPA Expansion - Program Manager, Aboriginal Lands Trust
- Team Leader, Central and Kangaroo Island – National Parks and Crown Land Programs

## **POLICY IMPLICATIONS**

PO091 Risk Management

PO057 Community Engagement Policy

## **BUDGET AND RESOURCE IMPLICATIONS**

Should Council decide not to commence a community engagement process and as such, retain the licence and dedication, it would need to consider allocating resources to achieving the purpose of the licence and dedication, being conservation. A risk assessment for compliance activity will likely reveal the need for alternative methods of capturing evidence, such as the use of drones and cameras, as done by Fisheries and National Parks Officers. However, the administrative workload



is still beyond Council's current capacity. Additionally, dune restoration works such as install of coir logs and erosion matting; vehicle access restrictions and signage; revegetation; and weed control, are costly and unbudgeted for. Combined, it is a level of resourcing and risk management that Council cannot deliver.

The current annual fee for the licence is \$203.00 (GST exc) per year. This fee increases each year.

### **RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Crown Land Management Act 2009

Local Government Act 1999

Yorke Peninsula Council's Local Government By-Laws 2020: By- Law No 2 – Local Government Land

As per the Licence, and Crown Land Management Act 2009 (the Act), Council as the licensee for Licence OL021780 may cancel the Licence by providing one month's written notice to the Minister for Climate, Environment and Water (the Minister). Council must vacate the Licensed Area and leave the area in good and substantial repair, order and condition in all respects as shall be consistent with the entitlements and obligations in the Licence. The Minister will not cancel a licence at the request of the licensee unless the Minister is satisfied that it is appropriate to do so.

The Dedication to CR 5772/151 section 553 is land dedicated for conservation purposes pursuant to the Crown Lands Act, 1929 by gazette 31/01/1991. As it was dedicated under the previous Act, there are no conditions of dedication, however, any activity including any leases, licences or permits granted by Council must be consistent with the dedication and community land classification. As dedicated land, the parcel is currently classified as community land as per the Local Government Act 1999.

However, as the subject land is Crown land dedicated to Council and if that dedication is removed, then after the dedication is removed, the subject land is considered to no longer be classified as 'community land' for the purposes of the Local Government Act 1999 and as a consequence a community land process under section 194 of the Local Government Act 1999 is not required.

The Minister may, by instrument in writing, revoke (in whole or in part) a dedication of land, whether the land has been dedicated under the Act, or any other Act. If land subject to a dedication under the Act or any other Act has been granted in fee simple, the dedication can only be revoked by proclamation made by the Governor.

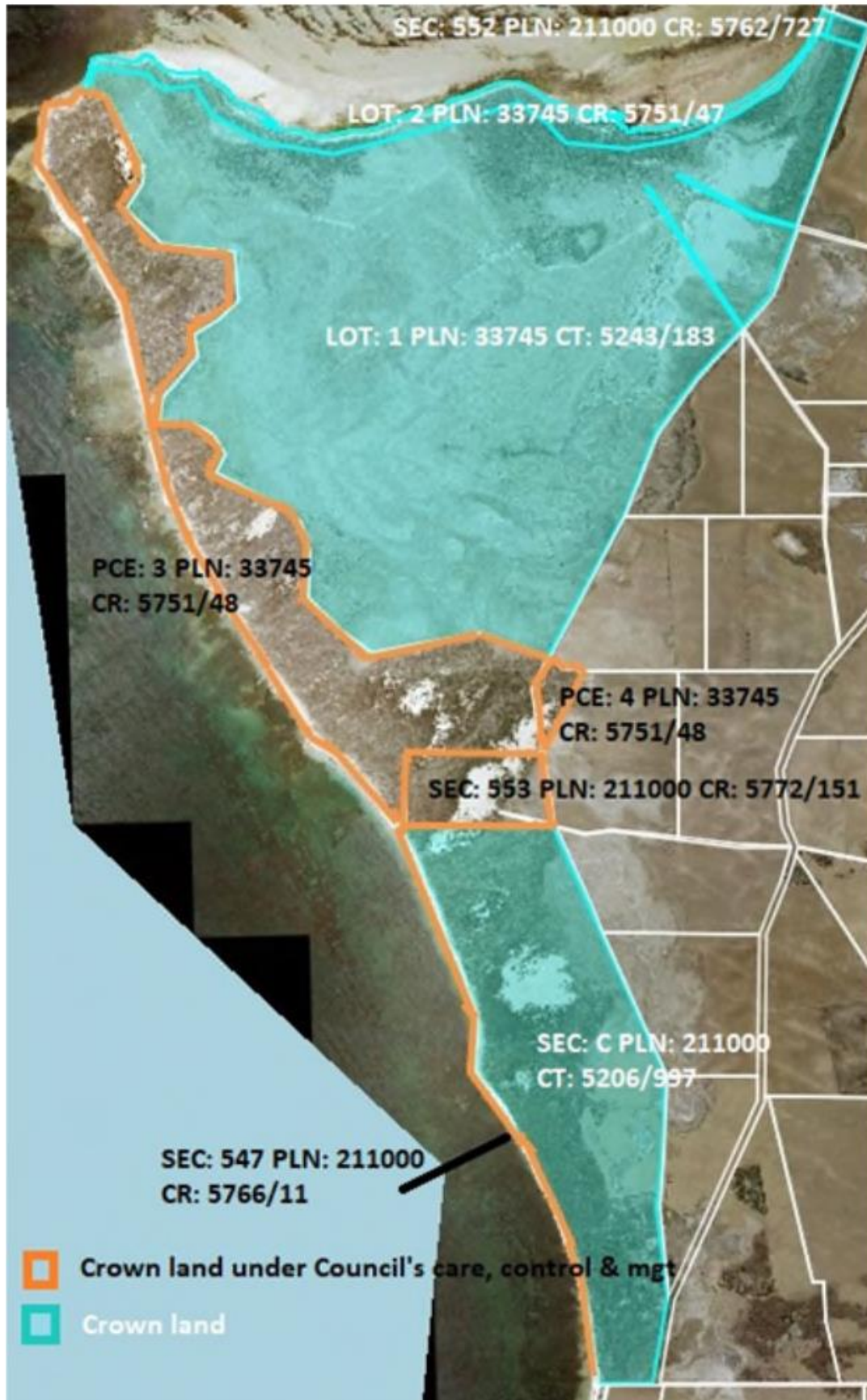
Informal advice from the Crown Lands Program, is that the Minister is unlikely to revoke the dedication, unless there is another person or body, who would like the land placed under their care, control and management. This is because, if there is not another person or body, the land reverts to the status of unalienated Crown land, and the Department for Environment and Water, like Council, have limited resourcing and therefore capacity to manage the land. The risk of no ministerial revocation should be mitigated based on details which will be provided to the Minister, that is;

- This decision will facilitate Narungga community management of Cape Elizabeth;
- IPA Rangers will be undertaking works in the area, that will contribute to dune restoration and conservation, including weed control, revegetation, installation of signage and management of visitor impacts. Therefore, whilst Council does not have the capacity, a framework is being put in place to manage the land for conservation purposes under the IPA.

### **ATTACHMENTS**

1. **Attachment A - Map - Cape Elizabeth Land Tenure**  
2. **Attachment B - Community Consultation Report**  
3. **Attachment C - Community Engagement Plan**  

Attachment A Map – Cape Elizabeth Land Tenure





## COMMUNITY CONSULTATION

### CAPE ELIZABETH - CARE, CONTROL AND MANAGEMENT OF LAND

Piece 3 in Deposited Plan 33745, Hundred Tiparra CR 5751/48

Piece 4 in Deposited Plan 33745, Hundred Tiparra CR 5751/48

Section 547 in Deposited Plan 211000, Hundred Tiparra CR 5766/11

Section 553 in Deposited Plan 211000, Hundred Tiparra CR 5772/151

#### PROJECT SUMMARY

The Yorke Peninsula Council (Council) are in the process of considering a request to the Minister for Climate, Environment and Water (the Minister) to cancel a licence, and revoke a dedication, to land parcels under Council's care, control and management in the area known as Cape Elizabeth.

If the Minister revokes the dedication, the classification of the dedicated land as community land under the Local Government Act 1999 is taken to be revoked.

Cancellation of the licence and revocation of the dedication will result in the land no longer placed under the care, control and management of Council, and will see the land revert back to the status of unalienated Crown land.

At the Council Meeting on 13<sup>th</sup> December 2023, Council gave permission to proceed with a community engagement process and therefore pursuant to Council's PO057 Community Engagement Policy, Council is seeking responses to the proposal.





## Purpose

The Yorke Peninsula Council invites you to comment on the proposal to request the Minister cancel the licence and revoke the dedication to land parcels under Council's care, control and management in the area known as Cape Elizabeth.

**Common Name:** Cape Elizabeth

### Address:

Piece 3 in Deposited Plan 33745, Hundred Tiparra, Crown Record Volume 5751 Folio 48

Piece 4 in Deposited Plan 33745, Hundred Tiparra, Crown Record Volume 5751 Folio 48

Section 547 in Deposited Plan 211000, Hundred Tiparra, Crown Record Volume 5766 Folio 11

Section 553 in Deposited Plan 211000, Hundred Tiparra, Crown Record Volume 5772 Folio 151

## Background

Cape Elizabeth is a series of eight (8) Crown land parcels found in the far north-west of the Council area. In the early 1990's, four (4) of these parcels were placed under the care, control and management of Council by way of a licence and a dedication, namely:

- Licence OL021780 purpose conservation covering wholly:
  - Piece 3 in Deposited Plan 33745, Hundred Tiparra CR 5751/48;
  - Piece 4 in Deposited Plan 33745, Hundred Tiparra CR 5751/48; and
  - Section 547 in Deposited Plan 211000 Hundred Tiparra CR 5766/11; and
- Dedication purpose conservation to Section 553 in Deposited Plan 211000 Hundred Tiparra CR 5772/151.

Prior to this, the largest land parcel (Lot 1 in Deposited Plan 33745, Hundred Tiparra CT5243/183) was in private ownership and transferred to the Crown (to status unalienated Crown land); it is believed the purpose was for eventual handover to the Narungga community (the precursory entity to Narungga Nation Aboriginal Corporation) for management.





The dedicated parcel, Section 553 in Deposited Plan 211000 Hundred Tiparra CR 5772/151, is registered as community land, Category 1 – Reserves. The Community Land Management Plan (CLMP) for Reserves states that the purpose for which land is held is:

*Conservation reserves primarily used to protect flora and fauna. Coastal reserves primarily used to minimise harm to coastal areas. Water or Stone reserves primarily established to provide water and stone resources for use now or in the future. Reserves to allow trails and access compatible with conservation use but excluding any commercial or sports activities.*

Objectives for the management of the land includes:

- To retain land for use as a conservation reserve in order to protect flora and fauna.
- To retain land as a Coastal reserve to minimise harm to coastal areas and provide a buffer zone between the dunes and the sea.
- To allow trails and access compatible with conservation use.
- Strictly exclude any commercial, recreational or sports activities.

However, the dedicated land is utilised by locals and visitors for inappropriate activity including camping and off-road vehicle driving. Overtime, but particularly since the Covid-19 endemic, this has led to considerable environmental degradation. Council has not been in a position to strictly exclude recreational activities due to resource limitations.

The licenced land is predominately utilised by locals and visitors for recreational activities, providing access to the beach for day use activities such as fishing, swimming and other beach activities. The licenced land is not registered as community land and therefore is not subject to the objectives of the CLMP which strictly excludes recreational activity.



Council's Local Government By-Laws 2020: By-Law No 2 – Local Government Land applies to both the licenced and dedicated land. This prohibits activity that threatens the integrity of the sand dunes, and prohibits camping (as it is not a place designated by resolution of Council for that purpose).

Council has long been challenged by Cape Elizabeth and its management. Council currently has approximately 238 coastal land parcels it has responsibility for, of which:

- 61 are held in Fee Simple to Council; and
- 177 are Crown land parcels under Council's care, control and management

However Council has a limited population base and ability to raise revenue to care, control and manage land that is owned by the State Government.



The varying land tenures (with only approximately a quarter of the Cape Elizabeth area under Council's care, control and management) makes management to achieve the purposes of conservation extremely difficult. For example, vehicle users are entering one of the Council land parcels in breach of Council's By-law No.2 of 2020. However, access to this parcel is via a track on unalienated Crown land, therefore Council cannot close this track, as it has no authority to do so, and if did, would be in breach of the Crown Land Act 2009.

Whilst Council has always lacked resources for conservation management as per the purpose of the licence and dedication, the environmental degradation caused by inappropriate recreation has escalated rapidly, as a direct result of increased visitation, of which Covid-19 and social media have contributed greatly.

Of greatest concern is impact to Narungga heritage by inappropriate recreational activity. Cape Elizabeth contains a huge amount of cultural significance, with protections under the Aboriginal Heritage Act 1988.

Currently in development, the Wardang Island Sea Country Indigenous Protected Area (IPA) Expansion, that includes Cape Elizabeth, will at a minimum, see Narungga IPA Rangers caring for Country and attending to cultural obligations at the cultural sites.

Council would like to seek the cancellation of the licence and revocation of the dedication due to the following reasons:

- there is support within the community to explore an approach whereby Narungga people are directing management of Cape Elizabeth;
- issues with varying land tenure and resultant applicable legislation results in challenges to any access management and compliance activity by Council;
- visitation and resultant degradation has increased significantly since covid, and Council does not have the resources/capacity to care, control and manage the land parcels licenced and dedicated to Council;
- IPA Rangers will be undertaking works in the area, that will contribute to dune restoration and conservation, including weed control, revegetation, installation of signage and management of visitor impacts. Therefore whilst Council does not have the capacity, a framework is being put in place to manage the land for conservation purposes under the IPA.



## Implications of the Project

Should the Minister cancel the licence and revoke the dedication, the land will revert to unalienated Crown land. The Crown Land Management Act 2009 will apply to these parcels, as it does the other four (4) Crown land parcels in the Cape Elizabeth area.

Under the Crown Land Management Act 2009, the principles of Crown land management includes to safeguard the life-supporting capacity of air, water, land and ecosystems, and to avoid, remedy or mitigate any adverse effects of activities on the environment.

The Misuse provision will apply, namely:

### 61—Misuse of Crown land

- (1) A person who, without lawful authority or excuse—
- (a) occupies Crown land for longer than any period prescribed by regulation; or
  - (b) cultivates Crown land or causes or permits animals (for which the person is responsible) to enter or remain on Crown land; or
  - (c) drives a motor vehicle (within the meaning of the *Motor Vehicles Act 1959*) on Crown land, other than on an established road or track or in circumstances prescribed by regulation; or
  - (d) damages or removes fossils from Crown land; or
  - (e) excavates or otherwise damages or interferes with Crown land, or anything on Crown land; or
  - (f) cuts down, lops branches from or otherwise damages any tree or bush (whether alive or dead) on Crown land; or
  - (g) erects any structure or fixture or carries out any works, on Crown land; or
  - (h) deposits litter or abandons property on Crown land; or
  - (i) closes off or obstructs (whether by fences, gates or any means) a road or track on Crown land,

is guilty of an offence.

Maximum penalty: \$20 000.

Expiation fee: \$315.

Under the Crown Land Management Act 2009, occupation of unalienated Crown land by way of camping is permissible. Permissible camping will increase the number of visitors to the area and their associated impacts that result in environmental degradation. This is also a risk to cultural sites that are protected under the Aboriginal Heritage Act 1988.





## Benefits of the Project

Council sees the following benefits to the community and stakeholders:

- initiating release of the Council land parcels may help expediate an approach whereby Narungga people are directing management of Cape Elizabeth;
- one land tenure across all parcels will ease management of the area as a whole and decrease associated bureaucratic impacts;
- as the land will revert to unalienated Crown land, under the Crown Land Management Act 2009, the principles of Crown land management includes to safeguard the life-supporting capacity of air, water, land and ecosystems, and to avoid, remedy or mitigate any adverse effects of activities on the environment; and
- the Minister will have available the option to protect the land under the Crown Land Management Act 2009 by declaring the provisions of the National Parks and Wildlife Act 1972 apply, as if it were a reserve under that Act.

Consultation on the proposal will further assist Council and other stakeholders to consider the community expectations for the use of the Cape Elizabeth area.

## Timeline

The consultation period will begin on Friday 5<sup>th</sup> January, 2024, and close at 5pm Friday 2<sup>nd</sup> February, 2024.

Following the consultation period, a report will be presented to Council on the outcome of the consultation process for their consideration.

## Project Impact

The land will continue to be managed in accordance with the licence conditions for the licenced parcels, and for the dedicated parcel, as per the current CLMP Category 1 – Reserves. This will continue until Council has considered the community feedback and made a decision to either proceed with seeking cancellation of the licence and revocation of the dedication or not.



## How do I provide my feedback?

### Written Submissions

Submissions must be in writing, be received by 5pm Friday 2<sup>nd</sup> February 2024, and be addressed to:

### Community Consultation

#### Cape Elizabeth – Care, Control and Management

PO Box 57

Maitland SA 5573

Email: [admin@yorke.sa.gov.au](mailto:admin@yorke.sa.gov.au)

Please include in your submission if you wish to be heard before Council on this matter.

## What happens to my feedback?

- The information from the public consultation process will assist Council in its deliberation associated with adopting the proposal to seek cancellation of the licence and revocation of the dedication.
- Submissions received from the public consultation process will be collated and presented in a report to Council if required.

## How do I know my feedback has been received?

All feedback (submissions or correspondence) will be acknowledged.

**Contact Person** - For more information, please contact:

**Name:** Letitia Dahl-helm  
**Title:** Environment Officer  
**Phone:** 8832 0000  
**Email:** [admin@yorke.sa.gov.au](mailto:admin@yorke.sa.gov.au)

This detailed report is available for viewing at Yorke Peninsula Council offices at Maitland, Minlaton, and Yorketown and on Council's website, [www.yorke.sa.gov.au](http://www.yorke.sa.gov.au)



**COMMUNITY ENGAGEMENT PLAN**

SF215  
 Responsible Officer: Community Development & Engagement Officer  
 Issue Date: 09/12/2021  
 Next Review Date: December 2022

**Refer: CAPE ELIZABETH CARE, CONTROL AND MANAGEMENT**

Stakeholders	Level 2 CONSULT	Responsibility	Start Date	End Date	Status	Evaluation Method
community	Public Notice	Environment Officer	5/01/2024	2/02/2024	NS	Submissions to be collated by staff.
community	Website	Environment Officer	5/01/2024	2/02/2024	NS	Summary &/or individual responses to be reported
community	Social Media	Environment Officer	5/01/2024	2/02/2024	NS	back to Council.
community	Ability to appear before Council	Environment Officer	5/01/2024	2/02/2024	NS	Elected Members to make decision based on
ss Associations	Personalised Letter	Environment Officer	5/01/2024	2/02/2024	NS	feedback received from the consultation process.
Advisory Groups	Personalised Letter	Environment Officer	5/01/2024	2/02/2024	NS	
Member for Goyder	Personalised Letter	Environment Officer	5/01/2024	2/02/2024	NS	
Govt	Personalised Letter	Environment Officer	5/01/2024	2/02/2024	NS	

**24.2 SA JETTIES RENEWAL PROGRAM APPLICATION FOR FUNDING (STAGE 1)****Document #:** 23/110553**Department:** Assets and Infrastructure Services**PURPOSE**

To seek Council endorsement to submit two expressions of interest for the State Government's SA Jetties Renewal Program for funding to assist local councils for projects to address critical works across the State's divested jetties.

**RECOMMENDATION**

That Council endorse two expressions of interest to the SA Jetties Renewal Project for funding assistance to repair/upgrade its divested jetties.

1. \$282,000 proposal for urgent repairs and maintenance to the Port Vincent Fisherman's Jetty based on a 70% Department for Infrastructure and Transport contribution of \$197,400, and a 30% Council contribution of \$84,600.
2. \$7.0 million proposal over five (5) years based on a 70% Department for Infrastructure and Transport contribution (\$4.9M) and 30% Council contribution (i.e., \$2.1M or \$420,000 per year, which will be doubling Council's \$200,000 current maintenance spend to undertake a pile replacement program at jetties located at Ardrossan, Port Victoria, Edithburgh and Stansbury.

**LINK TO STRATEGIC PLAN**

- GOAL:**
- 1 Economically Prosperous Peninsula
  - 2 Community Connected through Infrastructure
  - 5 Responsible Governance and Leadership
- STRATEGY:**
- 1.3 Improve visitor experiences, including tourism infrastructure, signage, information and support
  - 2.3 Create partnerships with State Government to maintain State's assets (e.g. roads, jetties etc.)
  - 5.2 Effective leadership and informed decision making

**BACKGROUND**

Council currently has a yearly jetty maintenance expenditure of \$200,000 to maintain the 12 State owned jetties located within the Yorke Peninsula Council Local Government Area (YPC LGA). These jetties are currently all under a 50-year lease. Current lease agreement conditions include a trigger point at 25 years where Council can hand care and control of the jetties back to the State if they have deteriorated beyond what was expected. The current lease agreement conditions will trigger after 2024 and 2025.

The State Government has recently announced the SA Jetties Renewal Program for eligible Councils to seek a funding contribution for projects to repair/upgrade its divested jetties.

**DISCUSSION**

The 2023-2024 State Budget announced the SA Jetties Renewal Program for funding to assist local councils for projects to address critical works across the State's jetties.

The program will focus on restoring and/or ensuring ongoing public access to jetties, which provide significant economic, social, and environmental benefits for communities.

Local councils can apply for funding through the program via an expression of interest process for works on divested jetties.

Applications for projects will be a one or two stage process depending on the amount of funding sought. The window for applications is very short with applications needing to be submitted by 15 December 2023 and the summary data from the Department for Infrastructure and Transport (DIT) only recently received.

### Application Categories and Stages:

The project application process consists of one or two categories and a staged application depending on the project's cost as outlined below:

#### Stage 1 Application - Preliminary Appraisal or Funding Request

Category 1 – A total project cost estimated at less than \$1.0M, can be submitted as a Stage 1 application for funding assistance. No stage 2 application is required.

Category 2 – A total project cost estimated at more than \$1.0M, can be submitted as a Stage 1 application for preliminary appraisal. If the project is shortlisted, it will proceed to a Stage 2 Application as detailed below.

#### Stage 2 Application – Funding Request (Invitation Only)

Council will be invited to submit a more detailed application for assessment and funding assistance by DIT.

DIT will work with the Council to develop the detailed scope to facilitate project objectives.

DIT has provided a summary table (below) of the condition of the piles of the divested jetties within the YPC LGA that require immediate works being a rating of between 5, 6 & 7 and having less than 25% life left.

	Jetty	No of 5 rated Piles	No of 6 rated Piles	No of 7 rated Piles	No of 5 to 7 rated Piles	Total No of Piles	Percentage Total No 5 to 7 Rated
Group 1	Adrossan	98	75	14	187	304	62%
	Port Julia	4	11	10	25	28	89%
	Port Vincent	4	2	1	7	12	58%
	Port Vincent Wharf	7	7	2	16	70	23%
	Stansbury Jetty	32	37	8	77	121	64%
Group 2	Edithburgh-Saltana Point Jetty	5	0	0	5	34	15%
	Marion Bay Jetty	51	23	3	77	108	71%
	Wool Bay Jetty	40	11	3	54	84	64%
Group 3	Point Turton Jetty	43	19	3	65	102	64%
	Port Rickaby Jetty	20	8	0	28	55	51%
	Port Victoria Jetty	91	29	3	123	203	61%
Pilot Program	Edithburgh Main Jetty	179	26	7	212	250	85%

Council is requested to endorse the submission of the following two applications for funding requests to the SA Jetties Renewal Program (Program).

#### Submission 1:

The first submission to Stage 1 of the Program is proposed as follows:

The Port Vincent Fisherman's Jetty is currently closed and the estimated complete rebuild costs are \$282,000.

#### Submission 2:

The second submission to Stage 1 of the Program is proposed as follows:

The replacement of condition 5, 6 & 7 rated piles at larger tourist towns, namely:

- Ardrossan
- Port Victoria
- Edithburgh

- Stansbury

## COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

To date, the public have been advised of any restrictions on jetties during maintenance works. If and when additional works are required, the public will be notified.

## CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer
- Operations Manager

In preparing this report, the following external parties were consulted:

- Department for Infrastructure and Transport (DIT)

## POLICY IMPLICATIONS

Nil

## BUDGET AND RESOURCE IMPLICATIONS

As per the Port Vincent Wharf and Edithburgh Jetty Structural Assessment report presented at the March 2023 council meeting, Council has a current expenditure of \$200,000 per year to maintain the 12 divested jetties within the YPC LGA.

Submission 1 to the Program for the complete rebuild of the Port Vincent Fisherman's Jetty will require a Council contribution of \$84,600 to be allocated in the 2024/25 budget.

Submission 2 is for the replacement of level 5, 6 & 7 condition piles at the Ardrossan, Port Victoria, Edithburgh and Stansbury jetties. This submission will require a doubling of the jetties maintenance budget from 2024/25 onwards for the following five years with potential funding sources yet to be determined.

With a \$7M pile replacement program, split 70/30 split between Council and DIT, Council could expect to replace between 350 to 400 piles, depending on market conditions, noting the four jetties combined (ratings 5, 6 & 7) is at 599 piles, effectively only replacing around 60% of these piles. Council does not have the financial capacity to undertake more works.

It should also be noted that from the funding pool of \$20M announced, it is understood that only half (\$10M) is available for the State's 35 divested jetties.

## RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS

The risk of not proceeding with the submissions could see the closure of several jetties due to safety concerns and unachievable ongoing maintenance requirements on other jetties.

DIT have indicated that '*Where necessary, Councils must contribute financially to the project and be willing to extend divestment arrangements with the State for a minimum of 15 years post project completion*'. The extent and conditions at this time are unknown, which is why staff are recommending an expression of interest only and will return the same for further discussion and deliberation if successful, including financial modelling and impacts on the long term financial plan.

## ATTACHMENTS

Nil

## 25 DEVELOPMENT SERVICES

### 25.1 ACCESS ADVISORY WORKING PARTY MINUTES

**Document #:** 23/111574

**Department:** Development Services

#### PURPOSE

For Council to receive the Minutes of Council's Access Advisory Working Party meeting held on 27 October 2023.

#### RECOMMENDATION

That Council receive the Minutes of the Access Advisory Working Party meeting held on 27 October 2023.

#### LINK TO STRATEGIC PLAN

**Goal:** 2 Community Connected through Infrastructure

**Strategy:** 2.2 Provide disability access infrastructure

#### BACKGROUND

To keep Council informed of regular Access Advisory Working Party meetings and to consider identified projects to meet the needs of accessibility and social inclusivity.

#### DISCUSSION

Attached are the Minutes of the Access Advisory Working Party meeting held on 27 October 2023.

Item 1.4 of the Minutes;

***John Franke moved Graham Klose seconded***

*That the minutes of the Access Advisory Working Party meeting held on 28 July 2023 as circulated, be confirmed as a true record.*

**CARRIED**

The Access Advisory Working Party budget for the 2023/2024 financial year is \$25,000. As there were no recommendations at the October meeting, the budget remains at \$24,250.

#### COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

Minutes will be available on Council's website.

#### CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Operations Coordinator

In preparing this report, the following external parties were consulted:

- Access Advisory Working Party
- Progress Associations

**POLICY IMPLICATIONS**

The Access Advisory Working Party aligns with the Yorke Peninsula Council Disability Access and Inclusion Plan 2020/2024, which supports improvements to disability access and social inclusion in our communities.

**BUDGET AND RESOURCE IMPLICATIONS**

Consistent with the 2023/2024 budget allocation of \$25,000.

**RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Disability Discrimination Act 1992

**ATTACHMENTS**

1. **Access Advisory Working Party Minutes - 27 October 2023** [↓](#) 





## *Yorke Peninsula Council*

### **Minutes of the Meeting of the Access Advisory Working Party**

Held on Friday 27 October 2023  
In the Council Chambers  
57 Main Street Minlaton commencing at 1.30pm  
(Subject to confirmation)

---

---

#### **ITEM 1**

##### **1.1 WELCOME BY CHAIRPERSON**

Cr Alan Headon welcomed everyone to the meeting and declared the meeting open at 1.33pm.

##### **1.2 PRESENT**

Graham Klose (Stansbury Progress Assoc.), John Franke (Yorketown Progress Assoc.), Audrey Cook (Minlaton Progress Assoc.), Adrian Oster (Ardrossan Progress Assoc.), Cr Alan Headon.

##### **IN ATTENDANCE**

Dustin Guthberg	Director Development Services
Nick Hoskin	Operations Coordinator
Kelly Galley	Minute Secretary

##### **1.3 APOLOGIES**

Cr Richard Carruthers, Bruce Cook (Minlaton Progress Assoc.)

##### **1.4 MINUTES OF THE PREVIOUS MEETING**

**John Franke moved Graham Klose seconded**

That the minutes of the Access Advisory Working Party meeting held on 28 July 2023 as circulated, be confirmed as a true record.

**CARRIED**

**1.5 MATTERS ARISING FROM MINUTES****1. Individual updates on projects allocated funding**

## 1.1 Minlaton Town Hall Proposed Access Ramp.

Dustin advised Council have engaged Allan Cotton to draw up plans, due end of November 2023. On receipt of the plans, quotes can be obtained for the works.

**2. Other Matters Arising**

2.1 Nick Hoskin provided a second quotation for \$7,920 (inc GST) for a design in relation to the proposed crossover from the Gum Flat rest area to the Uniting Church, Minlaton. There was further discussion around the possible loss of five (5) car parks.

It was determined that community consultation would be required before spending money on a design. Council to be in contact with Minlaton Progress Association to discuss the consultation.

Nick Hoskin to provide a copy of the quotation to Minlaton Progress Association.

2.2 Council to undertake proposed audit of access ramps for maintenance purposes.

Nick Hoskin was advised by leading workers that all 72 access ramps have been inspected and deemed okay.

1.6 **MATTERS REFERRED BY COUNCIL**

Nil

1.7 **PRESIDING MEMBER'S REPORT**

Nil

**ITEM 2 CORRESPONDENCE**

2.1 Correspondence dated 15 September 2023 from Ardrossan Progress Association (APA) requesting financial assistance for a disability accessible table and chair setting to be located at the pump track, Second Street, Ardrossan (on the old tennis court) was discussed. A Council Report will be presented at the November Council meeting for Council to consider an offer to gift the pump track due to Progress being unable to obtain required insurances. It was determined that until there is an outcome from the Council meeting, a decision cannot be made on whether there will be a requirement for the table and chair setting.

It was determined that the funding of a disability accessible table and chair setting would be supported in principle pending required insurance for the pump track being obtained.

2.2 Correspondence dated 21 September 2023 was received from the Yorketown Progress Association on behalf of the SYP Community Hub (Yorketown), requesting financial assistance for the replacement of the front double timber doors at the SYP Community Club. The quote for \$6,278 (inc GST) was presented and it was determined that a second quote would need to be obtained for consideration and would also need to include the lip in doorway. Yorketown Progress Association to also advise the Working Party whether they will contribute funds towards the replacement door.

**ITEM 3 GENERAL BUSINESS**

Bruce Cook (Minlaton Progress Association) sent email correspondence to the EA to the Director Development Services 6 October 2023 however due to the EA being on extended

Yorke Peninsula Council  
Access Advisory Working Party  
Friday 27 October 2023

2

leave this did not make the original agenda. The correspondence highlighted the lack of crossing at the North end of Minlaton's Main Street between the dental surgery and service station.

This was discussed by the Working Party and it was agreed that foot traffic will increase with the Minlaton Childcare Centre being operational in early 2024 and crossing would be appropriate.

Nick Hoskin to meet with Bruce Cook and Minlaton Progress Association to ascertain exactly what is required and provide Working Party with any proposal and quotations for the next meeting.

Cr Headon thanked those who were in attendance.

**ITEM 4 NEXT MEETING**

Friday, 2 February 2024 at 1.30pm

**ITEM 5 CLOSURE**

The meeting closed at 2.15pm.

.....  
**Chairperson – Cr Alan Headon**  
Friday, 2 February 2024

**25.2 PROPOSED NEW LEASE CENTRAL YORKE FOOTBALL CLUB INC.****Document #:** 23/98895**Department:** Development Services**PURPOSE**

To consider granting a new lease to the Central Yorke Football Club Inc. following the completion of the community engagement process.

**RECOMMENDATION**

That Council:

1. Endorse a lease to Central Yorke Football Club, for a portion of Section 385, Rogers Terrace Maitland, for a period of five (5) years, with further rights of renewal for three (3) by five (5) years with an overall lease term of twenty (20) years.
2. Authorise the Mayor and Chief Executive Officer to sign and affix Council's Common Seal in order to execute the lease documents.

**LINK TO STRATEGIC PLAN****GOAL:** 1 ECONOMICALLY PROSPEROUS PENINSULA**STRATEGY:** 1.8 EFFICIENT DELIVERY OF PERMITS, LEASES AND LICENCES**BACKGROUND**

The current ground only lease agreement with the Central Yorke Football Club (CYFC) for a portion of Section 385 Rogers Terrace, Maitland expired on 1 August 2023. The lease is currently in monthly holdover.

At the Council meeting held 11 October 2023, Council resolved to commence with a community engagement process for a proposed new lease to the CYFC for a term of five (5) years, with further rights of renewal for three (3) by five (5) years with an overall lease term of twenty (20) years.

**DISCUSSION**

A public notice was advertised in the Yorke Peninsula Country Times on 17 October 2023, on Council's website and social media sites.

An information report was made available at Council's offices and on Council's website. At the close of the community engagement process on 8 November 2023. Council's website received twenty (20) web page views and Facebook reach of three hundred and sixty six (366), however no submissions were received.

**Lease Proposal**

- Term of (5) five years with further rights of renewal for three (3) by five (5) years with an overall lease term of twenty (20) years commencing on 1 September 2023.
- Ground only lease, meaning any buildings, structures, fences, improvements, and fixtures that are on that property now, or are erected during the term of this Lease, are acknowledged to belong to the CYFC. Maintenance responsibilities for these structures would remain with the CYFC.
- The annual rent, being a peppercorn rental, consistent with that currently being paid by other community groups.

- Permitted use – various sports, community and sporting functions.

#### Leased Area



### COMMUNITY ENGAGEMENT PLAN

#### Level 2 - Consult

Pursuant to Section 202 of the Local Government Act 1999, a lease or licence for a term greater than five years, Council must follow the relevant steps set out in its community engagement policy.

### CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Property Tenure Officer

In preparing this report, the following external parties were consulted:

- Central Yorke Football Club Inc.

### POLICY IMPLICATIONS

PO057 Community Engagement Policy

### BUDGET AND RESOURCE IMPLICATIONS

Public Notice – Yorke Peninsula Country Times \$302.40 GST inclusive (cost Lessee's responsibility)

Annual Lease Fees \$50 excluding GST

### RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS

Pursuant to Section 202 of the Local Government Act 1999, a lease or licence for a term greater than five (5) years, Council must follow the relevant steps set out in its Community Engagement Policy.

**ATTACHMENTS**

1. **Community Engagement Plan** [↓](#) 



\_\_\_\_\_

\_\_\_\_\_

**Refer: Proposed New Lease Central Yorke Football Club Inc.**

\_\_\_\_\_

Stakeholders	Level 2 CONSULT	Responsibility	Start Date	End Date	Status
Entire community	Public Notice	Property Tenure Officer	17/10/2023	8/11/2023	C
Entire community	Website	Property Tenure Officer	17/10/2023	8/11/2023	C
Entire community	Ability to appear before Council	Property Tenure Officer	17/10/2023	8/11/2023	C

**25.3 LICENCE AND LEASE EXTENSIONS - MINISTER FOR POLICE, EMERGENCY SERVICES AND CORRECTIONAL SERVICES****Document #:** 23/106321**Department:** Development Services**PURPOSE**

To seek approval to grant twenty one (21) year extensions to the Minister for Police, Emergency Services and Correctional Services for existing Country Fire Service sites pursuant to Council's obligations under the current lease and licence agreements.

**RECOMMENDATION**

That Council:

1. Endorse extensions to lease and licence agreements to the Minister for Police, Emergency Services and Correctional Services for Country Fire Service sites at the expiration of the current term for twenty one (21) years, pursuant to Council's obligations under the current lease and licence agreements for the following locations:
  - Brentwood
  - Curramulka
  - Minlaton
  - Edithburgh
  - Marion Bay
2. Authorise the Mayor and Chief Executive Officer to sign and affix Council's Common Seal to the relevant documents necessary to execute extensions.

**LINK TO STRATEGIC PLAN****Goal:** 1 Economically Prosperous Peninsula**Strategy:** 1.8 Efficient delivery of permits, leases and licences**BACKGROUND**

The South Australian Fire and Emergency Services Commission (SAFECOM) administer the operations of SA Metropolitan Fire Service (SAMFS), the SA Country Fire Service (SACFS) and the State Emergency Services (SASES) by allocating resources effectively across the emergency services sector.

Council provides support by providing leases and/or licences for a number of sites across the Yorke Peninsula for the purpose of establishing facilities to assist with the delivery of emergency services across the region.

These facilities are operated by trained volunteers and staff who are committed to responding to emergency challenges to keep our communities safe.

**DISCUSSION**

The following lease and licences (Agreements) with the Minister for Police, Emergency Services and Correctional Services (the Minister) for Country Fire Service sites are due to expire in the coming months, see table below. The original Agreements have been granted for a period of twenty one (21) years with a further twenty one (21) years right of renewal.



Lease/licence	Location	Expiry	Extension Period
Lease	Brentwood	31/01/2024	01/02/2024-31/01/2045
Lease	Curramulka	31/01/2024	01/02/2024-31/01/2045
Lease	Minlaton	31/01/2024	01/02/2024-31/01/2045
Licence	Edithburgh	31/01/2024	01/02/2024-31/01/2045
Licence	Marion Bay	31/01/2024	01/02/2024-31/01/2045

Under the terms and conditions of the current leases and/or licences, if there is no existing breach of any of the Minister's obligations, at the expense of the Minister (no cost to Council), Council must grant to the Minister an extension of this agreement for the further specified term, being twenty-one (21) years.

### COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

Section 22 of the Local Government (General) Regulations 2013 – Exemption of certain leases or licences over community land from consultation requirements, (1) Pursuant to section 202(3)(b) of the Local Government Act 1999, a council is not required to comply with its public consultation policy with respect to a lease or licence over community land if – (a) the lease or licence is being granted to the Crown, or to a Minister or other agency or instrumentality of the Crown; and (b) it is a term of the lease or licence that there is to be no substantial change in the use of the land (disregarding trifling, insignificant or subsidiary uses).

### CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Property Tenure Officer

In preparing this report, the following external parties were consulted:

- Principal Land & Leasing Advisor  
SA Fire & Emergency Services Commission (SAFECOM)

### POLICY IMPLICATIONS

Nil

### BUDGET AND RESOURCE IMPLICATIONS

Agreements are prepared by Crown Solicitors at no cost to Council

Agreement fees are set at \$1 on demand, which is consistent with Agreements between Council and SAFECOM.

### RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS

If extension to Agreements is not granted, Council will be in breach of their obligations pursuant to the terms and conditions of the current Agreements.

Fire and Emergency Services Act 2005

Local Government Act 1999

### ATTACHMENTS

Nil

**25.4 MEMBER APPOINTMENT - COUNCIL ASSESSMENT PANEL - TERM 2024 TO 2026****Document #:** 23/112701**Department:** Development Services**PURPOSE**

For Council to consider the re-appointment of the existing four (4) Independent Members and one (1) Deputy Member to Council's Assessment Panel in accordance with Section 83(1) of the Planning, Development and Infrastructure Act 2016 for a two (2) year term commencing 1 January 2024 and concluding 31 December 2025.

**RECOMMENDATION**

That Council:

Appoint the existing four (4) Independent Members to the Council Assessment Panel in accordance with Section 83(1) of the Planning, Development and Infrastructure Act 2016, for a two (2) year term commencing 1 January 2024 and concluding 31 December 2025;

(1) Debra Agnew

(2) Ben Green

(3) Peter Allan

(4) Stephen Horsell

2. Appoint one (1) Deputy Member who may deputise in the absence of an Independent Member.

(1) Jordan Hunt

3. Appoint.....as the Independent Member Presiding Chair of the Council Assessment Panel.

**LINK TO STRATEGIC PLAN**

**Goal:** 5 Responsible Governance and Leadership

**Strategy:** 5.3 Meet all legislative requirements and compliance with Council's internal controls

**BACKGROUND**

Pursuant to Section 83 of the Planning, Development and Infrastructure Act 2016 (PDI Act 2016) Council, as the designated authority, established the Yorke Peninsula Council Assessment Panel (CAP) for the purpose of acting as the relevant authority for development applications in the Council area pursuant to Section 93 of the PDI Act 2016.

**DISCUSSION**

The current two (2) year term of office of the CAP is due to expire at the end of December 2023. The new term commences 1 January 2024 and concludes 31 December 2025.

The CAP currently consists of the following membership;

Independent Members

1. Debra Agnew (Presiding Chair)

2. Ben Green

3. Peter Allen

#### 4. Stephen Horsell

Jordan Hunt is appointed as the Deputy Independent Member and may deputise in the absence of one of the Independent Members.

#### Council Member

##### 1. Cr Richard Carruthers

Cr Kylie Gray is appointed as the Deputy Council Member and may deputise in the absence of the Council Member.

It is to be noted that Cr Richard Carruthers and Cr Kylie Gray were appointed (by Council) to the CAP for the duration of the four (4) year Local Government term which concludes November 2026 and therefore Council is only required to appoint the Independent Member positions for the new term.

In previous years Council has sought Expressions of Interest to fill the Independent Member vacancies for a new term. However, the addition of Clause 2.11 in the CAP Terms of Reference (refer Attachment 1), adopted at the 30 November 2022 Ordinary Council meeting outlines below;

- *Clause 2.11 that the Council may appoint an existing member/s without calling for expression of interest.*

All of the existing Independent Members are considered to have been meeting their obligations and responsibilities in their roles and each have advised the Assessment Manager that they wish to continue their membership for the new term. Therefore, it hasn't been considered necessary to undertake an expression of interest process.

The current Independent Members are all Accredited Professionals in accordance with the Planning, Development and Infrastructure (Accredited Professional) Regulations 2019 and were appointed by Council within this current term. Debra Agnew was also appointed by the Council as the Independent Member Presiding Chair, to which she has indicated her willingness and commitment to continue in the role.

Given the current memberships are all suitably qualified and accredited, it is suggested that Council give consideration to re-appointing the existing membership of the CAP for the 2024 to 2026 term and that the status quo remain with Debra Agnew as the Independent Member Presiding Chair.

### **COMMUNITY ENGAGEMENT PLAN**

Level 1 - Inform

### **CONSULTATION PROCESS**

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Chief Executive Officer

In preparing this report, the following external parties were consulted:

- Council Assessment Panel Independent Members

### **POLICY IMPLICATIONS**

PO127 Council Assessment Panel Delegations Policy

PO180 Notification – Accredited Professionals Policy

### **BUDGET AND RESOURCE IMPLICATIONS**

Costs associated with the operation of the CAP are included in the 2023/2024 budget allocation.

- Presiding Chair meeting attendance fee - \$500.00 (inclusive of travel)
- Independent Member meeting attendance fee - \$400.00 (inclusive of travel)

**RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Planning, Development and Infrastructure Act 2016

Planning, Development and Infrastructure (General) Regulations 2017

Planning, Development and Infrastructure (Accredited Professional) Regulations 2019

**ATTACHMENTS**

1. **Council Assessment Panel Terms of Reference** [↓](#) 



## Council Assessment Panel

### Terms of Reference

Adopted - by Council 30 November 2022 - Minute Reference 231/2022(30/11/2022)

#### 1. BACKGROUND

- 1.1 The Yorke Peninsula Council Assessment Panel (**CAP**) was appointed as a relevant authority under Section 82 and 83 of the *Planning, Development and Infrastructure Act 2016 (Act)* by resolution of the Yorke Peninsula Council (**the Council**) on 10 November 2021.
- 1.2 The CAP is a relevant authority under the Act and, during transition to the Act, will act as a delegate of the Council for the purpose of the *Development Act 1993*.

#### 2. MEMBERSHIP OF CAP

##### Appointment of Members

- 2.1 The CAP will be constituted of five Members (**CAP Members**), to be appointed by the Council, comprising:
  - 2.1.1 one Member of the Council (**Council Member**); and
  - 2.1.2 four Independent Members (**Independent Members**), not being Members of the Council or State Parliament.
- 2.2 The Council may determine that the CAP will be constituted by a different number of members for different classes of development, in which case the relevant details will be specified by the Council.
- 2.3 When appointing CAP Members, the Council must have regard to the following:

- 1 -

- 2.3.1 the candidate's knowledge of the operation and requirements of the Act and, during transition to the Act, the Development Act;
- 2.3.2 in relation to Independent Members, the candidate's qualifications or experience in a field that is relevant to the activities of the CAP;
- 2.3.3 in relation to the Council Member (or a former Council Member), the candidate's experience in local government;
- 2.3.4 that a balance of qualifications and experience among CAP Members is desirable;
- 2.3.5 that gender diversity among CAP Members is desirable; and
- 2.3.6 such other matters as the Council considers relevant.

#### **Appointment of Deputy Members**

- 2.4 The Council must appoint at least one Deputy Member to the CAP for the purpose of filling in for a CAP Member who is unable to attend a CAP meeting or part of a CAP meeting.
- 2.5 Subject to clause 2.6, a Deputy Member must not be a Member of the Council or State Parliament.
- 2.6 Where a Deputy Member appointed for the Council Member is also a member of the Council, that person may not act as a deputy for any other CAP Member (whereas a Deputy Member who is not a member of the Council may act as a deputy for any CAP Member).
- 2.7 Where more than one Deputy Member is appointed, the Council must specify the circumstances in which each Deputy Members (or any one or more of them) will be invited to attend a CAP meeting.
- 2.8 In appointing a Deputy Member, the Council must have regard to the matters in clause 2.3, as well as to the qualifications and experience of the CAP Member or CAP Members to whom the candidate will be a deputy.
- 2.9 Unless the context otherwise requires, a reference to a CAP Member in this document includes a Deputy Member.

#### **Expression of Interest**

- 2.10 Subject to clause 2.11, the Council will call for expressions of interest for appointment of CAP Members.
- 2.11 The Council may reappoint an existing member without calling for expressions of interest.

#### **Presiding Member and Acting Presiding Member**

- 2 -

- 2.12 The Council will appoint an Independent Member to be the Presiding Member of the CAP for such term and on such conditions as determined by the Council.
- 2.13 The Presiding Member will preside at any CAP meeting at which he or she is present.
- 2.14 In the event that the Presiding Member is not present at a meeting (or part thereof) an Acting Presiding Member will be appointed by those CAP Members who are present at the meeting.
- 2.15 A Presiding Members is eligible to be reappointed as the Presiding Member at the expiry of his or her term of office as Presiding Member.
- 2.16 In the event that the Presiding Member resigns or is removed from office, the Council will appoint an Independent Member to be the Presiding Members for such term and on such conditions as determined by the Council.

#### **Term of Appointment**

- 2.17 Subject to clause 5, all Members and Deputy Members will be appointed as determined by the Council and on such conditions as determined by the Council.
- 2.18 A CAP Member is eligible for reappointment for a further term, or further terms, upon the expiry of his or her current term.
- 2.19 A CAP Member whose term of office has expired may nevertheless continue to act as a Member until the vacancy is filled or for a period of six months from the expiry of the Member's term of office, whichever occurs first.
- 2.20 Independent CAP Members must take all steps necessary to maintain their accreditation under Section 88 of the Planning, Development and Infrastructure Act 2016 and the Planning, Development and Infrastructure (Accredited Professionals) Regulation 2019 and ensure a copy of their renewed annual Accreditation Certificate is submitted to Council within 14 business days of receiving confirmation of the renewal as per PO180 Notification – Accredited Professionals Policy.

### **3. VACANCY IN MEMBERSHIP**

- 3.1 In the event of a vacancy arising in the office of a CAP Member, the Council may appoint a person to be a CAP Member for the balance of the original CAP Member's term of office as soon as is reasonably practicable in the same manner as the original CAP Member was appointed.

- 3 -

- 3.2 The CAP Member appointed to fill a vacancy may be a Deputy Member in which case that person will automatically cease to be a Deputy Member.
- 3.3 In appointing a CAP Member pursuant to clause 3.1 the Council may have regard to the matters in clause 2.2 or 2.8 as the case requires.
- 3.4 A vacancy in the membership of the CAP will not invalidate any decisions of the CAP, provided a quorum is maintained during meetings.

#### 4. **CONDITIONS OF APPOINTMENT**

- 4.1 At all times, CAP Members must act honestly, lawfully, in good faith, and in accordance with any code of conduct applicable to CAP Members.
- 4.2 CAP Members may be remunerated as determined by the Council for the reasonable time and costs incurred by CAP Members in attending CAP meetings.
- 4.3 Different levels of remuneration may be fixed by the Council for Independent Members, the Council Member, the Presiding Member and Deputy Members.
- 4.4 Upon the commencement of Section 83(1)(c) of the Act:
  - 4.4.1 CAP Members, excluding a Member who is a Member or former Member of the Council, must be accredited professionals - planning level 2 under the Act; and
  - 4.4.2 CAP Members who are Members or former Members of the Council must have sufficient experience in local government to satisfy the Council that they are appropriately qualified to act as a Member of the CAP.

#### 5. **REMOVAL FROM OFFICE**

- 5.1 A CAP Member will automatically lose office where:
  - 5.1.1 the CAP Member has become bankrupt or has applied to take the benefit of a law for the relief of insolvent debtors;
  - 5.1.2 the CAP Member has been convicted of an indictable offence punishable by imprisonment;
  - 5.1.3 in the case of a Council Member, the Member ceases to be a member of the Council.
- 5.2 Subject to Clause 5.4 the Council may by resolution remove a CAP Member from office where, in the opinion of the Council, the behaviour of the CAP Member amounts to:



- 4 -

- 5.2.1 a breach of a condition of his or her appointment as a CAP Member;
  - 5.2.2 misconduct;
  - 5.2.3 a breach of any legislative obligation or duty of a CAP Member;
  - 5.2.4 neglect of duty in attending to role and responsibilities as a CAP Member;
  - 5.2.5 a failure to carry out satisfactorily the duties of his or her office;
  - 5.2.6 a breach of fiduciary duty that arises by virtue of his or her office;
  - 5.2.7 inability to carry out satisfactorily the duties of his or her office.
  - 5.2.8 except in relation to Deputy Members, a failure without reasonable excuse to attend three consecutive CAP meetings without the CAP previously having resolved to grant a leave of absence to the CAP Member; or
  - 5.2.9 in relation to a Deputy Member, a failure without reasonable excuse on three consecutive occasions to attend a meeting of the CAP when requested to do so; or
  - 5.2.10 for any other reason the Council considers appropriate.
- 5.3 The removal of the CAP Member pursuant to clause 5.2 will take effect upon the Council passing a resolution to remove the CAP Member from office (unless the Council resolves otherwise), and such resolution will be confirmed in writing to the CAP Member within 7 days of being passed.
- 5.4 Prior to resolving to remove a CAP Member from office pursuant to clause 5.2 the Council must:
- 5.4.1 give written notice to the CAP Member of:
    - 5.4.1.1 its intention to remove the CAP Member from office pursuant to clause 5.2; and
    - 5.4.1.2 the alleged behaviour of the CAP Member falling within clause 5.2.1 or reason the Council considers it appropriate to remove the CAP Member,not less than 7 days before the meeting of the Council at which the matter is to be considered;
  - 5.4.2 give the CAP Member an opportunity to make submissions to the Council on its intention to remove the CAP Member from office either orally at the Council meeting at which the matter is

- 5 -

to be considered, or in writing by such date as the Council reasonably determines; and

- 5.4.3 have due regard to the CAP Member's submission in determining whether to remove the CAP Member from office.

**25.5 LAND MANAGEMENT AGREEMENT - 75 DOWLINGVILLE SLANT ROAD  
DOWLINGVILLE****Document #:** 23/112067**Department:** Development Services**PURPOSE**

To seek authorisation from Council for the Mayor and Chief Executive Officer to execute a new Land Management Agreement relating to development at Section 141 Deposited Plan 130300 in the area Hundred of Cunningham, commonly known as 75 Dowlingville Slant Road, Dowlingville ("The Land").

**RECOMMENDATION**

That Council authorises the Mayor and Chief Executive Officer to sign and affix the Common Seal on the relevant documents relating to a Land Management Agreement over 75 Dowlingville Slant Road, Dowlingville, as contained within Certificate of Title Volume 5480 Folio 180.

**LINK TO STRATEGIC PLAN****Goal:** 1 Economically Prosperous Peninsula**Strategy:** 1.1 Provide easier, streamlined development approval application process**BACKGROUND**

State Surveys on behalf of Graham Cook ("the Owner") and Peter Scragg ("the Applicant") lodged an application for Planning and Land Division Consent to excise a 2.83 hectare portion of the subject land containing buildings in the southeast corner of the land. The application was refused by the Assessment Manager as the Relevant Authority on the basis that it did not satisfy the relevant planning policy in that the Desired Outcome of the Dwelling Excision Overlay requires that creation of allotments to accommodate existing habitable dwellings in primary production areas is limited to avoid undermining primary production. The dwelling on the subject site was no longer in a habitable condition and as such the land division was refused.

The Applicant subsequently appealed the decision to the Environment, Resources and Development Court and three mediation conferences have been held to try and resolve the matter in a bid to avoid a trial. It was agreed by the parties to work toward an outcome which would be to see the building, which is one of only a few houses in the locality of Dowlingville dating from the late 1800's, be restored to retain the local history of the area. Dowlingville included a store, school, church and state heritage listed post office.

Whilst it was the position of the Assessment Manager that the dwelling would need to be in a habitable state prior to approval of any land division, the applicant detailed difficulties with achieving this as the Applicant did not yet own the building and did not wish to proceed with renovations until such time or a land division was approved and he was able to purchase the property.

It was the Court's suggestion that the best way forward to ensure the desired outcome is achieved, is to have a Land Management Agreement (LMA) placed on the land that requires all restoration work be undertaken to make the building habitable, and restricts demolition and replacement of the building. As a LMA of this nature can only be entered into with a Council (and not the Assessment Manager and the Relevant Authority) the Applicant and the Owner are now requesting Council execute documents to permit a LMA Deed to be registered on the land to allow the Courts to resolve Development Application 23011347.

**DISCUSSION**

The development application 23011347 proposes to excise an allotment of 2.83 hectares, as shown on page 14 of the LMA (refer Attachment 1) which contains a number of buildings including the

house that is currently uninhabitable. The balance of the Land (140 hectares) is to continue to be used for primary production.

The Applicant and the existing Owner of the land propose to enter into a LMA with Council to allow the land division development to proceed and ensure that the house is restored and renovated to a habitable state as set out in section 4 of the deed (refer Attachment 1). The intention of the LMA is to ensure the existing dwelling is renovated to a habitable state and not demolished and replaced with a new dwelling.

The proposed LMA will be registered on the Certificate of Title of the Land and the new allotment, and will be binding on the current and future Owners of each, at least until such time as the house is fit for human habitation. The Owner can then request the LMA be rescinded from the remainder of the land, however, it will remain on the smaller allotment which has been excised. The LMA has been reviewed by Kelledy Jones Lawyers on behalf of Council.

## **COMMUNITY ENGAGEMENT PLAN**

Level 1 - Inform

## **CONSULTATION PROCESS**

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Planning Officer
- Manager Development

In preparing this report, the following external parties were consulted:

- Kelledy Jones Lawyers

## **POLICY IMPLICATIONS**

Nil

## **BUDGET AND RESOURCE IMPLICATIONS**

Costs associated with the registration of the LMA on the Certificate of Title are borne by the Owner. Council's reasonable costs and expenses (including legal costs) of preparing, negotiating and noting the LMA will be invoiced to the Owner as per Section 13 of the LMA. There are no immediate or ongoing costs to Council other than the administration issues associated with signing the relevant documents.

## **RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Planning, Development and Infrastructure Act 2016, section 193

Should a LMA of this nature not be entered into, further Environment Resource and Development Court processes will be necessary.

## **ATTACHMENTS**

1. **Land Management Agreement (under separate cover)** 

**25.6 PROPOSED PURCHASE OF ROAD RESERVE AND CLOSURE - PORTION WEST TERRACE, ARDROSSAN****Document #:** 23/112489**Department:** Development Services**PURPOSE**

To seek permission to proceed with the road closure process for the proposed sale of a portion of public road reserve, namely West Terrace, Ardrossan by the Department for Education.

**RECOMMENDATION**

That Council:

1. Resolve that the land is surplus to Council's needs for the purpose of selling.
2. Give permission to commence with the road closure process under the Roads (Opening and Closing) Act 1991 for a portion of public road reserve, namely West Terrace, Ardrossan for the purpose of selling.
3. Exclude the said portion of public road reserve from community land classification under Section 193 of the Local Government Act 1999, once the road closure process is complete.
4. Resolve to accept one valuation on the basis that the Department for Education and Council is satisfied with the accuracy of that valuation.
5. Authorise the Mayor and Chief Executive Officer to sign and affix Council's Common Seal to the relevant documents necessary to execute the road closure and proposed sale.
6. Quarantine all proceeds from the sale to go towards the Ardrossan Median Strip Project.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.4 Seek alternate income streams and ensure financial sustainability**BACKGROUND**

A formal request has been received from the Department for Education (DfE) to purchase and close a portion of road reserve, namely West Terrace, Ardrossan for the purpose of improving the safety of students and to further integrate the oval and school zone (refer Attachment 1).

Sections 101 and 102 are in the ownership of the Minister for Education and Child Development and Section 404 being the oval, is Crown land in Council's care, control and management.

**DISCUSSION**

Council is currently working with the DfE to transfer the custodianship of the oval (Section 404) from Council to the Minister for Education, Training and Skills as the oval is imperative to the School's curriculum (refer Attachment 2).

The portion of road reserve named West Terrace, Ardrossan, sits between the School and the oval. The road is closed between the hours of 8.30am to 3.30pm each school day to allow students access to the oval. However, the Principal of the School has advised that, despite the road closure during school hours, there has been (4) four instances in the past (3) three months of vehicles driving down the road, creating a safety concern for the School. Therefore, the DfE is very keen to acquire this portion of road reserve to ensure the safety of the students and further integrate the School and the oval to enhance the students time at school (refer Attachment 3).

An independent valuation has been sought by Council from Elders Real Estate (refer Attachment 4) The land area consists of 2,543 square metres, with a valuation assessment of \$203,000 excluding GST. The DfE has accepted the valuation report and has offered to pay the price of \$203,000 excluding GST and all associated costs (refer Attachment 5).

The DfE has selected Alexander Symonds as their preferred Surveyor to carry out the Road Closure process (refer Attachment 6).

Proceeds from the proposed sale are proposed to be quarantined to go towards the Ardrossan Median Strip Project.

A budget allocation of \$37,958 is currently allocated for this project. The additional funds will allow works for several hundred meters of kerb replacement and pavement works over and above the original 60m trial. Further to this, staff can explore the feasibility of moving the kerb line out slightly to provide a greater clearance to the roots of the Norfolk Island pines and minimise future damage to kerb and surrounding pavement reducing maintenance costs and extending the life of the assets.

A Council report will be prepared following the required public consultation period to receive written submissions (if any) and to endorse the making of a Road Process Order in accordance with the Roads (Opening & Closing) Act 1991.

### **Road Closure Process**

#### **Stage 1: Obtaining Approval and Lodging the Preliminary Plan**

- Review of Council requirements, Certificate of Title and Lands Titles Office (LTO) plans search to provide base data
- Preliminary Plan prepared and lodged with Land Services
- Liaison with Council to achieve approval

#### **Stage 2: Public Notification, Liaison with Authorities, Certified Survey**

- Advertising proposed road closure in the Government Gazette, notification of adjoining owners and Service Authorities
- Liaison with Service Authorities and adjoining owners with respect to objections

#### **Stage 3: Lodging the Certified Survey with the Land Titles Office**

- Preparing final road closure plan, agreement and application documents for Council signing
- Road plan and documents lodged with Land Services
- Confirmation of Road Closure advertised in Gazette
- Certificate of Title by Land Services

#### **Estimated Time Frames: Approximately 20 weeks**

- Lodgement of Preliminary Plan to Council approval – Approximately 4 weeks
- Advertising and Notification – Approximately 28 days
- Objections – Time taken is dependent on objections
- Final Plan and Road Closure Documents preparation – Approximately 2 weeks
- Lodgement of Road Plan, Confirmation of Closure in Gazette – Approximately 8 weeks

### **COMMUNITY ENGAGEMENT PLAN**

#### **Level 2 - Consult**

A 28 day public notification period will be carried out by the contracted Surveyor where affected landowners and public utilities may respond to the public notice pursuant to the Roads (Opening and Closing) Act 1991. The dates for the public notification will be dependant on the lodgement date of the Preliminary Road Closure Plan with the Lands Titles Office and will be confirmed by the Surveyor.

It is anticipated that the consultation process will not commence until mid-January 2024, due to business closures over the Christmas and New Year period including the local newspaper and land surveyors.

### CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Property Tenure Officer
- Asset Manager

In preparing this report, the following external parties were consulted:

- Principal, Ardrossan Area School
- Property Coordinator, Capital Projects and Technical Service, Department for Education
- Department for Environment & Water, Crown Lands
- Alexander Symonds, Surveyors
- Elders Real Estate

### POLICY IMPLICATIONS

PO072 Sale and Disposal of Land & Other Assets Policy

PO057 Community Engagement Policy

Strategic Management Plan 2021-2025

Long Term Financial Plan 2024-2033

PO128 Asset Management Plan

### BUDGET AND RESOURCE IMPLICATIONS

Valuation \$1,870 GST inclusive

Survey Costs \$3,273 GST Inclusive

Stamp Duty (estimate) \$6,957.50 GST exempt

Noting: all government and statutory fees increase at the end of each financial year.

The above costs associated with the road closure are to be met by the purchaser.

Proposed proceeds of \$203,000, less any administrative costs, are proposed to be quarantined to go towards the Ardrossan Median Project.








### RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS

The proposed sale and road closure reduces risks associated with traffic for students who traverse this portion of road reserve.

Roads (Opening & Closing) Act 1991

Local Government Act 1999

### ATTACHMENTS

1. **Site Map** [↓](#) 
2. **Formal Request to Purchase and Close Road** [↓](#) 
3. **Photo - Current Set up** [↓](#) 
4. **Valuation** [↓](#) 
5. **Acceptance of Valuation - Department for Education** [↓](#) 
6. **Survey Quote** [↓](#) 
7. **Community Engagement Plan** [↓](#) 

Proposed Purchase and Road Closure – Portion West Terrace, Ardrossan



Proposed Purchase and Road Closure

S101 & 102 Minister for Education & Child Development

S404 Crown land, YPC care, control and management



**From:** Owen, Janelle (Education) <Janelle.Owen@sa.gov.au>  
**Sent:** Tuesday, 15 August 2023 3:01 PM  
**To:** Sue Beech  
**Subject:** RE: Ardrossan Area School - road closure request

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, please contact the Council's IT Team.

### OFFICIAL

Good afternoon Sue

I hope you are well.

I am pleased to confirm that the Minister for Education, Training and Skills has;

- Approved for the change in custodian of the Ardrossan Area School oval from Yorke Peninsula Council to the Minister for Education, Training and Skills.
- Approved, in-principle, the acquisition by boundary realignment of approximately 2500sqm of adjoining road to create a safe passage for students from the Ardrossan Area School to the Ardrossan Area School oval.

I understand that the next step is for quotes to be arranged for a valuation and a survey, with costs, once completed, to be recovered from the Department for Education.

Please let me know what you need me to do next in relation to the two projects above.

Thank you,  
Janelle

### Janelle Owen

**Property Coordinator | Capital Projects and Technical Services**

Department for Education | Level 2, Education Support Hub, 8 Milner Street, Hindmarsh SA 5007

GPO Box 1152, ADELAIDE SA 5001

t (08) 8226 7026 | e [Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au) or

Property team email [DECD.PropertyServices@sa.gov.au](mailto:DECD.PropertyServices@sa.gov.au)

w [www.education.sa.gov.au](http://www.education.sa.gov.au)



This email may contain confidential information, which also may be legally privileged. Only the intended recipient(s) may access, use, distribute or copy this email. If this email is received in error, please inform the sender by return email and delete the original. If there are doubts about the validity of this message, please contact the sender by telephone. It is the recipient's responsibility to check the email and any attached files for viruses.

---

**From:** Sue Beech <[Sue.Beech@yorke.sa.gov.au](mailto:Sue.Beech@yorke.sa.gov.au)>  
**Sent:** Thursday, 15 June 2023 12:12 PM  
**To:** Owen, Janelle (Education) <[Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au)>  
**Subject:** RE: Ardrossan Area School - road closure request

Hi Janelle,

Please find attached the process for a road closure under the Roads (Opening & Closing) Act 1999.

Please let me know if you require any clarification or any further information.

Kind regards, Sue

**Sue Beech** | Property Tenure Officer  
Yorke Peninsula Council | Maitland Branch Office  
Ph: 08-8832 0000  
E: [sue.beech@yorke.sa.gov.au](mailto:sue.beech@yorke.sa.gov.au) | W: [www.yorke.sa.gov.au](http://www.yorke.sa.gov.au)



*This email is intended for the named recipient only. The information contained in this message may be confidential or commercially sensitive. If you are not the intended recipient you must not reproduce or distribute any part of this email, disclose its contents to any other party, or take any action in reliance on it. If you have received this email in error, please contact the sender immediately. Please delete this message from your computer.*

**From:** Sue Beech  
**Sent:** Tuesday, 6 June 2023 9:09 AM  
**To:** Owen, Janelle (Education) <[Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au)>  
**Subject:** RE: Ardrossan Area School - road closure request

Thanks Janelle. I think this would be great for the school.

I will get some details together for you in the next few days.

Kind regards, Sue

**From:** Owen, Janelle (Education) <[Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au)>  
**Sent:** Tuesday, 6 June 2023 8:51 AM  
**To:** Sue Beech <[Sue.Beech@yorke.sa.gov.au](mailto:Sue.Beech@yorke.sa.gov.au)>  
**Subject:** RE: Ardrossan Area School - road closure request

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, please contact the Council's IT Team.

OFFICIAL

Hi again Sue

I hope you are well.

I have now received confirmation that the Governing Council of the school are supportive of the acquisition of this portion of land, subject to Ministerial consent.

Could you please detail the process involved.

Thank you,  
Janelle

**From:** Sue Beech <[Sue.Beech@yorke.sa.gov.au](mailto:Sue.Beech@yorke.sa.gov.au)>  
**Sent:** Friday, 12 May 2023 10:10 AM  
**To:** Owen, Janelle (Education) <[Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au)>  
**Subject:** RE: Ardrossan Area School - road closure request

Hi Janelle,

Road closures come under me too.

The Maitland Lutheran School had buildings both sides of a public road, which was rarely used by the public. They recently purchased the road from Council and we formally closed the road through the Roads (Opening & Closing) Act. With the road closed permanently, they now have a safe passage for students moving from one campus to the other. The road would be closed and merged with an existing title.

If the Education Department is interested in purchasing the road, I can explain this process in more detail.

Kind regards, Sue

**Sue Beech** | Property Tenure Officer  
Yorke Peninsula Council | Maitland Branch Office  
Ph: 08-8832 0000  
E: [sue.beech@yorke.sa.gov.au](mailto:sue.beech@yorke.sa.gov.au) | W: [www.yorke.sa.gov.au](http://www.yorke.sa.gov.au)



*This email is intended for the named recipient only. The information contained in this message may be confidential or commercially sensitive. If you are not the intended recipient you must not reproduce or distribute any part of this email, disclose its contents to any other party, or take any action in reliance on it. If you have received this email in error, please contact the sender immediately. Please delete this message from your computer.*

---

**From:** Owen, Janelle (Education) <[Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au)>  
**Sent:** Friday, 12 May 2023 9:41 AM  
**To:** Sue Beech <[Sue.Beech@yorke.sa.gov.au](mailto:Sue.Beech@yorke.sa.gov.au)>  
**Subject:** Ardrossan Area School - road closure request

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, please contact the Council's IT Team.

#### OFFICIAL

Good morning Sue

I hope you are well.

I have been working with Margaret Roads, Principal at Ardrossan Area School in relation to the rededication of the oval, as we discussed earlier.

During our conversations about this and how it will work for the school, Margaret ask how she could start the progress to seek the permanent closure of a section of West Terrace, between First Street and Second Street (the section between the school and the oval).

I said to Margaret that I would reach out to you and ask if you could please point me in the right direction of a contact within the council so we can arrange an onsite meeting and Margaret can talk through her concerns with the road only being closed during school hours, and how a closure would greatly benefit the school.

If you could please let me know who is the best contact, that be much appreciated.

Thank you.

Kind regards,  
Janelle

**Janelle Owen**

**Property Coordinator | Asset and Facilities Management**

Department for Education | Level 2, Education Support Hub, 8 Milner Street, Hindmarsh SA 5007

GPO Box 1152, ADELAIDE SA 5001

t (08) 8226 7026 | e [Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au) or

Property team email [DECD.PropertyServices@sa.gov.au](mailto:DECD.PropertyServices@sa.gov.au)

w [www.education.sa.gov.au](http://www.education.sa.gov.au)



This email may contain confidential information, which also may be legally privileged. Only the intended recipient(s) may access, use, distribute or copy this email. If this email is received in error, please inform the sender by return email and delete the original. If there are doubts about the validity of this message, please contact the sender by telephone. It is the recipient's responsibility to check the email and any attached files for viruses.

**Proposed Purchase and Road Closure Portion West Terrace, Ardrossan  
Ardrossan Area School**



## VALUATION REPORT



Portion of public road West Terrace  
Ardrossan, Yorke Peninsula SA

**Date of Valuation:**

13 November 2023

**Under Instruction From:**

Sue Beech, Property Tenure Officer  
Yorke Peninsula Council

M.A. EASTHER NOMINEES PTY LTD  
[matt.easther@eldersrealestate.com.au](mailto:matt.easther@eldersrealestate.com.au)

Instructing Party:	Sue Beech, Property Tenure Officer, Yorke Peninsula Council to assist with disposal considerations.
Purpose:	To provide a valuation recommendation of the subject property to assist the with disposal considerations to the adjoining owner.
Date of Inspection:	13 November 2023
Date of Valuation:	13 November 2023
Land Area:	Approximately 2,543 square metres subject to formal survey.

**Market Value Definition**

*“The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arms length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion”*

**Brief Description & Purpose of Assessment**

The subject property comprises a section of road being the portion of West Terrace between First Street and Second Street within the Ardrossan town centre. This section comprises a single lane bitumen carriageway with a median strip and verges either side with concrete kerbing and channelling.

The Ardrossan Area School adjoins immediately east with the freehold owned by the Minister for Education and a crown owned oval (leased to the Minister for Education and utilised by the school) adjoins to the west.

The purpose of this assessment is to provide a valuation recommendation of the subject property to assist with disposal considerations to the Minister for Education. For the purpose of this assessment we have assumed that if such were to proceed, the subject property would be absorbed by Lots 101 & 102 (currently held by Minister for Education) via a boundary realignment.

We have not been provided with a formal survey plan of the subject property however based on a combination of our measurements and those measurements on Filed Plan 206721 it provides a width of 20.4 metres and a length of 127.16 metres calculating to a total area of 2,543 square metres.

The disposal and acquisition of the subject property will increase the land area afforded to those adjoining allotments held by the Minister for Education as follows.

	Before	Gain	After
Lots 101 & 102	10,568sqm	2,543sqm	13,111sqm

The subject property (yellow) and those allotments held by the Minister for Education (white) are outlined on the on the following page.

Portion of West Terrace, Ardrossan | Page 1 of 13





Aerial courtesy of SAPPA.



Looking north from Second St intersection



Looking south from First St intersection

Portion of West Terrace, Ardrossan | Page 2 of 13

### Zoning & Overlay Assumptions

The adjoining property is located to the western most extent of the Ardrossan town centre.

As outlined of the planning extract below 50% of the subject property falls within the Township Activity Centre zoning designation with the balance 50% being designated Community Facilities.



Base on the above and given the purpose of this assessment we have assumed a Township Activity Centre zoning designation would apply to the subject property.

### Valuation Methodology & Rationale

As detailed, the closure of the road and acquisition by the Minister for Education will effectively increase the area already held by the Minister in those adjoining lots 101 & 102.

In undertaking this assessment we have assessed the site value of the parent parcels 101 & 102 and have then applied that dollar value per square metre directly to the additional land gained by the potential road closure.

In assessing the site value of the lots 101 & 102 we note that sales evidence of directly comparable sized allotments within similar town centre locations are not available in a local context. In absence of such and to assist with benchmarking values we have had consideration to a very broad range of sales including sales of smaller town centre positioned allotments, our analysis of improved vacant possession town centre property sales, vacant residential zoned allotments and those vacant land sales within the Ardrossan industrial precinct.

The sales outlined on the following pages have been considered in undertaking our assessment.

**Sale 1**



**Various Lots in Ardrossan Industrial Estate**

**Zoning** Strategic Employment

**Comments** Various industrial lots located to the western alignment of Bowman Road, south of the Ardrossan township. Location affords good proximity to the highway.

Stage 1 is complete. 6 of the 9 allotments have been developed with a variety of warehouse structures mostly for owner occupation with exception to a commercial storage facility.

Street Address	Land Size (m <sup>2</sup> )	Sale Price	\$/m <sup>2</sup>	Sale Date
LOT 3 CLIFT ROAD	2,590	\$130,000 +GST	\$50	11 Aug 2023
LOT 32 CLIFT ROAD	2,762	\$131,000 +GST	\$47	31 May 2023
LOT 20 BOWMAN ROAD	2,315	\$115,000 +GST	\$50	13 May 2022
LOT 18 CLIFT ROAD	2,790	\$120,000 +GST	\$43	05 Feb 2021
LOT 7 CLIFT ROAD	2,504	\$100,000 +GST	\$40	22 Jan 2021
LOT 2 CLIFT ROAD	2,594	\$110,000 +GST	\$42	18 Feb 2021

As outlined above the transactions demonstrate a rate per square metre of site area of \$40 to \$50 exc GST.

**Sale 2**



**12-14 Fourth Street & 9 Second Street, Ardrossan**

<b>Sale Price</b>	\$715,000
<b>Settlement</b>	16 March 2023
<b>R.P.D</b>	CT5808/21 & CT6096/736 & CT5808/803
<b>Land Area</b>	3,224sqm
<b>Zoning</b>	Neighbourhood
<b>Comments</b>	<p>Combined aggregation offers an L shaped parcel with frontages to Second and Fourth Street, located to the edge of the Ardrossan town centre and close proximity to the main street.</p> <p>9 Second Street is a 1,145sqm lot improved with single level stone cottage offering a 3 bedroom 1 bathroom layout. An enclosed extension off the rear provides a lounge and modern kitchen.</p> <p>12-14 Fourth Street comprises two lots with the combined area of 2,079sqm improved with several adjoining workshop warehouse structures of 510sqm, old freestanding office of 47sqm and a detached shed of 100sqm. These structural improvements presented to a very basic standard of accommodation only and had been unoccupied for some time.</p> <p>Properties were purchased as an In One Line purchase. Purchase price considered to be relatively strong.</p>
<b>Analysis</b>	<p>\$395,000 Site Value (\$123/sqm Site Area)                  \$240,000 Added Value of House                  \$80,000 Added Value of Balance Improvements</p>

Sale 3



11 Fourth Street, Ardrossan

<b>Sale Price</b>	\$177,000
<b>Settlement</b>	21 January 2022
<b>R.P.D</b>	LOT 10 D47357
<b>Land Area</b>	850sqm
<b>Zoning</b>	Township Activity Centre
<b>Comments</b>	<p>Near regular shaped inside lot set to the eastern alignment of Fourth Street within the Ardrossan CBD. Located directly adjacent the school and 40m from the main street.</p> <p>Historically the property has been used for a mix of commercial and residential uses.</p> <p>A 2 bed 1 bathroom layout and affords a very low site cover.</p> <p>Purchased off market (though through an agent) for commercial use by intending owner occupier. GST component was unable to be verified in the sale however given existing residential use at the time of sale is unlikely to apply. Purchase price considered to be relatively good buying.</p>
<b>Analysis</b>	<p>\$100,000 Site Value (\$117/sqm)</p> <p>\$77,000 Added value of improvements</p>

Portion of West Terrace, Ardrossan | Page 7 of 13

## Sale 4

**17 First Street, Ardrossan**

<b>Sale Price</b>	\$120,000
<b>Settlement</b>	17 January 2013
<b>R.P.D</b>	CT5178/315
<b>Land Area</b>	586sqm
<b>Zoning</b>	Town Centre
<b>Comments</b>	Vacant allotment located to inside position set to the norther alignment of First Street. Prime location within Ardrossan retail / commercial main strip.  Purchased off market by Ardrossan Progress Association for community use.
<b>Analysis</b>	\$205/sqm Site Area

Sale 5



**4 Oval Terrace, Ardrossan**

<b>Sale Price</b>	\$164,500
<b>Settlement</b>	1 April 2021
<b>R.P.D</b>	CT5258/367
<b>Land Area</b>	1,040sqm
<b>Zoning</b>	Neighbourhood
<b>Comments</b>	Vacant allotment located to inside position set to the western alignment of Oval Terrace, directly adjacent the golf course. Property is within easy walk to the main street and is a highly sought after residential location.
<b>Analysis</b>	\$158/sqm Site Area



### Valuation Derived from Sales

Sale 1 details the transactions within what is locally known as the “Ardrossan Industrial Estate”. The sales demonstrate an analysed rate per square metre of \$40 to \$50 with the upper end of the range being the more recent transactions. The parent parcels of Lot 101 & 102 afford a far superior location and position and we consider the Township Activity Centre zoning to be superior as it would allow a much broader range of development. Being mindful of the much larger land content we believe a rate per square metre higher than that demonstrated by these sales is appropriate.

Sale 2 outlines the In One Line purchase of 12-14 Fourth Street and 9 Second Street for \$715,000 in March 2023. This sale is within immediate proximity of the subject property and presents a combined site area of 3,224 square metres over 3 titles and is improved with a residence and sizeable (though basic) workshop warehouse. Our analysis of this sale has derived an apportioned site value of \$395,000, equivalent to \$123 per square metre of site area however we consider this is positively skewed by the influence of the value of the residential block. In the context of lots 101 and 102 being a much larger aggregation, we consider an applicable rate per square metre below that demonstrated by the analysed rate from this sale is appropriate.

Our analysis of Sale 3 has derived a land value component of \$100,000 analysing to \$117/sqm site area. This is a very comparable location however affording a much smaller site area of 850sqm. A rate per square metre of site area less than that demonstrated by the sale is considered appropriate.

Sale 4 is the historic transaction of the most recent vacant allotment within the Ardrossan main street having sold in 2013 for \$120,000, analysing to \$205/sqm site area, a much smaller 586sqm allotment affording a superior location. We believe too much time has passed to draw any direct comparison however the sale is worth noting in absence of more recent main street located vacant land sales.

Sale 5, 4 Oval Terrace sold for \$164,500 in April 2021 analysing to \$158/sqm site area. This is a premier residential zoned allotment in the local market being 1,040sqm in size, walking distance to the main street and overlooking the golf course. The sale is within 200m of the subject property.

Having regard to the comments and comparisons outlined above we are of the opinion that a site value of \$80/sqm is supported by the sales evidence for Lots 101 & 102. On this basis our calculations as applied to the subject property are as follows:

Land area of subject property 2,543sqm @ \$80 = \$203,456.

**For practical reporting purposes we have rounded and adopted a valuation recommendation of \$203,000 excluding GST.**

In recognising the very unique nature of this assessment and the limited comparable sales evidence to which we have been able to draw comparison we also reference a very similar acquisition of a public road by the Maitland Lutheran School between February 2022 and March 2023. Formerly known as Glen Street the area acquired was approximately 2,807 square metres with the purchase analysing to approximately \$51/sqm site area based on available public records. In a land value context, Ardrossan is a far superior market and therefore a rate per square metre higher than that demonstrated by this acquisition would be appropriate for the subject property and this acquisition by the Maitland Lutheran School is considered to support our assessment.

Portion of West Terrace, Ardrossan | Page 10 of 13

### Valuation Recommendation

Acting under instructions from Sue Beech, Property Tenure Officer, Yorke Peninsula Council M.A. Easther Nominees Pty Ltd has undertaken a valuation recommendation of *Portion of West Terrace, Ardrossan SA 5571* as described herein. We confirm we have inspected the subject property and have prepared this report.

We certify, that in our opinion and based on available market evidence and subject to the qualifications and assumptions stated within this report, as at 13 November 2023 a purchase consideration could be made based on our assessment of:

**\$203,000 Excluding GST)**

**Two Hundred and Three Thousand Dollars (Excluding GST)**

*The valuer has no pecuniary interest in the said property, past, present or prospective, and the opinion expressed is free of any bias in this regard.*

*This report has been prepared for the party to whom it has been addressed and for no other purpose. No responsibility is accepted to any third party who may use or rely upon the whole or part of the contents of this report.*



**Matt Easther AAPI**

Certified Practising Valuer

[matt.easther@eldersrealestate.com.au](mailto:matt.easther@eldersrealestate.com.au)

M.A. EASTHER NOMINEES PTY LTD

*Liability limited by a scheme approved under professional standards legislation.*

Appendices

- Qualifications

### Qualifications

Our inspection of the subject property was limited due to the northern section being under crop. We have utilised aerial mapping and imagery available on SAPPA to calculate the areas of the various components of the subject property outlined within this report as well as provided survey plans. We hereby reserve the right to review and amend this report should a formal survey identify a material difference in the calculations.

This report is not to be relied upon for mortgage security purposes. This valuation is for the use only of the party to whom it is addressed and for no other purpose. No liability or responsibility is accepted to any third party who may use or rely on the whole or any part of the contents of this valuation.

All figures and calculations have been undertaken on an Exclusive of GST basis unless otherwise indicated.

The market is being impacted by the uncertainty caused by the COVID-19 pandemic. As at the date of valuation we consider that there is market uncertainty resulting in significant valuation uncertainty. This valuation is therefore reported on the basis of 'significant valuation uncertainty'. As a result, less certainty exists than normal and a higher degree of caution should be attached to our valuation than normally would be the case. Given the unknown future impact of that COVID-19 might have on markets, we recommend that the user(s) of this report review this valuation periodically.

This Valuation is current as at the date of the valuation only. The value assessed herein may change significantly unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept and liability where this valuation is relied upon after the expiration of 3 months from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

Our valuation is made on the basis that the property is free from mortgages, charges and other financial liens and is conditional on there being no encumbrances or interests which materially affect the value. Should any encumbrances, encroachments, restrictions, leases or covenants which are not noted on the Title in this be discovered further comment should be sought from our office as our opinion of value may change.

From our inspection the comparison with the Title Plan, the improvements appear to be constructed within the title boundaries, however we are not qualified surveyors. Our valuation is conditional on there being no encroachments and in the event there is such, further comment should be sought from our office as our opinion of value may change.

We strongly emphasise that we are not building or construction experts and we have not tested any of the services at the property. Our valuation is conditional on the structural improvements and services being free from any defects. Should further investigation prove otherwise this report should be referred back to the valuer as our opinion may change.

We are not experts in the field of asbestos identification and assessment. No asbestos reports have been made available for our perusal. We have not inspected the building beyond the surface of the internal and external building fabric and are unable to assess whether there are any latent signs of asbestos or other indicators beyond the investigations referred to above. The assessed value could well decrease if asbestos which is material to the valuation

Portion of West Terrace, Ardrossan | Page 12 of 13

is present. This valuation is conditional on the site being free of asbestos and any party relying on this valuation does so on the basis that the valuer accepts no liability for any loss relating to asbestos.

**From:** Owen, Janelle (Education) <Janelle.Owen@sa.gov.au>  
**Sent:** Tuesday, 21 November 2023 1:22 PM  
**To:** Sue Beech  
**Subject:** FW: Proposed Road Closure - Portion of West Terrace, Ardrossan  
**Attachments:** [21112023091637-0001.pdf](#)

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, please contact the Council's IT Team.

### OFFICIAL

Good afternoon Sue

Thank you for sending this through.

I acknowledge the valuation of \$203,000 ex GST and confirm that the department is happy to proceed on the basis of only one valuation.

Please let me know if you need anything for me to assist with the next steps.

Please send me the invoice for payment.

Thank you,  
Janelle

### Janelle Owen

#### Property Co-ordinator | Capital Projects and Technical Services

Department for Education | Level 2, Education Support Hub, 8 Milner Street, Hindmarsh SA 5007

GPO Box 1152, ADELAIDE SA 5001

t (08) 8226 7026 | e [Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au) or

Property team email [DECD.PropertyServices@sa.gov.au](mailto:DECD.PropertyServices@sa.gov.au)

w [www.education.sa.gov.au](http://www.education.sa.gov.au)



This email may contain confidential information, which also may be legally privileged. Only the intended recipient(s) may access, use, distribute or copy this email. If this email is received in error, please inform the sender by return email and delete the original. If there are doubts about the validity of this message, please contact the sender by telephone. It is the recipient's responsibility to check the email and any attached files for viruses.

---

**From:** Sue Beech <[Sue.Beech@yorke.sa.gov.au](mailto:Sue.Beech@yorke.sa.gov.au)>  
**Sent:** Tuesday, 21 November 2023 10:01 AM  
**To:** Owen, Janelle (Education) <[Janelle.Owen@sa.gov.au](mailto:Janelle.Owen@sa.gov.au)>  
**Subject:** Proposed Road Closure - Portion of West Terrace, Ardrossan

Good morning Janelle,

We have received the valuation from Elders Real Estate for a portion of West Terrace, Ardrossan. A copy is attached for your consideration.

The valuation has been assessed at \$203,000 excluding GST

Council's Disposal of Land and other Assets Policy, requires two valuations, however once you have had an opportunity to review, please let me know if you are happy to proceed on the basis of only one valuation.

Unfortunately, if you wish to obtain another valuation, this would be at your cost.

Once you have accepted the next step will require a report to be prepared for Council to:

- Resolve that the land is surplus to Council's needs for the purpose of selling
- Give permission to commence with the road closure process under the Roads (Opening and Closing) Act 1991
- Exclude the said portion of public road reserve from community land classification
- Resolve to accept one valuation on the basis that the Education Department is satisfied with the accuracy of that valuation
- Authorise the Mayor and CEO to sign and affix Council's common seal to the relevant documents necessary to execute the road closure and proposed sale

A would like to get a report in for January 2024, but it is unlikely to go to Council until February.

Please contact me if you have any questions.

Kind regards, Sue

**Sue Beech** | Property Tenure Officer  
Yorke Peninsula Council | Maitland Branch Office  
Ph: 08-8832 0000  
E: [sue.beech@yorke.sa.gov.au](mailto:sue.beech@yorke.sa.gov.au) | W: [www.yorke.sa.gov.au](http://www.yorke.sa.gov.au)





*This email is intended for the named recipient only. The information contained in this message may be confidential or commercially sensitive.  
If you are not the intended recipient you must not reproduce or distribute any part of this email, disclose its contents to any other party, or take any action in reliance on it.  
If you have received this email in error, please contact the sender immediately.  
Please delete this message from your computer.*

85  
YEARSAlexander  
Symonds  
Surveying  
Consultants

25 August 2023

Our Reference: 23A2059

Yorke Peninsula Council  
PO Box 57  
Maitland SA 5573**ATTENTION: Sue Beech**

Dear Sue

**Re: Road Closure – Ardrossan Area School, 7 West Terrace, Ardrossan**

Thank you for the opportunity to provide a fee proposal for the **Road Closure** of the above address. Below is an outline of the process to be undertaken on your behalf by Alexander Symonds, including estimated timeframes and proposed costs.

**STAGE 1: OBTAINING APPROVAL AND LODGING THE PRELIMINARY PLAN**

- Review of Council requirements, Certificate of Title and Lands Titles Office (LTO) plans search to provide base data.
- Preliminary Plan prepared and lodged with Land Services.
- Liaison with Council to achieve approval.

**STAGE 2: PUBLIC NOTIFICATION, LIAISON WITH AUTHORITIES**

- Advertising proposed road closure in Gazette, notification of adjoining owners and service authorities.
- Liaison with service authorities and adjoining owners with respect to objections.

**STAGE 3: LODGING THE UN-CERTIFIED SURVEY WITH THE LANDS TITLES OFFICE**

- Preparing final road closure plan, agreement and application documents for Council signing.
- Road plan and documents lodged with Land Services.
- Confirmation of Road Closure advertised in Gazette.
- Certificates of Title issued by Land Services.

**ESTIMATED TIMEFRAMES: APPROX. 18 WEEKS.**

- Lodgement of Preliminary Plan to Council approval: Approx. 4 weeks.
- Advertising and Notification: 28 days.
- Objections: Time taken is dependent on objections.
- Final Plan and Road Closure Documents preparation: Approx. 2 weeks.
- Lodgement of Road Plan, Confirmation of Closure in Gazette: Approx. 8 weeks.

Measuring  
EXCELLENCE+

Alexander and Symonds Pty Ltd ABN 93 007 753 988  
+ 1st Floor + 11 King William Street Kent Town South Australia 5067  
+ PO Box 1000 Kent Town SA 5071 + T (08)8130 1666 + E [adelaide@alexander.com.au](mailto:adelaide@alexander.com.au) + W [alexander.com.au](http://alexander.com.au)



## COSTS

Stage 1				
1.	Preliminary Road Plan preparation and lodgement.	Alexander Symonds	\$300.00	Plus GST
2.	Preliminary Plan lodgement fees.	Lands Titles Office	\$300.00	GST exempt
			\$30.00	GST
SUB-TOTAL:			<b>\$ 630.00</b>	<b>incl GST</b>

Stage 2				
1.	Advertising in Gazette, Notification to adjoining owners and Service Authorities.	Alexander Symonds	\$300.00	Plus GST
2.	Liaison with Service Authorities and adjoining owners with respect to objections.	Alexander Symonds	\$300.00	Plus GST
SUB-TOTAL:			<b>\$660.00</b>	<b>incl GST</b>

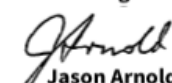
Stage 3				
1.	Preparing road closure agreement and application documents for Council signing.	Alexander Symonds	\$150.00	Plus GST
2.	Prepare final data road plan and documents lodged with Land Services.	Alexander Symonds	\$700.00	Plus GST
3.	Road Closure and documentation lodgement fee.	Lands Titles Office	\$1,048.00	GST exempt
SUB-TOTAL:			<b>\$1,983.00</b>	<b>incl GST</b>

<b>TOTAL</b>			<b>\$3,273.00</b>	<b>incl GST</b>
--------------	--	--	-------------------	-----------------

The fees listed above are the standard ones expected for this division. All government and statutory fees increase at the end of each financial year.

Thank you again for the opportunity to provide a fee proposal. Please contact me on (08) 8130 1647 if you have any queries or would like any further information, otherwise we look forward to working with you.

Kind regards,



Jason Arnold

Roads Officer, Alexander Symonds



# COMMUNITY ENGAGEMENT PLAN

SF215  
Responsible Officer: Community Development & Engagement Officer

**Project Name: Proposed Road Closure - Portion of West Terrace, Ardrossan**

Issue Date: 09/12/2021

Next Review Date: December 2025

**PROJECT NAME:**

Stakeholders	Level 2 CONSULT	Responsibility	Start Date	End Date	Status	Evaluation Method
Other	Special Publication	Property Tenure Officer	TBA	28 Days from Start Date	NS	
Entire community	Website	Property Tenure Officer	TBA	28 Days from Start Date	NS	Advertising in Gazette, Notification to adjoining owners and service authorities. Process carried out by Surveyor. On notification from Surveyor, Council staff will post details on Council's website, inviting feedback. Report back to Council on outcome of community engagement process.

**25.7 PROPOSED PURCHASE OF ROAD RESERVE AND CLOSURE - PORTION OF JOHNS ROAD, HUNDRED OF TIPARRA IN THE AREA NAMED NALYAPPA****Document #:** 23/102890**Department:** Development Services**PURPOSE**

To seek permission to proceed with the road closure process for the proposed sale of a portion of public road reserve, namely Johns Road, Hundred of Tiparra in the area named Nalyappa.

**RECOMMENDATION**

That Council:

1. Resolve that the land is surplus to Council's needs for the purpose of selling.
2. Give permission to commence with the road closure process under the Roads (Opening and Closing) Act 1991 for a portion of public road reserve, namely Johns Road, Hundred of Tiparra in the area named Nalyappa.
3. Exclude the said portion of public road reserve from community land classification under Section 193 of the Local Government Act 1999, once the road closure process is complete.
4. Resolve to accept one valuation on the basis that the purchaser Mr Trevor Johns of 93 Johns Road, Nalyappa and Council is satisfied with the accuracy of that valuation.
5. Resolve to accept purchase price of \$50,000 which is below the reported market value on the basis:
  - the road reserve can only be sold to an adjoining owner; therefore the market value has limitations; and
  - due to the associated costs to achieve the transaction.
6. Authorise the Mayor and Chief Executive Officer to sign and affix Council's Common Seal to the relevant documents necessary to execute the road closure and proposed sale.
7. Quarantine all proceeds after costs for unbudgeted works to the Balgowan Kiosk effluent disposal system.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.4 Seek alternate income streams and ensure financial sustainability**BACKGROUND**

A formal request has been received from Mr Trevor Johns (the Purchaser) of 93 Johns Road, Nalyappa to purchase and close a portion of road reserve, Johns Road, Hundred of Tiparra in the area named Nalyappa for primary production purposes (Attachment 1)

Mr Johns has held a Permit to Use Public Road (Permit) for this portion of public road reserve for many years with his current Permit due to expire on 30 June 2024. Records indicate Mr Johns has held a permit for this portion of road since at least 2005.

**DISCUSSION**

Council staff have reviewed the portion of road reserve in question and have confirmed that no properties will be adversely affected or landlocked as a result of the potential closure.

Pursuant to the Roads (Opening and Closing) Act 1991 (ROC Act), Section 12 (3) (b) Council must first invite offers from the owners of land adjoining the land subject to the proposed road closure.

Correspondence was forwarded to the adjoining landowner of Section 32, Johns Road Hundred of Tiparra on 21 August 2023. Landowners were asked to respond to Council by 5 September 2023, no response was received at the close off date of 5 September 2023.

Correspondence was also forwarded to landowners at Sections BWN and 465, Johns Road Hundred of Nalyappa on 21 August 2023. Whilst not adjoining landowners to the proposed road closure, Council offered landowners the opportunity to express an interest to purchase road reserve adjoining their land to potentially close the full length of Johns Road. Council advised landowners that there may be opportunities to share costs associated with surveying and valuations. No responses were received by the close off date of 5 September 2023 (refer Attachment 2).

A valuation has been sought from Elders Real Estate (refer Attachment 3). The market value was reported as \$54,500 for 6.36 hectares of unmade road reserve.

Mr Johns has made a formal offer of \$50,000 (the Offer) to purchase the subject road reserve.

Pursuant to Council's Disposal of Land and Other Assets Policy, Council will, where appropriate, dispose of a land, as per the definitions of land, includes community land, vacant land, operational land, roads, road reserves, any legal interest in land, and any other land-related assets, including all buildings (community and operational) situated on that land through one of the following methods:

- Open market sale
- Expression of interest
- Open Tender
- By negotiation

Selection of a suitable disposal method will include consideration of (where appropriate):

- The number of known potential purchasers of the land
- The original intention for the use of the land
- The current and possible preferred future use of the land
- The opportunity to promote local economic growth and development
- The total estimated value of the disposal; and
- Compliance with statutory and other obligations

In this instance, the method of disposal by negotiation was selected for the following reasons:

- A road reserve can only be sold to an adjoining land owner, pursuant to the ROC Act, and
- Correspondence was forwarded to the adjoining landowner of Section 32, Johns Road Hundred of Tiparra inviting an offer to purchase as per the ROC Act. Whilst no response was received in writing, staff followed up with a phone call and confirmed that the landowner had no interest in purchasing.

Council's Disposal of Land and Other Assets Policy:

Clause 4.3.1.10 - if land is to be disposed of via tender or direct sale, then (unless Council resolves otherwise) a minimum of two independent valuations must be obtained to ensure that an appropriate market value is achieved. The independent valuation must be made no more than 6 months prior to the proposed disposal.

Clause 4.3.1.11 – Council will seek to dispose of Land at or above current market valuation by whichever method is likely to provide Council with a maximum return, unless there are reasons for Council to accept a lesser return which is consistent with Council's overall strategic direction. These reasons must be documented in writing.

Clause 4.3.1.12 – If the disposal is not to be on the open market, the disposal should be at or above the current market valuation (with due regard to all associated costs to achieve the transaction or such other amount as Council resolves).

In consideration of the above, Council should accept one valuation and the Offer on the basis:

- the road reserve can only be sold to an adjoining owner; therefore the market value has limitations; and
- the Purchaser of 93 Johns Road, Nalyappa is satisfied with the accuracy of that valuation; and
- due to the associated costs to achieve the transaction

It is recommended that Council should approve the Offer which it is noted is below the reported market value.

Proceeds from the sale are proposed to be quarantined for a suggested unbudgeted project in Balgowan, being the connection of the Council owned Kiosk building to the community effluent scheme. The onsite disposal system currently connected to the Kiosk recently failed and required urgent maintenance and remedial works to ensure its function in the short term. Council has been advised the on-site soakage system is undersized, has failed and requires replacement. Being within 100m of the coast, an onsite soakage system is unable to be installed, and a secondary treated onsite disposal system whilst an option is considered to require too much land area and has ongoing maintenance costs.

Works would involve connection to the existing scheme approximately 110m away. Formal quotes for the engineering design and approval, materials and installation works have not yet been sought, however staff estimates align with the proposed sale price based on similar projects in the past.

A Council report will be prepared following the public consultation period to receive written submissions (if any) and to endorse the making of a Road Process Order in accordance with the ROC Act 1991.

### **ROAD CLOSURE PROCESS** (refer Attachment 4)

#### **Stage 1: Obtaining Approval and Lodging the Preliminary Plan**

- Review of Council requirements, Certificate of Title and Lands Titles Office (LTO) plans search to provide base data
- Preliminary Plan prepared and lodged with Land Services
- Liaison with Council to achieve approval

#### **Stage 2: Public Notification, Liaison with Authorities, Certified Survey**

- Advertising proposed road closure in the Government Gazette, notification of adjoining owners and Service Authorities
- Liaison with Service Authorities and adjoining owners with respect to objections
- Certified Survey undertaken, including determination of the existing boundaries, and marking of new boundaries

#### **Stage 3: Lodging the Certified Survey with the Land Titles Office**

- Preparing road closure agreement and application documents for Council signing
- Certified Survey plan finalised and documents lodged with Land Services
- Confirmation of Road Closure advertised in Gazette
- Certificate of Title by Land Services

#### **Estimated Time Frames: Approximately 20 weeks**

- Lodgement of Preliminary Plan to Council approval – Approximately 4 weeks

- Advertising and Notification – Approximately 28 days
- Objections – Time taken is dependent on objections
- Certified Survey, Final Plan and Road Closure Documents preparation – Approximately 4 weeks
- Lodgement of Certified Survey, Confirmation of Closure in Gazette – Approximately 8 weeks

## COMMUNITY ENGAGEMENT PLAN

### Level 2 - Consult

A 28 day public notification period will be carried out by the contracted Surveyor where affected landowners and public utilities may respond to the public notice pursuant to the Roads (Opening and Closing) Act 1991. The dates for the public notification is based on the lodgement date of the Preliminary Road Closure Plan with the Lands Titles Office and will be confirmed by the Surveyor.

Pursuant to Roads (Opening and Closing) Act 1991, Section 12 – Power to make preliminary agreements, (3) a council may not make an agreement for transfer in relation to land subject to a proposed road closure unless –

- Where adjoining land is owned by a person who owns land subject to a proposed road opening – the council first endeavours to secure an agreement for exchange with that person; and
- In any case – the council first invites offers from the owners of land adjoining the land subject to the proposed road closure.

It is anticipated that the consultation process will begin within two weeks of the Council decision.

## CONSULTATION PROCESS

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Corporate Management Team
- Property Tenure Officer
- Asset Manager

In preparing this report, the following external parties were consulted:

- Alexander Symonds, Surveyors
- Elders Real Estate
- Landowners of Sections 32, BNW and 465 Johns Road, Hundred of Tiparra

## POLICY IMPLICATIONS

PO072 Sale and Disposal of Land & Other Assets Policy

PO057 Community Engagement Policy

Strategic Management Plan 2021-2025

Long Term Financial Plan 2022-2023

PO128 Asset Management Plan

## BUDGET AND RESOURCE IMPLICATIONS

Valuation	\$1,600	excluding GST
Survey Costs	\$3,701	including GST
Stamp Duty (based on a sale value of \$50,000)	\$1,080	GST exempt

The above costs associated with the road closure are to be met by the purchaser.

Proceeds of the land sale (\$50,000) less any administrative costs are recommended to be quarantined for unbudgeted works to the Balgowan Kiosk effluent disposal system.

**RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Roads (Opening & Closing) Act 1991

Local Government Act 1999

**ATTACHMENTS**

1. **Formal Request** [↓](#) 
2. **Location Map** [↓](#) 
3. **Valuation Report (under separate cover)** 
4. **Alexander Symonds - Survey and Road Closure Quote (under separate cover)** 
5. **Community Engagement Plan** [↓](#) 

Date 26 October 2023



Yorke Peninsula Council  
PO Box 57  
Maitland SA 5573

Dear Sue,

I have reviewed the valuation report for a portion of Johns Road, Hundred of Tiparra in the area named Nalyappa and agree to accept 1 valuation report.

I would like to offer Council \$50,000 to purchase this section of road reserve and if accepted by Council, proceed with a Road Process Order.

I understand that I will be responsible for all costs payable by the Council in association with the Road Process Order, including but not limited to all advertising costs, surveyor's fees and other reasonable third party costs payable or incurred by the Council and incidental to the Road Process Order.

Would you please keep me informed of all progress in this matter.

Yours sincerely,



Trevor Johns



Proposed Sale & Road Closure – Portion of Johns Road, Hundred of Tiparra in the area named Nalyappa



 Proposed Road Closure



## COMMUNITY ENGAGEMENT PLAN

SF215  
Responsible Officer: Community Development & Engagement Officer

**Refer: Proposed Road Process Order - Portion of Johns Road, Hundred of Tiparra in the area named Nalyappa**

Issue Date: 09/12/2021

Next Review Date: December 2025

**PROJECT NAME:**

Stakeholders	Level 2 CONSULT	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Public Notice	Alexander Symonds	TBA	28 Days from Start Date	NS	Advertising in Gazette, Notification to adjoining owners and service authorities. Process carried out by Surveyor. On notification from Surveyor, Council staff will post details on Council's website, inviting feedback. Report back to Council on outcome of community engagement process.
Entire community	Special Publication	Alexander Symonds	TBA	28 Days from Start Date	NS	
Entire community	Website	Property Tenure Officer	TBA	28 Days from Start Date	NS	

**25.8 MINOR AMENDMENTS COMMUNITY LAND MANAGEMENT PLANS****Document #:** 23/104673**Department:** Development Services**PURPOSE**

To seek Council's endorsement for minor amendments to Council's Community Land Management Plans.

**RECOMMENDATION**

That Council endorse and adopt the minor amendments to Council's Community Land Management Plans as presented for inclusion on Council's website.

**LINK TO STRATEGIC PLAN****Goal:** 5 Responsible Governance and Leadership**Strategy:** 5.6 Continuous improvement of Council processes**BACKGROUND**

There has been a number of changes to referenced documents within the Community Land Management Plans since they were last endorsed at the Council Meeting of 8 August 2018.

The Community Land Management Plans have therefore been updated to reflect the following changes:

- removal of reference to obsolete documents
  - Development Plan (now detailed Planning and Design Code)
- Parks & Gardens Infrastructure Asset Management Plan - obsolete
- updated definition of Indigenous Land Use Agreement
- updated reference to legislation and council documents with the inclusion of *"and any other council by-law, plan or policy or government legislation where applicable, including but not limited to"*
- update Department for Environment, Water and Natural Resources now known as Department for Environment and Water

**DISCUSSION**

If adopted, the Council must give notice to the public of its adoption of the amendment of a management plan as follows:

- in a newspaper circulating within the area of the Council; and
- on Council's website

A copy of the proposed updated Management Plans is provided in Attachment 1 with the changes shown in colour. A copy without mark-up is also provided as Attachment 2 for ease of reference.

**COMMUNITY ENGAGEMENT PLAN**

Section 198 of the LGA Act 1999 outlines that a Council may only adopt a proposal for amendment to a management plan after Council has carried out the required public consultation, however, public consultation is not required if the amendment has no impact or no significant impact on the interest of the community.

It is considered that the proposed changes have no significant impact to the interest of the community and as such no public consultation on the proposed amendments is proposed.

**CONSULTATION PROCESS**

In preparing this report, the following Yorke Peninsula Council officers were consulted:

- Property Tenure Officer

In preparing this report, the following external parties were consulted:

- Nil

**POLICY IMPLICATIONS**

PO057 Community Engagement Policy

**BUDGET AND RESOURCE IMPLICATIONS**

Public Notice – Yorke Peninsula Country Times      Estimate \$400 including GST

**RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS**

Section 196 of the Local Government Act 1991 – Management Plans

**ATTACHMENTS**

1. **Community Land Management Plans - Tracked (under separate cover)** 
2. **Community Land Management Plans - No Tracking (under separate cover)** 

**26 GENERAL BUSINESS**

Section 85 of the Act requires that matters on the Agenda are described with reasonable “particularity and accuracy” and reports and other documentation to be considered at a meeting are available to the public prior to the meeting. The practice of general business should be restricted to matters of urgency.

**CONFIDENTIAL AGENDA****27 CONFIDENTIAL ITEMS****27.1 TOWN REHABILITATION PROGRAM 2023-2024 - TENDER 239-2023****RECOMMENDATION****Section 90 Order**

That pursuant to Section 90(2) and (3)(k) of the Local Government Act 1999, the Council orders, that the public be excluded from the meeting relating to Item 27.1 Town Rehabilitation Program 2023-2024 - Tender 239-2023, with the exception of the following persons:

- Chief Executive Officer
- Executive Assistant to CEO and Mayor
- Director Corporate and Community Services
- Acting Director Assets and Infrastructure Services
- Director Development Services
- Operations Manager
- Manager People Culture and Safety

The Council is satisfied that, pursuant to Section 90(2) and (3)(k) of the Act, the information to be received, discussed or considered in relation to report Item 27.1 Town Rehabilitation Program 2023-2024 - Tender 239-2023, is confidential information relating to:

- (k) tenders for the supply of goods, the provision of services or the carrying out of works.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

**27.2 TENDER 231-2023 - CLEANING AND CABIN SUPPLIES - COUNCIL CARAVAN PARKS****RECOMMENDATION****Section 90 Order**

That pursuant to Section 90(2) and (3)(k) of the Local Government Act 1999, the Council orders, that the public be excluded from the meeting relating to Item 27.2 Tender 231-2023 - Cleaning and Cabin Supplies - Council Caravan Parks, with the exception of the following persons:

- Chief Executive Officer
- Executive Assistant to CEO and Mayor
- Director Corporate and Community Services
- Acting Director Assets and Infrastructure Services
- Director Development Services
- Operations Manager
- Manager People Culture and Safety

The Council is satisfied that, pursuant to Section 90(2) and (3)(k) of the Act, the information to be received, discussed or considered in relation to report Item 27.2 Tender 231-2023 - Cleaning and Cabin Supplies - Council Caravan Parks, is confidential information relating to:

- (k) tenders for the supply of goods, the provision of services or the carrying out of works.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

**27.3 ILLEGAL DUMPING ON LIGHTHOUSE ROAD BERRY BAY****RECOMMENDATION****Section 90 Order**

That pursuant to Section 90(2) and (3)(h),(i) of the Local Government Act 1999, the Council orders, that the public be excluded from the meeting relating to Item 27.3 Illegal Dumping on Lighthouse Road Berry Bay, with the exception of the following persons:

- Chief Executive Officer
- Executive Assistant to CEO and Mayor
- Director Corporate and Community Services
- Acting Director Assets and Infrastructure Services
- Director Development Services
- Operations Manager
- Manager People Culture and Safety
- Dale Mazzachi – Norman Waterhouse

The Council is satisfied that, pursuant to Section 90(2) and (3)(h),(i) of the Act, the information to be received, discussed or considered in relation to report Item 27.3 Illegal Dumping on Lighthouse Road Berry Bay, is confidential information relating to:

- (h) legal advice
- (i) information relating to actual litigation, or litigation that the Council or Council committee believes on reasonable grounds will take place, involving the council or an employee of the Council
- (i) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

**RESUMPTION OF PUBLIC MEETING**

**28 NEXT MEETING**

Wednesday 17 January 2024

**29 CLOSURE**