



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

Date: Wednesday, 14 February 2024
Time: 5.30pm
Location: Council Chamber
Minlaton Town Hall
57 Main Street
Minlaton

AGENDA

Ordinary Council Meeting

14 February 2024

Andrew Cameron
CHIEF EXECUTIVE OFFICER

CONFLICT OF INTEREST

Members are reminded of the requirement for disclosure by Members of general conflicts of interest relating to private interests that might be considered to result in the Member acting in a manner that is contrary to their public duty in accordance with Section 74 of the Local Government Act 1999 (Act), or a material conflict of interest being any benefit or loss (direct or indirect, personal or pecuniary in nature) to any persons identified within Section 75(1), in accordance with Section 75 of the Act, in items listed for consideration on the Agenda.

Section 75B of the Act requires that Members inform the meeting of any general conflict of interest in any matter to be discussed at a meeting, whether or not the Member proposes to participate in the meeting in relation to the matter and if the member proposes to participate in the meeting in relation to the matter, how the Member intends to deal with the interest and the Members reasons for participating in relation to the matter.

Section 75C of the Act requires that Members inform the meeting of material conflicts of interest in any matters to be discussed at a meeting and leave the meeting room (such that the member cannot view or hear any discussion or voting at the meeting) and stay out of the meeting room while the matter is being discussed and voted on.

These requirements do not apply where a Member is not regarded as having a conflict of interest in accordance with Section 75A of the Act.

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 conflict of interest.

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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 - 17 January 2024

Confidential Council Meeting - 17 January 2024

- Tender 240-2023 – Sealed Shoulder Rework Program 2023-2024

8 MOTIONS ON NOTICE

Nil

9 QUESTIONS ON NOTICE**9.1 QUESTIONS ON NOTICE RECEIVED FROM CR KYLIE GRAY****Document #:** 24/10624**Department:** Executive Services

The following questions on notice were received from Councillor Kylie Gray in relation to the proposed design of a coastal defence structure for Coobowie and calling for a report on the same.

Question

1. The total costs incurred for these 'Sea Level Rise or Climate' investigations.
2. Total investment for Council in Hatch Pty Ltd.
3. List of potential contractors.
4. Reasons Hatch Pty Ltd was selected.
5. Any relevant research into Hatch Pty Ltd's experience with our region.
6. Any other relevant data.

Response

Please see attached report in response to the above questions (Attachment 1).

RECOMMENDATION

That the response to the questions and response report regarding the proposed design of a coastal defence structure for Coobowie be received and noted.

ATTACHMENTS

1. Report - Questions on Notice Cr Kylie Gray [↓](#) 

RESPONSE: CR KYLIE GRAY – QUESTIONS ON NOTICE – 14/02/2024**Data/science used to inform the Design of Coastal Defence Structures Project**

The South Australian Coast Protection Board provides the state-wide policy for dealing with coastal matters and this policy finds its expression and application through the Planning and Design Code. The Planning, Development and Infrastructure Act 2016 and the Planning, Development and Infrastructure (General) Regulations 2017 require the relevant assessment authority to refer some development to Coast Protection Board, where Schedule 9 clause 3 item 3 of the Planning, Development and Infrastructure (General) Regulations 2017 applies in the Coastal Areas Overlay. **Coast protection works** (such as Coobowie etc etc) and finished floor levels for habitable buildings are just two forms of development to which this applies.

Coast Protection Board Policy 1.4 (b) states:

“The Board will seek to minimise the exposure of new and existing development to risk of damage from coastal hazards and risks to development on the coast.”

Under this State Government policy, the standard direction for Coobowie provided by the Coast Protection Board states:

“For compliance with the Board’s coastal flooding risk standard, minimum building site and finished floor levels of 2.50 and 2.75 metres, Australian Height Datum (AHD), respectively, are required for development at this location. These levels allow for a 1% Annual Exceedance Probability (AEP) sea flood level (tide, stormwater and associated wave effects combined) and 0.30m of sea level rise to year 2050.

Board policy also requires that the development is capable, by reasonably practical means, of being protected, adapted or raised to withstand a further 0.7 metres of sea level rise to the year 2100.

A whole of settlement ‘sea flooding adaptation strategy’ is also required to determine how flood risk can be addressed beyond 2050.”

Therefore, regardless of who undertakes coastal defence design works for Yorke Peninsula Council (Council), they must achieve compliance with the Coast Protection Board Policy working to the predictions of sea level rise for 2050 and 2100.

The data/science used to inform Coast Protection Board Policy is based on the best available science, aligns with the Intergovernmental Panel on Climate Change (IPCC) predictions, and has been endorsed by the State Government.

Council staff have spoken to Arron Broom, Acting Manager Coast Protection branch of the Department for Environment (DEW), who is happy to present to Elected Members in a Council Information and Briefing Session, to detail the data and science used to inform the Coast Protection Board Policy, and to answer any questions for further clarification.

The Friends of Coobowie have had numerous opportunities to present to Council the data/science that they believe justifies their argument, however the same has not been afforded to the consultancy nor the Coast Protection Board.

Background

Historical storm events and numerous studies have informed the most recent coast defence design process. As the query relates to the data/science used for Coobowie, a brief summary related to Coobowie is provided below with further detail in Appendix A. However please note, most also applies

to the townships of Port Clinton, James Well and Pine Point, which are combined into the Design of Coastal Defence Structures project.

Seawater Flooding Adaptation Pathways study

In February 2015, Council commissioned Mutual Projects Pty Ltd to undertake the Seawater Flooding Adaptation Pathways study, a project jointly funded by the Commonwealth Natural Disaster Resilience Program, the Coast Protection Board, and Council. The project was initiated, and funding secured, as a result of work undertaken by the Central Local Government Region (now Legatus) into climate change. The Central Local Government Region employed a Central Region Climate Change Officer, who provided overall direction for the Seawater Flooding Adaptation Pathways study. Coobowie was identified as a high priority for investigation into seawater flooding risk.

The Seawater Flooding Adaptation Pathways study identified the seawater flooding risks, assessed current flood protection infrastructure and provided recommendations for future action to plan for seawater flooding. The Seawater Flooding Adaptation Pathways study also aimed to improve community awareness of the risks associated with current and future seawater flooding.

The studies were undertaken for Port Clinton, Price, Pine Point and Coobowie.

Two reports were produced as a result – the State of Play, which involved very thorough community consultation and used photographs, videos and/or anecdotes from many community members, as well as a review of all previous studies and field data collection, to evaluate and report on current and future threats. The second report describes the proposed Adaptation Options that were considered most appropriate at that time.

Flood Mapping Project – Event 9th May 2016

In 2016, the Yorke Peninsula experienced two extreme sea water inundation and coastal erosion events (May and September storms). Coobowie was one of the many eastern townships that experienced seawater flooding. Subsequently, Council secured funding from the Coast Protection Board (50:50 financial contribution) and engaged Integrated Coasts (previously Mutual Projects) to undertake flood-mapping of the 2016 storm event for Coobowie, Price, Port Clinton and Pine Point, these being the most affected townships.

Strategic Coastal Risk Study

In 2020, Council secured funding (50:50 financial contribution) from the Coast Protection Board to develop the Strategic Coastal Risk Study.

It had been clear that Council required a holistic review of all competing coastal management issues along its vast coastline to determine, and prioritise, the risks and associated controls for the immediate, intermediate and longer term, whilst also keeping top of mind, economic, environmental and community pressures. Ultimately, the intent of the review was to inform all decision-making through a framework that supported future planning and management of the coast.

This was a very comprehensive project which required review of all reports completed to date, field inspections, review of available LiDAR, review of all DEW records etc. It also included a boat ramp condition assessment project, as Council did not have the required data for this. The project included regular input from DEW Coast Protection staff.

The Prioritisation Assessment Framework (PAF) prioritises a total of 82 initiatives across 32 coastal settlements. It assessed a flood risk and adaptation strategy for Foul Bay as highest priority, followed closely at equal second, the coastal defence design works for Port Clinton, James Well, Pine Point and Coobowie. At the time, the Ardrossan cliff erosion and boat ramp dredging, and safety of the Wool Bay access stairs, were equal second, however these initiatives have since been completed.

The Strategic Coastal Risk Study has been awarded the LGA Mutual Liability Scheme Risk Management Award. Council staff have also presented the detail of the Study to a meeting of the Coast Protection Board, as the PAF will be a useful tool for prioritising works across the State.

The Strategic Coastal Risk Study was endorsed by Council at its meeting held 14 December 2022.

Design of Coastal Defence Structures – Port Clinton, James Well, Pine Point and Coobowie

With the Prioritisation Framework in place, staff began focusing on the initiatives according to their priority. With four townships requiring coastal defence designs, and with support of the Corporate Management Team, staff pursued funding opportunities for the coast defence design work as a combined project (for efficiency benefits). Foul Bay was a separate project due to requiring a specific scope.

Council was successful in obtaining funding from the Coast Protection Board for the Design of Coastal Defence Structures project early 2022. Council's Chief Executive Officer advised Elected Members of this success, with details of the works, on 12 January 2022.

As per Council's Purchasing and Procurement Policy (PO058), a Request for Quotation was issued to four companies in April 2022: Wavelength (now Hatch), Integrated Coasts, Tonkin Consulting, and Magryn and Associates. Integrated Coasts advised they would be a sub-contractor to Magryn and Associates and hence did not make a submission. At the close of quotation submission timeframe only two quotations had been received; Wavelength and Magryn and Associates. As a result, a "request for exemption" as per Council's Policy (PO058) was requested of the Chief Executive Officer (3 June 2022).

As this project was part-funded by the Coast Protection Board, the grant agreement required the following:

"A copy of the tender documents is to be provided to the Board for comment at least two weeks prior to calling tenders or requesting quotes, and endorsement to award any contracts or consultancies is to be obtained from the Board prior to award" (pg 14 of grant agreement).

The Coast Protection Board and its staff have a list of preferred consultancies/contractors, which meet their requirements for such works, hence the review of procurement documentation and requirement for their endorsement of selected consultant.

Council's Operations Manager, Operations Coordinator and Environment Officer assessed the two submissions on 5 May 2022 utilising Standard Form 212 Tender/EOI/Quotations Evaluation Matrix. The unsuccessful submission was thought to have lacked specific information about how they would address the project specification. Recent experience of staff with this particular consultant helped inform their decision that they (consultant) had limited experience in the scope of works required. Wavelength (now Hatch), as the successful respondent, provided a very strong and comprehensive submission, and within budget. Additionally, their delivery of the Strategic Coastal Risk Study proved their experience and knowledge of the Council area, particularly for the townships that had been included in the Seawater Flooding Adaptation Pathways study and Flood Mapping Project.

Before awarding of the contract, the Coast Protection Board was provided with the recommendation of Wavelength, which they subsequently endorsed. Wavelength are considered subject matter professionals in the coastal engineering field and are recognised by the Coast Protection Board as such (pers. Comm Arron Broom, Acting Manager DEW Coast Protection).

Advice regarding the commencement of the project was provided to Council via Agenda Item (18.1) Assets and Infrastructure Services - Construction and Maintenance Works Report to the 13 July 2022 Council Meeting.

The project was undertaken in stages. The process is outlined below:

Stage 1 - Data collation, review and site visit

Objective: Stage 1 - involved the collation and review of available background data and information that is required to support design activities. A key outcome from Stage 1 was to determine the relative prioritisation for coastal defence construction at each site through consideration of coastal hazards and the extent of assets at risk.

The background data and information collated and reviewed included:
LIDAR and hydrographic survey data;

- Coastal profile data;
- Wave, wind and water level measurements and design data;
- Aerial and site photographs;
- Previous related studies and design reports;
- Infrastructure asset plans and drawings i.e. drainage, lighting, roads; and
- Geotechnical data, including existing sediment samples in beach and dune areas (if available).

Wavelength also liaised directly with DEW and the Department of Infrastructure and Transport (DIT).

Additionally, a site visit was conducted at each location. The purpose of the visits was to:

- Assess the condition of the existing coastal protection structures;
- Identify any design constraints including structure tie-in areas;
- Review existing infrastructure, features and topography that might influence design;
- Take photographs of the site; and
- Collect two sediment samples for particle size distribution analysis and use in beach erosion modelling. One sample was collected at each of the two proposed revetment locations.

The site visits provided the opportunity to meet on site with Council officers to discuss key issues and challenges, as well as initial inputs on layout and cross-sectional design aspects.

As part of the site investigations a qualified surveyor was engaged to undertake a detailed feature land survey of each site. The surveys aimed to pick up all major features and assets relevant to the project such as existing roads, services and utilities as well as existing flood protection structures (including cross sections).

Stage 2 – Conceptual design and option selection

Objective: Stage 2 - involved the conceptual design of coastal protection structures for discussion in the community and stakeholder engagement activities. The key outcome of Stage 2 was to provide the necessary information to allow a protection option to be selected at each site for detailed design in Stage 3.

The first step was to calculate design wave and water level conditions at each of the sites, acknowledging that some locations are exposed to a combination of extreme storm surges and wave action, while others may only be impacted by ocean storm surge.

The potential erosion and scour depth was calculated using the SBEACH numerical program and the sediment samples collected in Stage 1.

The scope of the project allowed for the development of up to two concept protection options at each site, with the following information to be provided for each concept option:

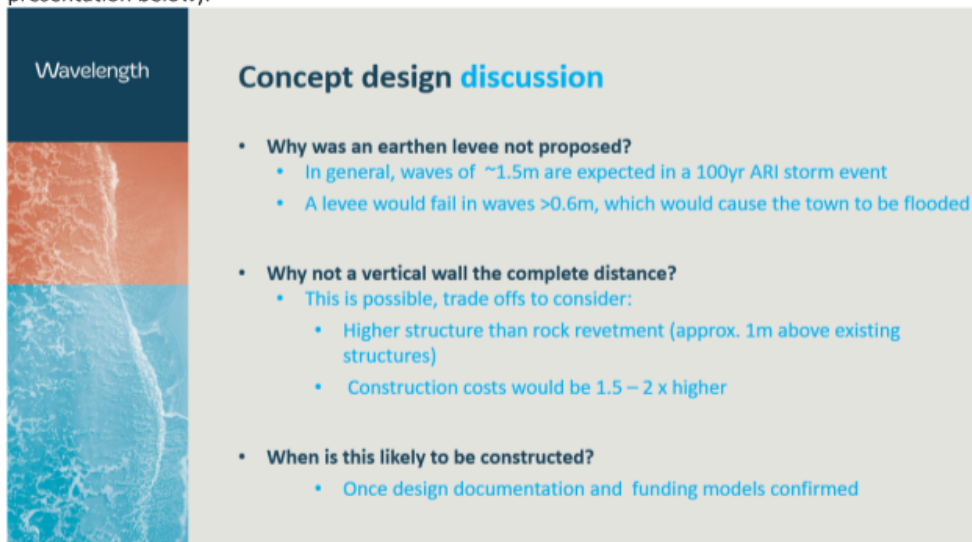
- Develop a conceptual levee and/or revetment layout;
- Calculate indicative crest level and slope;
- Determine suitable armour sizes and filter layer/s for sites exposed to wave action; and
- Develop concept sketches showing the indicative layout and section.

For the first draft concept option, Wavelength undertook a first pass assessment of the options against the criteria and presented these to Council staff and DEW Coast Protection staff as part of a dedicated option evaluation workshop.

Prior to community consultation, Wavelength presented the first draft conceptual designs to Council at an Elected Member Information and Briefing Session held on 26 April 2023.

Subsequently a report was provided to Council at its 12 July 2023 whereby Council endorsed commencing the community engagement process and the Community Engagement Plan.

The community consultation workshop presentations provided background detail of the previous studies, the proposed design (including process to arrive at proposed design), key details of the design, and a discussion of the considerations that informed the proposed design (see screen shot of presentation below):



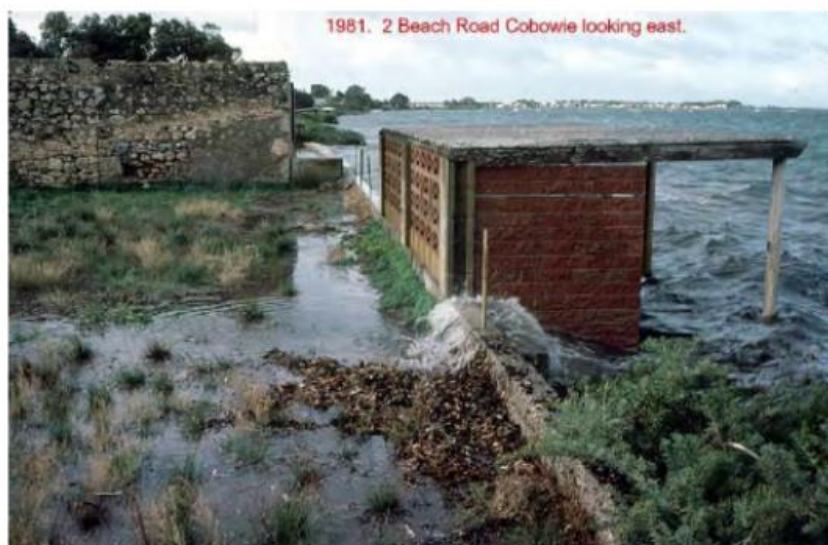
Wavelength

Concept design discussion

- **Why was an earthen levee not proposed?**
 - In general, waves of ~1.5m are expected in a 100yr ARI storm event
 - A levee would fail in waves >0.6m, which would cause the town to be flooded
- **Why not a vertical wall the complete distance?**
 - This is possible, trade offs to consider:
 - Higher structure than rock revetment (approx. 1m above existing structures)
 - Construction costs would be 1.5 – 2 x higher
- **When is this likely to be constructed?**
 - Once design documentation and funding models confirmed

Wave risk was considered based on a variety of data, science and predictions, including photographic evidence provided in the previous community consultation conducted by Mutual Projects (example below of wave action at the same time as the high-water levels. These waves are not large, but highlights wave setup and overtopping is a risk):

Figure 4:13 Flood event in 1981 (Coobowie)



The final stage, Stage 3, was to be the detailed design, once a preferred option was arrived at during the community consultation. For Coobowie, Council has decided not to proceed to this stage.

Coast Protection staff were actively involved in the development of the first draft concept designs, to ensure the appropriate checks and balances to achieve compliance with Coast Protection Board requirements. This was via regular meetings and emails between the consultancy, Coast Protection staff and Council staff. Every stage of the project saw Coast Protection staff review and provide endorsement before the consultant could proceed with further works.

As stated previously, the design of coastal defence structures must achieve compliance with the Coast Protection Board Policy, working to the predictions of sea level rise for 2050 and 2100, otherwise they will not obtain development approval.

Expenditure to consultancy

The amount of funds expended to Wavelength/Hatch (2023 to 2024) is as follows (noting most have received a grant fund contribution):

Summary Table - Wavelength Consulting / Hatch Expenditure by Job			
Sum of Value (GST Exclusive)	Supplier		
Job	Hatch	Wavelength Consulting	Grand Total
Ardrossan Cliff Erosion Study	\$ 8,604.22		\$ 8,604.22
Balgowan Boat Ramp		\$ 22,155.00	\$ 22,155.00
Boat Ramp Condition Inspections		\$ 12,880.00	\$ 12,880.00
Coastal Defence Structures		\$ 62,984.01	\$ 62,984.01
Coastal Defence Structures - Coobowie Specific		\$ 4,620.00	\$ 4,620.00
Jetty Pile Layout and Condition Rating		\$ 9,258.00	\$ 9,258.00
Strategic Coast Risk Study		\$ 32,222.50	\$ 32,222.50
Grand Total	\$ 8,604.22	\$ 144,119.51	\$ 152,723.73

Expenditure to climate/sea level rise investigations

The projects outlined in this summary have had the following costs:

- Seawater Studies for Price, Port Clinton, Pine Point, Coobowie by Mutual Projects
 - Total cost \$128,650
 - \$29,764 Council
 - \$31,443 Natural Disaster Resilience Program
 - \$67,443 Coast Protection Board
- Flood-mapping of 2016 storm event for Coobowie, Price, Clinton and Pine Point by Integrated Coasts
 - total cost \$5,900
 - \$2,950 Council
 - \$2,950 Coast Protection Board
- Strategic Coastal Risk Study by Wavelength
 - total cost \$54,900
 - \$ 27,400 Council
 - \$ 27,500 Coast Protection Board
- Design of Coastal Defence Structures – Pt Clinton, James Well, Pine Point, Coobowie by Wavelength/Hatch
 - total cost \$92,345
 - \$37,345 Council
 - \$55,000 Coast Protection Board

Appendix A**Seawater Flooding Adaptation Pathways study**

In February 2015, Council commissioned Mutual Projects Pty Ltd to undertake the Seawater Flooding Adaptation Pathways study, a project jointly funded by the Commonwealth Natural Disaster Resilience Program, the Coast Protection Board, and the Yorke Peninsula Council. The project was initiated, and funding secured, as a result of work undertaken by the Central Local Government Region (now Legatus) into climate change. The Central Local Government Region employed a Central Region Climate Change Officer, who provided overall direction for the Seawater Flooding Adaptation Pathways study. Coobowie was identified as a high priority for investigation into seawater flooding risk.

The initial context for the investigation stated that 'Coobowie settlement is in a low-lying area and is currently protected by an aged earthen levee that is in poor condition and at risk of eroding away further in the near future. The levee has been breached in the past, requiring sandbagging. There has previously been water in and around vans and in annexes within the Caravan Park. Seawater flooding would result in damage to houses and stormwater infrastructure. The town is also subject to inland flooding'.

The Seawater Flooding Adaptation Pathways study identified the seawater flooding risks, assessed current flood protection infrastructure and provided recommendations for future action to plan for seawater flooding. The Seawater Flooding Adaptation Pathways study also aimed to improve community awareness of the risks associated with current and future seawater flooding.

Each settlement including Coobowie was reviewed within the following framework:

1. Establish settlement history (including desktop review of all previous studies and reports).
2. Analyse existing sea-flood protection.
3. Analyse the impact of sea-flood scenarios.
4. Analyse emergency access and egress.
5. Establish profile of the assets at risk.
6. Identify current policy framework.
7. Explore liability issues.
8. Analyse possible adaptation actions.

The Seawater Flooding Adaptation Pathways study was prepared in stages. Stage 1 saw the preparation of a State of Play Report that evaluated and reported the current and future threat. The community consultation process reported to the community about the potential for sea level rise but also actively requested information from the community to create the full 'sea-flood risk picture'.

Stage 2 proposed adaptation options in draft form and reported these to Council, and then to the community by way of a second public meeting.

Responses from Council and the community from Stage 2 were taken into account for the final report. Stage 3 provided a final report to Council that included an explanation of the adaptation options, a suggested prioritisation for action, and preliminary engineering solutions and estimated costs (where possible).

The community consultation process in Stage 1 reported to the public about the potential for sea level rise but also actively requested information from the public to create the full 'sea-flood risk picture'. In the first instance, the purpose was to communicate the framework in which coastal planners manage coastal risk so as to build a common understanding within the community, and also to communicate the specific findings of the study. In the second instance, the community was considered to be a source of historical knowledge that added to the flood picture. In particular photographs,

videos or anecdotes were valuable sources of information which were checked against the current Digital Terrain Model (DTM) to assist in ascertaining the likely height of previous flood events.

The community consultation strategy included three main facets:

- Public awareness campaign - The following activities were undertaken to raise awareness about the flood study:
 - Three Newspaper articles were run in the Yorke Peninsula Country Times;
 - The Council contacted the Coobowie Progress Association to garner their support in attendance and assisting with community consultation meetings;
 - The Council provided information about the flood study on its website;
 - A 'fact sheet' and invitation to attend a workshop at the Coobowie Community Hall was direct mailed to all landholders;
 - Two ABC regional radio interviews were conducted with the lead consultant; and
 - Pegs were installed on the foreshore with markers indicating the current and future flood risks.
- Informal consultation - Whenever data collection in and around the Coobowie settlement was underway, the consultant made informal connections with numerous residents. In this informal process, often the main concerns of the settlement were identified, and residents also contributed photographs or anecdotes that improved the overall understanding of the coastal issues.
- Formal consultation - A formal meeting was held at Coobowie Community Hall in May, 2015 which was well attended by 30 residents from Coobowie. The consultant presented the framework that coastal planners utilised in catering for coastal risks, and the findings from the flood mapping and other investigations. In the second half of the meeting, group facilitators encouraged participants to answer prepared questions and to provide marks and comments on the provided map of Coobowie.

Examples of the questions that were put to the public in the consultation process were:

- What sea-flood events have occurred in the past?
- What is the nature of the wave action in sea-flood events?
- What wind direction accompanies high water events?

This input from the community in both informal and formal consultation allowed identification of historical flood events from the 1960's (prior to the installation of the caravan park levee) onwards, including photographs of wave action and over-topping of existing levees and walls.

The State of Play and Adaptation Reports can be found at <https://yorke.sa.gov.au/content/uploads/Seawater-Study-Coobowie-State-of-Play.pdf> and <https://yorke.sa.gov.au/content/uploads/Seawater-Study-Coobowie-Adaptation-Options.pdf>

These reports provide sea-flood risk scenario's such as the following for Coobowie:

Figure 4:22 Current sea-flood risk scenario 2.10m AHD (2015)



Aerial photograph: Digital Terrain Model, 2008 (DENWR)

Figure 4:23 Sea-flood risk scenario 2.30m AHD (2050)



Aerial photograph: Digital Terrain Model, 2008 (DENWR)

Figure 4:24 Sea-flood risk scenario 3.0m AHD (2100)



Aerial photograph: Digital Terrain Model, 2008 (DENWR)

The conclusion of the analysis of the impact of sea-flood scenarios was:

“The highest level of water that has impacted Coobowie since protection measures were introduced in the 1960s and 1970s is likely to have been 1.80- 1.90m AHD (including wave height) and since that time the defences have held against subsequent events (with minor inundation at points).

The current 1 in 100 risk (2015) is 2.1m AHD (including wave height) and if this event was to occur, defences would be seriously breached with water covering Beach Road at depth of 100-300mm. The major impact would be felt between Beach Road and the coast, with only minor inundation occurring to the north of Beach Road. After such an event water would lie between Beach road and the frontal protection works with no means of draining away.

The 1 in 100 risk (2050) is 2.3m AHD (including wave height) and if this event was to occur, defences would be seriously breached with water covering Beach Road at depth of 300-500mm. The major impact would be felt between Beach Road and the coast, but some inundation would also occur to the north of Beach Road of up to 300-400mm. After such an event water would lie between Beach road and the frontal protection works with no means of draining away.

While it is recognised that the 2100 event is dependent on the realisation of the predicted modelling, such an event would seriously inundate most of the township. Additionally, after such an event water would lie in various places around the town without any means of draining away.”

Flood Mapping Project – Event 9th May 2016

In 2016, the Yorke Peninsula experienced two extreme sea water inundation and coastal erosion events as a result of the May and September storms. Coobowie was one of the many eastern townships that experienced seawater flooding. Subsequently Council secured funding from the Coast Protection Board (50:50 financial contribution) and engaged Integrated Coasts (previously Mutual Projects) to undertake flood-mapping of the 2016 storm event for Coobowie, Price, Port Clinton and Pine Point, the most affected townships.

In the late afternoon of 9th May 2016 a significant storm surge event occurred in St Vincents Gulf. Between 17.20 and 17.40 the tidal gauge at Outer Harbour registered a height of 3.80m CD (2.35m AHD), eclipsing the old record of 3.76m CD (2.31m AHD) of 4th July 2007. Moderate seawater flooding occurred at Coobowie.

The purpose of the project was to ascertain the height of this sea flood and to produce maps that portrayed the flood pattern at Coobowie.

The consultant inspected in December 2016 and used the following methods to identify the likely flood height:

- Identify flood markings such as water lines on fences and houses
- Interview eye witnesses
- Use photographic and video images collected at the time of the flood

To establish the likely flood height, a surveyor was employed to identify and list spot heights at relevant locations. These spot heights were imported into the Digital Elevation Model (DEM) and flood mapping was produced that best represented the flood pattern. Local knowledge was important in the last step as the DEM does not always accurately depict the flood pattern (especially in areas of dense vegetation).

The findings of the study confirm with a high level of congruence that the flood height in the Coobowie region on 9th May, 2016 was likely to have been 1.80 - 1.82 AHD. Wave heights or small swell is likely to have risen the water intermittently to 1.85m AHD. See below for flood map of this event:



Figure 33: Flood map for event 9th May, 2016 for Coobowie

The consultant stated that should the current (in 2016) 1 in 100 ARI sea-flood event occur of 2.20m AHD, significant flooding would occur behind the walls and levees situated on the Coobowie foreshore.

Strategic Coastal Risk Study

The Council area has 485 kilometres of coastline, which presents a range of significant and unique coastal management issues, given that there are:

- numerous coastal assets to manage and maintain (boat ramps, marinas, seawalls, jetties etc);
- varied coastal processes and coastal hazards and management issues (coastal erosion, flooding, siltation and wrack accumulation) with imminent risks; and
- the expectations of various stakeholders that are sometimes competing and dominant.

Without clear understanding of the relative risk of each coastal management issue, and with limited resources, Council (in the past) has addressed these coastal management issues as they arise, a reactionary approach to manage the subsequent social, economic and environmental impacts.

To move away from this reactive mode of management, and move towards a more strategic approach, Council invested in the development of a number of Coastal Adaptation Plans for specific coastal settlements (9 of 32 settlements). Each of these studies include a number of recommendations for Council to pursue.

While these plans represented an important step for coastal management in the region, they are each focused on individual settlements, and Council did not have an overarching risk approach or consolidated list of risk mitigation priorities for the whole coastline. This presented an ongoing challenge for Council as there was no clear understanding of how to prioritise already constrained budgets and resources across the myriad of coastal management issues.

Given this, it was clear that Council required a holistic review of all competing coastal management issues along its vast coastline to determine, and prioritise, the risks and associated controls for the immediate, intermediate and longer term, whilst also keeping top of mind, economic, environmental and community pressures. Ultimately, the intent of the review was to inform all decision-making through a framework that supported future planning and management of the coast.

Council lacked the resources necessary to undertake the review, however were successful in obtaining grant funding from the Coast Protection Board (50:50 financial contribution) in 2020, and was able to then engage coastal management specialists (Wavelength/Hatch), to prepare a Strategic Coastal Risk Study (the Study). Given limited resources, Council is reliant on external funding and expertise to develop and implement such risk management projects.

Wavelength/Hatch showed a great understanding of the challenges faced by Council in regard to risk identification and prioritisation. They worked closely with key stakeholders, including, Council personnel and local and state government stakeholders to create an innovative Prioritisation Assessment Framework; a new product in the realm of coastal management, that Council can use as

This was a very comprehensive project which required review of all reports completed to date, field inspections, review of available LiDAR (airborne light detection and ranging (lidar) is a remote sensing technology that is proving increasingly beneficial in a variety of ocean and coastal mapping applications), review of all DEW records etc. The project included regular input from DEW Coast Protection staff.

To develop the Prioritisation Assessment Framework (PAF), it was important to assess both the potential impact and level of urgency. Impact was assessed in terms of the potential impact to assets (private and Council infrastructure and roads) and the community (population, safety, and boat ramp utilisations) if no action is taken. Urgency was assessed in terms of the timeframe the initiative is likely to be realised (i.e. if no action is taken, when would assets or community safety be at risk). Using the impact and urgency ratings, a subsequent criticality rating could be assigned using the PAF, grouping the initiatives into three subgroups of Critical, Important and Desirable. This step of the PAF starts to

provide clarity on the initiatives that Council should focus on as a priority and what can potentially be deferred or not actioned at all.

The next step of the PAF was to assess the cost of actioning each initiative and assign a criteria rating (i.e. very low to very high cost). This then provides transparency on the type of project the initiative is; major projects (high cost and critical); quick wins (low cost and critical); initiatives that can be deferred and undertaken when funds are available (low cost and not critical); and initiatives to avoid (high costs and not critical).

The Prioritisation Assessment Framework (PAF) prioritises a total of 82 initiatives across 32 coastal settlements. It assessed a flood risk and adaptation strategy for Foul Bay as highest priority, followed closely at equal second, the coastal defence design works for Port Clinton, James Well, Pine Point and Coobowie. At the time, the Ardrossan cliff erosion and boat ramp dredging, and safety of the Wool Bay access stairs, were equal second, however these initiatives have since been addressed.

The Strategic Coastal Risk Study has been awarded the LGA Mutual Liability Scheme Risk Management Award. Council staff have also presented the detail of the Study to a meeting of the Coast Protection Board, as the PAF will be a useful tool for prioritising works across the State.

9.2 QUESTIONS ON NOTICE RECEIVED FROM CR TANIA STOCK**Document #:** 24/11489**Department:** Executive Services

The following questions on notice were received from Councillor Tania Stock.

Question 1

Would you please provide the rate income that will be generated from each of our three wards for the 2023/24 financial year – Kalkabury, Gum Flat and Innes-Pentonvale. Please provide the rate income for each category within the wards – Residential (if possible split Primary Residences and Non-primary Residences), Commercial - Shop, Commercial – Office, Commercial – Other, Industry Light, Industry Other, Primary Production, Vacant Land, Other, Silos.

Response

The following table has the fixed charge included for all general rates raised per land use category.

Land Use Category	Kalkabury	Gum Flat	Innes-Pentonvale	Total
Residential	\$ 2,713,372	\$ 3,899,113	\$ 5,044,433	\$ 11,656,918
Commercial	\$ 214,975	\$ 139,312	\$ 222,957	\$ 577,244
Industrial	\$ 32,607	\$ 26,731	\$ 19,979	\$ 79,317
Primary Production	\$ 4,448,281	\$ 2,944,409	\$ 1,505,968	\$ 8,898,658
Vacant Land	\$ 151,537	\$ 390,117	\$ 502,829	\$ 1,044,483
Other	\$ 52,482	\$ 52,693	\$ 144,166	\$ 249,341
Total	\$ 7,613,254	\$ 7,452,376	\$ 7,440,331	\$ 22,505,962

Question 2

Please provide a summary of expenditure in each ward for the past 5 years (i.e. previous council term and budgeted expenditure for 2023/24) across all major categories (i.e. Roads, Environment, Waste, CWMS, Council Caravan Parks, Footpaths & Stormwater, Community Projects etc.)

Response

Council's finance systems, which include its rating, accounting, budgetary and reporting functions have not been established around electoral ward structures and as such meaningful and accurate information on expenditure by ward is unable to be provided without extraordinary time and effort on behalf of the Financial Services Department. As expenditure by ward is not tracked, transactional data may need to be analysed to be able to provide the response requested, this would prove a significant body of work given the quantum of Council's expenditure and the numerous services which are delivered to our community. Such a task would require time and effort beyond the present resources of Council's Financial Services department and not achievable in the timeframe for the agenda preparation.

Question 3

How does council limit expenditure away from the wards?

Response

There is no consideration of expenditure by ward area in the setting of Council's budget, nor is there any consideration of rate income generated by ward area or the ring fencing thereof. Whilst the ward construct effectively serves an electoral purpose, it does not serve the wider roles and responsibilities of Local Government as evidenced in the few examples set forth below.

Section 3 of the Local Government Act 1999 provides the objects of the Act which include the encouragement of "...local government to provide appropriate services and facilities to meet the

present and future needs of local communities and to provide for appropriate financial contributions by ratepayers to those services and facilities.”

The present and future needs of local communities are not determined with reference to a Council ward construct, but by factors such as: demographics, economic conditions, social and cultural factors, education and literacy levels, health and healthcare, geographic location, environmental factors, government policies and services, community engagement and participation, social trends and the aspirations of the people living in communities.

Section 8 of the Local Government Act 1999 sets forth the principles to be observed by a Council. These principles require Council, amongst other endeavours, to “*seek to provide services, facilities and programs that are adequate and appropriate and seek to ensure equitable access to its services, facilities and programs*” and to “*seek to balance the provision of services, facilities and programs with the financial impact of the provision of those services, facilities and programs on ratepayers.*” These principles require Council to think beyond the ward construct to matters of adequacy, appropriateness, equity and financial impact. These concepts consider the actual needs of the multiple communities that exist within the Council area, needs which do not fall neatly into ward boundaries.

Council’s budget as presented in its Annual Business Plan, set the priorities for its annual expenditure. Budgets are set with reference to the existing services and infrastructure provided by Council to its community which vary from locality to locality. The annual budget process seeks to deliver adequate financial allocations to enable the continued provision of services to the community and to ensure appropriate maintenance and renewal of existing infrastructure in a financially sustainable manner. To assist in achieving these outcomes Long Term Financial Plans and Asset Management Plans are developed as required under the Local Government Act. These plans guide staff and the elected body with regard to financial priorities in formation of its annual budget. Expenditure on new initiatives and/or the construction infrastructure is most often funded through the securing of additional grant income so as not to place additional burden on the ratepayers. Grant funded projects also do not fit neatly into the ward construct, as the location of spend by Council on grant projects, is determined through higher level of Government objectives.

From time-to-time Council has ring fenced the proceeds raised through the sale of land surplus to Council needs for use in the community the land sale relates to. Whilst this practice does not represent a formal policy of Council it has been the practice of late when surplus land is sold.

RECOMMENDATION

That the response to the questions regarding rate income and expenditure be received and noted.

ATTACHMENTS

Nil

9.3 QUESTIONS ON NOTICE RECEIVED FROM CR ADAM MEYER**Document #:** 24/11580**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.

Information provided by the Mayor regarding Questions on Notice

Cr Meyer has submitted Questions on Notice for the February 2024 ordinary meeting. The Mayor has determined it is appropriate to make the following comments before dealing with those questions. These comments will be referred to several times below when dealing with questions.

Many of the Questions on Notice provided by Cr Meyer with respect to the December 2023 ordinary meeting, and the January 2024 ordinary meeting and now the February 2024 ordinary meeting, have been drafted in language which is directly addressed to the Chief Executive Officer (CEO).

However, a question asked by a Council member either with, or without, notice for the purposes of regulation 9 of the *Local Government (Procedures at Meetings) Regulations 2013* (Meeting Regulations) is to be directed to the Mayor as the person presiding at the meeting.

Although **notice** of the question is to be provided to the CEO in accordance with regulation 9(1) of the Meeting Regulations, a question to be asked at a meeting of Council is directed to the Mayor as the person conducting the meeting. It is for the Mayor to determine how the question is to be answered, including by answering the question themselves or by referring the matter to the CEO to provide an answer. Even if an answer is provided by the CEO, the answer is provided through the Mayor.

It is the role of the Mayor to consider a question from a Council member and to ensure that the question is answered, except where the Mayor is of the view that the question is vague, irrelevant, insulting or improper and makes a ruling in accordance with regulation 9(6) of the Meeting Regulations.

The following questions of Cr Meyer have been edited so that they are not addressed directly to the CEO, and to remove repetition. Square brackets have been used to indicate where editing has occurred. The substance of the questions is unchanged from what was provided to the CEO in advance of the meeting.

1. CEO Employment Conditions**Question a)**

With reference to the response of 17 January 2024, the Mayor advised the Superannuation component of the CEO salary package is \$25,575, when the Contract amount is \$28,875; Can the CEO please advise the correct Superannuation Amount?.

Response

The CEO is not required to answer this question.

The Mayor's answer is:

\$25,575. The CEO is a member of a 'defined benefit scheme' (Salarylink). Hostplus has completed the Actuary Review for the period to 30 June 2023 and in accordance with the rules of the fund retained the 6.3% contribution to the Salarylink sub-fund plus the 3% employee contribution = 9.3% payable.

Question b)

What is the Cost of the Qantas Club Membership, that is allocated to the CEO and is this membership allowed for full personal and Council use?

Response

Qantas Club Membership = \$392 p/year (incl. GST) and is available for council and personal use.

Question c)

What are the Professional Memberships that Council pays for on behalf of the CEO?

Response

LG Professionals SA

Question d)

What is the cost of the Professional Memberships that Council pays for on behalf of the CEO.

Response

LG Professionals SA – There is no cost associated with individual membership to the LGPSA. Council holds a corporate membership which provides access to all staff.

Question e)

What is the annual cost for the NBN connection at the CEO's place of residence and is this connection allowed for personal use of the CEO and other occupants?

Response

\$763.56 per year (excl GST). Available for business and personal use. The level of usage does not affect cost.

Question f)

What is the cost of the Income Protection and Journey Insurance for the CEO that is paid by Council?

Response

Income protection insurance = \$4,152.50. All employees receive this entitlement.

Question g)

What is the total annual dollar cost to Yorke Peninsula Council, for all the benefits that the CEO receives as part of his remuneration package?

Response

Salary	\$275,000
Superannuation	\$25,575
Vehicle	Operating Outlay: \$7,585.42 GST Excl. (12 months Jan-23 to Dec-23)
FBT	Vehicle estimate \$15,913.84 per annum. Other \$542.58 per 22/23 FBT year.
RAA Club membership	\$219 per annum.
Qantas Club Membership	\$392 per annum.
NBN connection	\$763.56 (excl GST)
Income Protection Insurance	\$4,152.50

2. Behavioural Standards for Elected Members

Question a)

Further to the questions/responses of 13/12/23 meeting (Question 2 a)-e)) and 17/01/24 (Question 2 a)), can [the CEO] please advise what actual training (not meetings or forums) have been supplied to the Mayor and Deputy Mayor, that supports them with the skills to conduct appropriate “investigations” under the Behavioural Standards Guidelines.

Response

This question is improper. The Mayor has ruled that it not be answered.

The question is improper because it is addressed directly to the CEO.

Question b)

As a Legislated Responsible Person under the Behavioural Standards for Elected Members, does the CEO have a clear understanding of what are the expected behaviours of Elected Members and Staff?

Response

This question is vague and improper. The Mayor has ruled that it not be answered.

The question is effectively a reformulation of question 2(b) of 17 January 2024 and is vague and improper for the same reasons. The question is also improper because it appears to be based on a misunderstanding of the law. The CEO’s status as ‘responsible person’ derives from section 75G of the *Local Government Act 1999*, not the *Behavioural Standards*.

Question c)

What is the CEO’s understanding of the term “Irrelevant” or “improper” in conjunction with the Questions on Notice section of the Council Meeting regulations?

Response

This question is improper. The Mayor has ruled that it not be answered.

The question is improper because it is addressed directly to the CEO. Council members have also already been advised in response to questions 2(c), 2(d) and 4(a) of 17 January 2024 that the Mayor rules the questions to be irrelevant and improper, not the CEO.

3. Road Construction on Private Property

Question a)

Further to the questions/responses of 17/1/24 meeting (Question 3), Can the CEO please confirm the Council’s works manager qualifications, that caused the Manager to be suitably qualified as per the Survey Act.

Response

This question is improper. The Mayor has ruled that it not be answered.

The question is improper because it is addressed directly to the CEO.

Question b)

Further to the questions/responses of 17/1/24 meeting (Question 3), can the CEO please advise if the road realignment now places South Coast Road wholly on private property?

Question c)

Further to the questions/responses of 17/1/24 meeting (Question 3), can the CEO please advise the date (if any) that the owner of the Property, signed a Land Transfer Agreement for the amount of land that was actually used by Council in 2017, to construct the road?

Question d)

Does the CEO intend to seek a Land Transfer Agreement or remove the road from the Private Property and what timeframe does the CEO intend to ensure, one of these two options occurs?

Response

These questions are vague and improper. The Mayor has ruled that they not be answered.

The questions are vague because it is unclear what information is sought beyond the information which has already been provided in the Mayor's response to question 3(c) of 17/1/24.

The questions are improper because they are addressed directly to the CEO.

4. Document Requests**Question a)**

Further to the questions/responses of 13/12/23 meeting (Question 4), can the CEO confirm that the CEO and his delegate has declined Council Document Requests (S61 Local Government Act – Access to Information by members of Council) from Cr Adam Meyer, Cr Tania Stock, Cr Roger Johns and Cr Kristin Murdock in relation to the events that have occurred at Bellbird Road?

Response

This question is improper. The Mayor has ruled that it not be answered.

The question is improper because it is addressed directly to the CEO. The question is also improper on the basis that it imputes wrongdoing on the part of the CEO and an unnamed delegate.

5. Port Vincent Wharf**Question a)**

With reference to the CEO media release to Chanel 7 (17/1/23), in relation to a story with Jordan Judd, stating

“Commercial use of the Port Vincent wharf, including having a fuel tanker reverse onto the wharf to fuel a boat, creates concerns for public safety.”

and with reference to the Yorke Peninsula Country Times article (Port Vincent Wharf-are 31/1/23) the CEO was quoted as stating

“..... and yet Mr Judd has continued to use cars, trailers, a forklift, and even had a fuel tanker back onto the wharf to fill his boat until we installed bollards to stop that activity,”;

what evidence does the CEO have, to verify these public claims, that Mr Judd had a fuel tanker back onto the wharf?

Question b)

Has the Council issued any infringements to Mr Judd for his alleged commercial activities on the Port Vincent Wharf and if not, why not?

Response

These questions are irrelevant. The Mayor has ruled that they not be answered.

The questions are irrelevant as they relate to an historical matter from more than one year ago which is not a matter of current consideration by Council.

6. Further Questions**Question a)**

Further to the questions/responses of 17/1/2 meeting, The Mayor has advised that he has edited my Questions on Notice: is there a reference in the legislation, that confirms a Councillors Questions on Notice (Regulation 9), can be altered or edited by the Mayor or Staff?

Response

The questions have not been edited in any way which changes their substance. They have been edited simply to assist the orderly conduct of the meeting. The legislation is silent with respect to this.

Question b)

Does the CEO think it improper (Cambridge Dictionary definition = dishonest or against rule or law) for the Mayor to edit my Questions on Notice submitted to the CEO under S9 of the Local Government Act?

Response

This question is improper. The Mayor has ruled that it not be answered.

The question is improper because it is addressed directly to the CEO.

Question c)

Further to the questions/responses of 13/12/23 meeting, the Mayor advised he wasn't aware that my Questions on Notice had been altered; can the CEO please advise if the Mayor had received unadulterated Questions on Notice document, before he answered them or was the document edited prior to supplying to the Mayor?

Response

This question is improper. The Mayor has ruled that it not be answered.

The question is improper because it is addressed directly to the CEO.

Question d)

Further to the questions/responses of 13/12/23 meeting, I asked at the meeting (citing 3 other councils) why [the CEO] didn't answer the questions on notice put to [the CEO], [the CEO] explained because [the CEO was] the subject of the questions; can [the CEO] please explain how [the CEO is] involved in all 4 questions, in a manner that requires [the CEO] to not being involved in answering the questions.

Response

This question is improper. The Mayor has ruled that it not be answered.

The question is a repetition of question 5(c) of 17 January 2024 and is improper for the same reason.

Question e)

What is the annual Yorke Peninsula Council, Fringe Benefits Tax amount for the last 3 financial years?

Response

- 22/23 - \$134,625.64.
- 21/22 - \$103,479.62.
- 20/21 - \$108,931.13.

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, document requests, Port Vincent wharf and further questions 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 JANUARY 2024****Document #:** 24/8847**Department:** Executive Services**PURPOSE**

To keep Elected Members updated on Mayoral activities during the month of January 2024.

RECOMMENDATION

That the report be received.

DISCUSSION

- | | |
|------------|--|
| 17 January | Reconciliation Action Plan Working Party Meeting – Point Pearce.
Attend Monthly Council Meeting – Minlaton. |
| 23 January | Narungga Nations Aboriginal Corporation Board Meeting - Maitland |
| 26 January | Attend Gynburra Official Opening 2024 – Port Victoria.
Attend and host Yorke Peninsula Council 2024 Australia Day Celebration – Maitland. |

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 - JANUARY 2024****Document #:** 24/9704**Department:** Executive Services**PURPOSE**

To keep Elected Members informed of meetings during the month of January 2024.

RECOMMENDATION

That the report be received.

DISCUSSION

5 January	Meeting with Brian Finch – Minlaton Golf Club.
8 January	Meeting with Rodger Hogben and John Edwards – Proposed Vietnam War Memorial Walk – Maitland.
10 January	Site Meeting – Minlaton Childcare Centre – Minlaton.
15 January	Meeting with LGA and other CEO's re State Government Leased Jetties – Adelaide.
16 January	Corporate Management Team Meeting – Maitland.
17 January	Heavy Vehicle Access Strategy Meeting – Minlaton. Monthly Council Meeting – Minlaton.
19 January	Meeting with Rider Levett Bucknall and Yorke Peninsula Learning and Care re Minlaton Childcare Centre – Adelaide.
24 January	Meeting with Rider Levett Bucknall, Romaldi Constructions and Yorke Peninsula Learning and Care re Minlaton Childcare Centre – Adelaide.

ATTACHMENTS

Nil

16.2 ACTION LIST REPORT**Document #:** 24/10868**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. **Action List - February 2024** [!\[\]\(0a8200bef1826f1b69430bdc847acc6c_img.jpg\)](#) 
2. **Completed Action List - February 2024** [!\[\]\(6e7166fe7ccd2300d65793c71f2f279a_img.jpg\)](#) 

Council Meeting Action List

Meeting	Responsible Department	Agenda Item	Minute Number	Task	Due Date
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.	10/04/2024
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. (Refer to 14 February 2024 Council Report - Road Process Order - Portion 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.	13/03/2024
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.	13/03/2024
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.	13/03/2024
11/10/2023	Assets and Infrastructure Services	24.1	223/2023	Corny Point Dairy Road Beach Access - Secondary community consultation has been sent, waiting on response from Community Group	13/03/2024
8/11/2023	Assets and Infrastructure Services	24.1	256/2023	Balgowan Boat Ramp Facilities – wording for the Balgowan Boat Ramp signage has been decided on and procurement is in progress.	13/03/2024
13/12/2023	Assets and Infrastructure Services	24.1	297/2023	Cape Elizabeth – Community consultation has commenced for the proposed cancellation of licence and revocation of dedication to land at Cape Elizabeth, which would result in land parcels no longer placed under Council care, control and management. Consultation closes 2 February 2024.	13/03/2024
13/12/2023	Assets and Infrastructure Services	24.2	298/2023	SA Jetties Renewal Program - Application for Funding (Stage 1) - Currently waiting on response following grant submission.	13/03/2024
13/12/2023	Development Services	25.2	300/2023	Arrange for the Mayor and CEO to sign and affix Council's Common Seal in	13/03/2024

Meeting	Responsible Department	Agenda Item	Minute Number	Task	Due Date
				order to execute the lease documents to Central Yorke Football Club, for a portion of Section 385, Rogers Terrace Maitland, for a period of five years, with further rights of renewal for three by five years with an overall lease term of twenty years.	
13/12/2023	Development Services	25.6	304/2023	Arrange for the Mayor and CEO to sign and affix Council's Common Seal to the relevant documents necessary to execute the road closure and sale for a portion of public road reserve, namely West Terrace, Ardrossan. Quarantine all proceeds from the sale to go towards the Ardrossan Median Strip Project.	10/04/2024
13/12/2023	Development Services	25.7	305/2023	Arrange for the Mayor & CEO to sign and affix Council's Common Seal to the relevant documents necessary to execute the road closure and the sale for a portion of public road reserve, namely Johns Road, Hundred of Tiparra in the area named Nalyappa. Quarantine all proceeds (after costs) of the sale for unbudgeted works to the Balgowan Kiosk effluent disposal system.	10/04/2024
17/01/2024	Development Services	25.1	016/2024	Council endorsed staff to seek Ministerial approval for the development of floating homes and a proposed floating café/cellar door, and for a revised or new Headlease with Department for Infrastructure and Transport to facilitate proposed development for Port Vincent Landing Pty Ltd at Allotment 300, Deposited Plan 71293 Breakwater Road, Port Vincent.	11/09/2024
17/01/2024	Development Services	25.2	017/2024	Council endorsed staff to seek Ministerial approval for the construction of a non-standard pontoon and swimming pool, and for a revised or new Headlease with Department for Infrastructure and Transport to facilitate development for Allotment 212, Deposit Plan 61702, Marina Drive, Port Vincent.	11/09/2024

Council Meeting Completed 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 - Not endorsed by Council, no change to waste collection services.	17/01/2024
8/11/2023	Development Services	25.1	257/2023	The Chief Executive Officer signed the documentation pertaining to 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.	14/02/2024
13/12/2023	Development Services	25.3	301/2023	The Mayor and CEO signed and affixed Council's Common Seal to the relevant documents necessary to execute 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 Brentwood, Curramulka, Minlaton, Edithburgh & Marion Bay.	14/02/2024
13/12/2023	Development Services	25.8	306/2023	Council endorsed the minor amendments to Council's Community Land Management Plans as presented. This document has been updated for inclusion on Council's website.	14/02/2024
17/01/2024	Executive Services	11.1	007/2024	Petition - Friends of Coobowie Foreshore - received.	31/01/2024
17/01/2024	Executive Services	22.1	010/2024	The Legatus Group have been notified that Council endorsed the draft new Legatus Group Charter and Strategic Plan Framework.	31/01/2024
17/01/2024	Corporate and Community Services	23.1	011/2024	Council received the financial report and capital projects update report as at 31 December 2023.	31/01/2024
17/01/2024	Corporate and Community Services	23.2	012/2024, 013/2024	Council received the written submissions in response to the community engagement process for the proposed Vietnam War Memorial Walk signage and endorsed to proceed with the Vietnam War Memorial Walk project.	31/01/2024

Meeting	Responsible Department	Agenda Item	Minute Number	Task	Due Date
17/01/2024	Assets and Infrastructure Services	24.1	014/2024	Design of Coastal Defence Structure at Coobowie was voted not to proceed, with no further investigation and development of the proposed coastal defence structure at Coobowie.	31/01/2024
17/01/2024	Assets and Infrastructure Services	24.2	015/2024	Food Organics Green Organics Service - Not endorsed by Council, no change to waste collection services.	31/01/2024

16.3 UPDATE - SOUTHERN YORKE PENINSULA COMMUNITY CHILDCARE CENTRE**Document #:** 24/10408**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 in relation to enrolments and staffing levels at the Centre and the Maitland childcare operation, Maitland Family Centre.

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

Council has been working with AFLCS and builder Romaldi Construction on required works to bring the Centre into operation as soon as possible. This will require internal completion of the building, handover to AFLCS and licensing approval from the Government of South Australia Education Standards Board. It was originally hoped the Centre would be completed ahead of the scheduled completion date, in time for Week 1 of Term 1, 2024. Internally, the Centre is nearly complete; however latent site conditions externally have interrupted scheduled civil works which has unfortunately resulted in unforeseen construction delays. Due to this, Council, along with the Centre's Operator, are doing everything possible to have the facility open for the first week of March.

Maitland Family Centre currently employs 20 staff averaging 20 hours per week (10.6 FTE), and Minlaton employs 29 staff (11 FTE). This equates to 49 staff (21.6 FTE) total, not including management. Minlaton staff are averaging 15.1 hours per week (on 15-hour minimum contracts) and actual hours will increase to meet community demand as required once the centre becomes operational. These staff have been utilising the Minlaton Town Hall for training ahead of the opening. At present, almost 30 employees are receiving formal training (or are enrolled to start) for Certificate III or higher in Early Childhood Education.

The Maitland Centre is currently at 42 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. While it is a reduction, it is not uncommon at this time of year due to school holidays. The Centre at Minlaton will be accredited for 80 full-time placements. It is estimated that it will have a placement utilisation rate of between 46.5% and 51.4% when it opens.

ATTACHMENTS

1. **Photos - Childcare Centre Construction (February 2024)** [!\[\]\(c6a8736a601a632e2c96605cf66055ed_img.jpg\)](#) 









17 CORPORATE AND COMMUNITY SERVICES

Nil

18 ASSETS AND INFRASTRUCTURE SERVICES**18.1 CONSTRUCTION AND MAINTENANCE WORKS****Document #:** 24/8626**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 February 2024 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 and contractors are detailed in the table below:

Road Name	Start Point	End Point	Status
North			
North South Road	Maitland Road	Mine Hill Road	Ongoing
South			
Goldsmith Beach	St Vincent Hwy	Stansbury Road	Completed
Green Flat Road	Pentonvale Road	Wool Bay	Ongoing

Attention to parks, gardens and reserves is ongoing, in accordance with available resources and programming.

Approximately 92 Customer Service Requests (CSRs) have been attended to by staff throughout the reporting period, with activities including:

- Repairs to and replacement of signage: Ardrossan, Marion Bay, Troubridge, Edithburgh, Stansbury and Yorketown
- Maintenance to public conveniences: Maitland Town Hall, Maitland, Port Clinton, Ardrossan Town Hall, Balgowan, Tiddy Widdy Beach, Minlaton, Wool Bay, Edithburgh, Yorketown, Warooka and Corny Point

- Repairs and maintenance to footpaths: WTY Ardrossan, Maitland, WTY Port Clinton, Port Victoria, Edithburgh and Coobowie
- Response to acts of illegal dumping: Ardrossan (Boat Ramp).
- Tree maintenance and planting: North Coast Road and Coobowie
- Coastal infrastructure maintenance: Ardrossan Boat Ramp and Point Turton
- Sealed and unsealed road maintenance: Arthurton – Agery Road.
- Tree trimming: Black Point Beach Access, Maitland, Balgowan Camp Grounds, South Kilkerran, Ardrossan, Agery to Ardrossan Road, Black Point, Port Julia, Hardwicke Bay, Minlaton and Port Vincent
- Weed spraying: Maitland Town Hall Carpark, Arthurton to Ardrossan Road, Rouges Point, Stansbury, Edithburgh, Point Turton and Yorketown
- Repairs to ticket machines: Ardrossan and Port Vincent
- Playground equipment maintenance: Ardrossan, Price, Minlaton and Warooka
- Stormwater infrastructure maintenance: Maitland, Balgowan and Maitland
- Cemetery maintenance: Maitland, Ardrossan, Curramulka, Minlaton, Stansbury and Edithburgh.
- Campground maintenance: Wattle Point, Goldsmith Beach, Sturt Bay, Foul Bay, Daly Head, Gleasons, Len Barker and Burners Beach.

Jetpatcher activities were completed in the northern sector of the Council area and are now currently being undertaken in the southern sector.

Street sweeping was undertaken in the southern townships and has begun in the northern townships.

The status of road construction and maintenance requirements is summarised in the table below, complementing 2023/2024 budget allocations and 2022/2023 roll overs:

Road	Description of Works	Status / Comments	Estimated Start Date	Estimated Completion Date
Reconstructing and Resheeting				
Dowlingville Slant Road	Reconstruct and re sheet 2.43 km from Yorke Highway to Cooke Road	Complete		
Sandy Church Road	Reconstruct and re sheet from Spencer Highway 3.4km East	Ongoing - Earthworks, reforming. Material currently being delivered.	January	February
Black Bobs Road	Patchwork totalling 5096m ² between St Vincent Highway and Redding Road	Ongoing - Earthworks, reforming. Waiting on material PM2/20 to be delivered.	February	February
Yorke Valley Road	Patchwork totalling 11648m ² between Summer Track and Sandy Church Road	Ongoing	February	December
Heel Road	Reconstruct and re sheet 4.3km from Sheoak Beach Road to Goldsmith Beach Road	Ongoing - PM2/20 Being Delivered	October	February

Beach Road	Shredding road and reform existing material	Ongoing - Road is ready for stabilizing treatment	December	February
New Honiton Road	Reform and reshape 5km of exiting road, correcting horizontal alignment and low areas from Goldsmith Beach Road to Troubridge Hill Road	Ongoing – Paddock stone placed in sections of road and shredded.	December	March

Patrol Grading is ongoing throughout the district aligned with the current circuit, technique, and available resources. Due to the change in grading practices in the drier months, Council have been concentrating on maintaining table drainage and targeting sections of the roads with water carts. The following list provides general information on the output levels over the past 24-day period in respective areas (sectors):

North	Percent (%)	Roads
Patrol Output	17%	Gap, Boundary, Nalyappa
Drains	21%	From Maitland heading North, West of Spencer hwy.
CAPEX		
Other*	62%	Leave, includes TOIL taken.
Maitland		
Patrol Output	34%	Cunningham, James Well, Sandy Church
Drains	16%	Urania, Sandy Church area.
CAPEX	18%	Sandy Church Road. Patch sheeting programme.
Other*	32%	Leave, includes TOIL taken.
Central		
Patrol Output	58%	Bowden, Spicers, Weaver, Sparrow and Cutline Roads
Drains		
CAPEX	4%	New Honiton Road
Other*	38%	Leave
South		
Patrol Output	17%	Troubridge Hill Road
Drains		
CAPEX	25%	New Honiton Road
Other*	58%	Leave and Maintenance
*Patrol Grading productivity in the North, Maitland, Minlaton and South sectors has been impacted by Annual, Personal and Long Service Leave, TOIL, Workcover and Maintenance		

North

- Annual Leave – during this reporting period one Patrol Grader Operator had five days of annual leave and the other Patrol Grader Operator had six days of annual leave.
- Long Service Leave – during this reporting period one Patrol Grader Operator had three days of Long Service Leave.
- TOIL – during this reporting period one Patrol Grader Operator had one day of TOIL.

Maitland

- Annual Leave – during this reporting period one Patrol Grader Operator had a half day of annual leave and the other Patrol Grader Operator had four and half days of annual leave.
- Personal Leave – during this reporting period both Patrol Grader Operators had one day of personal leave.
- TOIL – during this reporting period one Patrol Grader Operator had one day of TOIL.

Minlaton

- Annual Leave – during this reporting period both Patrol Grader Operators had three days of annual leave.
- Long Service Leave – during this reporting period one Patrol Grader Operator had three days of Long Service Leave.

South

- Annual Leave – during this reporting period one Patrol Grader Operator had one day of annual leave and the other Patrol Grader Operator had six and a half days of annual leave.
- Long Service Leave – during this reporting period on Patrol Grader Operator had three days of Long Service Leave.

North Coast Road Upgrade – Stage Two:

The primer sealing at North Coast Road is now complete. Stage Two is on track to be completed in February 2024, weather permitting.

LRCIP Stage Three status:

Twenty-four projects funded under Local Roads and Community Infrastructure Program Phase Three (due 30 June 2024) are complete 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:
 - Artherton 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
 - Port Julia Campground Road Upgrade
 - Edithburgh Jetty Stone Seawall Repairs
 - Marion Bay Desalinisation 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

The following works/upgrades have been applied to Council's Community Wastewater Systems (CWMS) and Wastewater Treatment Plant (WWTP)

CWMS/ WWTP

- | | |
|---|---------------------------|
| ○ Golf club and walking trail remedial works continuing. | Yorketown |
| ○ Gravity drain repair, cleaning and inspections programme continuing. | Maitland |
| ○ Odour control system upgrade continuing. | Maitland and
Ardrossan |
| ○ Rising main repairs completed golf course pipe work. | Ardrossan |
| ○ Rising main repairs commenced WWTP bypass pipe work. | Ardrossan |
| ○ WWTP decant system repaired. | Port Vincent |
| ○ WWTP aerator electrical control repaired. | Chinaman Wells |
| ○ Irrigation pump repairs carried out. | Point Turton |
| ○ Property connection valving repaired. | Rogues Point |
| ○ WWTP modem upgraded 3G to 4G. | Rogues Point |
| ○ Public toilet connection to CWMS including installation of dump point completed | Balgowan |

Regular monitoring was continued at all sites.

Water Schemes

- | | |
|--|--|
| ○ Continued regular monitoring and general repairs | Marion Bay, Hardwicke Bay, Black
Point, Balgowan and Port Rickaby |
|--|--|

Septic Tank Pump Out

- | | |
|---------------------------|------------------------|
| ○ Completed | Tiddy Widdy Beach |
| ○ Nearing Completion | Yorketown |
| ○ Due this Financial Year | Foul Bay and Stansbury |

(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

19 DEVELOPMENT SERVICES

19.1 INSPECTORIAL REPORT

Document #: 24/7021

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 reporting period 22 December 2023 to 24 January 2024, 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

A Point Turton resident who regularly pats a neighbour's dog through the fence, was bitten by a dog that was visiting the neighbour's yard. The resident advised Council that they didn't want action taken against the dog owner. The Ranger spoke to the dog owner to make them aware of the incident, however no further action was taken.

Wandering and Nuisance Dog

Rangers attended the Maitland Family Centre in response to a complaint of a dog wandering at large. The dog was unable to be detained, however the Ranger followed it home, whereby the owner was cautioned for the dog wandering at large and issued an Expiation Notice for owning an unregistered dog.

A customer brought a wandering dog into the Yorketown Council Office. The dog was not microchipped or identifiable. The dog was impounded for approximately a week as the owner could not be identified. The dog was subsequently rehomed and is now registered.

Another customer also brought a wandering dog into the Yorketown Council Office. As a result of this dog being registered, the owner of the dog was contacted and the dog was collected. The dog regularly sits at the front gate of its property waiting for the owner to return. No further action was taken as it could not be determined if the dog was actually wandering at large.

A Maitland resident has been spoken to in relation to a complaint regarding their dog barking excessively when they are not home.

Cat Control

Council continues to receive complaints in relation to unowned cats in Ardrossan, Maitland and Edithburgh. Rangers have investigated and have removed four cats from Ardrossan and three from Maitland. Rangers will continue to monitor and work with the community on reducing the impact of unowned cats.

Bush Camping

Council Rangers continue to manage camping in undesignated areas and those without permits in the designated areas. There were 39 Show Cause Notices issued during this reporting period.

As a result of patrols by Council Rangers during the reporting period, 22 Expiation Notices were issued to campers in designated areas that did not have a permit. A total of 36 Expiation Notices were issued for camping in undesignated areas which included Tiddy Widdy Beach, Ardrossan, Black Point, Flaherty's Beach, Edithburgh, Honiton, Point Turton and Marion Bay. One expiation was issued for an offender having a campfire.

Boat Ramps

Routine patrols of boat ramps were undertaken to ensure that users pay for the use of the facilities. There were 40 Show Cause Notices 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 produce a valid permit/ticket and a reason as to why the ticket was not displayed. Records of cautions are maintained to determine repeat offenders.

During this reporting period three Expiation Notices have been issued in relation to boat ramp usage offences.

Vehicle Parking 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.

During this reporting period one Expiation Notice was issued for failing to angle park in Robert Street, Maitland.

The owner of a boat and trailer that had been left on a road verge in Balgowan for a considerable amount of time was identified. The boat and trailer have subsequently been removed.

An Edithburgh resident was cautioned in relation to vehicles associated with their property being parked on the footpath adjacent to the premises.

Local Nuisance and Litter Control

Rangers continue to monitor properties at Corny Point and Warooka to ensure compliance with the direction to remediate the unsightly condition of the land.

Rangers investigated a complaint of illegal dumping on Dump Road, Ramsay. Subsequently, an expiation was issued to a person from Edithburgh. The offender advised that they attempted to use the local waste transfer station which was closed and alternatively they dumped the rubbish on the roadside.

Multiple owners, of separate properties in Point Turton have been spoken to in relation to the use of Council land. The offending articles/vehicles have been removed from the Council land.

The owner of land in Port Moorowie has been contacted in relation to a complaint regarding an old caravan situated on the property which is deteriorating to such an extent that it is falling apart and causing a local nuisance. The owner of the property is rectifying the situation.

Fire Prevention

Rangers continue to input data into the Australian Fire Danger Rating System (AFDRS) developed by the Australasian Fire and Emergency Services Authorities Council (AFAC). The data is used to monitor the fuel curing rate and available fuel in tonnes per hectare. As all these sites are cropped, these observations are now done monthly as the available fuel has cured to 100%. Although there are still some crops standing that have not been harvested, most crops have been harvested. As a

result of the recent rain events the onset of greening has occurred, further decreasing the amount of available fuel.

The farming burning off season will commence on 1 March 2024. The weather conditions will be monitored by Council's Fire Prevention Officers and burning may not be permitted because of the current or approaching adverse weather conditions, even if a non-fire ban day.

ATTACHMENTS

Nil

19.2 DEVELOPMENT APPLICATION DECISIONS**Document #:** 24/10174**Department:** Development Services**PURPOSE**

To inform the Elected Members of Development Application decisions for the period 1 January to 31 January 2024.

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.

DISCUSSION

There were 21 Development Applications processed on the SA Planning Portal for the period 1 January to 31 January 2024 (refer Attachment 1).

ATTACHMENTS

1. Development Application Decisions - 01/01/2024 - 31/01/2024  

DEVELOPMENT APPROVALS – DEVELOPMENT ASSESSMENT PORTAL – 01 JANUARY TO 31 JANUARY 2024

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
24000047	R Podgorski	12 FALIE DR PRICE SA 5570	2 x Verandahs & Decks	Yorke Peninsula Council	4 Jan 2024	Development Approval Granted
23037140	B McMahon, A McMahon	17445 YORKE HWY MARION BAY SA 5575	Campground	Yorke Peninsula Council	25 Dec 2023	Development Approval Granted
23036405	N Dicks	3 ANCHOR AV PORT VICTORIA SA 5573	Verandah	Yorke Peninsula Council	19 Jan 2024	Development Approval Granted
23035510	D Verschoor	76 PARSONS BEACH RD BLUFF BEACH SA 5575	Verandah and deck	Yorke Peninsula Council	8 Dec 2023	Development Approval Granted
23035292	B GREER	105 MARINE PDE PORT VINCENT SA 5581	FREESTANDING CARPORT	Yorke Peninsula Council	4 Dec 2023	Development Approval Granted
23034865	D MAHAR, P MAHAR	LOT 92 SPENCER HWY KOOLYWURTIE SA 5575, LOT 92 SPENCER HWY KOOLYWURTIE SA 5575	Land Division (Boundary Realignment)	Yorke Peninsula Council	14 Dec 2023	Development Approval Granted
23033733	Steve Fawcett	18 REEF CR POINT TURTON SA 5575	Verandah	Yorke Peninsula Council	28 Nov 2023	Development Approval Granted
23033327	J SNOWDEN	6 THIRD ST WOOL BAY SA 5575	Outbuilding (carport - partly enclosed)	Yorke Peninsula Council	14 Nov 2023	Development Approval Granted
23031132	S Feast, J Feast	17 VENTNOR ST PORT VINCENT SA 5581	Detached Dwelling	Yorke Peninsula Council	16 Nov 2023	Development Approval Granted
23028750	P Herrmann	47 MARY ST PRICE SA 5570	carport	Yorke Peninsula Council	10 Oct 2023	Development Approval Granted

ID	Owner	Location	Nature of Development	Relevant Authority	Lodged	Status
23028610	T Crown	LOT 482 PARKVIEW RD ARDROSSAN SA 5571	Relocate caravan and annex (Site 18)	Yorke Peninsula Council	16 Oct 2023	Development Approval Granted
23028548	D Caruso	4 FIFTH ST ARDROSSAN SA 5571	Contruction of an additional 4 units for use as workers accommodation.	Yorke Peninsula Council	5 Oct 2023	Development Approval Granted
23027988	P Rice	1 ST LEDGER AV MAITLAND SA 5573	Single Storey Detached Dwelling	Yorke Peninsula Council	28 Sept 2023	Development Approval Granted
23024363	R Mynhart	42 WILLYAMA DR MARION BAY SA 5575	Dwelling addition/alteration	Yorke Peninsula Council	30 Aug 2023	Development Approval Granted
23024195	A Mutalip, Z Mutalip	27 SEAVIEW CT STANSBURY SA 5582	Two storey detached dwelling	Yorke Peninsula Council	24 Aug 2023	Development Approval Granted
23022356	C Gibson, H Gibson	LOT 14 SONGVAAR RD PORT VICTORIA SA 5573	Detached dwelling & Outbuilding	Yorke Peninsula Council	8 Aug 2023	Development Approval Granted
23020849	K Kemp	5-6 BAYVIEW RD STANSBURY SA 5582	Verandah	Yorke Peninsula Council	19 Jul 2023	Development Approval Granted
23019295	C Young, R Young	9 MANNING ST STANSBURY SA 5582	Single storey detached dwelling	Yorke Peninsula Council	7 Jul 2023	Development Approval Granted
23019254	s young, m young	13 TALBOT RD PORT VINCENT SA 5581	Detached dwelling & outbuilding.	Yorke Peninsula Council	7 Jul 2023	Development Approval Granted
22036813	A Conti	16 PASSAT ST PORT VICTORIA SA 5573	Upper level dwelling extension.	Yorke Peninsula Council	2 Nov 2022	Development Approval Granted
20000736	KCT1 PTY LTD	1601 SOUTH KILKERRAN RD MAITLAND SA 5573	Agricultural Building	Yorke Peninsula Council	30 Oct 2020	Development Approval Granted

19.3 WASTEWATER SYSTEM APPLICATION DECISIONS**Document #:** 24/10197**Department:** Development Services**PURPOSE**

To inform the Elected Members of Wastewater Application decisions for the period 1 January to 31 January 2024.

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 12 Wastewater Applications completed for the period 1 January to 31 January 2024 (refer Attachment 1).

ATTACHMENTS

1. **Wastewater System Application Decisions - 01/01/2024 - 31/01/2024** [↓](#) 

**LIST OF WASTE CONTROL APPLICATIONS & DECISIONS ISSUED BY THE ENVIRONMENTAL HEALTH OFFICERS
UNDER DELEGATION FOR THE PERIOD 1 JANUARY to 31 JANUARY 2024**

Septic App. No.	Owner	Location	Proposal	Conditions	Assess. No	Decision Date	Applicant
050/141/2023	JR Teague	(Lot 60) 19 Lime Kiln Road PORT VINCENT	Aerobic System	19	437624	9 January 2024	S Palecek
050/150/2023	M & S Young	(Lot 74) 13 Talbot Road PORT VINCENT	CWMS Connection	17	427674	19 January 2024	M & S Young
050/157/2023	CW & RJ Young	(Lot 17) 9 Manning Street STANSBURY	Septic & Soakage	18	208744	19 January 2024	Selecta Homes & Building Services
050/160/2023	M Hodge & B Ebert	(Lot 17) 6A Cardigan Castle Circuit PORT VICTORIA	CWMS Connection	12	437996	23 January 2024	B Fenton
050/161/2023	B Boyanton	(Lot 16) 8 Cardigan Castle Circuit PORT VICTORIA	CWMS Connection	12	437988	23 January 2024	B Fenton
050/163/2023	A Mejean	(Lot 69) 15 Main Street PORT VINCENT	Septic & Soakage	14	308981	23 January 2024	A Mejean
050/170/2023	C & H Gibson	(Lot 14) Songvaar Road PORT VICTORIA	Septic & Soakage	20	432922	5 January 2024	C & H Gibson
050/175/2023	WD & JR Collyer	(Lot 288) 7 Bluebay Drive POINT TURTON	CWMS Connection	17	411991	17 January 2024	Aitchison Plumbing Services
050/178/2023	SD & JR Feast	(Lot 1) 17 Ventnor Street PORT VINCENT	Septic & Soakage	14	414318	19 January 2024	Selecta Homes & Building Services
050/181/2023	GM Cook	(Sec 112NE) 75 Dowlingville Slant Road DOWLINGVILLE	Septic & Soakage	17	21410	19 January 2024	P Scragg

050/188/2023	G & HM Dworak	(Lot 113) 14 Esther Lane PORT JULIA	Septic & Soakage	16	413245	10 January 2024	Longridge Group
050/189/2023	KG & AM Webb	(Lot 97-98) Waimana Court PORT RICKABY	Aerobic System	19	316554	15 January 2024	Longridge Group

20 VISITORS TO THE MEETING

Will Lynch - Superintendent Ardrossan and Peter Woods - Environmental Assurance Manager, SIMEC Mining (SIMEC Mining Project Update)

DEBATE AGENDA

DEBATE AGENDA

21 MAYOR

Nil

22 CHIEF EXECUTIVE OFFICER

Nil

23 CORPORATE AND COMMUNITY SERVICES

23.1 DECEMBER QUARTERLY BUDGET REVIEW 2023-2024

Document #: 24/4831

Department: Corporate and Community Services

PURPOSE

For Council consideration and endorsement of the December quarterly budget review (as at 31 December 2023) of Council's 2023/2024 Budget and associated financial statements, ratios and changes.

RECOMMENDATION

That Council endorse the 2023/2024 December Budget Review changes as presented in the attached Summary of Changes, Statement of Comprehensive Income and Uniform Presentation of Finances and receive the updated Statement of Financial Position, Statement of Cash Flows, Statement of Changes in Equity and Financial Indicators (Ratios).

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

BACKGROUND

Regulation 9 of the Local Government (Financial Management) Regulations 2011 sets out the requirements relating to the review of budgets for Council.

Council's Policy PO142 Budget Reporting and Amendment requires quarterly budget reviews i.e. September, December and March. This is the second (as at 31 December 2023) of the three quarterly budget reviews for the 2023/2024 financial year.

DISCUSSION

Budget managers in all directorates have completed a review of their 2023/2024 budgets as at 31 December 2023 and all adjustments allowed in accordance with Policy PO142 have been included in the attached documents (Attachments 1 - 7).

Budgets have been reviewed taking the following into consideration (as applicable):

- Additional income likely to be generated or received;
- Income and expenditure to date and forecasts for the remainder of the year;
- New grants and contributions;
- Changes to user and statutory fee income forecasts;
- Review of staffing levels to those originally budgeted;
- Changes due to amendments in legislation;
- Changes to Government fees and charges;

- Council decisions made since the adoption of the original budget; and
- Status of capital projects including consideration of projects rolled over from 2022/2023 for completion in the current financial year (refer Council decision in August 2023).

A full list of adjustments, with reasons for the changes, is attached to this report (Attachment 1).

Budgeted Operating Surplus/ (Deficit)

As a result of proposed adjustments in this review, previously endorsed adjustments from the first quarter (September 2023) budget review and unspent budgets rolled over from 2022/2023, Council's forecast Operating Deficit for 2023/2024 is \$1.5m. This is a decline of \$2.0m to the adopted 2023/2024 forecast Operating Surplus of \$0.5m.

The decrease to Council's budgeted operating bottom line is due to a forecast operating expenditure increase of \$2.6m which is only partially offset by an increase to operating income of \$0.6m. The key drivers behind the expenditure increase are \$1.6m in operating projects which were rolled over from 2022/2023 and \$0.8m increase to forecast depreciation expense.

It should be noted that the portion of Financial Assistance Grant (FAG) allocations for the current year which were paid in advance in 2022/2023 have not been removed from the current year budget under the assumption that, as in previous years, the advance payment of FAG will continue. Should this assumption prove incorrect, a significant increase to Council's operating deficit for 2023/2024 is to be expected. In such circumstances the resulting deficit would be due to a timing difference as the grant will be received and recognised as income either in June 2024 (2023/2024) or July 2024 (2024/2025). Adjusted operating results and ratios are presented in Note 15 of Council's annual financial statements to account for the impact of such timing difference for the understanding of the reader.

Major Impacts

Listed below are the major impacts (generally >\$25k) due to adjustments proposed during this Budget review.

- **Remote airstrip upgrade program (Maitland) – operating income** – \$71,952 increase representing the final instalment of grant funding for prior year Maitland Airstrip project (rollover request not made).
- **Remote airstrip upgrade program (Yorketown) – amounts received for new/upgrade assets** – \$54,466 increase representing grant funding for upgrade to fencing and amenities at the Yorketown airstrip previously unbudgeted.
- **Remote airstrip upgrade program (Yorketown) – capital expenditure (new/upgrade)** – \$130,548 increase representing total budget for upgrade to airstrip fencing and amenities for unbudgeted grant project.
- **Physical assets received free of charge (various) – income below the line** – \$270,569 increase reflecting the fair value of physical assets formally received by Council free of charge from local community groups and organisations for the year to date.
- **Council endorsed free of charge assets (various) – capital expenditure (new/upgrade)** – \$270,569 increase to capital expenditure on additional assets, representing the fair value of physical assets formally received by Council free of charge from local community groups and organisations.
- **Special Local Roads Grant (North Coast Road Stage 2) – amounts received for new/upgrade assets** – \$43,000 decrease to budget due to variance between budget estimate and actual grant awarded.
- **CWMS pump station switchboard replacement (Stansbury) – capital renewal expenditure** – \$31,430 increase to project budget funded by equivalent reduction to Yorketown CWMS budget for switchboard replacement due to reprioritised replacement of pump station switchboard at Stansbury. Nil impact to financial position, budget transferred and balanced within financial statements category.

- **Northern patch sheeting – capital renewal budget** – \$295,528 increase to project budget funded by transfer of \$253,232 in savings on completed Melton South Road capital renewal project and \$42,296 in savings from completed Gleeson Road capital renewal project. Nil impact to financial position, budget transferred and balanced within financial statements category.
- **Dust suppression project (various locations Southern Yorke Peninsula) – capital renewal expenditure** – \$42,000 increase to project budget funded by savings on completed Melton South Road capital renewal project. Nil impact to financial position, budget transferred and balanced within financial statements category.
- **Southern patch work – capital renewal budget** – \$25,911 increase to project budget funded by transfer of savings on completed Corny Point Road capital renewal project. Nil impact to financial position, budget transferred and balanced within financial statements category.
- **Cultural burns education grant – operating expense** – \$46,095 increase to facilitate completion of prior year project (rollover request not made). Increased expenditure partially offset by \$8,000 increase to income for final instalment of related grant funding (rollover request for income was not made).
- **Waste management service charge – operating income and expenditure** – \$39,518 increase due to additional revenue raised through charges for increased number of services provided. Corresponding increase to waste management expenditure to cover the cost of additional collections and bins provided. Waste management service charge income is quarantined for application to related expenditure. Nil impact to financial performance as balanced adjustment.
- **Arthurton Main Street – capital renewal expenditure** – \$33,656 increase to project budget funded by savings on completed projects: Edith Street median strip extension \$18,000, and James Well kerb and road repair \$15,656. Nil impact to financial position, budget transferred and balanced within financial statements category.
- **YP Leisure Options – operating income** – \$26,951 increase based on receipt of grant funding above the original budget allocation.

More detailed information on the changes to Council's proposed Operating Deficit (and income and expenditure budgets) is available in the attached reports and statements in particular the Budgeted Statement of Comprehensive Income (Attachments 1 - 7).

Budgeted Capital Expenditure

Council's proposed capital expenditure budget after this budget review, previously endorsed quarter one budget adjustments and previously adopted budgets for projects/expenditure rolled over from 2022/2023, is \$20.8m. This includes the initially adopted budget of \$16.9m to which projects/expenditure rolled over from 2022/2023 adopted by Council worth \$3.5m were added in August 2023. Adjustments of \$40,000 were added through the September quarter budget review and a further adjustment of \$420,000 is proposed in this budget review (inclusive of \$270,000 in free of charge assets received).

Details of all capital adjustments can be found in the reports and updated Statements in particular the Budgeted Statement of Cash Flows (Attachments 1 - 7).

Of the proposed budget of \$20.8m, \$10.6m is budgeted for renewal and replacement of existing assets, while \$10.2m (inclusive of \$270,000 in free of charge assets received) is budgeted for the upgrade of existing assets and/or acquisition of new assets.

Budgeted Cash Flow & Net Lending/ (Borrowing)

Following the proposed adjustments in this budget review, previously endorsed quarter one budget adjustments, roll over expenditure being included in this year's budget and adjustment of opening balances in line with 2022/2023 audited General Purpose Financial Statements, Council's forecast closing cash and cash equivalents as at 30 June 2024 is \$3.6m which is an increase of approximately

\$2.5m to the original adopted budget. This increase can be attributed to a better-than-expected closing cash position as at 30 June 2023 which was primarily due to the net impact of grants received but not spent, including advance payment of FAGs, and incomplete projects rolled over to 2023/2024.

The proposed end of year Net Borrowing position has increased from the originally adopted \$1.8m to \$5.5m. This is primarily due to the impact of budgets rolled over from 2022/2023 for incomplete or unstarted projects.

More detail on the movements in net lending/ (borrowing) for the financial year can be found in the Budgeted Uniform Presentation of Finances (Attachment 6).

Budgeted Financial Indicators (Ratios)

As a result of proposed changes in this budget review, previously endorsed September quarter adjustments and inclusion of expenditure rolled over from 2022/2023, Council's Financial Indicators have had some movement.

Council's Operating Surplus Ratio is forecast to be -3.8%, which is a decline of 5.1% compared to the original adopted Budget. The reasons for this have been detailed earlier in this report. The forecast ratio is below Council's LTFP minimum target of 0%.

The Net Financial Liabilities Ratio has decreased from 24% forecast originally to 17%. The positive variance is due to the higher-than-expected closing cash position as at 30 June 2023 following finalisation of the 2022/2023 Financial Statements. The forecast ratio remains well within Council's LTFP target of 100%.

Council's Asset Renewal Funding Ratio is forecast to be 60%, a 4% increase to the original forecast. The increase is primarily due to projects/expenditure rolled over from 2022/2023 for completion in 2023/2024 and the decision to budget for \$9.8m in new/upgrade capital projects in 2023/2024. The forecast Asset Renewal Funding Ratio will be achieved if Council completes all budgeted capital renewal projects in 2023/2024. The forecast ratio is well below Council's current LTFP minimum target of 100%.

It should also be noted that Council's asset renewal target per asset management plans for 2023/2024 is \$17.6m. This target is higher than the average target over the last four years of \$14.6m. Over the last four years Council has averaged an Asset Renewal Funding Ratio of 82%. It should be further noted that several asset classes are undergoing revaluation in 2023/2024 and that all Council Asset Management Plans (AMPs) are due for review prior to November 2024. Revaluations and updates to AMPs may drastically alter Council's annual renewal targets.

More information on Council's Financial Indicators can be found in Attachment 7.

COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

CONSULTATION PROCESS

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

- Corporate Management Team
- Manager Financial Services
- Budget 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

Budget and resource implications are as detailed in this report and as presented in the attached reports and statements (Attachments 1 – 7).








RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS

2 Council's budget is a fundamental instrument of accountability and an essential pre-requisite to deciding the annual rate impost on the community. As such it is important that material variations compared with the original budget be disclosed and explained.

Local Government Act 1999

Local Government (Financial Management) Regulations 2011

ATTACHMENTS

1. **Proposed Summary of Changes - December 2023 Budget Review** [↓](#) 
2. **Budgeted Statement of Comprehensive Income 2023-2024** [↓](#) 
3. **Budgeted Statement of Financial Position 2023-2024** [↓](#) 
4. **Budgeted Statement of Cash Flows 2023-2024** [↓](#) 
5. **Budgeted Statement of Changes in Equity 2023-2024** [↓](#) 
6. **Budgeted Uniform Presentation of Finances 2023-2024** [↓](#) 
7. **Budgeted Statement of Financial Indicators (Ratios) 2023-2024** [↓](#) 

YORKE PENINSULA COUNCIL 2023/2024 BUDGET SUMMARY OF PROPOSED CHANGES - DECEMBER (QUARTER 2) BUDGET REVIEW			
Type	Note #	Amount Increase/ (Decrease)	Reason for Variance
OPERATING INCOME			
Rates	1	\$11,893	Reduction to budget for remitted rates based upon actual rates remitted, utilised saving to fund additional audit costs on first year of contract with new auditors. [Refer note 28]
	2	\$39,518	Increase to waste management service charge budget due to increased number of services provided. This represents a timing difference between number of services calculated at budget formation and number of services at end of December quarter. Income quarantined for application to waste collection costs. [Refer note 29]
	3	\$7,397	Increase budget for CWMS service charge income to match actual amount raised for year to date, apply additional income to CWMS expenditure budget to assist with transition from 3G to 4G system monitoring. [Refer note 36]
Statutory Charges	4	\$2,500	Increase septic tank inspection income on higher than anticipated wastewater applications. [Refer note 5]
User Charges	5	(\$2,500)	Reduce food inspection income budget in anticipation of limitations around staff availability to conduct inspections. [Refer note 4]
	6	(\$25,287)	Reduce budget for YP Leisure Options holiday program due to reclassification, positively offset by increases to grant funding and other program income in excess of \$52,000. [Refer notes 14, 19 and 33]
	7	\$2,500	Increased budget for boat ramp expiation income. Utilisation of increased income to fund addition boat ramp maintenance expenditure and signage. [Refer note 34]
Grants, subsidies and contributions	8	\$71,952	Final grant payment for Maitland airstrip capital project was anticipated in May-23 but not received. Project was extended and rollover of income was not requested. Funding received will now cover Council contribution towards Yorketown airstrip grant project for renewal of fencing and amenities block. [Refer note 39 and 56]
	9	(\$24,665)	Decrease budget allocation for Roads to Recovery funding by \$24,665. Budget estimate based on 3% indexation of prior year grant, however the eventual Roads to Recovery grant was not indexed in 2023/2024.
	10	\$8,000	Increase requested for the final instalment of Cultural Burns Education grant which was not requested for rollover at the end of the previous financial year. [Refer note 25]
	11	\$8,000	Receipt of Australia Day grant funding to be allocated to celebrations and ceremonies. [Refer note 27]
	12	\$10,000	Increase grant income budget to account for receipt of Grassroots Grant for Coobowie Beach Road Reserve Rehabilitation. [Refer note 30]
	13	\$6,000	Various adjustments to human resources and risk budgets to account for receipt of unbudgeted incentive funding, reduced wage expenditure and increased external labour hire, training and recruitment expenditure. [Refer note 17, 20 and 32]

YORKE PENINSULA COUNCIL 2023/2024 BUDGET SUMMARY OF PROPOSED CHANGES - DECEMBER (QUARTER 2) BUDGET REVIEW			
Type	Note #	Amount Increase/ (Decrease)	Reason for Variance
Grants, subsidies and contributions (continued...)	14	\$25,075	Increase income budget for YP Leisure Options based upon receipt of additional grant funding. [Refer note 6, 19 and 33]
	15	\$10,000	Increase income budget on receipt of contribution from Landscapes SA Northern and Yorke to assist in transition of Bush Camping booking system to Bookeasy online platform. [Refer note 37]
Investment income	-	\$0	Nil adjustments requested.
Reimbursements	16	\$3,630	Reimbursement of various road valuation expenditure associated with proposed sale of road reserves. [Refer note 22]
	17	\$724	Various adjustments to human resources and risk budgets to account for receipt of unbudgeted incentive funding, reduced wage expenditure and increased external labour hire, training and recruitment expenditure. [Refer note 17, 20 and 32]
	18	\$750	Increase income due to additional sales of dog faeces bags to community groups, offset by increased expenditure to replace Council stocks. [Refer note 35]
Other Income	19	\$27,163	Increase other income budget for YP Leisure Options. Note: this request may require reclassification to user charges as part of third quarter budget review. Increase relates to individual support programs. [Refer note 6, 14 and 33]
OPERATING EXPENDITURE			
Employee Costs	20	(\$4,900)	Various adjustments to human resources and risk budgets to account for receipt of unbudgeted incentive funding, reduced wage expenditure and increased external labour hire, training and recruitment expenditure. [Refer note 17, 20 and 32]
	21	(\$8,659)	Reduce budget for human resources reclassification provision to fund minor buildings works and office furniture renewal. [Refer note 55]
Materials, contracts & other expenses	22	\$3,630	Increase budget for road valuation expenditure associated with proposed sale of various road reserves, fully reimbursed by interested parties. [Refer note 16]
	23	(\$5,500)	Decrease operations and foreshore protection budgets to fund additional expenditure on Port Vincent kiosk access and stairs. [Refer note 41]
	24	(\$5,037)	Reduce unallocated hall maintenance budget to fund budget for grease trap installation at Port Vincent kiosk. [Refer note 60]
	25	\$46,095	Increase to facilitate remaining expenditure budget for Cultural Burns Education grant program. A rollover for this project was not requested at the end of the previous financial year. [Refer note 25]
	26	\$12,984	Increase budget for Port Vincent Institute salt damp repair project, funded through Port Vincent land sale proceeds.
	27	\$8,000	Increase budget for Australia Day celebrations and ceremonies due to receipt of grant funding. [Refer note 11]

YORKE PENINSULA COUNCIL 2023/2024 BUDGET SUMMARY OF PROPOSED CHANGES - DECEMBER (QUARTER 2) BUDGET REVIEW			
Type	Note #	Amount Increase/ (Decrease)	Reason for Variance
Materials, contracts & other expenses (continued...)	28	\$11,893	Increase external audit budget to cover additional costs on first year of contract with new auditors. Funded through savings on quantum of rates remitted. [Refer note 1]
	29	\$39,518	Increase to waste management expenditure budget due to increased number of services provided. Fully funded by increase to service charge income. [Refer note 2]
	30	\$10,000	Increase weed spraying budget to enable works associated with Grassroots Grant for Coobowie Beach Road Reserve Rehabilitation. [Refer note 12]
	31	\$5,000	Increase expenditure budget for Narungga (Nharangga) Cultural Day funded by contribution from Northern and Yorke Landscapes received and recognised in previous financial year.
	32	\$11,624	Various adjustments to human resources and risk budgets to account for receipt of unbudgeted incentive funding, reduced wage expenditure and increased external labour hire, training and recruitment expenditure. [Refer note 17, 20 and 32]
	33	\$1,110	Increase expenditure budget for YP Leisure Options program budgets associated with increased income and program savings. [Refer note 6, 14 and 19]
	34	\$2,500	Increase budget for boat ramp maintenance expenditure and signage, funded through increased expiation income. [Refer note 7]
	35	\$750	Increase expenditure on dog faeces bags, offset by increased income due to sales of dog faeces bags to community groups. [Refer note 18]
	36	\$7,397	Increase CWMS expenditure budget to assist with transition from 3G to 4G system monitoring, fully funded by increased service charge income. [Refer note 3]
	37	\$10,000	Increase budget for costs involved in transition of Bush Camping booking system to Bookeasy online platform. Funded by unbudgeted contribution from Landscapes SA Northern and Yorke to assist in this project. [Refer note 15]
Depreciation	-	\$0	Nil adjustments requested.
Finance Costs	-	\$0	Nil adjustments requested.
CAPITAL INCOME			
Physical Assets Received Free of Charge	38	\$270,569	Include notional income for Physical assets received free of charge for financial year to date as per Council decisions: 1. Edithburgh tidal pool shark deterrent net - \$10,000.00 (Council Resolution - 248/2023) 2. Shelter at the Maitland Cemetery - \$17,993.00 (Council Resolution - 250/2023) 3. Ardrossan Pump Track - \$150,000.00 (Council Resolution - 251/2023) 4. Price Nature Play Area - \$92,576 (Council Resolution 293/2023) [Refer note 57]
Asset Disposals	-	\$0	Nil adjustments requested.

YORKE PENINSULA COUNCIL 2023/2024 BUDGET SUMMARY OF PROPOSED CHANGES - DECEMBER (QUARTER 2) BUDGET REVIEW			
Type	Note #	Amount Increase/ (Decrease)	Reason for Variance
Amounts Received Specifically for New/Upgrade Assets	39	\$58,466	Increase represents grant income for Yorketown Airstrip renewal of fencing and amenities block. This project was not included at budget formation due to an oversight despite grant funding being awarded. An associated increase to Yorketown airstrip capital renewal expenditure has been requested. [Refer note 8 and 56]
	40	(\$43,000)	Decrease to grant income budget for Special Local Roads Grant (North Coast Road - Stage 2). Council budgeted for \$1,200,000 in grant funding but received \$1,157,000.
CAPITAL EXPENDITURE - RENEWAL			
Capital Expenditure - Renewal	41	\$5,500	Increase budget for Port Vincent Kiosk project to deliver shared stairs, beach access and access to services Kiosk infrastructure. Funded by decrease to operations and foreshore protection budgets. [Refer note 23]
	42	\$31,430	Increase Stansbury CWMS renewal budget for pump station switchboard replacement funded by reduction to Yorketown CWMS budget allocation. Experiencing ongoing problems with an old switchboard in Pitt Street, Stansbury. [Refer note 43, 58 and 59]
	43	(\$31,430)	Reduce Yorketown CWMS renewal budget to fund pump station switchboard replacement at Stansbury CWMS. [Refer note 42, 58 and 59]
	44	\$253,232	Increase Patch sheeting (North) capital renewal budget funded by transfer of remaining budget allocation for wages, contractual, materials and plant hire on completion of Melton South Road. [Refer note 45 and 46]
	45	(\$295,232)	Reduce Melton South Road capital renewal budget. Transfer remaining budget allocation for wages, contractual, materials and plant hire on completion of works to Patch Sheeting (North) and Dust Suppression project. [Refer note 44 and 46]
	46	\$42,000	Increase Dust Suppression capital renewal budget funded by transfer of remaining budget allocation for materials on completion of Melton South Road. [Refer note 44 and 45]
	47	\$42,296	Increase Patch sheeting (North) capital renewal budget funded by transfer of remaining budget allocation for wages, contractual, and plant hire on completion of Gleeson Road. [Refer note 48]
	48	(\$42,296)	Reduce Gleeson Road capital renewal budget. Transfer remaining budget allocation for wages, contractual and plant hire on completion works to Patch Sheeting (North). [Refer note 47]
	49	(\$13,000)	Reduce budget for Township Rehabilitation South project to fund purchase of pad foot shell kit for roller. [Refer note 61]
	50	(\$25,911)	Reduce Corny Point Road capital renewal budget. Transfer remaining budget allocation for wages and plant hire on completion of works to Patch Work (South). [Refer note 51]
	51	\$25,911	Increase Patch work (South) capital renewal budget funded by transfer of remaining budget allocation for wages and plant hire on completion of Corny Point Road. [Refer note 50]

YORKE PENINSULA COUNCIL 2023/2024 BUDGET SUMMARY OF PROPOSED CHANGES - DECEMBER (QUARTER 2) BUDGET REVIEW			
Type	Note #	Amount Increase/ (Decrease)	Reason for Variance
Capital Expenditure - Renewal (continued...)	52	\$33,656	Increase budget for Arthurlton Main Street project, funded by savings on Edith Street median strip extension and James Well kerb and road repairs project budgets. [Refer note 53 and 54]
	53	(\$18,000)	Reduce budget for Edith Street median strip extension completed under budgeted, transfer remaining allocation to Arthurlton Main Street project. [Refer note 52 and 54]
	54	(\$15,656)	Reduce budget for James Well kerb and road repairs project completed under budgeted, transfer remaining allocation to Arthurlton Main Street project. [Refer note 52 and 53]
	55	\$8,659	Increase budget for minor building works and office furniture renewal, funded by reduction to budget for human resources reclassification provision. [Refer note 21]
CAPITAL EXPENDITURE - NEW/UPGRADE			
Capital Expenditure - New/Upgrade	56	\$130,548	Increase budget for total cost of fencing and amenities block works at Yorketown Airstrip, previously unbudgeted. [Refer note 8 and 39]
	57	\$270,569	Include Physical assets received free of charge for financial year to date as per Council decisions at 08 November 2023 Ordinary Meeting. 1. Edithburgh tidal pool shark deterrent net - \$10,000.00 (Council Resolution - 248/2023) 2. Shelter at the Maitland Cemetery - \$17,993.00 (Council Resolution - 250/2023) 3. Ardrossan Pump Track - \$150,000.00 (Council Resolution - 251/2023). [Refer note 38]
	58	\$12,160	Increase Stansbury CWMS renewal budget for pump station switchboard replacement funded by reduction to Yorketown CWMS budget allocation. [Refer note 42, 43 and 59]
	59	(\$12,160)	Reduce Yorketown CWMS renewal budget to fund pump station switchboard replacement at Stansbury CWMS. [Refer note 42, 43 and 59]
	60	\$5,037	Grease trap installation at Port Vincent Kiosk funded by unallocated hall maintenance budget. [Refer note 24]
	61	\$13,000	Increase budget to enable purchase of pad foot shell kit for roller funded through reduction to budget for Township Rehabilitation South project. [Refer note 49]

YORKE PENINSULA COUNCIL 2023/2024 BUDGET BUDGETED STATEMENT OF COMPREHENSIVE INCOME						
	2023/2024 Revised Budget \$('000)	2023/2024 December Budget Adjustments \$('000)	2023/2024 September Budget Adjustments \$('000)	2023/2024 Rolled Over Budget Adjustments \$('000)	2023/2024 Adopted Budget \$('000)	Notes
INCOME						
Rates	28,482	59			28,423	1-3
Statutory Charges	411	3			408	4
User Charges	5,074	(26)	(1)		5,101	5-7
Grants, subsidies, contributions - Capital	1,974	(17)		241	1,750	
Grants, subsidies, contributions - Operating	2,775	131	36	123	2,485	8-15
Investment Income	168	1			167	
Reimbursements	178	5	2		171	16-18
Other Income	151	27			124	19
Total Income	39,213	183	37	364	38,629	
EXPENSES						
Employee costs	11,251	(7)	(32)		11,290	20-21
Materials, contracts and other expenses	16,900	153	9	1,645	15,093	22-37
Depreciation	12,292		831		11,461	
Finance Costs	275			(4)	279	
Total Expenses	40,718	146	808	1,641	38,123	
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	(1,505)	37	(771)	(1,277)	506	
Physical resources free of charge	270	270				38
Asset disposal and fair value adjustments	0				0	
Amounts received specifically for New or Upgrade assets	3,804	16		835	2,952	39-40
NET SURPLUS/(DEFICIT)	2,569	323	(771)	(442)	3,458	
Other Comprehensive Income						
Changes in revaluation surplus - IPP&E	0				0	
Total Other Comprehensive Income	0		0	0	0	
TOTAL COMPREHENSIVE INCOME	2,569	323	(771)	(442)	3,458	

Note: Totals may not add due to rounding

YORKE PENINSULA COUNCIL 2023/2024 BUDGET BUDGETED STATEMENT OF FINANCIAL POSITION						
	2023/2024 Revised Budget \$('000)	2023/2024 December Budget Adjustments \$('000)	2023/2024 September Budget Adjustments \$('000)	2023/2024 Rolled Over Budget Adjustments \$('000)	2023/2024 Adopted Budget \$('000)	Notes
ASSETS						
Current Assets						
Cash & Equivalent Assets	3,626	2,269	58	190	1,109	
Trade & Other Receivables	1,900	(118)	1	196	1,821	
Inventories	563	(10)	1	127	445	
Total Current Assets	6,089	2,141	60	513	3,375	
Non-Current Assets						
Financial Assets	146	(5)		5	146	
Infrastructure, Property, Plant & Equipment	312,775	420	(825)	17,804	295,376	
Total Non-Current Assets	312,921	415	(825)	17,809	295,522	
Total Assets	319,010	2,556	(765)	18,322	298,897	
LIABILITIES						
Current Liabilities						
Trade & Other Payables	3,363	245	5	(25)	3,138	
Borrowings	1,371	60		(60)	1,371	
Provisions	2,290	1			2,289	
Total Current Liabilities	7,024	305	5	(25)	6,798	
Non-Current Liabilities						
Trade & Other Payables	246	189		(5)	62	
Borrowings	4,872	(63)		(255)	5,190	
Provisions	157	(37)		1	193	
Total Non-Current Liabilities	5,275	89	0	(259)	5,445	
Total Liabilities	12,299	394	5	(284)	12,243	
NET ASSETS	306,711	2,162	(770)	18,606	286,654	
EQUITY						
Accumulated Surplus	(4,565)	322	(770)	39	(4,156)	
Asset Revaluation Reserve	306,409		19,709		286,700	
Other Reserves	4,867			757	4,110	
TOTAL EQUITY	306,711	322	18,939	796	286,654	

Note: Totals may not add due to rounding

YORKE PENINSULA COUNCIL 2023/2024 BUDGET BUDGETED STATEMENT OF CASH FLOWS						
	2023/2024 Revised Budget \$('000)	2023/2024 December Budget Adjustments \$('000)	2023/2024 September Budget Adjustments \$('000)	2023/2024 Rolled Over Budget Adjustments \$('000)	2023/2024 Adopted Budget \$('000)	Notes
CASH FLOWS FROM OPERATING ACTIVITIES						
<u>Receipts</u>						
Rates Receipts	28,300	99		(127)	28,328	1-3
Statutory Charges	445	(11)		42	414	4
User Charges	5,335	(143)	(1)	370	5,109	5-7
Grants, subsidies, contributions (Operating Purpose)	3,407	(100)	40	(464)	3,931	8-15
Investment Receipts	189	(4)		26	167	
Reimbursements	200	(1)	2	27	172	16-18
Other Income	73	5		17	51	19
<u>Payments</u>						
Employee Costs	(11,171)	(4)	31	56	(11,254)	20-21
Materials, contracts & other expenses	(16,289)	296	(9)	(1,411)	(15,165)	22-37
Finance Costs	(275)			4	(279)	
Net Cash provided by (or used in) Operating Activities	10,214	137	63	(1,460)	11,474	
CASH FLOWS FROM INVESTING ACTIVITIES						
<u>Receipts</u>						
Grants utilised for capital purposes	2,055	2,055			0	
Amounts Specifically for New/Upgraded Assets	4,022	234		836	2,952	39-40
Sale of Renewed/Replaced Assets	174			25	149	
Sale of Surplus Assets	35		35		0	
Repayments of Loans by Community Groups	95				95	
<u>Payments</u>						
Expenditure on Renewal/Replacement of Assets	(10,600)	(14)	(40)	(648)	(9,898)	
Expenditure on New/Upgraded Assets	(9,935)	(136)		(2,840)	(6,959)	
Net Cash Provided by (or used in) Investing Activities	(14,153)	2,139	(5)	(2,627)	(13,661)	
CASH FLOWS FROM FINANCING ACTIVITIES						
<u>Receipts</u>						
Proceeds from Borrowings	760				760	
<u>Payments</u>						
Repayments of Borrowings	(1,256)			7	(1,256)	
Repayment of Finance Lease Liabilities	0	(7)				
Net Cash provided by (or used in) Financing Activities	(496)	(7)	0	7	(496)	
Net Increase/(Decrease) in cash held	(4,435)	2,269	58	(4,080)	(2,683)	
Opening cash, cash equivalents or (bank overdraft)	8,061			4,270	3,791	
Closing cash, cash equivalents or (bank overdraft)	3,626	2,269	58	190	1,109	

Note: Totals may not add due to rounding

**YORKE PENINSULA COUNCIL
2023/2024 BUDGET
BUDGETED STATEMENT OF CHANGES IN EQUITY**

2023/2024 Revised Budget	Accumulated Surplus \$('000)	Asset Revaluation Reserve \$('000)	Other Reserves \$('000)	Total Equity \$('000)	Notes
Balance at end of previous reporting period	(7,134)	306,409	4,867	277,386	
Net Surplus/ Deficit for Year	2,569	0	0	2,569	
Total Comprehensive Income	2,569	0	0	2,569	
Balance at end of period	(4,565)	306,409	4,867	306,711	
2023/2024 Budget Adjustments	Accumulated Surplus \$('000)	Asset Revaluation Reserve \$('000)	Other Reserves \$('000)	Total Equity \$('000)	Notes
Balance at end of previous reporting period	480	19,709	757	(5,810)	
Net Surplus/ Deficit for Year		0	0	0	
Total Comprehensive Income	0	0	0	0	
Balance at end of period	480	19,709	757	(5,810)	
2023/2024 Adopted Budget	Accumulated Surplus \$('000)	Asset Revaluation Reserve \$('000)	Other Reserves \$('000)	Total Equity \$('000)	Notes
Balance at end of previous reporting period	(7,614)	286,700	4,110	283,196	
Net Surplus/ Deficit for Year	3,458	0	0	3,458	
Total Comprehensive Income	3,458	0	0	3,458	
Balance at end of period	(4,156)	286,700	4,110	286,654	

Note: Totals may not add due to rounding

YORKE PENINSULA COUNCIL 2023/2024 BUDGET BUDGETED UNIFORM PRESENTATION OF FINANCES						
	2023/2024 Revised Budget	2023/2024 December Budget Adjustments	2023/2024 September Budget Adjustments	2023/2024 Rolled Over Budget Adjustments	2023/2024 Adopted Budget	Notes
Income						
Rates	28,482	59	0	0	28,423	
Statutory Charges	411	3	0	0	408	
User Charges	5,074	(26)	(1)	0	5,101	
Grants, subsidies, contributions - Capital	1,974	(17)	0	241	1,750	
Grants, subsidies, contributions - Operating	2,775	131	36	123	2,485	
Investment Income	168	1	0	0	167	
Reimbursements	178	5	2	0	171	
Other Income	151	27	0	0	124	
Total Income	39,213	183	37	364	38,629	
Expenses						
Employee costs	11,251	(7)	(32)	0	11,290	
Materials, contracts and other expenses	16,900	153	9	1,645	15,093	
Depreciation	12,292	0	831	0	11,461	
Finance Costs	275	0	0	(4)	279	
Total Expenses	40,718	146	808	1,641	38,123	
Operating Surplus/(Deficit) before Capital Amounts	(1,505)	37	(771)	(1,277)	506	
Net Outlays on Existing Assets						
Capital Expenditure on Renewal/Replacement of Existing Assets	(10,600)	(14)	(40)	(648)	(9,898)	
Add back Depreciation, Amortisation & Impairment	12,292	0	831	0	11,461	
Add back Proceeds from Sale of Replaced Assets	174	0	0	25	149	
	1,865	(14)	791	(623)	1,712	
Net Outlays on New and Upgraded Assets						
Capital Expenditure on New/Upgraded Assets	(9,935)	(136)	0	(2,840)	(6,959)	
Add back Amounts Specifically for New/Upgraded Assets	4,022	16	0	835	2,952	
Add back Proceeds from Sale of Surplus Assets	35	0	35	0	0	
	(5,878)	(120)	35	(2,005)	(4,007)	
Net Lending / (Borrowing) for Financial Year	(5,518)	(97)	55	(3,905)	(1,789)	

Note: Totals may not add due to rounding

YORKE PENINSULA COUNCIL 2023/2024 BUDGET BUDGETED FINANCIAL INDICATORS (RATIOS)					
	2023/2024 Revised Budget	2023/2024 December Budget Adjustments	2023/2024 September (including roll overs) Budget Adjustments	2023/2024 Adopted Budget	Notes
Operating Surplus Ratio (OSR)	(3.8%)	0.2%	(5.3%)	1.3%	1-37
<i>Operating Surplus - \$'000</i>	<i>(1,505)</i>				
<i>Total Operating Income - \$'000</i>	<i>39,213</i>				
Net Financial Liabilities Ratio (NFLR)	17%	(5%)	(2%)	24%	41-61
<i>Net Financial Liabilities - \$'000</i>	<i>6,627</i>				
<i>Total Operating Income - \$'000</i>	<i>39,213</i>				
Asset Renewal Funding Ratio (ARFR)	60%	0%	4%	56%	
<i>Asset Renewals - \$'000</i>	<i>10,600</i>				
<i>Asset Renewal Commitments per AMP - \$'000</i>	<i>17,639</i>				

Note: Totals may not add due to rounding

23.2 FINANCIAL REPORT AS AT 31 JANUARY 2024**Document #:** 24/4835**Department:** Corporate and Community Services**PURPOSE**

For Council to consider the financial report and capital projects update report as at 31 January 2024.

RECOMMENDATION

That Council receive the financial report and capital projects update report as at 31 January 2024.

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 \$28.5m, 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 \$131,000; dog and cat registration fees of \$96,000 and septic tank registration fees of approximately \$43,000.
 - Note 3 - approximate income of \$3.7m collected for user charges (boat ramps, caravan parks, cemetery fees, hall hire, etc.) of which approximately \$2.8m relates to Caravan Parks and \$340,000 to Bush Camping.

- Note 4 - combined operating and capital grants, subsidies & contributions of approximately \$2.3m 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 \$610,000 of investment, reimbursements and miscellaneous income.
 - Note 6 - commitments of approximately \$2.6m with \$1.7m being for waste management services.
 - Note 7 - depreciation estimate for seven months of the financial year has been included in the YTD expenditure being approximately 58% of the 2023/2024 annual revised budget estimate.
 - Notes 8 and 9 - commitments of approximately \$3.6m (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. The UPF also includes the financial impact of free of charge assets accepted by council for the 2023/2024 year to date. Free of charge assets are not reported in the Capital Projects Update Report.

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 seventh update for the 2023/2024 financial year. After seven months of the year, overall financial performance is forecast to decline against Council's original endorsed Budget. This decline is due to significant increased adjustments to forecast depreciation of approximately \$830,000, made through the September quarter budget based on revaluation results for Council's buildings and structures in 2022/2023. Further significant increases to current year operating expenditure of

approximately \$1.6m, were brought into the budget through the rollover of incomplete and yet to commence operating projects from 2022/2023 which were endorsed in August 2023.

Expenditure on capital projects, including commitments, is increasing as projects advance through procurement, construction and delivery phases. After seven months of the 2023/2024 financial year, 50% of the 2023/2024 proposed revised budget for capital funds remain uncommitted.

All adjustments to reflect the finalisation and endorsement of prior year budget roll over requests, prior year annual Financial Statements and the September 2023/2024 quarterly budget adjustment processes are included in the attachments to this Council report.

Council's 2023/2024 December quarter budget review has been finalised and is being considered by Council at the February 2024 meeting. All proposed adjustments have been included in Capital Projects Update Report, with pending Council endorsement noted. Following formal endorsement by Council the UPF will be amended for future reporting.

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. Additionally, 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 31 January 2024** [!\[\]\(e1bdc70a9006e3802acd56af7aa337d8_img.jpg\)](#) 
2. **Capital Projects Update Report as at 31 January 2024** [!\[\]\(78e56d5e55225fd4f2631cbf51155cb8_img.jpg\)](#) 

<div> <div>YORKE PENINSULA COUNCIL</div> <div>UNIFORM PRESENTATION OF FINANCES</div> <div>AS AT 31 JANUARY 2024</div>  </div>							
	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
Income							
Rates	28,463		28,463	1	28,423		28,423
Statutory Charges	342		342	2	408		408
User Charges	3,673		3,673	3	5,101	01	5,101
Grants, Subsidies and Contributions - Capital	1,452		1,452		1,991	241	1,749
Grants, Subsidies and Contributions - Operating	838		838	4	2,644	159	2,485
Investment Income	293		293		167	(01)	168
Reimbursements	219		219	5	173	02	171
Other Income	100		100		124		124
	35,380		35,380		39,030	402	38,629
Expenses							
Employee Costs	6,484	06	6,490		11,258	(32)	11,291
Materials, Contracts and Other Expenses	8,232	2,619	10,850	6	16,747	1,654	15,093
Depreciation, Amortisation and Impairment	7,170		7,170	7	12,292	831	11,461
Finance Cost	74		74		275	(04)	279
	(21,960)	(2,625)	(24,584)		(40,572)	(2,449)	(38,123)
Operating Surplus/ (Deficit)	13,421	(2,625)	10,796		(1,541)	(2,047)	506
Timing adjustment for grant revenue							
Adjusted Operating Surplus (Deficit)	13,421	(2,625)	10,796		(1,541)	(2,047)	506
Net Outlays on Existing Assets							
Capital Expenditure on renewal and replacement of Existing Assets	(4,072)	(2,261)	(6,333)	8	(10,586)	(688)	(9,898)
Add back Depreciation, Amortisation and Impairment	7,170		7,170		12,292	831	11,461
Add back Proceeds on Sale of Assets	117		117		174	25	149
	3,215	(2,261)	954		1,880	168	1,712
Net Outlays on New and Upgraded Assets							
Capital Expenditure on New and Upgraded Assets	(2,586)	(1,320)	(3,906)	9	(9,799)	(2,841)	(6,959)
Add back Amounts received specifically for New and Upgraded Assets	1,198		1,198		3,788	837	2,952
Add back Proceeds for Sale of Surplus Assets					35	35	
	(1,388)	(1,320)	(2,708)		(5,976)	(1,969)	(4,007)
Annual Net Impact to Financing Activities (surplus/(deficit))	15,248	(6,206)	9,041		(5,638)	(3,848)	(1,789)

Note : Totals may not add due to rounding

Yorke Peninsula Council Monthly Capital Projects Update as at 31 January 2024																	
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
** Only projects \$25,000 and greater are individually listed below, however the totals shown are for the entire asset class.					LEGEND												
					1		Activity currently completed or on schedule										
					2		Activity currently up to 2 months behind schedule										
					3		Activity currently more than 2 months behind schedule										
					0		Activity currently not started										
					Planning	Design	Approval	Services	Procurement	Delivery	\$6,657,899	\$3,578,850	\$10,236,749	\$20,535,493	\$10,298,744	50% TOTAL	
Buildings & Other Structures																	
45750 - Intermment 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				\$1,340,121	\$538,763	\$1,878,884	\$2,048,439	\$169,555	8%	[Rolled over from 2022/23] Latent site conditions interrupted civil works schedule. Revised construction schedule now sees practical completion 1st week of March 2024.	
60205 - Point Turlon CP - Upper Level Amenities	CCS	Jun-23								\$17,754	\$13,223	\$30,977	\$320,756	\$289,779	90%	[Rolled over from 2022/23] Tenders endorsed and contractor appointed to build a retaining wall, development application is in process.	
44626 - Stansbury Seawall	AIS	Jun-24				N/A				\$3,273	\$0	\$3,273	\$331,000	\$327,727	99%	Development application has been approved.	
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 has been granted. Council is working with the state government on a Land Tenure Lease and Native Title. Preliminary works have commenced.	
60200 - Point Turlon Caravan Park Storage Shed	CCS	Mar-24				N/A				\$3,807	\$15,231	\$19,038	\$40,000	\$20,962	52%	Development application approved, shed being fabricated.	
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 application approved, Procuring holding tank.	
Total Buildings & Other Structures										\$1,574,583	\$592,168	\$2,166,751	\$6,854,069	\$4,687,318	68%		
CWMS Infrastructure																	
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				\$30,612	\$45,685	\$76,297	\$115,500	\$39,203	34%	Odour control system materials purchased, new aerators ordered, Roofing and shed roller door ordered, Drain replacement works continuing.	
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 switchboard are now to be installed at Yorketown Waterloo bay road and Stansbury Pitt street. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
44260 - Port Vincent caravan park main pump station monitoring system, Ventnor St. 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.	
44256 - Stansbury Oyster Court pump station pump replacement	AIS	Dec-23		N/A	N/A	N/A				\$10,250	\$41,980	\$52,230	\$52,790	\$560	1%	Completed. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
44264 - Point Turlon 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.	
Total CWMS Infrastructure										\$117,784	\$169,725	\$287,509	\$394,721	\$107,212	27%		
Land																	
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 beatification works.	
Total Land										\$0	\$0	\$0	\$100,000	\$100,000	100%		
Plant, Equipment & Other Assets																	
40026 - Various Coastal Management Strategy Projects [LRCP 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 LRCP Phase 3.	
44500 - Major Plant Replacement - Vibratory Roller	AIS	Jan-24		N/A		N/A				\$194,300	\$13,000	\$207,300	\$208,000	\$700	0%	Completed. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
62002 - Major Plant Replacement - Patrol Grader	AIS	Jun-24		N/A		N/A				\$0	\$490,000	\$490,000	\$515,000	\$25,000	5%	Council approval granted and order raised. Budget adjustment to be requested at March quarter review.	
61203 - Major Plant Replacement - Utes	AIS	Dec-23		N/A	N/A	N/A				\$66,289	\$0	\$66,289	\$66,000	-\$289	0%	Completed.	
62020 - Major Plant Replacement - Semi Water Tanker - North	AIS	Feb-24		N/A	N/A	N/A				\$11,670	\$105,030	\$116,700	\$120,000	\$3,300	3%	Council approval granted and order raised. Estimated delivery in February 2024.	
61210 - Fleet Vehide Replacement	CCS	Nov-23		N/A	N/A	N/A				\$204,095	\$1,432	\$205,527	\$198,344	-\$7,183	-4%	Completed. (1 x delivered in August, 1 x delivered in September, 1 x delivered in November 2023, 1 x delivered in December.) Budget adjustment to be requested at March quarter review.	
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 and aiming to seek quotations and purchase other laptops in quarter 3.	
Total Plant, Equipment & Other Assets										\$636,294	\$620,462	\$1,256,756	\$1,274,432	\$17,676	1%		
Transport Infrastructure																	
59650 - Yorketown Airstrip - Runway Lighting Upgrade [Support Regional Aviation Program] and Amenities and Fencing Upgrade [Remote Airstrip Upgrade 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] Runway lighting project completed in July 2023. Budget adjustment request for December quarter to include Amenities and Fencing Upgrade grant project, pending endorsement of Council, is reflected in this report.	
54102 - Intersection Upgrades	AIS	Jun-24		N/A	N/A	N/A				\$17,073	\$0	\$17,073	\$800,716	\$783,643	98%	[\$193,000 Rolled over from 2022/23]. Tender panel recommendation for a portion of works to be presented to Council for endorsement at the February 2024 Council meeting.	
45053 - Artherton Main Street Upgrade [LRCP Phase 3]	AIS	Jun-23			N/A	N/A				\$104,437	\$0	\$104,437	\$74,437	-\$30,000	-40%	[Rolled over from 2022/23] Completed. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report. Invoice to be sent to Artherton Progress for further contribution of funds towards the project.	
45046 - Hardwicke Bay Shelter & Boat Ramp Carpark [LRCP Phase 3]	AIS	Jun-23			N/A	N/A				\$39,587	\$8,618	\$48,205	\$37,737	-\$10,468	-28%	[Rolled over from 2022/23] Footings completed and rest of the work will be completed in February 2024. Budget adjustment to be requested at March quarter review.	
57117 - Edith Street Medium Strip Extension - Edithburgh	AIS	Oct-23				N/A				\$39,141	\$6,370	\$45,511	\$46,000	\$489	1%	Completed. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	

Yorke Peninsula Council Monthly Capital Projects Update as at 31 January 2024																
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	
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. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
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	Feb-24	🟢	N/A	N/A	N/A	🟢	🟢	\$221,990	\$208,771	\$430,761	\$454,889	\$24,128	5%	Preliminary works have commenced and scheduled for completion in February 2024.	
57119 - Town Rehabilitation South	AIS	Apr-24	🟢	N/A	🟡	N/A	🟢	🟢	\$11,566	\$345,894	\$357,460	\$646,522	\$289,062	45%	Council has endorsed tender panel recommendation, works to be undertaken in February 2024. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
54101 - New Honiton Rd - Troughbridge Hill Rd to Goldsmith Beach Rd	AIS	May-24	🟢	N/A	N/A	N/A	🟢	🟢	\$50,887	\$0	\$50,887	\$128,850	\$77,963	61%	Works have commenced, scheduled completion March 2024.	
57108 - Corny Point Rd - Brutus Rd to Turton Rd	AIS	Nov-23	🟢	N/A	N/A	N/A	🟢	🟢	\$305,105	\$0	\$305,105	\$305,105	\$0	0%	Completed. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
57116 - Dust Suppression	AIS	Apr-24	🟢	N/A	N/A	N/A	🟢	🟢	\$76,000	\$0	\$76,000	\$92,001	\$16,001	17%	Scheduled to commence in February and completed in April 2024. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
54027 - Nellyappa Rd - Coopers Rd to Barnes Rd	AIS	Dec-23	🟢	N/A	N/A	N/A	🟢	🟢	\$338,008	\$18	\$338,026	\$406,200	\$68,174	17%	Completed.	
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. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
54077 - Sandy Church Rd - Spencer Hwy to 3.45 Km East	AIS	Mar-24	🟢	N/A	N/A	N/A	🟢	🟢	\$265,629	\$112,657	\$378,286	\$501,232	\$122,946	25%	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	🟢	🟢	\$106,263	\$0	\$106,263	\$1,045,227	\$938,964	90%	Works commenced. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
57112 - Patch Works South - Various Roads	AIS	Jun-24	🟢	N/A	N/A	N/A	🟢	🟢	\$212,105	\$0	\$212,105	\$544,887	\$332,782	61%	Works commenced. Budget adjustment request for December quarter, pending endorsement of Council, is reflected in this report.	
54099 - Dowlingville Slant Rd - Yorke Hwy to Cook Rd	AIS	Jan-24	🟢	N/A	N/A	N/A	🟢	🟢	\$190,926	\$425	\$191,351	\$200,424	\$9,073	5%	Completed. Budget adjustment to be requested at March quarter review.	
49500 - Reseal Allocation	AIS	Jun-24	🟢	N/A	N/A	N/A	🟢	🔴	\$735,954	\$832,087	\$1,568,041	\$1,735,902	\$167,861	10%	[Rolled over from 2022/23] Tender awarded to Inroads Pty Ltd. Expenditure to date reflects completion of 2022/2023 reseal program in July 2023	
52490 - Rubble Raising	AIS	Jun-24	🟢	N/A	N/A	N/A	🟢	🟢	\$0	\$0	\$0	\$500,000	\$500,000	100%	Tender panel recommendation to be presented to Council for endorsement at the February 2024 Council meeting.	
57535 - Sealed Road Rehabilitation Stabilisation Works	AIS	Jun-24	🟢	N/A	🟡	N/A	🟢	🟢	\$0	\$0	\$0	\$250,000	\$250,000	100%	Council has endorsed tender panel recommendation , works to be undertaken in February 2024.	
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	🟢	🟢	\$750,427	\$573,566	\$1,323,992	\$2,300,000	\$976,008	42%	Primer seal completed. Rest of works completion in February 2024 subject to weather conditions.	
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.	
Total Transport Infrastructure									\$4,148,601	\$2,105,887	\$6,254,487	\$11,561,804	\$5,307,317	46%		
Stormwater Infrastructure																
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 - Corny Point Road	AIS	Jun-23	🟢	🟢	N/A	N/A	🟢	🟡	\$23,448	\$7,698	\$31,146	\$38,100	\$6,954	18%	[Rolled over from 2022/23] Detailed design work to be completed by March 2024.	
59425 - Stormwater - Maitland Drainage [LRCIP] & [LRCIP 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 at March quarter review.	
59433 - Edithburgh - Gillerton terraces Drainage works -Stage 3	AIS	Jan-24	🟢	🟢	N/A	N/A	🟢	🟢	\$0	\$67,340	\$67,340	\$62,000	-\$5,340	-9%	Completed. Budget adjustment to be requested at March quarter review.	
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, near completion.	
Total Stormwater Infrastructure									\$141,752	\$75,038	\$216,790	\$256,022	\$39,232	15%		
Water Scheme Infrastructure																
44283 - Hardwicke Bay water scheme increased storage capacity	AIS	Dec-23	🟢	🟢	N/A	N/A	🟢	🟢	\$36,200	\$4,215	\$40,415	\$80,000	\$39,585	49%	New tank installed and operational, general works still to be done.	
Total Water Scheme Infrastructure									\$36,200	\$11,045	\$47,245	\$86,150	\$38,905	45%		

23.3 MINLATON AND DISTRICT PROGRESS ASSOCIATION - COMMUNITY GRANT EXTENSION**Document #:** 24/7888**Department:** Corporate and Community Services**PURPOSE**

For Council to consider an extension for the acquittal of the Community Grant as requested by the Minlaton and District Progress Association.

RECOMMENDATION

That Council endorse an extension until 20 December 2024 for the acquittal of the \$5,000 Community Grant that was awarded to the Minlaton and District Progress Association in September 2023, to install banners on the light poles within the Main Street median strip.

LINK TO STRATEGIC PLAN**Goal:** 4 Community Engaged and Supported**Strategy:** 4.3 Continue providing community grants, donations and sponsorships**BACKGROUND**

Council's Community Grant Scheme is designed to strengthen and empower the community to build capacity and encourage partnerships with Council, facilitating the effective use of community resources and sustainable services and programs to benefit the whole community.

At the September 2023 meeting, Council approved the Minlaton and District Progress Association (Progress) community grant application to install banners on the light poles within the Main Street median strip. Progress was awarded \$5,000 under this program.

Due to the graphic design process for the banners proving to be more time consuming than expected, Progress have identified they would be unable to spend the funds during the allocated 2023/2024 financial year.

DISCUSSION

Due to the abovementioned reasons, Progress have therefore requested an extension until 20 December 2024 to complete their acquittal process. The request is outlined in Attachment 1.

As per Section 4.1(p) of Council's PO149 Community Grants Scheme Policy, exceptional circumstances for late lodgement of acquittals will be considered on a case by case basis.

COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

CONSULTATION PROCESS

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

- Manager Financial Services

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

- Minlaton and District Progress Association

POLICY IMPLICATIONS

PO149 Community Grants Scheme Policy

BUDGET AND RESOURCE IMPLICATIONS

The \$5,000 original unspent budget allocation will be rolled over from 2023/2024 into the 2024/2025 budget. No additional funding is required.

RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS

Local Government Act 1999

ATTACHMENTS

1. Request for Extension - Minlaton and District Progress Association [!\[\]\(e40bb48ad1470e3a14017c64c5673877_img.jpg\) !\[\]\(de28875f44a359ca6d30bbb1d9f6cdbd_img.jpg\)](#)



29 Main St
MINLATON 5575
23/1/24

Ben Thompson
Director
Corporate and Community Services
YP Council
MAITLAND 5573

Dear Ben

I write to seek an extension on our Council Community Grant due to be acquitted on the 31st of May 2024

The graphic design process for our banners is proving to be more time consuming than expected and to avoid embarrassment we would like to extend our acquittal date to the 20th of December 2024.

I trust this request will be received favourably by Council.

Yours Sincerely

Bruce Cook
Secretary

24 ASSETS AND INFRASTRUCTURE SERVICES

Nil

25 DEVELOPMENT SERVICES

25.1 ROAD PROCESS ORDER - PORTION OSMOND STREET, MAITLAND

Document #: 24/2332

Department: Development Services

PURPOSE

To inform Elected Members of the outcome from the community engagement process for the proposed closure of a portion of public road known as Osmond Street, Maitland and seek authorisation to complete the road closure process.

RECOMMENDATION

That Council:

1. Receive the written submission in response to the community engagement process on the proposed closure of a portion of public road known as Osmond Street, Maitland, for the purpose of selling the land to the Maitland Lutheran School.
2. Make a Road Process Order in accordance with the Roads (Opening and Closing) Act 1991, to close a portion of public road, known as Osmond Street, Maitland.
3. Authorise the Mayor and Chief Executive Officer to sign and affix Council's common seal to the Road Process Order to give effect to this resolution.

LINK TO STRATEGIC PLAN

Goal: 5 Responsible Governance and Leadership

Strategy: 5.4 Seek alternate income streams and ensure financial sustainability

BACKGROUND

At the meeting of Council held on 12 July 2023, Council resolved to commence with a road closure process under the Roads (Opening and Closing) Act 1991 (ROC Act), for a portion of the public road, known as Osmond Street, Maitland, for the purpose of selling the land to the Maitland Lutheran School. The road closure process required consultation to be undertaken by the contracted surveyor. This consultation process is now complete.

DISCUSSION

As part of the road closure process, the contracted surveyor was required to undertake a community engagement process. A Preliminary Plan and Statement of Persons Affected were prepared by Alexander Symonds Surveyors for public inspection at:

- Council offices and on Council's website;
- Adelaide Office of the Surveyor-General; and
- www.sa.gov.au/roadactproposals.

A public notice was placed in the South Australian Government Gazette 31 August 2023, requesting any application for easement or objections be received in writing to Council within 28 days of the notice (Attachment 1).

At the closure of the 28 day community engagement period, SA Power Networks (Attachment 2) lodged a requirement for a registered easement over existing low voltage underground cable.

Council's website received 43 views and Facebook 361 views.

No objections were received.

To proceed with the road closure process, Council must resolve to make a Road Process Order (Attachment 3) in accordance with the ROC Act to close a portion of public road, known as Osmond Street, Maitland.

COMMUNITY ENGAGEMENT PLAN

Level 2 - Consult

A 28 day public notification period was carried out by the contracted surveyor. This provided affected landowners and public utilities with the opportunity to respond to the public notice pursuant to the ROC Act.

CONSULTATION PROCESS

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

- Corporate Management Team
- Property Tenure Officer
- Asset Manager
- Operations Manager

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

- Alexander Symonds Surveyors
- Maitland Lutheran School
- SA Power Networks

POLICY IMPLICATIONS

PO057 Community Engagement Policy

PO072 Sale and Disposal of Land and Other Assets Policy

BUDGET AND RESOURCE IMPLICATIONS

Valuation	\$1,750 (including GST)
Surveyor Costs	\$6,917 (including GST)
Stamp Duty	\$630 (GST exempt)

All costs associated with the road closure are to be met by the purchaser.





Proceeds of \$35,000 to Council are to be quarantined for the development of the Robert Street, Maitland upgrade.

RISKS/LEGAL/LEGISLATIVE/ IMPLICATIONS

Roads (Opening & Closing) Act 1991

Local Government Act 1999

ATTACHMENTS

1. **Gazette Notice - Proposed Road Process Order - Portion Osmond Street, Maitland** [↓](#) 
2. **SA Power Networks - Request for Easement - Portion Osmond Street, Maitland** [↓](#) 
3. **Road Process Order - Portion Osmond Street, Maitland** [↓](#) 
4. **Community Engagement Plan** [↓](#) 

THE SOUTH AUSTRALIAN GOVERNMENT GAZETTE

YORKE PENINSULA COUNCIL

ROADS (OPENING AND CLOSING) ACT 1991

Road Closing—Osmond Street, Maitland

NOTICE is hereby given, pursuant to section 10 of the *Roads (Opening and Closing) Act 1991*, that the council proposes to make a Road Process Order to close and sell to the adjoining owner a portion of Osmond Street adjoining allotment 501 in D1293981 more particularly delineated and lettered 'A' on Preliminary Plan 23/0021.

The Preliminary Plan and Statement of Persons Affected is available for public inspection at the offices of the Yorke Peninsula Council located at 8 Elizabeth Street Maitland, 18 Main Street Minlaton and 15 Edithburgh Road Yorketown and the Adelaide Office of the Surveyor-General located at Level 10, 83 Pirie Street Adelaide during normal office hours. The Preliminary Plan can also be viewed at www.sa.gov.au/roadsactproposals.

Any application for easement or objection must set out the full name, address and details of the submission and must be fully supported by reasons. The application for easement or objection must be made in writing to the Yorke Peninsula Council at PO Box 57 Maitland SA 5573 or admin@yorke.sa.gov.au, WITHIN 28 DAYS OF THIS NOTICE and a copy must be forwarded to the Surveyor-General at GPO Box 1815, Adelaide 5001. Where a submission is made, the applicant must be prepared to support their submission in person upon council giving notification of a meeting at which the matter will be considered.

Dated: 31 August 2023

ANDREW CAMERON
Chief Executive Officer



Our Ref: EM/AJC:23/0021
8 January 2024

Chief Executive Officer
Yorke Peninsula Council
By email: admin@yorke.sa.gov.au

Dear Sir/Madam

**PROPOSED ROAD CLOSURE – PORTION OF OSMOND STREET, MAITLAND
PRELIMINARY PLAN NUMBER 23/0021**

I refer communications received from Alexander Symonds detailing this proposal.

SA Power Networks have a low voltage underground cable that will be impacted by this proposal. Accordingly and pursuant to Section 13(3) of the Roads (Opening & Closing) Act 1991, SA Power Networks of GPO Box 77 ADELAIDE SA 5001 hereby applies for a 4 metre wide registered easement, over the length of the cable as indicated on the attached drawing.

The wording which SA Power Networks requires to create the registered easements is as follows:

to Distribution Lessor Corporation (Subject to Lease 8890000) its successors and assigns and its and their respective servants agents and licensees and all others authorised by them or any of them at all times hereafter and from time to time full and free right liberty licence power and authority:

1. *To enter upon and to pass either with or without motor or other vehicles laden or unladen along or over the subject land*
2. *To construct and lay:*
 - (1) *under the surface of the subject land ducts pipes conductors and other works; and*
 - (2) *on the surface of the subject land incidental or ancillary works (including without limiting the generality of the foregoing manholes and cable markers)*
- for the transmission of electricity and to inspect repair alter remove and replace the same*
3. *From time to time to break the surface of dig open up and use the subject land for the purposes hereof*
5. *To transmit electricity by means of such works*

Please forward a copy of the final plan delineating SA Power Networks easement for our records.

Easement Branch
GPO Box 77, Adelaide SA 5001
1 Anzac Highway, Keswick SA 5035
T 08 8404 5897 F 08 8404 5193

SA Power Networks ABN 13 332 330 749 a partnership of: Spark Infrastructure SA (No.1) Pty Ltd ABN 54 091 142 380, Spark Infrastructure SA (No.2) Pty Ltd ABN 19 091 143 038, Spark Infrastructure SA (No.3) Pty Ltd ABN 50 091 142 362, each incorporated in Australia. CKI Utilities Development Limited ABN 65 090 718 880, PAI Utilities Development Limited ABN 82 090 718 951, each incorporated in The Bahamas.

www.sapowernetworks.com.au

A copy of this letter has been forwarded to the Surveyor-General (Roads Unit) and Alexander Symonds.

Should you have any queries or require any further information please do not hesitate to contact me on 8404 5897.

Yours sincerely



Angela Clark
Easement Manager &
Registered Conveyancer
Email: angela.clark@sapowernetworks.com.au



Internal Use Only
www.sapowernetworks.com.au

Underground Cable PP 23/0021



- Substation
- Overhead Transformer
- Ground Level Transformer
- Padmount Transformer
- Substation Transformer
- HV Switching Device
- LV Switching Device
- Bulk Supply
- Capacitor
- Voltage Regulator
- HV Voltage Transformer
- LV Voltage Transformer
- Transformer Unit
- HV Switch Unit
- LV Switch Unit
- Consumer Supply Unit
- Service Point
- Pit/Pillar
- Manhole
- Light
- Long Pipe
- Pole
- Light Column
- HV LFT
- Energy Resource
- 66KV Conductor
- 33KV Conductor
- 11KV Conductor
- 19KV Conductor
- Other HV Conductor
- LV Conductor
- Not In Service
- Broadband Cable

ROAD PROCESS ORDER

Deposited Plan

ORDER TO CLOSE ROAD

UNDER THE ROADS (OPENING AND CLOSING) ACT 1991
Osmond Street, Maitland

ORDER MADE BY: YORKE PENINSULA COUNCIL

COUNCIL AREA: Maitland

1. ORDER TO CLOSE ROAD

The following road is hereby **CLOSED**:

The portion of Osmond Street adjoining allotment 501 in D129381 shown marked 'A' on Preliminary Plan No. 23/0021.

2. ORDER FOR DISPOSAL OF CLOSED ROAD

The road closed by this order must be dealt with in accordance with the following order:

The whole of the land subject to closure lettered 'A' be transferred to Maitland Lutheran School Inc. in accordance with agreement to transfer dated 202 , entered into between the Yorke Peninsula Council and Maitland Lutheran School Inc.

Subject to the grant of easement described in Order 3 of this order.

3. ORDER FOR GRANT OF EASEMENT

The following easement is granted over portion of the road closed by this order:

Grant to Distribution Lessor Corporation an easement for underground electricity supply purposes.

Signed, sealed and dated this day of 20

Chief Executive Officer

Mayor

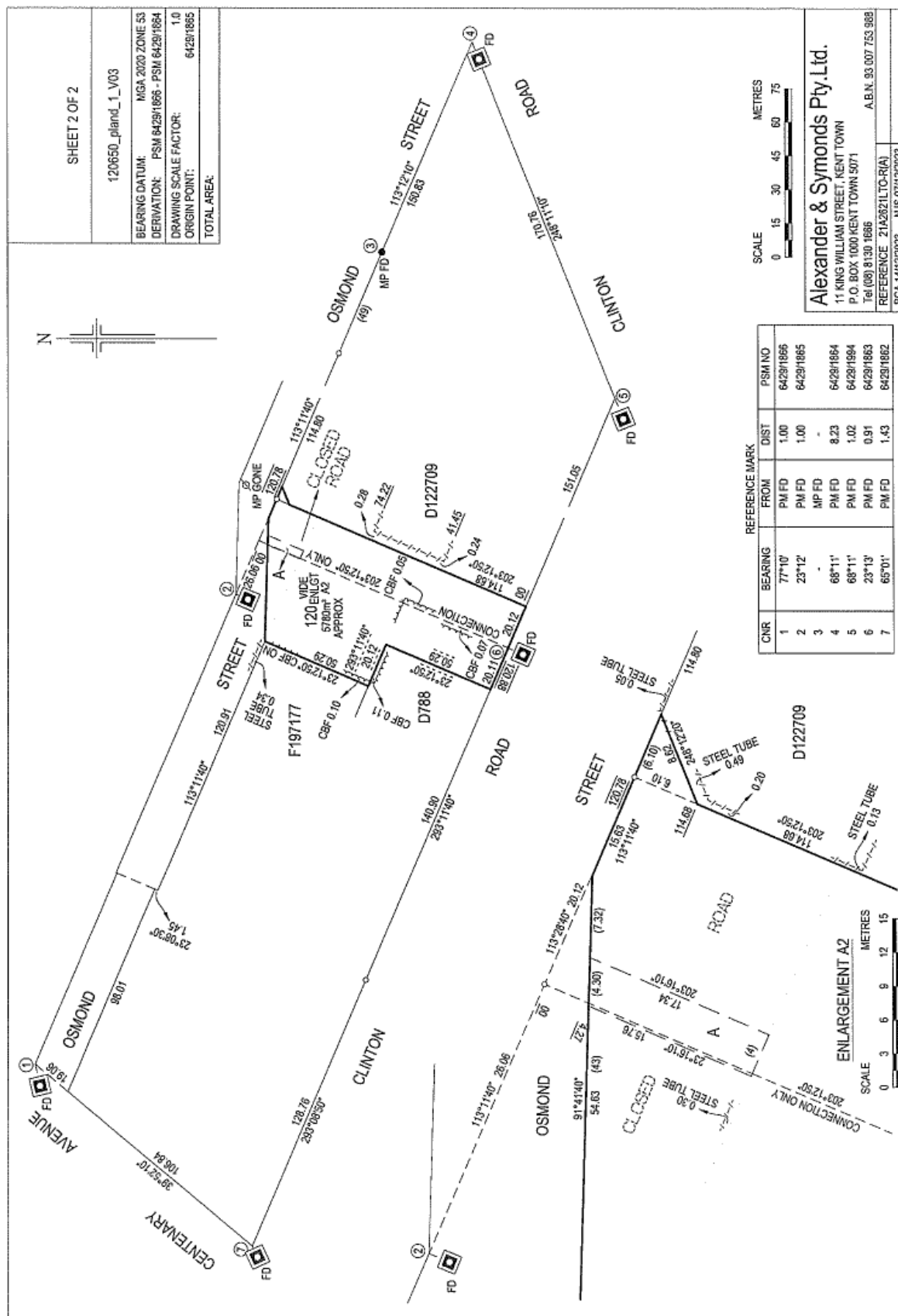
Certified Correct

Confirmed

SURVEYOR-GENERAL

MINISTER FOR PLANNING

PURPOSE: ROADS (OPENING & CLOSING) ACT 1991	AREA NAME: MAITLAND	APPROVED:	SHEET 1 OF 2 120650_lex1_01_v01
MAP REF: 6429/39/E	COUNCIL: YORKE PENINSULA COUNCIL	DEPOSITED/FILED:	
LAST PLAN:	DEVELOPMENT NO:		
AGENT DETAILS: ALEXANDER & SYMONDS PTY LTD 1ST FLOOR 11 KING WILLIAM ST KENT TOWN SA 5087 PH: 81301666 FAX: 83620099 AGENT CODE: ALSY REFERENCE: 21A2621LTO-R(A)			
SURVEYORS CERTIFICATION:			
SUBJECT TITLE DETAILS: PREFIX VOLUME FOLIO OTHER PARCEL ALLOTMENT(S) CT 6273 299 RTD CLOSED ROAD ADJACENT CT 6273/299 NUMBER 501 PLAN D NUMBER HUNDRED / 1A / DIVISION 129381 TOWN MAITLAND REFERENCE NUMBER SECTION 143			
OTHER TITLES AFFECTED:			
EASEMENT DETAILS: STATUS LAND BURDENED FORM CATEGORY IDENTIFIER PURPOSE IN FAVOUR OF CREATION NEW 120 LONG EASEMENT(S) A DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000)			
ANNOTATIONS: NO OCCUPATION UNLESS OTHERWISE SHOWN PRELIMINARY PLAN 23/0021			
<div style="border: 1px solid black; padding: 10px; text-align: center;">Approved by Council / /</div>			





COMMUNITY ENGAGEMENT PLAN

SF215

Project Name: Proposed Road Closure - Portion of Osmond Street, Maitland

Stakeholders	Level 2 CONSULT	Responsibility	Start Date	End Date	Status	Evaluation Method
Other	Special Publication	Property Tenure Officer	31/08/2023	28/09/2023	C	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.
Entire community	Website	Property Tenure Officer	31/08/2023	28/09/2023	C	Report back to Council on outcome of community engagement process.

25.2 ACCESS ADVISORY WORKING PARTY MINUTES**Document #:** 24/11315**Department:** Development Services**PURPOSE**

For Council to receive the Minutes of Council's Access Advisory Working Party meeting held on 2 February 2024.

RECOMMENDATION

That Council;

1. Receive the Minutes of the Access Advisory Working Party meeting held on 2 February 2024.
2. Commit \$1,550 (including GST) to the Ardrossan Progress Association for the purchase of a disability accessible table and chair setting to be installed at the Ardrossan pump track located on Second Street, Ardrossan and accept the in kind contribution for the installation of the setting.
3. Commit \$3,800 (including GST) for two ramps to be installed on the north west and north east footpath corners of North Terrace and Main Street, Minlaton.

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 2 February 2024.

Item 1.4 of the Minutes;

John Franke moved Alan Headon seconded

That the minutes of the Access Advisory Working Party meeting held on 27 October 2023 as circulated, be confirmed as a true record.

CARRIED

Item 2 of the Minutes;

John Edwards moved John Franke seconded

It is recommended that Council commit \$1,550 (including GST) to the Ardrossan Progress Association for the purchase of a disability accessible table and chair setting to be installed at the Ardrossan pump track located on Second Street, Ardrossan and accept the in kind contribution for the installation of the setting.

CARRIED

John Edwards moved Alan Headon seconded

It is recommended that Council commit \$3,800 (including GST) for two ramps to be installed on the north west and north east footpath corners of North Terrace and Main Street, Minlaton.

CARRIED

The Access Advisory Working Party budget for the 2023/2024 financial year is \$25,000. If Council endorse the above recommendations there will be \$18,900 remaining in the budget.

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 [↓](#) 



Yorke Peninsula Council

Minutes of the Meeting of the Access Advisory Working Party

Held on Friday 2 February 2024
In the Council Chambers
57 Main Street Minlaton commencing at 1.30pm
(Subject to confirmation)

ITEM 1

1.1 WELCOME BY CHAIRPERSON

Chairperson Cr Richard Carruthers welcomed everyone to the meeting and declared the meeting open at 1.30pm.

1.2 PRESENT

John Franke (Yorke Progress Assoc.), Bruce Cook (Minlaton Progress Assoc.), John Edwards (Edithburgh Progress Assoc.), Perry Woodward (Port Julia Progress Assoc), Heather Shepley (Corny Point Progress Assoc.), Jane Lavery (Warooka Progress Assoc.), Cr Richard Carruthers (Chairperson), Cr Alan Headon.

IN ATTENDANCE

Dustin Guthberg	Director Development Services
Nick Hoskin	Operations Coordinator
Maddy Pulling	Minute Secretary

1.3 APOLOGIES

Nil

1.4 MINUTES OF THE PREVIOUS MEETING

John Franke moved Alan Headon seconded

That the minutes of the Access Advisory Working Party meeting held on 27 October 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 Guthberg advised that the plans have been received by Council and have now been issued to contractors to provide quotes. The quotes are expected to be presented at the April meeting for the Working Parties consideration.

2. Other Matters Arising

2.1 Nick Hoskin to provide the contractors (design) quote of \$7,920 (including GST) to Minlaton Progress Association (MPA) for the design of a proposed crossover from Gum Flat rest area to the Uniting Church, Minlaton. The Working Party agreed that consultation should be undertaken prior to any funds being committed to this project. It is to be noted that the project would potentially result in the loss of five carpark spaces.

Nick Hoskin advised that the quote has been forwarded to MPA and that he will follow up and have further discussions with MPA.

1.6 MATTERS REFERRED BY COUNCIL

Nil

1.7 PRESIDING MEMBER'S REPORT

Nil

ITEM 2 CORRESPONDENCE

2.1 Correspondence (23/88669) 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 new pump track, Second Street, Ardrossan (on the old tennis court). The quote provided for the table setting is \$1,750 (including GST). The APA are offering a \$200 contribution and in kind support by way of installing the setting. Therefore the APA are requesting a \$1,550 (including GST) financial contribution from the Working Party. At the 27 October 2023 meeting the Working Party gave in principle support to the project providing the pump track project obtained insurance. Dustin Guthberg advised that Council endorsed to accept the pump track as a free of charge asset at the 8 November 2023 Council meeting and therefore the project is adequately insured.

John Edwards moved John Franke seconded

It is recommended that Council commit \$1,550 (including GST) to the Ardrossan Progress Association for the purchase of a disability accessible table and chair setting to be installed at the Ardrossan pump track located on Second Street, Ardrossan and accept the in kind contribution for the installation of the setting.

CARRIED

2.2 Correspondence (23/91145) dated 21 September 2023 from the Yorketown Progress Association (YPA) on behalf of the SYP Community Hub, Yorketown, requesting financial assistance for the replacement of the front entrance double timber doors on the SYP Community Hub building. A quote of \$6,278 (including GST) was presented at the 27 October 2023 Working Party meeting, whereby it was determined that a second quote be sought by the SYP Community Hub and include removing the raised lip in the doorway.

Chairperson Cr Carruthers advised the Working Party that Council staff have recently become aware that the SYP Community Hub engaged the contractor and had the new door installed without any endorsed funding from the Working Party. Discussion ensued regarding the due

process for committing funds and concerns about setting a precedent for committing funds retrospectively towards projects. It was agreed to lay the matter on the table pending further communication with SYP Community Hub.

Alan Headon moved seconded John Edwards seconded

It is recommended that Council staff send correspondence to the SYP Community Hub and advise them of the due process for obtaining financial assistance from the Access Advisory Working Party and seek their response to the matter.

CARRIED

2.3 Correspondence (23/108909) dated 5 December 2023 from Minlaton Progress Association (MPA) raising concerns about the lack of a pedestrian crossing on the northern end of the Main Street, between the dental surgery and the service station. They also raised concerns with the poor state of the footpath on the corner of North and West Terrace, Minlaton, adjacent the school.

Nick Hoskin met MPA on site to inspect the issues and the lack of accessibility in the precinct. Nick suggested the installation of two ramps on the north west and north east footpath corners of North Terrace and Main Street and had obtained a contractors quote of \$3,800 (including GST) for the proposed works.

John Edwards moved Alan Headon seconded

It is recommended that Council commit \$3,800 (including GST) for two ramps to be installed on the north west and north east footpath corners of North Terrace and Main Street, Minlaton.

CARRIED

2.4 Correspondence (23/116161) dated 5 December 2023, from Ardrossan Progress Association (APA) requesting the raised step to the entrance of the Memorial Garden on Second Street be modified and that the gravel footpath entrance to the Pump Track be improved for accessibility.

Late correspondence dated 2 February 2024 was presented to the Working Party from the APA who have requested additional works for the Memorial Garden to include an access ramp from street level to the entrance.

Alan Headon moved John Edwards seconded

That the late correspondence from Ardrossan Progress Association dated 2 February 2024 be received.

CARRIED

Discussion ensued and it was agreed that Nick Hoskin obtain quotes for the installation of an access ramp, leveling the pathway and modifying the step to the entrance of the Memorial Garden and report back to the next meeting with the costings.

ITEM 3 GENERAL BUSINESS

Nil

ITEM 4 NEXT MEETING

The Working Party were in agreement to schedule the next meeting for Friday, 19 April 2024.

Chairperson Cr Carruthers proposed changing the day of the week for future meetings from the fourth Friday of the month to the fourth Monday of the month. Further confirmation of changes to the meeting schedule will be provided at the April meeting.

ITEM 5 CLOSURE

The meeting closed at 2.10pm.

.....
Chairperson Cr Richard Carruthers
Friday, 19 April 2024

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 TENDER 242-2023 - RUBBLE RAISING SERVICES****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 Tender 242-2023 - Rubble Raising Services, 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
- Works Manager

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 Tender 242-2023 - Rubble Raising Services, 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 243-2023 - VEGETATION MANAGEMENT (RURAL ROAD INTERSECTIONS)**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 243-2023 - Vegetation Management (Rural Road Intersections), 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
- Works Manager

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 243-2023 - Vegetation Management (Rural Road Intersections), 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 CEO KEY PERFORMANCE INDICATORS 2023/2024 - STATUS UPDATE**RECOMMENDATION****Section 90 Order**

That pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Council orders, that the public be excluded from the meeting relating to Item 27.3 CEO Key Performance Indicators 2023/2024 - Status Update, with the exception of the following persons:

- Chief Executive Officer

The Council is satisfied that, pursuant to Section 90(2) and (3)(a) of the Act, the information to be received, discussed or considered in relation to report Item 27.3 CEO Key Performance Indicators 2023/2024 - Status Update, is confidential information relating to:

- (a) 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 13 March 2024

29 CLOSURE