



Yorke Peninsula Council

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of Council
will be held on Wednesday 8th June 2016,
in the Council Chambers,
57 Main Street, Minlaton commencing at 5.30pm

Andrew Cameron
CHIEF EXECUTIVE OFFICER

A G E N D A

- ITEM 1 YORKE PENINSULA COUNCIL
- 1.1 Welcome by Mayor – meeting declared opened
Time will be allowed from 5.30pm for Members of the public to ask questions and
receive answers in relation to the Annual Business Plan
- 1.2 Opening Prayer
- 1.3 Present
- 1.4 Leave of absence
Cr John Rich – 8/4/2016 – 22/06/2016
- 1.5 Apologies
Nil

1.6 Conflict of Interest

CONFLICT OF INTEREST

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

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

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

- 1.7 Minutes of previous meeting – for confirmation
1.7.1 Council meeting held on Wednesday 11th May 2016 at 5.30pm
1.7.2 Confidential Council meeting held on Wednesday 11th May 2016 at 6.05pm
- 1.8 Motions on Notice
Nil
- 1.9 Questions on Notice
Nil
- 1.10 Questions without Notice
- 1.11 Petitions
Nil
- ITEM 2 MAYOR Pages
Mayor Monthly Report 4 - 8
(incl LGA Board Meeting outcome summary)
- ITEM 3 COUNCILLORS' REPORT
Nil
- ITEM 4 INFORMATION AGENDA Page 9
- 4.1 Items for exclusion
- 4.2 Receipt of Information Reports
- 4.3 Chief Executive Officer Pages
1. CEO Activities 10
2. Action List 11 - 15
3. Hillside Community Voice Minutes 16 - 20
4. Walk the Yorke Project Completion 21 - 22
5. ALGA Joint Infrastructure Statement 23 - 25

4.4	<u>Corporate and Community Services</u>	Pages
1.	Audit Committee Minutes	26 - 31
4.5	<u>Assets and Infrastructure Services</u>	Pages
1.	Construction and Maintenance Works	32 - 34
4.6	<u>Development Services</u>	Pages
1.	Inspectorial Activity Report	35 - 36
2.	Development Application Approvals	37 - 43
3.	Waste Water Application Approvals	44 - 47
ITEM 5	<u>VISITORS TO THE MEETING</u>	
	Nil	
ITEM 6	<u>DEBATE AGENDA</u>	Page 48
6.1	<u>CHIEF EXECUTIVE OFFICER</u>	Pages
1.	Central Local Government Region Charter	49 - 72
2.	CLGR Audit Committee Exemption	73 - 76
3.	Strategic Management Plan	77 - 80
6.2	<u>CORPORATE AND COMMUNITY SERVICES</u>	Pages
1.	Financial Report 31 st May 2016	81 - 85
2.	Annual Business Plan Consultation Feedback	86 - 88
3.	Proposed Rates Options (Models) for 2016/17	89 - 101
4.	Stansbury Golf Club – Request for Water Allowance	102 - 107
5.	Warooka Progress Assoc – Community Grants Extension	108 - 110
6.	Mission to Seafarers – Community Grants Extension	111 - 114
7.	Business Continuity Plan	115 - 146
6.3	<u>ASSETS AND INFRASTRUCTURE SERVICES</u>	Pages
1.	Night Travel for Oversize/Overmass Agricultural Vehicles	147 - 183
2.	Maitland Walking Trail	184 - 189
6.4	<u>DEVELOPMENT SERVICES</u>	Pages
1.	Bush Camping Working Party	190 – 194
2.	Authorisation to sign LMA Point Souttar	195 - 213
3.	Aquaculture Zones – Eastern Spencer Gulf Amendment Policy	214 - 237
4.	Maitland Children’s Centre	238 - 240
5.	Regulation of Shop Trading Hours	241 - 245
ITEM 7	<u>GENERAL BUSINESS</u>	
	Council has resolved that an Agenda Item “General Business” be included on the Council Agenda to enable members to raise matters of a minor nature for action by the Administration, or to call for reports.	
ITEM 8	<u>CONFIDENTIAL AGENDA</u>	
	Nil	
ITEM 9	<u>NEXT MEETING</u>	
	Wednesday 13 th July 2016	
ITEM 10	<u>CLOSURE</u>	

MAYOR

IA/ITEM 2

MONTHLY REPORT (File Ref: 9.24.1.1)

PURPOSE

To keep Elected Members updated on Mayoral activities during the month of May 2016.

RECOMMENDATION

That the report be received.

DISCUSSION

6 th May	Meeting in State Administration Centre with officer of Veterans SA re Bublacowie Military Museum.
10 th May	National Volunteers Week celebration with an open invitation morning tea held in the Minlaton Town Hall followed by lunch and an Open Day with Leisure Options Volunteers, Carers and Clients.
11 th May	Monthly Council meeting.
13 th May	On behalf of Council I welcomed the Central Local Government Region delegates to the Yorke Peninsula Council region and provided an overview of our Council activities as we hosted the CLGR meeting in the Maitland Golf Club. Cr Stock, David Harding and Sid Jain also attended.
15 th May	Many local people and visitors attended the farewell for Father Thomas Karama from the SYP Anglican Community held at the Minlaton Bowling Club. Along with other speakers I thanked him for his many contributions to our communities and wished him well on his move to the Mt Barker Parish.
18 th May	Flew to Coober Pedy with other Board members and LGA staff. We were hosted by Mayor Michelle Provatidis and Acting CEO Neil Brown. Part of the itinerary included a 3 hour tour of an underground working Opal mine, the Breakaway National Park and an underground church. In the evening we were hosted for a dinner in the Desert Cave Hotel with Council and community representatives.
19 th May	SAROC and LGA Board Meetings held in Coober Pedy (outcome summary from LGA Board attached).
20 th May	Flew back from Coober Pedy – there is only one flight per day.
22 nd May	Curramulka Cemetery Annual Visiting Day to view the recently completed project to upgrade and identify a number of previously unmarked graves.
24 th May	Australian China Business Council SASD Connect Launch held in Citi Zen King William Street Adelaide. Launch of the updated China Engagement Strategy by the Premier Mr Jay Weatherill at the Adelaide Town Hall.

25th May

Elected Members Monthly Workshop held in the Council Chambers.

31st May

YP Alliance meeting hosted by DC Barunga West in Council Chamber Port Broughton.

LGA Board – Key Outcome Summary – 19 May 2016

Guest Speaker – Phil Harrison

Mr Phil Harrison, LGA Board nominated member to the Industrial Relations Consultative Council (IRCC), attended the meeting and discussed the role and functions of the IRCC and provided an update from the most recent meeting of the IRCC.

Key Outcomes from MLGG Meeting

The LGA Board noted the key outcomes from the 11 May 2016 MLGG meeting and requested that the LGA Secretariat invite the State Government to review their legislation as it relates to election signage, pending clarification from the MLGG of the intended outcome.

Key Outcomes from SAROC Meeting

The Board noted the key outcomes from the 19 May 2016 SAROC meeting including:

- Approving an \$8,000 contribution from the LGA to the SACES project for migration reform research.
- Requesting that the LGA Secretariat work with the Department of Transport Planning and Infrastructure (DPTI) to seek support for amendments to legislation that will reduce the cost burden to impacted community groups in complying with regulations under the National Construction Code and Australian Standard 2419.1 for buildings over 500m² in floor area.
- Requesting that the LGA Secretariat contact the Environment Protection Agency (EPA), Legislation and Policy Reform to seek clarification on the concerns raised in air quality measures as outlined in SAROC report item 7.4.

Local Government Procurement Review

The Board endorsed the LGA Secretariat undertaking a legislative review process that fosters procurement approaches within SA councils with the goal of providing councils with better value for money and a reduction in risk.

Submission to the Review of State Emergency Plan

The Board noted the LGA's submission to the review of the State's Emergency Plan, and endorsed the key recommendations in this submission.

ERF and LED Street Lighting

The Board agreed that the Emissions Reduction Fund is not an appropriate mechanism to generate the necessary capital to fund the transition to LED street lights, and noted the LGA will continue to work with councils to find a more appropriate solution.

The Board requested that the LGA President writes to the Federal Minister for Environment to explain why the ERF and CEFC programs are not workable for local government in South Australia in relation to LED lighting and request that they review their process, criteria, funding mechanisms and reporting requirements.

The Board also endorsed the LGA Secretariat to engage a project officer to manage public lighting issues, funded by the MLGG.

Federal Election Strategy

The Board received a verbal update and authorised the LGA CEO and President to finalise the LGA's Federal Election Strategy document '*Productivity through Partnerships*'. The Board also authorised the LGA Secretariat to conduct a campaign – consistent with ALGA work and with the support of councils – to highlight local government issues in relation to the upcoming election.

LGA Ageing Strategy 2016-2021

The Board endorsed the LGA Ageing Strategy 2016-2021.

Local Government Research & Development Scheme

The Board approved the R & D Scheme's 2016/17 Budget, including funding to 27 projects totalling \$1.45 million.

ALGA Vice President Nomination

The Board agreed to nominate Mayor David O'Loughlin for the position of Vice President with the Australian Local Government Association.

LGA Nominations to the Zero Waste SA Board

The Board resolved to request that membership of the Zero Waste SA Board be rolled over for a period of 12 months, or until the Zero Waste Board is dissolved.

Outcomes of the Premier's Outbound Shandong Mission

The Board requested that a template of economic development opportunities be forwarded to councils for completion to demonstrate and measure the outcomes of the Shandong mission.

LGA Workers Compensation and Mutual Liability Scheme Updates

The LGA Board noted reports from the March Board Meetings for both the LGA's Workers Compensation Scheme and Mutual Liability Scheme.

Development Assessment Commission Nominees

The Board resolved to put forward a panel of three nominees (including at least one male and one female) for the Minister for Planning's consideration for the appointment of one representative to the Development Assessment Commission, for the period 10 July 2016 – 30 June 2018.

Parliamentary Inquiry into TAFE SA Operations

The Board noted the Parliamentary Inquiry into TAFE SA operations and requested the LGA Secretariat to issue a circular seeking comments from councils that can be compiled for a submission to the Inquiry.

Vote of thanks to the District Council of Coober Pedy

The Board gave their appreciation to the Mayor, Elected Members and staff of the District Council of Coober Pedy for their hospitality in hosting the LGA Board.

INFORMATION

AGENDA

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

1. CEO ACTIVITIES (File Ref: 9.24.1.1)

PURPOSE

To keep Elected Members informed of other meetings and activities during the month of May 2016.

RECOMMENDATION

That the report be received.

DISCUSSION

3 rd – 5 th May	LGMA National Congress representing SA LG Professionals as the President.
10 th May	Attended the Mayors Volunteers Week Celebration at Minlaton Town Hall. Meeting with Bruce Douglas in relation to Road Service Review at Maitland.
11 th May	Monthly Council Meeting.
13 th May	LG Professionals Board Meeting in Adelaide.
17 th May	Corporate Management Team meeting. Shandong LG Working Group Meeting via teleconference. Ardrossan Trust and Hospital Board Meeting.
18 th May	Meeting with Dylan Strong DEWNR at Maitland. Audit Committee Meeting held at Minlaton.
19 th May	Natural Playspaces Workshop held at Maitland.
23 rd May	Judging for Edison Initiative LG Professionals Teleconference.
24 th May	Corporate Management Team meeting. Bill Inglis and Brett Brown Screenings Transport.
25 th May	LGA Regional Youth Traineeship presentation. Monthly Council Workshop.
26 th May	Meeting in relation to Draft NRM Plan for Northern and Yorke Landscape Summaries.
31 st May	Meeting at Minlaton in relation to Stage 2 PLEC project for Minlaton.

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

2. ACTION LISTING REPORT (File Ref: 9.24.1.1)

PURPOSE

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

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal: 2.4 Effective Risk Management

DISCUSSION

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

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999
Yorke Peninsula Council's Risk Management Framework

ATTACHMENTS

Attachment 1: Action Listing

COUNCIL MEETING 8th June 2016

Action List

Responsible Officer	Agenda Item Number	Task	Due Date	Status
Director Development Services	10 th Aug 10 Item 20.4	Advise the Dept of Environment and Natural Resources that Council wish to Relinquish Care and Control of Crown Land Lot 88 Main Street Curramulka CR 5856/772	As soon as DEWNR responds	Underway - DEWNR advised, no response to date
22 nd January 2014				
Director Development Services	DA/CCS/R4	Organise Land Only lease for Balgowan Camping Ground	As soon as Ministerial approval is granted	Waiting on consent
14 th May 2014				
Director Assets & Infrastructure Services	DA/AIS/R3	Organise to have the following documents signed and sealed for the Walk the Yorke Leisure Trail with the State Government and private landholders	July 2014 – ongoing for duration of project	Only one private agreement still outstanding Ongoing
13 th May 2015				
Director Development Services	DA/DS/R2	Council agreed to accept care, control and management of Lot 10 Moorowie Terrace Port Moorowie CR5323/554	As soon as Ministerial approval is granted	Underway awaiting response from Minister
10 th June 2015				
Director Development Services	DA/CCS/R4	Relinquishment of care/control of Crown land occupied by the Royal Volunteer Coastal Patrol SA Inc. Port Victoria adjacent to the Port Victoria CFS station to accommodate the new CFS station requirements	Associated with Port Victoria CFS issue RVCP likely to be transferred to the Crown	With DEWNR for revocation of existing dedication
12 th August 2015				
Director Development Services	DA/CCS/R5	Finalise the proposed lease for the Royal Volunteer Coastal Patrol at Point Turton	July 2016	Awaiting outcome of Development Application

9 th September 2015				
Director Assets and Infrastructure Services	Motion on Notice	Organise a plan for allocating \$1 million for the accelerated roadside vegetation management	June 2016	Presentation to June 2016 Workshop
9 th December 2015				
Director Corporate & Community Services	DA/CCS/R4	Organise to undertake necessary works to upgrade Black Point Caravan and Camping Ground amenities	May/June 2016	Contractor engaged. Works to commence within the next month
9 th March 2016				
Director Development Services	DA/DS/R1	Organise to erect a fence at the Port Vincent Foreshore Boat Ramp in accordance with Minute # 041/2016 and install a ticket machine	June 2016	Underway
Director Assets & Infrastructure Services	DA/AIS/R1	Advise affected land owners in relation to Clinton Road Land Acquisition values	June 2016	Ongoing
13 th April 2016				
Director Development Services	DA/DS/R1	Organise Public Consultation in relation to Maitland Children's Centre Community Land redesignation	April/May 2016	Report on Public Consultation process to June 2016 Council Meeting
Director Development Services	DA/DS/R2	Finalise paper work to submit to have the Warooka Consulting Rooms parcels of land CL status revoked and transfer ownership to Warooka Progress Association	April/May 2016	Completed
CEO	GB	Cr Hoyle queried tree trimming contract and RFT process advising that widths for clearance should be from the centre line of the road	April/May 2016	Director Assets & Infrastructure Services – email response to Elected Members
CEO	GB	Cr Meyer requested a review of the tree trimming contract with the CEO to provide a report to a future workshop	May 2016	June 2016 Workshop

11th May 2016

CEO	DA/CEO/R1	Organise for Internal Review of Council's decision policy to be placed in the Council policy manual and on the website	May 2016	Completed
CEO	DA/CEO/R2	Organise for Whistleblowers Protection policy to be placed in the Council policy manual and on the website	May 2016	Completed
CEO	DA/CEO/R3	Organise for Council Ceremonies and Civic Events policy to be placed in the Council policy manual and on the website	May 2016	Completed
CEO	DA/CEO/R4	Organise for the Strategic Management Plan to undergo final public consultation stage	May 2016	Commenced
Director Corporate and Community Services	DA/CCS/R3	Organise for the fees and charges register to be updated in line with new charges endorsed by Council	May 2016	Completed
Director Corporate and Community Services	DA/CCS/R5	Organise for the Annual Business Plan to undergo public consultation	May 2016	Completed
Director Corporate and Community Services	DA/CCS/R6	Lodge a submission to the Surveyor-General to have Parsons Beach officially gazetted as a locality	July 2016	Commenced
Director Development Services	DA/DS/R2	Commence public consultation for RV Friendly Status for Port Victoria	May 2016	Public Consultation closes 6 th June 2016, outcome to July 2016 Council meeting
Director Development Services	DA/DS/R3	Advise PIRSA of the outcome of the public consultation in relation to Price/Wills Creek net fishing	May 2016	Completed

Director Development Services	DA/DS/R4	Write to FMNYPBMC recommending that the Fire Danger Season commence on 1 st November and conclude on 15 th April each year	May 2016	Completed
Director Assets and Infrastructure Services	CA/AIS/R1	Advise the tenderers of the outcome of the Drilling and Blasting Tender 150/2016	May 2016	Completed

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

3. HILLSIDE COMMUNITY VOICE MINUTES

(File Ref:9.24.1.1)

PURPOSE

To provide Elected Members with the latest endorsed minutes from the Hillside Community Voice group.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme: Community Engagement

1. Vitality and Connection

Strategic Goal:

1.1 Develop and facilitate ongoing partnerships and relationships with Progress Associations, Tidy Towns and other key community groups.

DISCUSSION

The minutes from the April 2016 meeting are attached for member's information.

Hillside Mine Community Voice Minutes

11th April 2016

Chairperson	P Tyler
IPC	K Van Schaik
HCV Attendees	T Stock (YPC), D Hosking (Community Member), E Dearlove (Rex Minerals), J Wundersitz (YPLOG), M & C Redding (Community Members), G Mattchoss (Black Point PA), Stewart Lodge (Ag Bureau, Petersville), D Kluske (Local Trader), J Sandercock (Ardrossan PA), P Klopp (Ag Bureau, South Kilkerran), S Kennedy (Local Trader), L Easter (Port Vincent), L Kakoschke (Ag Bureau, South Kilkerran), I Haywood (Community Member), M Young (Ag Bureau, Petersville)
Apologies	B Sleath (Pine Point PA), J Buchanan (YP Tourism & RDA), D Bradshaw (JW/RP PA), P Koulizos (Community Member), Stephen Lodge (YPLOG), K Wanganeen (Narungga Community)
Visitors	A Querzoli (DSD), J Martin (DSD), M Smith (DSD), J Burgess (Rex Minerals), G Hall (Rex Minerals)
Minute taker	K Van Arend (Rex Minerals)

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
1. Welcome & Introductions	<p>Meeting opened at 6.32pm</p> <p>Record keeper for this meeting /recording – K Van Arend</p> <p>Apologies – noted above</p> <p><u>Safety Statement</u></p> <p>It is acknowledged that there are many challenging and sensitive matters associated with the work of the HMCV that can evoke strong views and emotions as issues and key points are considered. It is therefore critical that at all HMCV meetings and activities, regardless of personal views, members will act respectfully and not engage in personal attacks. All people in attendance at HMCV meetings will listen, speak candidly, question thoughtfully and challenge openly. Every HMCV member should feel comfortable to express their opinion without fear of ridicule or ramification.</p>	
2. Endorsement of Minutes	<p><u>March 7th 2016 Minutes:</u></p> <p>P Tyler thanked S Kennedy for checking the March minutes.</p> <p>Moved – J Sandercock Seconded – K Van Schaik</p> <p>HMCV member to check minutes for this meeting: D Hosking</p> <p><u>YPC website:</u></p> <p>March 7th 2016 minutes were endorsed for distribution and can now be made available on the YPC website and through the community networks.</p> <p>An amendment was made to the YPC website welcome page now advising P Tyler as the Chairperson</p>	K Van Arend to send updated minutes to YPC for posting on website and to the HMCV members for distribution.
3. Business Arising (Actions)	<p>Actions Arising from December Meeting</p> <ul style="list-style-type: none"> K Van Arend to send updated minutes to YPC for posting on website and to the HMCV members for distribution. E Dearlove to develop an updated uranium information sheet for circulation to the community. 11/4 a draft of the information sheet was circulated at this meeting and G Hall noted that this draft was for review and any feedback or comments to be forwarded to Rex. Once review completed CEP to be tabled with HMCV and distributed to obtain community feedback. 11/4 Following a meeting with G Hall, E Dearlove and P Koulizos incorporating all feedback received, a revised draft has been developed. This draft to be circulated to HMCV members within the next two weeks. Changes will be highlighted in yellow. Any further 	<p>COMPLETED</p> <p>COMPLETED</p> <p>To be circulated by 25th April 2016</p>

Minutes

Hillside Mine Community Voice – 11th April 2016

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
	<p>feedback to be forwarded to E Dearlove. Once finalised this will be made available on the website.</p> <ul style="list-style-type: none"> E Dearlove to provide working groups with a large laminated map for the project P Tyler to contact DSD and request a presentation for the April meeting Rex to provide a presentation for the April meeting. E Dearlove to give working groups an overview of all of the feedback required for the PEPR and supporting management plans. 11/4 This is currently in draft form and will be provided at the next meeting. K Van Arend to send updated ToR to YPC for posting on website K Van Arend to send updated Impact Statement to YPC for posting on website K Van Schaik to send DSD an email re outcomes of investigation Working group leaders to start looking at the folders provided. An agenda item. 	<p>COMPLETED</p> <p>COMPLETE COMPLETE MAY MEETING</p> <p>COMPLETED COMPLETED COMPLETED AGENDA ITEM</p>
4. Update from Rex	<p>Rex to update HMCV on the company's activities</p> <ul style="list-style-type: none"> Rex have had another meeting with DSD to firm up the format for the information to be provided to them for the comparison between the extended feasibility study (EFS) and the approved mining lease. An agreement on the format has been reached and Rex anticipates this information to be provided to DSD in approx. 2 weeks. Once reviewed by DSD these documents will be made public. Work on the PEPR is progressing. Commenced meetings with Hillside's adjacent landowners to provide an update of the status of the project. Farm management and environmental work ongoing including a rabbit and fox baiting program, slashing etc. Natural Resource Management (NRM) board visited Hillside for an update. There is no further update on financing. Further information is available on copper market pricing and timelines. G Hall to distribute. 	<p>G Hall to provide information on copper pricing and timelines</p>
5. DSD Presentation	<p>P Tyler introduced A Querzoli from DSD, Manager of Mining Assessments to provide a presentation on the PEPR process.</p> <p>A Querzoli thanked the HMCV for inviting DSD to provide a presentation and introduced his colleagues, M Smith - Case Manager, J Martin – Manager of Mineral Tenements team and the Mining Registrar under the Mining Act.</p> <p>A Querzoli provided a presentation on the PEPR. <i>(a copy of this presentation is attached to these minutes)</i></p> <p>In the presentation two documents were referred to. A description and links for these documents are as follows:</p> <p>MD005 - Minimum information required to be provided in a program for environment protection and rehabilitation (PEPR) for a mineral lease (ML) and any associated miscellaneous purposes licence (MPL) for metallic and industrial minerals (excluding coal and uranium) - https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MD005.pdf</p> <p>MG2b Preparation of a program for environment protection and rehabilitation (PEPR) for metallic and industrial minerals (excluding coal and uranium) in South Australia - https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MRGMG2B.pdf</p>	<p>K Van Arend to put DSD Hyperlinks on the HMCV websites</p>

Minutes

Hillside Mine Community Voice – 11th April 2016

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
	<p>A range of questions were asked from the floor on the following topics:</p> <ul style="list-style-type: none"> • Consistency of components for the revised EFS project compared with the original MLP • Regulating CEP • Community consultation assessment • Waivers, precedents and line of sight to extended or larger project • Mining tenements, landowners, receptors and base line studies • Public liability, bond and care and maintenance <p>DSD noted that the answer to a number of questions was contingent upon receiving Rex's additional information regarding the EFS project so they can then understand the full extent of the consistency and compliance. As noted above Rex anticipate submitting the full submission to DSD in approx. 2 weeks.</p> <p>The question was raised:</p> <p><i>"Once the additional information is received what timeframe can be expected from DSD to determine if there is to be a new MLP or PEPR?"</i></p> <p>A Querzoli noted that DSD will endeavour to turn this around as quickly as possible and publish the results on their website. There are no statutory timeframes for the process but DSD will try to turn the submission around in less than three months to determine the path forward. If the result is a PEPR and it appears there is not enough time for community consultation and for Rex to submit the document the Minister has the power to grant an extension if requested and justified by Rex.</p>	
6. Rex Presentation	<p>E Dearlove provided a presentation on information that Rex expects to deliver in the PEPR incorporating the importance of the working groups and potential sources of information for the working groups. <i>(a copy of this presentation is attached to these minutes)</i></p> <p>This presentation also refers to the MG2b document <i>(referred to above and link provided)</i></p>	
7. Working Groups Update	<p>Working Group Update</p> <p>Air Quality, Noise, Light and Blasting - Group Leader – L Kakoschke</p> <p>Transport – Group Leader– J Buchanan</p> <p>Rehabilitation & End of Mine Life – Group Leader – J Wundersitz</p> <p>Water Quality & Marine Environment- Group Leader – Stephen Lodge</p> <p>Agriculture & Farm Management- Group Leader – Stewart Lodge</p> <p>Accommodation & Tourism - Group Leader – P Koulizos</p> <p>Communication - Group Leader – T Stock</p> <p>There was a discussion around the Mining Lease conditions and how to identify a collaborative approach to avoid overlap or duplication by the working groups.</p> <p>E Dearlove noted that the initial topics and related questions in the working group folders provided ensured that there were no double ups so suggested this was a good starting point. G Hall & E Dearlove reiterated that Rex and DSD are more than happy to answer any questions or provide any information that they may already have from reports that have been undertaken etc.</p> <p>It was agreed for each of the groups to have an initial meeting before the next HMCV meeting and to discuss membership and recruitment of people or groups that could be beneficial to that working group. Any potential overlaps identified between groups could then be discussed with other leaders afterwards.</p> <p>P Tyler noted that he would like to keep in touch with each of the working groups and their progress and requested that he be copied into any communication</p>	<p>Groups to have initial meeting and include membership recruitment</p> <p>Working group leaders to advise P</p>

Minutes

Hillside Mine Community Voice – 11th April 2016

AGENDA ITEM	Notes	ASSIGNED TO/DATE DUE
	<p>between working groups. He also requested that working group leaders advise him of their initial first meeting dates.</p> <p>P Tyler noted than he will be talking to the YP Country Times and will mention the working groups and potential recruitment. C Redding also suggested that Phil write an article that HMCV members could then provide to community organisations for newsletters (e.g. Ardrossan Antics).</p> <p>E Dearlove to complete a folder for the communication working group.</p> <p>I Haywood asked at what stage would the working group for Education, Health, Emergency and Family Services come on line. P Tyler noted this group will be on hold for a few months until further data that will be captured in the PEPR is available. This is also the case for the Business and Employment working group.</p>	<p>Tyler of first meeting dates</p> <p>P Tyler to write an article that HMCV members can then provide to their community organisations</p> <p>E Dearlove to complete a folder for the communication working group</p>
8. Other Business	<p>G Mattchoss noted some concerns regarding rebuilding of the road and feedin roads outside of Pine Point and suggested that a roundabout would be a better option. G Hall noted that there had been numerous conversations held with DPTI regarding the road realignments. G Mattchoss to touch base with the Transport working group as this working group could contact DPTI with questions on the road realignments and discuss the reasons for decisions made.</p> <p>Stewart Lodge asked why Rex had gone around the dam in the north east corner of the Mining Lease with the overburden. J Burgess advised that this is not a dam but is a patch of native vegetation which the native vegetation guidelines state you should avoid if possible.</p>	
9. Confirm actions	<p>Agreed actions</p> <ul style="list-style-type: none"> K Van Arend to send updated minutes to YPC for posting on website and to the HMCV members for distribution. E Dearlove to circulate amended CEP to HMCV members E Dearlove to give working groups an overview of all of the feedback required for the PEPR and supporting management plans G Hall to provide information on copper market pricing and timelines Groups to have initial meetings before the next meeting and include membership Working group leaders to advise P Tyler of first meeting dates P Tyler to write an article that HMCV members can then provide to their community organisations E Dearlove to complete a folder for the communication working groups G Hall to circulate is further information available on copper market information pricing and timelines K Van Arend to put DSD Hyperlinks on the HMCV website 	<p>April 2016</p> <p>26th April 2016</p> <p>May 2016</p> <p>May 2016</p> <p>May 2016</p> <p>26th April 2016</p> <p>26th April 2016</p> <p>May 2016</p> <p>May 2016</p> <p>May 2016</p>

10. Meeting Close

Meeting was closed at 9.10 pm

Next HMCV meeting date

When: Monday 9th May 2016.
Where: Ardrossan Bowling Club
Time: 6.30pm – 9.00pm

Agenda Items

•

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

4. REGIONAL DEVELOPMENT AUSTRALIAN FUND (File Ref: 9.24.1.1)

PURPOSE

To advise Elected Members of the final completion of all requirements including reporting for the Walk the Yorke Leisure Trail Project.

RECOMMENDATION

That the report be received.

DISCUSSION

Correspondence has been received from the Department of Infrastructure and Regional Development in relation to completion of all requirements for the Walk the Yorke Leisure Trail Project (copy attached). This correspondence is provided for Elected Members information only.

ATTACHMENTS

Attachment 1: Correspondence Regional Development Australian Fund



Australian Government

Department of Infrastructure and Regional Development

Ref: 16/2563

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

Dear Mr Cameron

Regional Development Australian Fund – Walk the Yorke Leisure Trail Project

Thank you for submitting your Project Completion Report. The Department of Infrastructure and Regional Development (the Department) has completed an assessment of the report and is pleased to advise that the Walk the Yorke Leisure Trail Project has been assessed as being complete.

As per the Schedule in the Funding Agreement between the Commonwealth of Australia, as represented by the Department, and Yorke Peninsula Council for the Walk the Yorke Leisure Trail Project, the Operational Period of this Project has commenced as at the date of this letter. The duration of the Operational Period is five years.

The Department would like to take this opportunity to congratulate Yorke Peninsula Council on the successful completion of the above project and delivering a valuable asset to the community.

Please contact Katherine Butt on 02 6274 8148 if you have any questions regarding this letter.

Thank you for your cooperation throughout the construction of this Project.

Yours sincerely

Kenton Godfrey
Section Head
Contract Management

(7 May 2016

CHIEF EXECUTIVE OFFICER

IA/ITEM 4.3

5. ALGA JOINT INFRASTRUCTURE STATEMENT

(File Ref: 9.24.1.1)

PURPOSE

To provide Elected Members with a copy of the ALGA and Peak Bodies Joint Infrastructure Statement.

RECOMMENDATION

That the report be received.

DISCUSSION

The Statement focusses on a 9-point Infrastructure Plan which calls for a political commitment to a range of actions to ensure long term infrastructure investment.

ATTACHMENTS

Attachment 1: ALGA Joint Infrastructure Statement.



AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

27 May 2016

Yorke Peninsula Council
PO Box 57
MAITLAND SA 5573

Item Number
4189-2016-1
GDS Number
10.3.2.2
Distribution

Dear Mayor Agnew OAM

I am writing to provide you with a copy of the Joint Infrastructure Statement, initiated by the Australian Local Government Association (ALGA) and endorsed by seven other peak bodies. The Statement calls on all political parties to make a commitment to maintain long term infrastructure spending and thus address the growing infrastructure shortfall and improve national productivity.

This united action, by ALGA, Institute of Public Works Engineering Australasia, Planning Institute of Australia, Australian Logistics Council, Urban Development Institute of Australia, Property Council of Australia, National Farmer's Federation and Green Building Council of Australia, highlights our strategies to address the growing concerns about the risk to Australia's economic growth posed by years of under-investment in public infrastructure which has led to much of the nation's public infrastructure failing to meet the needs of Australian businesses and communities.

The Statement focuses on a 9-point Infrastructure Plan which calls for a political commitment to a range of actions including ensuring ongoing investment, both public and private, of no less than 5% of GDP in productive infrastructure projects, addressing the shortfall for maintenance of government-owned infrastructure and taking a more strategic, long term and transparent approach to infrastructure investment.

I believe that a Commonwealth commitment to the Infrastructure Plan we have outlined will make a major contribution to maintaining and growing our standard of living and to ensuring that Australia's cities and regions remain competitive, liveable and sustainable.

The Infrastructure Statement and Plan will feature in the program for this year's National General Assembly (NGA), held in Canberra from 19 – 22 June. The NGA will feature a panel session focusing on the 9-point Infrastructure Plan and a discussion with representatives of each of the peak bodies covering the impacts of the infrastructure shortfall on the diverse areas of Australia's economy that they represent.

I encourage you to support the enclosed statement, and to seek a meeting to discuss the issue of infrastructure investment with your local Member for Parliament.

I also encourage you to be part of the national discussion and to engage with the Statement partners at the NGA. You can register your attendance at www.alga.asn.au.

Yours sincerely


Mayor Troy Pickard
President

A JOINT STATEMENT ON ECONOMIC INFRASTRUCTURE INVESTMENT

We, the undersigned, have joined together to call on all Federal political parties to commit to long-term infrastructure investment in the 2016 Federal election.

We join together in this statement to highlight our collective concern about the risk to Australia's economic growth posed by years of under-investment in public infrastructure, particularly transport infrastructure.

The consequence of under-investment is that much of the nation's public infrastructure is struggling to meet the needs of Australian businesses and communities and will be further constrained into the future.

Modern, reliable and affordable infrastructure is fundamental to enhancing Australia's productivity, international competitiveness and workforce participation and is essential to maintaining the living standards that all Australians have grown to appreciate.

Analysis of ABS data by Infrastructure Australia shows that investment in infrastructure, across the economy, has averaged 5% of GDP for the last five years.

We recognise the important role of the private sector in the provision of infrastructure, but we also acknowledge the central role of the Australian Government in the development of infrastructure through necessary regulation and planning, the establishment of adequate safeguards for consumers and, where appropriate, the provision of adequate funding.

We acknowledge the financial challenges facing the Australian Government in the provision of services and infrastructure and we call on all Federal political parties to commit to working together with all levels of government and industry on sustainable long-term funding solutions.

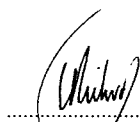
Infrastructure investment is needed in both our cities and our regional areas. Cities are fundamental to Australia's economic prosperity and are where the majority of people live and work. Infrastructure Australia estimates that the annual cost of congestion in our cities may reach \$53 billion by 2031 and investment in infrastructure is the key to reducing this cost to productivity. Our regional

industries, in particular agriculture, are a central pillar of the national economy and must be more efficiently connected to markets here and overseas. Investment in infrastructure is needed to ensure our cities and regions remain competitive, liveable and sustainable.

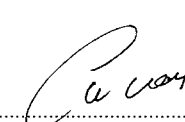
We call on all Federal political parties to recognise the critical role of infrastructure in achieving productivity, growth and economic prosperity, and to respond to our 9-Point Infrastructure Plan.

The 9-Point Infrastructure Plan

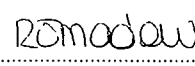
1. Ensure ongoing investment of no less than 5% of GDP into productive infrastructure projects that support continued economic growth and boost national productivity.
2. Address the funding shortfall for maintenance of government-owned infrastructure.
3. Invest in public infrastructure that is linked to strategic plans, meets cost-benefit principles, and is linked to the priorities identified by Infrastructure Australia.
4. Provide payments to infrastructure providers for community service obligations where it is uneconomic to meet the cost of service provision.
5. Adopt an integrated multi-modal approach to transport planning and funding which recognises the requirements of supply chains and passengers.
6. Enhance connectivity with strategic investment in roads and rail, including their linkages with aviation and ports.
7. Take a long-term strategic, planned and transparent approach to infrastructure investment.
8. Fund an evidence-based exploration of road user charges in partnership with all governments and stakeholders.
9. Address congestion and transport challenges facing our major cities, better linking housing to employment, enhancing liveability and reducing barriers to economic growth.



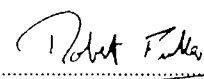
Mayor Troy Pickard
President
AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION




Ian Murray AM
Chairman
AUSTRALIAN LOGISTICS COUNCIL




Romilly Madew
Chief Executive Officer
GREEN BUILDING COUNCIL AUSTRALIA



Robert Fuller
Chief Executive Officer
INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA



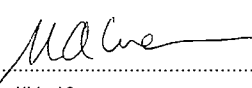
Brent Finlay
President
NATIONAL FARMERS' FEDERATION
Yorke Peninsula Council
Council Agenda
Wednesday 8th June 2016



Brendan Nelson
President
PLANNING INSTITUTE OF AUSTRALIA



Ken Morrison
Chief Executive
PROPERTY COUNCIL OF AUSTRALIA



Michael Corcoran
National President
URBAN DEVELOPMENT INSTITUTE AUSTRALIA

DIRECTOR CORPORATE AND COMMUNITY SERVICES

IA/ITEM 4.4

1. AUDIT COMMITTEE MINUTES – 18th MAY 2016

(File Ref: 9.24.1.1)

PURPOSE

The Audit Committee is a Section 41 Committee of Council. A copy of the minutes from their meeting held on 18th May 2016 is attached.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance & Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.1 Financially sustainable organisation
2.4 Effective risk management

BACKGROUND

To keep Council informed of regular Audit Committee Meetings.

DISCUSSION

Business discussed at the meeting centred around:

- 2016 Audit Committee Work Plan
- 2016/2017/ Annual Business Plan/Budget
- Third Quarter 15/16 Budget Review
- Long Term Financial Plan
- Review Final Audit Letter
- Fees and Charge Register Amendments 2016/17
- Internal Audit Activity Report
- Asset Management update
- Risk Management Update
- Internal Controls Report

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Director Corporate and Community Services

In preparing this report, the following External Parties were consulted:

- Chair Audit Committee

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Audit Committee costs are accounted for in Council's approved budget.

The Audit Committee is a legislated Section 41 Committee of Council.

ATTACHMENTS

Attachment 1: Audit Committee Minutes May 2016



Agriculturally rich~Naturally beautiful

Minutes of the Audit Committee Meeting of the Yorke Peninsula Council

held on Wednesday 18th May 2016,
in the Council Chambers
57 Main Street Minlaton commencing at 3:00pm
(Subject to confirmation)

ITEM 1 WELCOME

Mr Peter Brass welcomed everyone to the meeting and declared the meeting open at 3.02pm.

PRESENT

Independent Members Peter Brass and David Hurley, Councillors Scott Hoyle and Tania Stock.

APOLOGIES/LEAVE OF ABSENCE

Cr John Rich – 08/04/2016 – 22/06/2016

IN ATTENDANCE

Andrew Cameron	Chief Executive Officer
David Harding	Director Corporate and Community Services
Trevor Graham	Director Assets and Infrastructure
Sid Jain	Manager Financial Services
Michael McCauley	Asset Manager
Chelly Litster	Business Improvement Officer
Roxanne White	Risk Management Officer
Chloe Brown	Financial Accountant
Daniel Griffin	Financial Accountant
Ashlee Chadwick	Finance Officer
Rachel Rich	Minute Secretary

MINUTES OF THE PREVIOUS MEETING

Cr Hoyle moved

Cr Stock seconded

That the minutes of the Audit Committee meeting held on 24th February 2016 as circulated, be confirmed as a true record.

CARRIED 013/2016 (18/05/2016)

CONFLICT OF INTEREST

The Chairperson reminded all members of the requirement to disclose any conflict of interest and provide full and accurate details of the relevant interest to the Audit Committee prior to consideration of that item on the Agenda. No conflicts were disclosed by the Committee members.

ITEM 2 REPORTS

1. REVIEW AUDIT COMMITTEE WORK PLAN 2016

Mr David Harding spoke to the report and answered questions from the Committee. Dates of future meetings can be reviewed if necessary. Updated changes advised accordingly. Next meeting scheduled for 22nd June will be moved to Wednesday 29th June. External Audit visit update to be added to next agenda.

Cr Hoyle moved David Hurley seconded

That Audit Committee endorses the updated 2016 Audit Committee Work plan.

CARRIED 014/2016 (18/05/2016)

2. 2016/2017 ANNUAL BUSINESS PLAN/BUDGET

Mr David Harding spoke to the report and answered questions from the Committee. Peter Brass queried the use of signage depicting risk and governance and not a photo for consistency on annual report page 17. Feedback noted.

Cr Hoyle moved Cr Stock seconded

That Audit Committee receive the 2016/2017 Draft Annual Business Plan including the budget report.

CARRIED 015/2016 (18/05/2016)

3. THIRD QUARTER 15/16 BUDGET REVIEW

Mr David Harding spoke to the report and answered questions from the Committee. Observation from David Hurley regarding the lack of reporting of actuals in the budget review process. David Harding gave an explanation of the current process. The Manager Financial Services will evaluate a method for reporting actual expenditure to the Audit Committee – possibly exception reporting and bring back to a future meeting for consideration.

David Hurley moved Cr Stock seconded

That the Audit Committee receives and notes the report as endorsed by Council.

CARRIED 016/2016 (18/05/2016)

4. LONG TERM FINANCIAL PLAN

Mr David Harding spoke to the report and answered questions from the Committee. Discussions centred on the Long Term Financial Plan and possible scenario modelling that will include effect of rate capping legislation and service level reviews.

Cr Stock moved David Hurley seconded

That Audit Committee receives and notes the Long Term Financial Plan as endorsed by Council.

CARRIED 017/2016 (18/05/2016)

5. FEES AND CHARGES REGISTER AMENDMENTS 2016/17

Mr David Harding spoke to the report and answered questions from the Committee.

Cr Hoyle moved Cr Stock seconded

That Audit Committee receives the report.

CARRIED 018/2016 (18/05/2016)

6. INTERNAL AUDIT ACTIVITY REPORT

Ms Chelly Litster spoke to the report and answered questions from the Committee. Ms Litster advised she will be on Maternity Leave as of next month and will return in October. Discussions centred on agreed actions, risk management framework and risk mitigation. Mr Peter Brass commented on long outstanding actions and the need to prioritise and complete these according to a risk level assigned to each action.

Cr Stock moved Cr Hoyle seconded

That Audit Committee receives the report.

CARRIED 019/2016 (18/05/2016)

7. ASSET MANAGEMENT UPDATE

Mr Michael McCauley spoke to the report and answered questions from the Committee.

David Hurley moved Cr Stock seconded

That Audit Committee receives the report.

CARRIED 020/2016 (18/05/2016)

8. RISK MANAGEMENT UPDATE

Ms Roxanne White spoke to the report and answered questions from the Committee.

Cr Stock moved David Hurley seconded

That Audit Committee receives the report.

CARRIED 021/2016 (18/05/2016)

ITEM 3 GENERAL BUSINESS

3.1. Upcoming External Audit visit, 16th & 17th June 2016.

ITEM 4 CONFIDENTIAL AGENDA

EXECUTIVE SERVICES

1. INTERNAL CONTROLS REPORT

Cr Hoyle moved

Cr Stock seconded

Section 90(3)(f) Order

1. That pursuant to Section 90(2) of the Local Government Act 1999, the Audit Committee orders that the public be excluded from the meeting with the exception of the Mayor, Chief Executive Officer, Director Corporate and Community Services, Manager Financial Services, Director Assets and Infrastructure Services and Business Improvement Officer.

The Audit Committee is satisfied that, pursuant to section 90(3)(g) of the Act, the information to be received, discussed or considered in relation to agenda item 4 Internal Controls Report is confidential information relating to –

“Matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;”

Accordingly, the Audit Committee is satisfied that the principle which states the meeting be conducted in a place open to the public has been outweighed in the circumstances.

Section 91(7) Order

2. That having considered agenda item 4 Internal Controls Report in confidence under section 90(2) and (3)(g) of the Local Government Act 1999, the Audit Committee, pursuant to section 91(7) of that Act orders that the verbal report relevant to agenda item 4 titled Internal Controls Report be retained in confidence for a period of 12 months

CARRIED 022/2016 (18/05/2016)

4.10pm The public were asked to leave and the Chamber secured.

Internal Controls verbal update provided.

4.35 The public meeting resumed.

Cr Hoyle moved

Cr Stock seconded

That the confidential session closed and the public meeting resumed.

CARRIED 023/2016 (18/05/2016)

ITEM 5 NEXT MEETING

Wednesday 29th June 2016 3.00pm

ITEM 5 CLOSURE

The Meeting Closed at 4.36.pm

.....
Mr Peter Brass

DIRECTOR ASSETS & INFRASTRUCTURE SERVICES

IA/ITEM 4.5

1. CONSTRUCTION AND MAINTENANCE WORKS

(File Ref: 9.24.1.1)

PURPOSE

To provide a summary of capital and maintenance works undertaken within Assets and Infrastructure Services throughout the month preceding the June 2016 meeting of Council.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities

1. Sustainable Infrastructure

Strategic Goal/s: 1.1 Provide infrastructure assets that are sustainable and safe

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

- Road construction and maintenance requirements have been undertaken on the following roads complimenting 2015/16 budget allocations:
 - Clinton Road Ongoing
 - Dump Road Ongoing
 - Old Coast Road Section realigned
 - Old Coast Road (1km) Completed
 - Recluse Road (2.5km) Completed
- Patrol Grading is ongoing and programmed throughout the district, in line with current schedules, techniques and resources for this activity.
- The following works / upgrades have been applied to our Community Wastewater Management Systems (CWMS) and Stormwater Harvesting Schemes:

CWMS

- | | |
|---|---------------------|
| o Realigning of two manholes | Ardrossan |
| o CCTV surveillance | Ardrossan |
| o Attention to gravity drain blockages | Ardrossan |
| o Installation of overflow chlorine tank | Ardrossan |
| o Attention to blockages | Maitland |
| o CCTV surveillance | Maitland |
| o Replacement of gravity drain (section) | Maitland |
| o Installation of maintenance shaft | Maitland |
| o Repairs to aerator (WWTP) | Maitland |
| o Repairs to pump station | Maitland |
| o Treatment plant reuse sprinklers replaced | Point Turton |

- Repairs to irrigation infrastructure
- Installation of overflow chlorine tank
- Repairs to irrigation pump
- Pump station upgrade

Port Vincent
Port Vincent
Port Vincent
Stansbury

Stormwater Harvesting Schemes

- New flowmeter installed (Bowls Club supply line)
- Installation of level controls (Oval tanks)

Maitland
Minlaton

(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.)

- Attention to parks, gardens and reserves is ongoing throughout the district to a sustainable level in accordance with available resources.
- Approximately 25 Customer Service Requests (CSRs) have been addressed throughout May with activities including:
 - Cemetery maintenance
 - Footpath maintenance
 - Illegal roadside rubbish disposal
 - Maintenance to public buildings
 - Mop up from storm damage
 - Repairs to traffic control devices
 - Sealed and unsealed road maintenance
- Staff assisted with the installation of new playground equipment at the Minlaton playground.
- The following areas of roadside vegetation clearance have been attended to by contractors (Envirotrim):

○ Bowden Road	Arthurton Road to Lakes Road
○ Kalkabury School Road	Lambshed Road to Upper Yorke Road
○ Lambshed Road	Kalkabury School Road to Bussenschutt Road
○ Nankivell Road	Pedler Road to Cadd Road
○ Old Boundary Road	Heinrich Road to Thomas Road
○ Pipeline Road	Spencer Highway to Upper Yorke Road
- Beach access stairs have been completed at Blue Bay.
- Footpath and retainer wall extension has been completed at the foreshore area adjacent to the Edithburgh boat launching facility.
- Footpath maintenance has been undertaken within Maitland, Minlaton, Port Clinton and Price.
- On Monday 9th May 2016, our region experienced a storm event of significant impact to infrastructure. The following is a summary of that impact:
 - **Balgowan** boat launching facility breakwater core and armour rock displacement.
 - Significant washout of beach access at **Balgowan**.
 - Access tracks to the **Burners Beach** camping grounds washed away.
 - Damage to the **Point Turton** Swimming Centre beach shelter.
 - Significant erosion to the walking trail at **Point Turton**.
 - Significant amount of the rock and top dressing washed away from the groin closest to the **Point Turton** jetty.
 - **Port Rickaby** jetty concrete and path damaged.
 - Paving where the jetty and the carpark meet at **Port Victoria** lifted.
 - Trees blown over in Main Street, **Warooka**.

- With the heavy erosion of beaches numerous stairs and walkways have been damaged or collapsed as follows:
 - **Balgowan** southern walkway (off South Terrace) and Esplanade walkway to the beach.
 - **Bluff Beach** stairs.
 - **Hardwicke Bay** stairs and fence.
 - **Mozzie Flat** stairs and deck.
 - **Point Souttar** stairs.
 - **Port Rickaby** stairs and fence.
 - **The Pines** walkway number five.
- Pockets of some coastal communities were also impacted by the storm and surges including; Black Point, Chinaman Wells, Hardwicke Bay, Port Clinton and The Dipper.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Infrastructure Manager
- Operations Manager
- Works Manager
- Operations Coordinator
- Leading Worker Central
- Leading Worker North
- Leading Worker South
- Works Supervisor North
- Works Supervisor South

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Within capital and operations budgets

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Not applicable

ATTACHMENTS

Nil

DIRECTOR DEVELOPMENT SERVICES

IA/ITEM 4.6

1. INSPECTORIAL ACTIVITY REPORT

(File Ref: 9.24.1.1)

PURPOSE

To inform Council of the activities of the Inspectorial Team.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.3 Meet all legislative and compliance responsibilities

BACKGROUND

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

DISCUSSION

Council's inspectors have dealt with many routine matters during the past month. This includes illegal campers, abandoned vehicles, noisy/wandering dogs and nuisance dogs and cats.

Four dogs have been impounded during the past month and all dogs returned to their owners once appropriate pound fees were paid. Seven dog owners have been cautioned as a result of their dogs wandering at large, whilst three dog owners have been spoken to in relation to complaints received about their dogs barking.

Three Expiation Notices have been issued to persons for keeping an unregistered dog.

Routine patrols of boat ramps have been performed to ensure that users are paying to use the facilities. Five warning notices have been issued to persons for not displaying a launch ticket/permit after launching their boats at a user pays launching facility.

Random patrols have occurred at the bush camping reserves to ensure users are paying to use the facilities. One Expiation Notice was issued to a person who set up camp at the Ardrossan boat ramp car park.

Staff are also monitoring several properties where owners have been requested to ameliorate the unsightly condition of that land.

Council Rangers routinely patrol all townships for traffic management, including foot patrols, paying particular attention to disabled parking bays and vehicles parking on yellow lines. One driver has been cautioned for not displaying their disabled parking permit whilst parking in a disabled parking bay. Three Expiation Notices were issued to drivers parking adjacent to a continuous yellow line.

During the burn off season, two fires escaped as a result of burning off. One burn off escaped after the fire danger season ended on 30th April 2016, requiring the Country Fire Service to bring the fire under control.

During the past five years there has been a dramatic decrease in the amount of burning taking place. This year there were 200 Schedule 9 permits issued to farmers to burn off their land, which resulted in Council receiving 528 notifications of intended burning. This compares to 328 permits being issued in 2012 which resulted in 1344 notifications of intended burns; a drop of 816 notifications over the past five years.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Inspectorial Staff

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Routine inspectorial activities are contained within the 2015/16 Annual Business Plan.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Fire and Emergency Services Act 2005

Dog and Cat Management Act 1995

Local Government Act 1999

The activities undertaken by Council Rangers are based on reducing the risk of nuisance, injury, public damage and disaster to the community.

ATTACHMENTS

Nil

DIRECTOR DEVELOPMENT SERVICES

IA/ITEM 4.6

2. DEVELOPMENT APPLICATION DECISIONS

(File Ref: 9.24.1.1)

PURPOSE

To inform the Elected Members of Development Application decisions for the period 2nd May to 27th May 2016.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
2. Progressive and Sustainable Development
Strategic Goal/s: 2.2 Streamlined Development Assessment Process

BACKGROUND

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

DISCUSSION

The following is a list of all Development Applications processed for the period 2nd May 2016 to 27th May 2016.

Yorketown

544/1032/2015	544/1054/2015	544/1073/2015
544/1087/2015	544/1210/2015	544/1220/2015
544/1242/2015	544/1039/2016	544/1042/2016
544/1068/2016	544/1071/2016	544/1073/2016
544/1074/2016	544/1076/2016	544/1082/2016
544/1104/2016	544/1112/2016	544/1122/2016
544/1127/2016	544/1145/2016	544/1166/2016
544/1181/2016	544/1188/2016	

Maitland

544/2089/2015	544/2206/2015	544/2227/2015
544/2251/2015	544/2265/2015	544/1010/2016
544/1012/2016	544/1061/2016	544/1121/2016

544/1136/2016	544/1137/2016	544/1140/2016
544/1153/2016	544/1155/2016	544/1158/2016
544/1160/2016	544/1168/2016	544/1174/2016
544/1177/2016	544/1191/2016	

Land Division

544/D017/2015	544/D002/2016	544/D003/2016
544/D004/2016	544/D006/2016	

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Planning & Building Officers

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Development Act 1993

Council's Development Plan

Development Assessment functions involve critical risk management considerations which include meeting legislative responsibilities, environmental issues, impact upon community and safety.

ATTACHMENTS

Attachment 1: Development Application Decisions Register.

**LIST OF DEVELOPMENT APPLICATIONS & DECISIONS ISSUED BY THE ASSISTANT BUILDING SURVEYOR UNDER DELEGATION
FOR THE PERIOD 2 MAY 2016 TO 27 MAY 2016**

YORKETOWN

Dev. App. No.	Name & Address	Location	Proposal	Class	Area m ²	Cost \$	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/1032/2015	J Nemeth PO Box 235 GLENELG	Lot 1 Diosma Drive FOUL BAY	New Dwelling & Garage	1a 10a	222 56.1	185,000	Planning 19 Building 4 Private Certifier	108340 5400729469	17 May 2016	TBA
544/1054/2015	G & D Brooks PO Box 113 AUBURN	PCE 62-63 South Coast Road WAROOKA	Two Storey Dwelling, Garage, Balcony & Verandah	1a 10a 10a 10a	95.73 110.11 11.56 31.18	299,600	Planning 6 Building 2 Private Certifier	404343 5400730540	3 May 2016	Aldenhoven Homes BLD269097
544/1073/2015	PW & KA Tape 14 Beach Road COOBOWIE	(Lot 351) 15 Beach Road COOBOWIE	Carport	10a	54.39	4,000	LAPSED	214684 5405659455	24 May 2016	Owner Builder
544/1087/2015	Point Turton Caravan Park PO Box 57 POINT TURTON	(Lot 102) 146 Bayview Road POINT TURTON	Remove 6 Cabins; Replace with 2 Units	1a	165	400,000	WITHDRAWN	102046 5400452607	3 May 2016	N/A
544/1210/2015	Minlaton Community Garden PO Box 127 MINLATON	(Sec 295) West Terrace MINLATON	Garage	10a	36	2,900	REFUSED	301077 5407597008	20 May 2016	Olympic Industries
544/1220/2015	L & M Toogood Lot 20 Trevor St MURRAY BRIDGE	(Lot 63) 3 Beach Road HARDWICKE BAY	Garage	10a	56.42	3,200	WITHDRAWN	322180 5408976552	5 May 2016	Owner Builder
544/1242/2015	C Harris & T Short PO Box 417 MINLATON	(Lot 102) 113 Maitland Road MINLATON	New Dwelling	1a	149.04	140,524	Planning 10 Building 2	419598 5408895306	18 May 2016	Allsteel Transportable Homes GL10238
544/1039/2016	W & E Wardale C/- Post Office STANSBURY	(Lot 641) 13 Ceres Street STANSBURY	Dwelling Addition & Deck	1a 10a	31.05 4.39	70,000	Planning N/a Building 2 Private Certifier	205823 5404619208	4 May 2016	Aldenhoven Homes BLD269097
544/1042/2016	J Bobrige PO Box 112 SEACLIFF PARK	(Sec 190) 22 Dunn Point Road CORNLY POINT	Garage and Storage Room	10a 10a	22.11 9.6	15,000	Planning 3 Building 2	107060 5400701503	9 May 2016	Owner Builder
544/1068/2016	Yorke Peninsula Council PO Box 57 MAITLAND	(Lot 11) Daly Head Road WHITE HUT (Hd Carribe)	Boardwalk and Stairs (Blue Bay)	10b	60	25,000	Planning 2 Building 1	106328 5400680220	6 May 2016	Yorke Peninsula Council

544/1071/2016	T May 7 Eighth Street MINLATON	(Lot 206) 7 Eighth Street MINLATON	Dwelling Extension and Verandah	1a 10a	32.2 56.7	35,000	Planning 5 Building 1 Private Certifier	300293 5407524001	4 May 2016	Adriatic Building Service Construction Pty Ltd
544/1073/2016	W Smith & K Cotterill 4 Jabiru Parade HEWETT	(Lot 199) 32 Bayview Road HARDWICKE BAY	Garage	10a	55.51	6,650	Planning 5 Building 2	325720 5409039691	10 May 2016	TBA
544/1074/2016	W Smith & K Cotterill 4 Jabiru Parade HEWETT	(Lot 199) 32 Bayview Road HARDWICKE BAY	Two Storey Dwelling Porch Alfresco and Balcony	1a 10a 10a 10a	183.29 40.65 10.92 29.49	223,747	Planning 5 Building Nil Private Certifier	325720 5409039691	10 May 2016	Rivergum Homes Pty Ltd GL113681
544/1076/2016	M Zamparelli & J Underhill 35 Balmoral Road DERNANCOURT	(Lot 368) 82 Hickeys Drive COOBOWIE	Dwelling Extension & Verandah	1a 10a	69.9 18	77,000	Planning 2 Building 4	213561 5405591500	4 May 2016	A & B Searle Builders BLD180128
544/1082/2016	B & C Hiscock PO Box 258 EDITHBURGH	(Lot 2) 6750 St Vincent Highway EDITHBURGH	Replace Existing Verandah; New Non- Habitable Storage Room	10a 10a	60.53 13.15	33,576	Planning 3 Building 2 Private Certifier	223941 5406319170	25 May 2016	Creative Outdoors
544/1104/2016	T Short & C Harris PO Box 417 MINLATON	(Lot 102) 113-115 Maitland Rd MINLATON	Garage	10a	91.96	7,480	Planning 5 Building 2	419598 5408895306	18 May 2016	Alpha Industries BLD255973
544/1112/2016	D & M Holloway PO Box 124 ROSEWORTHY	(Lot 4) 17 Parsons Beach Road PARSONS BEACH	New Dwelling	1a	89.2	84,740	Planning 7 Building 1 Private Certifier	429027 5408972383	25 May 2016	Selecta Homes GL56332
544/1122/2016	T Kennedy PO Box 433 MINLATON	(Lot 173) 3 Quarry Court POINT TURTON	Garage	10a	81	9,560	Planning 5 Building 2	111179 5400784986	9 May 2016	TBA
544/1127/2016	J & M Wandel PO Box 361 MINLATON	(Lot 11) 22 Bluff Road MINLATON	Garage	10a	60	9,070	Planning 5 Building 2	303966 5407845200	18 May 2016	Owner Builder
544/1145/2016	R & R Smith PO Box 101 STANSBURY	(Lot 51) 11 Grain Stack Road STANSBURY	New Dwelling, Alfresco & Carport UMR	1a 10a 10a	116.59 25.5 36.6	199,978	Planning 6 Building Nil Private Certifier	434621 5404817950	18 May 2016	Country Living Homes BLD194214
544/1166/2016	P & L Bilsborow 27 Tilbrook Avenue MINLATON	(Lot 5) 27 Tilbrook Avenue MINLATON	Verandah & Carport	10a 10a	16.79 28.5	10,000	Planning N/A Building 1 Private certifier	300046 5407501459	20 May 2016	TBA

544/1181/2016	Edithburgh Progress Assoc PO Box 62 EDITHBURGH	(Sec 650) (Site 69) 34 O'Halloran Hill Parade EDITHBURGH	Caravan & Annexe	1a 10a	20.32 6.48	9,500	Planning 2 Building 4	209650 5405001004	19 May 2016	MJP Property Developments BLD222513
544/1188/2016	Judemaka Pty Ltd PO Box 306 MINLATON	(Sec 166) HD CARRIBIE	Storage Container	7b	60.48	35,000	Planning 2 Building Nil	106344 5400682007	9 May 2016	N/A
TOTAL						\$1,476,425				

MAITLAND

Dev. App. No.	Name & Address	Location	Proposal	Class	Area m ²	Cost \$	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/2089/2015	A & C Mason PO Box 126 ARTHURTON	Lot 60 Black Point Drive BLACK POINT	Two Storey Dwelling, Garage UMR, Carport, Alfresco & Balcony	1a 10a 10a 10a	345.7 64.4 36.9 64.9 14.9	500,000	Planning 8 Building 4 Private Certifier	49288 4604906186	17 May 2016	TBA
544/2206/2015	D Harding 79 Main Street PORT VINCENT	(Lot 115) 79 Main Street PORT VINCENT	Dwelling Extension	1a	44	60,000	Planning 5 Building 3 Private Certifier	308189 5408281056	16 May 2016	TBA
544/2227/2015	M & G Perilli 7 Avenida Street CAMPBELLTOWN	(Lot 148) 71 Main Street PINE POINT	Garage	10a	54	6,500	Planning 9 Building 2 Private Certifier	19224 4603803003	2 May 2016	M Harvy
544/2251/2015	S Cowell 33 McInnes Avenue BROADVIEW	(Lot 68) 15 Bennett Street PORT VINCENT	Demolish Garage; New Garage & Carport	10a 10a	64.52 80.25	4,990	Planning 6 Building 2	307538 5408234006	24 May 2016	Owner Builder
544/2265/2015	A & A Egidio 17 Stella Street DARLINGTON	(Lot 2) 17 Bray Road PORT VICTORIA	Two Storey Dwelling, Balconies & Garage UMR	1a 10a 10a	190.55 41.4 22.56	197,000	Planning 11 Building 1	434266 4604727524	10 May 2016	Selecta Homes & Building Company GL56332
544/1010/2016	JJ Paparella C/ Voysey Holdings PO Box 128 ARDROSSAN	(PTS 73) (Site 20) 12a Highview Road ARDROSSAN	Verandah	10a	21.2	2,500	Planning 4 Building 2	401802 4600297002 A0210	17 May 2016	Owner Builder
544/1012/2016	P Smith PO Box 196 PORT VINCENT	(Lot 12) 3 Lime Kiln Road PORT VINCENT	Dwelling Extension & Verandah	1a 10a	23 85	20,000	Planning 4 Building 2 Private Certifier	420356 5408442139	23 May 2016	Owner Builder

544/1061/2016	T & J Brown C/- Post Office PORT VICTORIA	(Lot 13) 2 Palmer Street PORT VICTORIA	Garage	10a	90	9,800	Planning 5 Building 2	18713 4603276143	20 May 2016	Aaron Howse BLD211396
544/1121/2016	J & T Clark 26 Jasper Drive BURTON	(Lot 2) 128 Songvaar Road PORT VICTORIA	Carport & Garage	10a 10a	30 54	6,530	Planning 10 Building 1 Private Certifier	432039 4604725414	17 May 2016	Owner Builder
544/1136/2016	K Stephan PO Box 253 PORT VICTORIA	(Lot 7) 14 Bowsprit Way PORT VICTORIA	New Dwelling, Carport & Verandahs	1a 10a 10a	130.6 18 47.23	178,974	Planning 9 Building Nil Private Certifier	415067 4603171202	17 May 2016	Country Living Homes BLD194214
544/1137/2016	P & H Radoslovich 6 Walker Place HIGHBURY	(Lot 103) 6 Minlacowie Road PORT VINCENT	New Dwelling, Verandahs, Deck & Ramp	1a 10a 10b	123.03 28.77 70.97	164,745	Planning 7 Building Nil Private Certifier	400168 5408306102	17 may 2016	Longridge Group Pty Ltd BLD175837
544/1140/2016	A Plane PO Box 86 PRICE 5570	(Sec 232) 57 Reliance Road PRICE	Carport, Verandahs & Deck	10a 10a 10a	192	30,000	Planning 5 Building 2 Private Certifier	432377 4604117283	16 May 2016	TBA
544/1153/2016	N Jarrett C/- Post Office 15 First Street ARDROSSAN	(PTS 482) (Site 54) Ardrossan Caravan Park 1 Park Terrace ARDROSSAN	Carport	10a	17.05	2,200	Planning 3 Building 2	59 4600103247	20 May 2016	Anthony Stone
544/1155/2016	Rennelk Nominees 40 Bowman Cres ENFIELD	(Sec 247) 85 James Well Road JAMES WELL	Verandah	10a	19.2	4,800	Planning N/A Building 2	34223 4604916675	18 May 2016	Owner Builder
544/1158/2016	I Black 23 Diagonal Road ARDROSSAN	(Lot 1) 23 Diagonal Road ARDROSSAN	Carport	10a	49.67	5,000	Planning 4 Building 2 Private Certifier	2246 4600257060	24 May 2016	TBA
544/1160/2016	S & J Juett 20 East Terrace ARDROSSAN	(Lot 877) 20 East Terrace ARDROSSAN	Verandah	10a	27.69	10,000	Planning N/A Building 1 Private Certifier	364 4600116507	6 May 2016	TBA
544/1168/2016	B Groombridge 88 Bray Road PORT VICTORIA	(Lot 53) 88 Bray Road PORT VICTORIA	Verandah	10a	41.9	6,000	Planning Nil Building 1 Private Certifier	425280 4604725676	6 May 2016	SA Quality Home Improvements BLD50985
544/1174/2016	P & S Wheare PO Box 59 ARDROSSAN	(Lot 9) 710 Standpipe Road CUNNINGHAM	Replace Existing Verandah	10a	73.28	40,000	Planning 2 Building 2 Private Certifier	22558 4604141700	16 May 2016	SA Quality Home Improvements BLD50985
544/1177/2016	C Dutschke PO Box 2 STH KILKERRAN	(Sec 118) 146 Dutschke Road SOUTH KILKERRAN	Verandah	10a	80.24	39,000	Planning 2 Building 2 Private Certifier	23788 4604257200	16 May 2016	SA Quality Home Improvements BLD59805
544/1191/2016	H Smith PO Box 131 MAITLAND	(Lot 33) 8 Eldon Street MAITLAND	Carport & Pergola	10a 10a	18 33.9	7,500	Planning 1 Building 2	12427 4602022002	24 May 2016	Wayne Hann BLD164326
TOTAL						\$1,295,539				42

LAND DIVISION

Dev. App. No.	Name & Address	Location	Proposal	Conditions Planning Building	Assessment / Valuation No	Decision Date
544/D017/2015	J & R Dellazoppa C/- Motta Wood P/L 28 Clement Road ATHELSTONE	(Sec 6) 13–21 Yararoo Drive PORT CLINTON	Land Division	Planning 1 Building 5	404160 4607001526	5 May 2016
544/D002/2016 (544/1051/2016)	J & S Lodge C/- Richard Retallack PO Box 154 DAW PARK	(Lot 6) 4133 Yorke Highway ARDROSSAN	Land Division	Planning 1 Building 6	21121 4604033565	5 May 2016
544/D003/2016 (544/1113/2016)	D & C Polkinghorne C/- John Bested & Associates 362 Magil Road KENSINGTON PARK	(Lot 344 & 347) 1030 Mount Rat Wells Road WAURALTEE	Land Division	Planning 1 Building 3	29025 4604633000	19 May 2016
544/D004/2016 (544/1182/2016)	G & A Adams C/- Mosel Steed 6 Graves Street KADINA	(Sec 167) 1291 Old Boundary Road WEETULTA	Land Division	Planning 1 Building 1	44891 4607186508	19 May 2016
544/D006/2016 (544/1183/2016)	Rockleigh Nominees Pty Ltd C/- Mosel Steed 6 Graves Street KADINA	(Sec 26) 6158 Yorke Highway SANDILANDS	Land Division	Planning 1 Land Division 3	27136 4604521358	19 May 2016

DIRECTOR DEVELOPMENT SERVICES

IA/ITEM 4.6

3. WASTEWATER SYSTEM APPLICATION DECISIONS

(File Ref: 9.24.1.1)

PURPOSE

To inform the Elected Members of Wastewater Application decisions for the period 2nd May to 27th May 2016.

RECOMMENDATION

That the report be received.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
2. Progressive and Sustainable Development
Strategic Goal/s: 2.2 Streamlined Development Assessment Process

BACKGROUND

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

DISCUSSION

The following is a list of all Wastewater System applications processed for the period 2nd May 2016 to 27th May 2016.

Maitland

050/044/2015	050/023/2016	050/028/2016
050/034/2016	050/036/2016	

Yorke town

050/016/2015	050/009/2016	050/015/2016
050/021/2016	050/022/2016	050/026/2016
050/027/2016	050/032/2016	050/039/2016

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Environmental Health Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Development Act 1993

Environmental Protection Act 1993

Council's Development Plan

Wastewater System approval functions involve critical risk management considerations which include meeting legislative responsibilities, environmental issues and public health.

ATTACHMENTS

Attachment 1: Wastewater Application Decision Register.

**LIST OF WASTE CONTROL APPLICATIONS & DECISIONS ISSUED BY THE ENVIRONMENTAL HEALTH OFFICERS UNDER DELEGATION
FOR THE PERIOD 2 MAY 2016 – 27 MAY 2016**

Maitland

Septic App. No.	Owner	Location	Proposal	Conditions	Assess. No	Decision Date	Plumber & Licence No
050/044/2015	A & C Mason PO Box 126 ARTHURTON	Lot 60 Black Point Drive BLACK POINT	STED Connection	11	49288	18 May 2016	Shane Allen
050/023/2016	K Stephan PO Box 253 PORT VICTORIA	(Lot 7) 14 Bowsprit Way PORT VICTORIA	Sewer Connection	11	415067	17 May 2016	Country Living Homes
050/028/2016	P & H Radoslovich 6 Walker Place HIGBURY	(Lot 103) 6 Minlacowie Road PORT VINCENT	Septic & Soakage	11	400168	17 May 2016	Longridge Group
050/034/2016	S & T Haggerty 222 Piggott Range Road CHANDLERS HILL	(Lot 251) 11-15 John Street ARDROSSAN	STED Connection	11	4176	2 May 2016	Gulf to Gulf Plumbing
050/036/2016	AJ & AS Egidio 17 Stella Street DARLINGTON	(Lot 2) 17 Bray Road PORT VICTORIA	Sewer Connection	11	434266	11 May 2016	Selecta Homes & Building Co Pty Ltd

Yorke town

Septic App. No.	Owner	Location	Proposal	Conditions	Assess. No	Decision Date	Plumber & Licence No
050/016/2015	J Nemeth PO Box 235 GLENELG	Lot 1 Diosma Drive FOUL BAY	STED Connection	11	108340	17 May 2016	Owner Applicant
050/009/2016	C Harris & T Short C/- Post Office MINLATON	(Lot 102) 113-115 Maitland Road MINLATON	Aerobic System	11	419598	18 May 2016	Owner Applicant
050/015/2016	M Zamparelli & J Underhill 35 Balmoral Road DERNANCOURT	(Lot 368) 82 Hickey's Drive COOBOWIE	Septic & Soakage	11	213561	4 May 2016	A & B Searle Builders
050/021/2016	W Smith & K Cotterill 4 Jabiru Parade HEWETT	(Lot 199) 32 Bayview Road HARDWICKE BAY	Aerobic System	11	325720	10 May 2016	Owner Applicant
050/022/2016	D & M Holloway PO Box 124 ROSEWORTHY	(Lot 4) 17 Parsons Beach Road PARSONS BEACH	Septic & Soakage	11	429027	25 May 2016	C Mumford
050/026/2016	Yorke Peninsula Council PO Box 57 MAITLAND	Sec 172 Lighthouse Road CORNLY POINT	Septic & Soakage	11	106393	12 May 2016	Owner Applicant

050/027/2016	Yorke Peninsula Council PO Box 57 MAITLAND	Sec 171 Lighthouse Road CORNYPPOINT	Septic & Soakage	11	106385	12 May 2016	Owner Applicant
050/032/2016	G & D Brooks 323 Main North Road CLARE	(PCE 62-63) South Coast Road WAROOKA	Septic & Soakage	11	404343	3 May 2016	Peninsula Plumbing
050/039/2016	R & R Smith PO Box 101 STANSBURY	(Lot 51) 11 Grain Stack Road STANSBURY	Septic & Soakage	11	434621	18 May 2016	Country Living Homes

DEBATE

AGENDA

CHIEF EXECUTIVE OFFICER

DA/ITEM 6.1

1. CENTRAL LOCAL GOVERNMENT REGION CHARTER

File Ref: 9.24.1.1)

PURPOSE

To seek approval from the Constituent Member Councils for the updated CLGR Charter.

RECOMMENDATION

That Council approve the Central Local Government Region Charter and advise CLGR accordingly.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.3 Meet all legislative and compliance responsibilities

BACKGROUND

The Central Local Government Region is a Section 43 Subsidiary established under the Local Government Act 1999 with 15 Member Councils.

DISCUSSION

Under the current CLGR Chart Cl:5.9 the member Councils are required to review the Charter once in every three years.

At the CLGR Board of Management Meeting held on Friday 13th May 2016, the Board agreed to recommend the new Charter to the member Councils for approval.

Following approval being received from the 15 Member Councils the CLGR Board will be able to formally adopt the new Charter for implementation.

COMMUNITY ENGAGEMENT PLAN

Not applicable.

CONSULTATION PROCESS

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

- Chief Executive Officer

In preparing this report, the following External Parties were consulted:

- Central Local Government Region - CEO

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

An annual budget allocation for membership of the CLGR is included in the adopted budget.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

It is essential that Council has the appropriate legal documentation in place to ensure legislative compliance when working with Strategic Partners.

Local Government Act 1999

ATTACHMENTS

Attachment 1: CLGR Charter

**CENTRAL LOCAL GOVERNMENT REGION OF SOUTH AUSTRALIA
(REFERRED TO AS LEGATUS GROUP)**

LOCAL GOVERNMENT ACT 1999

CHARTER

1. INTRODUCTION

1.1 Name

The name of the subsidiary is the Central Local Government Region of South Australia (referred to as 'Legatus Group' in this Charter).

1.2 Definitions

'the Act' means the Local Government Act 1999 and includes all regulations made thereunder;

'Annual General Meeting' means the annual general meeting of the Legatus Group held in accordance with Clause 3.7;

'the Board' means the Board of Management of the Legatus Group set out at Clause 3;

'Board Member' means a member of the Board;

'Budget' means the annual budget adopted by the Legatus Group pursuant to Clause 5.1;

'Annual Business Plan' means the business plan adopted by the Legatus Group pursuant to Clause 6.2;

'Chairperson' means the member of the Board appointed pursuant to Clause 3.5;

'Chief Executive Officer' means the person appointed pursuant to Clause 4 as the Chief Executive Officer of the Legatus Group;

'Constituent Councils' means those councils identified at Clause 1.4;

'Council' means a council constituted under the Act;

'Financial Statements' has the same meaning as in the Act;

'Financial Year' means 1 July in each year to 30 June in the subsequent year;

'Long Term Financial Plan' means the long term financial plan prepared by the Legatus Group and approved by the Constituent Councils pursuant to Clause 5.3;

'Region' means the collective geographical areas of the Constituent Councils;

'Regional Management Group' means the group established pursuant to Clause 7.11;

'Strategic Plan' means the strategic plan adopted by the Legatus Group pursuant to Clause 6.1.

1.3 Interpretation

In this Charter, unless the context otherwise requires:

- 1.3.1 headings do not affect interpretation;
- 1.3.2 singular includes plural and plural includes singular;
- 1.3.3 words of one gender include any gender;
- 1.3.4 a reference to a person includes a partnership, corporation, association, government body and any other entity;
- 1.3.5 a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it;
- 1.3.6 an unenforceable provision or part of a provision of this Charter may be severed, and the remainder of this Charter continues in force, unless this would materially change the intended effect of this Charter;
- 1.3.7 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions; and
- 1.3.8 a reference to a 'Clause' means a clause of this Charter.

1.4 Establishment

Legatus Group is established under the Act.

The Constituent Councils are:

- 1.4.1 The Barossa Council;
- 1.4.2 District Council of Barunga West;
- 1.4.3 Clare and Gilbert Valleys Council;
- 1.4.4 District Council of the Copper Coast;
- 1.4.5 The Flinders Ranges Council;
- 1.4.6 Regional Council of Goyder;
- 1.4.7 Light Regional Council;
- 1.4.8 District Council of Mallala;
- 1.4.9 District Council of Mount Remarkable;
- 1.4.10 Northern Areas Council;

- 1.4.11 District Council of Orroroo/Carrieton;
- 1.4.12 District Council of Peterborough;
- 1.4.13 Port Pirie Regional Council;
- 1.4.14 Wakefield Regional Council; and
- 1.4.15 Yorke Peninsula Council

1.5 **Local Government Act 1999**

This Charter must be read in conjunction with the Act. The Legatus Group must conduct its affairs in accordance with the Act except as modified by this Charter as permitted by the Act.

1.6 **Objects and Purpose for which the Legatus Group is Established**

The Legatus Group is established to:

- 1.6.1 undertake co-ordinating, advocacy and representational roles on behalf of the Constituent Councils at a regional level;
- 1.6.2 facilitate and co-ordinate activities of local government at a regional level related to community and economic development with the object of achieving improvement for the benefit of the communities of the Constituent Councils;
- 1.6.3 develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;
- 1.6.4 develop further co-operation between the Constituent Councils for the benefit of the communities of the Region;
- 1.6.5 develop and manage policies which guide the conduct of programs and projects in the region with the objective of securing the best outcomes for the communities of the Region;
- 1.6.6 undertake projects and activities that benefit the Region and its communities;
- 1.6.7 associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest;
- 1.6.8 provide strong advocacy speaking with one voice on what matters most to the communities of the Constituent Councils;
- 1.6.9 work together to make the best use of available resources
- 1.6.10 collaborate to deliver effective services;
- 1.6.11 build partnerships with those who can contribute to stronger and more sustainable communities;

- 1.6.12 develop and implement a robust Business Plan consistent with the Region Plan.

2. **POWERS AND FUNCTIONS OF THE LEGATUS GROUP**

The powers, functions and duties of the Legatus Group are to be exercised in the performance of the Legatus Group's objects and purposes, comprise:

2.1 **Functions and Powers**

In addition to those specified in the Act, the functions and powers of the Legatus Group are:

- 2.1.1 subject to Clause 2.4 becoming a member of or co-operating or contracting with any other association or organisation;
- 2.1.2 subject to Clause 2.4 entering into contracts or arrangements with any Government agency or authority;
- 2.1.3 subject to Clause 2.4 appointing, employing, remunerating, removing or suspending the Chief Executive Officer;
- 2.1.4 subject to Clause 2.4 entering into contracts with any person for the acquisition and/or supply of goods and services;
- 2.1.5 raising revenue through subscriptions and levies from Constituent Councils, by arrangements with sponsor organisations, by arrangement or contract with any other person and by any other means not inconsistent with the objects and purposes of the Legatus Group;
- 2.1.6 printing and publishing any newspapers, periodicals, books, leaflets, or other like writing;
- 2.1.7 appointing persons or committees to oversee the management of the Legatus Group, to steer projects or to pursue geographic or functional interests of Constituent Councils or specific groups of Constituent Councils;
- 2.1.8 subject to Clause 2.4 employing, engaging or retaining professional advisors to the Legatus Group;
- 2.1.9 subject to Clause 2.4 instituting, initiating and carrying on legal proceedings;
- 2.1.10 making submissions for and accepting grants, subsidies and contributions to further its objects and purposes;
- 2.1.11 subject to Clause 2.4 acquiring, holding, dealing with and disposing of any personal property;
- 2.1.12 with the prior approval of the Constituent Councils purchasing, selling or otherwise acquiring, disposing of or encumbering any real property or interests therein;
- 2.1.13 opening and operating bank accounts;

- 2.1.14 accumulating surplus funds for investment purposes;
- 2.1.15 investing any of the funds of the Legatus Group in any investment provided that:
 - 2.1.15.1 in exercising this power of investment the Legatus Group must exercise the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons; and
 - 2.1.15.2 the Legatus Group must avoid investments that are speculative or hazardous in nature;
- 2.1.16 borrowing money and incurring expenditure in accordance with Clause 2.4
- 2.1.17 giving security for the discharge of liabilities; and
- 2.1.18 doing all other things that are incidental or conducive to the attainment of the objects and purposes of the Legatus Group.

2.2 Duties

The Legatus Group has the following duties:

- 2.2.1 to exercise the functions and powers of the Legatus Group only in the performance and furtherance of the Legatus Group's objects and purposes;
- 2.2.2 to comply with this Charter, the Act, all other applicable law and any lawful direction of the Constituent Councils.

2.3 Other Powers, Functions and Duties

Legatus Group may exercise such other functions, powers and duties as are delegated to the Legatus Group or authorised by the Constituent Councils from time to time.

2.4 Borrowings and Expenditure

- 2.4.1 The Legatus Group has the power to incur expenditure as follows:
 - 2.4.1.1 in accordance with a budget adopted by the Legatus Group and approved by the Constituent Councils as required by the Act or this Charter; or
 - 2.4.1.2 with the prior approval of the Constituent Councils; or
 - 2.4.1.3 in accordance with the Act, in respect of expenditure not contained in a budget adopted by the Legatus Group for a purpose of genuine emergency or hardship.
- 2.4.2 Subject to Clause 2.2.3 the Legatus Group has the power to borrow money as follows:

- 2.4.2.1 in accordance with a budget adopted by the Legatus Group as required by the Act or this Charter;
- 2.4.2.2 in respect of an overdraft facility or facilities up to a maximum amount of \$100,000;
- 2.4.2.3 with the prior approval of the Constituent Councils.

2.5 Property

- 2.5.1 All property held by the Legatus Group is held by it on behalf of the Constituent Councils.
- 2.5.2 No person may sell, encumber or otherwise deal with any property of the Legatus Group without the prior approval of the Constituent Councils and the approval of the Legatus Group by resolution of the Board.

2.6 Delegation by the Legatus Group

- 2.6.1 The Legatus Group may in accordance with this Charter and the Act by resolution delegate to a committee of the Legatus Group, an employee of the Legatus Group, a Constituent Council or to a person for the time being occupying a particular office or position any of its powers and functions under this Charter or the Act but may not delegate:
 - 2.6.1.1 the power to impose charges;
 - 2.6.1.2 the power to borrow money or obtain any other form of financial accommodation not contained in a Budget adopted by the Legatus Group;
 - 2.6.1.3 the power to approve expenditure of money on the works, services or operations of the Legatus Group not contained in a Budget adopted by the Legatus Group and approved by the Constituent Councils;
 - 2.6.1.4 the power to approve the reimbursement of expenses or payment of allowances to Board Members;
 - 2.6.1.5 the power to adopt or revise a Budget, Business Plan, Strategic Plan or Long Term Financial Plan of the Legatus Group;
 - 2.6.1.6 the power to adopt or revise financial estimates and reports.
- 2.6.2 A delegation is revocable at will and does not prevent the Legatus Group from acting in a matter.
- 2.6.3 Where a power or function is delegated to an employee, or a person occupying a particular office or position, that employee or person is responsible to the Chief Executive Officer for the efficient and effective exercise or performance of that power or function.

3. BOARD OF MANAGEMENT

3.1 Structure

- 3.1.1 The Legatus Group is a body corporate and is governed by the Act and this Charter.
- 3.1.2 The Board is the Legatus Group's governing body and has the responsibility for the administration of the affairs of the Legatus Group ensuring that the Legatus Group acts in accordance with this Charter and all relevant legislation including the Act.

3.2 Membership of the Board

- 3.2.1 The Board shall consist of all of the principal members of the Constituent Councils.
- 3.2.2 Each Board Member shall be entitled to exercise one vote on any matter arising for decision.

3.3 Functions of the Board

- 3.3.1 In addition to the functions of the Board set out in the Act, the functions of the Board include:
 - 3.3.1.1 the formulation of strategic plans and strategies aimed at achieving the objects and purposes of the Legatus Group;
 - 3.3.1.2 providing effective governance and developing such policies and procedures as give effect to good governance and administrative practices;
 - 3.3.1.3 to providing input and policy direction to the Legatus Group;
 - 3.3.1.4 monitoring, overseeing and evaluating the performance of the Chief Executive Officer of the Legatus Group;
 - 3.3.1.5 ensuring that ethical behaviour and integrity is established and maintained by the Legatus Group, the Board and Board Members in all activities undertaken by the Legatus Group;
 - 3.3.1.6 subject to Clause 3.6.5 ensuring that the activities of the Legatus Group are undertaken in an open and transparent manner;
 - 3.3.1.7 exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.

3.4 Propriety of Members of the Board

- 3.4.1 The principles regarding conflict of interest prescribed in the Act apply to all Board Members in the same manner as if they were elected members of a council.

- 3.4.2 The Board Members are required to comply with Division 2, Chapter 5 (Register of Interests) of the Act.
- 3.4.3 The Board Members will at all times act in accordance with their duties of confidence and confidentiality and individual fiduciary duties including honesty and the exercise of reasonable care and diligence with respect to the performance and discharge of official functions and duties as required by Part 4, Division 1, Chapter 5 of the Act and Clause 23 of Part 2 of Schedule 2 to the Act.

3.5 Chair of the Board

- 3.5.1 A Chair and two Deputy Chairs shall be elected at the Annual General Meeting by and from the Board Members.
- 3.5.2 The Chair and Deputy Chairs shall hold office from the Annual General Meeting at which they are elected until the next Annual General Meeting.
- 3.5.3 Nominations from Constituent Councils for the positions of Chair and Deputy Chairs must be in writing and must reach the Chief Executive Officer no later than four weeks prior to the date of the Annual General Meeting.
- 3.5.4 If the Chair resigns as Chair, is removed from office as Chair, refuses or is unable to act as Chairperson or is no longer a Board Member, either one of the Deputy Chairs may act as Chair until the election of a new Chair at the next Annual General Meeting.
- 3.5.5 The Chair shall preside at all meetings of the Board and, in the event of the Chair being absent from a meeting, one of the Deputy Chairs chosen by those Board Members present shall preside and in the event of the Chair and both Deputy Chairs being absent from a meeting, the Board Members present shall appoint a Board Member from amongst them, who shall preside for that meeting or until the Chair or a Deputy Chair is present.

3.6 Proceedings of the Board

Board Meetings

- 3.6.1 Ordinary meeting of the Board must take place at such times and places as may be fixed by the Legatus Group Board
- 3.6.2 An ordinary meeting of the Board will constitute an ordinary meeting of the Legatus Group. The Board shall administer the business of the Legatus Group at the ordinary meeting.
- 3.6.3 For the purposes of this subclause, the contemporary linking together by telephone, audio-visual or other instantaneous means ('telecommunications meeting') of the Board Members provided that at least a quorum is present, is deemed to constitute a meeting of the Board. Each of the Board Members taking part in the telecommunications meeting, must at all times during the telecommunications meeting be able to hear and be heard by each of

the other Board Members present. At the commencement of the meeting, each Board Member must announce his/her presence to all other Board Members taking part in the meeting. A Board Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Board Member has previously notified the Chair of the meeting.

- 3.6.4 A proposed resolution in writing and given to all Board Members in accordance with procedures determined by the Board will be a valid decision of the Board and will constitute a valid decision of the Legatus Group where a majority of Board Members vote in favour of the resolution by signing and returning the resolution to the Chief Executive Officer or otherwise giving written notice of their consent and setting out the terms of the resolution to the Chief Executive Officer. The resolution will be deemed a resolution of the Board and will be as valid and effective as if it had been passed at a meeting of the Board duly convened and held.
- 3.6.5 Meetings of the Board will be open to the public and Chapter 6 Part 3 of the Act extends to the Legatus Group as if the Legatus Group were a council and the Board Members were members of the council.

Notice of Meetings

- 3.6.6 Notice of an ordinary meeting of the Board and an Annual General Meeting must be given by the Chief Executive Officer to each Board Member and Chief Executive Officer of the Constituent Councils at least five (5) clear days prior to the holding of the meeting.
- 3.6.7 The Chief Executive Officer must, in relation to a notice of a meeting of the Board for the purpose of considering the making of a recommendation to the Constituent Councils to wind up the Legatus Group, provide the notice to all Board Members and the Chief Executive Officers of the Constituent Councils at least four (4) months before the date of the meeting.
- 3.6.8 Notice of a meeting of the Board must:
 - 3.6.8.1 be in writing; and
 - 3.6.8.2 set out the date, time and place of the meeting; and
 - 3.6.8.3 be signed by the Chief Executive Officer; and
 - 3.6.8.4 contain, or be accompanied by, the agenda for the meeting.
- 3.6.9 Any Constituent Council, the Chair or three (3) Board Members may by delivering a written request to the Chief Executive Officer require a special meeting of the Board to be held. The request to the Chief Executive Officer requiring a special meeting to be held must be accompanied by the agenda for the meeting and any written reports intended to be considered at the meeting and if an agenda is not provided the request is of no effect.

- 3.6.10 On receipt of the request pursuant to Clause 3.6.9 the Chief Executive Officer must send a notice of the special meeting to all Board Members and Chief Executive Officers of the Constituent Councils at least twenty four (24) hours prior to the commencement of the special meeting.
- 3.6.11 The Chief Executive Officer must, insofar as is reasonably practicable:
 - 3.6.11.1 ensure that items on an agenda given to Board Members are described with reasonable particularity and accuracy; and
 - 3.6.11.2 supply to each Board Member at the time that notice of a meeting is given a copy of any documents or reports that are to be considered at the meeting (so far as this is practicable).
- 3.6.12 Notice of a meeting of the Board may be given to a Board Member:
 - 3.6.12.1 personally; or
 - 3.6.12.2 by delivering the notice (whether by post or otherwise) to the usual place of residence of the Board Member or to another place authorised in writing by the Board Member; or
 - 3.6.12.3 by leaving the notice for the Board Member at an appropriate place at the principal office of the Constituent Council for which the Board Member is the principal member; or
 - 3.6.12.4 by a means authorised in writing by the Board Member as being an available means of giving notice.
- 3.6.13 A notice that is not given in accordance with Clause 3.6.12 is taken to have been validly given if the Chief Executive Officer considers it impracticable to give the notice in accordance with that Clause and takes action the Chief Executive Officer considers reasonably practicable in the circumstances to bring the notice to the attention of the Board Member.
- 3.6.14 The Chief Executive Officer must give notice to the public of the times and places of meetings of the Board at least five (5) clear days prior to the holding of the meeting by causing a copy of the notice and agenda for the meeting to be placed on public display at the principal offices of the Constituent Councils and the Legatus Group.
- 3.6.15 Subject to Clause 3.6.17, the Chief Executive Officer must also ensure that a reasonable number of copies of any document or report supplied to Board Members for consideration at a meeting of the Board are available for inspection by members of the public:
 - 3.6.15.1 at the principal office of the Legatus Group and on a website determined by the Chief Executive Officer as soon as practicable after the time when the document or report is supplied to Board Members; or

- 3.6.15.2 in the case of a document or report supplied to Board Members at the Board Meeting, at the meeting as soon as practicable after the time when the document or report is supplied to Board Members.
- 3.6.16 The Chief Executive Officer may indicate on a document or report provided to Board Members under Clause 3.6.15.2 any information or matter contained in or arising from a document or report that may, if the Board determines, be considered in confidence in accordance with Clause 3.6.5 provided that the Chief Executive Officer at the same time specifies the basis on which an order could be made pursuant to the provisions of Chapter 6 Part 3 of the Act.
- 3.6.17 Clause 3.6.15 does not apply to a document or report:
- 3.6.17.1 that is subject to the operation of Clause 3.6.16; or
- 3.6.17.2 that relates to a matter dealt with by the Board on a confidential basis in accordance with Clause 3.6.5 and Chapter 6 Part 3 of the Act.
- 3.6.18 The Chief Executive Officer must maintain a record of all notices of Board meetings given under Clause 3.6.18 to Board Members.

Quorum

- 3.6.19 A meeting of the Board must not commence until a quorum is present and a meeting must not continue if there is not a quorum of Board Members present. A quorum of Board Members will comprise one half of the Board Members in office, ignoring any fraction, plus one.

Voting

- 3.6.20 Unless otherwise required at law or this Charter, all matters for decision of a meeting of the Board shall be decided by a simple majority of the Board Members present and entitled to vote. All Board Members, including the Chair present and entitled to vote are required to vote. All Board Members including the Chair are entitled to a deliberative vote and if the votes are equal the Chair or other Board Member presiding does not have a second or casting vote.

Confidentiality

- 3.6.21 All Board Members must keep confidential all documents and any information provided to them for their consideration prior to a meeting of the Board that is subject to the operation of Clause 3.6.16 or that relates to a matter dealt with by the Board on a confidential basis in accordance with Clause 3.6.5 and Chapter 6, Part 3 of the Act.

Minutes

- 3.6.22 The Chief Executive Officer must cause minutes to be kept of the proceedings at every meeting of the Board and ensure that the minutes are presented at the next ordinary meeting of the Board. Where the Chief Executive Officer is absent or excluded from

attendance at a meeting of the Board pursuant to Clause 3.6.5, the person presiding at the meeting shall cause the minutes to be kept.

- 3.6.23 Subject to Clause 3.6.25 a copy of the minutes of a meeting of the Board must be placed on public display at the principal offices of the Constituent Councils and the Legatus Group within five (5) days after the meeting and kept on public display for a period of one (1) month.
- 3.6.24 Subject to Clause 3.6.25, a person is entitled, on payment of a fee fixed by the Board, to obtain a copy of any documents placed on public display.
- 3.6.25 Clauses 3.6.23 and 3.6.24 do not apply in relation to a document or part of a document dealt with by the Board on a confidential basis in accordance with Clause 3.6.5 and Chapter 6, Part 3 of the Act.
- 3.6.26 Subject to this Charter and to any direction of the Constituent Councils the Board may determine its own procedures to apply to proceedings at and conduct of meetings of which must be fair and contribute to free and open decision making where the Board has not determined a procedure and the procedure is not specified in this Charter, the procedures specified in Part 2 of the Local Government (Procedures at Meetings) Regulations 2013 will apply.

3.7 Annual General Meeting

- 3.7.1 The Annual General Meeting will:
 - 3.7.1.1 be held not later than 30 September in each calendar year;
 - 3.7.1.2 receive the Legatus Group's Annual Report which may incorporate reports from committees and any representatives reports from other organisations;
 - 3.7.1.3 receive the audited financial statement for the preceding financial year;
 - 3.7.1.4 acknowledge the appointment of Board Members;
 - 3.7.1.5 elect the Chair and two Deputy Chairs;
 - 3.7.1.6 appoint representatives to other organisations;
 - 3.7.1.7 consider any other business requiring consideration by the Board Members in general meeting.

4. CHIEF EXECUTIVE OFFICER

- 4.1 The Board shall appoint a Chief Executive Officer of the Legatus Group to manage the affairs of the Legatus Group on terms agreed between the Chief Executive Officer and the Board.
- 4.2 The Chief Executive Officer is responsible to the Legatus Group for the implementation of the decisions of the Legatus Group and will work collaboratively with the Regional Management Group. Legatus Group

- 4.3 The terms and conditions of the engagement and remuneration of the Chief Executive Officer shall be reviewed annually according to any employment agreement that may be in place with the Chief Executive Officer.
- 4.4 The Chief Executive Officer shall cause records to be kept of all activities and financial affairs of the Legatus Group in accordance with this Charter.
- 4.5 The Board shall delegate responsibility for the day to day management of the Legatus Group to the Chief Executive Officer, who will ensure that sound business and human resource management practices are applied in the efficient and effective management of the operations of the Legatus Group.
- 4.6 The functions of the Chief Executive Officer shall be specified in the terms and conditions of appointment and shall include but are not limited to:
 - 4.6.1 attending at all meetings of the Board unless excluded by resolution of the Board;
 - 4.6.2 ensuring that the decisions of the Board are implemented in a timely and efficient manner;
 - 4.6.3 providing information to assist the Board to assess the Legatus Group's performance against its Strategic and Business Plans;
 - 4.6.4 appointing, managing, suspending and dismissing employees of the Legatus Group;
 - 4.6.5 determining the conditions of employment of employees of the Legatus Group, within budgetary constraints set by the Board;
 - 4.6.6 providing advice and reports to the Board on the exercise and performance of its powers and functions under this Charter or any Act;
 - 4.6.7 ensuring that the Legatus Group is at all times complying with Schedule 2 of the Local Government Act 1999;
 - 4.6.8 co-ordinating and initiating proposals for consideration of the Board including but not limited to continuing improvement of the operations of the Legatus Group;
 - 4.6.9 ensuring that the assets and resources of the Legatus Group are properly managed and maintained;
 - 4.6.10 ensuring that records required under the Act or any other legislation are properly kept and maintained;
 - 4.6.11 ensuring that the Legatus Group's annual report is distributed to the Constituent Councils in time to be incorporated in their annual reports;
 - 4.6.12 exercising, performing or discharging other powers, functions or duties conferred on the Chief Executive Officer by or under the Act or any other Act, and performing other functions lawfully directed by the Board; and

4.6.13 achieving financial outcomes in accordance with adopted plans and budgets of the Legatus Group.

4.7 The Chief Executive Officer may delegate or sub-delegate to:

4.7.1 a committee;

4.7.2 an employee of the Legatus Group;

4.7.3 an employee of a Constituent Council; or

4.7.4 a person for the time being occupying a particular office or position,

any power or function vested in the Chief Executive Officer. Such delegation or sub-delegation may be subject to any conditions or limitations as determined by the Chief Executive Officer is revocable at will and does not prevent the Chief Executive Officer from acting in relation to a matter.

4.8 A written record of all delegations and sub-delegations must be kept by the Chief Executive Officer at all times.

5. FINANCIALS

5.1 Budget

5.1.1 The Legatus Group must before 30 April of each year prepare and submit a draft Budget to the Constituent Councils for the ensuing Financial Year (or, if appropriate, part Financial Year) in accordance with the Act for approval by the Constituent Councils.

5.1.2 The Legatus Group must adopt after 31 May and within six (6) weeks of approval of the draft Budget by all of the Constituent Councils in each year, a Budget in accordance with the Act for the ensuing Financial Year consistent with the approval given by the Constituent Councils pursuant to Clause 5.1.1.

5.1.3 The Legatus Group may in a Financial Year, after consultation with the Constituent Councils, incur spending before adoption of its Budget for the year, but the spending must be provided for in the appropriate Budget for the year.

5.1.4 The Legatus Group must each Financial Year provide a copy of its adopted Budget to the Constituent Councils within five (5) business days after the adoption of the Budget by the Legatus Group.

5.1.5 Quarterly reports summarising the financial position and performance of the Legatus Group against the Budget must be prepared and presented to the Board at each ordinary meeting of the Board and copies provided to the Constituent Councils.

5.1.6 The Legatus Group must reconsider its Budget in accordance with the Act in a manner consistent with the Act and may with the approval of the Constituent Councils amend its Budget for a Financial Year at any time before the year ends.

- 5.1.7 The contents of the Budget must be in accordance with the Act.

5.2 Financial Standards and Reporting

- 5.2.1 The Legatus Group must ensure that the Financial Statements of the Legatus Group for each Financial Year are audited by the Legatus Group's auditor.
- 5.2.2 The Financial Statements must be finalised and audited in sufficient time to be included in the Annual Report to be provided to the Constituent Councils pursuant to Clause 6.3.3.

5.3 Long Term Financial Plan

- 5.3.1 The Legatus Group must prepare and submit to the Constituent Councils for their approval a Long Term Financial Plan covering a period of at least ten (10) years in a form and including such matters which, as relevant, is consistent with Section 122 of the Act and the Local Government (Financial Management) Regulations 2011 as if the Legatus Group were a council.
- 5.3.2 The Legatus Group may at any time review the Long Term Financial Plan but must undertake a review of the Long Term Financial Plan as soon as practicable after the annual review of its Business Plan and concurrently with any review of its Strategic Plan.
- 5.3.3 In any event, the Legatus Group must undertake a comprehensive review of its Long Term Financial Plan every four (4) years.
- 5.3.4 The Long Term Financial Plan will be taken to form part of the Legatus Group's Strategic Plans.

5.4 Financial Management

- 5.4.1 The Legatus Group shall keep proper books of accounts in accordance with the requirements of the Act and Local Government (Financial Management) Regulations 1999.
- 5.4.2 The Legatus Group must establish and maintain a bank account with such banking facilities and at a bank to be determined by the Board.
- 5.4.3 The Legatus Group will develop and maintain appropriate policies and procedures for all financial transactions including in relation to signing cheques and electronic funds transfer.
- 5.4.4 The Chief Executive Officer must act prudently in the handling of all financial transactions for the Legatus Group.

5.5 Levies

- 5.5.1 The Legatus Group may levy Constituent Councils or any of them for a specified purpose or purposes.
- 5.5.2 A levy must be imposed by a meeting of the Board.

- 5.5.3 The Chief Executive Officer must give notice of the levy to all affected Constituent Councils.
- 5.5.4 A levy will not be binding on Constituent Councils until the expiration of one calendar month from the date of the notice.
- 5.5.5 A Constituent Council which objects in writing to the imposition of the levy within one month of the date of the notice shall be exempt from payment of the levy until its objection is considered at a meeting of the Board.
- 5.5.6 The Legatus Group must, after consideration of the objection of one or more Constituent Councils to a levy, confirm or vary the levy on that Council or exempt that Council from payment of the levy.
- 5.5.7 The Chair may convene an urgent meeting to consider an objection to a levy.

6. **MANAGEMENT FRAMEWORK**

6.1 **Strategic Plan**

Consistent with the Long Term Financial Plan set out above, the Legatus Group must:

- 6.1.1 prepare and adopt a Strategic Plan with a minimum operational period of ten (10) years which sets out the goals, objectives, strategies and priorities of the Legatus Group over the period of the Strategic Plan;
- 6.1.2 prepare an Asset Management Plan, with detailed financials for the first ten years;
- 6.1.3 submit the Strategic Plan to the Constituent Councils for their approval.

6.2 **Annual Business Plan**

The Legatus Group shall:

- 6.2.1 prepare an Annual Business Plan linking the core activities of the Legatus Group to strategic, operational and organisational requirements with supporting financial projections setting out the estimates of revenue and expenditure as necessary for the period;
- 6.2.2 consult with the Constituent Councils prior to adopting or amending the Annual Business Plan; and
- 6.2.3 ensure contents of the Business Plan is in accordance with the Act.

6.3 **Annual Report**

- 6.3.1 The Legatus Group must each year, produce an Annual Report summarising the activities, achievements and financial performance of the Legatus Group for the preceding Financial Year.

- 6.3.2 The Annual Report must incorporate the audited financial statements of the Legatus Group for the relevant Financial Year.
- 6.3.3 The Annual Report must be provided to the Constituent Councils by 30 September each year.

6.4 Audit

- 6.4.1 The Legatus Group must cause adequate and proper books of account to be kept in relation to all the affairs of the Legatus Group and must establish and maintain effective auditing of its operations.
- 6.4.2 The Legatus Group must appoint an Auditor in accordance with the Act on such terms and conditions as determined by the Legatus Group.
- 6.4.3 The audited Financial Statements of the Legatus Group, together with the accompanying report from the Auditor, shall be submitted to both the Board and the Constituent Councils by 30 September in each year.

6.5 Audit Committee

- 6.5.1 The Legatus Group must establish an Audit and Risk Management Committee to be comprised of five (5) persons nominated by the Legatus Group and approved by the Constituent Councils.
- 6.5.2 The members of the Audit and Risk Management Committee:
 - 6.5.2.1 must include two (2) professionally qualified officers, selected from the staff of the Constituent Councils;
 - 6.5.2.2 must include at least 1 person who is not a member of the Board and who is determined by the Constituent Councils to have financial experience relevant to the functions of the Audit and Risk Management Committee;
 - 6.5.2.3 may include elected members of the Constituent Councils;
 - 6.5.2.4 must have regard to the Act in performing their duties.
- 6.5.3 The term of appointment of a member of the Audit and Risk Management Committee shall be for a term not exceeding two (2) years at the expiry of which such member will be eligible for reappointment.

7. MISCELLANEOUS

7.1 New Members

- 7.1.1 Subject to the provisions of the Act, a council may become a Constituent Council by the unanimous agreement of the Constituent Councils and this Charter may be amended to provide for the admission of a new constituent council or councils, with or without conditions of membership.

7.2 Subscription

- 7.2.1 Every Constituent Council shall be liable to contribute monies to the Legatus Group each financial year.
- 7.2.2 The amount of each Constituent Council's subscription will be decided at the Annual General Meeting and will be due and payable within one month of a written request from the Chief Executive Officer for payment.

7.3 Disqualification

- 7.3.1 Subject to any legislative requirements, a Council which fails to pay its subscription or any other monies due to the Legatus Group within six months from the date upon which the subscription or other monies become due and payable shall cease to be a Constituent Council or, as the case may be, an Affiliate.
- 7.3.2 The Chief Executive Officer will give notice in writing to the Council that its status as a Constituent Council or, as the case may be, an Affiliate, has been terminated.

7.4 Withdrawal

- 7.4.1 Subject to the Act and this Charter, a Constituent Council may cease to be a Constituent Council by giving not less than thirty six (36) months' notice in writing of such withdrawal to the Chief Executive Officer provided that its subscription of the current year and other monies outstanding prior to the date of its giving notice of withdrawal have been paid to the Legatus Group.
- 7.4.2 The withdrawal of any Constituent Council does not extinguish the liability of that Constituent Council to contribute to any loss or liability incurred by the Legatus Group at any time before or after such withdrawal in respect of any act or omission by the Legatus Group prior to such withdrawal.

7.5 Insurance and Superannuation Requirements

- 7.5.1 The Legatus Group shall register with the Local Government Mutual Liability Scheme and Local Government Workers Compensation Scheme and comply with the rules of those Schemes.
- 7.5.2 The Legatus Group shall advise the Local Government Risk Management Services of its insurance requirements relating to Local Government Special Risks including buildings, structures, vehicles and equipment under the management, care and control of the Legatus Group.

7.6 Legatus Group Winding Up

- 7.6.1 The Legatus Group may be wound up in accordance with the Act by unanimous resolution of the Constituent Councils.

- 7.6.2 In the event of a winding up, any surplus assets after payment of all expenses shall be returned to each Constituent Councils in proportion to the subscription paid by each Constituent Council in the financial year prior to the passing of the resolution wind up.
- 7.6.3 If there are insufficient funds to pay all expenses due by the Legatus Group on winding up, a levy shall be imposed on all Constituent Councils in proportion to the subscription paid by each Constituent Council in the financial year prior to the passing of the resolution to wind up.

7.7 Non-derogation and Direction by Constituent Councils

- 7.7.1 The establishment of the Legatus Group does not derogate from the power of any of the Constituent Councils to act independently or jointly in relation to a matter within the jurisdiction of the Legatus Group.
- 7.7.2 Provided that the Constituent Councils have first agreed by unanimous resolution of each constituent Council as to the action to be taken, the Constituent Councils may jointly direct and control the Legatus Group.
- 7.7.3 Where the Legatus Group is required pursuant to the Act or this Charter to obtain the approval of one or more of the Constituent Councils that approval must only be granted and must be evidenced by a resolution passed by all of the Constituent Councils granting such approval.
- 7.7.4 Unless otherwise stated in this Charter where the Legatus Group is required to obtain the consent or approval of the Constituent Councils this means the consent or approval of all of the Constituent Councils expressed in the same or similar terms.
- 7.7.5 For the purpose of Clause 7.7.1, any direction given by the Constituent Councils must be communicated by notice in writing provided to the Chief Executive Officer of the Legatus Group together with a copy of the relevant resolutions of the Constituent Councils.

7.8 Alteration and Review of Charter

- 7.8.1 This Charter will be reviewed by the Constituent Councils at least once in every four (4) years.
- 7.8.2 This Charter may be amended by a resolution passed by a simple majority of the Constituent Councils.
- 7.8.3 Before the Constituent Councils vote on a proposal to alter this Charter they must take into account any recommendation of the Board.

7.9 Disputes

7.9.1 General

- 7.9.1.1 Where a dispute arises between the Constituent Councils or between a Constituent Council and the Authority (the parties to this Charter) which relates to this Charter or the Authority,

(‘the Dispute’) the parties will use their best endeavours to resolve the Dispute and to act at all times in good faith.

7.9.2 Mediation

- 7.9.2.1 A party is not entitled to initiate arbitration or court proceedings (except proceedings seeking urgent equitable or injunctive relief) in respect of a Dispute unless it has complied with this Clause 7.9.2.
- 7.9.2.2 If the parties are unable to resolve the Dispute within thirty (30) days, the parties must refer the Dispute for mediation in accordance with the Mediation Rules of the Law Society of South Australia Incorporated, within seven (7) days of a written request by any party to the other party that the Dispute be referred for mediation, to:
 - (a) a mediator agreed by the parties; or
 - (b) if the parties are unable to agree on a mediator at the time the Dispute is to be referred for mediation, a mediator nominated by the then President of the Law Society or the President’s successor.
- 7.9.2.3 In the event the parties fail to refer the matter for mediation in accordance with Clause 7.9.2.2, one or more of the parties may refer the matter for mediation in accordance with the Mediation Rules of the Law Society of South Australia Incorporated to a mediator nominated by the then President of the Law Society or the President’s successor.
- 7.9.2.4 The role of any mediator is to assist in negotiating a resolution of the dispute. A mediator may not make a decision that is binding on a party unless that party has so agreed in writing.
- 7.9.2.5 If mediation does not resolve the Dispute within 28 days of referral of the Dispute for mediation or such longer period agreed unanimously by the parties as evidenced by resolutions of each of the parties, any party may then refer the Dispute to Arbitration in accordance with Clause 7.9.3.

7.9.3 Arbitration

- 7.9.3.1 An arbitrator may be appointed by agreement between the parties.
- 7.9.3.2 Failing agreement as to an arbitrator the then Chairperson of the South Australian Chapter of the Institute of Arbitrators or his successor shall nominate an Arbitrator pursuant to these conditions.
- 7.9.3.3 A submission to arbitration shall be deemed to be a submission to arbitration within the meaning of the Commercial Arbitration Act 1985 (South Australia).

- 7.9.3.4 Upon serving a notice of arbitration the party serving the notice shall lodge with the arbitrator a deposit by way of security for the cost of the arbitration proceedings.
- 7.9.3.5 Upon each submission to arbitration, the costs of and incidental to the submission and award shall be at the discretion of the arbitrator who may in his or her sole discretion determine the amount of costs, how costs are to be proportioned and by whom they are to be paid.
- 7.9.3.6 Whenever reasonably possible performance of the obligations of the parties pursuant to this Charter shall continue during the mediation or arbitration proceedings and no payment by or to a party shall be withheld on account of the mediation and arbitration proceedings.

7.10 Committees

- 7.10.1 The Board may establish a committee of Board Members and/or other persons for the purpose of:
 - 7.10.1.1 enquiring into and reporting to the Board on any matter within the Legatus Group's functions and powers and as detailed in the terms of reference given by the Board to the Committee; or
 - 7.10.1.2 exercising, performing or discharging delegated powers, functions or duties.
- 7.10.2 A member of a committee established under this Clause holds office at the pleasure of the Board.
- 7.10.3 The Board may establish advisory committees consisting of or including persons who are not Board Members for enquiring into and reporting to the Board on any matter within the Legatus Group's functions and powers and as detailed in the terms of reference determined by the Board.
- 7.10.4 A member of an advisory committee established under this clause holds office at the pleasure of the Board.
- 7.10.5 The Chair of the Board is an *ex-officio* a member of any committee or advisory committee established by the Board.

7.11 Regional Management Group

- 7.11.1 The Regional Management Group shall comprise the Chief Executive Officers of the Constituent Councils.
- 7.11.2 The Regional Management Group will support and work collaboratively with the Chief Executive Officer to implement and deliver the strategic objectives of the Legatus Group.

- 7.11.3 The Regional Management Group will meet at such times and at places determined by the Regional Management Group except that there must be at least one meeting every three (3) months.
- 7.11.4 The members of the Regional Management Group may attend Board meetings and provide such advice and support to the Board as required from time to time.
- 7.11.5 The proceedings of meetings of the Regional Management Group will be determined by the Regional Management Group.

7.12 Legatus Group Common Seal

- 7.12.1 The Legatus Group shall have a common seal upon which its corporate name shall appear in legible characters.
- 7.12.2 The common seal shall not be used without the express authorisation of a resolution of the Legatus Group Board and every use of the common seal shall be recorded in the minute book of the Legatus Group.
- 7.12.3 The affixing of the common seal shall be witnessed by the Chair or a Deputy Chair and the Chief Executive Officer or such other person as the Legatus Group may appoint for the purpose.
- 7.12.4 The common seal shall be kept in the custody of the Chief Executive Officer or such other person as the Legatus Group may from time to time decide.

7.13 Circumstances Not Provided For

- 7.13.1 If any circumstance arises about which this Charter is silent, incapable of taking effect or being implemented according to its strict provisions, the Chair may decide the action to be taken to ensure achievement of the objects of the Legatus Group and its effective administrator.
- 7.13.2 The Chair shall report any such decision at the next general meeting.

CHIEF EXECUTIVE OFFICER

DA/ITEM 6.1

2. CENTRAL LOCAL GOVERNMENT REGION AUDIT COMMITTEE EXEMPTION

(File Ref: 9.24.1.1)

PURPOSE

To seek endorsement and approval from Council for an extension to the Central Local Government Region's need to establish an Audit Committee.

RECOMMENDATION

That Council as a Constituent Council of the Central Local Government Region, supports the CLGR seeking an extension from the Minister of Local Government for an exemption from the need to establish an Audit Committee.

The Council's support for this arrangement is subject to:

- (1) the CLGR having in place relevant internal control policies and procedures and that these are periodically reviewed and updated;
- (2) the CLGR's external auditor has provided an audit opinion to the CLGR that its internal controls are sufficient to provide a reasonable assurance that its financial transactions are being conducted properly and lawfully;
- (3) the CLGR's adopted budget and audited annual financial statements continuing to be provided to Yorke Peninsula Council as soon as practicable;
- (4) all reports and opinions by the CLGR's external auditor being made available to Yorke Peninsula Council;
- (5) no evidence has come to light which strongly suggests that the CLGR is not complying with its obligations under the Local Government Act 1999 and associated Regulations in all material aspects;
- (6) any breach of the above requirements which is not corrected within three months being reported to Yorke Peninsula Council along with any advice on corrective action proposed or underway.

LINK TO STRATEGIC PLAN

Key Theme/s:	Corporate Governance and Leadership 2. Organisational Efficiency and Resource Management
Strategic Goal/s:	2.3 Meet all legislative and compliance responsibilities

BACKGROUND

The CLGR currently holds an exemption and approval from the Minister of Local Government from the need to establish an Audit Committee.

DISCUSSION

The CLGR is a Section 43 Regional Subsidiary established under the Local Government Act 1999 and our Council is one of the 15 Member Councils. Correspondence has been received from CLGR (copy attached) outlining the requirements to allow the current exemption from the need to establish an Audit Committee to continue following the expiry of the current exemption on 30th June 2016.

The CLGR requires agreement from all Member Councils for this arrangement to continue.

COMMUNITY ENGAGEMENT PLAN

Not applicable.

CONSULTATION PROCESS

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

- Chief Executive Officer

In preparing this report, the following External Parties were consulted:

- CLGR

POLICY IMPLICATIONS

Not applicable.

BUDGET AND RESOURCE IMPLICATIONS

An annual budget allocation for membership of the CLGR is considered by Council as part of the budget process.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

It is essential that Council has all appropriate approvals and legal requirements in place for compliance with legislation.

Local Government Act 1999

ATTACHMENTS

Attachment 1: Correspondence CLGR exemption Audit Committee



Central

Local Government Region of South Australia

Incorporated under provisions of the Local Government Act

ABN: 34 728 242 315

Chairman:
Mayor Peter Matthey

Chief Executive Officer:
David J. Stevenson

Postal Address:
318 Main North Road
CLARE SA 5453

Telephone:
0419 341 866

Email:
ceo@centralregion.sa.gov.au

Website:
www.centralregion.sa.gov.au

Member Councils:

- The Barossa
- Barunga West
- Clare & Gilbert Valleys
- Copper Coast
- Flinders Ranges
- Goyder
- Light Regional
- Mallala
- Mount Remarkable
- Northern Areas
- Orreroo/Carrieton
- Peterborough
- Port Pirie Regional
- Wakefield Regional
- Yorke Peninsula

10th May, 2016

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

RE: Exemption from the need to establish an Audit Committee

Dear Andrew,

As you are aware, the Central Local Government Region of SA (CLGR) currently is exempt from having an audit committee. Our exemption is due to expire on the 30th June, 2016.

As a Constituent Council of CLGR I am writing to you to seek your Council agreement for an extension to the exemption from establishing an audit committee from 1st July, 2016.

For CLGR to be exempt it requires agreement from all its Constituent Councils, to this end I ask that your Council consider the following resolution at your next Council meeting:

As a Constituent Council of the CLGR, Yorke Peninsula Council supports the CLGR seeking an extension from the Minister of Local Government for an exemption from the need to establish an Audit Committee.

The Council's support for this arrangement is subject to:

- (1) the CLGR having in place relevant internal control policies and procedures and that these are periodically reviewed and updated;
- (2) the CLGR's external auditor has provided an audit opinion to the CLGR that its internal controls are sufficient to provide a reasonable assurance that its financial transactions are being conducted properly and lawfully;
- (3) the CLGR's adopted budget and audited annual financial statements continuing to be provided to Yorke Peninsula Council as soon as practicable;
- (4) all reports and opinions by the CLGR's external auditor being made available to Yorke Peninsula Council;

- (5) no evidence has come to light which strongly suggests that the CLGR is not complying with its obligations under the Local Government Act 1999 and associated Regulations in all material respects;
- (6) any breach of the above requirements which is not corrected within three months being reported to Yorke Peninsula Council along with any advice on corrective action proposed or underway.

The above resolution follows the framework required to inform Ministerial decisions regarding applications from regional subsidiaries seeking an exemption.

Like its counterparts across other regions of South Australia, CLGR is a relatively small operation that does not employ staff (other than its Chief Executive Officer), hold substantial assets or liabilities, nor engage in any commercial business activity.

Our annual report for 2014-15 is on our website which will provide you comfort CLGR has complied with the Local Government Act 1999, that CLGR independent auditor has expressed an opinion on the appropriateness of the accounting policies and practices and has issued an unqualified audit report.

I look forward to your timely response.

Yours sincerely



David J. Stevenson
Chief Executive Officer

CHIEF EXECUTIVE OFFICER

ITEM 6.1

3. STRATEGIC MANAGEMENT PLAN (File Ref: 9.24.1.1)

PURPOSE

To provide Council with a summary of the feedback received from the Stage 4 consultation on the 2016-2020 Yorke Peninsula Council Strategic Management Plan.

Based on the feedback received, seek Council endorsement and adoption of the 2016-2020 Strategic Management Plan.

RECOMMENDATION

That Council:

1. consider the final feedback received in relation to the draft Strategic Management Plan as contained in Attachment 1.
2. adopt the 2016-2020 Strategic Management Plan (refer Attachment 2).

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
1. Progressive Communities through Strategic Planning
Strategic Goal/s: 1.1 Strong, proactive leadership

BACKGROUND

Council previously endorsed the framework for the development of the 2016-2020 Yorke Peninsula Council Strategic Management Plan (refer Council Decision 160/2015).

The framework detailed four stages of development thereby allowing multiple opportunities for the community to be involved. All stages of consultation have now been completed.

The Stage 4 consultation was open for 2 weeks. Over 150 letters were mailed directly to Progress Associations, sporting clubs, community groups plus and anyone who indicated an interest in being kept informed during previous stages of consultation.

In total four submissions were received. The feedback was considered and no significant changes were made – Refer Attachment 1 for full details.

DISCUSSION

The entire consultation process and feedback received from all four stages is provided below.

1. **Stage 1** – Requested community input regarding vision and key priorities. 102 submissions received. Draft vision and goals developed.

2. **Stage 2** – Feedback on draft visions and goals following Stage 1. Four written submissions received and 13 attendees at community workshops. Vision and goals confirmed with minor amendments, draft strategies developed.
3. **Stage 3** – Requested feedback on draft strategies. Nine submissions received. Vision, goals and strategies confirmed with minor change of wording to one strategy.
4. **Stage 4** – Requested feedback on the entire draft 2016-2020 Strategic Management Plan. Four submissions received. No significant changes made.

The purpose of this report is for Council review and discuss the most recent feedback received (refer Attachment 1).

If no further changes are deemed necessary, it is recommended that Council adopt the 2016-2020 Strategic Management Plan (as provided as Attachment 2) for implementation effective 1 July 2016.

COMMUNITY ENGAGEMENT PLAN

Level 3 – Participate consultation has been followed throughout the development of the Plan. The consultation plan was previously endorsed by Council on 8 July 2015.

This is now a Level 1 – Inform consultation. The community will be informed via Council's website and social media that the Plan has been adopted.

CONSULTATION PROCESS

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

- Corporate Management Team

In preparing this report, the following External Parties were consulted:

- All Progress Associations
- Community groups within the Council area
- All sporting groups within the Council area
- General community

POLICY IMPLICATIONS

PO057 Community Engagement Policy

Community Engagement Strategy

BUDGET AND RESOURCE IMPLICATIONS

This approach requires no additional budget, only staff time to deliver this project which can be achieved through existing budgets.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Section 122 Local Government Act 1999

ATTACHMENTS

Attachment 1: Summary of Stage 4 feedback

Attachment 2: 2016-2020 Strategic Management Plan (under separate cover)

Strategic Management Plan - Stage 4 Feedback

	Comment	Action	Other Actions
1	Supportive of the Plan. Advised parks need upgrading and Leisure Options need to continue for many years.	No action required – both are covered by specific strategies in the Plan.	Nil
2	Staff feedback – typos & alignment within diagrams.	Changes made.	Nil
3	Staff feedback - two external plans missing in the 'planning framework' diagram	Changes made.	Nil
4	Concern that Goal 3 is not adequately aligned to the NRM Plan. Also that 'heritage' is not mentioned under Goal 3	No further changes made at this stage.	Nil

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

1. FINANCIAL REPORT 31st MAY 2016

(File Ref: 9.24.1.1)

PURPOSE

For Council to receive the financial report and review of capital projects as at 31st May 2016.

RECOMMENDATION

That Council receive the financial reports as at 31st May 2016.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.1 Financially Sustainable Organisation

BACKGROUND

A Financial Report and a Capital Projects Report detailing projects over \$50,000 is presented by Finance staff to monthly Council meetings. These reports encompass results to the end of each calendar month preceding each scheduled Council meeting.

DISCUSSION

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

- Actuals included in the reports are as incurred at close of business on the last day of the month being reported and may be subject to balance day adjustments – any such adjustments will be incorporated in the following monthly report.
- The reports do not include year-end income and expense accruals.
- Depreciation budgeted at \$8.7 million is not included in the year to date actual expenditure amount resulting in the year to date surplus of \$9.4 million (refer to note 1 in Attachment 1).
- Comparisons are with the March 2016 Budget Review recently endorsed by Council.
- Total capital expenditure to date of approximately \$8 million (refer to notes 2 and 3 in Attachment 1) is approximately \$6 million less than current budget (refer to Attachment 2). The difference can be broken down as follows:
 - \$3.6 million in orders raised (expenditure committed) for capital projects for which Council has not yet been invoiced. A list of outstanding commitments can be provided on request.
 - \$2.4 million in expenditure for capital projects (\$1 million for road renewal acceleration – roadside vegetation management, \$1.05 million for caravan park cabins and the rest for various other projects) where projects have not yet commenced.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Corporate Management Team
- Manager Financial Services
- Operations Manager
- Works Manager
- Corporate Services Officer
- Infrastructure Manager
- Manager Business and Public Relations
- Manager People & Culture

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

PO 142 Budget Reporting and Amendment Policy

BUDGET AND RESOURCE IMPLICATIONS

In conjunction with the adoption and enforcement of the Budget Reporting and Amendment Policy the Financial Report presented to Council monthly will assist in formal assessment of Council's financial position and contribute significantly to both Financial and Risk Management procedures.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Local Government (Financial Management) Regulations 2011

Council's Strategic Plan includes clear plans to ensure better and timely reporting and improved formal control of Council's Adopted Budget and the Budget Review process.

ATTACHMENTS

Attachment 1: Uniform Presentation of Finances at 31st May 2016

Attachment 2: Capital Projects Report for Council at 31st May 2016 (Projects over \$50,000)

Yorke Peninsula Council

Uniform Presentation of Finances as at 31st May 2016

	2015/16 YTD Actuals \$'000	Notes	2015/16 Full Year Adopted Budget \$'000	2015/16 Full Year Budget Revisions \$'000	2015/16 Full Year Revised Budget \$'000
Income	-\$26,529		-\$26,699	-\$398	-\$27,097
Less Expenses	\$17,105	1	\$29,450	\$420	\$29,870
Operating Deficit before Capital Amounts	-\$9,424		\$2,751	\$22	\$2,773
Less Net Outlays on Existing Assets					
Capital Expenditure on renewal and replacement of Existing Assets	\$4,349	2	\$7,707	\$745	\$8,452
Less Depreciation, Amortisation and Impairment	\$0		-\$8,700	\$0	-\$8,700
Less Proceeds on Sale of Assets	-\$435		-\$377	-\$31	-\$408
	\$3,914		-\$1,370	\$714	-\$656
Less Net Outlays on New and Upgraded Assets					
Capital Expenditure on New and Upgraded Assets	\$3,619	3	\$3,479	\$2,027	\$5,506
Less Amounts received specifically for New and Upgraded Assets	-\$2,131		-\$2,310	-\$1,305	-\$3,615
	\$1,488		\$1,169	\$722	\$1,891
NET(LENDING) / BORROWING FOR FINANCIAL YEAR	\$(4,022)		\$2,550	\$1,458	\$4,008

2015/2016 Capital Budget
Projects Over \$50,000

		New	Renewal	Scheduled Start		Spent To Date		% Physically	Reviewed
						New	Renewal	Complete	Y/N
Buildings	TOTAL BUILDINGS BUDGET	\$717,622	\$905,665			\$293,718	\$260,617		
	Maitland Hall - Concrete Cancer			Nov-15	Jun-16		\$209,088	100.00%	Y
	Office Expansion Project (New)	\$118,789	\$25,000	Jul-15	May-16	\$133,830	\$0	100.00%	Y
	Port Vincent Caravan Park - New Cabins	\$200,000		Apr-16	Sep-16	\$2,610		10.00%	Y
	Port Vincent Caravan Park - Oz Shacks	\$96,863		Aug-15	Dec-15	\$96,568		100.00%	Y
	Point Turton Caravan Park - New Cabins	\$200,000	\$200,000	Jul-15	Dec-16	\$8,565	\$0	10.00%	Y
	Marion Bay Caravan Park - New Cabins		\$350,000	Jul-15	Sep-16		\$4,490	30.00%	Y
	Toilet Facilities - Camping Reserves	\$57,000		May-16	Jun-16	\$14,767		20.00%	Y
CWMS	TOTAL CWMS BUDGET	\$88,387	\$142,474			\$42,831	\$107,705		
Water	TOTAL WATER BUDGET	\$27,000	\$0			\$26,049	\$0		
Transportation	TOTAL TRANSPORTATION BUDGET	\$2,659,872	\$5,312,595			\$1,826,185	\$2,079,908		
	S3 Reseals		\$122,000	Jul-15	Jun-16		\$93,928	100.00%	N
	S2 Rubble Raising	\$200,000		Jul-15	Jun-16	\$111,033		10.00%	N
	S8 Nalyappa Road		\$123,970	Aug-15	Apr-16		\$112,699	100.00%	Y
	North Coast Road (contract)		\$1,090,000	TBA	TBA		\$0	0.00%	Y
	S11 Saint Road		\$91,874	Sep-15	Apr-16		\$89,863	100.00%	Y
	S14 McFarlane Road		\$65,207	Aug-15	Sep-15		\$55,575	100.00%	Y
	S16 Brutus Road		\$173,276	Sep-15	Nov-15		\$173,276	100.00%	Y
	S18 Daly Head Road		\$207,369	Oct-15	Dec-15		\$207,369	100.00%	Y
	S19 Dump Road		\$119,191	Apr-16	Jun-16		\$106,294	85.00%	Y
	S20 Old Coast Road		\$136,110	May-16	Jun-16		\$154,236	95.00%	Y
	S21 Old Port Vincent Road		\$152,569	May-16	Jun-16		\$96,002	15.00%	Y
	S22 Recluse Road		\$81,535	Mar-16	Apr-16		\$43,956	100.00%	Y
	S23 South Coast Road		\$247,441	Jul-15	Sep-15		\$247,441	100.00%	Y
	S25 Wattle Point Road		\$74,903	Mar-16	May-16		\$67,482	100.00%	Y
	S27 Clinton Road (subject to funding approval)	\$2,236,865		Oct-15	Jun-16	\$1,581,282		80.00%	Y
	S30 Roadside Vegetation Management Program		\$1,038,760	TBA	TBA		\$0	0.00%	Y
	E18 Polkinghorne Road		\$89,997	Jul-15	Jun-16		\$9,265	25.00%	Y
	E3 Weavers Road North		\$114,157	Feb-16	Apr-16		\$112,192	100.00%	Y
	E5 Fourth Street, Arthurton	\$77,396		Mar-16	Apr-16	\$13,191		0.00%	Y
	E8 Bramley Road, Edithburgh	\$76,702		Oct-15	Dec-15	\$76,702		100.00%	Y
	E10 Cutline Road		\$65,350	Jun-16	Jun-16		\$35,293	5.00%	Y
	Corny Point Road (contract)		\$895,000	TBA	TBA		\$392,982	20.00%	Y
	Patchsheeting		\$450,000	Jun-16	Jun-16		\$0	0.00%	Y

2015/2016 Capital Budget
Projects Over \$50,000

		New	Renewal	Scheduled Start		Scheduled Finish		Spent To Date		% Physically	Reviewed
								New	Renewal	Complete	Y/N
Plant	TOTAL PLANT BUDGET	\$175,000	\$1,695,727					\$140,400	\$1,623,092		
	Construction Grader		\$385,000	Aug-15	Dec-15				\$378,000	100.00%	Y
	Front End Loader - Northern Construction		\$298,000	Aug-15	Nov-15				\$297,000	100.00%	Y
	Front End Loader - Southern Construction		\$247,000	Aug-15	Mar-16				\$297,000	100.00%	Y
	Works Vehicles		\$304,359	Jul-15	Jun-16				\$262,572	100.00%	Y
	Admin Vehicles		\$431,368	Jul-15	Jun-16				\$369,699	85.00%	Y
	12 Tonne Vibrating Roller	\$175,000		Aug-15	Nov-15			\$140,400		100.00%	Y
	Trade Ins		\$377,000								
Stormwater	TOTAL STORMWATER BUDGET	\$185,560	\$0					\$7,785	\$0		
	Stormwater - Yorketown Consultancy	\$118,060		Jul-15	Jun-16			\$0		0.00%	Y
Other Assets	TOTAL OTHER ASSETS BUDGET	\$1,638,393	\$395,498					\$1,269,163	\$277,880		
	Walk the Yorke - as per Funding Agreement (400k Grant Funding)	\$841,860		Jul-15	Feb-16			\$843,607		100.00%	Y
	Point Turton CP Cabin Furnishings Rejuvenation (10 Cabins) - High		\$65,000	Aug-15	Dec-15				\$64,539	100.00%	Y
	EDRMS System Installation	\$187,925	\$5,000	Aug-15	Jun-16			\$75,755	\$0	60.00%	Y
	Council Phone System	\$27,000	\$50,000	Aug-15	Jun-16			\$0	\$0	70.00%	Y
	32 Replacement Computers (Renewal Programme)		\$64,000	Jan-16	Jun-16				\$64,000	60.00%	Y
	Marion Bay Boat Ramp Feasibility Study (50% SABFAC - \$50k)	\$100,000		Feb-16	Jun-16			\$0		30.00%	N
	Port Vincent Caravan Park Playground Rejuvenation	\$76,349		Jul-15	Nov-15			\$76,349		100.00%	Y
	Marion Bay Caravan Park - Playground Upgrade	\$23,604	\$26,396	Jul-15	Jun-16			\$38,096	\$25,950	95.00%	Y
	Rogues Point Seawall	\$87,063		Jul-15	May-16			\$76,349		100.00%	Y
Land	TOTAL LAND BUDGET	\$13,240	\$0					\$13,240	\$0		
Yorke Peninsula Council	TOTAL ANNUAL CAPITAL BUDGET	\$5,505,074	\$8,451,959					\$3,619,371	\$4,349,202		

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

2. ANNUAL BUSINESS PLAN PUBLIC CONSULTATION FEEDBACK (File Ref: 9.24.1.1)

PURPOSE

The Draft Annual Business Plan public consultation period closed on Wednesday 1st June 2016 at 5.00 pm. At the time of writing this report, a total of eleven (11) written responses have been received, details of which are summarised in the report below. Pursuant to Section 123 Local Government Act, time will be allowed during the meeting for the public to ask questions and receive answers in relation to the Annual Business Plan.

RECOMMENDATION

That the submissions provided be received and taken into consideration prior to the adoption of the Draft 2016/2017 Annual Business Plan and Budget at its meeting to be held 13th July, 2016.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.1 Financially Sustainable Organisation

BACKGROUND

Each year an Annual Business Plan (ABP) is produced. The ABP explains the context in which the budget has been developed, provides information on what Council plans to achieve in the coming financial year, and describes how this will be funded.

The 2016/2017 Draft Annual Business Plan was released for public consultation on Thursday 12th May 2016 following endorsement of that action by Council at its meeting held on Wednesday 11th May 2016. The public consultation period was advertised in the Yorke Peninsula Country Times and on Council's web site with copies available from counters at all Council offices. The closing date for comments was Wednesday 1st June 2016 at 5.00pm.

DISCUSSION

Eleven (12) written responses have been received. A brief summary is provided below.

Number of submissions	Township	Submission subject
10	Various including: Pine Point, Sandilands, Ardrossan and Maitland	Pine Point Road Renewal
1	Sandilands	Sealing of Sandy Church Road

1	Point Turton	In support of the Point Turton Nature Playground
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All correspondence has been registered in Council's record management system and copies of these submissions have been supplied to Councillors under separate cover.

Following discussion with Elected Members who have engaged with the community during the period of public consultation the following items have been removed from the draft Budget for 2016/17:

- Sealing of the car park area at the Edithburgh Pool - \$25,000,
- Budgeted income of \$20,000 from Edithburgh Progress for Edithburgh boat ramp extensions,
- Nature Playground Point Turton - \$40,000,
- Income of \$15,000 (grant) and \$5,000 (Point Turton Progress) budgeted for the Nature Playground program.

COMMUNITY ENGAGEMENT PLAN

Level 1 Inform – Public Notice in Yorke Peninsula Country Times, Council's website and Facebook page.

Engagement with the community was open until 1st June 2016 via public consultation. All feedback received will be acknowledged in writing once presented to Council

CONSULTATION PROCESS

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

- Elected Members
- Corporate Management Team

In preparing this report, the following External Parties were consulted:

- Public

POLICY IMPLICATIONS

PO 142 Budget Reporting and Amendment Policy

BUDGET AND RESOURCE IMPLICATIONS

The 2016/2017 budget is consistent with the revised Long Term Financial Plan and Council's key financial direction of reducing the operating deficit and dedicating funds to the renewal of assets consistent with Council's Infrastructure and Asset Management Plan.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Local Government (Financial Management) Regulations 2011

ATTACHMENTS

Attachment 1: Updated Uniform Presentation of Finances – Draft 2016/17 Budget

Yorke Peninsula Council
2016/17 Draft Budget vs LTFP
SUMMARY STATEMENT INCLUDING FINANCING TRANSACTIONS

Year Ended 30 June:	2017 Draft Budget \$('000)
Operating Revenues	28,072
<i>less Operating Expenses</i>	30,778
Operating Surplus/(Deficit) before Capital Amounts	(2,706)
Less: Net Outlays on Existing Assets	
Capital Expenditure on Renewal/Replacement of Existing Assets	5,972
<i>less Depreciation, Amortisation & Impairment</i>	9,075
<i>less Proceeds from Sale of Replaced Assets</i>	363
	(3,466)
Less: Net Outlays on New and Upgraded Assets	
Capital Expenditure on New/Upgraded Assets	4,585
<i>less Amounts Specifically for New/Upgraded Assets</i>	3,854
<i>less Proceeds from Sale of Surplus Assets</i>	0
	731
Net Lending / (Borrowing) for Financial Year	29

KEY FINANCIAL INDICATORS	2017 Draft Budget
Operating Surplus / (Deficit) - \$'000	(2,706)
Operating Surplus Ratio - %	-12.8%
Net Financial Liabilities - \$'000	7,280
Net Financial Liabilities Ratio - %	25.9%
Interest Cover Ratio - %	1.0%
Asset Sustainability Ratio - %	61.8%
Asset Consumption Ratio - %	62.0%

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

3. PROPOSED RATES OPTIONS (MODELS) FOR 2016/17

(File Ref: 9.24.1.1)

PURPOSE

To provide Elected Members with details of indicative Capital Valuations and possible rating options (models) for 2016/17 to raise General Rates of approximately \$16,233,000 to fund Council's Annual Business Plan (ABP) and Budget.

RECOMMENDATION

That Council endorse Option _____ as the preferred option for the raising of General Rates in 2016/17.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance & Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.1 Financially Sustainable Organisation

BACKGROUND

Council currently raises rates for individual properties based on capital value i.e. value of land plus capital improvements. General rates (excluding services charges for waste collection, water and CWMS and NRM levy) for a property consist of a fixed charge (\$400 in 2015/16) plus a component of rates calculated by multiplying the capital value of the property by the rate in the dollar set by Council. Council has two (2) rates in the dollar - one for residential, commercial, vacant, industrial and other properties and one for primary production.

Property Valuations

Updated property valuation data is provided to Council by the State Valuation Office of the Land Services Group of the Department of Planning, Transport and Infrastructure on a weekly basis. The most recent indicative capital valuations for 2016/17 received are as at 22nd May 2016 (Week 47). These values have been used in the rates modelling presented later in this report.

The values remain fluid as the State Valuation Office staff continue to visit properties where recent building work has occurred, therefore further valuation updates are expected to be received by Council before the valuations are formally adopted in July.

The changes to the total valuations between now and the date of adoption are expected to be fairly insignificant and it is envisaged that they will not have a significant effect on the final data to be adopted or the rates modelling presented later in this report.

At the time of writing this report the formal advice from the State Valuation Office, regarding the general valuation movements of the Council district for 2016/17 has not yet been received. However, if it is received prior to the June Council meeting it will be tabled for Councillor's information at that meeting.

The State Valuation Office continues to divide Council's district into four areas for reporting purposes. The areas and what they represent is as follows:-

- Yorke Peninsula 1 – area of the previous District Council of Central Yorke Peninsula
- Yorke Peninsula 2 - area of the previous District Council of Warooka
- Yorke Peninsula 3 - area of the previous District Council of Yorketown
- Yorke Peninsula 4 - area of the previous District Council of Minlaton

DISCUSSION

'Summary of Valuation changes' schedules showing the movement in proposed valuations have been prepared and are attached to this report. They are as follows:-

- Attachment 1 – Summary of Valuation changes by land use
- Attachment 2 - Summary of Valuation changes by location
- Attachment 3 – Average Valuation changes

At present the total proposed valuations for 2016/17 are \$5.57 billion compared to \$5.56 billion in 2015/16. This represents an increase of approximately \$15.8 million or 0.28%. By comparison valuations in 2015/16 increased by \$140.7 million or 2.6%.

On closer examination of Attachment 1 the following changes are worth noting:-

- Valuations for vacant land have decreased by approximately 3.69% as have residential assessments by approximately 0.73%
- All other land use categories have seen an increase ranging from 0.63% to 1.51%
- While the overall increase for primary production is 1.51%, valuations in the previous Minlaton, Yorketown and Warooka Council areas have increased between 4.51% and 5% compared to an increase of 0.17% in the Central Yorke Peninsula area. This significantly effects the average increase and is against the trend of Primary Production valuations throughout the district.
- Continuing trends of decreasing values for Vacant Land ranging between 3.55% and 8.9% in the previous Minlaton, Yorketown and Warooka Council areas. This can be attributed to the reduction in the number of assessments previously classified as Vacant Land Use. As a result of development, i.e. new dwellings, classifications have changed from Vacant Land Use to Residential Land Use. The reduction is also due to the decrease in site values in many of the localities in these areas.
- There are significant variations in valuations for residential land use, significantly of note is that whilst the number of assessments has grown in the residential land use (attributed to new dwellings being developed on previous vacant land), the overall capital values have reduced, e.g. whilst there have been 15 new residential valuation assessments created in the previous Warooka Council area, the residential valuations in that area have reduced by \$4.98 million or 1.26%.

In Attachment 2 the following is worth noting:-

- Majority of decreases have occurred in coastal settlements and townships. This can primarily be attributed to the levelling out of values after previous years of significant growth in these areas.

Rating Strategy

As outlined in the draft Annual Business Plan adopted by Council for community consultation, the proposed 2016/17 Budget provides for a “Financial Sustainability” increase in general rates to existing ratepayers of 3% above the anticipated rise in the consumer price index (CPI) of 1.95% plus additional growth of approximately 0.4% resulting from development. This is an increase of 5.35% (approximately \$0.824 million) to total general rates in 2016/17 when compared to 2015/16. This is in line with Council’s adopted Long Term Financial Plan and amounts to total general rate income of \$16,233,000 before rebates.

Mandatory and discretionary rebates (as specified in the Local Government Act 1999) totalling approximately \$127,000 have been provided for in the 2016/17 draft budget.

The key issues and desired outcomes in determining a suitable rating model for 2016/17 are:-

- Total General Rates raised to be approximately \$16,233,000
- Rates raised from Primary Production Land Use to be approximately 32% of total rates (similar to that in 2015/16)
- Maintaining equitable and fair variances across all rating categories for 2016/17 compared to 2015/2016 wherever possible, based on parity and capacity to pay.

Rating Options and Models

As mentioned earlier in the report three (3) models have been developed for Elected Members to consider in determining a rating model for the raising of 2016/17 General Rates. The following considerations have been taken into account when undertaking modelling:-

- Retaining the fixed charge at \$400 or keeping the increase to no more than \$10 or 2.5% to ensure all ratepayers contribute a set amount to the provision of Council services and infrastructure, without the majority of the rate increase falling on those who have the least capacity to pay
- \$400.00 is one of the higher fixed charges levied by similar Councils
- A lower fixed charge reduces the impact of rate in the dollar increases for lower valued properties which constitute the majority of Council’s resident ratepayers, many of whom would be vulnerable to an adverse impact on their capacity to pay large rate increases
- Distributing increases as evenly and fairly as possible across all of Council’s ratepayers

The three (3) rating options presented for Council's consideration are based on the parameters in the table below and detailed information for each option is attached to this report (refer Attachments 4, 5 and 6).

	OPTION 1	OPTION 2	OPTION 3
Fixed Charge	\$400	\$405	\$410
Rate in the \$ - Residential & Others	0.002475	0.002460	0.002240
Rate in the \$ - Primary Production	0.001780	0.001773	0.001771
Total General Rates**	\$16.234 million	\$16.235 million	\$16.233 million

*** This is an indicative amount and will change prior to some minor changes to valuations before rates are raised in July 2016. The final figure for total general rates raised for 2016/17 will be as close to \$16.233 million.*

Attachment 4 sets out the detailed comparison of all three (3) models and changes to rate burdens compared to 2015/16. The following summary of observations should be considered:-

Option 1

- Fixed charge is the same as 2015/2016
- Residential properties will provide 56.8% (\$9.218 million) of total general rate revenue which is 0.5% less than 2015/16
- Primary Production will provide 32.1% (\$5.216 million) of total general rate revenue which is 0.6% more than 2015/16
- Vacant land will provide 6.6% (\$1.073 million) of total general rate revenue which is 0.2% less than 2015/16
- All other categories are proposed to provide the same level of total general rate revenue as 2015/16

Option 2

- Fixed charge is \$405 which is an increase of \$5 or 1.25%
- Residential properties will provide 57.1% (\$9.273 million) of total general rate revenue which is 0.1% less than 2015/16
- Primary Production will provide 31.7% (\$5.150 million) of total general rate revenue which is 0.2% more than 2015/16
- Vacant land will provide 6.7% (\$1.081 million) of total general rate revenue which is 0.1% less than 2015/16
- All other categories are proposed to provide the same level of total general rate revenue as 2015/16

Option 3

- Fixed charge is \$410 which is an increase of \$10 or 2%
- Residential properties will provide 57.1% (\$9.269 million) of total general rate revenue which is 0.1% less than 2015/16
- Primary Production will provide 31.7% (\$5.150 million) of total general rate revenue which is 0.2% more than 2015/16
- Vacant land will provide 6.7% (\$1.084 million) of total general rate revenue which is 0.1% less than 2015/16
- All other categories are proposed to provide the same level of total general rate revenue as 2015/16

As stated earlier, further valuation updates will be received from the State Valuation Office between the time of preparing this report and when Council adopts valuations and declares rates. This additional information will possibly result in an increase in the rateable valuations as well as a possible small increase in the number of Fixed Charges to be levied; therefore Council may have the opportunity at that time to set a slightly lower rate in the dollar than those shown in this preliminary report and accompanying schedules.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- The Corporate Management Team
- Senior Rates Officer
- Manager Financial Services

In preparing this report, the following External Parties were consulted:

- Elected Members

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

All three (3) options presented in this report will achieve the amount of General Rates required in the Draft 2015/2016 Budget and Draft Annual Business Plan.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

Local Government (Financial Management) Regulations 2011

Not raising the required amount of rates may result in the Council being unable to fund the services and infrastructure in Council's proposed draft 2016/17 ABP and Budget.

ATTACHMENTS

Attachment 1: Summary of valuation changes (by land use)

Attachment 2: Summary of valuation changes (by location)

Attachment 3: Average valuation changes

Attachment 4: Comparison of rating models for 2016/17 – Options 1, 2 and 3

Attachment 5: Average rates (rates modelling) – Option 1

Attachment 6: Average rates (rates modelling) – Option 2

Attachment 7: Average rates (rates modelling) – Option 3

		2014-2015	%	2015-2016	%	2016-2017	%
		VALUATION	DIFF.	VALUATION	DIFF.	VALUATION	DIFF.
Residential	CYP	904,848,258	0.57%	917,076,399	1.35%	914,214,134	-0.31%
	Minlaton	509,741,128	1.08%	517,685,128	1.56%	513,530,713	-0.80%
	Yorke town	528,928,898	1.01%	537,607,806	1.64%	532,264,065	-0.99%
	Warooka	395,048,864	2.22%	395,975,164	0.23%	390,997,364	-1.26%
		2,338,567,148	1.06%	2,368,344,497	1.27%	2,351,006,276	-0.73%
Commercial	CYP	58,816,969	-0.06%	59,358,375	0.92%	59,553,717	0.33%
	Minlaton	23,825,296	-1.18%	24,122,409	1.25%	24,799,493	2.81%
	Yorke town	46,154,677	0.55%	46,656,554	1.09%	46,132,917	-1.12%
	Warooka	7,938,456	0.92%	8,231,686	3.69%	8,753,546	6.34%
		136,735,398	0.01%	138,369,024	1.19%	139,239,673	0.63%
Industrial	CYP	9,401,406	0.00%	9,266,406	-1.44%	9,581,306	3.40%
	Minlaton	6,435,970	110.86%	6,435,970	0.00%	6,415,670	-0.32%
	Yorke town	2,985,000	-1.00%	2,915,000	-2.35%	2,945,000	1.03%
	Warooka	882,000	0.00%	882,000	0.00%	787,000	-10.77%
		19,704,376	20.51%	19,499,376	-1.04%	19,728,976	1.18%
Primary Prod.	CYP	1,783,562,900	-0.14%	1,860,956,450	4.34%	1,864,065,918	0.17%
	Minlaton	375,726,623	0.05%	394,066,150	4.88%	413,777,599	5.00%
	Yorke town	207,579,635	0.31%	217,797,700	4.92%	228,102,390	4.73%
	Warooka	133,174,030	-0.05%	139,495,200	4.75%	145,792,040	4.51%
		2,500,043,188	-0.07%	2,612,315,500	4.49%	2,651,737,947	1.51%
Vacant Land	CYP	92,554,590	-4.52%	92,889,590	0.36%	91,948,340	-1.01%
	Minlaton	41,537,620	-3.41%	39,773,120	-4.25%	38,362,120	-3.55%
	Yorke town	46,671,925	-6.48%	45,184,175	-3.19%	43,246,851	-4.29%
	Warooka	45,243,600	-8.18%	43,689,600	-3.43%	39,800,500	-8.90%
		226,007,735	-5.48%	221,536,485	-1.98%	213,357,811	-3.69%
Other	CYP	5,464,830	-0.58%	5,441,830	-0.42%	5,994,135	10.15%
	Minlaton	5,537,880	-39.49%	5,212,880	-5.87%	5,188,880	-0.46%
	Yorke town	5,672,710	1.98%	5,702,710	0.53%	5,704,454	0.03%
	Warooka	15,570,700	-0.39%	15,004,900	-3.63%	14,755,000	-1.67%
		32,246,120	-10.03%	31,362,320	-2.74%	31,642,469	0.89%
Marina Berths	Minlaton		N/A		N/A		N/A
Sub-total		5,253,303,965	0.18%	5,391,427,202	2.63%	5,406,713,152	0.28%
Non Rateable		164,422,415	0.71%	166,992,618	1.56%	167,474,448	0.29%
Total		5,417,726,380	0.20%	5,558,419,820	2.60%	5,574,187,600	0.28%

SUMMARY OF VALUATION CHANGES (by location)

ATTACHMENT 2

TOWN / LOCATION	CAPITAL VALUATION 2014/2015	PERCENTAGE INCREASE / DECREASE	CAPITAL VALUATION 2015/2016	PERCENTAGE INCREASE / DECREASE	CAPITAL VALUATION 2016/2017	PERCENTAGE INCREASE / DECREASE
ARDROSSAN	232,411,120	1.18%	236,044,620	1.56%	233,129,620	-1.23%
ARTHURTON	7,629,000	-0.52%	7,582,000	-0.62%	7,648,500	0.88%
BALGOWAN	62,810,000	1.71%	63,042,000	0.37%	60,689,000	-3.73%
MAITLAND	135,722,653	0.84%	136,286,750	0.42%	135,437,750	-0.62%
PORT CLINTON	68,293,000	-4.26%	69,045,000	1.10%	67,547,000	-2.17%
PRICE	23,519,000	1.16%	23,736,000	0.92%	23,868,500	0.56%
CHINAMAN WELLS	11,950,000	-4.63%	12,115,000	1.38%	12,235,000	0.99%
POINT PEARCE	3,846,000	7.13%	4,191,000	8.97%	4,200,500	0.23%
SOUTH KILKERRAN	3,066,000	0.36%	3,275,000	6.82%	3,352,000	2.35%
TIDY WIDDY	61,002,000	0.55%	62,043,000	1.71%	62,379,000	0.54%
HD CLINTON	177,078,700	-0.05%	184,725,900	4.32%	185,946,900	0.66%
HD CUNNINGHAM	219,110,300	0.00%	228,902,200	4.47%	230,203,900	0.57%
HD KILKERRAN	164,061,840	0.02%	170,837,240	4.13%	171,087,040	0.15%
HD MAITLAND	362,710,000	0.02%	379,178,000	4.54%	380,001,500	0.22%
HD TIPARRA	461,636,740	0.18%	481,097,240	4.22%	481,402,240	0.06%
BLUFF BEACH	12,337,000	2.11%	12,337,000	0.00%	12,967,000	5.11%
BRENTWOOD	2,073,000	5.77%	2,242,000	8.15%	2,357,000	5.13%
CURRAMULKA	14,978,500	0.21%	15,298,500	2.14%	15,429,000	0.85%
HARDWICKE BAY	82,695,000	0.68%	83,486,000	0.96%	82,388,000	-1.32%
MINLATON	96,221,849	0.29%	97,256,549	1.08%	97,093,849	-0.17%
PARSONS BEACH	14,027,000	2.92%	14,412,000	2.74%	14,712,000	2.08%
PORT JULIA	38,604,000	-2.68%	39,154,000	1.42%	37,794,000	-3.47%
PORT RICKABY	20,666,250	0.73%	20,666,250	0.00%	20,426,250	-1.16%
PORT VICTORIA	146,890,500	0.12%	149,860,500	2.02%	148,529,500	-0.89%
PORT VINCENT	207,346,708	1.55%	207,683,708	0.16%	203,238,708	-2.14%
SHEOAK FLAT	12,984,000	0.00%	13,106,000	0.94%	12,734,000	-2.84%
BLACK POINT	152,214,600	0.55%	153,127,600	0.60%	160,101,600	4.55%
JAMES WELL	48,230,000	-3.42%	48,561,000	0.69%	46,890,000	-3.44%
PINE POINT	47,019,600	0.04%	47,202,600	0.39%	47,199,600	-0.01%
ROGUES POINT	30,300,000	-3.43%	30,535,000	0.78%	29,580,000	-3.13%
URANIA	814,200	0.00%	814,200	0.00%	814,200	0.00%
HD CURRAMULKA	149,731,100	0.05%	156,375,900	4.44%	163,460,400	4.53%
HD KOOLY WURTIE	85,794,160	0.00%	90,252,200	5.20%	94,862,675	5.11%
HD MINLA COWIE	109,804,000	-0.01%	115,326,500	5.03%	120,134,500	4.17%
HD MULGOOWURTIE	209,151,500	0.08%	217,921,000	4.19%	218,046,000	0.06%
HD RAMSAY	81,134,950	0.15%	85,069,050	4.85%	89,249,093	4.91%
HD WAURAL TEE	225,182,200	-1.37%	234,866,200	4.30%	235,068,200	0.09%
COOBOWIE	74,226,000	1.71%	75,068,000	1.13%	73,991,000	-1.43%
EDITHBURGH	139,991,000	1.69%	141,587,000	1.14%	138,732,000	-2.02%
STANSBURY	176,338,275	1.46%	178,918,275	1.46%	176,793,775	-1.19%
WOOL BAY	38,456,000	0.33%	38,696,000	0.62%	38,166,000	-1.37%
YORKETOWN	92,091,692	-1.04%	92,585,392	0.54%	93,372,592	0.85%
OAKLANDS	1,331,400	-5.27%	1,331,600	0.02%	1,332,900	0.10%
PORT MOOROWIE	35,783,250	-1.65%	36,408,700	1.75%	36,049,204	-0.99%
SULTANA POINT	31,335,000	-6.41%	31,580,000	0.78%	30,257,000	-4.19%
HD DALRYMPLE	89,272,100	0.36%	93,470,600	4.70%	97,592,100	4.41%
HD MELVILLE	112,474,678	0.22%	117,372,178	4.35%	121,176,910	3.24%
HD MOOROWIE	46,693,450	0.01%	48,846,200	4.61%	50,932,196	4.27%
CORNY POINT	55,622,000	1.93%	55,880,000	0.46%	54,829,000	-1.88%
MARION BAY	101,703,000	-0.03%	97,988,000	-3.65%	94,214,000	-3.85%
POINT TURTON	133,988,000	1.93%	135,563,000	1.18%	134,557,000	-0.74%
THE PINES	39,639,000	0.29%	39,741,000	0.26%	38,623,000	-2.81%
WAROOKA	25,816,050	1.95%	26,094,050	1.08%	26,447,050	1.35%
COUCH'S BEACH	7,435,000	0.03%	7,444,000	0.12%	7,279,000	-2.22%
FOUL BAY	13,076,000	0.93%	13,206,000	0.99%	12,911,000	-2.23%
INNES NATIONAL PARK	4,327,000	-0.35%	4,327,000	0.00%	4,307,000	-0.46%
THE DRAIN/POINT SOUTTAR	54,534,700	0.75%	54,889,700	0.65%	52,936,000	-3.56%
HD CARRIBIE	38,690,000	-0.05%	40,235,800	4.00%	41,288,000	2.62%
HD COONARIE	28,109,100	-0.21%	28,903,600	2.83%	30,229,600	4.59%
HD PARA WURLIE	76,354,800	0.21%	79,958,400	4.72%	83,137,800	3.98%
HD WARREN BEN	18,563,000	-1.33%	19,048,000	2.61%	20,127,000	5.66%
PORT VINCENT MARINA	34,407,000	-1.20%	34,630,000	0.65%	35,228,000	1.73%
	5,253,303,965	0.18%	5,391,427,202	2.63%	5,406,713,152	0.28%
KALKABURY NON RATEABLE	44,214,167	0.71%	45,966,170	3.96%	46,364,470	0.87%
GUM FLAT NON RATEABLE	49,815,903	0.57%	50,090,063	0.55%	50,268,745	0.36%
INNES/P. VALE NON RATEABLE	70,392,345	0.81%	70,936,385	0.77%	70,841,233	-0.13%
TOTAL	5,417,726,380	0.20%	5,558,419,820	2.60%	5,574,187,600	0.28%

AVERAGE VALUATION CHANGES

ATTACHMENT 3

		2014/2015				2015/2016				2016/2017			
		VALUATION	ASSESS.	AVE.	CHANGE	VALUATION	ASSESS.	AVE.	CHANGE	VALUATION	ASSESS.	AVE.	CHANGE
Residential	CYP	904,848,258	3,318	272,709	-0.28%	917,076,399	3,335	274,985	0.83%	914,214,134	3,355	272,493	-0.91%
	Minlaton	509,741,128	1,859	274,202	0.43%	517,685,128	1,876	275,952	0.64%	513,530,713	1,886	272,286	-1.33%
	Yorke town	528,928,898	2,035	259,916	-0.18%	537,607,806	2,051	262,120	0.85%	532,264,065	2,058	258,632	-1.33%
	Warooka	395,048,864	1,421	278,008	0.71%	395,975,164	1,427	277,488	-0.19%	390,997,364	1,442	271,149	-2.28%
		2,338,567,148	8,633	270,887	0.06%	2,368,344,497	8,689	272,568	0.62%	2,351,006,276	8,741	268,963	-1.32%
Commercial	CYP	58,816,969	158	372,259	1.84%	59,358,375	158	375,686	0.92%	59,553,717	157	379,323	0.97%
	Minlaton	23,825,296	121	196,903	-1.18%	24,122,409	124	194,536	-1.20%	24,799,493	125	198,396	1.98%
	Yorke town	46,154,677	123	375,241	0.55%	46,656,554	127	367,374	-2.10%	46,132,917	125	369,063	0.46%
	Warooka	7,938,456	44	180,419	0.92%	8,231,686	47	175,142	-2.92%	8,753,546	49	178,644	2.00%
		136,735,398	446	306,582	0.68%	138,369,024	456	303,441	-1.02%	139,239,673	456	305,350	0.63%
Industrial	CYP	9,401,406	25	376,056	0.00%	9,266,406	24	386,100	2.67%	9,581,306	25	383,252	-0.74%
	Minlaton	6,435,970	16	402,248	84.50%	6,435,970	16	402,248	0.00%	6,415,670	16	400,979	-0.32%
	Yorke town	2,985,000	17	175,588	-1.00%	2,915,000	17	171,471	-2.35%	2,945,000	17	173,235	1.03%
	Warooka	882,000	6	147,000	0.00%	882,000	6	147,000	0.00%	787,000	5	157,400	7.07%
		19,704,376	64	307,881	16.75%	19,499,376	63	309,514	0.53%	19,728,976	63	313,158	1.18%
Primary Prod.	CYP	1,783,562,900	1,249	1,427,993	-0.94%	1,860,956,450	1,259	1,478,123	3.51%	1,864,065,918	1,263	1,475,903	-0.15%
	Minlaton	375,726,623	609	616,957	-0.28%	394,066,150	612	643,899	4.37%	413,777,599	616	671,717	4.32%
	Yorke town	207,579,635	559	371,341	0.13%	217,797,700	561	388,231	4.55%	228,102,390	561	406,600	4.73%
	Warooka	133,174,030	335	397,534	-0.34%	139,495,200	337	413,932	4.12%	145,792,040	340	428,800	3.59%
		2,500,043,188	2,752	908,446	-0.58%	2,612,315,500	2,769	943,415	3.85%	2,651,737,947	2,780	953,863	1.11%
Vacant Land	CYP	92,554,590	544	170,137	-2.06%	92,889,590	543	171,067	0.55%	91,948,340	535	171,866	0.47%
	Minlaton	41,537,620	291	142,741	-1.08%	39,773,120	282	141,039	-1.19%	38,362,120	281	136,520	-3.20%
	Yorke town	46,671,925	418	111,655	-3.13%	45,184,175	411	109,937	-1.54%	43,246,851	409	105,738	-3.82%
	Warooka	45,243,600	391	115,713	-3.72%	43,689,600	383	114,072	-1.42%	39,800,500	374	106,418	-6.71%
		226,007,735	1,644	137,474	-2.32%	221,536,485	1,619	136,835	-0.46%	213,357,811	1,599	133,432	-2.49%
Other	CYP	5,464,830	50	109,297	-2.57%	5,441,830	49	111,058	1.61%	5,994,135	52	115,272	3.79%
	Minlaton	5,537,880	25	221,515	142.05%	5,212,880	23	226,647	2.32%	5,188,880	23	225,603	-0.46%
	Yorke town	5,672,710	27	210,100	-1.80%	5,702,710	26	219,335	4.40%	5,704,454	26	219,402	0.03%
	Warooka	15,570,700	111	140,277	0.51%	15,004,900	110	136,408	-2.76%	14,755,000	110	134,136	-1.67%
		32,246,120	213	151,390	21.22%	31,362,320	208	150,780	-0.40%	31,642,469	211	149,964	-0.54%
Sub-total		5,253,303,965	13,752	382,003	0.41%	5,391,427,202	13,804	390,570	2.24%	5,406,713,152	13,850	390,376	-0.05%
Non Rateable		164,422,415	1,158	141,988	0.62%	166,992,618	1,168	142,973	0.69%	167,474,448	1,169	143,263	0.20%
Total		5,417,726,380	14,910	363,362	0.40%	5,558,419,820	14,972	371,254	2.17%	5,574,187,600	15,019	371,142	-0.03%

COMPARISON OF RATING MODELS FOR 2016/17 - OPTIONS 1, 2 AND 3

OPTION 1 - Fixed Charge \$400

RATING CATEGORY	2015/16					2016/17					VARIANCES (2016/17 to 2015/16)		
	Income from Rate in \$	# Fixed Charges	Rates from Fixed Charges	Total Rates Income (A)	% of Rates Income (Rate Burden) ('C)	Income from Rate in \$	# Fixed Charges	Rates from Fixed Charges	Total Rates Income (B)	% of Rates Income (Rate Burden) (D)	Increase in Total Rates (B - A)	Shift in Rate Burden (D - C)	Average Increase in Rates
Residential	\$ 5,385,615	8,589	\$ 3,435,600	\$ 8,821,215	57.2%	\$ 5,771,720	8,616	\$ 3,446,400	\$ 9,218,120	56.8%	\$ 396,905	-0.5%	5.1%
Commercial	\$ 314,651	402	\$ 160,800	\$ 475,451	3.1%	\$ 341,833	405	\$ 162,000	\$ 503,833	3.1%	\$ 28,382	0.0%	6.4%
Industrial	\$ 44,341	53	\$ 21,200	\$ 65,541	0.4%	\$ 48,434	52	\$ 20,800	\$ 69,234	0.4%	\$ 3,693	0.0%	7.6%
Primary Production	\$ 4,412,200	1,104	\$ 441,600	\$ 4,853,800	31.5%	\$ 4,773,128	1,108	\$ 443,200	\$ 5,216,328	32.1%	\$ 362,528	0.6%	6.2%
Vacant Land	\$ 503,773	1,360	\$ 544,000	\$ 1,047,773	6.8%	\$ 523,793	1,373	\$ 549,200	\$ 1,072,993	6.6%	\$ 25,220	-0.2%	3.3%
Other	\$ 71,317	187	\$ 74,800	\$ 146,117	0.9%	\$ 77,628	189	\$ 75,600	\$ 153,228	0.9%	\$ 7,111	0.0%	4.1%
Total	\$ 10,731,897	11,695	\$ 4,678,000	\$ 15,409,897	100%	\$ 11,536,536	11,743	\$ 4,697,200	\$ 16,233,736	100%	\$ 823,839		

OPTION 2 - Fixed Charge \$405

RATING CATEGORY	2015/16					2016/17					VARIANCES (2016/17 to 2015/16)		
	Income from Rate in \$	# Fixed Charges	Rates from Fixed Charges	Total Rates Income (A)	% of Rates Income (Rate Burden) ('C)	Income from Rate in \$	# Fixed Charges	Rates from Fixed Charges	Total Rates Income (B)	% of Rates Income (Rate Burden) (D)	Increase in Total Rates (B - A)	Shift in Rate Burden (D - C)	Average Increase in Rates
Residential	\$ 5,385,615	8,589	\$ 3,435,600	\$ 8,821,215	57.2%	\$ 5,783,475	8,616	\$ 3,489,480	\$ 9,272,955	57.1%	\$ 451,740	-0.1%	5.0%
Commercial	\$ 314,651	402	\$ 160,800	\$ 475,451	3.1%	\$ 342,529	405	\$ 164,025	\$ 506,554	3.1%	\$ 31,103	0.0%	6.2%
Industrial	\$ 44,341	53	\$ 21,200	\$ 65,541	0.4%	\$ 48,533	52	\$ 21,060	\$ 69,593	0.4%	\$ 4,052	0.0%	7.4%
Primary Production	\$ 4,412,200	1,104	\$ 441,600	\$ 4,853,800	31.5%	\$ 4,701,531	1,108	\$ 448,740	\$ 5,150,271	31.7%	\$ 296,471	0.2%	6.2%
Vacant Land	\$ 503,773	1,360	\$ 544,000	\$ 1,047,773	6.8%	\$ 524,860	1,373	\$ 556,065	\$ 1,080,925	6.7%	\$ 33,152	-0.1%	4.0%
Other	\$ 71,317	187	\$ 74,800	\$ 146,117	0.9%	\$ 77,840	189	\$ 76,545	\$ 154,385	1.0%	\$ 8,268	0.0%	4.7%
Total	\$ 10,731,897	11,695	\$ 4,678,000	\$ 15,409,897	100%	\$ 11,478,768	11,743	\$ 4,755,915	\$ 16,234,683	100%	\$ 824,786		

OPTION 3 - Fixed Charge \$410

RATING CATEGORY	2015/16					2016/17					VARIANCES (2016/17 to 2015/16)		
	Income from Rate in \$	# Fixed Charges	Rates from Fixed Charges	Total Rates Income (A)	% of Rates Income (Rate Burden) ('C)	Income from Rate in \$	# Fixed Charges	Rates from Fixed Charges	Total Rates Income (B)	% of Rates Income (Rate Burden) (D)	Increase in Total Rates (B - A)	Shift in Rate Burden (D - C)	Average Increase in Rates
Residential	\$ 5,385,615	8,589	\$ 3,435,600	\$ 8,821,215	57.2%	\$ 5,736,455	8,616	\$ 3,532,560	\$ 9,269,015	57.1%	\$ 447,800	-0.1%	5.3%
Commercial	\$ 314,651	402	\$ 160,800	\$ 475,451	3.1%	\$ 339,744	405	\$ 166,050	\$ 505,794	3.1%	\$ 30,343	0.0%	6.5%
Industrial	\$ 44,341	53	\$ 21,200	\$ 65,541	0.4%	\$ 48,138	52	\$ 21,320	\$ 69,458	0.4%	\$ 3,917	0.0%	7.6%
Primary Production	\$ 4,412,200	1,104	\$ 441,600	\$ 4,853,800	31.5%	\$ 4,696,227	1,108	\$ 454,280	\$ 5,150,507	31.7%	\$ 296,707	0.2%	5.4%
Vacant Land	\$ 503,773	1,360	\$ 544,000	\$ 1,047,773	6.8%	\$ 520,593	1,373	\$ 562,930	\$ 1,083,523	6.7%	\$ 35,750	-0.1%	4.9%
Other	\$ 71,317	187	\$ 74,800	\$ 146,117	0.9%	\$ 77,207	189	\$ 77,490	\$ 154,697	1.0%	\$ 8,580	0.0%	5.5%
Total	\$ 10,731,897	11,695	\$ 4,678,000	\$ 15,409,897	100%	\$ 11,418,364	11,743	\$ 4,814,630	\$ 16,232,994	100%	\$ 823,097		

AVERAGE RATES (Rates Modelling) – OPTION 1

ATTACHMENT 5

Land Use	Area	2014/2015				2015/2016				2016/2017			
		Assess.	Ave. Rates	Diff. (\$)	Diff. (%)	Assess.	Ave. Rates	Diff. (\$)	Diff. (%)	Assess.	Ave. Rates	Diff. (\$)	Diff. (%)
Residential	CYP	3,318	\$975.14	53.63	5.82%	3,335	\$ 1,025.32	50.17	5.15%	3,355	\$ 1,074.42	49.10	5.04%
	Minlaton	1,859	\$978.29	57.63	6.26%	1,876	\$ 1,027.51	49.22	5.03%	1,886	\$ 1,073.91	46.39	4.74%
	Yorke town	2,035	\$948.16	51.60	5.76%	2,051	\$ 996.06	47.90	5.05%	2,058	\$ 1,040.11	44.05	4.65%
	Warooka	1,421	\$986.32	59.91	6.47%	1,427	\$ 1,031.01	44.69	4.53%	1,442	\$ 1,071.09	40.09	4.06%
		8,633	\$971.30	55.04	6.01%	8,689	\$ 1,019.82	48.52	5.00%	8,741	\$ 1,065.68	45.86	4.72%
Commercial	CYP	158	\$1,185.09	88.02	8.02%	158	\$ 1,254.31	69.21	5.84%	157	\$ 1,338.82	84.51	7.13%
	Minlaton	121	\$815.27	35.30	4.53%	124	\$ 842.37	27.10	3.32%	125	\$ 891.03	48.66	5.97%
	Yorke town	123	\$1,191.38	79.73	7.17%	127	\$ 1,235.41	44.03	3.70%	125	\$ 1,313.43	78.02	6.55%
	Warooka	44	\$780.50	39.58	5.34%	47	\$ 798.27	17.77	2.28%	49	\$ 842.14	43.87	5.62%
		446	\$1,046.58	65.87	6.72%	456	\$ 1,090.02	43.44	4.15%	456	\$ 1,155.74	65.72	6.28%
Industrial	CYP	25	\$1,193.10	75.96	6.80%	24	\$ 1,277.99	84.89	7.12%	25	\$ 1,348.55	70.56	5.91%
	Minlaton	16	\$1,248.34	432.58	53.03%	16	\$ 1,314.71	66.37	5.32%	16	\$ 1,392.42	77.71	6.23%
	Yorke town	17	\$770.32	32.10	4.35%	17	\$ 789.92	19.61	2.55%	17	\$ 828.76	38.83	5.04%
	Warooka	6	\$710.02	29.69	4.36%	6	\$ 734.28	24.26	3.42%	5	\$ 789.57	55.29	7.79%
		64	\$1,049.32	146.41	16.21%	63	\$ 1,103.83	54.51	5.20%	63	\$ 1,175.07	71.23	6.79%
Primary Production	CYP	1,249	\$2,482.78	190.02	8.29%	1,259	\$ 2,656.55	173.77	7.00%	1,263	\$ 2,787.11	130.56	5.26%
	Minlaton	609	\$1,168.09	88.11	8.16%	612	\$ 1,247.55	79.46	6.80%	616	\$ 1,355.66	108.11	9.26%
	Yorke town	559	\$769.94	55.30	7.74%	561	\$ 815.72	45.78	5.95%	561	\$ 883.75	68.02	8.84%
	Warooka	335	\$812.40	56.42	7.46%	337	\$ 859.13	46.73	5.75%	340	\$ 923.26	64.13	7.89%
		2,752	\$1,640.59	125.78	8.30%	2,769	\$ 1,753.43	112.84	6.88%	2,780	\$ 1,857.88	104.45	6.37%
Vacant Land	CYP	544	\$758.82	27.54	3.77%	543	\$ 789.01	30.19	3.98%	535	\$ 825.37	36.36	4.79%
	Minlaton	291	\$701.04	25.86	3.83%	282	\$ 720.72	19.68	2.81%	281	\$ 737.89	17.16	2.45%
	Yorke town	418	\$635.48	15.68	2.53%	411	\$ 650.00	14.52	2.28%	409	\$ 661.70	11.70	1.84%
	Warooka	391	\$644.04	14.86	2.36%	383	\$ 659.40	15.36	2.39%	374	\$ 663.39	3.99	0.62%
		1,644	\$689.93	21.54	3.22%	1,619	\$ 711.16	21.23	3.08%	1,599	\$ 730.24	19.08	2.77%
Other	CYP	50	\$630.51	16.58	2.70%	49	\$ 652.55	22.04	3.50%	52	\$ 685.30	32.75	5.19%
	Minlaton	25	\$867.18	292.65	50.94%	23	\$ 915.40	48.22	5.56%	23	\$ 958.37	42.97	4.96%
	Yorke town	27	\$843.10	35.10	4.34%	26	\$ 898.77	55.67	6.60%	26	\$ 943.02	44.25	5.25%
	Warooka	111	\$695.84	29.69	4.46%	110	\$ 710.19	14.35	2.06%	110	\$ 731.99	21.80	3.13%
		213	\$719.28	81.12	12.71%	208	\$ 742.87	23.59	3.28%	211	\$ 771.16	28.29	3.93%

AVERAGE RATES (Rates Modelling) – OPTION 2

ATTACHMENT 6

Land Use	Area	2014/2015				2015/2016				2016/2017			
		Assess.	Ave. Rates	Diff. (\$)	Diff. (%)	Assess.	Ave. Rates	Diff. (\$)	Diff. (%)	Assess.	Ave. Rates	Diff. (\$)	Diff. (%)
Residential	CYP	3,318	\$975.14	53.63	5.82%	3,335	\$ 1,025.32	50.17	5.15%	3,355	\$ 1,075.33	50.02	5.13%
	Minlaton	1,859	\$978.29	57.63	6.26%	1,876	\$ 1,027.51	49.22	5.03%	1,886	\$ 1,074.82	47.31	4.84%
	Yorke town	2,035	\$948.16	51.60	5.76%	2,051	\$ 996.06	47.90	5.05%	2,058	\$ 1,041.23	45.17	4.76%
	Warooka	1,421	\$986.32	59.91	6.47%	1,427	\$ 1,031.01	44.69	4.53%	1,442	\$ 1,072.03	41.02	4.16%
		8,633	\$971.30	55.04	6.01%	8,689	\$ 1,019.82	48.52	5.00%	8,741	\$ 1,066.65	46.83	4.82%
Commercial	CYP	158	\$1,185.09	88.02	8.02%	158	\$ 1,254.31	69.21	5.84%	157	\$ 1,338.13	83.82	7.07%
	Minlaton	121	\$815.27	35.30	4.53%	124	\$ 842.37	27.10	3.32%	125	\$ 893.05	50.68	6.22%
	Yorke town	123	\$1,191.38	79.73	7.17%	127	\$ 1,235.41	44.03	3.70%	125	\$ 1,312.90	77.49	6.50%
	Warooka	44	\$780.50	39.58	5.34%	47	\$ 798.27	17.77	2.28%	49	\$ 844.46	46.19	5.92%
		446	\$1,046.58	65.87	6.72%	456	\$ 1,090.02	43.44	4.15%	456	\$ 1,156.16	66.14	6.32%
Industrial	CYP	25	\$1,193.10	75.96	6.80%	24	\$ 1,277.99	84.89	7.12%	25	\$ 1,347.80	69.81	5.85%
	Minlaton	16	\$1,248.34	432.58	53.03%	16	\$ 1,314.71	66.37	5.32%	16	\$ 1,391.41	76.70	6.14%
	Yorke town	17	\$770.32	32.10	4.35%	17	\$ 789.92	19.61	2.55%	17	\$ 831.16	41.23	5.35%
	Warooka	6	\$710.02	29.69	4.36%	6	\$ 734.28	24.26	3.42%	5	\$ 792.20	57.93	8.16%
		64	\$1,049.32	146.41	16.21%	63	\$ 1,103.83	54.51	5.20%	63	\$ 1,175.37	71.53	6.82%
Primary Production	CYP	1,249	\$2,482.78	190.02	8.29%	1,259	\$ 2,656.55	173.77	7.00%	1,263	\$ 2,778.78	122.23	4.92%
	Minlaton	609	\$1,168.09	88.11	8.16%	612	\$ 1,247.55	79.46	6.80%	616	\$ 1,352.95	105.41	9.02%
	Yorke town	559	\$769.94	55.30	7.74%	561	\$ 815.72	45.78	5.95%	561	\$ 882.90	67.18	8.73%
	Warooka	335	\$812.40	56.42	7.46%	337	\$ 859.13	46.73	5.75%	340	\$ 922.26	63.13	7.77%
		2,752	\$1,640.59	125.78	8.30%	2,769	\$ 1,753.43	112.84	6.88%	2,780	\$ 1,853.20	99.77	6.08%
Vacant Land	CYP	544	\$758.82	27.54	3.77%	543	\$ 789.01	30.19	3.98%	535	\$ 827.79	38.78	5.11%
	Minlaton	291	\$701.04	25.86	3.83%	282	\$ 720.72	19.68	2.81%	281	\$ 740.84	20.12	2.87%
	Yorke town	418	\$635.48	15.68	2.53%	411	\$ 650.00	14.52	2.28%	409	\$ 665.12	15.12	2.38%
	Warooka	391	\$644.04	14.86	2.36%	383	\$ 659.40	15.36	2.39%	374	\$ 666.79	7.39	1.15%
		1,644	\$689.93	21.54	3.22%	1,619	\$ 711.16	21.23	3.08%	1,599	\$ 733.24	22.08	3.20%
Other	CYP	50	\$630.51	16.58	2.70%	49	\$ 652.55	22.04	3.50%	52	\$ 688.57	36.02	5.71%
	Minlaton	25	\$867.18	292.65	50.94%	23	\$ 915.40	48.22	5.56%	23	\$ 959.98	44.59	5.14%
	Yorke town	27	\$843.10	35.10	4.34%	26	\$ 898.77	55.67	6.60%	26	\$ 944.73	45.96	5.45%
	Warooka	111	\$695.84	29.69	4.46%	110	\$ 710.19	14.35	2.06%	110	\$ 734.98	24.78	3.56%
		213	\$719.28	81.12	12.71%	208	\$ 742.87	23.59	3.28%	211	\$ 773.91	31.04	4.32%

AVERAGE RATES (Rates Modelling) – OPTION 3

ATTACHMENT 7

Land Use	Area	2014/2015				2015/2016				2016/2017			
		Assess.	Ave. Rates	Diff. (\$)	Diff. (%)	Assess.	Ave. Rates	Diff. (\$)	Diff. (%)	Assess.	Ave. Rates	Diff. (\$)	Diff. (%)
Residential	CYP	3,318	\$975.14	53.63	5.82%	3,335	\$ 1,025.32	50.17	5.15%	3,355	\$ 1,074.88	49.57	5.08%
	Minlaton	1,859	\$978.29	57.63	6.26%	1,876	\$ 1,027.51	49.22	5.03%	1,886	\$ 1,074.38	46.86	4.79%
	Yorke town	2,035	\$948.16	51.60	5.76%	2,051	\$ 996.06	47.90	5.05%	2,058	\$ 1,041.06	45.00	4.75%
	Warooka	1,421	\$986.32	59.91	6.47%	1,427	\$ 1,031.01	44.69	4.53%	1,442	\$ 1,071.60	40.60	4.12%
		8,633	\$971.30	55.04	6.01%	8,689	\$ 1,019.82	48.52	5.00%	8,741	\$ 1,066.27	46.45	4.78%
Commercial	CYP	158	\$1,185.09	88.02	8.02%	158	\$ 1,254.31	69.21	5.84%	157	\$ 1,335.55	81.24	6.86%
	Minlaton	121	\$815.27	35.30	4.53%	124	\$ 842.37	27.10	3.32%	125	\$ 894.09	51.71	6.34%
	Yorke town	123	\$1,191.38	79.73	7.17%	127	\$ 1,235.41	44.03	3.70%	125	\$ 1,310.51	75.11	6.30%
	Warooka	44	\$780.50	39.58	5.34%	47	\$ 798.27	17.77	2.28%	49	\$ 845.89	47.62	6.10%
		446	\$1,046.58	65.87	6.72%	456	\$ 1,090.02	43.44	4.15%	456	\$ 1,155.05	65.03	6.21%
Industrial	CYP	25	\$1,193.10	75.96	6.80%	24	\$ 1,277.99	84.89	7.12%	25	\$ 1,345.14	67.14	5.63%
	Minlaton	16	\$1,248.34	432.58	53.03%	16	\$ 1,314.71	66.37	5.32%	16	\$ 1,388.39	73.68	5.90%
	Yorke town	17	\$770.32	32.10	4.35%	17	\$ 789.92	19.61	2.55%	17	\$ 832.69	42.77	5.55%
	Warooka	6	\$710.02	29.69	4.36%	6	\$ 734.28	24.26	3.42%	5	\$ 794.06	59.78	8.42%
		64	\$1,049.32	146.41	16.21%	63	\$ 1,103.83	54.51	5.20%	63	\$ 1,174.11	70.27	6.70%
Primary Production	CYP	1,249	\$2,482.78	190.02	8.29%	1,259	\$ 2,656.55	173.77	7.00%	1,263	\$ 2,777.82	121.28	4.88%
	Minlaton	609	\$1,168.09	88.11	8.16%	612	\$ 1,247.55	79.46	6.80%	616	\$ 1,353.61	106.07	9.08%
	Yorke town	559	\$769.94	55.30	7.74%	561	\$ 815.72	45.78	5.95%	561	\$ 884.09	68.37	8.88%
	Warooka	335	\$812.40	56.42	7.46%	337	\$ 859.13	46.73	5.75%	340	\$ 923.41	64.27	7.91%
		2,752	\$1,640.59	125.78	8.30%	2,769	\$ 1,753.43	112.84	6.88%	2,780	\$ 1,853.29	99.86	6.09%
Vacant Land	CYP	544	\$758.82	27.54	3.77%	543	\$ 789.01	30.19	3.98%	535	\$ 829.35	40.35	5.32%
	Minlaton	291	\$701.04	25.86	3.83%	282	\$ 720.72	19.68	2.81%	281	\$ 743.11	22.39	3.19%
	Yorke town	418	\$635.48	15.68	2.53%	411	\$ 650.00	14.52	2.28%	409	\$ 668.00	18.00	2.83%
	Warooka	391	\$644.04	14.86	2.36%	383	\$ 659.40	15.36	2.39%	374	\$ 669.66	10.26	1.59%
		1,644	\$689.93	21.54	3.22%	1,619	\$ 711.16	21.23	3.08%	1,599	\$ 735.57	24.41	3.54%
Other	CYP	50	\$630.51	16.58	2.70%	49	\$ 652.55	22.04	3.50%	52	\$ 691.26	38.72	6.14%
	Minlaton	25	\$867.18	292.65	50.94%	23	\$ 915.40	48.22	5.56%	23	\$ 960.47	45.08	5.20%
	Yorke town	27	\$843.10	35.10	4.34%	26	\$ 898.77	55.67	6.60%	26	\$ 945.34	46.57	5.52%
	Warooka	111	\$695.84	29.69	4.46%	110	\$ 710.19	14.35	2.06%	110	\$ 737.29	27.10	3.89%
		213	\$719.28	81.12	12.71%	208	\$ 742.87	23.59	3.28%	211	\$ 775.91	33.04	4.59%

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

4. STANSBURY GOLF CLUB INC. - REQUEST FOR WATER ALLOWANCE

(File Ref: 9.24.1.1)

PURPOSE

For Council to consider a request for an ongoing water allowance from the Stansbury Golf Club, to cover a portion of the costs of watering of the course.

RECOMMENDATION A

That Council make an ongoing annual contribution of \$..... to the Stansbury Golf Club towards the cost of watering the course;

or

RECOMMENDATION B

That Council do not make an ongoing contribution to the Stansbury Golf Club towards the cost of watering the course.

LINK TO STRATEGIC PLAN

Key Theme: Community Engagement
Strategic Goal/s: 1. Vitality and Connection
1.1 Develop and facilitate ongoing partnerships and relationships with Progress Associations, Tidy Towns and other key community groups.

BACKGROUND

The Stansbury Golf Club is located across two parcels of land, one of which is Council owned and leased to the Stansbury Golf Club and the other is owned by the Stansbury Sports and Community Club whom already receive a \$5,500 water allocation for the Stansbury oval complex. The lease between Council and the Stansbury Golf Club states that responsibility for all utilities expenditure lies with the lessee.

If Council approves the yearly allocation, the process would result in Council having to take responsibility for payment of all water bills for the facility and then on charge any component of the bill which is over the yearly allocation as is currently the process for all other facilities that are granted a yearly allocation by Council.

DISCUSSION

The water allocations offered to community groups have in the past been used for community ovals and the following criteria was taken into consideration in determining allocations.

In the report considered by Council at its meeting on 27 April 2011, the following rationale was used in making the allocations listed in that report:-

- Ovals which are used for both winter and summer organised sport receive a higher allocation.
- Curramulka and Arthurlton ovals do not rely on SA Water and as such have a lower allocation with this water allocation able to be used to contribute towards the operating costs of running their own water systems.
- Ovals which have no organised sport played on them and are in a town receive a smaller allowance.
- The Minlaton oval has access to a limited supply of stormwater.
- Sunbury is paid \$600 per year due to cricket being played on their oval.
- Water charges have been increasing and are likely to increase in future years.

Currently the following community groups have approved annual water allocations (GST Exempt):-

- Ardrossan Football Club for Ardrossan Oval - \$5,500
- Central Yorke Football Club for Maitland Oval - \$5,500
- Arthurlton War Memorial Sports Club for Arthurlton Oval - \$1,000
- Price Progress Association for Price Oval - \$600
- Port Victoria Progress Association for Port Victoria Oval - \$600
- Western United (SYP) Sports Club for Warooka Oval - \$5,500
- Yorketown RSL & Sports Club for Yorketown Oval - \$5,500
- Stansbury Sports & Community Club for Stansbury Oval - \$5,500
- Edithburgh Football Club & Sports Association for Edithburgh Oval - \$5,500
- Minlaton Oval Maintenance Committee for Minlaton Oval - \$4,000
- Curramulka Community Club for Curramulka Oval - \$1,000

No golf courses in the Council district receive a cash water allocation however storm water and recycled water is made available to Golf Clubs in townships where it is available. Usage rules and fees for these instances are currently under discussion by Council.

COMMUNITY ENGAGEMENT PLAN

Level 1 – Inform by letter of response.

CONSULTATION PROCESS

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

- Director Corporate and Community Services
- Manager Financial Services
- Financial Accountant

In preparing this report, the following External Parties were consulted:-

- Stansbury Golf Club

POLICY IMPLICATIONS

Council does not currently have an overarching Water Allocations Policy.

BUDGET AND RESOURCE IMPLICATIONS

Currently water bills for the community groups granted allowances are paid by Council and amounts in excess of annual allowances are on-charged to the community groups.

Administratively, if an allowance were approved for the Stansbury Golf Club the current water account would need to be transferred in to Council's name and invoices issued for amounts used in excess of the allowance on a quarterly basis.

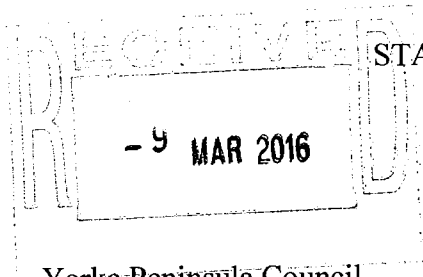
Any allowance granted by Council for this request is not included in the 2015/16 or 2016/17 budgets.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

A low risk exists that amounts outstanding may not be paid on time or at all.

ATTACHMENTS

Attachment 1: Letter from Stansbury Golf Club.



STANSBURY GOLF CLUB INC
PO BOX 114
STANSBURY SA 5582

Yorke Peninsula Council
PO Box 57
Maitland SA 5573

4th March 2016

Attention: Chloe Brown

Item Number
1893-2016-3
GDS Number
7-31-3-2
Distribution

Dear Chloe

Re: Water rate rebate – Stansbury Golf Club

It has been brought to our attention that our golf club may be eligible for some financial assistance from council re our SA Water account.

For your information (to better enable your decision making) I am pleased to furnish the undermentioned details.

A copy of our last paid SA Water account – with Pt Section No and other details.

We have 2 meters? – see account – both on non golf club held land (leased).

Water from these meters is used for care of tee blocks on the golf course.

We would be pleased to advise you of any other details you may require – to consider our request for rate assistance.

Thanking you,

Yours faithfully,

Jan Henery
Secretary.

Account number

54 04698 00 6

Date of Invoice

10 February 2016

TOTAL AMOUNT

\$515.92

Pay by date

4.3.16



046-5582

STANSBURY GOLF CLUB
PO BOX 114
STANSBURY SA 5582



Bill Enquiries

1300 650 950

Service Difficulties & Emergencies (24hrs)

1300 883 121

40A GULF VIEW RD STANSBURY PT SEC 405

Property value: \$280 000 Commercial

See reverse for more information

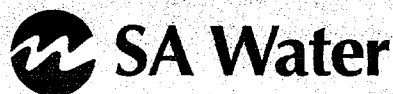
\$

WATER

Quarterly Minimum Charge	<i>January to March</i>	71.60	71.60
Between 08.09.15 and 27.11.15	47.00 kL	47.00 kL at \$ 3.36	157.92
Service rent for more than one service		286.40	286.40

Total GST of this invoice \$0.00

SA Water: Owned by the South Australian Government for the people of South Australia.

SAWGRN 09/15
001322001A

Payment Options

See the reverse for details

Biller Code:
8888

Reference Number

5404698006

Trancode

831

User Code

009915

Commonwealth Bank Ref

000540469800010

Account number

54 04698 00 6

Date paid

/ /

TOTAL AMOUNT

\$515.92

Pay by date

4.3.16

Bill Enquiries

1300 650 950

\$

Please do not mark below this line

<0000051592>

Yorke Peninsula Council
Council Agenda
Wednesday 8th June 2016

<009915>

<000540469800010>

>

Meter readings	<u>Previous</u>		<u>Current</u>		
<i>Meter number</i>	<i>Date</i>	<i>Reading</i>	<i>Date</i>	<i>Reading</i>	<i>Use (kilolitres)</i>
K31001534	8.9.15	179	27.11.15	207	28
K31001533	8.9.15	125	27.11.15	144	19
				total	47

Overdue payment fee

Additional fees may apply for late payment.

Change of property ownership or address

To avoid late payment fees please notify us immediately about a change of property ownership or your new address details.

We do not divide water and sewerage rates and charges between the landlord and purchaser. Please refer any concerns regarding property payment for water use and our charges to your land surveyor.

Concessioner concessions

If you hold an eligible Concession Card or are assessed as being on low income, you may be eligible to claim a remission on water and sewerage rates. Visit Department for Communities and Social Inclusion www.sa.gov.au/concessions or call 1800 307 758 for more information.

Water meters

If a tap on your water meter is not used to control water use on your property, SA Water is unable to accept responsibility for water lost if this malfunction. Please keep your meter free from any obstruction so we can read your meter or complete any maintenance. Your meter tap may be used in an emergency.

Customer Charter

You can find our standard terms and conditions in our Standard Customer Contract and Customer Charter by visiting www.sawater.com.au

Property value

You may object to the valuation referred to in this notice by writing served personally or by post to the Valuer-General within 60 days after the date of service of this notice.

BUT NOTE:

(a) if you have previously received a notice or notices under the Water Industry Act 2012 referring to the valuation and informing you of a 60-day objection period, the objection period is 60 days after service of the first such notice;

(b) you may not object to the valuation if the Valuer-General has already considered an objection by you to that valuation.

The Valuer-General may extend the 60 day objection period where it is shown there is reasonable cause by a person entitled to make an objection to a valuation.

Objections should be sent to the Valuer-General GPO Box 1354 Adelaide SA 5000. Alternatively, you may telephone 1300 653 346 or email: LsgObjections@sa.gov.au

Having trouble paying your bill?

If you are experiencing difficulties in making bill payment, please contact the Customer Service Centre on 1300 650 950 as soon as possible to discuss payment arrangements.

Contact us

- Mail: GPO Box 1751 ADELAIDE SA 5001
- E-mail: customerservice@sawater.com.au
- Internet: www.sawater.com.au

SAWGRN 09/15

BPAY
Telephone and Internet Banking - BPAY®. Call your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More information: www.bpay.com.au

Direct debit

Call us on 1300 650 950 and we'll send you an application form or download the form at www.sawater.com.au to arrange payment from your cheque or savings account (no credit cards).

Paying by phone - 1300 650 870

Call us to make a payment using Visa or Mastercard - 24 hours a day, seven days a week.



Paying online - www.billpay.sawater.com.au

Visit www.billpay.sawater.com.au to make a payment using Visa or Mastercard.



Paying by mail

Detach the payment slip and post it with your cheque or money order to **SA Water GPO Box 4682 MELBOURNE VIC 3001**. Cheque processing has been centralised in Victoria due to banking industry changes.



Paying in person

Present this account and payment to a Commonwealth Bank branch or Australia Post. No credit card payment accepted. You can also pay in person at SA Water House, 250 Victoria Square/Tarntanyangga, Adelaide.

Equipe Details:

Drawer	Bank	Branch	Amount

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

5. WAROOKA PROGRESS ASSOCIATION – COMMUNITY GRANTS EXTENSION

(File Ref: 9.24.1.1)

PURPOSE

A request has been received from the Warooka Progress Association for Council to formally consider an extension in time for the application for funds approved as a Community Grant in 2015/2016.

RECOMMENDATION

That Council formally endorse an extension of the Warooka Progress Association 2015/2016 Community Grant of \$5,000 to 30 June 2017.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.1 Financially Sustainable Organisation

BACKGROUND

Warooka Progress Association are awaiting building approval from Council to erect a Tourist Information Shelter. The project has been held up for various reasons resulting in a delayed application to Council for approval and as such will not be completed by 30 June 2016.

DISCUSSION

The Warooka Progress Association is currently working on erecting a Tourist Information Shelter to help improve and promote the area.

Warooka Progress Association was awarded \$5,000 after applying to Council's Community Grants Scheme for assistance with this project. The grant was endorsed by Council at its September 2015 meeting.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Director Corporate and Community Services
- Director Development Services

In preparing this report, the following External Parties were consulted:

- Warooka Progress Association

POLICY IMPLICATIONS

PO149 Community Grants Policy.

BUDGET AND RESOURCE IMPLICATIONS

The Community Grant awarded to Warooka Progress Association of \$5,000 was provided for in the 2015/2016 Adopted Budget. Given the funds will not be claimed at 30 June 2016, the full amount will be provided for as an accrued liability in the 2015/2016 adopted Financial Statements, should Council approve this extension and will therefore not impact the 2016/2017 budget.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

ATTACHMENTS

Attachment 1: Email request for extension from Warooka Progress.

Rachel Rich

From: Rachel Rich
Sent: Tuesday, 31 May 2016 8:49 AM
To: Rachel Rich
Subject: FW: 2015/2016 Community Grants Scheme

From: Steph Ball [<mailto:steph@buckleysvalley.com.au>]
Sent: Monday, 23 May 2016 12:39 PM
To: Rachel Rich <Rachel.Rich@yorke.sa.gov.au>
Subject: Re: 2015/2016 Community Grants Scheme

Hi Rachel

We have approved the builders' quote for our information board shelter, but he is still waiting on some advice from council and won't have it completed by the end of May. Can we please apply for an extension of the grant application to continue with this project?

Thankyou

Steph Ball

Sec/Treas WPA Inc.

On 29/04/2016, at 12:23 PM, Rachel Rich wrote:

Our ref: 597-2016-0

GDS ref: 7.41.6.4

Good afternoon all,

Please be advised that the acquittals for the 2015/2016 Community Grant Scheme cease on the 31st of May 2016. Please get your required paperwork into Council as soon as possible so your funds may be paid. Keeping in mind you need to have completed your project and provide evidence of it having been paid for.

If you are yet to finalise your project and/or require an extension, please put your request in writing to Council before the 31st of May, to alleviate losing your funding.

If you have any questions, please feel free to give me a call.

Kind regards,

Rachel Rich | Executive Assistant to Director of Corporate & Community Services

Yorke Peninsula Council | Principal Office - Maitland

Ph: [08-8832 0000](tel:08-8832-0000) | F: [08-8853 2494](tel:08-8853-2494)

E: rachel.rich@yorke.sa.gov.au | W: www.yorke.sa.gov.au

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DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

6. MISSION TO SEAFARERS, PORT GILES – COMMUNITY GRANTS EXTENSION

(File Ref: 9.24.1.1)

PURPOSE

A request has been received from the Mission to Seafarers, Port Giles for Council to formally consider an extension in time for the application of funds approved as a Community Grant in 2015/2016.

RECOMMENDATION

That Council formally endorse an extension for the Mission to Seafarers, Port Giles 2015/2016 Community Grant of \$3,090 to 30 June 2017.

LINK TO STRATEGIC PLAN

Key Theme/s: Corporate Governance and Leadership
2. Organisational Efficiency and Resource Management
Strategic Goal/s: 2.1 Financially Sustainable Organisation

BACKGROUND

Mission to Seafarers, Port Giles are installing a rainwater tank to supply water to the centre. Due to illness to key personnel, the project has been delayed and will not be complete by 30 June 2016. As such the group has asked an extension of time to enable them to complete the project.

DISCUSSION

Mission to Seafarers, Port Giles would like to provide rainwater to the centre to help alleviate the rising costs of water supply.

The amount initially requested of \$3,090 was awarded as part of Council's Community Grants Scheme which was endorsed by Council at its September 2015 meeting.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Director Corporate and Community Services

In preparing this report, the following External Parties were consulted:

- Mission to Seafarers, Port Giles

POLICY IMPLICATIONS

PO149 Community Grants Policy.

BUDGET AND RESOURCE IMPLICATIONS

The Community Grant awarded to Mission to Seafarers, Port Giles of \$3,090 was provided for in the 2015/2016 Adopted Budget. Given the funds will not be claimed at 30 June 2016, the full amount will be provided for as an accrued liability in the 2015/2016 adopted Financial Statements, should Council approve this extension and will not impact the 2016/2017 budget.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999

ATTACHMENTS

Attachment 1: Email request for extension from Mission to Seafarers, Port Giles

Rachel Rich

From: Rachel Rich
Sent: Tuesday, 31 May 2016 9:40 AM
To: Rachel Rich
Subject: FW: Re: 2015/2016 Community Grants Scheme

From: June Harrison [mailto:jharrisong@bigpond.com]
Sent: Friday, 27 May 2016 10:50 AM
To: Rachel Rich <Rachel.Rich@yorke.sa.gov.au>
Subject: Fwd: Re: 2015/2016 Community Grants Scheme

On 29/04/2016 12:23 PM, Rachel Rich wrote:

Our ref: 597-2016-0

GDS ref: 7.41.6.4

Good afternoon all,

Please be advised that the acquittals for the 2015/2016 Community Grant Scheme cease on the 31st of May 2016. Please get your required paperwork into Council as soon as possible so your funds may be paid. Keeping in mind you need to have completed your project and provide evidence of it having been paid for.

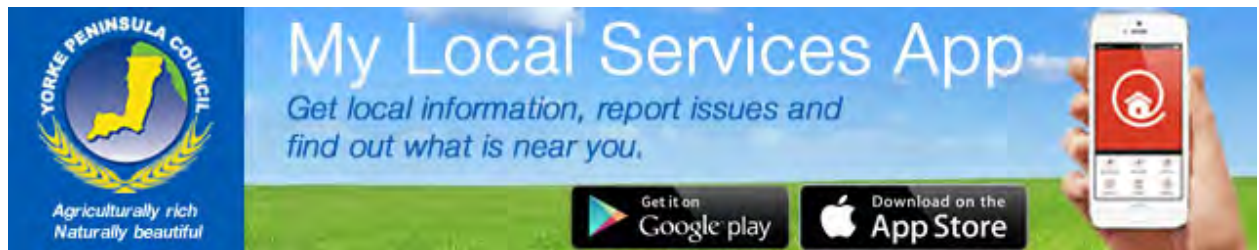
If you are yet to finalise your project and/or require an extension, please put your request in writing to Council before the 31st of May, to alleviate losing your funding.

If you have any questions, please feel free to give me a call.

Kind regards,

Rachel Rich I Executive Assistant to Director of Corporate & Community Services
Yorke Peninsula Council I Principal Office - Maitland
Ph: [08 – 8832 0000](tel:08-88320000) I F: [08-8853 2494](tel:08-88532494)
E: rachel.rich@yorke.sa.gov.au I W: www.yorke.sa.gov.au

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Dear Rachel

The Mission to Seafarers, Port Giles-Edithburgh would like to request an extension until June 30. We have had some illness in the mission and been unable to do the work as planned. The tank has been ordered and once it has been delivered we will be able to complete the work.

We do hope this request is approved.

Most sincerely

June Harrison

Secretary - Mission to Seafarers, Port Giles -Edithburgh

DIRECTOR CORPORATE AND COMMUNITY SERVICES

DA/ITEM 6.2

7. BUSINESS CONTINUITY PLAN

(File Ref: 9.24.1.1)

PURPOSE

To seek endorsement from Council of Council Policy PO027 Business Continuity Policy and the Yorke Peninsula Council Business Continuity Plan 2016 (YPC BCP).

RECOMMENDATION

That Council endorse and adopt PO027 Business Continuity Policy and the Business Continuity Plan 2016 for inclusion in Council's policy manual and on the website.

LINK TO STRATEGIC PLAN

Key Theme/s:	Corporate Governance and Leadership
	2. Organisational Efficiency and Resource Management
Strategic Goal/s:	2.3 Meet all legislative and compliance responsibilities
	2.4 Effective Risk Management

BACKGROUND

PO027 Business Continuity Policy and the YPC BCP 2016 have been developed to ensure an orderly and effective response to any incident that significantly disrupts the business operations of the Yorke Peninsula Council. It is to be used by Council to facilitate continuity of the business and includes recovery of infrastructure in the event of a disaster or pandemic.

DISCUSSION

During the Local Government Association Workers Compensation Scheme external audit in 2012, one of the identified risks to the organisation was the lack of a Business Continuity Plan for Yorke Peninsula Council.

Council staff have recently met on a number of occasions to consider the development of the Policy – PO027 Business Continuity (refer Attachment 1) and the YPC BCP 2016 (refer Attachment 2).

The plan outlines the operational requirements should a business interruption event occur and the document is considered an extension of our risk framework which Council officers are continually reviewing.

Whilst the plan will be used to ensure consideration of what might be required should a business interruption occur, the development of current risk mitigation strategies and associated risk treatments plans are also vitally important and are currently under development to support the plan (Business Continuity Sub Plans).

The BCP identifies the responsibilities of key staff appointed to the Business Recovery Team with particular emphasis on direction setting and effective and timely communication with stakeholders. The Business Continuity Team will co-ordinate all activities in the event of a business interruption event and will constantly report to the CEO as the owner of the policy until such time as normal business activity can resume.

To ensure the BCP is continuously updated and readiness testing undertaken, a two-year programme is being developed.

To demonstrate Councils sustained commitment to the appropriate management of a business interruption event, it is recommended that the PO027 Business Continuity Policy and YPC BCP 2016 be adopted.

COMMUNITY ENGAGEMENT PLAN

Not applicable.

CONSULTATION PROCESS

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

- Members of the Leadership Alliance Group
- all Managers
- Corporate Management Team
- Governance Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

PO091 Risk Management Policy
PR098 Risk Management Procedure
PO005 Emergency Management Policy
PR080 Emergency Management Procedure
Strategic and Operational Risk Management Plan

BUDGET AND RESOURCE IMPLICATIONS

Depending on the nature of the business interruption event there may be unpredictable budget and resource implications which Council would need to consider.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

It is a recommendation of an external audit that Council have appropriate Business Continuity strategies in place.

ATTACHMENTS

Attachment 1: PO027 Business Continuity Policy

Attachment 2: Yorke Peninsula Council Business Continuity Plan 2016



COUNCIL POLICY

Business Continuity

Policy Number:	PO027		
Strategic Plan Objective	Corporate Governance and Leadership 2. Organisational Efficiency and Resource Management 2.3 Meet all legislative and compliance responsibilities 2.4 Effective Risk Management		
Policy Owner:	Director Corporate & Community Services	File Number:	18.75.6.1
Responsible Officer:	Risk Management Officer	Minute Reference:	CMT: 17/05/2016
Date Adopted:		Next Review Date:	

1. POLICY OBJECTIVES

Yorke Peninsula Council aims to minimise the likelihood of business interruption events and outline an appropriate response should such an event occur. The importance of maintaining the uninterrupted availability of key business resources which are necessary to support the essential operations during such an event is critical.

Council is committed to ensuring the safety and wellbeing of its staff and the Community while ensuring restoration of operations as soon as practicable following a business interruption event.

In order to achieve business continuity, Council will:

- Maintain the integrity and continuity of services provided;
- Safeguard the Council's assets, including people, property, environment, information and financial resources;
- Ensure uninterrupted availability of resources so Council can continue to perform the critical business functions that support its objectives; and
- Ensure Council can appropriately deal with disruption and ensure staff understand their individual responsibilities.

2. SCOPE

This Policy applies to all areas of Councils operations.

3. DEFINITIONS

Business Continuity Plan (BCP)	The framework representing the procedures and information developed, compiled and maintained in readiness for use in a business interruption event.
Business interruption event	An event that has an effect on the critical business processes of the entity and inhibits the achievement of its objectives.
Corporate Management Team (CMT)	Consists of the Chief Executive Officer and Directors of Council.
Critical Business Function	A business function or part thereof identified as essential for the survival of the organisation and achievement of its objectives.
Business Continuity Sub Plan (BCSP)	An agreed documented course of action to be taken in the event of business function loss. Plan describes the key actions required under preparation, response and recovery phases.
Critical Objectives	Objectives that must be achieved during a period of disruption.
Emergency Response Plan	The documented planned responses, including operative directions and emergency contacts utilised in response to an emergency such as a flood, fire, natural disaster event etc.

4. POLICY STATEMENT

Yorke Peninsula Council will undertake an impact analysis on all services provided by the business to assist with the development of the BCP, relevant BCSPs, establish the Business Recovery Team and appropriate recovery sites.

In order to manage the plan, Council will:

- Manage business continuity based upon AS/NZS 5050:2010 Business Continuity and other relevant guidelines and standards;
- Update the BCP, Emergency Response Plans and BCSPs annually and/or after an activation scenario or a scheduled testing programme;
- Ensure relevant and appropriate exercising of plans is undertaken at least annually or whenever there are changes to business and/or location of operations;
- Ensure accurate and timely provision of information to staff, the community, business partners, stakeholders and other relevant levels of Government as required;
- Make informed decisions concerning the level of management and costs involved in achieving effective outcomes; and
- Ensure the provision of training and drills to test our Work Health and Safety aspects of the Business Continuity Plan.

5. REVIEW

This Policy will be reviewed when one of the following occur:

- Related legislation/documents are amended or replaced;
- Other circumstances as determined from time to time by a resolution of Council; or
- Periodic review to occur every 2 years from date of adoption.

6. RELATED COUNCIL POLICIES AND DOCUMENTS

Business Continuity Plan
PO091 Risk Management Policy
PR098 Risk Management Procedure
PO005 Emergency Management Policy
PR080 Emergency Management Procedure
Strategic and Operational Risk Management Plan

7. TRAINING

Council is committed to supporting employees in complying with this policy. Training will be provided to relevant personnel in line with the requirements of the Business Continuity Plan requirements.

8. REFERENCES AND LEGISLATION

AS/NZS AS/NZS 5050:2010 Business Continuity
Work Health and Safety Act 2012
Work Health and Safety Regulations 2012

9. COUNCIL DELEGATION

Details of Delegation:	Chief Executive Officer
Delegate:	Nil

10. VERSION HISTORY

Version No	Issue Date	Policy No	Description of Change
1.0		PO027	New Policy

Yorke Peninsula Council Business Continuity Plan 2016

Adopted XXX



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1 INTRODUCTION

1.1 Objectives

The objective of Council's BCP is to provide a mechanism that enables the Council and its Officers to:

- identify business functions that are critical to Council in meeting its business objectives;
- develop resumption plans based on criticality of business functions;
- build resilience within Council's operational framework;
- identify and document roles and responsibilities; and
- minimise the impact of function loss on stakeholders and the community.

This BCP provides a framework for workers to enable them to implement an agreed response process. In considering the business continuity risks of Council the following inherent advantages were identified:

- current multitasking of workers;
- ability to transfer workers and tasks to other facilities due to multiple Council facility locations; and
- ability to call on adjoining Councils for assistance.

The BCP is intended to provide guidance to Council workers to assist continuity of service for critical functions, particularly where those workers are not normally responsible for managing the specific function affected.

1.2 Distribution

The intended distribution of this BCP is to:

- Council;
- Corporate Management Team (CMT);
- Business Continuity Sub Plan workers; and
- Council Workers.

1.3 Location of Plan

A soft copy of the BCP is available on the YPC web site.

Hard copies of the BCP are stored in the following locations:

- a) Maitland Council Office safe;
- b) Minlaton Council Office strong room;
- c) Yorketown Council Office safe;
- d) Off site in Council vehicles including Director Corporate and Community Services and the Manager People and Culture.

1.4 Validation and Testing

The BCP will be tested annually to ensure the procedures remain viable. The testing will include all aspects of the BCP, but not necessarily all in the one review.

1.5 Monitoring and Review

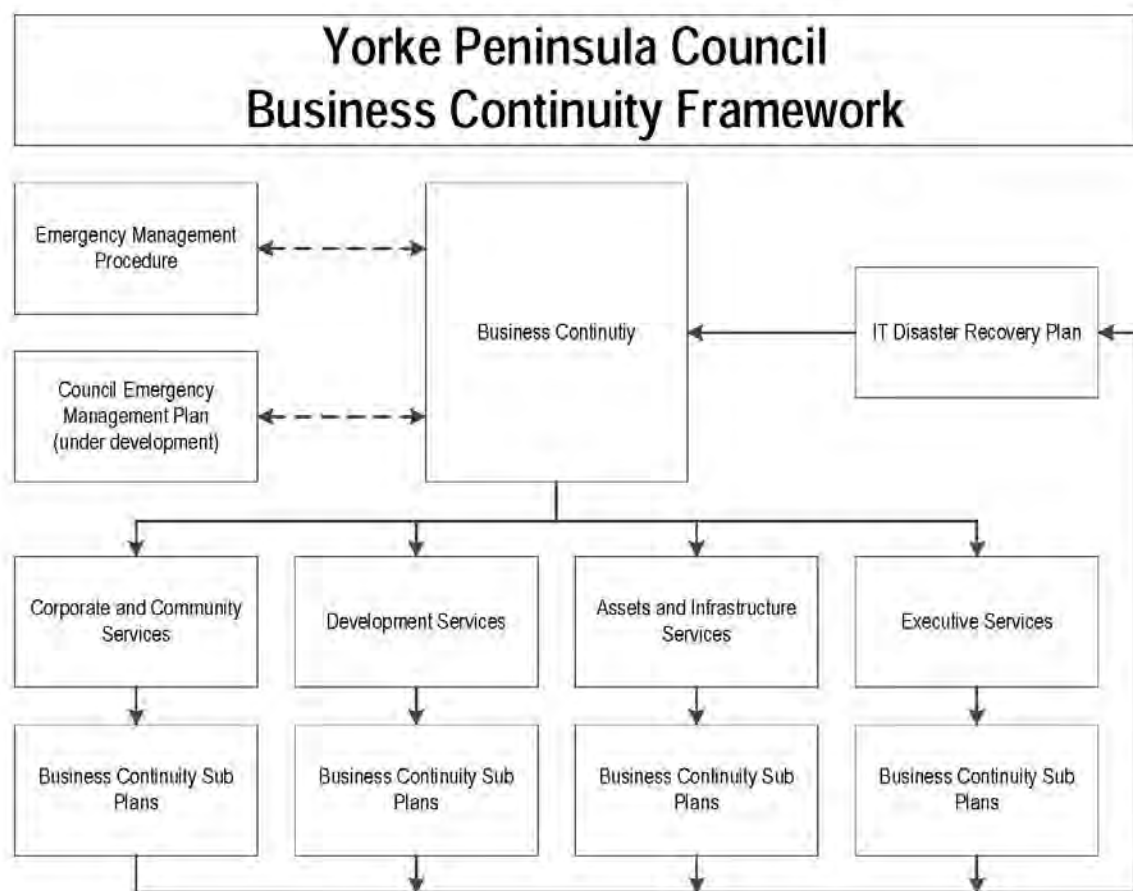
Monitoring and review is integral to ensuring the following strategy is implemented.

In addition to the annual test and review of the BCP, any significant changes to Council's operations should also trigger a review of the BCP.

	Activity for Review	Accountability	Timeframe
1	BCP (Overarching Plan) including review of the Business Impact Analysis	Business Recovery Team (BRT) via the BRT Coordinator	Monitor annually and action as required
2	BCP Training	BRT via the BRT Coordinator	Annual training brief or refresher sessions
3	BCP Exercise	BRT via the BRT Coordinator	Annual desk top exercise simulation exercise every 2 years
Executive Services Chief Executive Officer (CEO), Governance and Business Improvement			
	Business Continuity Sub Plans	Executive Assistant (EA) to CEO and Mayor/Governance Officer (in consultation with relevant workers)	Annual review
Corporate and Community Services People and Culture, Finance, Business and Public Relations			
	Business Continuity Sub Plans	Relevant Managers (in consultation with relevant workers)	Annual review
Development Services Planning, Environmental Health and Compliance			
	Business Continuity Sub Plans	Relevant Managers (in consultation with relevant workers)	Annual review
Assets and Infrastructure Services Operations, Works and Infrastructure			
	Business Continuity Sub Plans	Relevant Managers (in consultation with relevant workers)	Annual review

2 METHODOLOGY

2.1 Business Continuity Framework



Business continuity involves a stepping process that seeks to identify, assess control and monitor Council's business functions.

These steps include:

- Identify and Assess Business Processes and Functions
Identify individual business processes and functions within each department, then determine critical functions to Council that require further planning.
- Conduct a Business Impact Analysis (BIA)
A BIA is conducted once critical functions have been identified. The BIA will determine the level of impact from the loss of a business function and identify the minimum resources required for continuity of business.
- Overarching BCP
The BCP identifies the responsibilities of workers and effective and timely communication to stakeholders at a Council level.
- Business Continuity Sub Plan (BCSP)
The BCSP identifies the agreed actions a business process owner will undertake to manage the loss of functions through the emergency, continuity and recovery phases. The BCSP identifies ownership, failure scenarios and criteria for invoking the plan and agreed courses of actions.

3 BUSINESS RECOVERY TEAM (BRT)

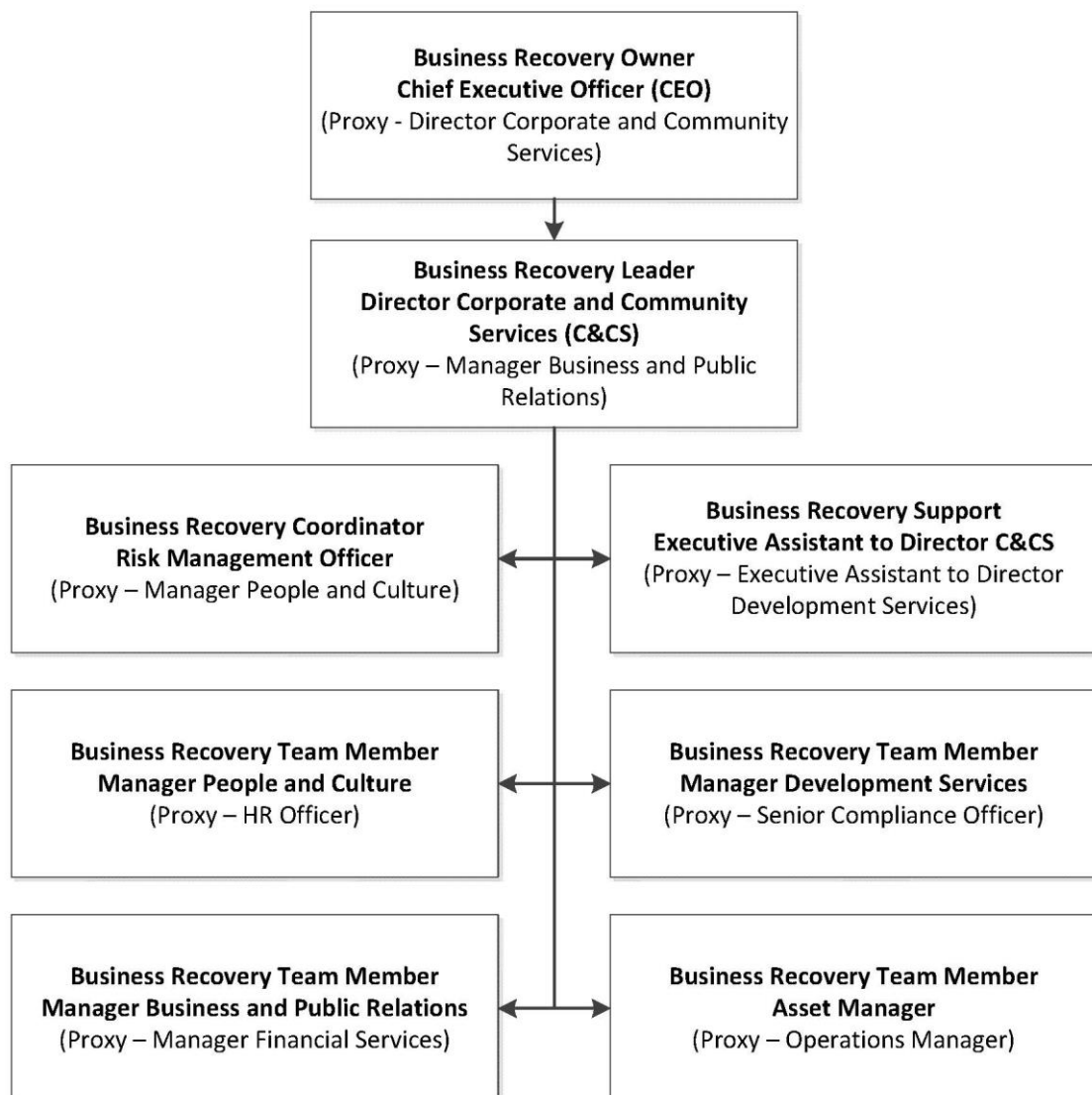
3.1 BRT – Roles and Responsibilities

The BRT is established to provide a management mechanism that can ensure reporting lines and responsibilities are clear when the BCP is activated. The focus of the BRT is to manage the business interruption event from a corporate perspective while providing guidance and support to the Managers on site. This process is facilitated by the development of pre-determined courses of actions (sup-plans), allowing the BRT to focus on the strategic or whole of business response to the business interruption event. Each position in the BRT is to have an alternative member (proxy) identified and trained in the role.

Responsibility Statements for each position in the BRT and supporting positions have been developed to ensure there are clear directions available for each of the BRT Members. All responsibility statements are approved by the BRT.

3.2 BRT Structure

BRT Key Positions.



4 NOTIFICATION – DECLARATION PROCESS

4.1 Notification

On first becoming aware of a possible business continuity event, the relevant function manager is required to assess the situation in consultation with BRT Leader and if the event is likely to exceed the agreed Maximum Acceptable Outage (MAO), then the BRT Leader shall be notified immediately and briefed on the details of the key issues including:

- Nature of the incident – time informed, etc.;
- Describe business elements impacted;
- Facility/equipment impacted;
- Workers impacted/required;
- Any response actions implemented (BCSPs);
- Any media involvement/interest; and
- Any immediate support requirements.

BCSP can be implemented where appropriate to address an immediate response requirement.

4.2 Assessment

On receipt of a notification the BRT Leader will:

- Formally note details;
- Notify the other members of the BRT;
- Confirm the details of the incident and draft internal and external media strategies as required;
- Conduct preliminary impact risk assessment (on facility and technology infrastructure);
- Determine if a control centre needs to be opened; and
- Ensure the Local Government Risk Services (LGRS) has been notified (if required).

4.3 Declaration

The BRT Leader is to review the preliminary information and seek approval from the BRT Owner to declare a Business Interruption Event.

The BRT Leader is to facilitate the draft internal and external communications for discussion at the initial BRT meeting.

4.4 Control Centre

A Control Centre is opened if deemed appropriate by the BRT Leader on the declaration of a Business Interruption Event. The resourcing and opening of this centre is the responsibility of the BRT Coordinator. Given the variable nature of business continuity events, the following control centres have been identified and prioritised:

If the incident does not impact on the Maitland Council Office Building:

- Maitland Council Office.

If the Maitland Council Office Building is unusable:

1. Minlaton Council Office;
2. Maitland or Minlaton Town Hall;
3. Yorketown Council Office;
4. Warooka Council Office;
5. Other Town Hall facilities within the district, this could include Ardrossan, Arthurton, etc.

If an incident occurs and a Council Depot is unusable, the following depots can be used:

- Minlaton Council Depot;
- Maitland Council Depot;
- Yorketown Council Depot;
- Warooka Council Depot.

4.5 Business Impact Analysis (BIA)

To ensure the ongoing viability of the business during an interruption event, identification of critical business functions, the processes, people and property that support the delivery of the critical functions and the impact of the loss of the functions on the business are analysed within the BIA. BIAs have been completed for each of the identified critical functions and are contained within the BCSPs.

4.6 General Statement to Media

In the event of a business interruption event, there may be a period of time before the designated media spokesperson is in a position to respond to media enquiries. Should any workers be approached by media representatives or the community for a comment they are only authorised to make the following statement:

"I am sorry, but I am not authorised to make any statement at this time. The CEO and Mayor are currently being briefed on the situation and someone will be available to talk to you shortly."

There is no such thing as an "off the record" comment.

Take the details of the person requesting the comment, including how the person came to contact you, advise that someone will contact them as soon as possible, complete the Media Enquiry Record SF229 and submit the form to the BRT Support team member.

4.7 Initial BRT Meeting

The BRT Leader shall call the initial BRT meeting. They will manage the restoration of business activities in line with the responsibilities statements.

The BRT members will alert and deploy other members of their business units, as required.

The initial meeting of the BRT will ensure the objectives of the initial BRT meeting are met by:

- a) Defining the problem, the extent of disruption, its consequences and the probable implications for the foreseeable future.
- b) Selecting a specified location as an operations centre.
- c) Agreeing on each team members objectives for the following three hours.
- d) Setting up a second meeting for three hours later.

The BRT Leader will then submit a detailed report to the CMT on actions being taken, future intentions and additional help required.

A formal record of the meeting is to be taken by the BRT Support team member with particular emphasis on items to be actioned. This record shall be regularly reviewed and updated as additional information comes to hand.

4.7.1 BRT – Action Taken During First Three Hours

<i>Action</i>	<i>Responsibility</i>
1. Establish the recovery operations centre either on or off site and use the centre as the main point of contact for the emergency services, public utilities, CMT and workers.	BRT Leader
2. Manage incident log.	BRT Support
3. Coordinate briefing sessions with workers, community members and the media.	BRT Leader/BRT Owner
4. Undertake a site assessment with area managers if possible. Main points: <ul style="list-style-type: none"> • Receive initial reports. • Assess the effect of the incident on all critical business functions. • Which business units can use the site immediately? • Which business units can use the site after cosmetic attention? • When can they re-occupy the site? • Which business units cannot be re-housed in the short term? • Which priority one functions can share accommodation on a temporary basis? • Decide on outline strategy for re-occupation of and/or re-deployment to an alternative site. 	BRT Members
5. Organise safety survey and arrangements to make the site secure.	BRT Coordinator/ BRT Member (Manager People and Culture)
6. After consultation with the BRT Members, start planning the order of the business unit reinstatement in accordance with pre-planned priorities.	BRT Leader/BRT Coordinator
7. Contact IT and alert them to possible action who will be responsible for coordinating the impact on IT hard/software, peripherals, network installations and telephone network.	BRT Member (Manager Business and Public Relations)
8. Consider salvage options. Liaise with business unit managers and make an initial assessment about the replenishment of damaged furniture, fittings, equipment and supplies. Coordinate provision of essential items.	BRT Member (Operations Manager/ Manager Development Services) BRT Coordinator/BRT Support
9. Schedule and coordinate second BRT meeting after the first three hours.	BRT Support
10. Start and maintain a record of financial expenditure.	BRT Coordinator
11. Collate information as may be required for insurance purposes.	BRT Support
12. Monitor workers welfare issues taking into consideration many workers may be upset by the event, may have lost colleagues, personal belongings, etc., may have to be working from an alternative location after an event, etc. Utilisation of counselling services as appropriate.	BRT Member (Manager People and Culture)

4.7.2 BRT – Action Taken During the Next 24 Hours

<i>Action</i>	<i>Responsibility</i>
1. The BRT Leader will chair a second meeting of the BRT with the following objectives: a) to receive updates to initial reports; b) to agree to objectives for the next 24 hours; c) to establish workers rosters.	BRT Leader
2. Schedule and coordinate third BRT meeting for 24 hours later and continue to maintain log of events.	BRT Support
3. Set up an Information Board at the Control Centre containing: a) Current Operations - showing all tasks currently being carried out; b) Contacts Display - showing all important contact numbers in regular use; and c) Resources Allocation - showing resources location, resources committed and resources available.	BRT Members (Manager Business and Public Relations/ Manager People and Culture)
4. Keep workers, community members and communications up to date via email, noticeboards or briefings and provide regular updates to BRT Owner verbally or via email.	BRT Leader
5. As per BCSP, either: a) Plan to re-allocate office space on site in order of priorities; or b) Move to an alternative site.	BRT Members
6. Coordinate with BRT Members the essential services with public utilities and other suppliers at either the disaster site or alternative site (electricity, heating, lighting, water, air conditioning, fire detection/alarm systems, access control systems, telephones) as necessary.	BRT Coordinator/BRT Support
7. Coordinate IT to: a. Finalise telecommunications services to the required site(s); b. Define the priorities for restoring networks and data on a gradual basis in order to provide a minimum initial communications requirement for departmental critical functions; c. Prepare to initiate interim back-up procedures for priority systems; and d. Finalise requirements for hardware/software and peripherals replacements and agree on installation schedules.	BRT Member (Manager Business and Public Relations)
8. Check on measures being taken for disaster site safety and security.	BRT Coordinator/BRT Member (Manager People and Culture)
9. Coordinate and agree on office equipment and supplies delivery schedules with Suppliers.	BRT Member (Manager Business and Public Relations)
10. Consult with BRT members, arrangements for reinstating critical business functions in priority order whether on-site or at alternative premises. Brief directly affected workers accordingly.	BRT Members
11. Ensure community members are re-assured that service delivery will be returned to normal as soon as possible via email, noticeboards or briefings.	BRT Owner
12. Develop workers roster if extended use of a Control Centre is expected.	BRT Member (Manager People and Culture)
13. Implement a salvage plan and arrange temporary storage as necessary.	BRT Member (Operations Manager/ Manager Development Services)
14. Reorganise postal arrangements as necessary.	BRT Support
15. Monitor Workers welfare issues taking into consideration many workers may be upset by the event, may have lost colleagues, personal belongings, etc., may have to be working from an alternative location after an event, etc. Utilisation of counselling services as appropriate.	BRT Member (Manager People and Culture)

4.7.3 BRT – Action Taken During the Next Month

<i>Action</i>	<i>Responsibility</i>
1. Hold a third meeting to finalise plans and/or monitor progress.	BRT Leader
2. Continue to maintain log of events.	BRT Support
3. Keep workers, community members and communications up to date and provide regular updates to BRT Owner.	BRT Leader
4. Update Information Board at the Control Centre.	BRT Members (Manager Business and Public Relations/ Manager People and Culture)
5. Continue to keep financial records.	BRT Coordinator
6. Monitor the installation/repair of essential services to the disaster site/alternative site (electricity, heating, lighting, water, air conditioning, fire detection, alarm systems, access, control systems, telephones).	BRT Coordinator/BRT Support
7. Continue removal and re-deployment of salvaged items from the disaster site.	BRT Member (Manager Development Services)
8. Monitor measures being taken for disaster site safety and security.	BRT Coordinator/BRT Member (Manager People and Culture)
9. Maintain liaison with key insurance contacts.	BRT Support
10. Continue to provide support/re-configuration to departments when required. Monitor the programme for installation and back-up of IT networks, hardware/software and peripherals in the agreed order of priority.	BRT Member (Manager Business and Public Relations)
11. Monitor the programme for the delivery of supplies to the disaster/alternative site.	BRT Support
12. Monitor the reinstatement of functions in order of priority and the consequent effects on service delivery.	BRT Members
13. Monitor overall progress on a regular basis.	BRT Leader/BRT Owner
14. Co-ordinate interim and/or final report drafting.	BRT Leader
15. Monitor workers welfare issues taking into consideration many workers may be upset by the event, may have lost colleagues, personal belongings, etc., may have to be working from an alternative location after an event, etc. Utilisation of counselling services as appropriate.	BRT Member (Manager People and Culture)
16. Ensure meetings continue until event is finalised.	BRT Leader/BRT Support

4.8 Control Centre Stand Down

The stand down of a Control Centre will be at the discretion of the BRT Owner and may be a gradual phasing down over a period of time or it may be immediate cessation of the operation.

5 RESPONSIBILITY STATEMENTS

5.1 Business Recovery Team Owner

RESPONSIBILITY STATEMENT			
Position	BRT Owner	Workers Position	CEO
During absence the role will be assumed by (Proxy)		Director Corporate and Community Services (C&CS)	
Position Statement	The BRT Owner is responsible for declaring a business continuity event and invoking the BCP. They will oversee the resumption activities and be informed at all stages of the business continuity recovery process. During a workplace emergency the Chief Fire Warden has authority until the workplace emergency is resolved and control is returned to either the CEO or the BRT Leader if the BCP is to be activated.		
Knowledge Requirements	<ul style="list-style-type: none">• High level knowledge of organisation activities and service delivery priorities• Community, Business and Regulatory contacts		
Responsibilities	The BRT Owner shall make decisions as to the best strategy for business resumption based on information received by the BRT Leader. Responsibilities include: <ul style="list-style-type: none">• Maintain working knowledge of BCP and relevant BCSPs• Participate in monitor and review activities• Participate in and ensure appropriate levels of training are undertaken• Approve activation of the BCP On Activation: <ul style="list-style-type: none">• Provide the focal point in communication to the media and public• Authorise any detailed restoration plan• Monitor the gathering of business interruption event information• Promote the wellbeing and safety of all workers• Liaise with Elected Members via the Mayor		
Date approved	June 2016		

5.2 Business Recovery Team Leader

RESPONSIBILITY STATEMENT			
Position	BRT Leader	Workers Position	Director C&CS
During absence the role will be assumed by (Proxy)		Manager Business and Public Relations	
Position Statement	The BRT Leader is responsible for managing all resumption activities when a business continuity event is declared and the BCP is invoked by the BRT Owner.		
Knowledge Requirements	<ul style="list-style-type: none">• High level knowledge of organisation activities and service delivery priorities• Community, Business and Regulatory contacts		
Responsibilities	<p>The BRT Leader shall manage the best strategy for business resumption based on information received from other BRT Members.</p> <p>Responsibilities include:</p> <ul style="list-style-type: none">• Maintain working knowledge of BCP and relevant BCSPs• Participate in monitor and review activities• Participate in and ensure appropriate levels of training are undertaken <p>On Activation:</p> <ul style="list-style-type: none">• Manage the activation of the BCP and open the Control Centre• Notify and liaise with stakeholders• Maintain and provide the focal point in communications to the workers• Establish and chair all BRT meetings• Coordinate any detailed restoration plan• Delegate tasks and oversee resumption of activities• Monitor the gathering of business interruption event information• Maintain information and report on costs to BRT Owner• Promote the wellbeing and safety of all workers• Provide briefings as required to the BRT Owner• Establish and communicate Media strategy in consultation with CEO and Mayor		
Date approved	June 2016		

5.3 Business Recovery Team Coordinator

RESPONSIBILITY STATEMENT			
Position	BRT Coordinator	Workers Position	Risk Management Officer
During absence the role will be assumed by (Proxy)		Manager People and Culture	
Position Statement	The BRT Coordinator shall assist the BRT Leader in the management of the business resumption activities. The BRT Coordinator shall be familiar with the BCP, BCSPs and team responsibilities.		
Knowledge Requirements	<ul style="list-style-type: none">• High level knowledge of overarching BCP• Understanding of organisation activities and service delivery priorities• High level knowledge of internal key contacts and accountabilities• Understanding of safe work practices and risk assessment		
Responsibilities	<p>The BRT Coordinator is required to report to the BRT on the currency of individual and business level continuity plans and activities.</p> <p>Responsibilities include:</p> <ul style="list-style-type: none">• Coordination of BCP and BCSPs with relevant owners• Coordination of training for BRT Members• Coordination of testing for the BCP. <p>On Activation:</p> <ul style="list-style-type: none">• Open Control Centre on direction of the BRT Leader, as required• Assist BRT Leader as required• Assess the onsite impacts• Coordinate the implementation of the BCSPs as required• Gather information and report on costs to BRT Leader		
Date approved	June 2016		

5.4 Business Recovery Team Support

RESPONSIBILITY STATEMENT			
Position	BRT Support	Workers Position	EA to the Director C&CS
During absence the role will be assumed by (Proxy)		EA to the Director Development Services	
Position Statement	The BRT Support is responsible for the administrative needs of the BRT.		
Knowledge Requirements	<ul style="list-style-type: none">• High level knowledge of internal key contacts and resources• High level knowledge of administrative functions and arrangements		
Responsibilities	<p>Responsibilities include:</p> <ul style="list-style-type: none">• Maintain working knowledge of BCP and relevant BCSPs• Assist with co-ordination of testing for the BCP• Assist with resourcing of Control Centre <p>On Activation:</p> <ul style="list-style-type: none">• Assist with the setup of the Control Centre and arrange stationary, equipment, etc.• Arrange resources to assist BRT Members (if required)• Make arrangements for all BRT Meetings• Provide general administrative support (including log of all events and actions, resumption status, BRT Members movements, etc.)• Create and maintain a chronological log of meetings and decisions made• Assist BRT Leader as required• Coordinate the notification to the Local Government Risk Services (LGRS) insurer to facilitate insurance requirements		
Date approved	June 2016		

5.5 Business Recovery Team Member

RESPONSIBILITY STATEMENT			
Position	BRT Member	Workers Position	1. Manager Business and Public Relations 2. Manager People and Culture 3. Manager Development Services 4. Assets Manager
During absence the role will be assumed by (Proxy)		1. Manager Financial Services 2. HR Officer 3. Senior Compliance Officer 4. Operations Manager	
Position Statement	These workers are designated members of the BRT and charged with implementing the whole organisational response while maintaining responsibility for the continuity and recovery actions of their individual business units.		
Knowledge Requirements	<ul style="list-style-type: none">• High level knowledge of organisation activities and service delivery priorities• High level knowledge of group BCSPs• High level knowledge of overarching BCP		
Responsibilities	Responsibilities include: <ul style="list-style-type: none">• Maintain working knowledge of BCP and relevant BCSPs• Participate in training/testing and monitor/review the activities• Participate in and ensure appropriate levels of training are undertaken with BCSP managers On Activation: <ul style="list-style-type: none">• Operate as a member of the BRT• Ascertain the impact on department activities and report to BRT• Co-ordinate business units BCSP implementation as required• Monitor implementation against the BCP• Maintain information and report on costs to BRT Coordinator• Maintain communications with business unit workers• Maintain flow of information to the BRT Leader		
Date approved	June 2016		

6 BUSINESS CONTINUITY INSTRUCTIONS

6.1 Emergency Contacts Continuity Management Team

Current emergency contact information for the is to be kept with the BCP at all times

6.2 Emergency Contacts External

ORGANISATION	CONTACT NUMBER
POLICE 000 or:	
Ardrossan	8837 3017
Edithburgh	8852 6024
Maitland	8832 2621
Minlaton	8853 2100
Port Victoria	8834 2039
Stansbury	8852 4270
Yorke town	8852 1100
STATE EMERGENCY SERVICE (SES) 000 or:	
Maitland	8832 2392
Warooka	8854 5299
COUNTRY FIRE SERVICE (CFS) 000	

ORGANISATION	CONTACT NUMBER
AMBULANCE	
Emergency Calls	000
HOSPITALS	
Ardrossan	8837 3021
Maitland	8832 0100
Minlaton	8853 2200
Yorke town	8852 1200
SA POWER NETWORKS	
Faults and Emergency	131 366
SA WATER	
Service Faults and Emergency	1300 883 121
COUNCIL AFTER HOURS EMERGENCY NUMBER	
After Hours	8832 2999

6.3 Council Contact List

For a full list of the Council Contacts, refer to ISO40. The current copy of ISO40 is to be kept with the BCP at all times

6.4 Councillors

For a full list of the Councillors, refer to ISO22. The current copy of ISO22 is to be kept with the BCP at all times

6.5 Buildings

Where	Work Telephone	Address
Maitland Office	8832 0000	8 Elizabeth Street, Maitland, SA 5573
Maitland Depot	8832 2574	28 Elizabeth Street, Maitland, SA 5573
Minlaton Office	8853 3800	18 Main Street, Minlaton, SA 5575
Minlaton Town Hall	8853 3830	57 Main Street, Minlaton, SA 5575
Minlaton Depot	8853 2351	8 Park Terrace, Minlaton, SA 5575
Yorke town Office	8852 0200	15 Edithburgh Road, Yorke town, SA 5576
Yorke town Depot	8852 1634	58 Minlaton Road, Yorke town, SA 5576
Warooka Office	8854 5055	Player Street, Warooka, SA 5577
Warooka Depot	8854 5408	14 Oval Avenue, Warooka, SA 5577

6.6 Pandemic Response Information

If a pandemic of any description was to eventuate within the YPC area, the State Level Disaster Plans will be activated. These plans are separate to BCP and have a community response focus (refer www.flupandemic.gov.au and www.sahealth.sa.gov.au). Hard copies of the State Level Disaster Plans will be kept with the BCP at all times.

7 BUSINESS IMPACT ANALYSIS

The Maximum Acceptable Outage (MAO) of a particular business process is integral to the BCP. The loss of a critical business function for a period greater than the MAO may result in the BRT coming together to direct, oversee and support the emergency, continuity and recovery response phases.

7.1 Overview of Business Unit

<i>Departments and Business Units</i>								
<i>Executive Services</i>		<i>Assets & Infrastructure Services</i>		<i>Corporate and Community Services</i>			<i>Development Services</i>	
Agenda/ Minutes	Funding	Airports	Patrol Grading	Budgets	Employees	Public Relations (PR)/ Media	Building Assessment	General Inspectors
Business Improvement	Governance	Asset Management	Plant/Machinery and Maintenance	Casual Staff	Finance/ Accounting	Rates	Building Fire Safety	Heritage
CEO and Mayor Functions	Internal Audit	Cemetery Maintenance	Public Convenience Maintenance	Community Depot/ Library Services	Grants Sponsorship and Donations	Records Management	Cemeteries Leasing	Leases/ Licences/ Permits
Committees	Policies	Community Wastewater Management Schemes	Roads	Corporate Publications	Human Resources (HR)/Industrial Relations (IR)	Special Event Permits	Compliance Notices (notice to remedy)	Limited Liquor Licences
Complaints	Reporting	Depot Maintenance	Roadside Vegetation	Corporate Reporting	Injury Management/ Return to Work	Treasury Management	Council Building Assets	Local Laws (expirations/by laws)
Elected Members	Youth Services	Footpath Maintenance	Stormwater Drainage and Construction	Council Owned Caravan Parks	Insurance	Visitor Information Centre	Dog and Cat Control	Nuisance Control
External Investigations		Infrastructure Development	Traffic Control Devices	Council Fleet Vehicles	IT/ Communications	Website/ Social Media	Environmental Health	Parking and Traffic Control
		Jetties/Boat Ramps/ Coastal Infrastructure Maintenance	Water Supply Infrastructure	Creditors	Learning and Development	WHS/Risk Management	Fire Prevention	Planning
		Parks, Reserves and Playgrounds	Waste Management	Customer Service	Leisure Options		Food Inspections	Septic Tanks/CWMS Connections
				Debtors	Long Term Financial Plan (LTFP)		By Laws	
				Economic Development	Payroll			

7.2 Executive Services

Date of Analysis	Does Council perform this function? (no means it is fully or partially outsourced)		Are there other significant Council activities that require this function to be able to operate?		How long could the Council operate without this Function/ Activity before significantly impacting on Council objectives? 'Maximum Acceptable Outage'					Is this function critical to the Council meeting its objectives during a business interruption event?		Is the delivery of this function impacted by the declaration of a catastrophic fire danger day?	
	Yes	No	Yes	No	< 1 wk	1 wk – 4 wks	< 3 mths	> 3-6 mths	> 1 year	Yes	No	Yes	No
Agenda/ Minutes	X		X			X					X		X
Business Improvement	X		X			X					X		X
CEO and Mayor Functions	X		X		X					X			X
Committees	X		X			X					X		X
Complaints	X		X		X					X			X
Elected Members	X		X			X				X			X
External Investigations	X		X			X							X
Funding	X		X			X							X
Governance	X		X			X					X		X
Internal Audit	X		X			X					X		X
Policies	X		X			X					X		X
Reporting	X		X				X						X
Youth Services	X		X			X					X		X

7.3 Assets and Infrastructure Services

Date of Analysis	Does Council perform this function? (no means it is fully or partially outsourced)		Are there other significant Council activities that require this function to be able to operate?		How long could the Council operate without this Function/ Activity before significantly impacting on Council objectives? 'Maximum Acceptable Outage'					Is this function critical to the Council meeting its objectives during a business interruption event?		Is the delivery of this function impacted by the declaration of a catastrophic fire danger day?	
	Yes	No	Yes	No	< 1 wk	1 wk – 4 wks	< 3 mths	> 3-6 mths	> 1 year	Yes	No	Yes	No
Airports	X			X				X			X		X
Asset Management	X			X					X		X		X
Cemetery Maintenance	X			X		X					X		X
Community Wastewater Management Schemes	X		X		X					X			X
Depot Maintenance	X			X		X					X		X
Footpath Maintenance	X			X					X		X		X
Infrastructure Development	X			X				X			X		X
Jetties/ Boat Ramps/ Coastal Infrastructure Management	X			X					X		X		X
Parks, Reserves and Playgrounds	X			X					X		X		X
Patrol Grading	X		X				X				X	X	
Plant/Machinery and Maintenance	X		X		X						X		X
Public Convenience Maintenance	X			X		X					X		X
Stormwater Drainage	X		X			X					X		X
Roadside Vegetation Maintenance	X		X		X						X	X	
Traffic Control Devices	X		X			X					X		X
Waste Management	X			X	X					X			X
Water Supply Infrastructure	X			X		X					X		X

7.4 Corporate and Community Services

Date of Analysis	Does Council perform this function? (no means it is fully or partially outsourced)		Are there other significant Council activities that require this function to be able to operate?		How long could the Council operate without this Function/ Activity before significantly impacting on Council objectives? 'Maximum Acceptable Outage'					Is this function critical to the Council meeting its objectives during a business interruption event?		Is the delivery of this function impacted by the declaration of a catastrophic fire danger day?	
	Yes	No	Yes	No	< 1 wk	1 wk – 4 wks	< 3 mths	> 3-6 mths	> 1 year	Yes	No	Yes	No
Budgets	X		X		X					X			X
Casual Staff	X			X					X		X		X
Community Depot/Library Services	X			X					X		X		X
Corporate Publications	X			X				X			X		X
Corporate Reporting	X			X		X					X		X
Council Owned Caravan Parks	X			X	X					X		X	
Council Fleet Vehicles	X		X		X					X		X	
Creditors	X			X			X				X		X
Customer Service	X		X		X					X			X
Debtors	X			X			X				X		X
Economic Development	X			X				X			X		X
Employees	X		X		X					X			X
Finance/Accounting	X			X		X					X		X
Grants, Sponsorships and Donations	X			X				X			X		X
HR/IR	X		X		X					X			X
Injury Management/Return to Work	X		X		X					X			X
Insurance	X		X			X					X		X
IT/Communications	X		X		X					X			X
Learning and Development	X			X					X		X		X

Date of Analysis	Does Council perform this function? (no means it is fully or partially outsourced)		Are there other significant Council activities that require this function to be able to operate?		How long could the Council operate without this Function/ Activity before significantly impacting on Council objectives? 'Maximum Acceptable Outage'					Is this function critical to the Council meeting its objectives during a business interruption event?		Is the delivery of this function impacted by the declaration of a catastrophic fire danger day?	
Function	Yes	No	Yes	No	< 1 wk	1 wk – 4 wks	< 3 mths	> 3-6 mths	> 1 year	Yes	No	Yes	No
Leisure Options	X			X				X		X			X
LTFP	X			X					X		X		X
Payroll	X		X		X					X			X
PR/Media	X		X		X					X			X
Rates	X			X			X				X		X
Records Management	X		X				X			X			X
Special Event Permits	X			X				X			X		X
Treasury Management	X			X			X				X		X
Visitor Information Centre	X			X		X					X		X
Website/Social Media	X		X		X					X			X
WHS/Risk Management	X		X		X						X		X

7.5 Development Services

Date of Analysis	Does Council perform this function? (no means it is fully or partially outsourced)		Are there other significant Council activities that require this function to be able to operate?		How long could the Council operate without this Function/ Activity before significantly impacting on Council objectives? 'Maximum Acceptable Outage'					Is this function critical to the Council meeting its objectives during a business interruption event?		Is the delivery of this function impacted by the declaration of a catastrophic fire danger day?	
	Yes	No	Yes	No	< 1 wk	1 wk – 4 wks	< 3 mths	> 3-6 mths	> 1 year	Yes	No	Yes	No
Building Assessment	X			X		X					X		X
Building Fire Safety	X			X				X			X		X
Cemeteries Leasing	X			X	X					X			X
Compliance Notices (notice to remedy)	X		X		X						X		X
Council Building Assets	X			X				X			X		X
Dog and Cat Control	X			X		X					X		X
Environmental Health	X			X			X			X			X
Fire Prevention	X			X			X				X	X	
Food Inspections	X			X				X			X		X
General Inspectors	X			X			X				X		X
Heritage	X			X				X			X		X
Leases/ Licences/ Permits	X		X				X				X		X
Limited Liquor Licences	X			X				X			X		X
Local Laws (expirations/by laws)	X			X			X				X		X
Nuisance Control	X		X				X				X		X
Parking and Traffic Control	X			X				X			X		X
Planning	X			X		X					X		X
Septic Tanks/CWMS Connections	X			X		X					X		X

8 DEFINITIONS

<i>Term</i>	<i>Definition</i>
Business Continuity	Uninterrupted availability of all key resources supporting essential business functions.
Business Continuity Plan (BCP)	A collection of procedures and information that is developed. Compiled and maintained in readiness for use in the event of an emergency or disaster.
Business Impact Analysis (BIA)	A management level analysis which identifies the impacts of function loss on the organisation. The BIA provides management with data upon which to base risk mitigation and continuity planning decisions.
Business Interruption Event	An event by its duration exceeds the Maximum Acceptable Outage and/or has an adverse impact on business objectives and requires the implementation of the BCP or sub plans.
Business Recovery Team (BRT)	An assembly of management representatives and other seconded workers formed for the express purpose of responding to an organisational crisis. BRT management structure will overlay all normal management structures during the response process.
Business Continuity Sub Plan (BCSPs)	An agreed documented course of actions to be taken in the event of business function loss. Plan describes the key actions required under preparation, response and recovery phases.
Control Centre	An administrative or operational centre for a group of related activities
Corporate Management Team (CMT)	CEO and Directors in Council
Maximum Acceptable Outage (MAO)	Maximum period of time that Council can tolerate the loss of capability of a critical business function, process, asset or IT application

9 RELATED DOCUMENTS AND RESOURCES

AS/NZS 5050:2010 Business Continuity – Managing Disruption Related Risk

AS/NZS/ISO 31000:2009 Risk Management Principles and Guidelines.

www.flupandemic.gov.au

www.sahealth.sa.gov.au

10 DOCUMENT REVIEW

When this document is reviewed and or amended, details will be recorded in the table below.

<i>Date</i>	<i>Version No.</i>	<i>Review Summary</i>
June 2016	1.0	New Document

11 APPENDIX A – EXAMPLE OF MEDIA RELEASE

YORKE PENINSULA COUNCIL

PRINCIPAL OFFICE:
8 Elizabeth Street, Maitland
Telephone (08) 8832 0000

ALL CORRESPONDENCE TO:
PO Box 57, MAITLAND, SA 5573
Fax (08) 8853 2494
Email: admin@yorke.sa.gov.au
Website: www.yorke.sa.gov.au



DD/MM/YYYY

MEDIA RELEASE

On (insert day and date) at approximately (insert time) Council experienced a business interruption event (describe event) As a result of this event the following services are currently impaired:
(add / delete as appropriate)

- Rates
- Waste Water
- Roads
- Kerbside Household Waste
- Community Services
- etc

Services that are not impacted by the business interruption event include: (add / delete as appropriate)

- Depot Libraries
- etc

Alternate solutions are currently being put in place in line with Council's Business Continuity Plan.

Council will advise the community via the media and other Council communication channels once service delivery strategies have been confirmed.

Council's contact number remains (insert number) and will be manned from (insert times) until further notice.

Issued by

Andrew Cameron
Chief Executive Officer

END

BRANCH OFFICES

MINLATON: Phone 0888533800
YORKETOWN: Phone 0888520200
WAROOKA: Phone 0888545055

DIRECTOR ASSETS & INFRASTRUCTURE SERVICES

DA/ITEM 6.3

1. NIGHT TRAVEL FOR OVERSIZE / OVER MASS AGRICULTURAL VEHICLES

(File Ref: 9.24.1.1)

PURPOSE

To seek support and Road Manager (Council) Consent in implementing an option which will provide a night travel exemption for all agricultural machines and / or agricultural combinations to operate within specific zones.

RECOMMENDATION

That Council support and endorse Road Manager Consent to the Department of Planning, Transport and Infrastructure in implementing Option 1 of the “Night Travel for Oversize / Over Mass Agricultural Vehicles” Discussion Paper, which will provide a night travel exemption for all agricultural machines and / or agricultural combinations to operate at the dimensions defined for Zone 3 and Zone 4 in the “Code of Practice for Oversize or Overmass Agricultural Vehicles”.

LINK TO STRATEGIC PLAN

Key Theme/s:	Sustainable Communities
Strategic Goal/s:	4. Economic Growth through Sustainable Industrial Development 4.3 Realise the benefits for our Community created through major industry and business growth

BACKGROUND

As part of the consultation process complimenting the “90 Day Project – A Modern Transport System for Agriculture” the agricultural industry identified a need for a broad ranging review of the operation of agricultural machinery including; consideration of night travel, increases to the operating width, height and length of vehicles / combinations, and changes to piloting and escorting requirements.

A review of night travel arrangements in South Australia and other jurisdictions has been completed and is documented in the attached discussion paper “Night Travel for Oversize / Over Mass Agricultural Vehicles” (Discussion Paper).

DISCUSSION

Oversize and / or overmass agricultural vehicles operating in South Australia are granted access to specified areas or routes across the road network through the gazette notice “Oversize or Overmass Agricultural Vehicles Driven on Roads” and the associated “Code of Practice for Oversize of Overmass Agricultural Vehicles” (Code), or through a Class 1 access permit issued by the Department of Planning, Transport and Infrastructure (DPTI) under delegation from the National Heavy Vehicle Regulator (NHVR).

Under the current Code oversize agricultural machinery may only operate on public roads between sunrise and sunset. This restriction, which is in place to minimise road safety risk, has been identified as having an increasing impact of productivity, primarily due to changes in agricultural practice, whereby agricultural tasks are now frequently performed at night to take advantage of cooler weather or harvest at more optimal times to increase crop yields.

The Code specifies a range of conditions, which vary depending on the type and size of the vehicle and the area of operation. This Code has been in operation for a number of years and has not been significantly reviewed during this time.

In late 2014, a joint 90 day project was initiated by Primary Industries and Regions SA (PIRSA) and DPTI to document, examine and take action on road transport issues raised by the agricultural sector in South Australia. Primary producers, transport operators, local government, Regional Development Australia groups and other key stakeholders were asked to complete a survey that looked at three key issues:

1. The movement of agricultural machinery on public roads.
2. Route extension and allowable trailer combinations.
3. Short distance or “last mile” access to properties and facilities.

The survey and resulting report “A Modern Transport System for Agriculture” (Report) identified a range of heavy vehicle access issues including oversize and / or overmass agricultural vehicle owners / operators seeking an expansion to existing access conditions in relation to increased height, length and width limits, and to be permitted night travel for a range of agricultural vehicles.

The Discussion Paper focuses on the night travel aspect of the Report and is designed to provide:

- information on the current access arrangements for night travel for oversize and / or overmass agricultural vehicles in South Australia and interstate; and
- options to provide increased access for these vehicles.

There have been significant changes in farming practices and operations over the last 10 to 15 years, which are aimed at maximising efficiencies and productivity for the agricultural sector. The current exemption and Code for oversize and / or overmass agricultural vehicles was developed over a decade ago and made no provision for night travel. While farming operations may not operate 24x7, greater flexibility in relation to the movement of agricultural machinery and equipment will provide benefits to the sector.

Currently the only oversize agricultural machines and vehicles / combinations that are permitted to travel at night in South Australia are grape harvesters and vehicles used in relation to canola farming. These exemptions are provided by permit and were granted on the basis that cooler harvesting conditions are required to preserve the crop.

As there is now a requirement for grain harvesting to also be carried out at night during periods of high daytime temperatures, it is proposed to extend the night travel exemption to all agricultural machines and / or agricultural combinations.

In the interest of moving forward Council may wish to endorse the recommendations as presented with operators gaining access to this new exemption via an access permit issued by DPTI under delegation from the NHVR. Additional requirements will apply to operators under this exemption, which are outlined in the Discussion Paper, to mitigate road safety risks.

COMMUNITY ENGAGEMENT PLAN

As the “90 Day Project – A Modern Transport System for Agriculture” is an initiative of DPTI and PIRSA it has not been necessary for Council to undertake Community Engagement as this has been done with necessary stakeholders by those organisations.

CONSULTATION PROCESS

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

- Works Manager
- Works Supervisor North
- Works Supervisor South

In preparing this report, the following External Parties were consulted:

- DPTI staff

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

Nil

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

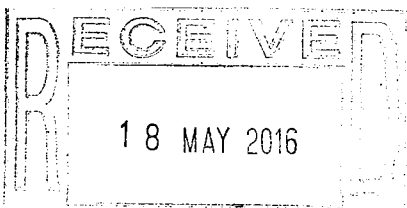
Unknown at this stage.

ATTACHMENTS

Attachment 1: Covering correspondence from DPTI

Attachment 2: Discussion Paper “Night Travel for Oversize / Over Mass Agricultural Vehicles”

Attachment 3: “Code of Practice for Oversize of Overmass Agricultural Vehicles”



Item Number	3856 - 2016 - 2
GDS Number	20 - 3. 2 - 3
Distribution	Copy to CEO EA

Government of South Australia

Department of Planning,
Transport and Infrastructure

In reply please quote 2015/12521/01
Enquiries to Angela Slagter
Telephone 8343 2904

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

DEVELOPMENT DIVISION

77 Grenfell Street
Adelaide SA 5000

GPO Box 1533
Adelaide SA 5001

Telephone: 08 8343 2222
Facsimile: 08 8343 2768

ABN 92 366 288 135

Dear Mr Cameron

NIGHT TRAVEL FOR AGRICULTURAL MACHINERY

As part of the consultation for the ChangeSA@90 day project, "A Modern Transport System for Agriculture", the agricultural industry identified a need for a broad ranging review of the operation of agricultural machinery, including consideration of night travel, increases to the operating width, height and length of vehicles/combinations and changes to piloting and escorting requirements.

The review is being undertaken in two parts, the first part being the night travel for agricultural vehicles and the second part focussing on dimension limits and the piloting and escorting requirements that apply to agricultural machinery.

The outcome of the review will guide the drafting of a new agricultural vehicle gazette notice that will replace the existing South Australian gazette notice and DPTI "Code of Practice for Oversize or Overmass Agricultural Vehicles" (the Code). A copy of the current Code can be found at www.sa.gov.au in the Transport, Travel and Motoring section.

Oversize agricultural machinery may only operate on public roads between Sunrise and Sunset under the current code. This restriction, which is in place to minimise road safety risk, has been identified as having an increasing impact on productivity, primarily due to changes in agricultural practices, where agricultural tasks are now frequently performed at night to take advantage of cooler weather or harvest at more optimal times to increase crop yields.

A review of night travel arrangements in South Australia and other jurisdictions has been completed and is documented in the attached discussion paper, "Night Travel for Oversize / Over Mass Agricultural Vehicles".

DPTI is seeking your support and Road Manager consent in implementing "Option 1" which will provide a night travel exemption for all agricultural machines and / or agricultural combinations to operate at the following dimensions in Zone 3 and Zone 4 as defined in the Code:

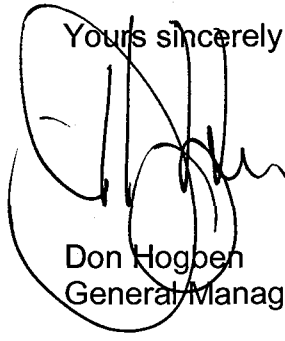
- Zone 3 (Adelaide Hills) - 3.7m wide and 19.0m long
- Zone 4 (Country) - 4.0m wide and 25.0m long

In the short term, operators will gain access to this new exemption via an access permit issued by DPTI under delegation from the NHVR. This is currently the case for permits issued to operators of grape harvesters and windrowing machines used for canola farming. Additional requirements will apply to operations under this exemption, which are outlined in the discussion paper, to mitigate road safety risks.

As this is a change to the current operating conditions specified in the Code it would be appreciated if you could indicate your consent for this initiative either via email to: dpti.roadauthority@sa.gov.au or by mail to Ms Angela Slagter, Senior Advisor Policy, DPTI, GPO Box 1533, Adelaide 5001.

If your staff require further information or clarification please don't hesitate to contact Ms Angela Slagter on (08) 8343 2904.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Don Hogben', written over a circular stamp or seal.

Don Hogben
General Manager, Planning and Transport Policy

13 May 2016

Encl. *Discussion Paper – Night Travel for Oversize / Over Mass Agricultural Vehicles*

Discussion Paper



Night Travel for Oversize / Over Mass Agricultural Vehicles

Infrastructure & Services Planning
Planning & Transport Policy

Date: April, 2016

BACKGROUND

Oversize and / or over mass (OSOM) agricultural vehicles operating in South Australia are granted access to specified areas or routes across the road network through the gazette notice *Oversize or Overmass Agricultural Vehicles Driven on Roads* and the associated *Code of Practice for Oversize or Overmass Agricultural Vehicles* (CoP), or through a Class 1 access permit issued by the Department of Planning, Transport and Infrastructure (DPTI) under delegation from the National Heavy Vehicle Regulator (NHVR).

The CoP specifies a range of conditions, which vary depending on the type and size of the vehicle and the area of operation. In relation to OSOM Agricultural Vehicles, the CoP has been in operation for a number of years and has not been significantly reviewed during this time.

In late 2014, a joint 90 day project was initiated by Primary Industries and Regions SA (PIRSA) and DPTI to document, examine and take action on road transport issues raised by the agricultural sector in South Australia. Primary producers, transport operators, local government, Regional Development Australia groups and other key stakeholders were asked to complete a survey that looked at three (3) key issues:

- The movement of agricultural machinery on public roads
- Route extension and allowable trailer combinations
- Short distance or 'last mile' access to properties and facilities.

The survey data and resulting report *A Modern Transport System for Agriculture – A New Partnership Approach* (the Report) identified a range of heavy vehicle access issues. This included OSOM agricultural vehicle owners / operators seeking an expansion to existing access conditions in regard to increased height, length and width limits, and to be permitted night travel for a range of agricultural vehicles.

This paper focuses on the night travel aspect of the Report and is designed to provide:

- information on the current access arrangements for night travel for OSOM agricultural vehicles in South Australia and interstate; and
- options to provide increased access for these vehicles.

DISCUSSION

There have been significant changes in farming practices and operations over the last 10–15 years which are aimed at maximising efficiencies and productivity for the agricultural sector. The current exemption and CoP for OSOM agricultural vehicles was developed over a decade ago and made no provision for night travel. While farming operations may not operate 24/7, greater flexibility in relation to the movement of agricultural machinery and equipment will contribute to providing benefits to the sector.

Currently, the only oversize agricultural machines¹, vehicles² / combinations³ that are permitted to travel at night in South Australia are grape harvesters and vehicles used in

¹ An **agricultural machine** means a vehicle with its own automotive power, built to perform agricultural tasks

² An **agricultural vehicle** means an agricultural implement or agricultural machine

³ An **agricultural combination** means a combination consisting of at least 1 agricultural vehicle.

relation to canola farming. These exemptions are provided by permit and were granted on the basis that cooler harvesting conditions are required to preserve the crop.

Because there is now a requirement for grain harvesting to also be carried out at night during periods of high daytime temperatures, it is proposed to extend the night travel exemption to all agricultural machines and/or agricultural combinations not just grape harvesters and vehicles used in connection with canola farming.

There is some anecdotal information that suggests that night travel is happening now. Better safety outcomes may therefore be achieved by recognising this and allowing night travel under specific conditions that focus on minimising risk to other road users.

Several states have provided exemptions for agricultural machinery and equipment to travel at night, the following table outlines the dimension limits that apply in those states along with any key safety requirements that may differ from general daytime operation.

Summary of Night Travel by State

Vehicle Type	Max Width	Max Length ⁴	Max Height	Conditions ⁵
South Australia				
Grape Harvesters	4.0m	19.0m*	4.9m	<ul style="list-style-type: none"> Access is granted under a Class 1 permit Travel is restricted to a specified wine region for harvesters between 2.5m & 4.0m wide and specific routes for harvesters between 4.0m < 4.5m Pilot Requirements: <ul style="list-style-type: none"> Riverland & South East Regions – up to 3.0m wide one pilot on minor roads or two on major roads Barossa Valley, Clare Valley, McLaren Vale & Adelaide Hills -two pilots required at all times, irrespective of dimensions
Windrowing Machine	3.7m	22.0m	N/A	<ul style="list-style-type: none"> Access is granted under a Class 1 permit Travel is limited to within a particular harvesting area Harvesters are speed-restricted to 80 km/h if fitted with mudguards (40km/h if no mudguards) and Pilot Requirements - two pilots are required for all travel between sunset and sunrise
New South Wales				
Grape Harvesters	4.0m	22.0m	N/A	<ul style="list-style-type: none"> Access is granted under a Class 1 permit Travel is limited to the wine growing regions of the Hunter, Griffith, Leeton and Riverina Pilot Requirements – 2 pilots are required for all travel between sunset and sunrise
Agricultural Vehicles / Combinations	2.5m	22.0m	N/A	<ul style="list-style-type: none"> Access is granted under the following state based national notice <i>New South Wales class 1 Agricultural Vehicles (Notice) 2015 (No.1)</i>. Travel is limited to Eastern and Urban Zones and Western Zone with restrictions as outlined in the notice Pilot requirements – a pilot is not required
Victoria				
Harvesters	4.0m	25.0m	N/A	<ul style="list-style-type: none"> Access is granted under the following state based national notice <i>Victoria Consolidated National Heavy Vehicle Mass and Dimension Exemption (Notice) 2014 (No.1)</i>. Travel is limited to Melbourne and Geelong Area with restrictions as outlined in the notice Pilot Requirements – one pilot is required for all travel between sunset and sunrise
Boom Sprayer	3.5m	25.0m	N/A	<ul style="list-style-type: none"> Access is granted under the following state based national notice: <i>Victoria Consolidated National Heavy Vehicle Mass and Dimension Exemption (Notice) 2014 (No.1)</i>. Travel is limited to Broad-Acre Areas of the state as defined in the notice Rear projecting spray booms must not project more than 4.5m from the centre of the rear axle or axle group Vehicle / combination must not be operated on a main road or prohibited road
Queensland				
Agricultural Vehicles / Combinations	3.0m	22.0m	5.0m	<ul style="list-style-type: none"> Access is granted under section 4.5 of the Qld transitioned <i>"Guideline for Excess Dimension Agricultural Vehicles and Agricultural Combinations"</i> OSOM agricultural vehicles are only permitted to travel at night on roads classified as minor and major and as specified in the guideline Harvesters travelling at night must not have a rear overhang that exceeds 7.8m Pilot requirements – a pilot is required to travel behind the vehicle unless the vehicle/combinations complies with 5.2.1 of the guideline
Western Australia				
Agricultural Machine (self propelled)	3.1m ⁶	12.5m		<ul style="list-style-type: none"> Access is granted under the WA notice <i>"Restricted Access Vehicle (Agricultural Machine) Exemption Notice"</i> Travel is permitted within Local Government boundaries as defined in the notice Pilot Requirements – pilots are not required where an agricultural machine is less than 3.7m wide
Towed Agricultural Implements	3.5m	25.0m		<ul style="list-style-type: none"> Access is granted under the Part 13 of the <i>Road Traffic (Vehicles) Regulations 2014</i> Travel is not permitted on freeways or within 30km of the CBD of Perth (these restrictions apply to both daytime and night time travel) Pilot Requirements – pilots are not required provided the towed vehicle or rear most vehicle in a combination complies with the lighting requirements specified in the "Guide to the Movement of Towed Agricultural Implements in Western Australia".

⁴ The maximum length applies to an agricultural combination permitted to travel at night, length limits for an agricultural vehicles are specified in state or national notice or the HVNL.

⁵ There is varying requirements across the states for warning lights, flags, delineators, warning signs etc that are based on Vehicles Standards, conditions of state or national notices or the Heavy Vehicle (Mass, Dimension and Loading) National Regulations.

⁶ Operation at night for agricultural machines in excess of 3.1m is restricted to urban areas.

OPTIONS FOR DISCUSSION

OPTION 1

Provide a night travel exemption for all agricultural machines⁷ and / or agricultural combinations to operate at the following dimensions in Zone 3 and Zone 4:

- 3.7m wide⁸ and 19.0m long - Zone 3 (Adelaide Hills)
- 4.0m wide and 25.0m long - Zone 4 (Country)

Justification

- In South Australia grape & canola harvesting machinery are currently permitted to operate under permit up to 4.0m wide and 19.0m (grape harvesters) or 22.0m (canola harvesting) in specific wine regions or canola farming areas.
- Increasingly there is a requirement for grain harvesting to also be carried out at night during periods of high daytime temperatures, it is proposed to extend the night travel exemption to all agricultural machines and/or agricultural combinations not just grape harvesters and vehicles used in connection with canola farming.
- Travel at night will be limited between farm blocks or parcels of lands being worked by the operator. Movement of agricultural machines / combinations at night over longer distances between farming regions is not supported.

OPTION 2

Provide a night travel exemption for all agricultural machines / combinations to operate at the following dimensions in Zone 3 and Zone 4:

- Up to 3.7m wide and 25.0m long

Justification

- Victoria and Western Australia currently provide for a similar exemption for agricultural machines / combinations to operate at night.
- Extending the length that an agricultural machine / combination may operate at from 22.0m to 25.0m may provide sufficient improved productivity to meet many / most producers' needs.
- Travel at night will be limited between farm blocks or parcels of lands being worked by the operator. Movement of agricultural machines / combinations at night over longer distances between farming regions is not supported.
- Providing an exemption comparable to neighbouring jurisdictions would assist with cross border farming practices. There is some anecdotal evidence that differences in dimensions for agricultural machinery / combinations cause some confusion for cross-border operators - although this exemption is not likely to have large impact due to distance restrictions that will be applied.

⁷ An agricultural machine / tractor must not exceed an overall length of 12.5m as specified in the CoP.

⁸ This is currently the maximum width permissible in Zone 3 under the CoP

- o Victoria is more compact and has much higher general traffic than South Australia, so from a risk management perspective it would seem that the Victorian model could equally apply in SA.

OPTION 3

Maintain the status quo until such time as the NHVR is in a position to review all state and territory OSOM agricultural exemptions and commence a process to harmonise access nationally.

OPERATION OF THE EXEMPTION

Operation under Options 1 and 2 would be granted through the issuance of an annual Class 1 permit by DPTI under delegation from the NHVR until a complete review of South Australia's notice for OSOM agricultural vehicles is completed. Conditions would include:

General Conditions

- o Unless otherwise specified in this section all mass limits, height limits, towing requirements, warning lights, flags, delineators and warning signs are as specified in the CoP.

Additional Requirements

- o One pilot / escort vehicle is required at the rear of the vehicle for travel under this exemption.
- o No travel during periods of low visibility such as fog, heavy rain, smoke, dust or insect plague.
- o As the vehicles / combination exceed 2.5m wide additional lighting must be fitted to the outer extremities of the vehicle / combination to provide further reference points for oncoming or approaching motorists.

Routes and Areas (As defined in the CoP)

- o Operation in Zone 3 (Adelaide Hills) - Travel is restricted to minor roads⁹, except where the travel is gate to gate¹⁰ and transects a major road, where a minor road crosses a major road, or where there is no access to a parcel of land being worked by the operator and the only access is via a major road.
- o Operation in Zone 4 (Country) - Travel is restricted to minor roads¹¹, except where the travel is gate to gate and transects a major road, or where a minor road crosses a major road as specified in Zone 4 map in the CoP.
- o Travel at night will be limited between farm blocks or parcels of lands being worked by the operator. Movement of agricultural machines / combinations over longer distances at night between agricultural regions¹² is not permitted.

⁹ See page 17 of the *Code of Practice for Oversize or Overmass Agricultural Vehicles* (MR802) for definition of major and minor roads.

¹⁰ Gate to gate is defined as 2 gates facing each other, one on each side of a road, where the distance between the 2 centrelines, drawn at right angles of the road, of each gate is 20m or less

¹¹ See page 19 of the *Code of Practice for Oversize or Overmass Agricultural Vehicles* (MR802) for the definition of major and minor roads.

¹² PIRSA classify the following 7 areas as regional or agricultural areas: Adelaide Hills Fleurieu KI, Far North, Limestone Coast, Murraylands & Riverland, Whyalla & Eyre Peninsula, Yorke & Mid North

ISSUES AND RISKS

In considering the policy options, the following issues have been identified:

- There is likely to be no benefit for industry if current prescribed width limit of 2.5m is not increased for the areas of operation that are proposed in this paper.
- Significant width and length increases for night travel over those currently permitted under permit in South Australia may require further consultation with local council Road Managers.
- Potentially some roads may not be suitable for vehicles / combinations travelling at night with increased width due to the overall width of the road and insufficient clear view.
- Increased width or length limits over and above other jurisdictions may inhibit national harmonisation – although this is less unlikely if distance restrictions are applied.
- Most of the states that offer night travel exemptions have varying width and length dimensions for different regions within that state. This may complicate long term national harmonisation.

MITIGATIONS

The following mitigations would minimise the risk to other road users:

- The requirement for pilots / escorts as is the case for night travel exemptions for grape & canola harvesters would reduce the risk to other road users.
- Additional lighting on the extremities of the vehicles/combinations would warn other road users of the increased size of the vehicle.
- Restrictions on the distance these vehicles may be operated would be included in the permit conditions, as is the case in other jurisdictions.

OTHER CONSIDERATIONS

- Local Government Road Manager consent / consultation will need to occur prior to implementing this initiative as the travel conditions have changed and the majority of travel will be on minor roads which are for the most part under the care and control of local government authorities.

CONCLUSION

It is considered that some expansion of access to include night travel can be reasonably granted without significant increase in risk to other road users. This is on the basis of the lower population density in the primary areas of operation, lower traffic volumes at night, proposed restrictions in relation to travel on major roads, and the addition of safety provisions such as pilots and further lighting which would not normally apply.

Furthermore, exemptions have already been provided in South Australia to operators of grape harvesters and canola harvesting equipment, and there is no evidence of an increase in accidents involving this equipment therefore restricting the wider agricultural sector would seem inequitable.

APPENDIX 1: REFERENCES

1. Links to the SA Gazette Notice and Code of Practice

South Australia Transitioned Gazette Notice - Oversize and Overmass Agricultural Vehicles Driven on Roads

www.sa.gov.au/data/assets/pdf_file/0015/13128/Gazette_Notice_Oversize_Overmass_Ag_vehicles_June_2011.pdf

South Australia Code of Practice for Oversize or Overmass Agricultural Vehicles

www.sa.gov.au/data/assets/pdf_file/0017/20168/MR802-Code-of-practice-for-oversize-or-overmass-agricultural-vehicles.pdf

2. Improving Road Transport for the Agriculture Industry Project

www.pir.sa.gov.au/major_programs/improving_road_transport_for_the_agriculture_industry_project

3. Defined Agricultural Regions for South Australia

www.pir.sa.gov.au/regions

4. NHVR Website

www.nhvr.gov.au/law-policies/notices-and-permit-based-schemes



Operating conditions
when driving on roads in South Australia

CODE OF PRACTICE FOR OVERSIZE OR OVERMASS AGRICULTURAL VEHICLES

May 2008

This booklet is a legal document. You must comply with the conditions contained in it when driving
oversize agricultural vehicles on the road. For clarification and advice, contact the
Vehicle Permits Team on 1300 882 249.



**Government
of South Australia**

Department for Transport,
Energy and Infrastructure

What the terms mean

Act is the Road Traffic Act 1961, and includes Regulations and Rules made under the Act.

Agricultural combination is a combination of two or more vehicles that includes at least one agricultural vehicle. For example: a tractor towing a trailer or an agricultural machine towing an agricultural implement and a small vehicle.

Agricultural implement is a vehicle built to perform agricultural tasks without its own motive power.

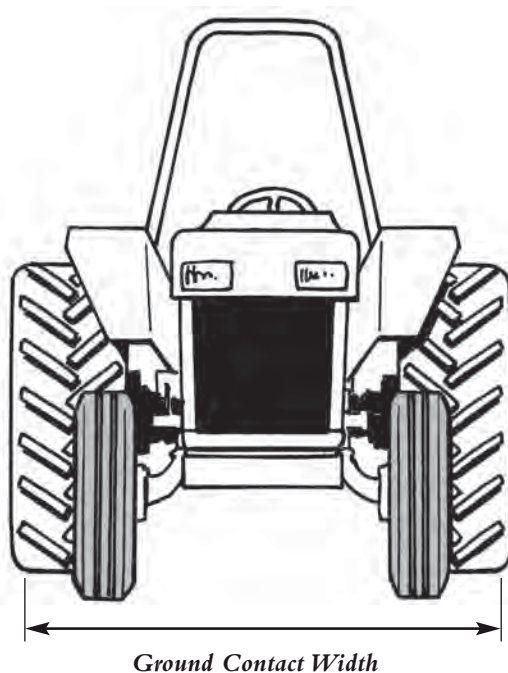
Agricultural machine is a machine built to perform agricultural tasks with its own motive power.

Agricultural vehicle is an agricultural implement, agricultural machine or a tractor.

Code means this Code of Practice for Oversize or Overmass Agricultural Vehicles, May 2002.

Country Zone means all South Australia except the Adelaide Zone (Maps 1, 2A and 2B) and the Adelaide Hills Zone (Map 3).

Ground contact width is the distance between the outside tyres on each end of the same axle where the outermost points of the tyres touch the ground (as illustrated below).



Major road means:

- All sealed roads in the Adelaide Hills Zone (Map 3).
- Roads in the Country Zone shown on Map 4.

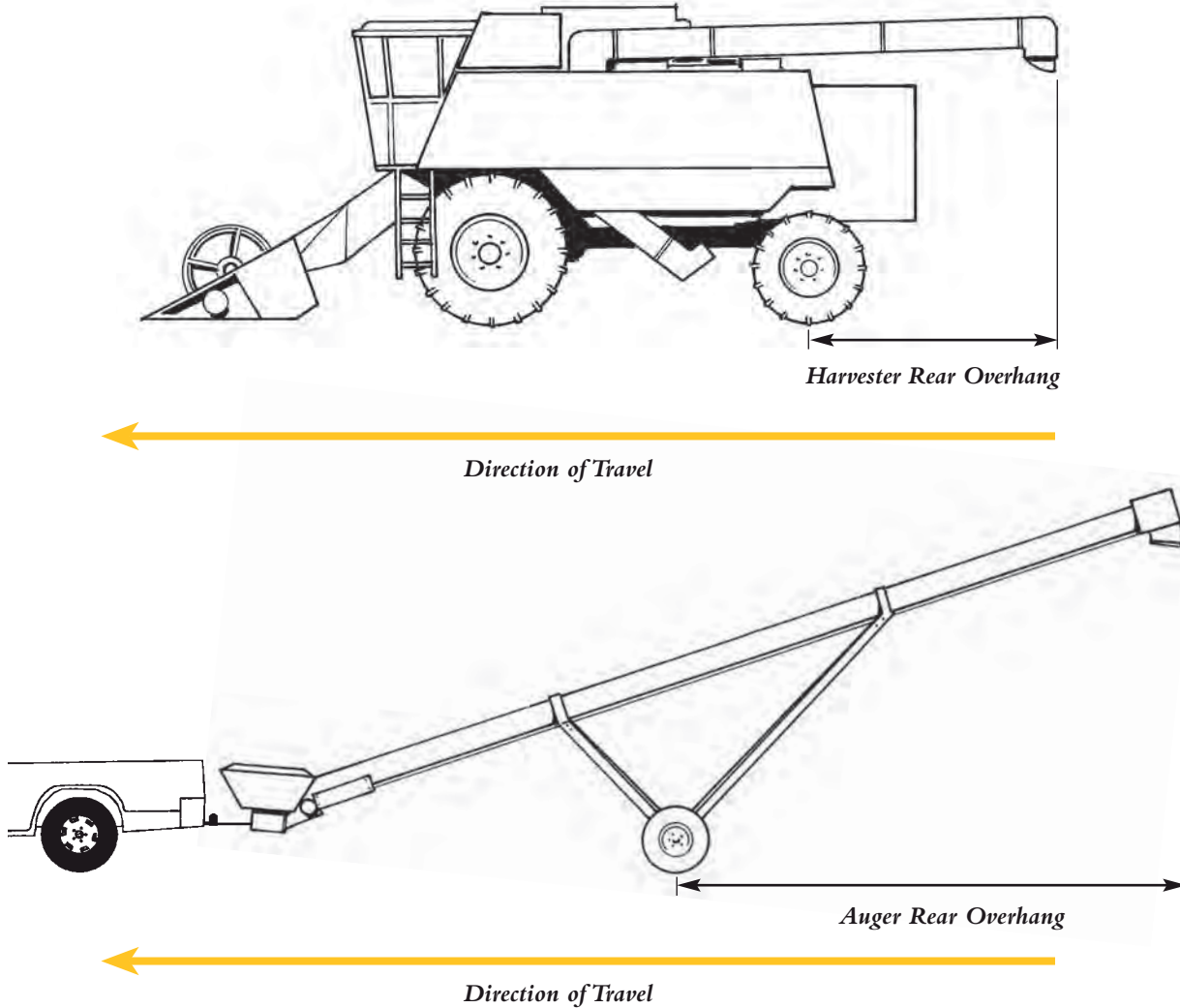
Minor road means:

- Unsealed roads in the Adelaide Hills Zone (Map 3).
- All roads (sealed or unsealed) in the Country Zone that are not major roads and not shown on Map 4.

Operator of a vehicle is the person or business who is the driver or owner of a vehicle or combination that is being used under the terms of this Code.

What the terms mean

Rear overhang means the distance from the centre of the rear axle or axle group to the rearmost part of the vehicle (as illustrated by examples below).



Road is a major or minor road as defined in Section 5 of the Act and includes a road-related area. For example: all public roads and any private road that is open to the public.

Road-related area is an area as defined in Section 5 of the Act and Regulation 5 of the Road Traffic (Miscellaneous) Regulations 1999. For example: a car park, road verges and shoulders, nature strips, and any other place used by motor vehicles that is open to or used by the public, including any private driveway.

Single Axle is one axle that does not form part of an axle group.

Tandem Axle Group is a group of two axles where the horizontal distance between the centre lines of the two axles is at least 1 metre but not more than 2 metres.

Tractor means a motor vehicle designed to tow and provide power for agricultural implements or other equipment, and which is usually fitted with deeply-treaded tyres.

Triaxle Group is a group of three axles where the horizontal distance between the centre lines of the outermost axles is more than 2 metres but not more than 3.2 metres.



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Explanatory Note

An Explanatory Note contained in a box does not form part of the conditions of this Code of Practice but is provided for explanation only.



Introduction

1 What is a Code of Practice?

- 1.1 This Code of Practice is a legal document issued by Department for Transport, Energy & Infrastructure (DTEI) under a Notice in the South Australian Government Gazette titled 'Oversize or Overmass Agricultural Vehicles Driven on Roads'. It sets out the conditions under which you can drive oversize or overmass agricultural vehicles or agricultural combinations that are not normally allowed general access to roads.
- 1.2 This Code replaces the requirements of the Road Traffic (Oversize or Overmass Vehicle Exemptions) Regulations 1999 when you are driving oversize or overmass agricultural vehicles or agricultural combinations.
- 1.3 This Code enables you to know what you can do, how you can do it, and what the law requires of you.
- 1.4 You must also comply with any registration conditions specified for your vehicle.

- 1.5 You must comply with all the conditions of this Code when driving an oversize or overmass agricultural vehicle on the road, otherwise you commit an offence.

2 What vehicles are covered?

- 2.1 You must comply with this Code if your agricultural vehicle or agricultural combination exceeds any of these limits:
 - 2.1.1 Total Mass – 42.5 tonnes
 - 2.1.2 Mass per Axle – 7 tonnes for a single axle fitted with single tyres
– 9 tonnes for a single axle fitted with dual tyres
 - 2.1.3 Width – 2.5 metres
 - 2.1.4 Height – 4.3 metres
 - 2.1.5 Length – 12.5 metres for a vehicle and 19 metres for a combination.
 - 2.1.6 Rear Overhang – 3.7 metres

Explanatory Note

Examples of vehicles covered by this Code include:

- tractors, harvesters and other self-propelled agricultural machines, seeders and bulk seed bins, ploughs, harrows, augers and conveyors, rakes, soil-tillage implements, and boom sprays;
- fuel trailers and small load-carrying trailers and/or small motor vehicles, when towed by an agricultural machine or tractor in conjunction with an agricultural task;
- any combination in which these vehicles are included.

3 What vehicles are not covered?

- 3.1 You can not use this Code for:
 - 3.1.1 an agricultural machine or implement when it is being used, or has been adapted, to carry goods other than loads for which it was designed or constructed.
 - 3.1.2 an agricultural combination that exceeds 19 metres in overall length if it includes a load-carrying vehicle. A fuel tanker or small vehicle when used in conjunction with the agricultural task is not considered a load-carrying vehicle.

Explanatory Note

If your agricultural vehicle or agricultural combination does not comply with this Code of Practice, you must apply for a separate, individually-issued exemption (known as a permit).

Applications for permits are assessed separately by DTEI, which will issue the appropriate permit if your proposed operation complies with the guidelines for oversize and overmass vehicle operations.



General Conditions

4 Road Rules

- 4.1 When operating under this Code, you must comply with all other provisions of the Road Traffic Act 1961 and Regulations and the Motor Vehicles Act 1959 and Regulations.
- 4.2 If there is not a separate lane available for overtaking, you must, at regular intervals when it is practicable to do so, move off the road to allow other vehicles to overtake.

5 Road Damage

- 5.1 You must ensure that there is sufficient side and overhead clearance available on routes you intend to use.

Explanatory Note

Some parts of the road system, such as bridges, overhead services and wires, roadside furniture (signs, traffic lights etc) and vegetation, may not provide sufficient clearance for a vehicle and load travelling under this Code.

Section 106 of the Road Traffic Act, *Damage to roads and works*, requires you to notify the Police, DTEI or Office of Public Transport if you cause damage to roads, bridges and culverts, or interfere with roadside furniture.

If you have caused anything to fall on to the road that may obstruct, damage or cause injury to people or vehicles, Australian Road Rule 293 requires you to remove it or take action to have it removed. Examples include tree branches or damaged traffic signs.

Mass Limits

6 Mass Limits for Single Axles

- 6.1 Under this Code, your agricultural vehicle can exceed the mass limits for single axles up to the limits specified in Table 1.

Table 1 Single Axle Mass Limits

Axle and Tyre Configuration	Mass Limit (tonnes per axle)
Axle fitted with 2 tyres	9
Axle fitted with 4 tyres and a ground contact width more than 2.5 metres but not more than 3.5 metres	10.5
Axle fitted with 4 tyres and a ground contact width more than 3.5 metres	12

Explanatory Note

Tandem and Triaxle Groups fitted to agricultural vehicles and any non-agricultural vehicles in an agricultural combination must comply with the axle mass limits specified in the Road Traffic (Mass and Loading Requirements) Regulations 1999.



Height Limits

7 Maximum Heights

- 7.1 Your agricultural vehicle must not exceed
- **4.9 metres**
- 7.2 The overall height of any non-agricultural vehicle being used to tow or being towed in an agricultural combination must not exceed
- **4.3 metres**

8 Height Restrictions

- 8.1 If your agricultural machine, tractor, or agricultural implement is between 4.3 metres and 4.9 metres high, before starting your journey, you must:

- 8.1.2 ask ETSA Utilities about height clearances under power lines along your route;
- 8.1.2 ask Telstra about height clearances under telecommunication lines along your route;
- 8.1.3 obtain a high load clearance from Optus for travel within the Optus Clearance Zone (see Optus Clearance Map). Details of your proposed route, times of travel, load and height must be provided to obtain a clearance. If your journey has to be made at short notice, a clearance number can be obtained. You must carry the clearance or clearance number during the trip and produce it when requested by a Transport Safety Compliance Officer or Police Officer.

Explanatory Note

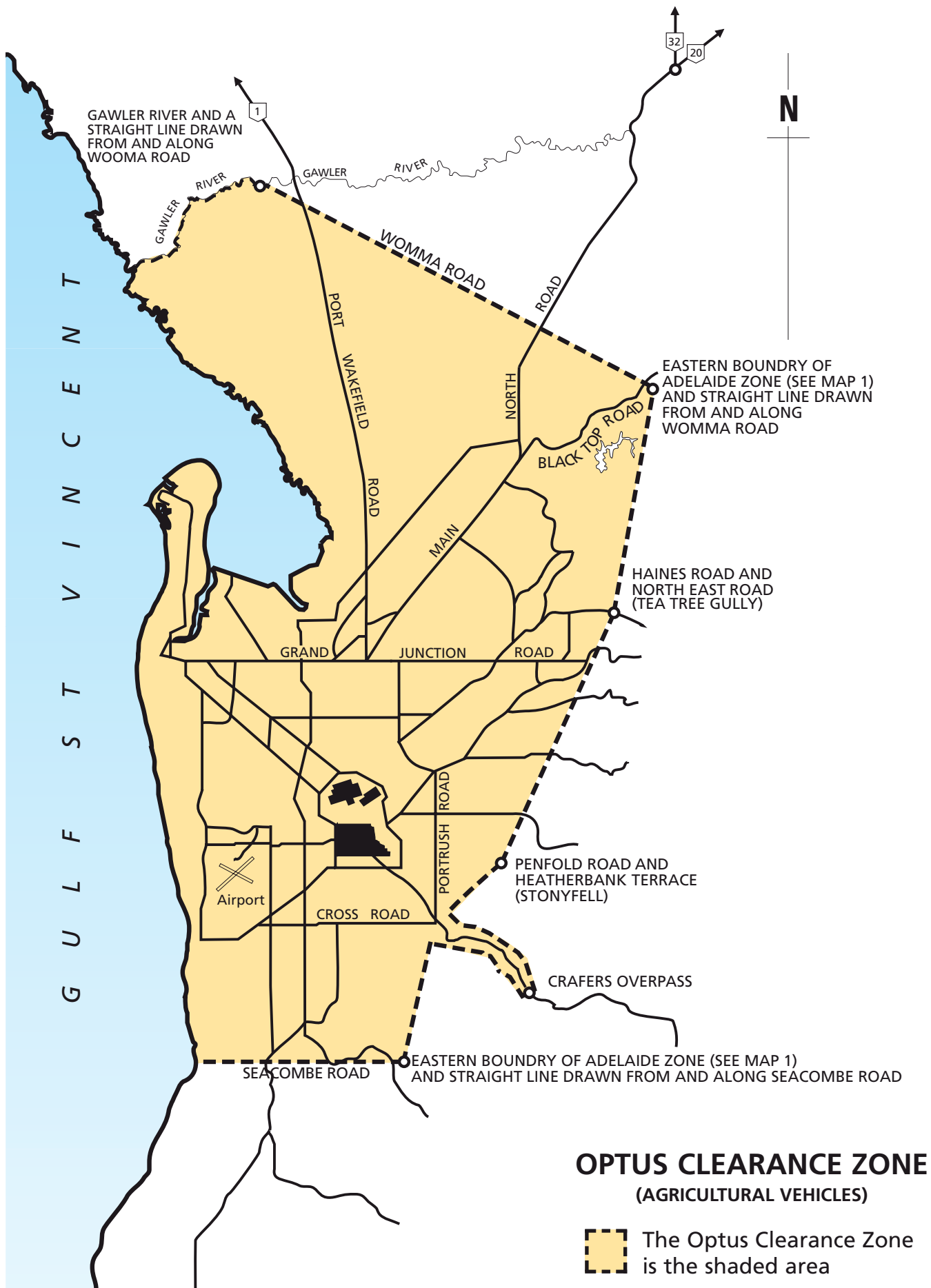
You should also verify with ETSA Utilities and Telstra that the required clearance is available when travelling off the road network covered by the exemption and on to private property, such as a farm track or paddock.

Contact Details

Contact details for ETSA, Telstra and Optus can be obtained from the Vehicle Permits Team by calling 1300 882 249.



Height Limits



Times of Travel

9 When you can not travel

- 9.1 You must not travel between sunset and sunrise (as published in the South Australian Government Gazette).
- 9.2 You must not travel during periods of low visibility. Low visibility means any time when, due to insufficient daylight or unfavourable weather conditions, people or vehicles on a road are not clearly visible at 250 metres by a person of normal vision.

Towing

10 Towing other Vehicles

- 10.1 You are not restricted in the number of vehicles that can be towed in a combination by an agricultural machine or tractor, as long as the combined length does not exceed the maximum limits specified for each of the zones (See Pages 12 to 21).
- 10.2 The maximum speed at which you can tow an agricultural implement without brakes is 50km/h.
- However:
- 10.2.1 where the road speed limit is lower than 70km/h but higher than 30km/h, the maximum speed at which you can travel is 20km/h less than the road speed limit;
- 10.2.2 where the road speed limit is 30km/h or less, the maximum speed at which you can travel is 10km/h.

Explanatory Note

Where your agricultural implement is not fitted with brakes and you are on a road where the speed limit is 100km/h, the maximum speed you can travel is 50km/h. In a town where the road speed limit is 60km/h, the maximum speed you can travel is 40km/h. If you are passing road works where the speed limit is 25km/h, the maximum speed you can travel is 10km/h.

If your agricultural implement is fitted with brakes, normal speed limits apply.

- 10.3 All vehicles being towed must be connected by at least one safety chain or cable, or other flexible device, so that:
- 10.3.1 the towed vehicle is kept in tow if the coupling breaks or detaches accidentally; and
- 10.3.2 the normal vehicle turning movement of the coupling can operate, without unnecessary slack.
- 10.4 If practicable, the safety connection must be built and fitted so that it prevents the draw bar of the towed vehicle from hitting the ground if the coupling accidentally detaches.
- 11 Exemption for Rear Vision Mirrors
- 11.1 A vehicle towing an agricultural implement wider than 3.5 metres, which obscures the driver's rear view, is exempt from the need to fit rear vision mirrors providing the combination is accompanied by a pilot vehicle travelling behind (See 17, Pilot Vehicles).



Warning Other Road Users

12 Warning Lights

- 12.1 You must display a warning light or lights if your agricultural vehicle or combination is longer than 22 metres or is:
- 12.1.1 wider than 2.5 metres and travelling on a major road;
 - 12.1.2 wider than 3 metres and travelling on a minor road.
- 12.2 Your vehicle's warning lights must:
- 12.2.1 emit a rotating, flashing, yellow-coloured light; and
 - 12.2.2 flash at a rate between 120 and 200 times per minute; and
 - 12.2.3 have power of at least 55 watts; and
 - 12.2.4 not be a strobe light; and
 - 12.2.5 not be a vehicle's hazard warning lights.
- 12.3 Your vehicle's warning lights must:
- 12.3.1 be permanently connected to the vehicle's electrical system or use standard automotive connectors to allow easy disconnection and removal when not required; and
 - 12.3.2 have an on/off switch control located within easy reach of the driver; and
 - 12.3.3 be fixed to the vehicle or combination so that light is clearly visible for 500 metres in any direction. This can be achieved from one or more lights.
- 12.4 Cigarette lighter connectors can be used on agricultural machines or tractors and pilot vehicles provided they have sufficient current capacity to power the light continuously in accordance with the specifications.

13 Flags

- 13.1 If your agricultural vehicle or combination is wider than 2.5 metres, unless it is a tractor, it must display brightly-coloured red, yellow, or red and yellow flags at least 450mm wide and 450mm high.
- 13.2 You must position the flags to mark clearly the extremities of the vehicle and combination. The flags must be clearly visible at a distance of 100 metres to a person of normal vision.

14 Delineators

- 14.1 A delineator is a banner, marker or other material that is clearly visible and used to indicate the extremities of the vehicle and/or load, whichever is greater.
- 14.2 You must display delineators at the sides of the rear of any harvester comb carried on a comb trailer and on an auger or conveyor unless the extremities of the implement or vehicle are delineated by use of flags in accordance with this Code.
- 14.3 A delineator must consist of a pattern covering an area of at least 0.16 square metres, (e.g. 400mm by 400mm or 1600mm by 100mm) consisting of alternately coloured diagonal stripes at least 150mm wide, which can be either:
- 14.3.1 red and white; or
 - 14.3.2 black and white.
- 14.4 You must paint any part of an axle extending more than 150mm from the outside wall of a tractor's tyre fluorescent yellow or have yellow fluorescent or other high-visibility material wrapped around it.



Warning Other Road Users

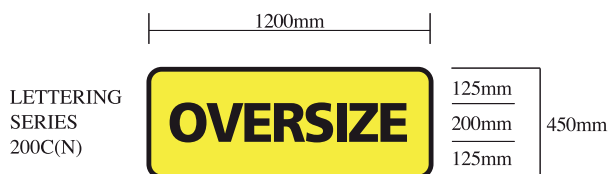
Explanatory Note

A warning sign saying "OVERSIZE" must not be displayed on agricultural vehicles or combinations that are not oversize. Agricultural vehicles or combinations travelling on minor roads do not need to display a warning sign.

15 Warning Signs

- 15.1 When travelling on a major road, you must display a warning sign with the word "OVERSIZE" at the rear of an agricultural vehicle or combination wider than 2.5 metres.
- 15.2 You must keep warning signs clean so that other road users can read them.
- 15.3 A single tractor is not required to display a warning sign.
- 15.4 Agricultural vehicles or combinations crossing a major road at right angles are not required to display a warning sign.
- 15.5 Specifications for warning signs
- 15.5.1 Face of a warning sign
- The sign must:
- (a) have a yellow surface that meets either of these requirements:
 - it complies with Class 1 or 2 of Australian/New Zealand Standard AS/NZS 1906.1, "Retro-reflective Materials and Devices for Road Traffic Control Purposes" Part 1: Retro-reflective Materials; or
 - has a plain yellow background that can be used in periods of good visibility during daylight hours only; and
 - (b) have a black border at least 20mm wide. The outermost edge of the border must be set at least 10mm in from the edge of the sign, unless the sign has been made with a box edge; and
 - (c) show the word "OVERSIZE" in black capital letters at least 200mm high conforming with Australian Standard AS1744, 'Forms of Letters and Numerals for Road Signs', in typeface Series 200C(N); and
 - (d) have the manufacturer's name or trademark permanently marked in letters at least 3mm but not more than 10mm high; and
 - (e) comply with the following dimensions and specifications:

- 15.5.2 Material for a warning sign
- The warning sign must be made of either:
- (a) stiff, flat, weatherproof material, such as Zincalume at least 0.8mm thick or aluminium at least 1.6mm thick; or
 - (b) flexible material provided it is:
 - held taut; and
 - positioned and secured in a manner that it is clearly seen; and
 - maintained in a condition that is easily read.
- 15.5.3 A flexible sign must comply with all other requirements relating to warning signs as if it were a stiff sign.
- 15.5.4 A warning sign fitted to the rear of a field bin can be reduced to 300mm high and be of a type that is fixed to and conforms with the shape of the field bin.
- 15.6 Mounting of warning signs
- 15.6.1 A warning sign must be mounted in an upright position at the rear of the agricultural vehicle or combination.
- 15.6.2 The lower edge of the warning sign must be:
- (a) above the bottom of the bumper bar; or
 - (b) if there is no bumper bar fitted, at least 500mm from ground level.
- 15.6.3 Warning signs can be split into two provided:
- (a) the left-hand part displays the word OVER and the right-hand part displays the word SIZE; and
 - (b) there is no border between the adjacent edges of the two parts; and
 - (c) the parts are fixed to the vehicle at the same height.
- 15.6.4 Where it is impracticable to mount the warning sign at the rear of the vehicle or combination, such as on an auger or conveyor, you may mount the sign at the rearmost part of the main frame of the vehicle, provided the sign is clearly visible.



Warning Other Road Users

16 Temporary Roadside Warning Signs

16.1 You may use temporary roadside warning signs depicting the words “OVERSIZE VEHICLE AHEAD” instead of pilot vehicles where:

- 16.1.1 travel is on minor roads in Zones 3 and 4 only;
- 16.1.2 the vehicle and/or combination is less than 7.5 metres wide;
- 16.1.3 the distance travelled along the minor road is not more than 5 kilometres; and
- 16.1.4 a pilot vehicle would otherwise be required in accordance with this Code.

16.2 When using temporary roadside warning signs, you must ensure they are:

- 16.2.1 placed so that they:
 - (a) give advance warning to road users approaching the oversize vehicle; and
 - (b) give the same level of warning a pilot vehicle would provide;
- 16.2.2 securely placed on the verge of the road;
- 16.2.3 clearly visible to approaching vehicles;
- 16.2.4 not positioned in a way that would cause an obstruction or hazard; and
- 16.2.5 removed from the road as soon as possible after the journey.

16.3 Specifications for temporary roadside warning signs

- 16.3.1 Face of a temporary roadside warning sign
The sign must:
 - (a) have a yellow surface that meets either of these requirements:
 - it complies with Class 1 or 2 of Australian/New Zealand Standard AS/NZS1906.1, “Retro-reflective Materials and Devices for Road Traffic Control Purposes” Part 1: Retro-reflective Materials; or
 - has a plain yellow background that can be used in periods of good visibility during daylight hours only; and
 - (b) have a black border at least 20mm wide. The outermost edge of the border must be set at least 10mm in from the edge of the sign, unless the sign has been made with a box edge; and
 - (c) show the word “OVERSIZE” in black capital letters at least 200mm high conforming with Australian Standard AS1744, ‘Forms of Letters and Numerals for Road Signs’, in typeface Series 200C(N); and

- (d) show the words “VEHICLE AHEAD” in black capital letters at least 100mm high conforming with Australian Standard AS1744, ‘Forms of Letters and Numerals for Road Signs’, in typeface Series 100C(N); and
- (e) have the manufacturer’s name or trademark permanently marked in letters at least 3mm but not more than 10mm high; and
- (f) comply with the following dimensions and specifications:



16.3.2 Material for a temporary roadside warning sign
The warning sign must be made of either:

- (a) stiff, flat, weatherproof material, such as Zinalume at least 0.8mm thick or aluminium at least 1.6mm thick; or
- (b) flexible material provided it is:
 - held taut;
 - positioned and secured in a manner that can be clearly seen; and
 - maintained in a condition that is easily read.

16.3.3 A flexible sign must comply with all other requirements relating to warning signs as if it were a stiff sign.

17 Pilot Vehicles

17.1 You must ensure that the driver of any pilot vehicle accompanying an agricultural vehicle or combination operates in accordance with the booklet ‘Escorting Guidelines for Oversize and Overmass Vehicles and Loads’, published by DTEI.

17.2 When operating under this Code, the driver of a pilot vehicle may use a cigarette lighter socket as a power supply for warning lights, provided it has sufficient current capacity to power the light continuously in accordance with the specifications.



Zones of Operation

18 Operating Restrictions

- 18.1 In different areas of the State, different length and width limits apply to the maximum size of agricultural vehicles and combinations that you may drive on the roads.
- 18.2 This booklet contains five maps of South Australia showing the areas of operation (referred to as Zones) for which the specified length and width limits and conditions detailed in this Code apply.
- 18.3 You are also restricted by the clearance height of your vehicle under certain bridges in each Zone.
- 18.4 The Code defines the maximum limits applying in each of the following zones:
- 18.4.1 Zone 1 - Shaded area - Central Adelaide Zone (Map 1)
 - 18.4.2 Zone 2 - Shaded areas - Northern Adelaide Zone (Map 2A)
- Southern Adelaide Zone (Map 2B)
 - 18.4.3 Zone 3 - Shaded areas - Adelaide Hills Zone (Map 3)
 - 18.4.4 Zone 4 - Shaded area - Country Zone (Map 4)
 - (a) roads shown in the Country Zone (Map 4) are Major Roads;
 - (b) all roads in the Country Zone that are not defined as major roads and shown on Map 4 are Minor Roads.

ZONE 1

19 Size Limits

- 19.1 In Zone 1 (Map 1):
- 19.1.1 The overall length of:
 - (a) an agricultural machine or tractor must not exceed **- 12.5 metres**
 - (b) an agricultural combination must not exceed **- 19 metres**
 - 19.1.2 The width of an agricultural vehicle must not exceed **- 2.5 metres**
 - 19.1.3 The height of an agricultural vehicle must not exceed **- 4.3 metres**
 - 19.1.4 The rear overhang of an agricultural vehicle must not exceed **- 4.5 metres**

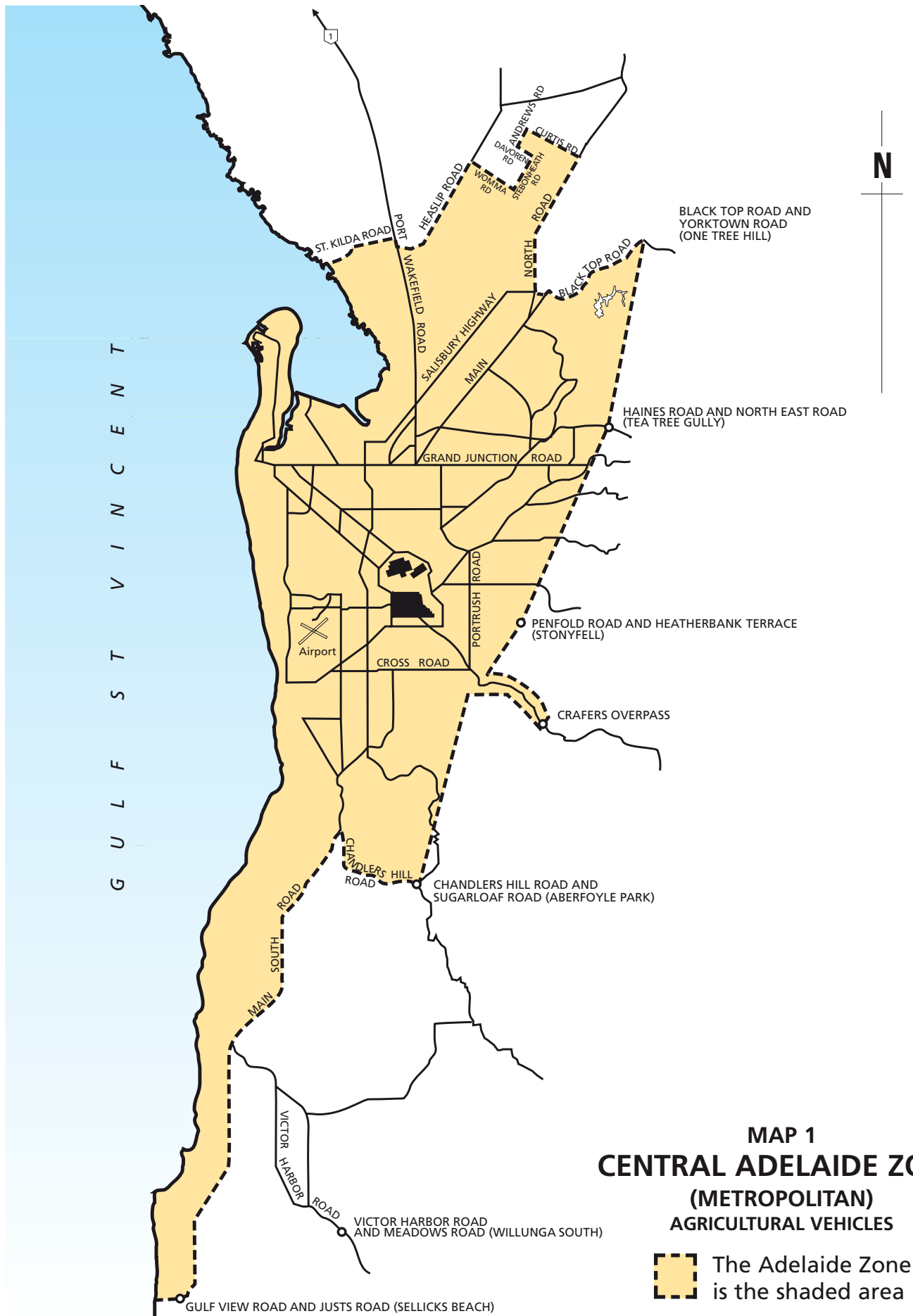
20 Route Restrictions

- 20.1 You are not permitted to travel on the Adelaide Crafers Highway between the Glen Osmond Road/Portrush Road intersection and the Crafers Interchange.
- 20.2 You are not permitted to travel under the following bridges in Zone 1 if the overall height of your vehicle or combination exceeds the clearance height specified below:

Structure	Clearance Height (metres)
(a) Railway bridge over Rosetta Street, West Croydon	3.0
(b) Railway bridge over Chief Street, Brompton	3.2



Zones of Operation



Zones of Operation

ZONE 2

21 Size Limits

- 21.1 In Zone 2 (Map 2A & 2B):
- 21.1.1 The overall length of:
- (a) an agricultural machine or tractor must not exceed **- 12.5 metres**
 - (b) an agricultural combination, consisting of an agricultural machine or tractor towing a trailer, must not exceed **- 19 metres**
 - (c) an agricultural combination, consisting of an agricultural machine or tractor towing agricultural implements, which may include a fuel trailer or small vehicle, must not exceed **- 25 metres**
- 21.1.2 The width of an agricultural machine, tractor or agricultural implement must not exceed **- 3.5 metres**
- 21.1.3 The width of any other vehicle being used to tow or being towed as part of an agricultural combination must not exceed **- 2.5 metres**
- 21.2.4 The rear overhang of an agricultural machine or tractor must not exceed **- 4.5 metres**
- 21.1.5 The rear overhang of an agricultural implement (except augers and conveyors) must not exceed **- 5.5 metres**
- 21.1.6 The rear overhang of an auger or conveyor must not exceed **- 8 metres**

22 Other Conditions for Augers and Conveyors

- 22.1 In Zone 2, the following conditions apply to augers and conveyors:
- 22.1.1 If the rear overhang exceeds 5.5 metres, it must not exceed 50% of the overall length of the auger or conveyor up to a maximum of 8 metres.

- 22.1.2 If the rear overhang exceeds 5.5 metres, the rearmost extremity must be at least 3.5 metres from the ground when being towed.
- 22.1.3 If the rear overhang exceeds 6.5 metres, it must either:
- (a) be fitted with a warning light, at the rear extremity (see 12 Warning Lights); or
 - (b) be accompanied by a pilot vehicle travelling behind the combination (see 17 Pilot Vehicles).
- 22.1.4 If it is impractical or unsafe for you to fit a warning light to the rear extremity, it may be fitted in an alternative position provided that:
- (a) it is at least 2.2 metres above the ground when the auger/conveyor is connected to the towing vehicle;
 - (b) it is not more than 4 metres from the rear extremity;
 - (c) what remains of the auger/conveyor mainframe behind the warning light is painted white;
 - (d) a brightly-coloured red; yellow; or red and yellow flag at least 450mm long and 450mm wide is fitted which clearly defines the rear extremity.

23 Route Restriction

- 23.1 You are not permitted to travel under the following bridge in Zone 2 if the overall height of your vehicle or combination exceeds the clearance height specified below:

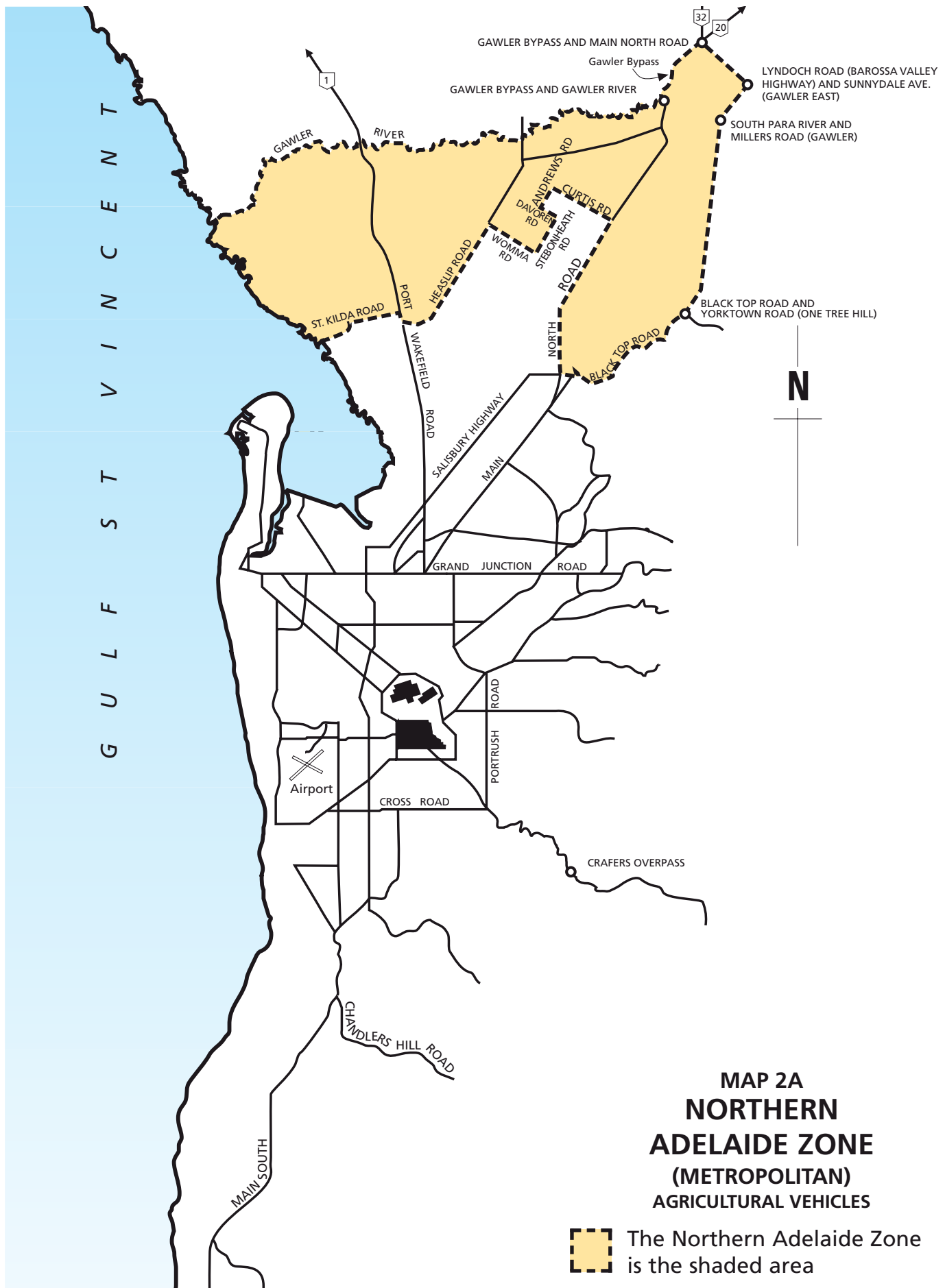
Structure	Clearance Height (metres)
(a) Road bridge over St Andrews Terrace, Willunga	4.5

Explanatory Note

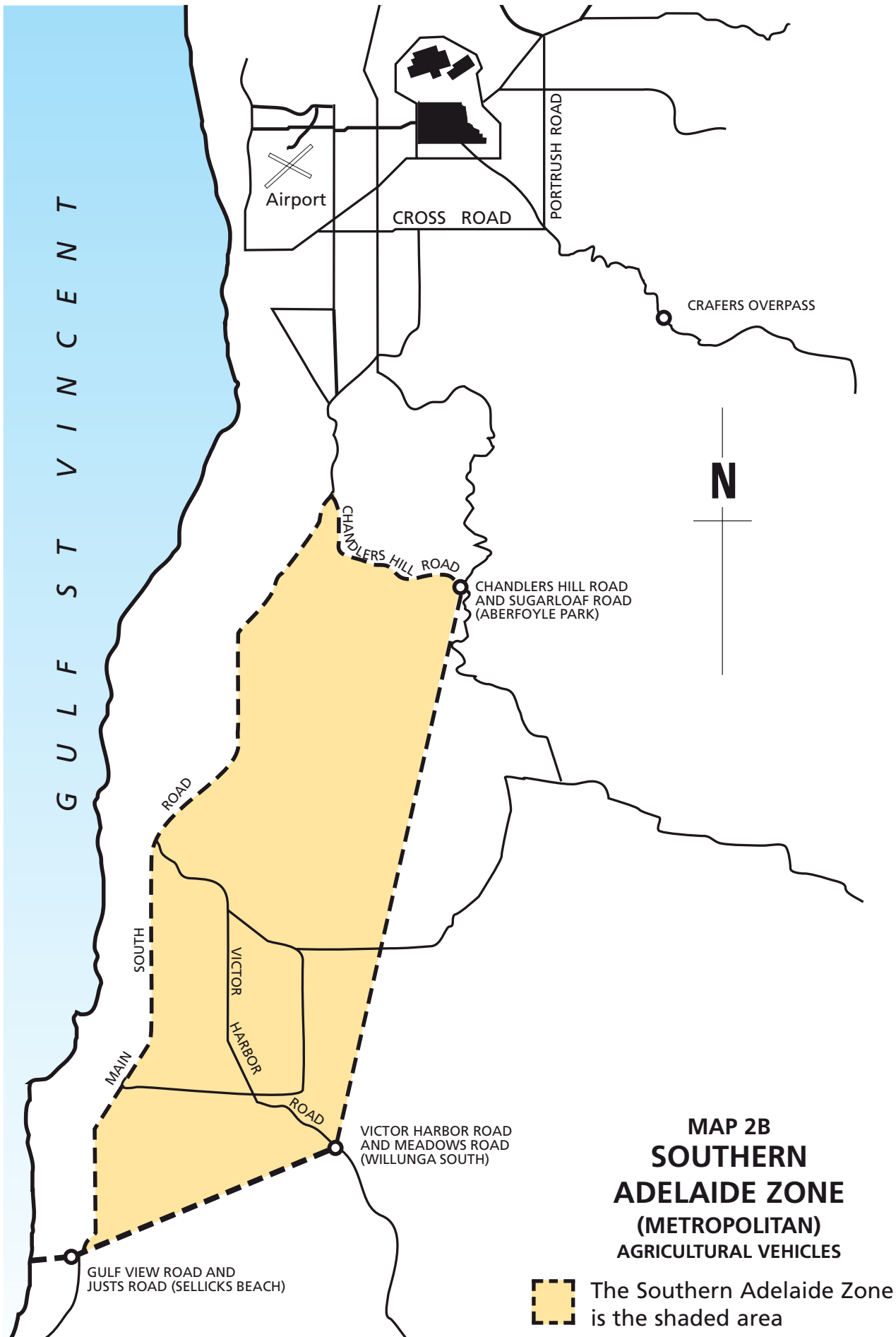
If your agricultural vehicle or combination is wider than 2.5 metres, you may use pilot vehicles in Zone 2 at your discretion to provide advance warning to other road users.



Zones of Operation



Zones of Operation



Zones of Operation

ZONE 3

24 Size Limits

24.1 In Zone 3 (Map 3):

24.1.1 the overall length of:

- (a) an agricultural machine or tractor must not exceed **- 12.5 metres**
- (b) an agricultural combination, consisting of an agricultural machine or tractor towing a trailer, must not exceed **- 19 metres**
- (c) an agricultural combination, consisting of an agricultural machine or tractor towing agricultural implements, which may include a fuel trailer or small vehicle, must not exceed **- 25 metres**

24.1.2 The width of an agricultural machine, tractor or agricultural implement must not exceed **- 3.7 metres**

24.1.3 The width of any other vehicle being used to tow or being towed as part of an agricultural combination must not exceed **- 2.5 metres**

24.1.4 The rear overhang of an agricultural machine, tractor or agricultural implement (except augers and conveyors) must not exceed **- 4.5 metres**

25 Other Conditions for Augers and Conveyors

25.1 On major roads, the rear overhang of an auger or conveyor must not exceed **- 4.5 metres**

25.2 On minor roads, the rear overhang of an auger or conveyor must not exceed **- 5.5 metres**

26 Route Restrictions

26.1 You are not permitted to travel under the following bridges in Zone 3 if the overall height of your vehicle or combination exceeds the clearance height specified below:

Structure	Clearance Height (metres)
(a) Railway bridge over Mount Barker Road, Aldgate	4.4
(b) Road bridge over Bald Hills Road, Mount Barker	4.5
(c) Road bridge (Stirling Interchange) over Mount Barker Road, Stirling	4.6
(d) Road bridges over Pine Ave (Echunga Road), Hahndorf	4.8
(e) Road bridge over Fowler Road, Bridgewater	4.8

27 Pilot Vehicles

27.1 If your agricultural machine, tractor or agricultural implement is wider than 3 metres, a pilot vehicle must travel:

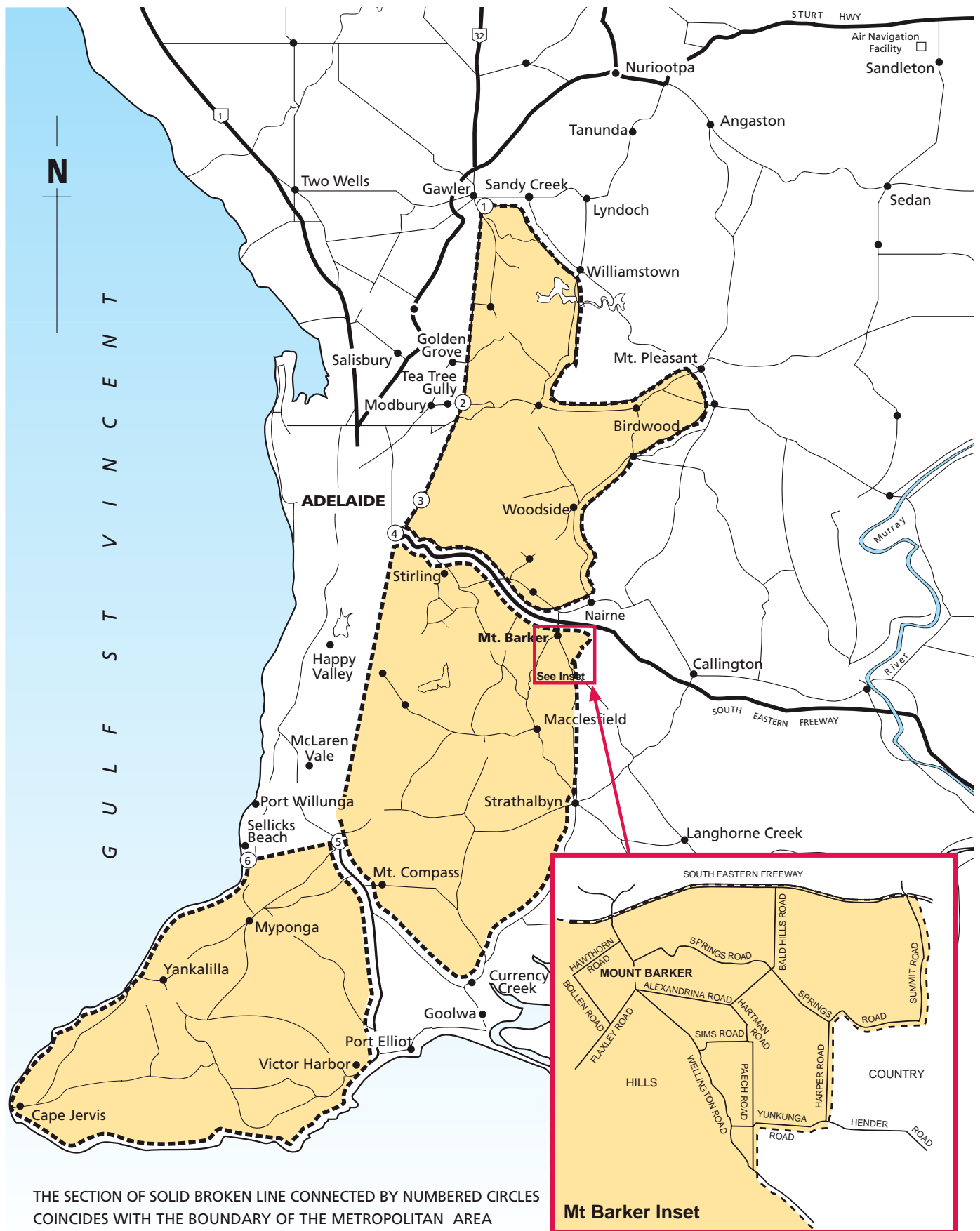
- 27.1.1 in front if there is not a clear view of the road up to 500 metres ahead;
- 27.1.2 at the rear if there is not a clear view of the road up to 500 metres behind.

Explanatory Note

Temporary roadside warning signs can be used instead of pilot vehicles (see Page 11) on minor roads only.



Zones of Operation



Zones of Operation

ZONE 4

28 Size Limits

28.1 In Zone 4: (Map 4)

28.1.1 The overall length of:

- (a) an agricultural machine or tractor must not exceed **- 12.5 metres**
- (b) an agricultural combination, consisting of an agricultural machine or tractor towing a trailer, must not exceed **- 19 metres**
- (c) an agricultural combination, consisting of an agricultural machine or tractor towing agricultural implements, which may include a fuel trailer or small vehicle, must not exceed, **- 30 metres**

28.1.2 The width of an agricultural machine, tractor or agricultural implement must not exceed **- 7.5 metres**

28.1.3 The width of any other vehicle being used to tow or being towed as part of an agricultural combination must not exceed **- 2.5 metres**

28.1.4 The rear overhang of an agricultural machine or tractor must not exceed **- 4.5 metres**

28.1.5 On major roads, the rear overhang of an agricultural implement (except augers and conveyors), must not exceed **- 4.5 metres**

28.1.6 On minor roads, the rear overhang of an agricultural implement must not exceed 50% of the overall length of the implement if the overhang exceeds 5.5 metres, but must not exceed **- 8 metres**

29 Other Conditions for Augers and Conveyors

29.1 The rear overhang of augers and conveyors must not exceed **- 8 metres**

29.2 For travel on major roads, the following conditions apply to augers and conveyors:

29.2.1 if the rear overhang exceeds 5.5 metres, it must not exceed 50% of the overall length of the auger or conveyor.

29.2.2 if the rear overhang exceeds 5.5 metres, the rearmost extremity must be at least 3.5 metres from the ground when being towed.

29.2.3 if the rear overhang exceeds 6.5 metres, it must either:

- (a) be fitted with a warning light, at the rear extremity (see 12 Warning Lights); or
- (b) be accompanied by a pilot vehicle travelling behind the combination (see 17 Pilot Vehicles).

29.2.4 if it is impractical or unsafe for you to fit the warning light to the rear extremity, it may be fitted in an alternative position provided that:

- (a) it is at least 2.2 metres above the ground when the auger/conveyor is connected to the towing vehicle;
- (b) it is not more than 4 metres from the rear extremity;
- (c) what remains of the auger/conveyor mainframe behind the warning light is painted white;
- (d) a brightly-coloured red, yellow, or red and yellow flag at least 450mm wide and 450mm high is fitted which clearly defines the rear extremity.

29.3 For travel on minor roads, the following condition applies to augers and conveyors:

29.3.1 if the rear overhang exceeds 5.5 metres, it must not exceed 50% of the overall length of the auger or conveyor.

30 Pilot Vehicles

30.1 For travel on major roads in Zone 4, the following pilot vehicle requirements apply:

Table 2 Zone 4 - Major Roads in the Country Zone (Map 4)

Width of Vehicle (metres)	Pilot Vehicle Requirements
Wider than 2.5 metres but not more than 3.7 metres	No pilot vehicle required.
Wider than 3.7 metres but not more than 6 metres	A pilot vehicle is required in front if there is not a clear view of the road up to 500 metres ahead of the agricultural vehicle or combination. A pilot vehicle is required at the rear if there is not a clear view of the road up to 500 metres behind the agricultural vehicle or combination.
Wider than 6 metres but not more than 7.5 metres	Two pilot vehicles are required, one at the front and one at the rear.



Zones of Operation

- 30.2 For travel on minor roads in Zone 4, the following pilot vehicle requirements apply:

Table 3 Zone 4 - Minor Roads in the Country Zone (Map 4)

Width of Vehicle (metres)	Pilot Vehicle Requirements
Wider than 2.5 metres but not more than 3.7 metres	No pilot vehicle required.
Wider than 3.7 metres but not more than 7.5 metres	A pilot vehicle is required in front if there is not a clear view of the road up to 500 metres ahead of the agricultural vehicle or combination. A pilot vehicle is required at the rear if there is not a clear view of the road up to 500 metres behind the agricultural vehicle or combination.

Explanatory Note

Temporary roadside warning signs can be used instead of pilot vehicles (see Page 11) on minor roads only.

31 Route Restrictions

31.1 In Zone 4: (Map 4)

- 31.1.1 Agricultural vehicles and combinations more than 3.05 metres wide and/or 23 metres long must not travel on:

- (a) the road between Stirling North and Wilmington, known as Horrocks Pass;
- (b) the road between Stirling North and Quorn, known as Pichi Richi Pass;
- (c) the bridge over the River Murray on the Princes Highway at Murray Bridge;
- (d) the Paringa Bridge on Route 20 (Sturt Highway) over the River Murray at Paringa.

- 31.1.2 Agricultural vehicles and combinations must not travel through the Port Germein Gorge on the road between Port Germein and Murraytown.

- 31.2 You are not permitted to travel under the following bridges in Zone 4 if the overall height of your vehicle or combination exceeds the clearance height specified below:

- 31.3 Agricultural vehicles and combinations that exceed 2.5 metres in width must not travel on the Hindmarsh Island Bridge without Police closing the bridge to traffic.

- 31.4 Agricultural vehicles and combinations that exceed 4.0 metres in width must not travel on the following bridges without Police closing the bridge to traffic:

31.4.1 Port Augusta Bridge, Port Augusta

31.4.2 Swanport Bridge, Murray Bridge

31.4.3 Berri Bridge, Berri

31.4.4 Blanchetown Bridge, Blanchetown

31.4.5 Kingston Bridge, Kingston on Murray

Structure	Clearance Height (metres)
(a) Murray Bridge over Long Flat Road on flood plain, Murray Bridge	4.8
(b) Arches over the Barossa Valley Way (main street), Tanunda	4.8

32 Travel on Ferries

- 32.1 If planning to travel on a ferry, you must obtain the approval of the ferry operator before commencing your journey.

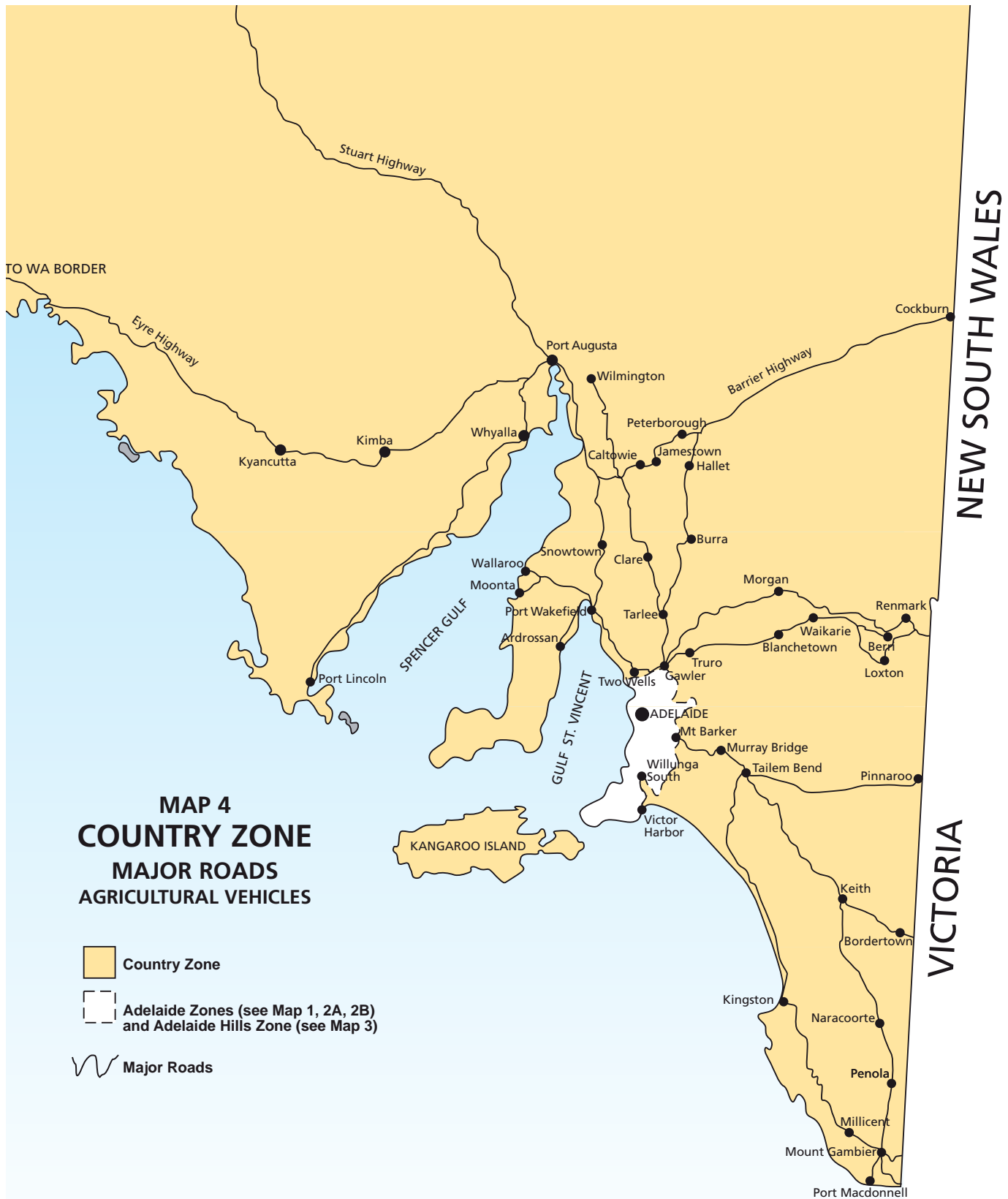
- 32.2 You must comply with all reasonable directions of a ferry operator, including providing details of the vehicle and load.

Explanatory Note

Contact details for ferry operators are available from the Vehicle Permits Team on 1300 882 249.



Zones of Operation



For further information relating to this Code of Practice and for applications for Permits, contact:

**Vehicle Permits Team
 Department for Transport Energy & Infrastructure (DTEI)**

Located at: **Kateena Street
 REGENCY PARK
 SA 5010**

Postal Address: **PO Box 1
 Walkerville SA 5081**

Telephone: **1300 882 249**
 Facsimile: **(08) 8348 9551**



DIRECTOR ASSETS & INFRASTRUCTURE SERVICES

DA/ITEM 6.3

2. MAITLAND WALKING TRAIL

(File Ref: 9.24.1.1)

PURPOSE

To seek endorsement for the 2.5km walking trail to be constructed around the Maitland town square, on the parklands adjacent to the Golf Course, and to seek approval for Council to supply materials for its construction.

RECOMMENDATION

That Council:

1. endorse the 2.5km walking trail to be constructed around Maitland on the parklands adjacent to the Golf Course; and
2. approve the supply of the materials for the construction of the Maitland Walking Trail.

LINK TO STRATEGIC PLAN

Key Theme/s:	Sustainable Communities 1. Sustainable Infrastructure
Strategic Goal/s:	1.1 Provide infrastructure and assets that are sustainable and safe.
Key Theme/s:	Community Engagement 1. Vitality and Connection
Strategic Goal/s:	1.1 Develop and facilitate ongoing partnerships and relationships with Progress Associations, Tidy Towns and other key community groups.

BACKGROUND

In May 2015, representatives of the Maitland & District Lions Club Inc met with Mayor Ray Agnew, Councillor Naomi Bittner, Councillor Tania Stock and the Operations Manager to present the concept of a walking trail around the township of Maitland, on Council parklands and footpaths.

At this meeting it was decided that the concept had merit as it would be beneficial to the residents of Maitland, including those who reside in the Elder Care Village.

Following this meeting, Council requested the Lions Club undertake consultation with the Maitland & District Progress Association Inc, as the body representing residents of the town, and the Maitland Golf Club Inc, as the caretakers of the land that the trail will traverse.

The Lions Club undertook the consultation as requested and received support from both the Progress Association and the Golf Club, with the Golf Club also agreeing to maintain the trail.

The Lions Club has committed to funding the construction of the trail and is seeking support from Council through the supply of materials.

DISCUSSION

To support the construction of the Maitland Walking Trail it is recommended that Council approve the supply of an estimated 700 tonnes of gravel, of which there is adequate stock.

COMMUNITY ENGAGEMENT PLAN

As the Lions Club has consulted with the Progress Association and Golf Club it has not been necessary for Council to undertake Community Engagement.

CONSULTATION PROCESS

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

- Mayor Ray Agnew
- Councillor Naomi Bittner
- Councillor Tania Stock
- Operations Manager

In preparing this report, the following External Parties were consulted:

- Maitland & District Lions Club Inc
- Maitland & District Progress Association Inc
- Maitland Golf Club Inc

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

Council has adequate stock of gravel to supply the Lions Club with the estimated 700 tonnes required to construct the Maitland Walking Trail.

The estimated value of this request is \$3,500 (700 tonnes x \$5 per tonne).

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Nil

ATTACHMENTS

Attachment 1: Proposed Maitland Walking Trail

Attachment 2: Quotation for the construction of the Maitland Walking Trail (to be paid for by the Lions Club)

Attachment 3: Letters of Support from the Progress Association and Golf Club



Maitland Lions Club

Proposed Walking Trail

LJ Baker and Son Pty Ltd

2 Shannon Terrace MAITLAND SA

Phone: 08 8832 2253 Fax: 08 8832 2149

David 0408 859 137 Brad 0408 859 522

Email: ljbakerandson@internode.on.net

115
1/1/16



A.B.N. 29 118 224 623

Maitland Lions Club

Maitland SA 5573

Invoice No: 2188

Date 31/12/2015

Quotation

Date	Description	Unit Price	Quantity	GST	Total
	Quotation Only		1		
	RE -Maitland walking trail		1		
Dec 2015	To construct walking path around Maitland on golf course as shown approx 1.2 to 1.5 meters wide minimum 50mm thick of dolomite fines supplied by YP Council.	12000.00	1	1200.00	13200.00

Total Excluding GST	\$12000.00
Total GST	\$1200.00
Total Including GST	\$13200.00
Amount Received	\$0.00
Invoice Balance	\$13200.00

Please note: EFT details are BSB 015630 Account no. 4954 04735 should you wish to transfer your payment.

Remittance Advice

Maitland Lions Club

Maitland SA 5573

LJ Baker and Son Pty Ltd
2 Shannon Terrace MAITLAND SA

Invoice Number : 2188
Amount Due : \$13200.00

MAITLAND & DISTRICT PROGRESS ASSOCIATION INC
Information Centre
5 Robert St
MAITLAND SA 5573

District Council of Yorke Peninsula
Elizabeth St
MAITLAND SA 5573

Re: Lions Walk around the Maitland Parklands

The Maitland Progress Association is fully supportive of the proposed Lions Walk around the Parklands. We were involved in getting the Lions Club to adopt this project.

The green Parklands are a major asset to the town, and enhance the visual approaches and amenities for visitors. We therefore encourage any constructive use of the area. The Lion's walking path will increase accessibility and usage of the area. It will add to the recreational activities available and therefore contribute to good health of Parkland users. It will provide a safe "offroad" venue for cyclists and gophers, and so has a safety dimension. It will provide a pleasant interlude for visitors to the town and for permanent residents, and increased usage will help keep the Parklands neat and tidy. We expect it will keep visitors in the town longer where they are likely to support local businesses. It will provide a place to safely take permanent residents of the hospital and nursing home in wheelchairs or walking. Office workers (including the Council employees) will be more likely to take their lunch to the Park, contributing to their health and wellbeing.

Future enhancements of the Parklands could include more picnic tables to take advantage of the views east across the Yorke Valley, and west across the town lake and down to the sea. A bird hide under the willows next to the town lake would enable more people to share the visiting pelicans and other bird life.

Roger Morgan
0419822130



MAITLAND GOLF CLUB INC

ABN: 80 113 915 538

PO Box 227
Maitland SA 5573

Phone/Fax: 08 8832 2741
Golf Link: 51306

DISTRICT COUNCIL OF YORKE PENINSULA,
ELIZABETH ST
MAITLAND SA 5573.

Re: Lions Walking Trail,

The Maitland Golf Club support in principle,
THE LIONS MAITLAND WALKING TRAIL,
around the parklands and adjacent to the golf course.
Signage of some sort would need to be put up, that sections of the trail
are along the golf course and care needs to be taken.
The golf club have agreed to maintain the trail in areas of the golf course.

President, Lindsay Harper,
Secretary, Heather Ramsey,
April 13th 2016

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

1. BUSH CAMPING WORKING PARTY

(File Ref: 9.24.1.1)

PURPOSE

To receive the Minutes of Council's Bush Camping Working Party held 11th May 2016.

RECOMMENDATION

That Council:

1. receive the Minutes of the Bush Camping Working Party held on 11th May 2016.
2. endorse the recommendation made by the Bush Camping Working Party.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
3. Our Economy
Strategic Goal/s: 3.1 Sustainable Economic Growth

BACKGROUND

To keep Council informed of regular Bush Camping Working Party meetings. To improve current bush camp sites and identify new locations in conjunction with economic growth and sustainability.

DISCUSSION

Attached are the Minutes of the Bush Camping Action Plan meeting held on 11th May 2016.

Item 4.1 of the Minutes recommends the following motion be adopted:-

Cr Naomi Bittner moved Cr Scott Hoyle seconded

It is recommended that Council adopt the following fees and charges for bush camping permits from 1st September, 2016.

Non Rate Payers

\$10 per night

\$50 per week

\$150 per month

\$500 per year

Rate Payers

\$10 per night

\$25 per week

\$75 per month

\$250 per year

CARRIED

COMMUNITY ENGAGEMENT PLAN

Level 1 – Inform.

Minutes will be available on Council's website.

As this project progresses, a full engagement plan will be developed to engage the community on recommendations.

CONSULTATION PROCESS

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

- Director Development Services
- Senior Compliance Officer

In preparing this report, the following External Parties were consulted:

- Bush Camping Working Party
- Visitor Information Centre

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

An opportunity to offset resources and ongoing expenses required to financially sustain the bush camping locations and facilities.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act

National Competition Policy - 1995 Competition Principles Agreement

Council must ensure competitive neutrality principles are applied in accordance with 1995 Competition Principles Agreement. Camping permit fees should not be set at a rate that is too low and discourages campers from using local Caravan Parks.

ATTACHMENTS

Attachment 1: Bush Camping Working Party Minutes



Yorke Peninsula Council

Minutes of the Meeting of the Bush Camping Working Party

Held on Wednesday 11th May 2016
In the Council Chambers
57 Main Street Minlaton commencing at 2pm
(Subject to confirmation)

ITEM 1

1.1 WELCOME

Chairman Adam Meyer welcomed everyone to the meeting and declared the meeting open at 2.10pm.

1.2 PRESENT

Councillor Tania Stock, Scott Hoyle, Adam Meyer, Naomi Bittner

IN ATTENDANCE

Roger Brooks	Director Development Services
Mick Cartwright	Manager Development Services
Phil Herrmann	Senior Compliance Officer
Stephen Goldsworthy	Operations Manager
Anne Hammond	Manager of Business and Public Relations
Maddy Pulling	Minute Secretary

1.3 LEAVE OF ABSENCE

1.4 APOLOGIES

Wendy Story

1.5 MINUTES OF THE PREVIOUS MEETING - for confirmation.

Cr Adam Meyer moved Roger Brooks seconded

That the minutes of the Bush Camping Working Party meeting held on 13th April 2016, as circulated, be confirmed as a true record.

CARRIED

ITEM 2 VISITORS TO THE MEETING

ITEM 3 CORRESPONDENCE

ITEM 4 DEBATE AGENDA

4.1 Discussion resumed on the Bush Camping Action Plan.

Number 7 Develop a Bush Camping Procedure - resulted with the following suggestions:

- Senior Compliance Officer to visit local businesses that are currently collecting camping fees to discuss and assess if businesses are finding this process a burden.
- When booking a permit online the purchaser to receive an automated return email listing camping conditions and regulations.
- The camping permit to encompass all of the Yorke Peninsula Council camping locations.
- Permit to specify how many motor vehicles/caravan/tents allowed for each site. Council Rangers to use their discretion when enforcing the regulated amount of vehicles allowed for each campsite. The Working Party discussed one vehicle per permit.
- Establish the camping permit online and review the permit contents in 2 years.

Number 9 Review of Fees and Charges – resulted in the following the following:

Cr Naomi Bittner moved Cr Scott Hoyle seconded

It is recommended that Council adopt the following fees and charges for bush camping permits from 1st September, 2016.

Non Rate Payers

\$10 per night

\$50 per week

\$150 per month

\$500 per year

Rate Payers

\$10 per night

\$25 per week

\$75 per month

\$250 per year

CARRIED

4.2 Caravans and tents will not be separated within campgrounds. Campsites will not be individually numbered or delineated.

The signage on page 16 of the Agenda to be adopted as a suitable 'temporary' option, with the addition of wording to include;

- an emergency phone number
- emergency coordinates; and
- for campers to refer to their permit information for rules and regulations.

Stephen Goldsworthy to determine how many signs would be required per camp location at each of the entry points and provide a quote on signage.

Individual camp fires to remain and shared fire pits will not be introduced, however, further discussion may resume in the future.

4.3 Permits and permit system discussed in ITEM 4 - 4.1

4.4 It was agreed that future meetings should be scheduled monthly, to take place the same day as each Council meeting.

4.4.1 Matters Raised

- Stephen Goldsworthy suggested it would be more appropriate to continue discussions on small campsites for the Walk the Yorke trail in the future.
- It was suggested to prioritise opening Daly Heads as a campsite. The Working Party will continue to discuss the following locations as possible new camp locations:
 - Cadd Gully
 - Port Minlacowie
 - Foul Bay Boat Ramp
 - Parara

ITEM 5 GENERAL BUSINESS

ITEM 6 NEXT MEETING

8th June, 2016 at 3pm.

ITEM 7 CLOSURE

The meeting closed at 3.40pm

.....
Chairperson – Mr Adam Meyer
Wednesday, 8th June, 2016.

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

2. AUTHORISATION TO SIGN LAND MANAGEMENT AGREEMENT

(File Ref: 9.24.1.1)

PURPOSE

To seek authorisation from Council for the Mayor and Chief Executive Officer to execute a Land Management Agreement relating to development at Section 322 Hundred of Para Wurlie, commonly known as 28 Galway Crescent, Point Souttar.

RECOMMENDATION

That Council authorise the Mayor and Chief Executive Officer to sign and affix the Common Seal on the relevant documents relating to the Land Management Agreement over land described as Section 322 Hundred of Para Wurlie in the area named Point Souttar, as contained within Certificate of Title Volume 5415 Folio 919.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
2. Progressive & Sustainable Development
Strategic Goal/s: 2.3 Continue to guide sustainable and integrated land use and development through the Development Plan and assessing and monitoring development applications.

BACKGROUND

Linda Russo on behalf of Souttariposo Pty Ltd ("the Owner") has requested Council execute documents to permit a Land Management Agreement (LMA) to be registered on the Certificate of Title of the land subject to development application 544/1151/2016.

The subject land is Section 322 Hundred of Para Wurlie in the area named Point Souttar ("the Land"), commonly known as 28 Galway Crescent, Point Souttar.

The LMA was offered as part of development application 544/1151/2016 which is for the construction of a dwelling extension and verandahs. The proposal includes the replacement of the existing wastewater system.

DISCUSSION

The Land is within the Coastal Settlement Zone in the Yorke Peninsula Council Development Plan and within 100 metres of the high water mark of the coast. Due to the proximity of the Land to the coast, the allotment is considered not suitable for on-site wastewater disposal.

The current Point Turton Community Wastewater Management Scheme (CWMS) does not extend to the locality, nor does it have sufficient capacity to permit further connections to the scheme at this time.

The Owner proposes to enter into the LMA committing to the installation of an on-site holding tank with future connection to a CWMS when there is sufficient capacity to accept additional connections.

The LMA also provides for the Owner to contribute seventeen thousand five hundred dollars (\$17,500) to a Council Reserve Fund for the future expansion of the CWMS in the locality.

The LMA will be registered on the Certificate of Title of the Land and will be binding on the current and future owner of the Land.

COMMUNITY ENGAGEMENT PLAN

Community Engagement Plan Level 1 - Inform

Providing information to assist understanding of how decisions were made.

CONSULTATION PROCESS

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

- Director Development Services
- Planning Officer (South)
- Environmental Health Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Costs associated with the registration of the LMA on the land Title are borne by the land owner. There are no immediate or ongoing costs to Council other than the administration issues associated with signing the relevant documents.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Development Act, section 57

Local Government Act, section 38(1)

ATTACHMENTS

Attachment 1: Locality Plan

Attachment 2: Land Management Agreement

544/1151/2016 – Russo



**LAND MANAGEMENT AGREEMENT
BY DEED**

BETWEEN:

YORKE PENINSULA COUNCIL
("the Council")

AND

SOUTTARIPOSO PTY LTD
("the Owner")

THIS DEED is made the

day of

2016

BETWEEN:

YORKE PENINSULA COUNCIL of 8 Elizabeth Street MAITLAND SA 5573 ("the Council") of the one part

And

THE PERSON NAMED IN ITEM 1 OF THE SCHEDULE of the address specified in Item 1 of the Schedule (hereinafter with its successors and assigns, as the case may be, referred to as "the Owner") of the other part

RECITALS:

- A. The Owner is the registered proprietor of an estate in fee simple in the whole of the land specified in Item 2 of the Schedule ("the Land").
- B. Save and except the Owner and the person(s) specified in Item 3 of the Schedule, if any, as at the date of this Deed no other person has any legal interest in the Land.
- C. The Owner has sought Development Plan Consent from the Council pursuant to the provisions of the Development Act 1993 ("the Act") to construct a dwelling extension and verandahs on the Land in accordance with the plans described in Item 4 of the Schedule ("the Dwelling Extension").
- D. The Council is prepared to grant Development Plan Consent to the Dwelling Extension provided the Owner agrees to provide for the installation of a temporary containment (holding tank) with a future connection to a Community Wastewater Management Scheme ("the CWMS") and which is to be constructed by the Council at some appropriate future time.
- E. The Owner has obtained independent legal advice as to the content and effect of

this Deed.

- F. Pursuant to the provisions of section 57(2) of the Act the Owner has agreed with the Council to enter into this Deed relating to the future development, management, preservation and conservation of the Land subject to the terms and conditions that follow.

NOW THIS DEED WITNESSES and IT IS AGREED by and between the parties:

1. RECITALS

- 1.1 The parties acknowledge and declare both that the matters referred to in the recitals to this Deed are true and correct in every particular and that the recitals shall form part of this Deed.

2. DEFINITIONS AND INTERPRETATION

2.1 Definitions

In this Deed, unless the context otherwise requires, the following words and expressions shall have the following meanings:

- 2.1.1 **“the Council”** means the Yorke Peninsula Council and includes any lawful successor to it;
- 2.1.2 **“the Land”** means the land specified in Item 2 of the Schedule and includes any improvements situated thereon;
- 2.1.3 **“the Owner”** means the person named in Item 1 of the Schedule as the Owner and includes all persons who at any time during the Term are registered as the proprietor of an estate in fee simple in the Land;
- 2.1.4 **“the Schedule”** means the Schedule attached to this Deed;
- 2.1.5 **“the Term”** means the period commencing on the date of execution of this Deed and continuing until this Deed is mutually surrendered by an agreement between the Owner and the Council;
- 2.1.6 **“the Code”** means the South Australian Health On-site Wastewater Systems Code April 2013;
- 2.1.7 **“the Reserve Fund”** means the fund entitled POINT SOUTTAR EFFLUENT AUGMENTATION RESERVE established by the Council

into which money is paid and held by the Council until it is required to be applied by the Council towards the cost of construction of the CWMS;

2.2 Interpretation

Subject to any inconsistency of subject or context the following rules of construction shall be used in the interpretation of this Deed:

- 2.2.1 Words and phrases used in this Deed which are defined in the South Australian Public Health Act 2011 or in the Regulations made under that Act shall have the meanings ascribed to them by the Act or the Regulations as the case may be;
- 2.2.2 Reference in any statute or subordinate legislation shall include all statutes and sub-ordinate legislation amending, consolidation or replacing the statute or sub-ordinate legislation referred to;
- 2.2.3 The term "person" includes a corporate body;
- 2.2.4 The term "the Dwelling Extension" shall mean the dwelling extension proposed to be constructed on the Land described in the plans on Item 4 of the Schedule and which has or will be an approved development under the Act;
- 2.2.5 Words importing the singular number or plural number are to be taken to include the plural number and the singular number respectively;
- 2.2.6 Words importing any gender include both genders;
- 2.2.7 Where two or more persons are bound hereunder to observe or perform any obligation or Deed whether express or implied they are bound jointly and each of them severally;
- 2.2.8 Clause headings are provided for reference purposes only and are not to be resorted to in the interpretation of the Deed;
- 2.2.9 The requirements of the Deed are at all times to be construed as additional to the requirements of the Act and any other legislation affecting the Land;
- 2.2.10 Nothing contained in this Deed shall fetter the Council in the exercise of its discretion as the Relevant Authority under the Act.

3. ACKNOWLEDGMENTS OF THE OWNER

- 3.1. The Owner acknowledges that prior to entering into this Deed it has received independent legal advice as to the content and effect of this Deed.

4. UNDERTAKINGS OF THE OWNER

- 4.1. The Owner shall notify the Council in writing of any change of ownership of the Land.
- 4.2. The Owner shall give to any intending purchaser of the Land written notice of this Deed.
- 4.3. The Owner shall lodge a separate application under the South Australian Public Health Act 2011 and the South Australian Public Health (Wastewater) Regulations 2013 ("the Wastewater Application") for the installation of a septic tank and temporary containment (holding tank).
- 4.4. The Wastewater Application must be approved by the Council in writing prior to the grant of development approval in relation to the application to construct a dwelling on the Land.
- 4.5. The Wastewater Application shall provide for the installation of a three thousand (3,000) litre septic tank and a three thousand (3,000) litre holding tank and alarm system and shall comply with the Code.
- 4.6. The Owner shall pay to the Council a contribution to the Reserve Fund in the sum of SEVENTEEN THOUSAND FIVE HUNDRED DOLLARS (\$17,500.00) for a future connection to the common pressure line of the CWMS which will transport effluent to the treatment plant ("the Connection Contribution") which amount is acknowledged by the parties to be a genuine pre-estimate of the cost to be incurred by the Council to establish the connection to the CWMS, as follows:
- 4.6.1 an amount of ONE THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS (\$1,750.00) at the time the Wastewater Application is lodged; and
- 4.6.2 NINE (9) further amounts each of ONE THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS (\$1,750.00) annually thereafter unless the Council constructs the CWMS before the last such payment is due to be paid by the Owner in which case the Owner must pay the balance of the said sum of SEVENTEEN THOUSAND

FIVE HUNDRED DOLLARS (\$17,500.00) then outstanding in full.

- 4.7 The Connection Contribution amount will be identified in the Council's fees and charges register.
- 4.8 Any approval granted by the Council in respect to a Wastewater Application may be subject to condition(s) as the Council deems fit to impose.
- 4.9 The Owner shall ensure the temporary containment (holding tank) is emptied and its contents disposed of in accordance with the provisions of the Code.
- 4.10 The Owner agrees to take full responsibility for the disposal of accumulated waste from the temporary containment (holding tank).
- 4.11 Within six (6) months of the completion of the CWMS and the establishment of the Connection Point to the Land by the Council, the Owner must make an application to connect to the CWMS.
- 4.12 Following the establishment of the Connection Point the Owner agrees to pay a yearly service charge to the Council in an amount determined by the Council pursuant to its then current rates and charges policy to maintain the connection.
- 4.13 All costs associated with the installation of the temporary containment (holding tank) including the costs of construction, installation and operation shall be the responsibility of the Owner.

5. COUNCIL'S OBLIGATIONS

- 5.1 The Council shall use its best endeavours but shall be under no legal obligation to provide a connection point to the Owners Land for a connection to the CWMS ("the Connection Point") within ten (10) years from the date hereof.
- 5.2 The Connection Point will be established when sufficient funds in the opinion of the Council have been accumulated in the Reserve Fund to enable an upgrade of the existing sewerage treatment plant and the supply and installation of the CWMS rising main to service the Land.

6. ADJUSTMENT OF THE CONNECTION CONTRIBUTION

- 6.1 If the actual cost incurred by the Council to establish the connection to the CWMS is either greater or less than the sum specified in Clause 4.6 then

the Owner must pay to the Council an amount equivalent to any additional cost or the Council must refund to the Owner equivalent to the reduction of the cost (as the case may be) PROVIDED THAT if the cost incurred by Council is greater than the sum of SEVENTEEN THOUSAND FIVE HUNDRED DOLLARS (\$17,500.00) then the additional cost payable to the Council by the Owner is to be capped to the sum of SEVENTEEN THOUSAND FIVE HUNDRED DOLLARS (\$17,500.00) adjusted by reference to the relevant Consumer Price Index for all groups (Adelaide) in respect of the period between the date hereof and the date of the completion of the CWMS.

7. OPERATION OF THIS DEED

7.1. The parties expressly declare and agree that the provisions of the Deed shall not be binding or impose any obligation upon them unless and until the Deed is registered and a memorial thereof entered on the Certificate of Title for the Land pursuant to the provisions of section 57(5) of the Act in priority to any other registrable interest in the land save and except for the estate and interest of the Owner therein.

8. RESCISSION

8.1. If any development authorisation obtained for the Development is not granted, or if granted, lapses or expires by virtue of the provisions of the Act without being implemented by the Owner, the Council agrees to rescind the Deed at the request of the Owner and the reasonable costs of and incidental to the preparation, stamping and registration of the Deed of Rescission shall be borne by the Owner.

9. COMPLIANCE

9.1. The Owner shall at all times during the Term use its best endeavours to ensure that all occupiers, lessees and/or licensees from time to time of the Land comply with the provisions of this Deed.

10. COUNCIL'S POWERS OF ENTRY ETC

10.1 The requirements of this Deed are to be at all times construed as additional

to the requirements of the Act and any other legislation affecting development of the Land AND the consent of the Council pursuant to this Deed shall be obtained prior to the Owner seeking any consent under the Act. Nothing contained in this Deed shall fetter the Council in the exercise of its discretion as the Relevant Authority under the Act.

10.2 The Council or any employee or authorised officer of the Council may at any reasonable time upon giving twenty-four hours written or verbal notice to the Owner or any occupier enter into and upon the Land for purposes of:

10.2.1 inspecting the Land and any building or structure thereupon;

10.2.2 exercising any other powers of Council under this Deed or pursuant to law;

PROVIDED HOWEVER the Council or any employee or authorised officer shall not be required to give such notice if in the reasonable opinion of the Council or such employee or authorised officer urgent entry is required.

10.3 If the Owner is in breach of the terms of this Deed the Council may by notice in writing served on the Owner require the Owner to remedy the breach within such time as is nominated by the Council in the notice (being not less than twenty-eight (28) days of the date of service of the notice) and if the Owner fails to remedy the breach the Council or its servants or agents may carry out necessary works upon the Land and recover any costs thereby incurred from the Owner.

10.4 The Council may delegate any of its powers under this Deed to any person.

11. VARIATION AND WAIVER

11.1. This Deed may not be varied except by a supplementary Deed signed by the Council and the Owner.

11.2. The Council may waive compliance by the Owner with the whole or any part of the obligations of the Owner herein contained but no such waiver is effective unless expressed in writing and signed by the Council.

12. NOTICES

12.1. Notice for the purpose of this Deed is to be taken to be properly served on the Owner if it is:

12.1.1 posted to the Owner at the Owner's last address known to the Council; or

12.1.2 any method prescribed by the Development Regulations 2008 for the service of a notice.

13. NOTING OF THIS DEED

13.1. Each party must do and execute all such acts, documents and things as are necessary to ensure that as soon as is possible after the execution of this Deed by all necessary parties, this Deed is noted by the Registrar-General against the Certificate of Title for the Land pursuant to Section 57(5) of the Act.

14. COSTS

14.1. The Owner is to bear the costs of and incidental to the negotiation and preparation of this Deed and the stamping and registering to note this Deed on the Certificate of Title to the Land.

14.2. The Owner hereby agrees to indemnify the Council and keep the Council forever indemnified in respect to the whole of its costs and expenses (including without limitation legal costs and expenses) of and incidental to the implementation of this Deed including the enforcement of its terms.

15. GOVERNING LAW

15.1. The law governing the interpretation and implementation of the provisions of this Deed is the law of South Australia.

16. GENERAL PROVISIONS

16.1 If any provision of the Deed shall be found by a court of competent jurisdiction to be invalid or unenforceable in law then and in such case the parties hereby record that it is their intention that such provision be severed from this Deed and that the remaining provisions are to be effective and enforceable according to their terms.

16.2 This Deed contains the whole Deed between the parties in respect of the matters referred to herein.

17. REGISTRATION

17.1 The Owner hereby consents to and requests registration of this Deed pursuant to Section 57(5) of the Development Act 1993

EXECUTED as a Deed

THE COMMON SEAL of the **YORKE PENINSULA**)
COUNCIL was hereunto affixed in the presence of:)

.....
Mayor

.....
Chief Executive Officer

EXECUTED by **SOUTTARIPOSO PTY LTD**)
in accordance with Section 127 of the Corporations)
Act:)

.....
Director

.....
Director

The person named in Item 3 of the Schedule, if any, who has a legal interest in the Land by virtue of the interest specified therein **HEREBY CONSENTS** to the Owner entering into this deed.

THE COMMON SEAL of the person described in
ITEM 3 of the SCHEDULE, if any, was hereunto
affixed in the presence of:

)
)
)

N/A

.....N/A.....

THE OWNER HEREBY CERTIFIES pursuant to Section 57(4) of the Act that no other person has a legal interest in the land.

Signed by **SOUTTARIPOSO PTY LTD** in
accordance with Section 127 of the Corporations
Act:

)
)
)

.....

Director

.....

Director

SCHEDULE

ITEM 1

Full Name of Owner:

SOUTTARIPOSO PTY LTD (ACN: 608 954 294)

Address of Owner:

UNIT 4 1 NORTH ESPLANADE GLENELG NORTH SA 5045

ITEM 2

Land Description:

THE WHOLE OF THE LAND COMPRISED WITHIN CERTIFICATE OF
TITLE REGISTER BOOK VOLUME 5415 FOLIO 919 BEING
SECTION 322 HUNDRED OF PARA WURLIE IN THE AREA NAMED
POINT SOUTTAR

ITEM 3

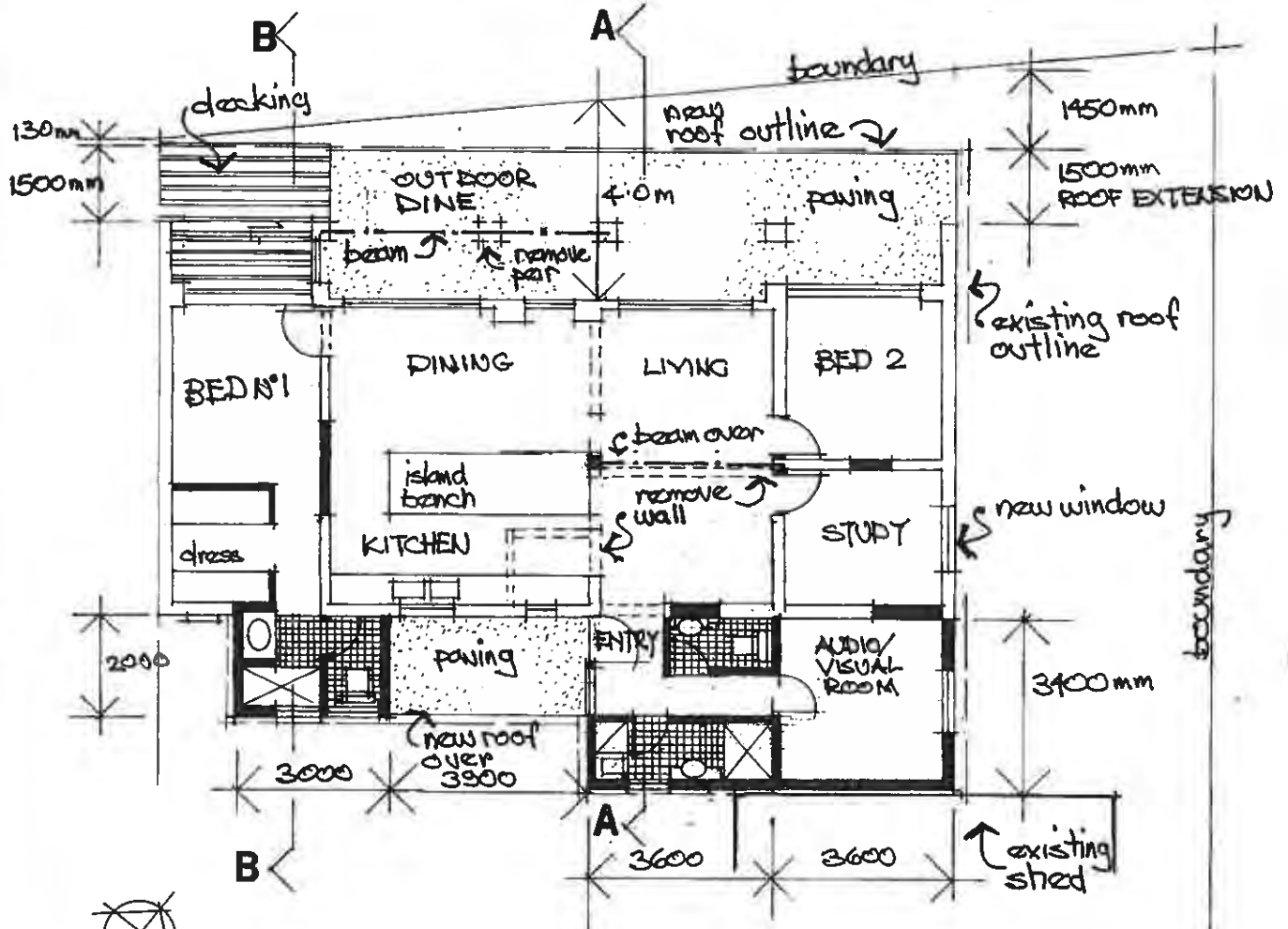
Full Name of person with legal interest in the Land (if any) and details of interest in the Land

N/A

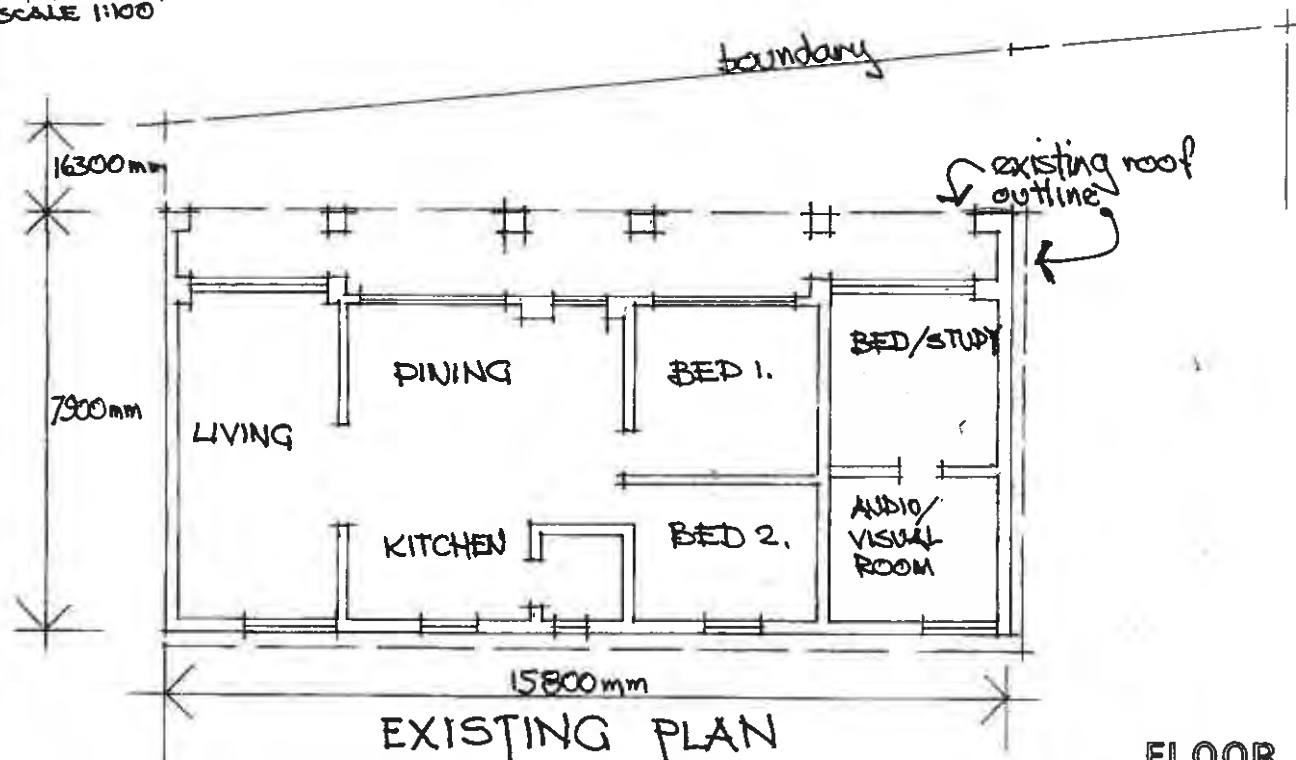
ITEM 4

The plans for the Dwelling

ATTACHED HERETO



PROPOSED ADDITIONS & ALTERATIONS

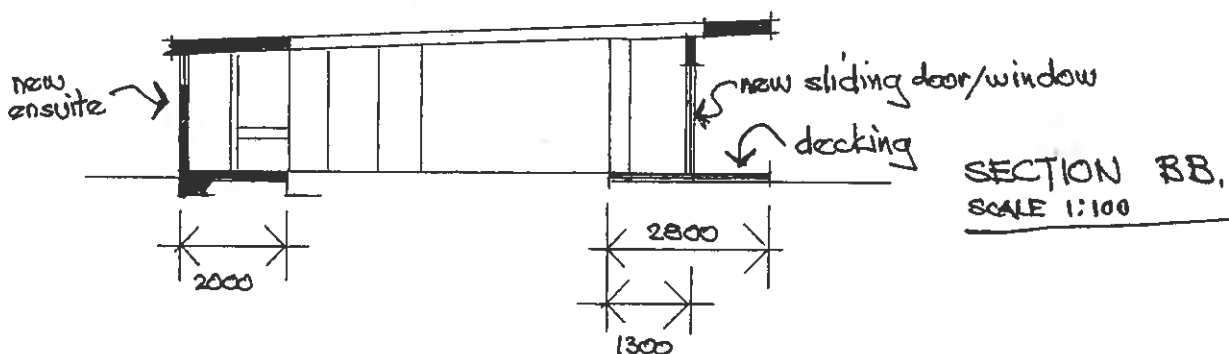
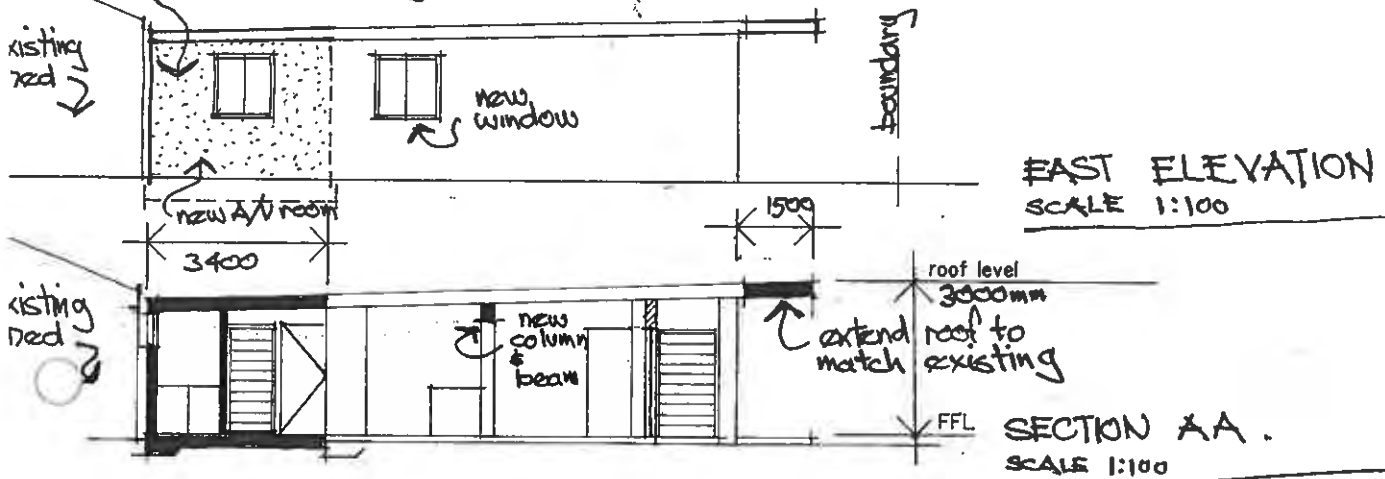
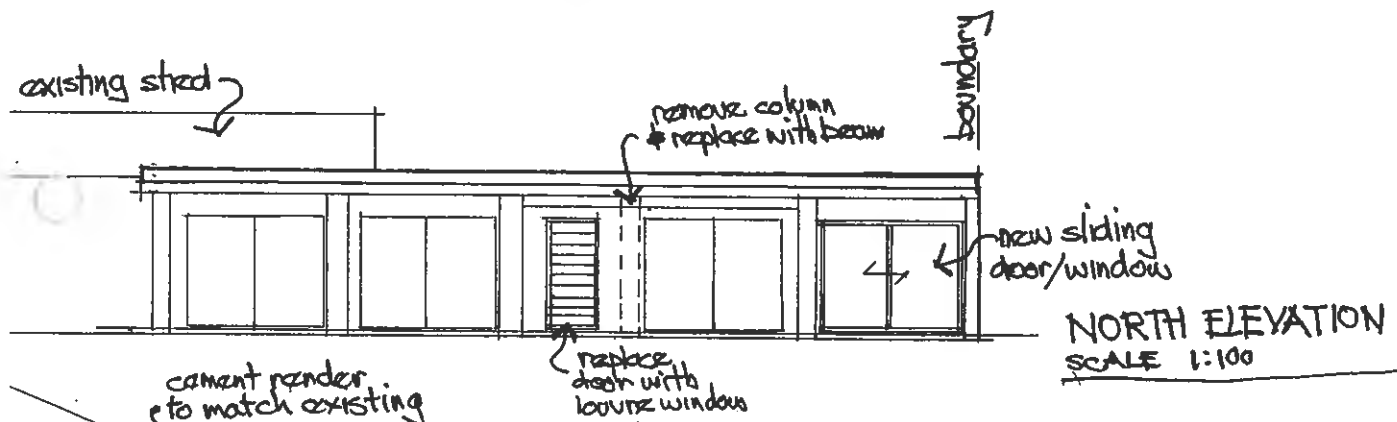
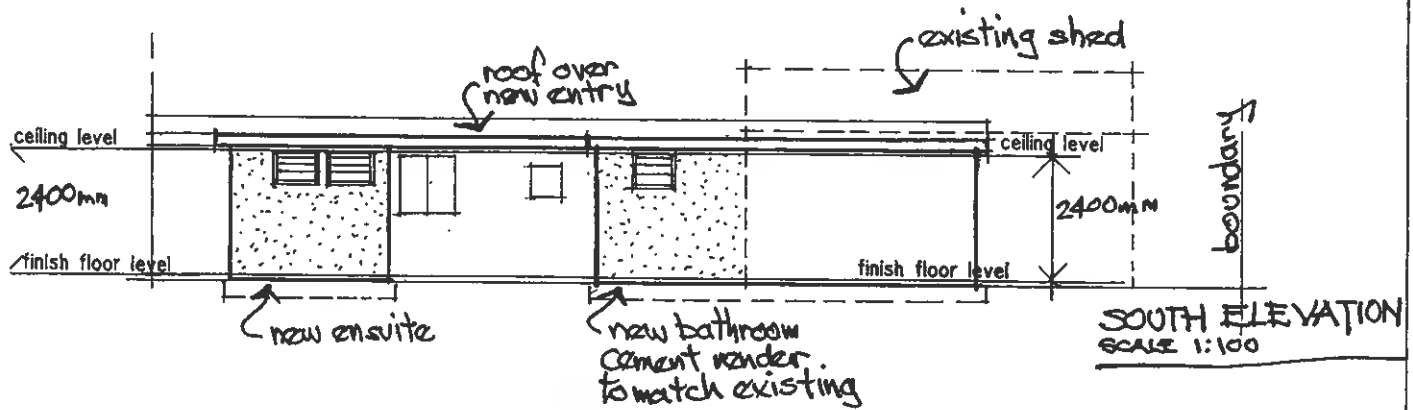


EXISTING PLAN

FLOOR PLAN

FIFTH CREEK STUD 0

SK-2016-02



ELEVATIONS

FIFTH CREEK STUDIO
SK-2016-03²¹³

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

3. AQUACULTURE (ZONES - EASTERN SPENCER GULF AMENDMENT POLICY)

(File Ref: 9.24.1.1)

PURPOSE

To inform Elected Members of proposed changes to the Aquaculture (Zones-Eastern Spencer Gulf) Statement of Effect.

RECOMMENDATION

That Council advise Primary Industry and Regions SA (PIRSA) that it has no objections and supports the outcomes proposed in the Aquaculture (Zones - Eastern Spencer Gulf Amendment Policy) Statement of Effect.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
3. Our Economy
Strategic Goal/s: 3.1 Sustainable economic growth

BACKGROUND

In February 2016, PIRSA representatives approached Council seeking our involvement in discussions regarding a review of the Statement of Intent for Aquaculture Zones within Eastern Spencer Gulf.

On the 3rd March 2016, Mayor Ray Agnew, Councillors Scott Hoyle, Naomi Bittner, John Rich and Council staff met with PIRSA representatives to discuss the proposed changes.

On the 4th May 2016, Council received correspondence from PIRSA seeking comment on the new Statement of Intent.

DISCUSSION

Having reviewed the Statement of Intent the proposed changes will not impact on our Council area. In essence, the Statement of Intent proposes changes to legislation that relates to the development of aquaculture in Spencer Gulf.

The approach to the Council is the first step in what will otherwise be a more broadly cast public consultation process. The areas referred to in the Statement of Intent are, Hardwicke Bay Aquaculture Zones and Point Pearce Prospective Aquaculture Zone.

The main areas in which the proposed changes to the legislation affects the offshore area of the Council are:

Hardwicke Bay Aquaculture Zones

There are three areas set aside for aquaculture development in Hardwicke Bay which are defined as the outer, middle and inner zones. Each has an allocated area of 60 ha for the farming of molluscs (oysters, abalone and the like). 40ha of the inner zone has been allocated for farming of abalone, although no development has occurred to date. None of the middle or outer zones has been allocated for use.

The current legislation requires that no development can occur in the middle and outer zones until successful and substantial development of aquaculture has occurred in the subsequent zones unless otherwise agreed to by the Minister.

It is proposed that the legislation will be amended to remove the area (60ha) provision and to replace with a conditional approval based on biomass, the purpose of which is to better manage the potential for development to create pollution via waste from the product being farmed.

The second proposed alteration is to allow development of any of the three zones without need for the subsequent zone(s) to be substantially developed.

The changes proposed are supported and will better allow for the management of pollution and for the development of each of the individual areas set aside.

Point Pearce Prospective Aquaculture Zone

This zone ceased to exist from 15th December 2008. The proposed amendment seeks to consider the previously identified area as an aquaculture exclusion zone or an aquaculture zone for indigenous (Narungga community) aquaculture only.

An Indigenous Land Use Agreement (ILUA) exists for the waters encompassing Point Pearce and Wardang Island. In order to protect the interests of the Narrunga community, it is proposed to create the Point Pearce aquaculture exclusion zone or to create an aquaculture zone to promote aquaculture for indigenous use only. This will prevent lease applications from non-Narungga community members in the area used as fishing ground by the Narungga community.

There is a marine park sanctuary zone at Port Victoria Bay and Goose Island within this zone, which will exclude any aquaculture activity in this part of the proposed zone.

Conclusion

Given the availability of alternative aquaculture areas on both sides of the Yorke Peninsula and the slow to non-existent uptake of existing available aquaculture areas, it is unlikely that alterations to the legislation for the Point Pearce Prospective Aquaculture Zone will have any impact on the future development of aquaculture in Spencer Gulf. Otherwise, the changes to the legislation will have a positive outcome for the development of aquaculture, particularly for the management of potential pollution for aquaculture activity in the Gulf.

COMMUNITY ENGAGEMENT PLAN

Not applicable

CONSULTATION PROCESS

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

- Chief Executive Officer

In preparing this report, the following External Parties were consulted:

- Nil

POLICY IMPLICATIONS

- Not applicable

BUDGET AND RESOURCE IMPLICATIONS

- Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

- Nil

ATTACHMENTS

Attachment 1: Correspondence from Mr Sean Sloan, Director Fisheries and Aquaculture Policy, PIRSA

Attachment 2: Aquaculture (Zones- Eastern Spencer Gulf Amendment Policy)



Our Reference: A2684150

4 May 2016

Mr Andrew Cameron
Chief Executive Officer
Yorke Peninsula Council
8 Elizabeth Street
MAITLAND SA 5573

FISHERIES & AQUACULTURE

Level 14
25 Grenfell Street
Adelaide SA 5000
GPO Box 1625
Adelaide SA 5001
DX 210
Tel (08) 8226 0900
Fax (08) 8226 0330
www.pir.sa.gov.au

Dear Mr Cameron

**AQUACULTURE (ZONES – EASTERN SPENCER GULF) AMENDMENT POLICY
2016**

I write in relation to a review that is currently being undertaken of the Aquaculture (Zones – Eastern Spencer Gulf) Policy 2005. I am writing to advise you of the commencement of the review, the process involved in the review and the contact details for those undertaking the review, if you would like to obtain further information.

Aquaculture in the waters surrounding Eastern Spencer Gulf is currently managed under the Aquaculture (Zones – Eastern Spencer Gulf) Policy 2005 as amended on 15 February 2007 (the Current Policy). PIRSA Fisheries and Aquaculture is reviewing the Current Policy to ensure its continued relevance and appropriateness and to ensure it is a zone which maximises the benefits from the use of state marine resources for the purposes of aquaculture.

The review and proposed amendments

The Current Policy prescribes 13 zones comprising of seven aquaculture zones, four exclusion zones and two prospective zones. All of the current Eastern Spencer Gulf aquaculture zones only allow the farming of molluscs. This is the only aquaculture activity that has occurred in the area to date.

PIRSA Fisheries and Aquaculture has developed a Statement of Intent (attached) that outlines proposed amendments as follows:

- In relation to the Wallaroo zone, create two sectors (East and West) to potentially allow different species to be farmed in one sector from the other. It is proposed to only allow the farming of finfish in the Wallaroo (East) sector;
- In relation to the Port Broughton zones, amend the Current Policy to allow the farming of urchins and holothurians;
- In relation to the Point Pearce Prospective Zone, amend the Current Policy to convert this zone into an aquaculture exclusion zone or a zone for indigenous aquaculture activities; and
- In relation to the Woods Point Prospective Zone, that the zone be removed.

In particular, the Statement of Intent proposes that the Wallaroo zone be divided into two sectors (East and West) that will potentially allow different species to be farmed in one sector from the other. It is proposed to allow the farming of finfish in the Wallaroo (East) sector but not the Wallaroo (West) sector. Additional strategies to mitigate the potential impact of finfish are also being investigated.

Process and timings for the review

PIRSA Fisheries and Aquaculture is conducting targeted consultation on the aims of the review through circulation of the attached Statement of Intent. If you would like to provide feedback prior to the formal public consultation process described below please do so by **Friday, 20 May 2016**. Once initial feedback has been obtained, a draft amendment policy (and policy report explaining the proposed changes) will be developed. It is anticipated that this process will occur in the second quarter of 2016.

The *Aquaculture Act 2001* requires that a public consultation process be conducted on the draft amendment policy. This process involves a public advertisement being placed in a state-wide newspaper inviting submissions on the draft amendment policy. PIRSA will also hold a community meeting on the review so that members of the public can ask questions and provide feedback in a more informal setting. It is anticipated that the public consultation process will occur in June and July 2016.

The draft amendment policy and policy report will then be finalised, incorporating feedback received during the public consultation process, and submitted to the Minister for Agriculture, Food and Fisheries for determination.

If you would like to provide feedback on the review prior to the formal the public consultation process, or if you would like further information or to arrange a meeting to discuss the issues involved, please contact Ms Jade Davison, Senior Adviser, Aquaculture Policy & Environment Unit on ph: 8429 0520 or email: jade.davison@sa.gov.au.

I trust that the above information is of assistance to you.

Yours sincerely



Sean Sloan
DIRECTOR FISHERIES AND AQUACULTURE POLICY

Aquaculture (Zones – Eastern Spencer Gulf) Amendment Notice



Aquaculture (Zones – Eastern Spencer Gulf) Amendment Policy 2016

Information current as of May 2016

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PIRSA and its employees do not warrant or make any representation regarding the use, or results of the use, of the information contained herein as regards to its correctness, accuracy, reliability and currency or otherwise. PIRSA and its employees expressly disclaim all liability or responsibility to any person using the information or advice.

All enquiries

PIRSA Fisheries & Aquaculture
Primary Industries and Regions SA (PIRSA)
Level 14, 25 Grenfell Street
GPO Box 1671, Adelaide SA 5001
T 08 8226 0995 M 0423 294 996
E heidi.alleway@sa.gov.au

1 Introduction

New aquaculture zones underpin the growth and success of aquaculture in South Australia. There are twelve statutory aquaculture zone policies designated across state waters allowing for production of a range of species. To ensure these zones are maximising the benefit to the state, for industry, the community and the environment, there is value in their timely review.

The *Aquaculture (Zones – Eastern Spencer Gulf) Amendment Policy 2007* represents the last review of the zone policy located along the eastern coast of Spencer Gulf. This zone policy prescribes 13 zones comprising of seven aquaculture zones, four exclusion aquaculture zones and two prospective zones (described below).

The purpose of this Statement of Intent is to outline amendments to the *Aquaculture (Zones – Eastern Spencer Gulf) Amendment Policy 2007* that would support aquaculture within the eastern Spencer Gulf and enable the industry to: adapt to contemporary markets; ensure aquaculture across South Australia is developed according to the principles of Ecologically Sustainable Development; guarantee that the efficient use of these waters is maximised for the benefit of the South Australian community; and, support ongoing changes to practice where necessary/required.

This phase in the development of a zone policy allows PIRSA Fisheries & Aquaculture to identify any gaps in amendments that need to be addressed. By inviting comment across government, stakeholders and key representatives, PIRSA Fisheries & Aquaculture is able to readily draft a comprehensive, fully considered and robust Policy and Policy Report that will be subsequently released for public consultation. The Statement of Intent aims to identify any issues that will likely limit the capacity to implement a zone policy due to stakeholder or community concerns.

The information contained in, or to be derived from the Statement of Intent phase may include, but is not limited to, understanding:

- the current aquaculture activity in the area;
- any existing zone policies in the area;
- the zones proposed for the area;
- proposed classes of aquaculture activities;
- the physical characteristics of the proposed area;
- any marine park, sea lion and conservation park buffers and other significant environmental characteristics in the area;
- the existing commercial and recreational fishing activity in the area;
- any Native Title claimant groups or Indigenous Land Use Agreements in the area; and
- any navigation and shipping activity in the area.

1.1 Current Zoning & Existing Policy

Aquaculture in the waters surrounding Eastern Spencer Gulf is currently managed under the *Aquaculture (Zones – Eastern Spencer Gulf) Policy 2005* (the Policy) as amended on 15 February 2007. It is now considered appropriate to review this policy to ensure its continued relevance and appropriateness and ensure it continues to be a zone which maximizes the use of marine resources for the purposes of aquaculture.

The current zone policy prescribes 13 zones (Figure 1), comprising seven aquaculture zones, four exclusion aquaculture zones and two prospective zones:

- three zones located in Hardwicke Bay, namely the Hardwicke Bay (outer) subtidal aquaculture zone, Hardwicke Bay (middle) subtidal aquaculture zone and Hardwicke (inner) subtidal aquaculture zones;
- the Wallaroo subtidal aquaculture zone;

- three aquaculture zones located adjacent to Port Broughton, namely the Tickera intertidal aquaculture zone, Tickera subtidal aquaculture zone and Port Broughton intertidal aquaculture zone;
- four aquaculture exclusion zones, namely the Wallaroo aquaculture exclusion zone, Point Riley aquaculture exclusion zone, Port Hughes aquaculture exclusion zone and the Port Broughton aquaculture exclusion zone;
- Point Pearce prospective aquaculture zone; and
- Woods Point prospective aquaculture zone

Current Aquaculture Activity

Hardwicke Bay aquaculture zones

The Hardwicke Bay (inner) aquaculture zone allows the farming of no more than 60 hectares of molluscs. There are currently 40 hectares allocated within the zone, comprising of two 20 hectare sites (LA00109 and LA00110) licensed to farm abalone. To date no farming has occurred on these sites.

The Hardwicke Bay (middle) aquaculture zone allows the farming of no more than 60 hectares of molluscs. There are currently 0 hectares allocated within the zone. Under Part 2, Division 2, clause 11 of the current policy, farming in this zone is permitted only after successful and substantial development of aquaculture in the inner zone unless otherwise agreed to by the Minister.

The Hardwicke Bay (outer) aquaculture zone allows the farming of no more than 60 hectares of molluscs. There are currently 0 ha allocated within the zone. Under Part 2, Division 3, clause 14 of the current policy, farming in this zone is permitted only after successful and substantial development of aquaculture in the middle zone unless otherwise agreed to by the Minister.

Wallaroo subtidal aquaculture zone

The Wallaroo subtidal aquaculture zone allows the farming of no more than 300 hectares of molluscs. There are currently 150 hectares allocated within the zone, comprising of three 50 hectare sites (LA00040, LA00041 and LA00042) licensed to farm blue mussels. No farming has occurred on these sites in several years as they did not yield expected growth results. These sites have recently been acquired by Clean Seas Tuna Ltd.

A lease (LA00087) is sited directly adjacent the Wallaroo subtidal aquaculture zone, however it is located outside its boundary and is licensed for the farming of blue mussels (*Mytilus galloprovincialis*), native oysters (*Ostrea angasi*), Pacific Oysters (*Crassostrea gigas*), King scallops (*Pecten fumatus*), Dough Boy scallops (*Mimachlamys asperimus*) and Queen scallops (*Equichlamys bifrons*). No farming has occurred on this site in several years as they also did not yield expected growth results.

Port Broughton/Tickera aquaculture zones

The Tickera intertidal aquaculture zone allows the farming of filter-feeding molluscs in no more than 40 hectares of leased area. There are currently 0 hectares allocated within the zone.

The Tickera subtidal aquaculture zone allows the farming of filter-feeding molluscs in no more than 60 hectares of leased area. There are currently 0 hectares allocated within the zone. Under Part 7, Division 2, clause 29, the holder of a licence in the Tickera subtidal aquaculture zone must also hold a licence in the Tickera intertidal aquaculture zone or the Port Broughton intertidal aquaculture zone.

The Port Broughton intertidal aquaculture zone allows the farming of filter-feeding molluscs in no more than 65 hectares of leased area. There are currently 0 hectares allocated within the zone.

1.2 Summary of Proposed Amendments

Hardwicke Bay (inner) subtidal aquaculture zone, Hardwicke Bay (middle) subtidal aquaculture zone, Hardwicke Bay (outer) subtidal aquaculture zone

Amend prescribed criteria to specify a biomass to be determined through licence conditions by the Minister.

Amend prescribed criteria to remove requirement for aquaculture to be successfully and substantially developed in the Hardwicke Bay (inner) subtidal aquaculture zone prior to development of the Hardwicke Bay (middle) subtidal aquaculture zone and Hardwicke Bay (outer) subtidal aquaculture zone.

Wallaroo Subtidal Aquaculture Zone

Within the Wallaroo subtidal aquaculture zone, create two sectors, namely Wallaroo (East) sector (which covers approximately 1370 hectares) and Wallaroo (West) sector which covers approximately 490 hectares (Figure 2).

Creating two sectors will potentially allow different species to be farmed in one sector from the other. The predominant benthic flora within the proposed Wallaroo (East) sector consists of *Halophila*, with *Posidonia* in the Wallaroo (West) sector of the zone (PIRSA unpublished data 2015). For this reason, a greater range of species may potentially be farmed in the Wallaroo (East) sector, due to the environmental resilience of *Halophila* spp.

Wallaroo (East) sector

Amend class of aquaculture permitted in Wallaroo (East) sector to include the farming of molluscs, aquatic animals (other than prescribed wild-caught tuna) in a manner that involves regular feeding (e.g. finfish, urchins and holothurians) and algae.

Amend prescribed criteria for Wallaroo (East) sector to:

- a. contain no more than 350 hectares of leased area (300 hectares allocated to finfish and mussels, 50 hectares allocated to other species); or
- b. provide for the future opportunity of Integrated Multi-Trophic Aquaculture (IMTA) and allow the potential for 350 hectares for finfish farming with the provision that 50 hectares are dedicated to IMTA; and
- c. provide for a biomass of finfish not to exceed 2000 tonnes, with flexibility for this amount to be increased by the Minister in the future, biomass of other species to be determined through licence conditions by the Minister.

Wallaroo (West) sector

Amend class of aquaculture permitted in Wallaroo (West) sector to include the farming of molluscs, aquatic animals (other than prescribed wild-caught tuna and finfish) in a manner that involves regular feeding (e.g. urchins and holothurians) and algae.

Amend prescribed criteria for Wallaroo (West) sector to:

- a. contain no more than 50 hectares of leased area; and
- b. provide for a biomass to be determined through licence conditions by the Minister.

Port Broughton intertidal aquaculture zone, Tickera intertidal aquaculture zone and Tickera subtidal aquaculture zone

Amend class of aquaculture permitted to include the farming of molluscs, aquatic animals (other than prescribed wild-caught tuna and finfish) in a manner that involves regular feeding (e.g. urchins and holothurians) and algae.

Amend prescribed criteria to specify a biomass to be determined through licence conditions by the Minister.

Amend prescribed criteria to remove the requirement for a licence holder in the Tickera subtidal aquaculture zone to also hold a licence in the Tickera intertidal aquaculture zone or the Port Broughton intertidal aquaculture zone.

Point Pearce Prospective Aquaculture Zone

To be considered as an aquaculture exclusion zone (Figure 3) or as a zone for indigenous aquaculture activities (Figure 4). Considering the marine park sanctuary zone and state and national reserve buffers located in the area, two potential areas for indigenous aquaculture activities have been highlighted (Figure 4) which will be further defined during the Statement of Intent consultation process with the Narungga community.

The conversion of the Point Pearce Prospective Zone to an aquaculture exclusion zone and/or a zone for indigenous aquaculture activities is proposed in order to protect and foster the traditional rights and aspirations of the Narungga people, as described in the Indigenous Land Use Agreement.

Woods Point Prospective Aquaculture Zone

To be removed from the Policy as no aquaculture is proposed to be conducted in this area.

Research and Education

The current policy sets aside five (5) hectares of area for the purpose of research and education. These five hectares may be divided across the ten aquaculture zones but cannot be used for commercial use. The proposed amendment is to allow aquatic organisms, other than those classes of aquaculture permitted within the policy, for the purposes of research with authorisation of the Minister and only after consultation with other relevant Government departments.

No further amendments to other prescribed zones outside those listed above are being considered as a part of the review of this Policy.

2 Characteristics of the Area

2.1 Biophysical characteristics

Hardwicke Bay/Point Pearce region

The Wardang biounit is located within the Central Spencer Gulf Region and extends from Island Point (north of Port Victoria) to Corny Point, which is situated on the south-western tip of Yorke Peninsula. The biounit encompasses Hardwicke and Port Victoria Bays, Wardang Island and several small islands to the north known as the Goose Island Group. The Wardang biounit is predominantly a low to moderate wave energy area, however some local regions experience moderate, or moderate to high wave energies. Wave energy ranges from low near Point Turton to moderate from Point Souttar to Corny Point and moderate to high in the northern sections of Hardwicke Bay and on the western coast of Wardang Island (PPK 2002).

Water depth in the subtidal Hardwicke Bay zones is 14-16 m. Depth within the proposed Point Pearce zone varies from 2 m close to shore and between Wardang Island and the mainland, to 16 m.

Average water temperature in the Hardwicke Bay region ranges from 12°C in winter to 22.5°C in summer. Salinity ranges from 36.6 to 37.4 psu (mean 37 psu) (Middleton et al., 2013).

Adjacent to the coastline currents are moderate to strong. Along the western side of Wardang Island and in the southern parts of Hardwicke Bay, currents have been found to be approximately 1.25 knots (~60 cm/sec) (Petrusevics et al. 1998).

Sandy sediments in Hardwicke Bay and shallow areas surrounding Goose Island and Wardang Island are colonised by a variety of seagrass species including *Posidonia sinuosa*, *P. angustifolia* and *Amphibolis antarctica*. Benthic habitat within the existing aquaculture zones is sand.

Limestone cliffs alternating with wide dune belts dominate the area.

Wallaroo region

Average water temperature in the Wallaroo coastal area ranges from 12°C in winter to 23°C in summer (Petrusevics et al., 1998, Middleton et al., 2015). South-westerly winds prevail in the Wallaroo region for most of the year (PB & SARDI, 2003). Salinity in the Wallaroo region is approximately 38 psu, much fresher than the head of the gulf (39.5 psu) (Middleton et al., 2013).

Water depths within the proposed Wallaroo (East) sector range between 16 and 19 m, whilst depth in the Wallaroo (West) sector is shallower at 11 m.

The tidal pattern is semi-diurnal with a marked inequality between the two daily tides. Whilst timing of the tides is largely predictable, the tidal range is very variable due to local winds, barometric pressure and general weather patterns. A fortnightly pattern of dudge tides (days in which there is little or no tidal variation) occurs in the region. Maximum tidal flows in the coastal waters off Wallaroo range from 50 to 75 cm s⁻¹ (Petrusevics et al., 1998).

Currents in the Wallaroo region are (in order of importance) driven by tides, winds and the thermohaline circulation (changes in sea temperature and salinity) (Middleton et al., 2015). The Wallaroo region experiences strong currents with mean and maximum current speeds ranging between approximately 0.20 - 0.25 and 0.60 - 0.70 m/s (Doubell et al., 2015).

Oceanographic modelling demonstrated that across the seasons mean and maximum significant wave heights in the Wallaroo aquaculture zone were typically less than 1.0 and 2.4 m, respectively. Wave height was typically less than 1.5 m in the warmer months (i.e. November – April) and greater than 1.5 m. In the cooler months (May to September) (Doubell et al., 2015).

The bays around Wallaroo are dominated by wide dune belts followed by aeolianite and limestone cliffs.

Species of the seagrasses *Posidonia* spp., *Amphibolis* spp. and *Halophila* spp. are prevalent on subtidal sandy substrates along the eastern Yorke Peninsula. Seagrasses are particularly dense in the Wallaroo-Moonta Bay area. The predominant benthic flora within the proposed Wallaroo (East) sector consists of *Halophila*, with *Posidonia* in the Wallaroo (West) sector of the zone (PIRSA unpublished data 2015).

Port Broughton/Tickera region

These subtidal and intertidal areas have benthic habitats of sand interspersed with seagrass. The benthic communities of the Port Broughton Intertidal aquaculture zone are characterised by bare sand in the inshore areas, intermediate areas are characterised by mixed seagrass species including *Posidonia* and *Heterozostera* and offshore areas are characterised by extensive *Posidonia* meadows.

The Tickera (Inner) Intertidal aquaculture zone has broad intertidal flats approximately one to five kilometres wide. Inshore areas are characterised by bare sand, intermediate areas are characterised by mixed seagrass species including *Posidonia* and *Heterozostera* and offshore areas are characterised by extensive *Posidonia* meadows. The Tickera (Outer) Subtidal Aquaculture Zone is characterised by extensive *Posidonia* beds interspersed with large sandy patches.

Water depth rarely exceeds 2 m in the intertidal zones and varies between 4-12 m in the subtidal zone.

2.2 Legislative Framework

Marine Parks

The Wallaroo, Broughton and Tickera aquaculture zones, as proposed by the amendment, are located outside of any marine park declared under the *Marine Parks Act 2007*. The Hardwicke Bay zones are all located within a General Managed Use Zone of the Southern Spencer Gulf Marine Park. Two sanctuary zones within the Eastern Spencer Gulf Marine Park fall within the boundaries of the Point Pearce prospective zone (Figure 5).

Reserves and Conservations Areas

Three conservation parks and one aquatic reserve are located in the region. There are no nationally significant wetlands within ten kilometres of the region.

Bird Islands Conservation Park is located 3 km to the south of the Wallaroo zone and is listed on the Register of the National Estate. The area comprises of two islands near Warburto Point, and less than 1 km offshore. It has been declared a conservation park to protect the breeding habitats of seabirds (such as pied cormorants, crested terns, Caspian terns, Pacific gulls and silver gulls) and mangrove swamp fringing the islands. This park is enclosed in the Port Hughes aquaculture exclusion zone.

Goose Island Conservation Park is listed on the Register of the National Estate. It consists of several small islands and was declared a conservation park in recognition of the breeding colonies of Black-faced Cormorants, Pied Cormorants, Hooded Dotterel and Silver Gull. Within the Goose Island Conservation Park, the Goose Island Aquatic Reserve was established to provide a conservation area where teaching institutions may conduct classes and scientific research on marine biology and ecology and to protect the habitat of the seal colony situated on White Rocks. It also allows for scientific research, education and conservation. Goose Island Aquatic Reserve provides a habitat for Australian sea lions (*Neophoca cinerea*) and a nesting site for fairy penguins, crested terns and other sea birds. This area is more than 38 km north of the Hardwicke Bay (outer) aquaculture zone, 53 km south of the Wallaroo aquaculture zone and falls within the proposed Point Pearce aquaculture exclusion zone.

Leven Beach Conservation Park is located approximately 9 km south-west of Hardwicke Bay aquaculture zones. The park was proclaimed in 1988 to conserve remnant drooping she-oak (*Allocasuarine verticillata*).

In addition to these conservation parks and aquatic reserve the following are listed on the Register of the National Estate:

- Balgowan Sand Dunes - because the area supports an open heath / scrub coastal plant association that is poorly conserved in other parts of the Yorke Peninsula (Australian Heritage Commission, undated).
- Wardang Island – in recognition of its well preserved exposure of a wide variety of geologic and geomorphological features (Australian Heritage Commission, undated).

- Peesey Swamp – in recognition of the area of marshy saline flats of mid-recent high sea level extending from Hardwicke Bay to Sturt Bay. Low ridges of cemented shells and shell sand of marine origin extend parallel to the swamp (Australian Heritage Commission, undated).

Species of National Environmental Significance

Data was obtained from the Department of Environment, Water, Heritage and the Arts online database tool that reports on the Environment Protection and Biodiversity Conservation Act 1999, (<https://www.environment.gov.au/epbc/protected-matters-search-tool> accessed 8 December 2015).

There are 27 listed threatened species (20 bird, 3 mammal, 3 reptile, and 1 shark species) and 27 listed migratory species (16 bird and 11 marine species) that may occur or have habitat that may occur in the waters of the eastern Spencer Gulf. The following species are known to occur in the area and been listed as endangered and migratory - the Southern right whale (*Eubalaena australis*), Leatherback turtle (*Dermochelys coriacea*) and Loggerhead turtle (*Caretta caretta*).

Other rare or uncommon taxa that exist in the area include:

- Macroalgal species, *Champia parvula*. It has two known varieties, one of which (*C. parvula* var. *amphibolis*) has been found growing only epiphytically on *Amphibolis* sp., on Tiparra Reef in Spencer Gulf (Womersley, 1996 as cited in Baker, 2004).
- The Spotted Snake-blenny, *Ophiclinops paradalis*, may be endemic to South Australia. It is a small fish species that has been recorded in the Port Victoria area.
- South-eastern Spencer Gulf provides habitat for the unusual pelagic octopus, *Argonauta nodosa* (Zeidler and Norris, 1989 as cited in Baker, 2004).
- A colonial ascidian, *Leptoclinides* sp.1, of limited known distribution, occurs at Tiparra Reef. It may be endemic to South Australia.
- A rarely recorded tropical nudibranch, *Crosslandia viridis* has been reported near Point Turton.
- Both Leafy and Weedy Seadragons have been reported from the Moonta/Port Hughes/Tiparra area; the Port Victoria/Wardang area and from a number of sites in the Hardwicke Bay area (Baker, 2004). Both species are protected species in South Australia and the Leafy Seadragon is also listed under the *Commonwealth EPBC Act 1999*.

Historic Shipwrecks

No historic shipwrecks are recorded in any of the aquaculture zones with the exception of the existing and proposed aquaculture exclusion zones which will serve to further protect any shipwreck in those zones.

2.3 Economic Activity

Commercial Fisheries

Western King Prawn is the major single species fishery in this area. The Spencer Gulf prawn fishing industry contributed \$65 million to gross state product in 2013/14 and directly employed 240 people.

There is also an extensive marinescale fishery in the region which targets, among other species, Snapper, King George Whiting and Blue Swimmer Crab. The region is of major importance for the marine scalefish fishery, representing one of the most significant fishing grounds in South Australia. The SA Marine Scalefish Spencer Gulf/Coffin Bay fishing industry contributed \$11.6 million to gross state product in 2013/14 and directly employed 136 people.

The abalone fisheries in this area form a major part of the Central Zone Abalone Fishery. The Central Zone SA Abalone fishing industry contributed \$6.3 million to gross state product in 2013/14 and directly employed 22 people.

Recreational Fisheries

Recreational fishing is important for the local community and tourism value of Yorke Peninsula. Recreational fishing in Eastern Spencer Gulf includes shore fishing and boat fishing for a variety of species. Recreational fishing in Eastern Spencer Gulf focuses on line fishing for King George whiting, sand flathead, yelloweye mullet, Australian salmon, snapper, garfish, tommy rough, and southern calamari. Pot fishing for blue swimmer crabs also occurs in this area.

PIRSA undertook a South Australian Recreational Fishing Survey in 2013/14. The survey found that more than 277,000 South Australians participated in recreational fishing during the survey and that the greatest proportion of recreational fishing (37%) took place in the Spencer Gulf region.

Nursery and habitats

Tiparra Reef is a highly productive area for abalone, particularly Greenlip Abalone.

Nearshore reefs in the mid-eastern Spencer Gulf area Cape Elizabeth to Tiparra Rocks, Reef Point to Point Pearce, parts of Goose and Wardang Island and Hardwicke Bay are reported to provide habitat for all life stages of the Purple Sea Urchin and habitat for the spawning adult Southern Calamari (Bryars 2003).

The seagrass beds and unvegetated soft bottom habitats provide feeding, spawning and nursery areas for Blue Swimmer Crabs, Razorfish, egg deposition areas for Southern Calamari and post larval and juvenile King and Queen Scallops (Bryars, 2003).

Tidal flats in the area provide habitat for spawning Blue Swimmer Crabs and Razorfish and for post-larval and juvenile baitworm species.

Mid-eastern and south-eastern Spencer Gulf are important habitats for adult Southern Calamari and Spencer Gulf as a whole contains the world's largest known population of Western King Prawns in the world (DEH 2004). The shallows of Wardang and Warburto Point as well as the mangrove forest around Warburto Point and Bird Island provide nursery areas for Western King Prawn. Outer Hardwicke Bay is a habitat for adult Western king Prawns that migrate from the center of the gulf.

Spawning areas for King George Whiting are known to exist north of Corny Point and west of Wardang Island. Nearshore reefs from Cape Elizabeth to Tiparra Reef and from Reef Point to Point Pearce are reported habitat for juvenile King George Whiting, Snapper, West Australian Salmon, Tommy Ruff and Trevally. Nearshore Reefs in Hardwicke Bay area are reported to provide a nursery habitat for juvenile King George Whiting, West Australian Salmon, Tommy Ruff, Trevally and Sea Sweep (Bryars 2003).

The seagrass beds and unvegetated soft bottom habitats provide feeding, spawning and nursery areas for Southern Sea Garfish. Juvenile King George Whiting, snapper, West Australian Salmon, Tommy Ruff, Trevally, Red Mullet, flathead and leatherjacket species and utilize the seagrass habitats (Bryars 2003). The area between Wardang Island and Port Victoria is also considered a significant nursery area for fish.

Unvegetated soft bottom habitats in mid-eastern Spencer Gulf support larval Southern Sea Garfish, post-larval Yellow-fin Whiting, juvenile King George and Yellow-fin Whiting, Snapper, West Australian Salmon, Tommy Ruff, Trevally, flathead and flounder species. Tidal flats in the area also provide nursery areas for many of these species.

Sheltered beach habitats along the mid-eastern and south-eastern Spencer Gulf and around associated islands support spawning adult yellow-fin Whiting, Yellow-eye Mullet and juvenile King George and School Whiting, West Australian Salmon, Tommy Ruff, Yellow-eye Mullet and juvenile flathead and flounder species (Bryars, 2003).

Tourism

With over 700 km of spectacular coastline, Yorke Peninsula is a popular tourism destination for fishers, surfers, divers, campers, bushwalkers and holiday makers. In 2013, almost 1 million people visited Yorke Peninsula (Yorke Peninsula Tourism).

Shipping and Navigation

Aquaculture leases and/or licenses stipulate that navigation marks be installed whenever structures are located in the leased area, therefore aquaculture infrastructure should not pose a navigational hazard.

There is an aquaculture exclusion zone encompassing the route of the passenger ferry between Wallaroo and Lucky Bay. This will not be altered in the review of this zone.

2.4 Cultural and Social Significance

Indigenous Heritage

A traditional Indigenous Land Use Agreement (ILUA) exists for the waters encompassing Point Pearce and Wardang Island. The Point Pearce aquaculture exclusion zone (or zone for indigenous aquaculture activities) is proposed in order to protect the traditional fishing rights of the Narungga people, as described in the ILUA: around the islands, along the shoreline, and on the navigation channels.

3 Statement of Intent

3.1 Key Considerations

Proposed zone activities will be considered and assessed in a manner that minimizes unnecessary impact on commercial and recreational fishing activities.

3.2 Key Commitments

Ecological Sustainable Development

- The draft Eastern Spencer Gulf zone amendment policy will be developed and executed to reflect the objects of the *Aquaculture Act 2001*, specifically the principles and commitment to Ecologically Sustainable Development.
- The presence of important ecological characteristics of the eastern Spencer Gulf area are acknowledged.

Stakeholder Consultation

- Stakeholder and public consultation will be undertaken as a part of the policy review.
- Feedback received during consultation will be considered by PIRSA Fisheries and Aquaculture with respect to suitable variation to the Eastern Spencer Gulf zone amendment policy.
- A response document will be prepared that outlines any changes made to the draft Eastern Spencer Gulf zone amendment policy.

3.3 Proposed Zone Amendments

The scope of the amendment policy covers the Eastern Spencer Gulf area as depicted in Figure 1.

The amendment policy proposes amended zones as follows:

Hardwicke Bay (inner) subtidal aquaculture zone, Hardwicke Bay (middle) subtidal aquaculture zone, Hardwicke Bay (outer) subtidal aquaculture zone

Amend prescribed criteria to specify a biomass to be determined through licence conditions set by the Minister.

Amend prescribed criteria to remove requirement for aquaculture to be successfully and substantially developed in the Hardwicke Bay (inner) subtidal aquaculture zone prior to development of the Hardwicke Bay (middle) subtidal aquaculture zone and Hardwicke Bay (outer) subtidal aquaculture zone.

Wallaroo Subtidal Aquaculture Zone

A map of the existing Wallaroo subtidal aquaculture zone and proposed sectors is shown on Figure 2. Within the Wallaroo subtidal aquaculture zone, create two sectors, namely Wallaroo (East) sector which covers approximately 1370 hectares, and Wallaroo (West) sector which covers approximately 490 hectares.

Creating two sectors will potentially allow different species to be farmed in one sector from the other. The predominant benthic flora within the proposed Wallaroo (East) sector consists of *Halophila*, with *Posidonia* in the Wallaroo (West) sector of the zone (PIRSA unpublished data 2015). For this reason, a greater range of species may potentially be farmed in the Wallaroo (East) sector.

Wallaroo (East) sector

Amend class of aquaculture permitted in Wallaroo (East) sector to include the farming of molluscs, aquatic animals (other than prescribed wild-caught tuna) in a manner that involves regular feeding (e.g. finfish, urchins and holothurians) and algae.

Amend prescribed criteria for Wallaroo (East) sector to:

- a. contain no more than 350 hectares of leased area (300 hectares allocated to finfish and mussels, 50 hectares allocated to other species); or
- b. provide for the future opportunity of Integrated Multi-Trophic Aquaculture (IMTA) and allow 350 hectares for finfish farming with the provision that 50 hectares are dedicated to IMTA; and
- c. provide for a biomass of finfish not to exceed 2000 tonnes, with flexibility for this amount to be increased by the Minister in the future, biomass of other species to be determined through licence conditions by the Minister.

Wallaroo (West) sector

Amend class of aquaculture permitted in Wallaroo (West) sector to include the farming of molluscs, aquatic animals (other than prescribed wild-caught tuna and finfish) in a manner that involves regular feeding (e.g. urchins and holothurians) and algae.

Amend prescribed criteria for Wallaroo (West) sector to:

- a. contain no more than 50 hectares of leased area; and
- b. provide for a biomass to be determined through licence conditions by the Minister

Clean Seas Tuna Ltd. have purchased the 150 hectares within the Wallaroo subtidal aquaculture zone (proposed new Wallaroo (East) sector) with an intent to farm 2000-3000 tonnes of finfish should the proposed amendment occur. To validate the proposed finfish limit (initially, 2000 tonnes) of the proposed Wallaroo aquaculture zone amendment, a predictive model (Middleton et al., 2013) was used. The model was developed as part of the Carrying capacity of Spencer Gulf: hydrodynamic and biogeochemical measurement modeling and performance monitoring project. The potential impacts to water parameters (e.g. nutrients, chlorophyll and detritus) from 3000 tonnes of supplementary fed finfish were estimated from the model (Doubell et al. 2015). While the model indicated that the impacts were low with some mitigation strategies in place (e.g. consideration of placement of sites within the zone), it is proposed that there is a staged approach to the introduction of finfish in this area which will be assessed on an application-by-application basis and based on results from an on-going environmental monitoring program.

It is proposed that the Minister may alter the maximum biomass limits of all classes of aquaculture through notice in the Gazette. This provides a mechanism to enable flexibility in setting biomass limits for zones/sectors and enables future research and environmental monitoring results to be taken into consideration as they become available over time.

Port Broughton intertidal aquaculture zone, Tickera intertidal aquaculture zone and Tickera subtidal aquaculture zone

Amend class of aquaculture permitted to include the farming of molluscs, aquatic animals (other than prescribed wild-caught tuna and finfish) in a manner that involves regular feeding (e.g. urchins and holothurians) and algae.

Amend prescribed criteria to specify a biomass to be determined through licence conditions by the Minister.

In relation to the Tickera subtidal aquaculture zone, remove the requirement that a licence holder in the Tickera subtidal aquaculture zone must also hold a licence in the Tickera intertidal aquaculture zone or the Port Broughton intertidal aquaculture zone.

Point Pearce Prospective Aquaculture Zone

This zone ceased to exist from 15 December 2008. This amendment seeks to consider the previously identified area as an aquaculture exclusion zone or an aquaculture zone for indigenous (Narungga community) aquaculture only.

A traditional Indigenous Land Use Agreement (ILUA) exists for the waters encompassing Point Pearce and Wardang Island. In order to protect the interests of the Narungga community, it is proposed to create the Point Pearce aquaculture exclusion zone or to create an aquaculture zone to promote aquaculture for indigenous use only. This will prevent lease applications from non-Narungga community members in the area used as fishing ground by the Narungga community.

The zone will encompass Wardang Island (with a 500 m buffer west of the island) and along the coast from Chinamans Well to Gugathie (see Figure 3). The 500 m Wardang Island buffer was requested by The Narungga Nations Aboriginal Corporation as a consideration in a previous consultation process for this area. It is noted that there are aquaculture sites in this area that have expired and will need to be rehabilitated.

There is also a marine park sanctuary zone at Port Victoria Bay and Goose Island within this zone which will exclude any aquaculture activity.

Woods Point Prospective Aquaculture Zone

To be removed from the Policy.

Prospective zones were included in the *Aquaculture Act 2001* as an opportunity to identify potential aquaculture areas. The zones were in effect for a period of three years from commencement of the Policy, during which time investigations of the potential to convert these zones into active aquaculture zones would be conducted should there be an interest to do so. The amendment of the *Aquaculture Act 2001* in 2012 removed prospective zones. Given the three year period elapsed in 2008, no interest has been expressed, and prospective zones are no longer a legislative tool, this zone will be removed from the current policy.

Research and Education

The aquaculture sector is characterised by a high level of innovation. These innovative ideas have been directed towards improved farming techniques and value adding opportunities across the relevant aquaculture sectors. This policy enables future research and environmental monitoring results which could enable industry to improve farming techniques and productivity.

The current policy sets aside five (5) hectares of area for the purpose of research and education. These five hectares may be divided across the ten aquaculture zones but cannot be used for commercial use. The proposed amendment is allow aquatic organisms, other than those classes of aquaculture permitted within the policy, for the purposes of research with authorisation of the Minister and only after consultation with other relevant Government departments.

4 References

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<http://yorkepeninsula.com.au/-/yorke/lib/uploaded/industry/YP%20Tourism%20Business%20Plan%202014-15%20Final.pdf>

5 Maps and Figures

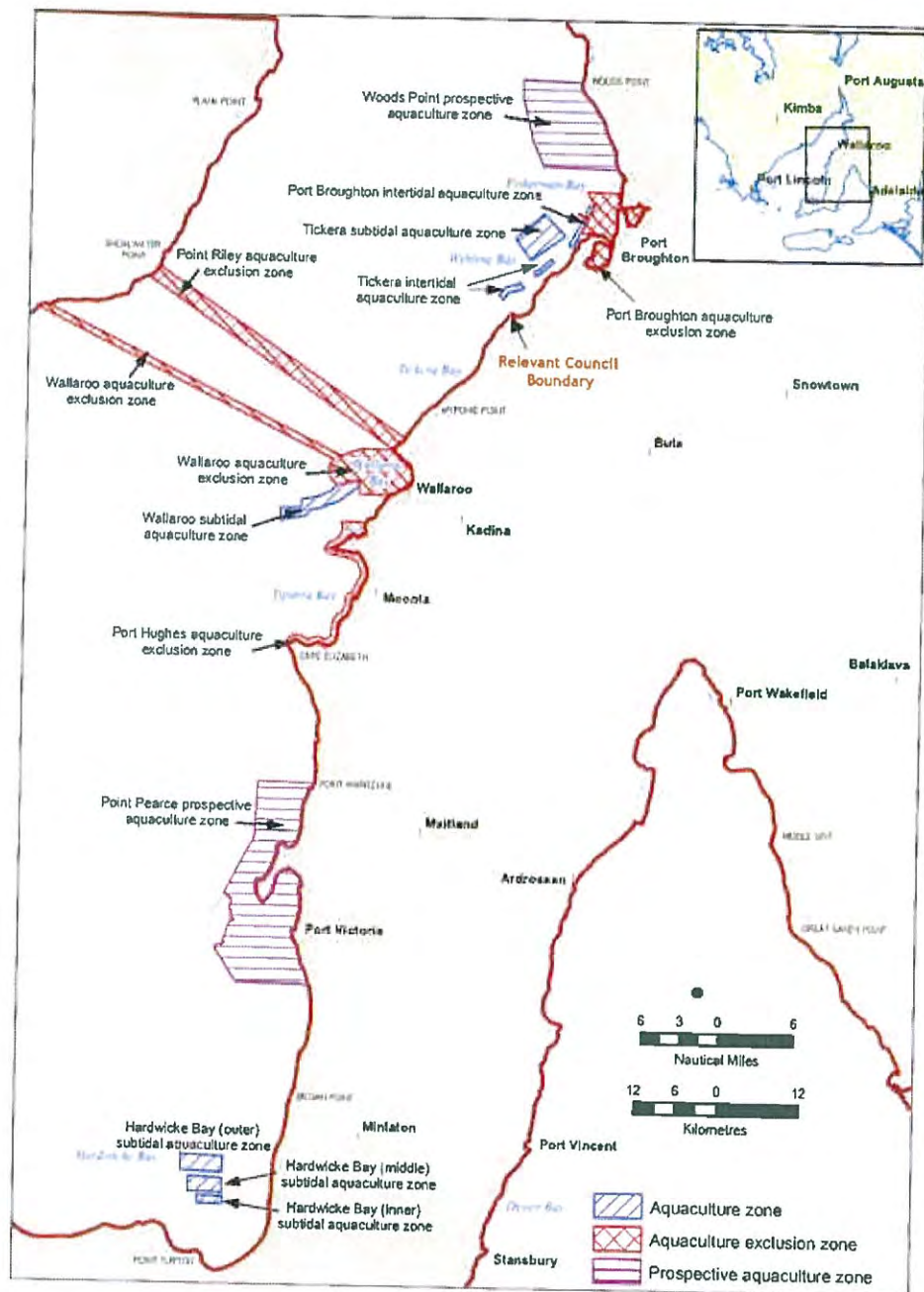


Figure 1 – Map of the existing Eastern Spencer Gulf aquaculture zone policy

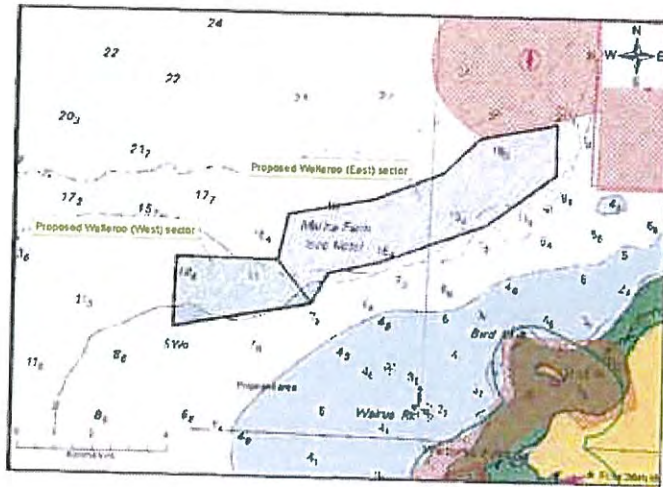


Figure 2 – Map of the proposed sectors within the Wallaroo subtidal aquaculture zone

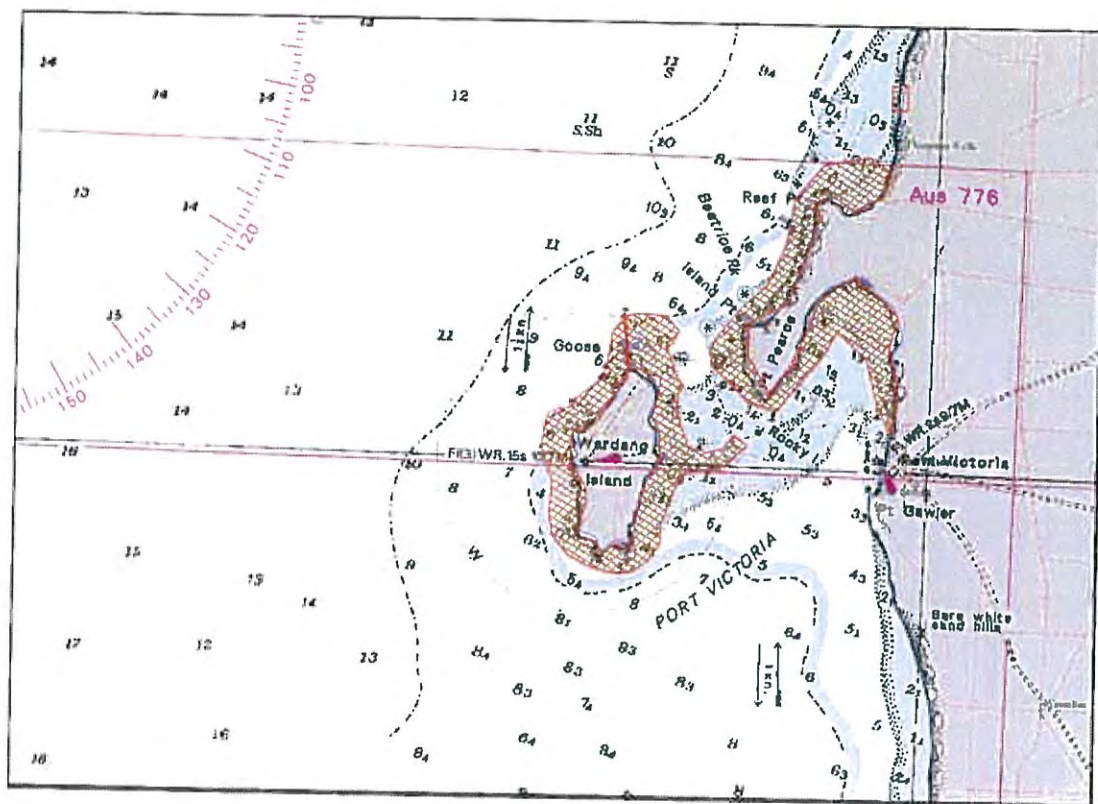


Figure 3 – Map of the proposed Point Pearce aquaculture exclusion zone (pending further refinement during the Statement of Intent consultation process)

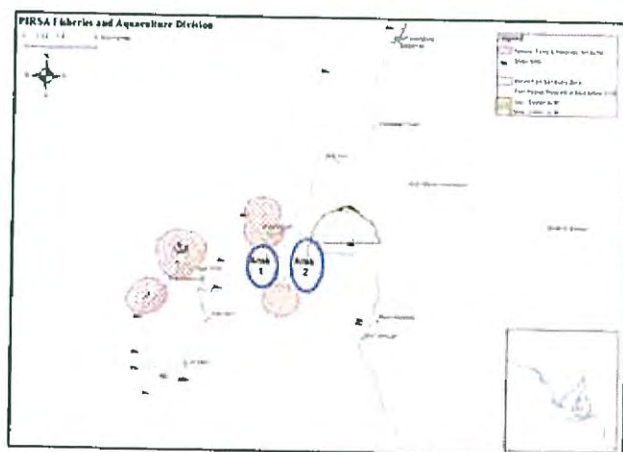


Figure 4 – Map of the proposed areas for Indigenous (Narungga community) aquaculture only potential zones and surrounding aquaculture exclusion Zones (pending further refinement during the Statement of Intent consultation process)

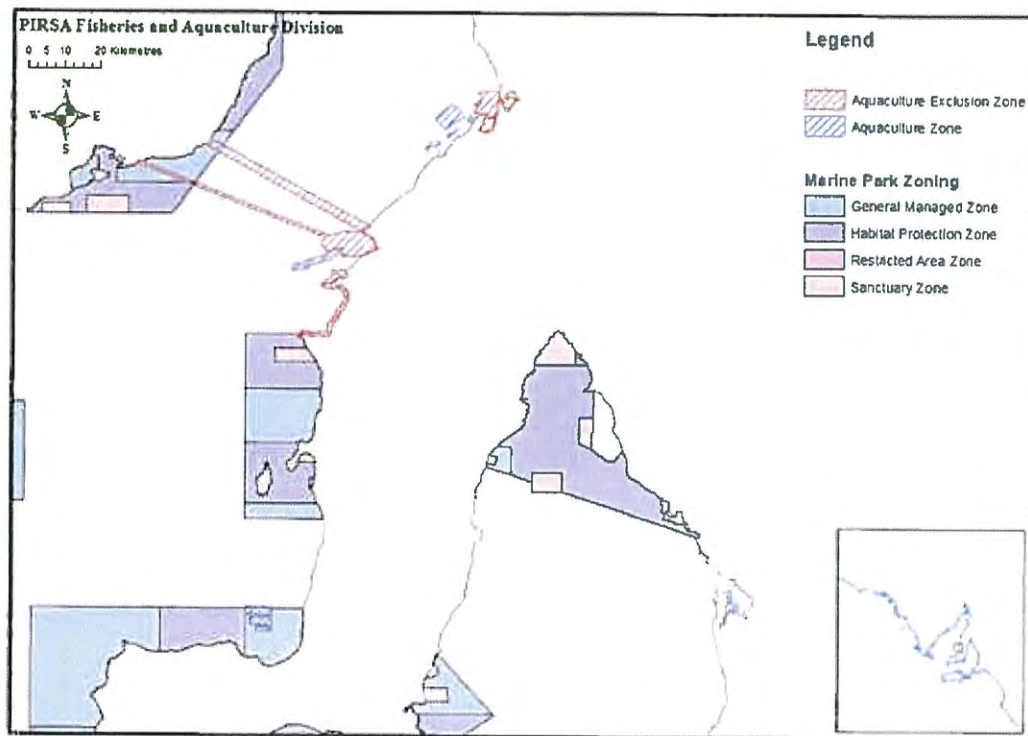


Figure 5 – Map of the Eastern Spencer Gulf Aquaculture Zones and Marine Park Zones

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

4. MAITLAND CHILDREN'S CENTRE (File Ref: 9.24.1.1)

PURPOSE

To consider any submissions received in relation to the public consultation process for the redesignation of the Community Land classification for the purpose of leasing the Maitland Children's Centre (the Centre) property, as a childcare centre.

RECOMMENDATION

That Council:

1. grant a lease to Patricia Ann Donlevy, trading as Happy Kidz Childcare, over Part Section (PTS) 384 PLN 130800 Crown Record: Volume 5758 Folio 189, 15 Kilkerran Terrace, Maitland SA being the Maitland Children's Centre for the purpose of establishing a childcare centre.
2. authorise the Mayor and Chief Executive Officer to sign and affix Council's Common Seal to the relevant documents necessary to execute the lease.

LINK TO STRATEGIC PLAN

Key Theme/s:	Sustainable Communities
	4. Economic Growth through Sustainable Industrial Development
Strategic Goal/s:	4.3 Realise the benefits for our Community created through major industry and business growth

BACKGROUND

A report was presented to the 13th April 2016 Council meeting, requesting approval to go to public consultation for the proposed redesignation of the community land classification, from Category 3 Public and Community to Category 4 Business and Commercial.

Category 4 will allow the Centre to be leased for the purpose of establishing a new childcare centre.

DISCUSSION

A Public Consultation notice was advertised in the Yorke Peninsula Country Times and on Council's website, with a detailed report available at Council's offices and website.

At the close of the public consultation period on 9th May 2016, no submissions had been received.

Patricia Donlevy, trading as Happy Kidz Childcare, has been offered the future lease over the Maitland Children's Centre (the Centre) property.

The Department for Education and Child Development, who presently lease and occupy the Centre as a kindergarten, are moving to new premises at the Maitland Area School. Council have recently been notified that it is proposed that the Children's Centre will relocate during the October school holidays, however, this is subject to change and contingent on completion of the project works at the school site.

The Centre is on Crown land and the new lease is subject to Council's application to the Department for Environment, Water and Natural Resources (DEWNR) for Crown consent to lease dedicated land.

COMMUNITY ENGAGEMENT PLAN

Community Engagement Plan Level 2 - Consult. (13th April 2016 Council report indicated 'Level 1 Inform', however Level 2 Consult was undertaken).

CONSULTATION PROCESS

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

- Governance Officer

In preparing this report, the following External Parties were consulted:

- DEWNR

POLICY IMPLICATIONS

PO057 Community Engagement Policy

PO072 Disposal of Land and other Assets

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Local Government Act 1999 Section 202 – Alienation of community land by lease or licence.

ATTACHMENTS

Attachment 1: Community Engagement Plan



COMMUNITY ENGAGEMENT PLAN

SF215

Responsible Officer: Business Improvement Officer

Issue Date: 10th June 2015

Next Review Date: June 2019

**PROJECT NAME: COMMUNITY LAND CATEGORY REDESIGNATION
OF THE MAITLAND CHILDRENS' CENTRE**

Stakeholders	Level 2 CONSULT	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Public Notice	Property Tenure Officer	19/04/2016	9/05/2016	NS	Public Consultation notice for redesignation.
Entire community	Website	Property Tenure Officer	19/04/2016	9/05/2016	NS	Report back to Council on outcome of public consultation.
Entire community	Ability to appear	Property Tenure Officer	8/06/2016	8/06/2016	NS	Elected members to make decision based on any submissions received from the public consultation process

DIRECTOR DEVELOPMENT SERVICES

DA/ITEM 6.4

5. REGULATION OF SHOP TRADING HOURS (File Ref: 9.24.1.1)

PURPOSE

For Council to consider the abolition of “Proclaimed Shopping Districts” where applicable within the Yorke Peninsula Council area.

RECOMMENDATION

The Council:

1. proposes to apply to the Minister for Industrial Relations under Section 12 of the Shop Trading Hours Act 1977 for the abolition of the following Proclaimed Shopping Districts, including all towns listed within the Proclaimed Shopping Districts;
 - a) Minlaton
 - b) Yorke Peninsula
2. Pursuant to Section 12(6) of the Shop Trading Hours Act 1977, seeks the views of the following persons on this proposal, being ‘interested persons’ for the purpose of that Section:
 - a) Persons residing in the area of the Council; and
 - b) Shopkeepers and shop assistants residing outside the area of the Council, but employed or engaged in shops within it.
3. undertake public consultation for the purpose of obtaining the views of interested persons, in accordance with the requirements of the Shop Trading Hours Act 1977 and the Public Consultation Policy.

LINK TO STRATEGIC PLAN

Key Theme/s: Sustainable Communities
3. Our Economy
Strategic Goal/s: 3.1 Sustainable economic growth

BACKGROUND

The Local Government Association (LGA) has drawn Council's attention to the fact that a number of small retail stores in South Australia may have inadvertently been trading for many years outside the designated trading hours prescribed under the Shop Trading Hours Act 1977 (the Act).

This legislation regulates the trading hours of many shops throughout South Australia. Certain shops are “exempt shops” under the Act, notably small shops and certain types of shop regardless of size (including pharmacies, newsagents, florists and hairdressers). However, any shop which does not fit the prescriptive definition of an “exempt shop” must observe the requirements of the Act if they are within the metropolitan area of Adelaide or within a “Proclaimed Shopping Districts” under the Act.

Businesses which trade in a manner contrary to the Act can face penalties for offences against the Act.

Within the Yorke Peninsula Council area, Minlaton and Yorke Peninsula have been proclaimed as “Proclaimed Shopping Districts” and the following towns are designated as applicable towns within the proclaimed areas under the Act;

Minlaton, Brentwood, Ardrossan, Balgowan, Dowlingville, Kilkerran,
Maitland, Mulloowurtie, Port Clinton, Port Victoria, Price, Sandilands,
South Kilkerran and Urania.

These townships are therefore required to abide by the provisions of this legislation.

Trading restrictions apply for certain businesses within Proclaimed Shopping Districts. Over time, many councils have used the process outlined in section 12 of the Act to apply to vary or abolish Proclaimed Shopping Districts and thus deregulate local shopping hours. The LGA advises that a number of these processes took place between 2000 and 2003. It is also understood that many country towns across the state, historically were never included within a Proclaimed Shopping District, resulting in inconsistency across regional areas

Certain other regional centres and towns have previously been Proclaimed Shopping Districts, but have had that status revoked upon application by the local council to the relevant Minister. Shops within such areas are accordingly not subject to the requirements of the Act.

It has become clear that many retailers are not aware that Proclaimed Shopping Districts (and the associated trading restrictions) continue to apply in some townships.

DISCUSSION

Role of Council

Section 12 of the Act confers upon councils, the function to apply to the Minister for Industrial Relations for the creation, variation or abolition of any Proclaimed Shopping District/s within their area.

The process required under the Act for applying to abolish Proclaimed Shopping District is set out below.

The council must first give ‘interested persons’ an opportunity to express their views to the council on the proposal. ‘Interested persons’ means the following persons:

Persons residing in the area of the council; and
Shopkeepers and shop assistants residing outside the area of the council, but employed or engaged in shops within it.

This is the required statutory public consultation required under the Shop Trading Hours Act 1977, not the Local Government Act 1999. Accordingly, a council’s public consultation policy under the Local Government Act 1999 might not apply, or might have a separate set of provisions for consultation ‘not under’ the Local Government 1999. This depends on the terms of the policy.

The council must have regard to the views expressed to it by any interested persons.

Then, if the council determines it is appropriate, with information provided, the council may resolve to make an application in writing to the Minister for Industrial Relations under Section 12 of the Act to abolish the relevant Proclaimed Shopping District/s.

To give effect to the resolution, the common seal must then be affixed to the application, and the application must be submitted to the Minister for Industrial Relations.

The discretion to adopt or reject any application ultimately lies with the Minister. If an application is unsuccessful, a period of one year must elapse before the same, or a substantially similar, application is made.

The LGA President has written to the Minister for Industrial Relations, the Hon John Rau MP and he has agreed that SafeWork SA will exercise appropriate discretion for the next four months to allow this issue to be rectified, before potential enforcement of trading hours under the Act will be instigated.

This moratorium provides the opportunity for councils to, if they choose, follow the consultation processes required under the Act to make an application to vary or abolish a Proclaimed Shopping District. This will require a thorough consultation process and would allow local communities to determine whether and the extent to which shopping hours should be statutorily regulated in their area.

Council is not required to take any action, however local businesses and local employment may suffer as a result of the confusion created with this legislation.

COMMUNITY ENGAGEMENT PLAN

Community Engagement Plan Level 2 - Consult

CONSULTATION PROCESS

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

- Senior Development Officer

In preparing this report, the following External Parties were consulted:

- LGA

POLICY IMPLICATIONS

Not applicable

BUDGET AND RESOURCE IMPLICATIONS

Not applicable

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

No risk to Council, however businesses within Prescribed Shopping Districts may be in breach of current legislation and may be subject to enforcement proceedings under the Shop Trading Hours Act 1977.

ATTACHMENTS

Attachment 1: List of Proclaimed Shopping Districts

Attachment 2: Community Engagement Plan



PROCLAIMED SHOPPING DISTRICTS

(Including regional towns NOT in proclaimed shopping districts)

LIST OF SHOPPING DISTRICTS AND TOWNS WITHIN THEM

Name of Shopping District	Town in District
Balaklava	Avon Balaklava Erith Whitwarta
Binnun	Binnun Frances Kybybolite
Blyth	Blyth
Booleroo Centre	Booleroo Centre
Burra	Aberdeen Burra Burra North Koorunga Redruth
Bute	Bute
Caltowie	Caltowie
Cleve	Cleve
Cowell	Cowell
Georgetown	Georgetown Gulnare Narriby Yacka
Gladstone	Gladstone
Grace	Mallala
Hanson	Farrell Flat
Kingscote	Cygnat River Kingscote Parndana
Lameroo	Lameroo
Laura	Laura

Name of Shopping District	Town in District
Lock	Lock McLachlan Murdunga Peachina Tooligie Warrachie
Mannum	Mannum
Melrose	Melrose
Millicent	Millicent
Minlaton	Brentwood Minlaton
Mintaro	Mintaro
Morgan	Cadell Eba Morgan Mount Mary
Mount Bryan	Mount Bryan Hallett
Orroroo	Orroroo
Peterborough	Peterborough
Pinnaroo	Chandos Parilla Paringa Pinnaroo
Port Broughton	Fishermans Bay Port Broughton
Port Wakefield	Bowmans Goyder Kallorn Nantawarra Port Lorne Port Wakefield

Name of Shopping District	Town in District
Spalding	Spalding
Streaky Bay	Baird Bay Calca Chandada Cungena Karcutaby Mortana Petina Piednipie Poochera Sceale Bay Streaky Bay Wirrulla Yantabee
Tallem Bend	Tallem Bend
Upper Wakefield	Auburn Leasingham Undayla Upper Wakefield Watervale
Wilmingtton	Wilmingtton
Yorke Peninsula	Ardrossan Balgowan Dowlingville Kilkerran Maitland Mulooowrtie Port Clinton Port Victoria Price Sandilands South Kilkerran Urania

REGIONAL TOWNS NOT IN PROCLAIMED SHOPPING DISTRICTS

Allendale East	
Angaston	
Armagh	
Arno Bay	
Bagot Well	
Balhannah	
Bamera	
Berri	
Bethany	
Birdwood	
Blanchetown	
Bordertown	
Boston Bay	
Cape Jervis	
Ceduna	
Charleston	
Clare	
Cobdogla	
Cockatoo Valley	
Cooper Pedy	
Coonalpyn	
Coonawarra	
Crystal Brook	
Cudlee Creek	
Daveyston	
Echunga	
Encounter Bay	
Eudunda	
Freeling	
Glencoe	
Glossop	
Goolwa	
Greenock	
Gumeracha	
Hahndorf	
Hamilton	
Harrogate	
Hawker	
Hayborough	
Hiltown	
Jamestown	

Kadina	
Kalangadoo	
Kapunda	
Keith	
Kersbrook	
Kingston (SE)	
Kingston-on-Murray	
Kongorong	
Langhorne Creek	
Lenswood	
Littlehampton	
Lobethal	
Loveday	
Loxton	
Lyndoch	
Macclesfield	
Marananga	
Meadows	
Mili Lel	
Miliang	
Moculta	
Monash	
Moonta	
Moorak	
Moorook	
Mount Barker	
Mount Burr	
Mount Compass	
Mount Gambier	
Mount Torrens	
Murray Bridge	
Myponga	
Myponga	
Naracoorte	
Normanville	
Nuriootpa	
Oakbank	
Paringa	
Paskeville	
Penola	
Penwortham	

Port Augusta	
Port Elliot	
Port Hughes	
Port Lincoln	
Port MacDonnell	
Port Pirie	
Port Vincent	
Quorn	
Ramco	
Rendelsham	
Renmark	
Risdon Park	
Roseworthy	
Rowland Flat	
Roxby Downs	
Sandy Creek	
Seppeltsfield	
She-Oak Log	
Solomontown	
Southend	
Stanley Flat	
Stirling North	
Stockwell	
Strathalbyn	
Tantanoola	
Tanunda	
Tarpeena	
Tintinara	
Tumby Bay	
Verdun	
Victor Harbor	
Walkerie	
Walleroo	
Whyalla	
Williamstown	
Winkie	
Wistow	
Woodside	
Yahl	
Yankalilla	