



COUNCIL POLICY

Council Infrastructure

Policy Number:	PO056		
Strategic Plan Goal:	2. Community Connected through Infrastructure		
Policy Owner:	Director Assets and Infrastructure Services	Record Number:	16/14022[v4]
Responsible Officer:	Operations Manager	Minute Reference:	281/2025
Date Adopted:	08/10/2025	Next Review Date:	October 2030

1. POLICY OBJECTIVES

To facilitate consistent and sustainable management of Council infrastructure.

2. SCOPE

This policy applies to all identified infrastructure owned by or under the care/control of Council.

3. DEFINITIONS

Refer to Attachment 1.

4. POLICY STATEMENT

4.1. Concrete Paved Footpaths Abutting Commercial Premises

Where a ratepayer requires a concrete paved footpath abutting their commercial premises, they shall make an application in writing to Council via the completion of the prescribed application form (SF039 Application to Carry Out Works on Council's Roads or Footpaths). Following approval of the application by Council, the necessary work shall be completed at the applicant's cost. A ratepayer may choose to execute this work personally or nominate a contractor to do so on their behalf; however, the ratepayer shall remain responsible for ensuring the work is completed to the satisfaction of the nominated Council representative, as per the Conditions and Standard Specifications attached to SF039 Application to Carry Out Works on Council's Roads or Footpaths.

4.2. Paving Blocks

It is Council policy that pavers should be utilised as a surface treatment for areas where:

- heavy pedestrian traffic is experienced (i.e. commercial/shopping areas and tourist routes);
- the soil is reactive;

- the footpath is susceptible to uplift action from tree roots;
- service vehicle traffic is expected (e.g. footpath used as access way for maintenance vehicles in public parks and reserves); or
- future underground service installation may be required.

All private requests for utilising pavers shall be considered by Council.

4.3. Obstructions

Where complaints are received of footpaths being obstructed by an erected barrier, advertising sign or the use of a sprinkler, the offending resident will be requested to cease such an obstruction.

Where it is found that a resident is using Council property for the depositing of materials, the resident will be given seven (7) days to clear Council's property of such material.

4.4. Lawns on Footpaths

Council will not maintain lawned footpaths within townships. Council will consider written applications for the establishment of lawns across any township footpath.

4.5. Disabled Access

Council supports, in principle, the ability to offer assistance for the provision of access ramps to business premises, subject to allocation requirements as determined by Council.

All requests for disabled accesses occupying Council property must be made in writing to Council's Access Advisory Working Party and must be accompanied by a design drawing approved under the Disability Access Standards of Australia.

4.6. Attachment Driveways - Concrete

Residents may be granted approval to construct vehicle access within a road reserve, subject to the following conditions:

- residential driveways must consist of 100mm depth concrete with reinforcement;
- commercial driveways, including car parks, must consist of 150mm depth concrete with reinforcement;
- heavy industrial driveways must consist of 200mm depth concrete with reinforcement; and
- 50mm of sand or suitable bedding material must be used.

Residents may be granted approval to pave driveways providing that:

- pavers are uniform with Council standards;
- driveway pavers must be a minimum of 60mm in thickness; and
- 50mm of sand or suitable bedding material must be used.

All driveways must be a minimum of 3m in width with 0.5m splays on each end and a 0.5m layback.

4.7. Property Access Through Kerb and/or Watertable

Any ratepayer in a township area (or other place) where a kerb and/or watertable has been constructed shall be provided upon request with one (1) standard

driveway entrance through the kerb and/or watertable abutting the property. The provision of this standard access shall be at Council's expense.

Any ratepayer requiring more than one (1) driveway access in a declared township area shall make an application in writing to Council via the completion of the prescribed application form (SF039 Application to Carry Out Works on Council's Roads or Footpaths). Following approval of the application by Council, the necessary work shall be completed at the applicant's cost. A ratepayer may choose to execute this work personally or nominate a contractor to do so on their behalf; however, the ratepayer shall remain responsible for ensuring the work is completed to the satisfaction of the nominated Council representative, as per the Conditions and Standard Specifications attached to SF039 Application to Carry Out Works on Council's Roads or Footpaths.

The standard width of a driveway access may be varied at the discretion of the nominated officer.

4.8. Property Access Other Than Through Kerb and/or Watertable

Where a ratepayer requires access to their property, the cost of provision of one (1) such access shall automatically be borne by Council, except where:

- the provision of the required access would be detrimental to the condition of existing (or proposed) services (e.g. SA Water, Telstra, etc.); or
- the required access would, in the opinion of the nominated manager, create a hazard to traffic; or
- in the case of any reasonable unforeseen circumstance, the matter of provision of such access shall be referred to Council for determination.

Where Council activities necessitate the provision of a drainage pipe(s) under a property access, the cost of such work will be borne by the Council for one (1) access only.

4.9. Concrete Paved Driveways

A ratepayer requiring a concrete paved driveway between the kerb and the boundary of their property shall make an application in writing to Council via the completion of the prescribed application form (SF039 Application to Carry Out Works on Council's Roads or Footpaths).

The application shall include a plan of the proposed works including a specification of the materials to be used therein and the work shall be completed to the satisfaction of the nominated Council representative, as per the Conditions and Standard Specifications attached to SF039 Application to Carry Out Works on Council's Roads or Footpaths. All work shall be carried out at the ratepayer's expense.

Any concrete driveway approved shall be kept in a good state of repair at the cost of the property owner. Any concrete paved driveway which, in the opinion of Council, is not adequately maintained may be repaired by Council at the cost of the ratepayer.

4.10. Street Lighting

Council may consider any reasonable request for new street lighting, subject to budget allocations and SA Power Networks approval.

The cost of street light shields (pathway visors) shall be borne by the resident.

5. COMPLAINTS

Complaints relating to this policy can be made in writing to the Director Assets and Infrastructure Services. Complaints will be managed in accordance with Council’s Complaints Policy (PO147).

6. REVIEW

This policy will be reviewed every five (5) years or as deemed necessary in consideration of any changes to legislation and relevant standards, codes and guidelines.

7. TRAINING

Training needs will be reviewed as necessary in consideration of any changes to legislation and relevant standards, codes and guidelines.

8. RECORDS

Records shall be maintained as required by Council’s Records Management Policy (PO063) and relevant legislation.

9. RELATED COUNCIL POLICIES/PROCEDURES AND DOCUMENTS

- Strategic Asset Management Plan
- Disability Access and Inclusion Action Plan
- PO001 Work Health Safety and Return to Work
- PO091 Enterprise Risk Management Policy
- PO147 Complaints Policy
- SF039 Application to Carry Out Work on Council’s Roads or Footpaths
- R011 Fees and Charges Register

10. REFERENCES AND LEGISLATION

- Civil Liability Act 1936 (SA)
- Disability Discrimination Act 1992
- Local Government Act 1999 (SA)
- Planning, Development and Infrastructure Act 2016 (SA)

11. COUNCIL DELEGATION

Any applicable delegations are available on Councils website via the Delegations register via <https://yorke.sa.gov.au/about-us/forms-plans-and-publications/register/>

12. VERSION HISTORY

Version No	Issue Date	Description of Change
1	10/04/2013	Minor Revision.
2	08/09/2016	Minor Revision.
3	16/05/2018	Minor Revision.

PO056 – Council Infrastructure Policy

Version No	Issue Date	Description of Change
4	08/10/2025	Minor Revision.

ATTACHMENT 1: DEFINITIONS

Term/Reference	Definition
Standard driveway access	Standard width of 4m between breaks in the grade line to the kerb top.