



*Agriculturally rich-Naturally beautiful*

## *Yorke Peninsula Council*

### **NOTICE OF MEETING**

Notice is hereby given that the next ordinary meeting of Council  
will be held on Wednesday 9<sup>th</sup> March 2016,  
in the Council Chambers,  
57 Main Street, Minlaton commencing at 5.30pm

Andrew Cameron  
CHIEF EXECUTIVE OFFICER

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## **A G E N D A**

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|--------|---|
| ITEM 1 | <u>YORKE PENINSULA COUNCIL</u>                    |
| 1.1    | <u>Welcome by Mayor</u> – meeting declared opened |
| 1.2    | <u>Opening Prayer</u>                             |
| 1.3    | <u>Present</u>                                    |
| 1.4    | <u>Leave of absence</u><br>Nil                    |
| 1.5    | <u>Apologies</u>                                  |

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 accordance with Section 73 of the Local Government Act in items listed for consideration on the Agenda. Section 74 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 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 conflict of interest.

1.7 Minutes of previous meeting – for confirmation

1.7.1 Council meeting held on Wednesday 10<sup>th</sup> February 2016 at 5.30pm

1.8 Motions on Notice

Cr Scott Hoyle – Outbound Mission to Shandong

Page 4

1.9 Questions on Notice

Nil

1.10 Questions without Notice

1.11 Petitions

Pages 5 - 13

Petition in relation to Port Vincent Boat Ramp consultation with 67 signatures

ITEM 2 MAYOR

Mayor Monthly Report

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ITEM 3 COUNCILLORS' REPORT

Nil

ITEM 4 **INFORMATION AGENDA**

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4.1 Items for exclusion

4.2 Receipt of Information Reports

4.3 Chief Executive Officer

Pages

1. CEO Activities

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2. Action List

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4.4 Corporate and Community Services

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1. Art Exhibition Working Party Meeting Minutes January 16

22 - 29

2. Audit Committee Minutes February 16

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4.5 Assets and Infrastructure Services

Pages

1. Construction and Maintenance Works

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4.6	<u>Development Services</u>	Pages
	1. Environmental Health Report	39 - 40
	2. Bush Fire Management Plan	41 - 47
	3. Inspectorial Activity Report	48 - 50
	4. Alcohol Management Working Party	51 - 71
	5. Development Application Approvals	72 - 78
	6. Waste Water Application Approvals	79 - 81
ITEM 5	<u>VISITORS TO THE MEETING</u>	
	Speakers in relation to the Port Vincent Sailing Club Boat Ramp Consultation	
	1. Mr Greg Hackett	
	2. Mr Dick Pain	
	3. Mr Robert Hawe	
	4. Mr Peter Lehman – Port Vincent Progress Association	
ITEM 6	<u>DEBATE AGENDA</u>	Page 82
6.1	<u>CHIEF EXECUTIVE OFFICER</u>	Pages
	1. Strategic Management Plan Development	83 - 100
	2. Draft Informal Gatherings Policy	101 - 106
	3. Draft Safe Environment Policy	107 - 123
6.2	<u>CORPORATE AND COMMUNITY SERVICES</u>	Pages
	1. Financial Report 29 <sup>th</sup> February 2016	124 - 128
6.3	<u>ASSETS AND INFRASTRUCTURE SERVICES</u>	Pages
	1. Clinton Road Land Acquisition	129 - 130
	2. Authorisation to Sign Certificate of Consent for the Deposit of a Plan of Division	131 - 132
6.4	<u>DEVELOPMENT SERVICES</u>	Pages
	1. Port Vincent Foreshore Boat Ramp	133 - 136
	2. Extension to the Maitland and Ardrossan Dry Areas	137 - 142
	3. Bush Camping Working Party Report	143 - 148
	4. Balgowan Development Plan Amendment Report	149 - 198
	5. Consideration of Supplementary Land Management Agreement	199 - 222
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>	Pages 223
	1. PABX Phone System Tender	224 - 225
	2. Marion Bay Cabin Construction Tender	226 - 227
	3. Unsealed Road Construction	228 - 229
ITEM 9	<u>NEXT MEETING</u>	
	Wednesday 13 <sup>th</sup> April 2016	
ITEM 10	<u>CLOSURE</u>	

29<sup>th</sup> February 2016

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

Dear Andrew

### **FORMAL MOTION ON NOTICE**

You are advised that at the 9<sup>th</sup> March 2016 meeting, I propose to move the following motion:

*That Council:*

- 1. endorse Mayor Ray Agnew participating in the Outbound Mission to Shandong 2016 accompanied by Premier Weatherill and other representatives from both local and State Government.*
- 2. not be required to financially contribute to Mayor Agnew's costs associated with his participation in the Outbound Mission to Shandong 2016.*

### **Reasons**

Elected Members would be familiar with the upcoming Outbound Mission to Shandong 2016 and Mayor Agnew's strong desire to participate.

China is a country that has a vastly different culture to our own. The Mayor is very important in China which is a very hierarchical society and it's very important to match their VIPs at functions. Social standing within the community plays a very large part in decision making across all sectors of governance and Local Government drives economic development under the leadership of the Mayor.

For example if we were invited to meet with the Mayor from Qingdao and we did not have an official in our party that was of equivalent social standing, this could be viewed as negative and hamper any negotiations.

Mindful of Council's support and community perception, I would like support from the Elected Members in inviting the Mayor to accompany the nominated delegation to Shandong.

I have floated the concept with the Mayor who has indicated a strong desire to represent our community. Whilst being mindful of the cost for ratepayers Mayor Agnew has indicated a willingness to fully fund his participation in the Mission and only seeks Council's endorsement to join the delegation.

I believe it would be a serious mistake not to include the Mayor in our delegation.

I seek Elected Members favourable consideration of my motion as I feel confident that it is essential that Mayor Agnew join our Yorke Peninsula Council delegation.

Kind Regards



Cr Scott Hoyle  
Gum Flat Ward Councillor

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



<b>PETITION</b>	SF188
	Responsible Officer: EA to CEO and Mayor
	Issue Date: 28/05/2014
	Next Review Date: May 2016

## To the Mayor and Councillors of the Yorke Peninsula Council

Petition Contact Person: ...**GREG HALL** .....

Telephone Number: .....**0419 813 941**.....

Address: .....**27 LINWOOD COURT**.....  
.....**WYNN VALE SA 5127** .....

Date: .....**28th January 2016**.....

The petition from **some of the users of the Port Vincent Town Boat Ramp, made up of both Pt Vincent residents and visitors (tourists) to our town.**

Draws attention of Council **to the need to keep the “town” boat ramp open for use by the public.**

The petitioners therefore request that Council:

**Ensure that the boat ramp is kept open for public use, meanwhile taking whatever action is necessary to ensure the safety of both the users of the ramp, and other beach users.**

RECEIVED	
Corporate Email Address	
From:	27 JAN 2016
Sent:	
To:	
Subject:	

GA & SO Hall <hallab@adam.com.au>  
 Tuesday, 26 January 2016 4:22 PM  
 Corporate Email Address  
 Proposal to close Port Vincent Foreshore Boat Ramp

Item Number	575 - 2016 - 4
GDS Number	16-20-2-1
Distribution	

Attention: Phil Herrmann

Dear Phil,

Beth Wain has kindly agreed to hand deliver a petition to keep the foreshore boat ramp open to the public (to ensure that this arrives by COB tomorrow – Wednesday 27th).

Unfortunately, due to their council affiliation, neither the local sports store **or** the caravan park could have the petition available to their patrons – this considerably decreased the number of people who had access to the petition.

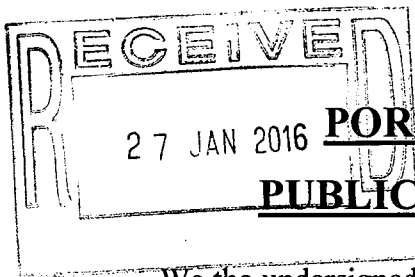
However, having spoken to both “locals” and to visitors to Port Vincent the majority of people are **definitely not in favour of the closure of this ramp** – in fact, they see it as a “backward step”.

If you require any further information please do not hesitate to contact me on 0419 813 941.

Yours Sincerely

Greg Hall  
 27 Linwood Court  
 WYNN VALE SA 5127

Phone: 08 8396 2600  
 Mobile: 0419 813 941



27 JAN 2016

# PORT VINCENT FORESHORE BOAT RAMP

## PUBLIC CONSULTATION RESPONSE – PETITION

We the undersigned are aware of the District Council of Yorke Peninsula's proposal to close the foreshore boat ramp to all public launching of boats with a motor vehicle and request Council to keep this important facility open for public use.

NAME	ADDRESS	COMMENTS
PETER. ROBERTSON	7 WEAVER BLVD, PARALOWIE 5108	IDIOTIC MOVE TO CLOSE THIS RAMP TO THE PUBLIC,
Kylie Green	5 Montrose Place Golden Grove 5125	DITTO!
TRUDY MARUSIC	10 TRELOAR AVE; GREENWITH 5125	"
Rob Whisson	Nuriootpa PT VINCENT	"
A. FAIRLIE	PT VINCENT	LEAVE IT ALONE
G. Dabryll	PT VINCENT	NOT YOURS TO CLOSE
Jon Smith	PT VINCENT	Required.
Marcia Nowlan	Balaclara	
Ken Collis	Port Vincent A	
M. J. Lavelock	"	Leave as is.
DANNY BIDDLE	PORT VINCENT	
John Rowan	Port Vincent	Don't change current system
Jon Gatin	Tinwie USER PORT VINCENT	Disappointed
Kay Schutt	Baulcsia Park / Pt Vincent	This bought up needed, as other ramp doesn't cope.
Greg McQuinn	20 Cerritos Rd Pt Vin	MARINO will be too congested

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NAME	ADDRESS	COMMENTS
Jen Sporne	55 Margaret Ave. North Brighton SA	
R. Mace	Clare S.A.	It would be a good idea to try other measures <i>from</i> KEEP OPEN FOR ALL USERS
GLENN WILLIAMS	9 BENNETT ST PORT VINCENT	
Helen Williams	39 Niemeyer Crescent St Agnes SA 5097	
Phillip Wenn SANDRA WENN.	35 TOOGOOD CRT. PARKVIEW UPPER VIL	Closure will affect tourism for Pt Vincent. IT WILL REFLECT Ahh. USERS & Holiday Makers
Tammy Williams	17 Burdaleer Place, Greenwith, SA.	
JOHN FAULKNER <i>John</i>	54 FAULKNER RD MINTARO SA 5415	CLOSURE WILL AFFECT BOTH LOCALS & VISITORS AND PUT A LOT OF ANGST AMONGST BOAT USERS
Robyn Faulkner	PO Box 10, mintaro, SA 5415	
Nicole Faulkner	74 Dixon Road, Northwarra SA	
Steven Roberts	7 BENNETT ST PT VIN.	
Coby Lane	7 Bennet st Pt Vin	
Tim Almond	6 Bennet st Pt Vinc.	HAVE YOU THOUGHT OF THE PATRONS IN THE CARAVAN PARK?
JAMIE AINSWORTH	6 Bennet st Pt Vincent	
Bob Almond.	6 BENNETT ST PT VINCENT.	
Pam Almond	6 Bennet St "	
MALCOLM PARISH	10 CAMERON ST PT VINCENT	
Jenny Parish	10 Cameron St. Pt Vincent	



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NAME	ADDRESS	COMMENTS
GLENN GRAHAM	526 GRENFELL RD FAIRVIEW PK 5126	MARINA RAMP IS A OHS RISK!
TREVOR GRAHAM	16 SPRING CRES. BANKSIA PARK 5091	WHY NOT LEAVE IT AS IT IS.
ANTHONY GERARD	23 TREVORTON AVE, GLENONG 5064	The ramp should be for all boaters to use! all the time no restrictions
ALISON FADECO	526 GRENFELL RD FAIRVIEW PARK 5126	MARINA RAMP VERY SLIPPERY AND IS AN OHS RISK.
GARRY SCHUTT	SPRING CRES. BANKSIA PK 2 MINLACOWIE RD PT. VINCENT	- MARINA DOESN'T COPE IN PEAK TIMES & DANGEROUS TO USE - SLIPY RAMP - TOWN RAMP LEAVE OPEN TO USE!
JEFF BROWNE	14 Woodhall Drive Happy Valley 5159	Marina ramp is not safe for launching small dinghies.
Colin Daly	15 Emma Street Marino	Very shortsighted and not good for community.
Brian Lawrie	9 Minlacowie Rd Port Vincent (102 Autumn Ave, Lockleys)	I agree - a community asset
Chris Lawrie	9 Minlacowie St. Pt. Vincent	All part & parcel of the attraction of Pt. Vincent. People must be responsible for their own safety.
Katrina Daly	15 Emma St. Marino.	Only a few days per year when congestion of bathers/boaters. Over reaction - NOT "Catastrophic"

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NAME	ADDRESS	COMMENTS
Michael and Marie Green ROBERT GERMEIN	Williamstown. 2491 St Vincent Highway	leave it as it is!! " " "
Elaine + Prieder Storowyn	5 Bennett St Pt Vincent	
David Parsons Roma Parsons	26 Karinga St PTVIN	WE OWN IT
LEAH KENDRIDGE	SPRING GULLY RD CHARE	LEAVE AS IS PLEASE!!
24.1.16	Would appreciate it if jet ski owners (NOT ALL) NOT leave from yacht club boat ramp danger to swimmers + boaters PORT VINCENT	
ROGER SECKER DAVID HARDING	79 MAINST PT VINCENT	LEAVE IT AS IS. BENEFICIAL TO TOURISTS + LOCALS
Doe Francis	PT Vincent	We use it & don't want to lose it! Thank you
B. Turnbull The Little	4 Broadway Rd Pt. Vincent PORT VINCENT. 111 MARINE PDE.	LEAVE IT ALONE!! LEAVE AS IS
the wheare	PORT VINCENT	
JEFF GRAHAM	20 TRENOWETH CLOSE GREENWITH	THE MARINA BOAT RAMP IS UNSAFE.
Donnelly Way	3 Ramsay Street Pt Vincent	WE OWN IT KEEP IT.

## PORT VINCENT FORESHORE BOAT RAMP

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NAME	ADDRESS	COMMENTS
J. REID M. Reid	150 HUNTS RD TOORAK, VIC " " "	DON'T CLOSE. " "
M. Peterson	4 Burlington St Golden Grove.	Keep open.
S. Peterson	11 Germein St, Pt Vincent	Don't Close.
J. Graham	4 Germein St, Pt Vincent	Don't Close.
M. MARRAS	41 CUMBERLAND AVE CUMBERLAND.	DON'T Close it.
S. Garruthers	6 Germein St, Pt Vincent	Don't close.
F. COLEMAN	30 MAIN ST. PT VINCENT	DON'T CLOSE.

# PORT VINCENT FORESHORE BOAT RAMP

## PUBLIC CONSULTATION RESPONSE – PETITION

We the undersigned are aware of the District Council of Yorke Peninsula's proposal to close the foreshore boat ramp to all public launching of boats with a motor vehicle and request Council to keep this important facility open for public use.

NAME	ADDRESS	COMMENTS
GARRY BOWMAN DEB BOWMAN GREG DAVISON Julie Davison	18 DUKE RD PENWORTHAM <del>18</del> DUKE RD PENWORTHAM 56 MARINE PARADE SEACRUIFF  14 Chester Ave Pt Vincent	'NEW BOAT RAMP TOO BUSY NOW'  NEED TO HAVE EXTRA BOAT RAMP FOR DINGHY & SEACRUIFFS WILL FREE UP BOAT RAMP  WE NEED MORE THAN ONE BOAT RAMP.  Need communal boat ramp for Caravan PK users + Yacht Club recreational boat users. - need 2 boat ramps.
TREVOR MAE	5 FORD AVE. PT VINCENT	CLOSING THE FORESHORE BOAT RAMP WILL BE A NEGATIVE FOR THE TOWN AND TOURISM
Thomas George	6 Lulu Court, Port Vincent	Marina Boat ramp Only has 48 spaces. Unless more car parks are constructed (fill in the swimming beach area at the marina & turn that into a parking area) there is not enough Parks available. Sailing Club ramp was originally constructed by a speed boat club, not the sailing club!!!
Robert Blackwell	79 Dixon RD Nantawarra	Not enough parking at the marina as it is

## PORT VINCENT FORESHORE BOAT RAMP

### PUBLIC CONSULTATION RESPONSE – PETITION

We the undersigned are aware of the District Council of Yorke Peninsula's proposal to close the foreshore boat ramp to all public launching of boats with a motor vehicle and request Council to keep this important facility open for public use.

NAME	ADDRESS	COMMENTS
Chris Rawikner	2 Chester Ave Pt Vincent.	How about people (Yatch + Aquatic) putting signs out on days when using area to warn boat launchers -

## **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 February 2016.

##### **RECOMMENDATION**

That the report be received.

##### **DISCUSSION**

1 <sup>st</sup> February	Dinner meeting with Minister for Local Government the Hon Geoff Brock MP
2 <sup>nd</sup> February	Whirlwind district tour with Minister Brock visiting several locations within a very short time frame, which concluded with a visit to the Maitland Office to meet the Council's three new trainee staff who had commenced on 1 <sup>st</sup> February 2016.
3 <sup>rd</sup> February	Elected Members Workshop with the Chief Executive Officer.
9 <sup>th</sup> February	Meeting with Tessa Colliver in the Maitland Office. YP Council's Alliance meeting held at Maitland.
10 <sup>th</sup> February	Monthly Council Meeting.
12 <sup>th</sup> February	Meeting with Wallmans Lawyers in relation to incident.
18 <sup>th</sup> February	Maitland Area School Student Leader Induction.
19 <sup>th</sup> February	Central Local Government Region Board of Management held at Wakefield Regional Council.
24 <sup>th</sup> February	Audit Committee meeting. Elected Members monthly workshop.
26 <sup>th</sup> February	Maitland Office meetings. Opening of New Business Growers Supplies at Warooka.

# 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 February 2016.

##### **RECOMMENDATION**

That the report be received.

##### **DISCUSSION**

1 <sup>st</sup> February	Corporate Management Team meeting. Hosted Dinner and a regional visit from the Minister for Local Government the Hon Geoff Brock MP.
2 <sup>nd</sup> February	Local Government Professionals Meetings in Adelaide.
3 <sup>rd</sup> February	Interviews in relation to the Marion Bay Tender. CEO and Elected Members Workshop at Minlaton.
4 <sup>th</sup> February	Presentation to Yr 12 Yorketown Area School students and Goal setting and career choices.
5 <sup>th</sup> February	Central Local Government Region CEO Forum held in Clare.
9 <sup>th</sup> February	Corporate Management Team meeting. Yorke Peninsula Council's Alliance meeting.
10 <sup>th</sup> February	Monthly Council meeting.
17 <sup>th</sup> – 19 <sup>th</sup> February	Chief Officers Group meeting.
22 <sup>nd</sup> February	Corporate Management Team meeting. Teleconference in relation to Narungga and ILUA.
23 <sup>rd</sup> February	Meeting with PIRSA artificial reef project.
24 <sup>th</sup> February	Meeting to discuss Narungga and ILUA held at Moonta. Audit Committee meeting. Monthly Council Workshop.
25 <sup>th</sup> February	Corporate Management Team meeting. Regional Development Australia Yorke and Mid North briefing meeting. Meeting with Local Government Risk Services.
29 <sup>th</sup> February	Interviews for Manager of Financial Services position.



**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 9<sup>th</sup> March 2016

## Action List

Responsible Officer	Agenda Item Number	Task	Due Date	Status
Director Development Services	10 <sup>th</sup> 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 <sup>nd</sup> 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 <sup>th</sup> 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
8 <sup>th</sup> April 2015				
Director Development Services	DA/DS/R2	Prepare a plan to implement the Bush Camping recommendations	Ongoing	Underway
13 <sup>th</sup> 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 <sup>th</sup> 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	Still with the Minister's office Waiting for finalisation of negotiations between the Minister and CFS
Director	DA/AIS/R3	Organise to work with DPTI to undertake a	March 2016	Assessment undertaken

Assets and Infrastructure Services		review of the speed limit buffer zones at Wool Bay		formal response pending completed
12 <sup>th</sup> August 2015				
Director Development Services	DA/CCS/R5	Finalise the proposed lease for the Royal Volunteer Coastal Patrol at Point Turton	April 2016 RVCP preparing submission for Development Approval	Awaiting outcome of Development Application
Director Corporate and Community Services	DA/CCS/R9	Organise for the three scenic tourism frames to be organised in the approved locations	April 2016	Consultation completed. Development application approved. Works to commence in March
9 <sup>th</sup> September 2015				
Director Assets and Infrastructure Services	Motion on Notice	Organise a plan for allocating \$1 million for the accelerated roadside vegetation management	March 2016	Presentation to September 2015 Workshop Ongoing
14 <sup>th</sup> October 2015				
Director Development Services	DA/DS/R1	Organise the requirements for public consultation in relation to revocation of Community Land at Warooka	April 2016 Waiting on Ministers approval for revocation of community land	Underway, public consultation process completed
11 <sup>th</sup> November 2015				
Director Development Services	DA/DS/R2	Undertake public consultation on changes to use of the Port Vincent Foreshore Boat Ramp	March 2016	Completed
9 <sup>th</sup> December 2015				
Director Corporate & Community Services	DA/CCS/R4	Organise to undertake necessary works to upgrade Black Point Caravan and Camping Ground amenities	April 2016	Contractor engaged. Works to commence after peak season is finished
Director Corporate & Community Services	DA/CCS/R6	Organise the lease for Maitland Children's Centre with Happy Kidz Child Care.	March 2016	Commenced
Director Development Services	DA/DS/R2	Organise to continue the process to seek Ministerial approval for revocation of the Community Land Classification for the	April 2016 Awaiting on Ministers approval for revocation of community land	Public consultation process completed

		Warooka Consulting Rooms		
20 <sup>th</sup> January 2016				
CEO	DA/CEO/R1	Organise to submit nomination for Mayor Agnew for the John Legoe Award	February 2016	Completed
Director Corporate & Community Services	DA/CCS/R4	Undertake Public Consultation with residents of Parsons Beach in relation to naming of the locality	February 2016	Underway
Director Assets & Infrastructure Services	DA/AIS/R1	Advise the proponents in relation to Clinton Road construction project and the additional 3kms	January 2016	Underway
10 <sup>th</sup> February 2016				
CEO	DA/CEO/R1	Organise to register and make arrangements for Self, Cr Bittner and Cr Hoyle to join the Premiers Outbound Mission to Shandong 2016.	February/March 2016	Completed
CEO	DA/CEO/R2	Organise to submit an application to SABFAC for 50% funding for two fixed walkways at Black Point Boat Ramp	February 2016	Completed
Director Corporate and Community Services	DA/CCS/R3	Advise Corny Point Progress Association that Council have endorsed their application for \$1,000 in extra funds	February 2016	Completed
Director Corporate and Community Services	DA/CCS/R4	Advise Pine Point Progress Association that Council have endorsed their application for \$881.59 in extra funds	February 2016	Completed
Director Corporate and Community Services	DA/CCS/R5	Advise Minlaton Progress Association that Council have endorsed their application for \$1,000 extra funds	February 2016	Completed
Director Corporate and	DA/CCS/R6	Organise to place the Draft Long Term Financial Plan out for	February 2016	Completed

Community Services		public consultation		
Director Assets and Infrastructure Services	DA/AIS/R1	Organise the quotation process for the Patch Sheeting Project	February/March 2016	Commenced
Director Development Services	DA/DS/R1	Organise to forward the Section 29 submission to the Minister for Planning to update the Council's Development Plan	February 2016	Completed
Director Development Services	DA/DS/R2	Organise to implement the recommendations from the Access Advisory Working Party minutes	February/March 2016	Completed

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **IA/ITEM 4.4**

#### **1. ART EXHIBITION WORKING PARTY MINUTES – 20<sup>th</sup> JANUARY 2016**

(File Ref: 17.94.5.1)

##### **PURPOSE**

The Art Exhibition Working Party is a Working Party of Council. A copy of the minutes from their meeting held on 20<sup>th</sup> January 2016 is attached.

##### **RECOMMENDATION**

That the report be received.

##### **LINK TO STRATEGIC PLAN**

Key Theme/s:	Community Engagement 1. Vitality & Connection
Strategic Goal/s:	1.2 Offer a range of accessible community facilities, programs, events and activities

##### **BACKGROUND**

To keep Council and the community informed of progress in delivering the 2016 Art Exhibition.

##### **DISCUSSION**

Business discussed at the meeting centred around:

- Advertising
- Sponsorship
- Artists in residence
- Demonstrating Artists
- Judges
- Previous Advertisers
- Opening night
- Review of date of next 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:

- Art Exhibition Working Party

## **POLICY IMPLICATIONS**

Nil

## **BUDGET AND RESOURCE IMPLICATIONS**

Funding provided for in the 2015/2016 adopted budget.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil

## **ATTACHMENTS**

**Attachment 1:** Art Exhibition Working Party Minutes 20<sup>th</sup> January 2016



## **Minutes of the Meeting of the Art Exhibition Working Party**

held on Wednesday 20<sup>th</sup> January 2016  
in the Maitland Council Office  
commencing at 2.00pm

(Subject to confirmation)

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### **ITEM 1 OPEN**

- 1.1** Welcome by Chairperson      Anne Eyles declared the meeting open at 2.01pm
- 1.2** Present - Anne Eyles, Irene Hughes-Jones, Brenda Bowman, Cr Alan Headon and Cr John Rich  
In Attendance: David Harding, Rachel Rich (minute secretary)
- 1.3** Apologies – Nil
- 1.4** Minutes of previous meeting –

**Cr Headon moved**

**Cr Rich seconded**

That the Minutes of the Art Exhibition Working Party meeting held on 9<sup>th</sup> December 2015 as circulated be confirmed.

**CARRIED**

- 1.5** Conflict of Interest - The Chairperson reminded members of their obligations in relation to Conflict of Interest provisions.

### **ITEM 2 BUSINESS ARISING**

**2.1** Advertising:

It was discussed that Anne would like to approach Jo Barrie to set up meeting to get advice on previous years advertising. This is to be done prior to next scheduled meeting.

**Action:** Anne will get in touch with Jo Barrie

A meeting with Brooke Leibelt from Yorke Peninsula Tourism is to be set up.

**Action:** David will contact Brooke to organise meeting.



Draft letter to Ardrossan Tidy Towns:

Anne handed over a draft letter to be put onto letterhead and sent to Ardrossan Tidy Towns with upcoming dates of Exhibition and request for help to set up.

**Action:** Rachel will send out letter on letterhead.

Yorke Peninsula Country Times (YPCT):

Anne organising a meeting with YPCT for follow up story leading up to Exhibition. It was suggested that more detail needs to be put into the next article.

**Action:** David to approach Jenny Odland as a preferred journalist. Anne will organise a time for meeting.

Website:

Hours have been reduced and reflected on the latest website update. It was discussed and agreed that hours will now be extended and includes Thursday - Sunday - 9.30am till 4.00pm. Logo and Art Exhibition details have been added as a footer to council staff emails.

**Action:** Rachel will organise to have hours updated on website.

Road signs will need to be erected at the beginning of March. Permission will need to be sought from Wakefield Regional Council to erect a sign at Federation Corner.

Signs to be placed as follows:

- North & south of main entrance to Ardrossan on the Yorke Highway;
- Eastern side of the Yorke Highway near Federation Corner;
- South-eastern side of the Copper Coast Highway, before turn off near Federation Corner;
- North-western side of Arthurton Road, before Yorke Highway intersection;
- North Western side of Maitland Road, before Yorke Highway intersection;

Darren Lloyd will be asked to make up new sign as 1 was stolen during the last exhibition. Proposal to get new sign made as David advised funds are available in the budget.

**Brenda Bowman moved**

**John Rich seconded**

**CARRIED**

**Action:** David to talk to Trevor Graham about having Nick Hoskin available to erect signs, along with following up with Senior Compliance Officer.

Demonstrating artists:

Anne has a meeting with NYP Artists on 9<sup>th</sup> Feb.

Also looking to approach the following artists:

Trevor Hancox, Mike Barr, Sam Carter, Bob Landt & Peter Atchinson.

**Action:** Rachel to source contact details of above listed artists for Anne to make contact with.

Roger Saunders is happy to do classes, however, due to his ill health this will be his last exhibition. An invitation is to go out to Roger and his wife.

## 2.2 Sponsorship:

Port Clinton Progress Club \$250  
Port Clinton Community Sports Club \$200  
Pines Community \$250  
Port Victoria Progress \$50  
Ardrossan Progress \$2000  
Yorke Valley Progress \$75  
Ray White Ardrossan \$275  
John Sandercock Foodland Ardrossan \$250  
Hunts Fuels \$300  
YPCT in kind - Advertising  
Black Point Progress in kind - Advertising  
Yorke Valley Plains (Burra) in kind – Advertising  
Yorke Valley Hotel in kind - \$250 alcohol  
YP Council - \$1500 – Verna Lock Prize  
Mayor – David will talk to Mayor regarding sponsorship

**Action:** Rachel to find details of how many bottles of alcohol were used in last exhibitions opening night.

Anne will liaise with Yorke Valley Hotel to find out how many bottles will be received from their in kind sponsorship.

David will follow up again with ANZ bank.

It was noted that Ardrossan Progress, state they have never received a sponsorship letter.

**Action:** Rachel to pass on contact details to Anne for Ardrossan Progress Margi Gaisford.

Liquor Licence still needs to be organised.

**Action:** David organising Liquor licence.

Volunteers for Art Exhibition:

Rachel has sent an email to all Council employees calling for volunteers to come forward.

Only 2 have been identified so far.

- Rachael Treloar
- Bobbi Pertini

Anne mentioned she would be happy to approach Polly Phillips from YPCT to see if she is willing to volunteer. It was also suggested to perhaps approach other local organisations to ask for volunteers.

## 2.3 Artists in residence:

Anne has a meeting on 9<sup>th</sup> February with NYP Artists and is hoping to secure some artists and judges.



## **2.4 Judges:**

Anne hoping to secure 3 judges from Port Pirie/Burra region.

Alan Headon will provide contact details for Jeanette Ireland as a back-up.

The question was raised about what are we offering judges?

Discussion revealed the cost of petrol, accommodation and meals will be covered for judges.

Brenda Bowman offered to stay with judges on judging day only.

Judges packs to be made up possibly 3 at this stage (including children's judges)

**Action:** Rachel to source what is needed to be put into judges pack in accordance with Anne's list.

## **2.5 Previous Advertisers:**

Previous Advertisers will be approached.

## **2.6. Opening night invitations:**

The following people will be invited:

Mayor, Councillors, senior staff, sponsors, Progress Associations (2 representatives), Ardrossan community representatives, previous buyers. 200 max attendance.

Brenda Bowman will produce a list from her previous knowledge.

Catering:

Brenda will look into what catering options are available.

Entertainment:

To be decided, but will be required for about 2 ½ hours.

**Action:** Anne to follow up on entertainment options.

## **2.7. Review of screens**

All screens are accounted for, however 1 screen needs fixing, only minor.

## **2.8 School entry forms:**

Schools will return from holidays in the next fortnight.

# **ITEM 3 FINANCE**

## **3.1 Banked money for raffle:**

Brenda Bowman has sold book 8 and handed over \$20 to be banked

Irene has sold books 41 & 44 and handed over \$40

Brenda Bowman has been given book 42 to sell.

Brenda has offered to sell tickets at Ardrossan Foodland, she will liaise with Manager and see what times are available. She will then take the painting from Maitland Council Office and return it on completion of selling tickets. Brenda and Anne will discuss what dates will be most suitable. Irene handed over 10 books (books 31-40) to Brenda for selling at Foodland.

Irene handed over 5 books (books 46-50) to Rachel to sell at Council Office.

### **3.2 Nil expenditure**

### **3.3 Invoices will be sent out to sponsors by Council staff in early February 2016.**

## **ITEM 4 NEW BUSINESS**

### **4.1 Bar on opening night:**

Bar manager for opening night is yet to be identified. A Responsible Service of Alcohol Officer will need to be in attendance on opening night.

### **4.2 Ticket sales for Veronica's painting in Main Street:**

Rachel handed over to Anne SF180 Application to collect monies. This will need to be filled in if anyone wishes to sell raffle tickets in any of the town main streets, other than Ardrossan Foodland, where it is private property.

Lighting:

Lighting has been booked.

Receiving Paintings:

Ashleigh & Brenda Bowman along with Bruce Davey will receive and organise paintings. Bruce will be available to help out every day.

Brenda will require the following:

- A master catalogue (without ads) listing all paintings to keep track of incoming paintings.
- Receipt tickets for unsold paintings (not for schools).
- Tickets to attach to paintings with corresponding catalogue number and cost of paintings.

**Action:** Rachel to organise catalogues and tickets

Set up:

On Saturday 19<sup>th</sup> March, all available volunteers & committee members will be required for setting up, along with being available in the receiving area from 9.00am – 4.00pm to help hang paintings.

Catalogues:

Previously in 2014, 800 catalogues were printed, however a lot were left over. A decision is yet to be made on how many catalogues will be printed for 2016.

MC for opening night:

It was suggested that David Harding or perhaps one of the Councillors be MC on opening night.

***David Harding left the meeting 3.47pm***

**ITEM 5 NEXT MEETING**

Wednesday 10<sup>th</sup> February 2016, 2:00pm at the Maitland Council Office.

Wednesday 9<sup>th</sup> March 2016, 2.00pm to be tentative for the following meeting

**ITEM 6 CLOSE**

The meeting closed at 4.02pm



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**Chairperson - Anne Eyles**

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **IA/ITEM 4.4**

#### **2. AUDIT COMMITTEE MINUTES – 24<sup>th</sup> FEBRUARY 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 24<sup>th</sup> February 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
- Interim External Audit Date
- Internal Audit Activity Report
- Internal Controls Project Update
- Review Final Audit Letter
- Long Term Financial Plan Update
- 2016/2017 Budget Timetable
- Second Quarter 15/16 Budget Review
- Asset Management update
- EDRMS System Update

##### **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 February 2016



## **Minutes of the Audit Committee Meeting of the Yorke Peninsula Council**

held on Wednesday 24<sup>th</sup> February 2016,  
in the Council Chambers  
57 Main Street Minlaton commencing at 3:00pm  
(Subject to confirmation)

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### **ITEM 1 WELCOME**

Mr Peter Brass welcomed everyone to the meeting and declared the meeting open at 3.01pm.

### **PRESENT**

Independent Member Peter Brass (via phone conference) and Councillors John Rich, Scott Hoyle and Tania Stock.

### **APOLOGIES**

David Hurley (Independent Member), Andrew Cameron

### **IN ATTENDANCE**

Mayor Ray Agnew	
David Harding	Director Corporate and Community Services
Trevor Graham	Director Assets and Infrastructure
Chloe Brown	Acting Manager Financial Services
Michael McCauley	Asset Manager
Chelly Litster	Business Improvement Officer
Roxanne White	Risk Management Officer
Daniel Griffin	Financial Accountant
Rachel Rich	Minute Secretary

### **MINUTES OF THE PREVIOUS MEETING**

**Cr Scott Hoyle moved**

**Cr Tania Stock seconded**

That the minutes of the Audit Committee meeting held on 9<sup>th</sup> December as circulated, be confirmed as a true record.

**CARRIED 001/2016 (24/02/2016)**



## **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.

## **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.

**Cr Tania Stock moved      Cr John Rich seconded**

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

**CARRIED 002/2016 (24/02/2016)**

### **2. INTERIM EXTERNAL AUDIT DATE**

Mr David Harding delivered a verbal update report and answered questions from the Committee. 19<sup>th</sup> & 20<sup>th</sup> September have been noted as Interim dates for financial statements end of year audit. Dates still to be confirmed for interim audit visit in May.

**Cr John Rich moved      Cr Scott Hoyle seconded**

That Audit Committee notes the verbal update.

**CARRIED 003/2016 (24/02/2016)**

### **3. INTERNAL AUDIT ACTIVITY REPORT**

Ms Chelly Litster spoke to the report and answered questions from the Committee. Cr Rich asked if there were any significant issues. Discussion occurred around Caravan Parks having a few high risk areas, which are currently being resolved. The Credit Card policy has had an extensive overhaul along with a new procedure to accompany it. Travel and accommodation policy has been endorsed by Corporate Management Team (CMT), a decision was taken under delegation to now maintain this as an administrative policy. Cr Stock commented on the thorough review regarding the audit activities in particular the credit card review. The new policy will encourage positive behaviour.

**Cr John Rich moved      Cr Tania Stock seconded**

That the Audit Committee receives and notes the internal audit activity report.

**CARRIED 004/2016 (24/02/2016)**

### **4. INTERNAL CONTROLS PROJECT UPDATE**

Ms Chelly Litster spoke to the report and answered questions from the Committee.

**Cr Tania Stock moved      Cr Scott Hoyle seconded**

That Audit Committee notes the verbal update.

**CARRIED 005/2016 (24/02/2016)**

## **5. REVIEW FINAL AUDIT LETTER**

Mr David Harding spoke to the report and answered questions from the Committee. An audit on internal controls is due at the end of the year. The final audit letter is yet to be responded to.

**Cr John Rich moved                      Cr Scott Hoyle seconded**

That the report be received and the Audit Committee endorse the noted management response to the Audit letter.

**CARRIED 006/2016 (24/02/2016)**

## **6. RISK MANAGEMENT UPDATE**

Ms Roxanne White spoke to the report and answered questions from the Committee. The Risk Management review has been escalated to the top 4 tasks for the Director Corporate & Community Services as endorsed at CMT earlier this week.

**Cr John Rich Moved                      Cr Scott Hoyle seconded**

That the report be received and recommended.

**CARRIED 007/2016 (24/02/2016)**

## **7. LONG TERM FINANCIAL PLAN UPDATE**

Mr David Harding spoke to the report and answered questions from the Committee. Mr Harding advised that the Public Consultation closes 15 March 2016. Cr Rich commented on key financial ratios. Cr Stock asked that Local Government average ratios be regularly reported on.

**Cr John Rich moved                      Cr Scott Hoyle seconded**

That the Audit Committee receives Council's Draft Long Term Financial Plan as endorsed by Council for Public Consultation.

**CARRIED 008/2016 (24/02/2016)**

## **8. 2016/2017 BUDGET TIMETABLE**

Mr David Harding spoke to the report and answered questions from the Committee. The 2016/2017 Budget timetable has been presented and endorsed by Council.

**Cr Scott Hoyle moved                      Cr Tania Stock seconded**

That the report be received.

**CARRIED 009/2016 (24/02/2016)**

## **9. SECOND QUARTER 15/16 BUDGET REVIEW**

Mr David Harding spoke to the report and answered questions from the Committee. The December review was presented to Council at February meeting.

**Cr Scott Hoyle moved      Cr John Rich seconded**

That the report be received.

**CARRIED 010/2016 (24/02/2016)**

## **10. ASSETT MANAGEMENT UPDATE**

Mr Michael McCauley spoke to the report and answered questions from the Committee. Cr Rich commented about the road valuations.

**Cr John Rich moved      Cr Scott Hoyle seconded**

That the report be received and noted.

**CARRIED 011/2016 (24/02/2016)**

## **11. EDRMS SYSTEM UPDATE**

Ms Anne Hammond spoke to the report and answered questions from the Committee. A report was presented and endorsed by Council at January Meeting and is scheduled to go live in June 2016.

**Cr Scott Hoyle moved      Cr Tania Stock seconded**

That the report be received and noted.

**CARRIED 011/2016 (24/02/2016)**

## **ITEM 3 GENERAL BUSINESS**

**3.1** Cr John Rich has advised he will be away in April and May, so will be an apology for at least the April meeting.

**3.2** Mr David Harding advised that interviews will be conducted next week for the Manager Financial Services position.

**3.3** Cr Tania Stock suggested procedures for finance hierarchy and sign off procedures to be discussed at a future meeting.

## **ITEM 4 NEXT MEETING**

Wednesday 27<sup>th</sup> April 2016, 3.00pm

## **ITEM 5 CLOSURE**

The Meeting Closed at 3.52pm

.....  
**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 March 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**

- Approximately 70 Customer Service Requests (CSRs) have been addressed throughout February with activities including:
    - Attention to acts of vandalism
    - Footpath maintenance
    - Maintenance to coastal infrastructure
    - Maintenance to public buildings
    - Repairs / replacement of signage
    - Repairs to traffic control devices
    - Sealed and unsealed road maintenance
    - Tree trimming
  - Attention to parks, gardens and reserves is maintained throughout the district to a level in accordance with available resources.
  - Programmed maintenance to underground stormwater infrastructure, in particular cleaning of Site Entry Pits (SEPs), has been completed by staff.
  - Patrol Grading is ongoing throughout the district, in line with current schedules, techniques and resources for this activity.
  - Road construction and maintenance requirements have been undertaken on the following roads aligned with 2015/16 budget lines:
    - Clinton Road
    - Davey Road
    - Waterloo Bay Road
    - Wattle Point Road
- Ongoing  
Patch work  
Re-sheeting commenced  
Commenced

- Weavers North Road Commenced
- Roadside vegetation clearance activities have been completed within the Hundred of Clinton upon Pioneer Road and Davey Road, and the Hundreds of Melville and Moorowie upon Waterloo Bay Road.
- The following works / upgrades have been applied to our Community Wastewater Management Systems (CWMS), Water Schemes and Stormwater Harvesting Schemes:

#### **CWMS**

- New control switchboard installed (pump station) **Ardrossan**
- New alarm system installed (pump station) **Ardrossan**
- Irrigation tank installation **Foul Bay**
- Water supply pressure pump replaced **Point Turton**
- Upgrades to water proof points **Point Turton**
- Repairs to gravity drain **Point Turton**
- New air valve installed **Point Turton**
- Replacement of irrigation pumps **Port Vincent**

#### **Water Schemes**

- New tank level installed **Hardwicke Bay**
- Pump monitoring system installed **Hardwicke Bay**

#### **Stormwater Harvesting Schemes**

- Pressure pump replaced **Maitland**

(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.)

- Footpath resurfacing has been undertaken on sections of footpaths within Hardwicke Bay, Maitland, Minlaton, Port Rickaby, Port Victoria and Port Vincent.
- Jetpatching has been completed within Port Vincent, Yorketown and areas of the Arthurton Road.
- Staff installed a new water line to the Ardrossan Jetty toilets.
- Installation of paths and verandah to the new public toilets at Port Clinton.
- Access ramps have been installed in Devon and Main Streets, Port Clinton.

### **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**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

Within capital and operations budgets

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil

#### **ATTACHMENTS**

None associated with this report

## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **1. ENVIRONMENTAL HEALTH REPORT**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To inform Council of the activities of the Environmental Health Officer (EHO).

##### **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 on matters relating to public health and food safety.

##### **DISCUSSION**

A major portion of the EHO role is the ongoing assessment of waste control applications and the inspection of work done by trade's people in installing such systems.

Routine and follow up inspections of food businesses are undertaken throughout the year. Inspections are unannounced (as far as practical) and their frequency is determined by a state-wide risk classification tool.

The Zone Emergency Management Committee meeting was held at the Maitland Council building on Thursday 18 February 2016. A presentation was given by the State Recovery Office in relation to the Pinery Fire.

The Development Services Department will have an Environmental Health student on placement for two weeks from 22 February 2016. He will be working with a number of staff to gain a wide knowledge of Council's functions and gain an appreciation of Local Government as a workplace of choice.

##### **COMMUNITY ENGAGEMENT PLAN**

Not applicable

##### **CONSULTATION PROCESS**

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

- Director of Development Services

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

- Nil

#### **POLICY IMPLICATIONS**

Not applicable

#### **BUDGET AND RESOURCE IMPLICATIONS**

Council has mandatory legislative responsibilities as identified in the 2015/2016 Annual Business Plan.

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

South Australian Public Health Act 2011

Food Act 2001

South Australian Public Health (Wastewater) Regulations 2013

On-site Wastewater Systems Code

Safe Drinking Water Act 2011

Mitigation of Council's risk by ensuring legislative compliance, consistency and appropriate, suitably qualified personnel are undertaking business and regulatory functions.

#### **ATTACHMENTS**

Nil



## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **2. BUSHFIRE MANAGEMENT PLANNING ASSET IDENTIFICATION**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To update the Council on the progress of the Bushfire Management Area Plan for the Flinders, Mid North, Yorke Peninsula (FMNYP) Bushfire Management Committee (BMC).

##### **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 Key  
2.4 Effective Risk Management

##### **BACKGROUND**

The Yorke Peninsula Council is part of the FMNYP BMC. One of the functions of this Committee is to prepare and keep under review, a Bushfire Management Area Plan (BMAP) for its area and to ensure this plan is consistent with the State Bushfire Management Plan. An interim plan has been endorsed by the BMC which consists mainly of all former Councils District Bushfire Prevention Plans. The Country Fire Service (CFS) Bushfire Management Planning Unit (BMPU) will facilitate the collection of asset information and the risk assessment for those assets for the preparation of the BMAP. Council's Senior Compliance Officer, Phil Herrmann, is Council's representative on the FMNYP BMC.

##### **DISCUSSION**

Correspondence has been received (see Attachment 1) from Nik Stanley, Acting Commander of CFS Region 2 and the Chairperson of the FMNYP BMC advising that the BMPU is about to visit our Council to collect data for the BMAP. There are 14 Bushfire Safer Precincts which contain assets that are not assessed.

There are four categories of assets:

- Human Settlement - those assets which are likely to be occupied by people.
- Economic - assets of significance to local community.
- Cultural Heritage - assets of non-indigenous heritage which may be of community value.
- Ecological - native species and ecological communities of conservation significance.

The BMPU has been set up to assist BMC's in the preparation of their BMAP.

A workshop will take place at a date to be confirmed with Council Staff, to identify assets at risk from bushfire. It is expected this workshop will take 2-3 days to identify the assets and address the risks involved. This information will be used as part of the BMAP.

#### **COMMUNITY ENGAGEMENT PLAN**

Nil

#### **CONSULTATION PROCESS**

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

- Senior Compliance Officer

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

- Nil

#### **POLICY IMPLICATIONS**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

Council staff will participate at the workshop as part of their normal working duties. No budget implications have been identified at this time.

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Fire and Emergency Services Act 2005.

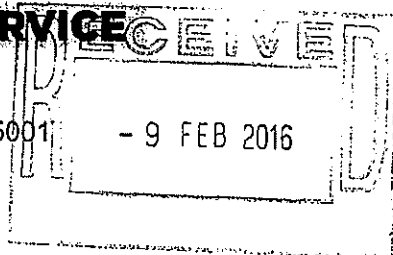
The adoption of the BMAP will assist in identifying assets and reducing the risk associated with a bushfire in the area.

#### **ATTACHMENTS**

**Attachment 1:** Letter and information from the CFS regarding Bushfire Management Planning.



GPO Box 2468, Adelaide SA 5001  
 Level 7, 60 Waymouth Street  
 Adelaide SA 5000  
 P: (08) 8463 4200  
 F: (08) 8463 4243  
 E: cfshq@cfs.sa.gov.au  
 DX666



**Our Ref:** MNYFR BMC- YorkeP Council  
**Enquiries:** Paul Saffi  
**Telephone:** (08) 8463 4110  
**Email:** saffi.paul@cfs.sa.gov.au

3<sup>rd</sup> February 2016

To the Chief Executive Officer  
 Yorke Peninsula Council  
 PO Box 88, MINLATON  
 South Australia, 5575

**Attention: Mr Andrew Cameron**

Dear Andrew

**Re: Bushfire Management Planning - Asset Identification**

Item Number
909-2016-4
GDS Number
5-3-2-22
Distribution
Copy to Jackie

I write on behalf of the CFS Bushfire Management Planning Unit (BMPU) seeking your support for key staff members of the Yorke Peninsula Council to contribute their knowledge and information of your Council's assets, community and environment into the Flinders, Mid North, Yorke Peninsula Bushfire Management Area Plan (BMAP).

BMPU Facilitators will engage with key Council staff regarding the bushfire management planning process and methods for incorporating existing Council information into the processes and software currently utilised in developing BMAPs. Following preliminary discussions with Councils, the BMPU conducts Asset Identification Workshops with key staff of individual Councils to verify and expand upon information already collected and to identify and include additional local knowledge and assets at risk from bushfire.

Attached is a fact sheet which explains the purpose and potential participants for asset identification workshops. BMPU Facilitators will seek to schedule the workshop with relevant Council staff and other key stakeholders at their earliest availability. It would be greatly appreciated if you could assist by encouraging relevant Council staff to attend where possible.

Following these workshops and collection of information from other key stakeholders, the BMPU will consolidate the information and provide the Flinders, Mid North, Yorke Peninsula Bushfire Management Committee and relevant stakeholders with opportunities to review the information. The BMPU will also initiate negotiations and processes for the allocation of treatments that will reduce bushfire risk to selected assets. The BMC will determine the timing and process for these post workshop activities.

Please feel free to contact the enquiries person for further information.

Yours sincerely,

Nik Stanley – A/Commander SACFS Region2  
 Chairperson  
 Flinders, Mid North, Yorke Peninsula Bushfire Management Committee



## **FMNYP Bushfire Management Area Plan**

### **Asset Identification Workshop**

#### **Objective**

To undertake organised and facilitated workshops for knowledgeable key stakeholders to identify;

- assets at risk from bushfire
- who is responsible for the assets
- the construction type and condition of buildings
- the bushfire awareness and/or susceptibility of people in the community

#### **Background**

The range of information collected and utilised in the development of the new Bushfire Management Area Plans (BMAPs) is more comprehensive than information contained in previous, interim or existing plans. This means that both existing and new information will need to be consolidated and included in the new risk assessment process and planning. In order to collect and manage asset information from Councils, the Bushfire Management Area will be divided into Council areas, with one to two asset identification workshops per Council depending on the amount of assets to be identified, assessed and recorded.

#### **Pre-workshop Asset Information**

It would be highly advantageous for Councils to provide the BMPU with existing selected data from their interim bushfire management plans. Data from these plans relating to assets at risk from bushfire can be pre-loaded into the Bushfire Risk Information Management System (BRIMS) to avoid repetition and save time during workshops.

The BMPU will contact the relevant Council information/GIS/planning staff well before the scheduled workshops to facilitate the transfer of existing information into BRIMS.

#### **Participants**

The participation of the Fire Prevention Officer is critical, and the inclusion of any other key Council staff and stakeholders who have the relevant knowledge and ability to contribute would also be highly advantageous. Potential participants may include staff from the following areas;

- Development Assessment
- Planning
- Asset Management
- GIS/Information Systems
- Community Services
- Works Management
- Local historians
- Community groups
- Any other key staff or people Council wish to have present

The CFS Bushfire Management Planning Facilitators will ensure key contributors such as the CFS Regional Prevention Officer and CFS Community Engagement Officer are invited to participate in the workshops. If appropriate, representatives from DEWNR, SA Water, Agricultural/farming groups, Wine Growers Assoc etc may also be invited to participate.

### Expected Contributions

In order to be able to provide the required key information, workshop participants need to contribute one or more of the following;

- Knowledge of assets in the area – location, use and construction
- Knowledge of landscape – topography, vegetation, bushfire behaviour and prevention
- Knowledge of the community, particularly their understanding of bushfire risk
- Appreciation of the impacts of bushfire to the community

### Workshop Logistics

- Preferable workshop size is 6-15 participants.
- Workshop duration is one to two full days (dependant on area being assessed), plus individual post workshop review of documents
- Prior to and during the workshop, the Bushfire Management Planning Unit (BMPU) will;
  - consult on the time, date and location
  - facilitate the workshop
  - provide any relevant workshop documentation
  - fund the catering for the workshops
- Post workshop, the BMPU's major activities will include;
  - Checking and incorporating the information obtained from the workshops into BRIMS
  - Collecting information from all other key stakeholders
  - Seeking review and validation of information from the BMC and relevant stakeholders
  - Facilitating public consultation processes
  - Developing a draft BMAP for assessment by the BMC.

---

### For more information:

Bushfire Management Planning Unit

T : (08) 8463 4151 E : [BushfireManagementPlanning.CFS@cfs.sa.gov.au](mailto:BushfireManagementPlanning.CFS@cfs.sa.gov.au)

Bushfire Management Facilitators

Ian Curran T : (08) 8463 4114 M : 0429 390 983 E : [ian.curran2@cfs.sa.gov.au](mailto:ian.curran2@cfs.sa.gov.au)

Paul Saffi: T : (08) 8463 4110 M : 0429 074 885 E : [saffi.paul@cfs.sa.gov.au](mailto:saffi.paul@cfs.sa.gov.au)



## FMNYP Bushfire Management Area Plan

### Inclusion of Existing Council Asset Information

#### Background

The range of information collected and utilised in the development of the new Bushfire Management Area Plans (BMAPs) is more comprehensive than information contained in previous, interim or existing plans. This means that both existing and new information will need to be consolidated and included for each asset in the new risk assessment process and planning. In order to collect asset information from Councils, the Bushfire Management Planning Unit (BMPU) will seek to obtain existing selected information (such as that contained in the Council's Interim Bushfire Management Plan) and then conduct asset identification workshops with each Council to capture additional information and assets.

#### Assets to be included in the BMAP

There are four categories of assets that may be **at risk** from bushfire that are included and assessed in the planning process. They comprise of:

- Human Settlement:- those assets which are likely to be occupied by people, therefore there is the potential for the loss of human life, e.g.,
  - Urban areas, a street or group of streets along a bushland interface
  - Schools, Kindergartens or Childcare centres
  - Hospitals
  - Hotels, motels and other tourist accommodation, including campgrounds and caravan parks
  - All tourism and recreational facilities
  - Retirement Villages
- Economic:- those assets of significance to the local community, region, State or Nation, e.g.,
  - Infrastructure
  - Commercial areas
  - Major industries
  - Plantations
  - Railways Lines
  - Electrical Sub-stations
  - Communication Facilities
  - Waste Treatment Plant
- Cultural Heritage:- assets of non-indigenous heritage which may be of community value, e.g.,
  - Places or items of significant cultural value arising from the early occupation of South Australia by non-indigenous settlers.
  - Assets of local community value. These may include community halls, churches, clubs and recreational facilities.
- \*Ecological:- Native species and ecological communities of conservation significance, e.g.,
  - Revegetation projects.
  - Significant habitat elements (e.g. tree hollows).
  - Water catchment areas.

\*Definitions and processes for the inclusion of ecological assets into BMAPs are still being determined by the State Bushfire Coordination Committee's Ecological Technical Reference Group.

## Assets to be grouped in the BMAP

Individual residences and small businesses are not individually identified. Where there are a number of these types of assets geographically adjacent in an area that may be at risk of bushfire, they may be grouped together as a suburb, township, commercial precinct, residential locality etc.

Multiple assets/buildings operated together on a common site by a single entity are also grouped and identified as a single asset. Examples include schools, hospitals or aged care villages.

## Asset information excluded from the BMAP

Information is not required on the following assets;

- Assets within the Adelaide Safer Settlement
- Assets within Bushfire Safer Precincts
- Assets that are not at risk from bushfires (e.g., underground infrastructure, cemetery headstones, steel and concrete bridges)
- Individual small council parks or parcels of land or slivers of roadside vegetation
- Individual privately owned heritage listed residences that are not publically accessible and are not specifically significant to the local community as these are often included within a suburb, township or residential locality.

## Incorporating existing council asset information into the BMAP

The BMPU will contact the relevant Council information/GIS/planning staff well before the scheduled workshops to facilitate the transfer of existing Council asset information into the Bushfire Risk Information Management system (BRIMS).

The GIS file formats that are most compatible with BRIMS include: ESRI File geodatabase or Shapefile. If possible, projection of GIS data to be 'Lamberts Conformal Conic' (but this is not mandatory – MGA is also fine). In terms of tabular data formats, any of the following are fine:

- Geodatabase table (personal or file)
- Access Database table
- Excel Spreadsheet
- Text (csv or similar)

Please note: If you do not have asset information in any of these file formats, we will work with you to capture and include all your asset information into BRIMS during the asset identification workshops.

---

### For more information:

Bushfire Management Planning Unit

T : (08) 8463 4151 E : [BushfireManagementPlanning.CFS@cfs.sa.gov.au](mailto:BushfireManagementPlanning.CFS@cfs.sa.gov.au)

Bushfire Management Facilitators

Ian Curran T : (08) 8463 4114 M : 0429 390 983 E : [ian.curran2@cfs.sa.gov.au](mailto:ian.curran2@cfs.sa.gov.au)

Paul Saffi: T : (08) 8463 4110 M : 0429 074 885 E : [saffi.paul@cfs.sa.gov.au](mailto:saffi.paul@cfs.sa.gov.au)



## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **3. 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 including illegal campers, abandoned vehicles, wandering nuisance dogs and cats and noisy dogs.

A visitor to Black Point was issued with an Expiation Notice for her dog wandering at large as a result of the dog knocking over a walker. The incident appeared accidental and no injuries resulted in the fall. The owner of the dog was not aware that the dog was wandering.

An owner of a holiday house in Port Vincent was walking along the walking trail at Vincent Rise when she was harassed by a dog. The dog was not on a leash. The owner of the dog has been advised of Council's intention to issue a Control (Nuisance Dog) Order on the dog and that he will be receiving \$210 expiation for the incident. The owner has compensated the victim for damages to her clothing.

A farmer who had sheep on a property at Munkowurlie Road Yorketown, reported that sheep had been attacked by dog(s), which resulted in the death of one sheep. A door knock of the general area was conducted; however no evidence was obtained as to the possible offending dogs. As a result of the door knocks, two Expiation Notices were issued to dog owners for keeping unregistered dogs.

Routine patrols of boat ramps have been performed to ensure that users are paying to use the facilities. Nine warning notices have been issued to persons for not displaying a launch ticket/permit after launching their boats at a user pay launching facility. Of those, five Expiation Notices were issued to the persons admitting that they did not purchase a launch ticket/permit.



Random patrols have occurred at the Gleasons Landing and Burners Beach bush camping reserves to ensure users are paying to use the facilities. Council Rangers have collected \$400 in camping fees from campers who had not paid their fees prior to setting up their camp.

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. Two expiations have been issued to the owner of a vehicle for parking adjacent to a continuous yellow line, whilst another owner was issued an expiation for parking on the footpath.

A large charitable organisation sent several employees to the Yorke Peninsula for a week to collect monies for their organisation without any consultation with Council. They set up a table on the footpath adjacent to Foodland in Maitland on a Monday morning. They were advised by Council that they did not have a permit to set up at this location and the identified senior person was issued with a \$100 expiation for the collection of monies without a permit.

Three small trailer loads of concrete were dumped on the side of the Wyndotte Road, Agery. Investigations revealed the alleged offender lived in Moonta and the concrete was a result of some landscaping he was doing at his property. This person was very apologetic for what he had done and removed the concrete from the road. He was issued with an Expiation Notice for \$315 for the dumping of the concrete.

Farmers are able to obtain a permit pursuant to the Fire and Emergency Services Act in preparation for the burn off season as from 15 February 2016. No changes have been made to the conditions this season. Burn offs will be randomly inspected to ensure permit holders are complying with the conditions of their permit.

#### **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.

<b>ATTACHMENTS</b>
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Nil

## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **4. ALCOHOL MANAGEMENT WORKING PARTY**

(File Ref: 9.24.1.1)

##### **PURPOSE**

The Alcohol Management Working Party is a Working Party of Council. A copy of the Agenda and unconfirmed Minutes of the meeting held on 18<sup>th</sup> February 2016 are attached for the information of elected members.

##### **RECOMMENDATION**

That the report and attached Minutes 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**

The Alcohol Management Working Party was established in 2008 to review and evaluate the effectiveness of dry areas in the council area.

##### **DISCUSSION**

Yorke Peninsula Council has dry areas located in Port Vincent, Edithburgh, Port Victoria, Ardrossan and Maitland. A dry area is also implemented at Stansbury on New Year's Eve.

The dry areas in Ardrossan and Maitland expire on 7<sup>th</sup> August 2016. The Alcohol Management Working party conducted a meeting to discuss the effectiveness of all the dry areas. If Council requires these dry areas to continue, an evaluation report and request for an extension must be received by the Commissioner of Liquor and Gambling before 7<sup>th</sup> April 2016.

A copy of the Agenda and reports can be found in Attachment 1 and the unconfirmed Minutes of the meeting can be found in Attachment 2.

A further report regarding the Maitland and Ardrossan Dry Areas is contained in the Debated Agenda.

##### **COMMUNITY ENGAGEMENT PLAN**

Nil

## CONSULTATION PROCESS

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

- Senior Compliance Officer

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

- Nil

## POLICY IMPLICATIONS

Nil

## BUDGET AND RESOURCE IMPLICATIONS

Nil

## RISK/LEGAL/LEGISLATIVE IMPLICATIONS

The dry areas reduce the risk of unruly behaviour, injury and vandalism.

## ATTACHMENTS

**Attachment 1:** Alcohol Management Working Party Agenda and reports for the meeting held 18<sup>th</sup> February 2016

**Attachment 2:** The unconfirmed Minutes of the Alcohol Management Working Party meeting held on 18<sup>th</sup> February 2016.

## ALCOHOL WORKING PARTY MEETING

Meeting held on **Thursday 18th February 2016**  
at **11.00am** in the Maitland Office 8 Elizabeth St Maitland

1. **PRESENT**
2. **APOLOGIES**
3. **CONFIRMATION OF MINUTES - 25 June 2013**
4. **MATTERS ARISING FROM MINUTES**
  - 4.1 Nil
5. **GENERAL BUSINESS**
  - 5.1 Report on Stansbury Dry Area implemented on New Year's Eve
  - 5.2 Review of Effectiveness of Dry Zones including:- Associated reduction in crime, displacement, community views and education, signage or lighting
    - 5.2.1 Ardrossan (expires 7 August 2016)
    - 5.2.2 Maitland (expires 7 August 2016)
    - 5.2.3 Port Vincent (indefinite)
    - 5.2.4 Edithburgh (indefinite)
    - 5.2.5 Port Victoria (expires 6 December 2017)
  - 5.3 Alcohol Management Plan
  - 5.4 Edithburgh Hotel (Application to remove requirement to be seated to consume alcohol in outdoor dining area)
  - 5.4 Any other business
6. **CLOSURE**

### BRANCH OFFICES





**SOUTH AUSTRALIA POLICE**  
KEEPING SA SAFE

Your Ref:  
Our Ref:  
Enquiries: Stansbury Police  
Telephone: 88524204  
Facsimile: 88524270

Mr. Phil HERRMANN  
Senior Compliance Officer  
District Council of the Yorke Peninsula

10th February 2016

Reference: Extension of Dry Zone Legislation – Port Vincent  
Temporary Dry Zone Legislation - Stansbury

Dear Phil,

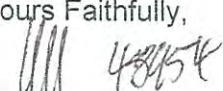
I am writing this letter to request that the District Council of the Yorke Peninsula continue the current dry zone in the Port Vincent township and declare the Stansbury foreshore and sporting area a dry zone for the New Year's Eve 2016 celebrations.

The community has provided police with positive feedback about both Port Vincent and the temporary Stansbury dry zones and it is my understanding that the Port Vincent Neighbourhood Watch and both Stansbury and Port Vincent Progress Committee are in favour of continuing the dry zones.

The temporary Stansbury dry zone for New Year's Eve 2015 was effective. I was working during last year's event and did not receive a single phone call or radio tasking to attend the Stansbury area for antisocial behaviour that commonly results from the consumption of alcohol in public areas. I conducted foot patrols in the area and it enable me to warn potential problem groups about the dry zone and deter possible offences in the area. There were no detected breaches of the dry zone.

I strongly support both the Port Vincent dry zone and the temporary Stansbury New Year's Eve dry zone. I request the continued support from the District Council of the Yorke Peninsula in maintaining and implementing these dry zones. These dry zones combined with other strategies will continue to ensure that Port Vincent and the Stansbury New Year's Eve celebrations are safe and enjoyable for residents and holiday makers.

Yours Faithfully,

  
Anthony HOY  
Brevet Sergeant 48954  
Stansbury Police



## **ARDROSSAN DRY ZONE REPORT January 2016**

### **Frequency Of Offending**

The rate of offending in the Dry Zone area has decreased substantially. During the past 2 years only 2 expiation notices were issued for dry zone offences. There has only been one behavioural offence detected and no reports to police of property damage or assaults that took place in the dry zone during this period. Some caution expiations have been issued at night on the town jetty where fishermen have stated that they didn't know it was a dry zone.

### **Under Age Drinking**

There were no reports received in relation to underage persons drinking in the dry zone. Hotels have been checking identification of patrons more frequently and this has prevented youths buying alcohol from these premises.

### **Displacement Effect**

There has been no displacement of youths to other areas of the town. It appears many are staying at home or attending parties which are supervised by adults.

### **In Summary**

The Dry Zone has been an overwhelming success. Feedback from members of the local community and business owners is extremely positive. In my professional and personal opinion, (as a resident of the township) the current zoning is essential to enable police to intervene early to any incidents likely to escalate to more serious problems.

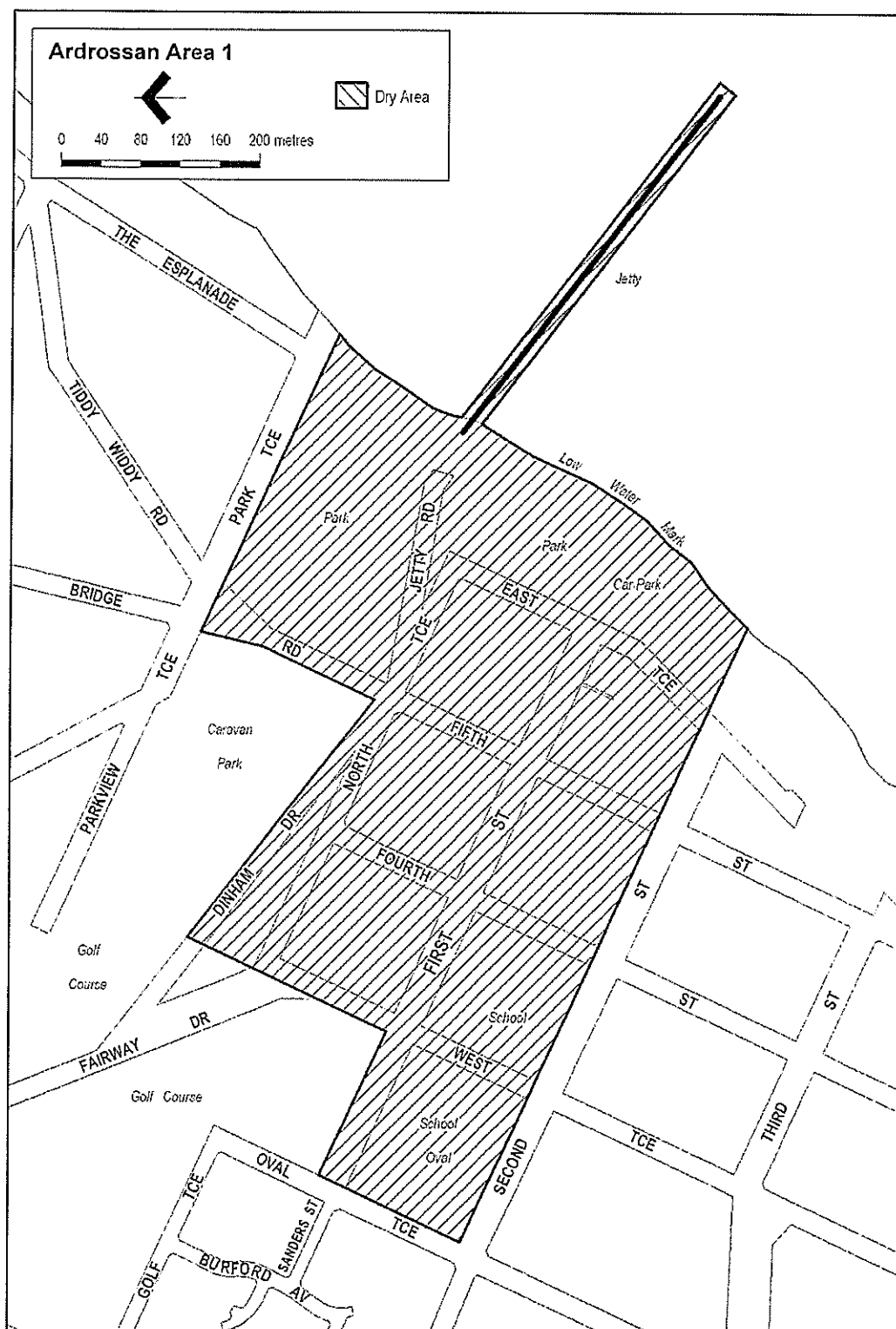
The most recent Christmas street parade and party showed that the dry zone is working. The cricket club had a function in the area and were selling alcohol but this ceased at 10.00 pm. The Ardrossan Hotel was full of people at 11.30 pm but when they called last drinks at this time, people began to leave and did not congregate in the street. There was not one person in the main street after 12.45 am.

The Dry Zone has contributed to Ardrossan Township being a safer environment for members of the local community as well as the many tourists that attend this destination.

Steve Moulds

Brevet Sergeant, 21962

Ardrossan Police Station.





Item Number
566 - 2016 - 4
Item Number
14.85.1-3
Distribution

# Corporate Email Address

**From:** john@ardrossanfoodland.com.au  
**Sent:** 27 JAN 2016 Monday, 25 January 2016 4:41 PM  
**To:** Corporate Email Address  
**Subject:** Ardrossan Dry Area  
**Attachments:** image003.jpg

RE: PROPOSED EXTENSION OF DRY AREA AT ARDROSSAN

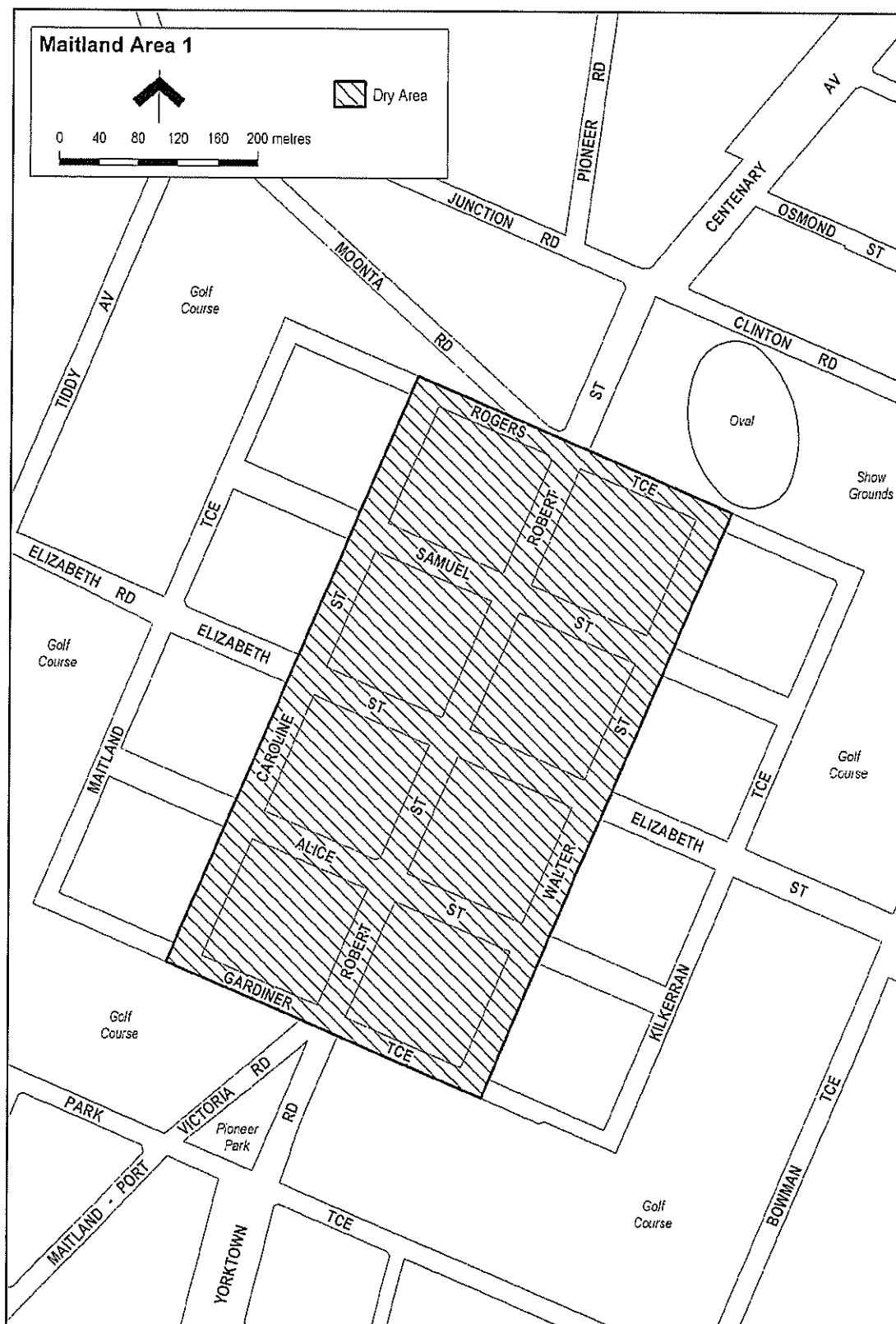
I fully support the extension of the Dry Area at Ardrossan.

I believe it has worked well to date and has been effective in curbing antisocial and unruly behaviour.

There has been renewed interest recently in the establishment of a skate park - if there is sufficient interest in this proceeding, the designated area is at the old tennis courts (corner Second Street & West Terrace) which is outside the current Dry Area.

Perhaps this could be taken into consideration during the review.

Email Signature ISBG



## **MAITLAND DRY ZONE REPORT FEBRUARY 2016**

### **FREQUENCY OF OFFENDING**

The rate of offending in the Dry Zone has decreased substantially since its inception. There has been one expiation issued for dry zone offences in the past 12 months.

### **UNDER AGE DRINKING**

There have been no reports received of underage drinking in the dry zone. Hotels have been checking identifications, and when hosting larger planned events, security guards have been employed to manage youths attempting to purchase alcohol.

### **DISPLACEMENT EFFECT**

Prior to the Dry Zone being enforced, there would be groups that would gather on the street surrounding the Licenced Premises and consume large amounts of alcohol, become a public nuisance, and beg for money from passing pedestrians.

This antisocial behaviour has ceased, and the enforcement of the dry zone doesn't appear to have moved the issues to other parts of the town.

It appears that these groups are now purchasing their alcohol, and then travelling back to their places of residence.

### **IN SUMMARY**

Feedback from the Community suggests that the dry zone has been, and continues to be, a success. The community is now accustomed to the Dry Zone provisions being in place, and have adjusted to abiding by those conditions accordingly.

In my professional opinion, the Maitland Dry Zone is an essential tool that can enable Police to intervene on what could become antisocial behaviour in a timely fashion.

It serves to make the Dry Zone a safer, and more welcoming part of Maitland.

Nathan French

Brevet Sergeant 39749

Maitland Police Station



232 Magill Road, Beulah Park 5067 Ph: 8332 2244  
127 Glynburn Road, Glynde 5070 Ph: 8337 1200  
320 Gorge Road, Athelstone 5076 Ph: 8336 7333  
69 Robert Street, Maitland SA 5573 Ph: 8832 2185

29 JAN 2016

**Consulting Doctors**

Dr. Rod Pearce  
Dr. Anne Awwad  
Dr. Don Cameron  
Dr. David Bursill

Dr. Amy Chong  
Dr. Sebastian Rees  
Dr. Martyn Thomas

Dr. Christopher Lloyd  
Dr. Vicki Pese  
Dr. Huguette Rignanes

Dr. Georgina Moore  
Dr. Kwabena Duah  
Dr. Rebecca Morgan  
Dr. Tim Bromley  
Dr. Luke Billingsley  
Dr. Gordon Rignanes

27th January 2016

Your Ref: 98-2016-0  
GDS ref: 14.85.1.3

Mr P Herrmann  
Senior Compliance Officer  
Yorke Peninsula Council  
PO Box 57  
MAITLAND SA 5573

Dear Mr Herrmann,

In response to your letter dated 19th January 2016 regarding Proposed Extension of Dry Area At Maitland.

It is the view of the staff at Medical HQ that we believe there should be an extension of the Dry Zone in Maitland in the already existing area marked on your enclosed map.

We believe that it is important to continue with this for the safety of all visitors and patients to both the Health Centre and the Hospital.

Yours sincerely

Michelle Nelligan

Item Number
658-2016-4
GDS Number
14.85.1.3
Distribution

MEDICAL HQ  
Email: [info@medicalhq.com.au](mailto:info@medicalhq.com.au)  
Website: [www.medicalhq.com.au](http://www.medicalhq.com.au)

Beulah Park FAX: 8332 2476  
Glynde FAX: 8337 1199  
Athelstone FAX: 8365 4431  
Maitland FAX: 8832 2193  
ABN: 51 470 868 589

## **PORT VICTORIA - DRY ZONE REPORT FEBRUARY 2016**

### **FREQUENCY OF OFFENDING**

The rate of offending in the dry zone area is virtually nil. There have been nil expiation notices issued in the last 12 months, however verbal cautions have been given when offenders are detected and are often unaware of the dry zone.

### **UNDER AGE DRINKING**

Police have not received any reports of underage drinking in the dry zone. The Port Victoria Hotel request identification from any person/s who may be underage.

### **DISPLACEMENT EFFECT**

There has been no displacement effect as the offending is very rare.

### **IN SUMMARY**

The Gynburra Fishing festival was recently held at the Port Victoria foreshore area. The dry zone was an excellent tool for police to move groups of people to other areas who had exited the hotel and wanted to continue consuming alcohol.

In my professional opinion, the Port Victoria dry zone is essential to maintain good order and prevent alcohol fuelled offences in the proximity of the hotel and foreshore.

Adam WINTER

Brevet Sergeant PD 74329

Port Victoria Police Station

(

## Alcohol Management Action Plan June 2013

Strategy	Action	Responsibility	Timeframe	Status/progress
1. Meeting of small sub committee for development of the Alcohol Management Plan (Jackie, Karyn and Tanya)	<ul style="list-style-type: none"> <li>Karyn and Jackie to meet to discuss the preparation and content of the Alcohol Management Plan – Tanya unable to attend</li> </ul>	Sub committee	Sept 2010	completed
2. Prepare draft Alcohol Management Plan	<ul style="list-style-type: none"> <li>Draft plan to be prepared prior to the first meeting of the Working Party to be held early 2011</li> </ul>	Council - Jackie	Prior to first meeting in 2011 (Mar)	completed
3. Present Draft Alcohol Management Plan to Working Party	<ul style="list-style-type: none"> <li>Present the plan to WP and seek input and feedback from members on the content and accuracy of the draft document</li> <li>Seek endorsement from WP for submission to OLGC prior to 22/4/11</li> </ul>	Working Party	Mar 2011	completed
4. Following approval of draft plan from Alcohol Management Working Party	<ul style="list-style-type: none"> <li>Submit plan to Office of Liquor and Gambling Commission</li> </ul>	Council - Jackie	22 <sup>nd</sup> April 2011	completed
5. Review the legality of the Pt Victoria Dry area and seek approval for it to be implemented under the Liquor Licensing Act	<ul style="list-style-type: none"> <li>Community Consultation</li> <li>Proposed new dry area Endorsed by Working Party</li> <li>Council endorsed new dry area to replace previous dry area.</li> </ul>	Phil Working Party Council	October 2012	New Dry area pursuant to Liquor licensing Act implemented on 6/12/12 and expires 6 December 2017

6. Investigate the implementation of a dry area at Stansbury for New Year's Eve	<ul style="list-style-type: none"> <li>Community Consultation</li> <li>Proposed Dry area for New Year's Eve endorsed by working party</li> <li>Council endorses Dry area for Stansbury on New Year's Eve</li> </ul>	Phil Working Party Council	October 2012	Dry Area approved from 10pm on 31/12/12 to 8am 1/1/13  Application for renewal to be submitted by 30 August 2013
7. Maintain Dry Zone areas in all current locations: Maitland, Ardrossan, Port Victoria, Edithburgh and Port Vincent	<ul style="list-style-type: none"> <li>Consultation with key stakeholders and all Working Party members</li> <li>Seek written feedback from police representatives for inclusion in evaluation report</li> <li>Write evaluation report regarding effectiveness of Dry Zones (include) <ul style="list-style-type: none"> <li>Effectiveness eg reduction in anti social behaviour and public intoxication</li> <li>Associated reduction in crime</li> <li>Displacement</li> <li>Community views/education</li> <li>Signage or lighting</li> <li>Other comments</li> </ul> </li> <li>Report to Council recommending Council seeks extension</li> <li>Write to Office of Liquor and Gambling Commissioner seeking extension of Dry Zone with a copy of the evaluation report</li> </ul>	Council – Jackie  Police  Jackie  CEO	Expiry date of Maitland and Ardrossan 7 <sup>th</sup> August 2011  Expiry date Edithburgh 22 <sup>nd</sup> July 2013  October 2013  Expiry date Port Vincent 19 <sup>th</sup> June 2014  Port Victoria – Expiry date 6 December 2017	Application for renewal of Maitland and Ardrossan to be submitted by 30 <sup>th</sup> April 2011 (completed)  Application for renewal of Edithburgh Dry Zone to be submitted by 22 <sup>nd</sup> July 2013  Application for renewal of Port Vincent Dry Zone 19 <sup>th</sup> March 2014

			Stansbury	
			Annual application for New Year's Eve Dry Area	
8. Dry Zone renewals	<ul style="list-style-type: none"> <li>Maitland and Ardrossan</li> </ul>	Phil Herrmann	Expire 7 August 2016	Within first two years of the Dry Zone undertake an evaluation with a report submitted to the Minister for Consumer Affairs by no later than 1 October 2013. Request to continue Dry Zone to be submitted by no later than three months before the expiry date.
9. The Working Party to oversee the implementation, monitoring and evaluation of the Alcohol Management Plan	<ul style="list-style-type: none"> <li>Working Party to develop the Alcohol Management Plan (AMP)</li> <li>Working Party to contribute towards the development of the AMP.</li> <li>Working Party to participate in the implementation of the AMP.</li> <li>Annual Report to Council on the activities and progress of the AMP</li> <li>Working Party to participate in the evaluation process of the AMP</li> <li>Monitor evidence of displacement</li> </ul>	WP	Mar 2011	completed  completed  Annually
10. Ongoing education campaign is maintained to ensure public awareness	<ul style="list-style-type: none"> <li>Develop a Dry Zone flyer</li> <li>Articles in local newspapers</li> <li>Information and signage in public</li> </ul>	Council – Jackie YPCT Council	Prior to first meeting 2011	completed Council Working Party members to distribute information through their



raising of the dry area and the associated dangers of non-responsible alcohol consumption to local residents, businesses and visitors	<ul style="list-style-type: none"> <li>• areas and at entrances to towns</li> <li>• Information on Council's website and at various locations (caravan parks) and events</li> <li>• Information distributed through various networks</li> <li>• Develop a fact sheet</li> </ul>	Council		networks e.g Drug Action week in June each year completed
11. Young people are engaged in ongoing consultation via the Youth and Men's health worker and DASSA worker	<ul style="list-style-type: none"> <li>• Health Workers to ascertain views and ideas of young people regarding responsible consumption of alcohol</li> <li>• Implementation of Party Wise initiative</li> </ul>	Karyn and Tanya  Council and police	Ongoing	
12. Continued surveillance by local property owners and businesses	<ul style="list-style-type: none"> <li>• Local businesses and property owners are supported, through information sharing and feedback to continue their property surveillance</li> </ul>	Council & Working party members	Ongoing	
13. Police together with the Council develop a streamlined process for reporting incidents and to educate people about this process	<ul style="list-style-type: none"> <li>• Disseminate information about how to report incidents</li> <li>• Regularly update this information</li> </ul>	Council and police	Ongoing	
14. Evaluation to be conducted in accordance with requirements of OLGCC to determine effectiveness of Dry Zones and the Alcohol Management Plan	<ul style="list-style-type: none"> <li>• Consultation with key stakeholders, partners and the wider community</li> <li>• Advise all stakeholders of the outcomes of the evaluation process</li> <li>• Report of outcomes to be presented to Council for consideration</li> </ul>	Council with support from WP	As required	

## Alcohol Management Action Plan February 2016

Strategy	Action	Responsibility	Timeframe	Status/progress
1. Maintain Maitland Dry Area	<ul style="list-style-type: none"> <li>Expires 7 August 2016</li> <li>Commence public consultation January 2016</li> <li>Report to Working Party</li> <li>Report to Council seeking extension</li> <li>Extension Request to Commissioner</li> <li>Liquor and Gambling</li> </ul>	Phil WP Council	Review completed by end Feb 2016. Application for extension forwarded to Commissioner by 7 April 2016	Public Consultation commenced Jan 2016
2. Maintain Ardrossan Dry Area	<ul style="list-style-type: none"> <li>Expires 7 August 2016</li> <li>Commence public consultation January 2016</li> <li>Report to Working Party</li> <li>Report to Council seeking extension</li> <li>Extension Request to Commissioner</li> <li>Liquor and Gambling</li> </ul>	Phil WP Council	Review completed by end Feb 2016. Application for extension forwarded to Commissioner by 7 April 2016	Public Consultation commenced Jan 2016
3. Maintain Pt Vincent Dry Area	<ul style="list-style-type: none"> <li>No expiry date</li> <li>Annual report by SAPOL to working party</li> </ul>	SAPOL Phil WP	Annually	Monitoring
4. Maintain Edithburgh Dry Area	<ul style="list-style-type: none"> <li>No expiry date</li> <li>Annual report by SAPOL to working party</li> </ul>	SAPOL Phil WP	Annually	Monitoring
5. Maintain Pt Victoria Dry Area	<ul style="list-style-type: none"> <li>Expires 6 December 2017</li> <li>Annual report by SAPOL to working party</li> </ul>	SAPOL Phil WP	Annually. Review completed by	Monitoring

	<ul style="list-style-type: none"> <li>Commence Public consultation May 2017</li> <li>Report to working party</li> <li>Report to Council seeking extension</li> <li>Extension Request to Commissioner Liquor and Gambling</li> </ul>	Council	end June 2017, report to July 2017 Council meeting. Application for extension forwarded to Commissioner by Aug 2017	
6. Implementation of a Dry Area at Stansbury for New Year's Eve	<ul style="list-style-type: none"> <li>SAPOL report and request for dry area approaching New Year's Eve</li> <li>Liaise with Stansbury Progress Association.</li> <li>Proposed Dry area for New Year's Eve endorsed by working party</li> <li>Council endorses Dry area for Stansbury on New Year's Eve</li> <li>Request to Commissioner of Liquor and Gambling</li> </ul>	SAPOL Phil Working Party Council	Application for renewal to be submitted by 30 August	Dry Area approved for New Year's eve in 2012, 2013, 2014, 2015 from 10pm on 31Dec to 8am 1 Jan
7. The Working Party to oversee the implementation, monitoring and evaluation of the Alcohol Management Plan	<ul style="list-style-type: none"> <li>Working Party to develop the Alcohol Management Plan (AMP)</li> <li>Working Party to contribute towards the development of the AMP.</li> <li>Working Party to participate in the implementation of the AMP.</li> <li>Annual Report to Council on the activities and progress of the AMP</li> <li>Working Party to participate in the review and evaluation process of the AMP</li> </ul>	WP	Mar 2011	<p>completed</p> <p>completed</p> <p>Annually</p> <p>Annually</p>

8. Ongoing education campaign is maintained to ensure public awareness raising of the dry area and the associated dangers of non-responsible alcohol consumption to local residents, businesses and visitors	<ul style="list-style-type: none"> <li>• Monitor evidence of displacement</li> <li>• Develop a Dry Zone flyer</li> <li>• Articles in local newspapers</li> <li>• Information and signage in public areas and at entrances to towns</li> <li>• Information on Council's website and at various locations (caravan parks) and events</li> <li>• Information distributed through various networks</li> <li>• Develop a fact sheet</li> </ul>	<p>Council YPCT</p> <p>Council</p> <p>Council</p>	Prior to first meeting 2011	<p>completed</p> <p>Council Working Party members to distribute information through their networks</p> <p>e.g Drug Action week in June each year</p> <p>completed, but ongoing</p>
9. Young people are engaged in ongoing consultation via the Youth and Men's health worker and DASSA worker	<ul style="list-style-type: none"> <li>• Health Workers to ascertain views and ideas of young people regarding responsible consumption of alcohol</li> </ul>	Karyn and Tanya	Ongoing	
10. Continued surveillance by local property owners and businesses	<ul style="list-style-type: none"> <li>• Local businesses and property owners are supported, through information sharing and feedback to continue their property surveillance</li> </ul>	Council & Working party members	Ongoing	
11. Police together with the Council develop a streamlined process for reporting incidents and to educate people about this process	<ul style="list-style-type: none"> <li>• Disseminate information about how to report incidents</li> <li>• Regularly update this information</li> </ul>	Council and SAPOL	Ongoing	

**YORKE PENINSULA COUNCIL**  
**ALCOHOL MANAGEMENT WORKING PARTY MEETING**  
**MINUTES**

**Meeting held on Thursday 18<sup>th</sup> February 2016**

**at 11.00am in the Council Office at 8 Elizabeth St Maitland**

<b>Present:</b>	Phil Herrmann	Senior Compliance Officer YPC
	Cr Alan Headon	Yorke Peninsula Council
	Steve Moulds	SAPOL Ardrossan
	Adam Winter	SAPOL Maitland
	Karyn Hodson	Drug and Alcohol Services SA

<b>Apologies:</b>	Nathan French	SAPOL Maitland
	Anthony Hoy	SAPOL Stansbury
	Tanya Short	YP Youth and Men's Health

Cr Alan Headon welcomed all members and declared the meeting open at 11.10am

**Confirmation of minutes**

**Steve Moulds moved Phil Herrmann seconded**

That the minutes from the meeting held on 25<sup>th</sup> June 2013 be confirmed as a true record.

**CARRIED**

**Matters arising from minutes**

Nil

**General Business**

**Review effectiveness of dry areas;**

**Report on Stansbury Dry Area implemented on New Years Eve.**

Brevet Sergeant Anthony Hoy had presented a written report, which was circulated to members.

**Steve Moulds moved Cr Alan Headon seconded**

That the Yorke Peninsula Council resolve that a dry area be implemented at Stansbury from 10.30pm on 31 December 2016 to 8am on 1 January 2017.

**CARRIED**

### **Ardrossan expires 7 August 2016.**

Phil Herrmann reported that he had commenced public consultation in relation to the possible extension of the Ardrossan and Maitland dry areas. This consultation commenced with an advert in the Country Times on 27 January 2016 seeking feedback, with the consultation concluding on 22 February 2016. Letters were also sent out to local stakeholders seeking their views in relation to the dry area. In relation to the Ardrossan dry area Steven Griffiths MP, has written a letter of support. John Sandercock of Ardrossan wrote in support of the dry area, but consideration should be given to including the old tennis courts within the dry area as it is planned to have a skate park in this area.

Steve Moulds spoke in relation to his written report and believed the current area of the dry area is sufficient. If a skate park is built and the behaviour of patrons warrants an extension of the dry area, this can be done at a later date. He advised criminal activity is virtually non-existent and that there have been no alcohol related problems on the jetty. Signage may need to be replaced in some areas.

### **Cr Alan Headon moved Karyn Hodson seconded**

The Alcohol Management Working Party recommends that Council seek an indefinite extension to the Ardrossan dry area from 10pm to 8am daily in its current format.

**CARRIED**

### **Maitland expires 7 August 2016.**

Phil Herrmann reported that as part of the public consultation he had received a letter of support from Steven Griffiths and the Medical Centre at Maitland. It is very disappointing that no feedback has been received from the Aboriginal sector. No negative response has been received in relation to any of the dry areas.

A written report supplied by Brevet Sergeant Nathan French was read. Steve Moulds spoke of the problems that were encountered during the middle of the day prior to the dry area being introduced and that they now are not an issue. He has also noted that since the football club has moved to the oval there seems to be less alcohol issues.

### **Adam Winter moved Steve Moulds seconded.**

The Alcohol Management Working Party recommends that Council seek an indefinite extension to the Maitland dry area for 24 hrs a day in its current format. CARRIED

**CARRIED**

### **Port Vincent (indefinite)**

Anthony Hoy's report noted.

### **Edithburgh (indefinite)**

No report received

### **Port Victoria (expires 6 December 2017)**

Written report received from Adam Winter. Further updated with a verbal report, commenting on the effectiveness of the dry area at the recent Gynburra Fishing Festival. The actual festival had no incidents, but did cause some concerns when the hotel closed at 2am. The dry area was an excellent tool to quickly disperse of the crowd.

Phil Herrmann advised that he would commence public consultation in relation to the extension of the Port Victoria dry area in about March 2017 and report his findings back to the working party mid-year.

## **Alcohol Management Action Plan**

Phil Herrmann had reviewed the Alcohol Management Action Plan. He advised he had removed some of the actions from the inception of the committee back in 2010 that were not applicable today. The Party Wise initiative was further removed from the action plan.

### **Moved Karyn Hodson Seconded Cr Alan Headon**

That the Alcohol Management Working Party adopts the Alcohol Management Action Plan as presented.

**CARRIED**

### **Edithburgh Hotel – Application to remove requirement to be seated to consume alcohol in outdoor dining area.**

Phil Herrmann reported that he had been asked by the Office of Liquor and Gambling to comment on the proposal by the Edithburgh Hotel to remove the condition that people must be seated in the outdoor dining (footpath) area. Smokers leave the hotel with alcohol to have a smoke and subsequently breach the licencing conditions.

Council has issued a permit to the Hotel to have 9 small tables, each with a maximum of 3 chairs to be positioned within 1.5 metres of the building as an outdoor dining area. From a Council perspective this 1.5 metre area should be the only area licenced and that for the safety of all patrons and other pedestrians that consumption of alcohol should be only permitted when seated at a table. He has also spoken to local SAPOL member Aaron Clifton who is also against the proposal, although SAPOL licencing personal will not object to the proposal.

General discussion ensured that all were against the proposal. There is no delineation between the licenced area and the pedestrian access, it will increase the risk of broken glass on the footpath, and there is no crowd control in place for persons outside the licenced premises. Prior to considering such a proposal there would need to be bollards in place and screens to delineate the area. There would also be a need for a security guard or closed circuit television.

Phil Herrmann advised that he will be objecting to the proposal and that he will need to review the manner in which outdoor dining permits are issued to hotels.

### **Next meeting to be advised,**

Meeting closed at 11.55am

## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **5. DEVELOPMENT APPLICATION DECISIONS**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To inform the Elected Members of Development Application decisions for the period 1 February 2016 to 26 February 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 1 February 2016 to 26 February 2016.

##### Yorketown

544/1231/2014	544/1241/2014	544/1143/2015
544/1183/2015	544/1197/2015	544/1201/2015
544/1209/2015	544/1230/2015	544/1251/2015
544/1252/2015	544/1154/2015	544/1022/2016
544/1023/2016	544/1027/2016	544/1031/2016
544/1035/2016	544/1043/2016	544/1050/2016
544/1054/2016	544/1057/2016	

##### Maitland

544/2212/2014	544/2011/2015	544/2141/2015
544/2151/2015	544/2201/2015	544/2210/2015
544/2213/2015	544/2212/2015	544/2225/2015
544/2228/2015	544/2232/2015	544/2240/2015



544/2243/2015	544/2256/2015	544/2259/2015
544/2262/2015	544/2263/2015	544/1007/2016
544/1011/2016	544/1017/2016	544/1036/2016

#### Land Division

544/D001/2015	544/D014/2015	544/D020/2015
544/D022/2015	544/D024/2015	544/D025/2015
544/D001/2016		

### **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**

Nil

### **BUDGET AND RESOURCE IMPLICATIONS**

Nil

### **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 1 FEBRUARY 2016 – 26 FEBRUARY 2016**

**YORKETOWN**

Dev. App. No.	Name & Address	Location	Proposal	Class	Area m <sup>2</sup>	Cost \$	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/1231/2014	Southpark Hostel 1 South Terrace MINLATON	(Lot 50) 1 South Terrace MINLATON	Carport	10a	60	4,500	LAPSED	303917 5407838300	1 Feb 2016	N/A
544/1241/2014	A McIntyre PO Box 108 STANSBURY	(Sec 195) 18 McIntyre Place STANSBURY	Garage Extension	10a	49	6,800	REFUSED	209239 5404802503	1 Feb 2016	Goody's Home Improvements BLD181416
544/1143/2015	A Ryszawa 269 Main North Rd CLARE	Lot 5 Chenoweth Crecent PARSONS BEACH	New Dwelling, Alfresco & Garage UMR	1a 10a 10a	161.46 20.42 23.39	258,300	Planning 8 Building Nil Private Certifier	320952 5408971647	10 Feb 2016	G Wahlstedt Pty Ltd GL148938
544/1183/2015	N Pike PO Box 54 SEVENHILL	(Lot 1) North Coast Road POINT TURTON	Repair of Existing Seawall	10b	N/A	12,000	Planning 2 Building 1	115303 5400871510	22 Feb 2016	TBA
544/1197/2015	D Short C/- Post Office CURRAMULKA	Sec 75 HD MOOROWIE	Storage Shed	7b	255	14,810	Planning 1 Building 1 Private Certifier	228114 5406417087	26 Feb 2016	Owner Builder
544/1201/2015	P & C Basso 11 Chiswick Court OAKDEN	(Lot 6) 37 Seaview Court STANSBURY	Verandah Extension	10a	24.8	27,250	Planning 2 Building 2 Private Certifier	428417 5404804500	1 Feb 2016	Homeplus Improvements GL36092
544/1209/2015	R & R Wilkinson PO Box 118 WAROOKA	(Lot 27) 54 Esplanade POINT TURTON	Garage	10a	108	9,400	Planning 5 Building 1 Private Certifier	102731 5400457740	22 Feb 2016	YP Erect BLD179387
544/1230/2015	Yorke Peninsula Council PO Box 57 MAITLAND	PTL 3 HD PARA WURLIE (Point Souttar)	Beach Access Stairs & Carpark	10b 10b	48 72	10,000	Planning 3 Building 2	115378 5400871238	28 Jan 2016	Owner Builder
544/1251/2015	K McGuinness PO Box 342 EDITHBURGH	(Lot 2) 9 Esplanade WOOL BAY	Garage	10a	106.2	18,000	Planning 6 Building 2	216192 5405803971	17 Feb 2016	TBA
544/1252/2015	J Revell PO Box 52 ATHELSTONE	(Lot 201) 17 Gulfview Road STANSBURY	Verandah	10a	43.2	3,000	Planning Nil Building 2	406603 5404779068	1 Feb 2016	Owner Builder
544/1154/2015	B & S Clampett PO Box 710 NORTH ADELAIDE	(Lot 6) 12 Brutus Road POINT TURTON	Verandah & Deck Extension	10a	30.7	14,800	Planning 2 Building 2	407627 5400782921	10 Feb 2016	A Golja BLD56065
544/1022/2016	K & J Firth PO Box 44 HARDWICKE BAY	(Lot 27) 34 Esplanade HARDWICKE BAY	Verandah	10a	34.5	4,500	Planning 3 Building 2	322768 5408978814	29 Jan 2016	Roof Seal Rural RL40080

544/1023/2016	PJ Mason 41 Eighth Street MINLATON	(Lot 2) 41 Eighth Street MINLATON	Garage	10a	54.9	4,493	Planning 6 Building 2	300459 5407539406	1 Feb 2016	TBA
544/1027/2016	ND White PO Box 84 WOOL BAY	(Lot 113) 25 Fifth Street WOOL BAY	Carport	10a	36.35	1,818	Planning N/A Building 2	217844 5405863405	3 Feb 2016	Owner Builder
544/1031/2016	S Curnow 2 James Street STANSBURY	(Lot 91) 2 James Street STANSBURY	Replace Existing Garage	10a	24	6,000	Planning N/a Building 3	207407 5404749109	24 Feb 2016	Owner Builder
544/1035/2016	S & M McPhee 48 Warooka Road YORKETOWN	(Lot 90) 48 Warooka Road YORKETOWN	Demolish Existing & build New Garage	10a	118.25	14,300	Planning 5 Building 3	204289 5403651003	17 Feb 2016	Owner Builder
544/1043/2016	P Sanders 39 Beach Road COOBOWIE	(Lot 65) 37 Beach Road COOBOWIE	Carport	10a	32	4,000	Planning N/A Building 2	214817 5405660006	23 Feb 2016	Owner Builder
544/1050/2016	P & S Woods PO Box 93 POINT TURTON	(Lot 7) 14 Trengrove Drive POINT TURTON	Carport	10a	54	5,302	Planning 3 Building 2	407510 5400786324	23 Feb 2016	TBA
544/1054/2016	A Maher PO Box 265 MINLATON	(Lot 2) 58a Coringle Road WOOL BAY	Swimming Pool & Safety Fence	10b	46.2	49,250	Planning N/A Building 4 Private Certifier	424713 5406169650	22 Feb 2016	Webb Constructions (SA) Pty Ltd
544/1057/2016	Von Schell Pty Ltd/Neilly Enterprises Pty Ltd 4 Anstey Terrace COOBOWIE	(PTL 202) 65 Beach Road COOBOWIE	Demolition of All Buildings	1a	455	1,000	Planning N/a Building 7	402586 5405672502 A0010	23 Feb 2016	TBA
<b>TOTAL</b>						<b>\$458,223</b>				

## MAITLAND

Dev. App. No.	Name & Addresses	Location	Proposal	Class	Area m <sup>2</sup>	Cost \$	Conditions Planning Building	Assessment / Valuation No	Decision Date	Builder & Licence No
544/2212/2014	F & M Bulpitt PO Box 53 ARDROSSAN	(Lot 889) 18 Fifth Street ARDROSSAN	New Dwelling, Garage UMR & Garage	1a 10a 10a	206.27 38.108 24.18	280,000	Planning 9 Building 4 Private Certifier	711 4600146503	4 Feb 2016	Rossdale Homes G8104
544/2011/2015	R Wyatt 2 Parkin Street DRY CHREEK	Lot 52 Bray Road PORT VICTORIA	New Dwelling, Porch, Garage UMR & Alfresco	1a 10a 10a 10a	190.53 34.42 40.53 85.70	220,000	Planning 10 Building 2 Private Certifier	432716 4604725684	24 Feb 2016	Mirage Homes
544/2141/2015	K & E Sexton 40 Woodfield Ave FULLARTON	Lot 35 Chinaman Wells Rd CHINAMAN WELLS	Demolish Existing & New Dwelling & Decks	1a 10a	108.1 45.7	200,000	Planning 8 Building 1 Private Certifier	24349 4604317920	15 Feb 2016	<sup>75</sup> TBA

544/2151/2015	P & J McGuire PO Box 1 ARDROSSAN	(Lot 372) 8 Grahn Road JAMES WELL	Shed Extension	10a	4.5	1,000	Planning 5 Building 3	31468 4604899650	16 Feb 2016	TBA
544/2201/2015	E & P Kolizos 85 Valley View Rd HIGHBURY	(Lot 25) 45-47 Cumberland Road PORT CLINTON	2 <sup>nd</sup> hand Dwelling, Carport, Decks/ Verandahs	1a 10a 10a	45 15 38	20,000	Planning 11 Building 1	38620 4606168156	12 Feb 2016	TBA
544/2210/2015	D & D Gaskell 20 The Parade BLAIR ATHOL	Lot 732 Outlook Road BLACK POINT	New Dwelling & Verandah	1a 10a	106.95 20.7	113,399	Planning 11 Building Nil Private Certifier	424002 4604623303	24 Feb 2016	Longridge Group Pty Ltd BLD175837
544/2213/2015	G & N Westley PO Box 663 BERRI	(Lot 33) 3 Main Coast Road ARDROSSAN	Demolish Existing Garage; New Verandah Garage & Lean-To	10a 10a 10a	73.84 42 30	12,850	Planning 8 Building 2	4903 4600300355	5 Feb 2016	Hoffy's Steel Erections Pty Ltd BLD155907
544/2212/2015	G & Y Bright PO Box 121 ARDROSSAN	(Lot 145) 63 Main Road PINE POINT	Verandahs, Carport, Dwelling Ext, Lean-To	10a 10a 1a 10a	53 36 20 23	25,000	Planning 9 Building 2 Private Certifier	19265 4603803126	23 Feb 2016	TBA
544/2225/2015	C & K Peake PO Box 14 PINE POINT	Lot 138 Black Point Drive BLACK POINT	Garage Extension	10a	22.95	3,594	Planning 8 Building 2	50021 4604909889	11 Feb 2016	TBA
544/2228/2015	D & D Gaskell 20 The Parade BLAIR ATHOL	Lot 732 Outlook Road BLACK POINT	Garage	10a	70.77	8,920	Planning 6 Building 2	424002 4604623303	24 Feb 2016	Owner Builder
544/2232/2015	D & K Newbold C/- PO Box 2136 MCLAREN VALE	(Lot 99) 20 Waimana Court PORT RICKABY	Dwelling Additions	1a	17.25	20,000	Planning 5 Building 2 Private Certifier	316570 5408709251	15 Feb 2016	TBA
544/2240/2015	L Burston PO Box 43 PRICE	(Lot 16) 6 Falie Drive PRICE	New Dwelling	1a	106.95	29,000	Planning 7 Building 4	407890 4606407250	18 Feb 2016	Summerplace Homes BLD184209
544/2243/2015	D Faulkner PO Box 151 PORT VINCENT	(Lot 87) 14 Broadway Road PORT VINCENT	Carport	10a	30	1,800	Planning 4 Building 2	417253 5408348687	17 Feb 2015	Owner Builder
544/2256/2015	S Gibson 9 Kemp Street PORT VINCENT	(Lot 205) 9 Kemp Street PORT VINCENT	Demolish Existing Verandah & RWT; New Verandah	10a	77.8	12,000	Planning 1 Building 2 Private Certifier	309922 5408374050	4 Feb 2016	TBA
544/2259/2015	Wirrawilla Holdings Pty Ltd Private Bag 1 MAITLAND	(Lot 551) 922 Old Boundary Road MAITLAND	Implement Shed	7b	648	68,400	Planning 2 Building 5	23234 4604212002	5 Feb 2016	TBA

544/2262/2015	Hickman Agriculture Pty Ltd PO Box 3 PORT VINCENT	(Lot 309) 193 Mulburra Park Road CURRAMULKA	Verandah	10a	46.98	35,000	Planning N/a Building 2 Private Certifier	312504 5408526201	17 Feb 2016	Creative Outdoors BLD192730
544/2263/2015	G & P Klunyk 11 Yoolamardy Tce PORT CLINTON	(Lot 99) 11 Yoolanmardy Tce PORT CLINTON	Demolish Existing Dwelling	1a	75.64	10,000	Planning N/a Building 8	41152 4606282004	9 Feb 2016	TBA
544/1007/2016	T Ferguson C/- Post Office MAITLAND	(Lot 301) 194 Gap Road WEETULTA	Machinery Shed	7b	405	90,000	Planning 2 Building 4	433003 4607294605	21 Jan 2016	Grant Sheds BLD189717
544/1011/2016	A Jackson & N Morrison 1 Centenary Ave MAITLAND	(Lot 12) 1 Centenary Ave MAITLAND	Garage	10a	90	11,760	Planning 5 Building 2	13912 4602083500	24 Feb 2016	TBA
544/1017/2016	J Ruediger & J Rose 10 Wandilla Drive ROSTREVOR	(Lot 130) 7 Davies Terrace PORT VICTORIA	Verandah	10a	29.6	4,200	Planning 2 Building 2	15966 4603173080	23 Feb 2016	Owner Builder
544/1036/2016	P & L Linke C/- PBS Australia 607 Marion Road STH PLYMPTON	(Lot 805) 1072 Clinton Road MAITLAND	Swimming Pool & Safety Fence	10b	37.6	40,450	Planning N/A Building 4 Private Certifier	25833 4604407002	4 Feb 2016	Freedom Pools
<b>TOTAL</b>						<b>\$1,207,373</b>				

## LAND DIVISION

Dev. App. No.	Name & Address	Location	Proposal	Conditions Planning Building	Assessment / Valuation No	Decision Date
544/D001/2015	Paphos Nominees C/- Mosel Steed 6 Graves Street KADINA	(Lot 21) 11-21 GB Sherriff Rd YORKETOWN	Land Division	Planning 3 Land Division 7	425199 5403344759	3 February 2016
544/D014/2015	Oceanic R & R P/L C/- State Surveys 4656 South Road KESWICK	Lot 200 Hundred of MINLACOWIE	Land Division	Planning 2 Land Division 2	321521 5408972800	12 February 2016
544/D020/2015	T & R Cleland C/- Mosel Steed 6 Graves Street KADINA	Lot 1 Barkers Rocks Road KOOLYWURTIE	Land Division	Planning 1 Land Division 3	317172 5408758205	3 February 2016

544/D022/2015	DW Lutze c/- Jeffrey Fudge & Associates 55 Levistone Street SEATON	(Pts 858-860 & 4) 1-7 First Street ARDROSSAN	Land Division	Planning 1 Land Division 8	406454 4600239566 A0010	3 February 2016
544/D024/2015	LB Hughes C/- SKS Surveys PO Box 325 STEPNEY	(Lot 2) 18-20 Airport Road YORKETOWN	Land Division	Planning 1 Land Division 2	200121 5403338500	4 February 2016
544/D025/2015	Sundown Lakes Pty Ltd C/- Alexander Symonds Pty Ltd PO Box 1000 KENT TOWN	(Lot 3, Pce 1-2) Dump Road HD RAMSAY	Land Division	Planning 1 Land Division	324061 5409008000	3 February 2016
544/D001/2016	S Carlsson C/- Mosel Steed 6 Graves Street KADINA	(Lot 622) 15 Towler Street STANSBURY	Land Division	Planning 1 Land Division 1	205674 5404606001	9 February 2016

## **DIRECTOR DEVELOPMENT SERVICES**

### **IA/ITEM 4.6**

#### **6. WASTEWATER SYSTEM APPLICATION DECISIONS**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To inform the Elected Members of Wastewater Application decisions for the period 1 February 2016 to 26 February 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 1 February 2016 to 26 February 2016.

##### **Maitland**

050/116/2015                      050/008/2016                      050/010/2016  
050/011/2016

##### **Yorke town**

050/080/2015

##### **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**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

Nil

#### **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 1 FEBRUARY 2016 – 26 FEBRUARY 2016**

**Maitland**

<b>Septic App. No.</b>	<b>Owner</b>	<b>Location</b>	<b>Proposal</b>	<b>Conditions</b>	<b>Assess. No</b>	<b>Decision Date</b>	<b>Plumber &amp; Licence No</b>
050/116/2015	D & D Gaskell 20 The Parade BLAIR ATHOL	Lot 732 Outlook Road BLACK POINT	STED Connection	11	424002	26 February 2016	Longridge Group
050/008/2016	RW Wyatt 2 Parkin Street DRY CREEK	Lot 52 Bray Road PORT VICTORIA	Septic & Soakage	11	432716	23 February 2016	Mirage Homes
050/010/2016	E & P Kolizos 85 Valley View HIGHBURY	(Lot 25) 45-47 Cumberland Road PORT CLINTON	Septic & Soakage	11	38620	12 February 2016	S Palecek
050/011/2016	L Burston PO Box 43 PRICE	(Lot 16) 6 Falie Drive PRICE	Alteration to Septic & Soakage	11	407890	18 February 2016	Owner Applicant

**Yorke town**

<b>Septic App. No.</b>	<b>Owner</b>	<b>Location</b>	<b>Proposal</b>	<b>Conditions</b>	<b>Assess. No</b>	<b>Decision Date</b>	<b>Plumber &amp; Licence No</b>
050/080/2015	A Ryszawa 269 Main North Road CLARE SA 5453	Lot 5 Chenoweth Crescent PARSONS BEACH	Septic & Soakage	11	320952	10 February 2016	Peninsula Plumbing

# DEBATE

# AGENDA

## **CHIEF EXECUTIVE OFFICER**

### **ITEM 6.1**

#### **1. STRATEGIC MANAGEMENT PLAN DEVELOPMENT**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To provide Council with a summary of the feedback received from the Stage 2 consultation on the 2016-2020 Yorke Peninsula Council Strategic Management Plan.

Therefore, based on the feedback received, seek Council endorsement of the vision and goals plus draft outcomes and strategies.

##### **RECOMMENDATION**

That Council endorse the proposed draft Strategic Management Plan for consultation.

##### **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**

The Local Government Act (the Act) requires Councils, within 2 years of a general election, to have a Strategic Management Plan in place. The Act also states that “A Council must adopt a process or processes to ensure that members of the public are given reasonable opportunity to be involved in the development and review of its Strategic Management Plan”.

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. Stages 1 and 2 have now been completed.

The aim of the Stage 2 consultation was to confirm the draft vision and goals and gain community input regarding the development of appropriate outcomes and strategies.

The Stage 2 consultation was open for 4 weeks. Over 220 letters were mailed directly to Progress Associations, schools, sporting clubs, community groups plus and anyone who indicated an interest in being kept informed during the first stage of consultation.

The letters invited the community to attend a workshop and provided a one-page outlining the draft vision and goals.

As a result, two community workshops were held at Minlaton and Maitland (*no interest was received for a Yorketown session*). A total of 13 community members attended. In addition, four written submissions were received.

As part of Stage 2, Council Staff were also engaged in the process. Five staff workshops were held. A summary of all feedback/discussions is provided as Attachment 1.

## DISCUSSION

The feedback received has been collated and the results are provided below.

1. **Vision:** no change required. Vision now 'confirmed'.
2. **Goals:** no change of direction required. Minor rewording of some of the goals as detailed below:-
  - Economically Prosperous Peninsula
  - Community Connected through Infrastructure
  - Valued and Restored environment
  - Community Engaged and Supported
  - Responsible governance

Goals are now 'confirmed'.

3. **Outcomes:** For each goal a range of draft indicators have been developed to gauge the success of the Strategic Management Plan.
4. **Strategies:** For each goal a range of draft statements have been developed that detail what Council will be delivering over the life of the Strategic Management Plan.

The full details are contained within the proposed Strategic Management Plan; provided as Attachment 2.

Pending Council endorsement, the proposed Strategic Management Plan (provided as Attachment 2) will be put back out for community consultation for a period of three weeks. The purpose of the Stage 3 consultation is to seek community feedback on the draft outcomes and strategies.

All feedback received will be brought back to Council.

Following this, Stage 4 will include finalisation of the outcomes and strategies and development of the 'full' Plan (i.e. forewords, information about the Peninsula, other contextual information etc.).

## COMMUNITY ENGAGEMENT PLAN

This is a Level 3 – Participate consultation. The consultation plan was previously endorsed by Council on 8 July 2015.

For information, the specific Stage 3 Plan is provided again as Attachment 3.

## CONSULTATION PROCESS

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

- Corporate Management Team
- Cross section of Council staff

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

- All Progress Associations
- All schools within the Council area
- 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.

At a later stage Council may wish to consider allocating funds for professional printing of the endorsed 2016-2020 Strategic Management Plan.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Section 122 Local Government Act 1999

### **ATTACHMENTS**

**Attachment 1:** Summary of Stage 2 feedback

**Attachment 2:** Draft SMP for Consultation

**Attachment 3:** Stage 3 Consultation Plan

## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
1	Need to focus on "Attracting & retaining a young active and working generation". i.e. playing an active role in encouraging new industries.	To be considered in the development of the strategies
2	<p>Vision - add the words "living on" after the word enhance.</p> <p>Economically prosperous - include a strategy to "attract more business and individuals as residents".</p> <p>Accessible &amp; connected - strategy to "maintain and expand the capability of the community for equitable access to essential services and necessary infrastructure for every age group in the district".</p> <p>Environment - strategy "Be a major investor, activator and manager of environmental services &amp; ecological strategies in partnership with the State and its authorities".</p> <p>Engaged community - strategy "Continually seek innovative ways to engage &amp; support people".</p> <p>Governance - strategy "Show leadership, a willingness to help &amp; meet industry KPIs".</p> <p>Suggested another goal of "Financial Sustainability" with strategy of "Reveal strategic financial targets and the ability to meet projected future income &amp; expenditure plans".</p> <p>Additional comments RE: be 'change ready' - focus on meeting customer needs and improving service delivery, great importance on process and systems, foster a culture of change - underpinned by using robust &amp; flexible technology which is an enabler. Plus strong leadership with traits such as agility, ability to listen, collaboration &amp; openness.</p>	Change to vision not required. All other suggestions will be considered in the development of the strategies.
3	<p>No mention of 'tourism' in the plan.</p> <p>Grammatical point of why goals aren't preceded with "to foster, to encourage etc.".</p> <p>Believes the Plan shows lots of promise for the future.</p>	Tourism will be a specific strategy.
4	<p>Wrong contact details.</p> <p>Criticism of money spent in sending out consultation brochures.</p>	Contact details updated in ISO + NAR.
Workshop 1 (6th Oct)	<p>Vision - move 'agriculture' to B4 natural beauty. Need to include job opportunities &amp; keeping/attracting youth.</p> <p>Accessible &amp; connected goal - road infrastructure (agricultural &amp; tourism access roads) - consider load capacity &amp; widths of roads.</p> <p>Should include "advocate for social &amp; community services infrastructure" (health care, youth support, schools/child care, aged care 'through life support'). Need to be planning for our ageing community inc. low entry cost retirement villages. Yoke Peninsula s/b "Open for Business".</p> <p>Strategies include: Raising Council's image, increased marketing &amp; promoting tourism, promote local produce &amp; hold special events (i.e. large drawcard for CYP/SYP). Promote region as attractive for 'work from home' workers, advocate PIRSA RE: fishing industry. Disaster recovery - fuel loads, support for residents, work with NGOs, LG to provide initial response &amp; coordinate (part of Emergency Mgmt Committee). Development/compliance paperwork as a hurdle to lower unemployment, job creation &amp; vacancy rates. Need the revitalisation of towns. Environment goal - waste collection to include electrical e-waste, promotion of national parks &amp; work better with Progress Ascs.</p>	No change to vision (suggestion conflicts with next groups comment). Rest will be considered during the development of the strategies.

## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
<b>Workshop 2 (7th Oct)</b>	<p>Vision - delete agriculture, support &amp; enhance environment/ sustainability &amp; focus on reason why people come to YP.</p> <p>Goals - include Grant Mgmt under Governance, include cycling (&amp; the need to improve safety) under Accessible &amp; Connected, business support (new &amp; existing) is missing under Economic Development.</p> <p>Supported &amp; Engaged needs to include Progress Asc.</p> <p>Strategies - How do we make tourists stop (esp. Maitland as a central location). Need more work on roads &amp; influencing work on the State roads, More tourist accommodation &amp; tourism packages - develop a Plan that private enterprise can work with &amp; more information on fishing (e.g. where to find XX on YP). Need better marketing of tourism on YP - more than fishing &amp; caravan parks, promote our coastline.</p> <p>WTY - more promotion, more shelters/water, weed mgmt/control (work with NRM &amp; get community groups assisting with maintenance). Better education/awareness of Council vs. State roads, Speed up planning &amp; cut down red tape. More direct engagement by Elected Members.</p> <p>Outcomes - Increase tourism &amp; decrease complaints.</p>	
<b>Staff Workshop 1 - Yorketown (23 Nov)</b>	Vision - OK, Goals - OK	
	<p><b>Goal 1 – Outcomes</b></p> <ul style="list-style-type: none"> <li>Increased # &amp; value of DAs</li> <li>Population growth</li> <li>Increased visitor numbers (VIC, YP Tourism, Camping Permits - non ratepayers &amp; caravan parks)</li> <li>Increased revenue from caravan parks</li> </ul> <p><b>Goal 1 – Strategies</b></p> <ul style="list-style-type: none"> <li>Easier, streamlined process for DAs</li> <li>Strategic/responsible land releases</li> <li>Upgrade camping grounds, caravan parks &amp; facilities inc. park attractions</li> </ul>	<p>Consider:-</p> <ol style="list-style-type: none"> <li>1. The need for a dedicated Economic Development Officer</li> <li>2. Developing a web map showing all planned upgrades</li> </ol>
	<p><b>Goal 2 - Outcomes</b></p> <ul style="list-style-type: none"> <li>* &gt;90% of Annual Business Plan achieved</li> <li>* Decrease # of CSRs for road/footpath repairs &amp; maintenance</li> <li>* Upgrade public toilets (publicise)</li> </ul> <p><b>Goal 2 - Strategies</b></p> <ul style="list-style-type: none"> <li>* Deliver on Asset Management Plans</li> <li>* Publicise &amp; have easy to find information on planned road upgrades</li> </ul>	
	<p><b>Goal 3 – Outcomes</b></p> <ul style="list-style-type: none"> <li>Reduce Council's water &amp; electricity consumption by 2020</li> <li>Reduce per capita amount to landfill</li> <li>Increase tonnage of recycling</li> </ul> <p><b>Goals 3 – Strategies</b></p> <ul style="list-style-type: none"> <li>Educate community on recycling</li> <li>Stormwater catchment &amp; reuse</li> <li>Improve efficiency of watering public spaces</li> <li>Support progress associations in improving water efficiency (e.g. ovals and sporting grounds)</li> <li>Investigate renewable energy options</li> </ul>	

## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
	<b>Goal 4 – Outcomes</b> <ul style="list-style-type: none"> <li>• # of youth engaged through Council run/supported activities</li> <li>• Increase in library membership &amp; usage</li> <li>• Increase Facebook likes</li> <li>• Increase number of media releases issued</li> <li>• ABS Stats - SEIFA or wellbeing</li> <li>• # trainees &amp; volunteers at Council</li> </ul> <b>Goal 4 – Strategies</b> <ul style="list-style-type: none"> <li>• Increase youth activities/engagement</li> <li>• Explore possibility of an annual "health/wellbeing" event (e.g. fun run/walk on WTY)</li> <li>• Support &amp;/or deliver community workshops e.g. food safety, health &amp; wellbeing, drug awareness, motivational speaker (work with existing businesses e.g. gyms, nutritionists etc.)</li> <li>• Work with schools &amp; deliver civic programs, depot annual excursions etc.</li> <li>• Deliver social infrastructure</li> </ul>	
	<b>Goal 5 – Outcomes</b> <ul style="list-style-type: none"> <li>• Achieve budget surplus</li> <li>• Work within existing budgets &amp; deliver everything in the ABP</li> <li>• Rate increases capped at CPI</li> </ul> <b>Goal 5 – Strategies</b> <ul style="list-style-type: none"> <li>• Openness &amp; transparency of reporting Council's performance</li> <li>• Increase equitable compliance (e.g. DA - similar prosecutions)</li> </ul>	
<b>Staff Workshop 2 - Maitland (CMT &amp; Managers) (24 Nov)</b>	Vision - Ok Goal 1 - Ok Goal 2 - change to 'Community Connected' Goal 3 - change to 'Protected and Restored Environment' Goal 4 - change to 'Community Engaged & Supported' Goal 5 - Ok	
	<b>Goal 1 – Outcomes</b> <ul style="list-style-type: none"> <li>• # new businesses</li> <li>• # visitors</li> <li>• # DAs &amp; value of DAs</li> <li>• Employment numbers</li> <li>• Licences approved</li> </ul> <b>Goal 1 – Strategies</b> <ul style="list-style-type: none"> <li>• Streamlined Development Approval application process</li> <li>• Visitor infrastructure &amp; support</li> <li>• Improved visitor experience</li> <li>• Appropriate land use planning</li> </ul>	



## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
	<b>Goal 2 – Outcomes</b> <ul style="list-style-type: none"> <li>• New infrastructure delivered</li> <li>• Total kms delivered (roads &amp; footpaths)</li> </ul> <b>Goal 2 – Strategies</b> <ul style="list-style-type: none"> <li>• Deliver on Transport Asset Management Plan</li> <li>• Provide disability access infrastructure</li> <li>• Create partnerships with State Govt to maintain State's assets (roads, jetties etc.)</li> <li>• Develop &amp; deliver AMPs for all asset classes</li> <li>• Explore provision of new infrastructure</li> <li>• Traffic control device management</li> </ul>	
	<b>Goal 3 – Outcomes</b> <ul style="list-style-type: none"> <li>• Reduce Council's carbon footprint</li> <li>• Water measure (e.g. &gt;90%)</li> <li>• Reduce Council's water consumption</li> <li>• Reduce per capita residential and non-residential water consumption</li> <li>• Improve water quality from 2006/07 baseline quality</li> <li>• Per capita waste to landfill (tonnage)</li> </ul> <b>Goal 3 – Strategies</b> <ul style="list-style-type: none"> <li>• Establish Council's carbon footprint</li> <li>• Implement actions to improve water quality</li> <li>• Waste education &amp; audits (general, green &amp; recycling)</li> <li>• Environmental consideration in the development application process</li> </ul>	
	<b>Goal 4 – Outcomes</b> <ul style="list-style-type: none"> <li>• Satisfaction with the Development Application process</li> <li>• Dog registration compliance</li> <li>• # youth engaged</li> <li>• # youth events held</li> <li>• # of media releases issued</li> <li>• # of Facebook posts</li> <li>• Increase # of Facebook likes</li> <li>• # community engagements undertaken</li> <li>• # of website hits</li> </ul> <b>Goal 4 – Strategies</b> <ul style="list-style-type: none"> <li>• Deliver survey on Development Application process</li> <li>• Provide "Welcome to the Peninsula" packs to new residents</li> <li>• Continue providing community grants, donations &amp; sponsorships</li> <li>• Undertake effective community engagement processes</li> <li>• Deliver food inspections &amp; education programs</li> <li>• Deliver youth events, activities &amp; youth services</li> </ul>	
	<b>Goal 5 – Outcomes</b> <ul style="list-style-type: none"> <li>• Key financial ratios</li> <li>• WHS data (e.g. LTIFR)</li> </ul> <b>Goal 5 – Strategies</b> <ul style="list-style-type: none"> <li>• Ensure long term financial sustainability</li> <li>• Ensure compliance with internal controls</li> <li>• Undertake/conduct regular performance reviews with all staff</li> </ul>	

## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
Staff Workshop 3 - Maitland (30 Nov)	Vision - Ok Goals - OK	
	<b>Goal 1 – Outcomes</b> <ul style="list-style-type: none"> <li>• Increase population</li> <li>• # businesses (inc. # new businesses &amp; size of businesses)</li> <li>• Decreased unemployment</li> <li>• # &amp; \$ DAs</li> <li>• Decrease of median age (ABS)</li> <li>• Decrease of 'vacant' / absentee ratepayers</li> <li>• Increase # private sector services (e.g. doctors, childcare, lawyers etc.)</li> <li>• # promotion activities for WTY &amp; # visitors to WTY</li> </ul> <b>Goal 1 – Strategies</b> <ul style="list-style-type: none"> <li>• Explore opportunities for private certification for development</li> <li>• Investigate/encourage pop-up shops</li> <li>• Strategic land use planning inc. attraction of niche businesses</li> <li>• Ongoing investment in caravan parks (bring into line with best practice, family friendly facilities)</li> <li>• Develop 'blue water trails' (infrastructure) to compliment WTY</li> </ul>	
	<b>Goal 2 – Outcomes</b> <ul style="list-style-type: none"> <li>• # upgraded playgrounds &amp; open (rec) spaces</li> <li>• % delivery of Transport AMP</li> </ul> <b>Goal 2 - Strategies</b> <ul style="list-style-type: none"> <li>• Leader in emergency management &amp; business continuity (preparedness)</li> <li>• Development of open (rec) spaces (e.g. playgrounds, water parks, BBQ areas etc.)</li> <li>• Upgrade &amp; promotion of Edithburgh Tidal pool</li> <li>• "Public" Transport between towns</li> </ul>	
	<b>Goal 3 – Strategies</b> <ul style="list-style-type: none"> <li>• Partnership &amp; advocacy with NRM</li> <li>• More proactive in securing NRM projects</li> <li>• Increase Council resources dedicated to environmental outcomes (realignment of resources)</li> <li>• Explore 'green' options to reduce Council's footprint (e.g. solar at the Maitland office)</li> </ul>	
	<b>Goal 4 – Outcomes</b> <ul style="list-style-type: none"> <li>• Increase library visits, membership &amp; usage</li> </ul> <b>Goal 4 – Strategies</b> <ul style="list-style-type: none"> <li>• Explore opportunities for 'missing' infrastructure (e.g. function centre, large accommodation etc.)</li> <li>• Audit, assessment, rationalisation &amp; upgrades of community meeting halls &amp; meeting spaces</li> <li>• Foster productive working relationships with Progress Associations</li> <li>• Review/support libraries</li> <li>• Deliver youth activities</li> </ul>	

## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
	<p><b>Goal 5 – Outcomes</b></p> <ul style="list-style-type: none"> <li>• Key financial ratios</li> <li>• Variation from budget</li> <li>• Increased staff satisfaction</li> <li>• Increased staff safety (Jan 2016 benchmark will be developed via maturity audit)</li> <li>• # of forms digitised</li> <li>• HR metrics</li> </ul> <p><b>Goal 5 – Strategies</b></p> <ul style="list-style-type: none"> <li>• Workplace wellbeing programs</li> <li>• Assessment &amp; possible rationalisation of Council's assets (buildings)</li> <li>• Mobility, accessibility, efficiency of staff via IT solutions (automation, workflows etc.)</li> <li>• Meaningful, effective, efficient &amp; productive work</li> <li>• Staff are informed</li> <li>• People/culture strategies</li> <li>• Continuous improvement of Council's processes</li> <li>• Ability to quantify HR metrics</li> <li>• Employer of choice - Leader (at forefront) of Local Govt.</li> <li>• Celebrate, communicate &amp; promote Council's achievements</li> </ul>	Get current wording & strategies from Bobbi
<b>Staff Workshop 4 - Minlaton (9 Dec)</b>	<p>Vision – OK</p> <p>Goal 1 - Wanted to ensure this goals is about small business, not just 'rich farmers'</p> <p>Goal 2 - Too similar to goal 4 - more about connected region or 'Connected &amp; usable infrastructure'</p> <p>Goal 3 – Ok</p> <p>Goal 4 – OK</p> <p>Goal 5 - Ok</p>	
	<p><b>Goal 1 – Outcomes</b></p> <ul style="list-style-type: none"> <li>• VIC visitor stats - local, interstate, campers, caravans &amp; low cost accommodation</li> <li>• SA Tourism Commission visitor stats</li> </ul> <p><b>Goal 1 – Strategies</b></p> <ul style="list-style-type: none"> <li>• Enable/assist niche businesses &amp; services (particularly supporting WTY &amp; Innes)</li> <li>• Establish/identify community contacts</li> <li>• Streamline the building application process (e.g. single contact to assist community &amp; developers)</li> <li>• Utilise website/social media RE: Council processes &amp; where to get info inc. external links</li> <li>• Networking (develop closer relationships) with Progress Ascs (e.g. events, support for local 'new businesses, development of towns, advice &amp; connection to appropriate agencies)</li> <li>• Make 'things' easier to do</li> <li>• Attract new young families &amp; seachangers</li> <li>• Help to retain kids on the Peninsula</li> </ul>	

## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
	<b>Goal 2 – Strategies</b> <ul style="list-style-type: none"> <li>• Fix the roads</li> <li>• Invest in big, attractive, easily visible signage (e.g. Federation Park)</li> <li>• Temporary traffic management/traffic lights at Port Wakefield turn off over long weekends</li> <li>• Develop Google Maps (e.g. parks, halls, public spaces - to find location of events)</li> <li>• Upgrade/beautification of open spaces</li> <li>• Upgrade of public toilets &amp; showers (get a women's perspective when building facilities + include parenting rooms)</li> <li>• Conveniently accessible water facilities (drinking water &amp; filling up caravans)</li> <li>• Install more RV dump points &amp; develop RV friendly towns</li> </ul>	
	<b>Goal 3 – Strategies</b> <ul style="list-style-type: none"> <li>• Protect the sand dunes</li> <li>• Educate the community on environmental responsibilities/value what we have (e.g. riding motorbikes through dunes)</li> <li>• Camping area signage/rules &amp; responsibilities</li> <li>• Support Progress Associations to take care of the environment (e.g. revegetation - Formby Bay group) - support through Environmental Grant</li> <li>• Support Progress Associations through a coordination of efforts (e.g. bulk purchase of plants, developing partnerships with Trees for Life, Greening Australia etc.)</li> <li>• Provide a coordination role to encourage those with the expertise to share the environmental responsibilities</li> <li>• Maintenance of jetties (especially valuable diving areas such as Edithburgh)</li> </ul>	
	<b>Goal 4 – Strategies</b> <ul style="list-style-type: none"> <li>• Encourage more child care facilities</li> <li>• Enable/coordinate community groups to work together</li> <li>• Volunteer coordination</li> <li>• Skills training for community groups (e.g. risk management, food handling, minute taking, general computing, legal/compliance etc.)</li> <li>• Cemeteries project</li> <li>• Continue Dry Area management</li> <li>• Develop, support or coordinate BIG community events (e.g. local produce, food, music &amp; wine, seafood, pulses etc.) - too many conflicting little events</li> <li>• Promotion/education of VIC event listing</li> <li>• Implement mobile services e.g. libraries, VIC (move to where the visitors are - Stansbury Markets, Innes, beaches) &amp; Youth</li> <li>• Leisure options - continue what they're doing</li> <li>• Review &amp; improve accessibility to library services</li> </ul>	
	<b>Goal 5 – Strategies</b> <ul style="list-style-type: none"> <li>• Openness &amp; transparency/sharing information &amp; educating community on Council business &amp; reasons for compliance</li> <li>• Develop Council newsletter - upbeat &amp; informal</li> </ul>	
<b>Staff Workshop 5 –Maitland (21 Dec)</b>	Vision – Ok Goal 1 – Ok Goal 2 - OK Goal 3 - "Protected" implies not to be used. Change to 'Value and Respect our Environment' Goal 4 - Ok Goal 5 - Ok	

## Strategic Management Plan – Stage 2 Feedback

Submission	Comment	Action
	<p><b>Goal 3 – Outcomes</b></p> <ul style="list-style-type: none"> <li>• Reduce Council's carbon footprint</li> </ul> <p><b>Goal 3 – Strategies</b></p> <ul style="list-style-type: none"> <li>• Reduce Council's carbon footprint</li> <li>• Develop street tree policy</li> <li>• Develop/implement roadside vegetation plan</li> <li>• Protect significant vegetation areas</li> <li>• Continue to work in partnership with NRM</li> <li>• Manage collection &amp; disposal of waste</li> <li>• Improve efficiency of open space irrigation</li> <li>• Develop Environmental Management Plan</li> <li>• Develop Climate Change Adaptation Plan inc. Carbon Management Plan</li> <li>• Develop &amp; implement a coastal strategy</li> <li>• Effectively manage the collection, recycling and disposal of waste</li> <li>• Measure and manage Council's emissions to ensure the organisation has a low carbon future</li> <li>• Manage reserves and open spaces to support community needs while balancing resource use and environmental impact</li> <li>• Protect our coastal amenity and environments</li> <li>• Manage coastal access to protect natural and cultural values and enhance the visitor experience</li> <li>• Integrate environmental sustainability consideration in land use planning and development</li> <li>• Prepare the Peninsula for the impacts of climate change</li> <li>• Conserve water, energy and natural resources and minimise waste</li> <li>• Protect and improve ecological values of the coastal environment</li> </ul>	<p>Possible action - Review &amp; update Council's Water Action Plan.</p>

## 2016-2020 Strategic Management Plan

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The Yorke Peninsula Council 2016-2020 Strategic Management Plan sets the direction for Council and the community for the coming years.

The Plan is focussed on ensuring that the Peninsula can thrive – to be a place where; the young want to stay and can find employment, where our ageing community can continue to reside, where new families want to relocate to and to be a place that attracts visitors to support our economy.

The Plan was developed in consultation with our community. The development of the Plan was staged to allow the community to be involved in every step of the process. The Plan now provides the foundation for all Council plans, policies, strategies and actions. The key documents that underpin the success of the Strategic Management Plan include: the Long Term Financial Plan, Asset Management Plans, Strategic Risk Management Plan, Public Health Plan and Disability Action Plan.

The development of this Plan started with determining the vision. The vision:-

- Provides a clear image of what the future should look like;
- Drives our strategic planning; and
- Focuses the organisation on the future.

As a result of our engagement with the community, our vision for the Yorke Peninsula is:

***We will foster opportunities to support and enhance Yorke Peninsula  
which is valued for its natural beauty, rich agriculture, spectacular coastline  
and unique blend of seaside and rural lifestyles.***

To underpin the vision, five goals have been developed. The goals are high-level themes describing what success will look like if the vision is achieved. These are:-

1. Economically Prosperous Peninsula
2. Community Connected through Infrastructure
3. Valued and Restored Environment
4. Community Engaged and Supported
5. Responsible Governance

## Goal 1 – Economically Prosperous Peninsula

Create an environment that encourages and supports a strong, diverse economy that attracts more businesses, residents and visitors. Success will mean revitalisation of our towns and retaining young, active and working future generations.

### **Outcomes:** *We will monitor success by:-*

- Number and value of development applications
- Population numbers
- Visitor numbers
- Revenue from caravan parks
- Number of new businesses
- Number of new licences approved
- Decreased median age (ABS Census data)
- Number of 'vacant' / absentee ratepayers
- Satisfaction with the Development Application process

### **Strategies:** *To achieve the goal we will:-*

- Provide easier, streamlined development approval application process
- Deliver strategic and responsible land use planning
- Improve visitor experiences, infrastructure, signage, information and support
- Support local events and help attract new events
- Partner and build positive relationships with key stakeholders (e.g. Regional Development Australia, Central Local Government Region, YP Tourism and Progress Associations) to progress tourism and business growth, including enabling the attraction of niche businesses
- Identify opportunities to advocate on behalf of key industries (e.g. agriculture, tourism etc.)
- Support employment opportunities for our community
- Explore opportunities for 'missing or sub-standard' infrastructure (e.g. freight movement, function centre, large accommodation etc.)
- Efficient delivery of permits, leases and licences

### **Goal 2 – Community Connected through Infrastructure**

Maintain and expand the connectivity of our community through a sustainable road network and planning for the necessary infrastructure for every age group in the district.

#### **Outcomes:** *We will monitor success by:-*

- >90% of the Annual Business Plans achieved
- Decreased number of Customer Service Requests for road/footpath repairs and maintenance
- Number and value of new infrastructure delivered
- Total kilometres of roads and footpaths delivered (new and upgraded)
- Number of upgraded playgrounds & open (recreation) spaces
- Improved number of accessible buildings and public spaces

#### **Strategies:** *To achieve the goal we will:-*

- Develop and deliver on Asset Management Plans for all asset classes
- Utilise technology to provide easy access to Council information (e.g. planned infrastructure works, location of public facilities, events etc.)
- Provide disability access infrastructure
- Create partnerships with State Government to maintain State's assets (roads, jetties etc.)
- Explore provision of new infrastructure
- Install and upgrade appropriate traffic control device management
- Upgrade and beautification of open (recreation) spaces (e.g. playgrounds, water parks, BBQ areas etc.)



### Goal 3 – Valued and Restored Environment

Council will be an investor, activator and custodian of our spectacular coastline and pristine environment. We will promote sustainable development and encourage the conservation of water, energy, the natural environment and buildings of local heritage significance and minimise waste.

#### **Outcomes:** *We will monitor success by:-*

- Reduced Council's water and electricity consumption by 2020
- Reduced per capita amount of kerbside waste (tonnage)
- Increased tonnage of recycling
- Reduced Council's carbon footprint
- Improved water quality from 2006/07 baseline quality
- Increased area of conservation significance (under Council's control) that is proactively managed
- Reduced number of unauthorised coastal vehicle access points to protect natural and cultural values

#### **Strategies:** *To achieve the goal we will:-*

- Improve efficiency of watering public spaces
- Implement actions to improve water quality
- Partnership and advocacy with NRM to secure environmental projects
- Support Progress Associations to improve environmental outcomes
- Update and implement Roadside Vegetation Management Plan
- Develop Environmental Management Plan
- Develop and implement a Coastal Management Strategy
- Continue to effectively manage the collection, recycling and disposal of waste
- Integrate environmental sustainability consideration in land use planning and development

### Goal 4 - Community Engaged and Supported

Council will continually seek innovative ways to engage and support our community and improve the quality of life on the Peninsula. Council will continue to work in partnership with Progress Associations and other key stakeholders to achieve this goal.

#### **Outcomes:** *We will monitor success by:-*

- Number of youth engaged through Council run/supported activities
- Number of community events held
- Increased library membership and usage
- Increased Facebook likes and posts
- Increased number of media releases issued
- Increased number of community engagements undertaken
- Increased number of website hits

#### **Strategies:** *To achieve the goal we will:-*

- Invest in youth activities and events
- Explore possibility of an annual "health/wellbeing" event
- Support and/or deliver community events, workshops and skills training, including school programs
- Continue providing community grants, donations and sponsorships
- Continue delivering compliance and environmental health services and inspections
- Audit, assessment, rationalisation and upgrades of community meeting halls and meeting spaces
- Foster productive working relationships with Progress Associations
- Continue providing cemetery services and finalise the cemeteries project
- Continue Dry Area management
- Continue to provide Council's 'Leisure Options' services
- Review and improve accessibility to library services
- Continuous improvement in communicating with and engaging the community
- Support key community initiatives provided by 3<sup>rd</sup> parties (e.g. YP Community Transport)

### Goal 5 – Responsible Governance

Council will demonstrate leadership, improve service delivery and ensure its business is conducted in a compliant, transparent, accountable, sustainable and efficient way using technology as an enabler.

#### **Outcomes:** *We will monitor success by:-*

- Achieving key financial ratios
  - Operating surplus ratio
  - Adjusted operating surplus ratio
  - Net financial liabilities ratio
  - Asset sustainability ratio
- <2% variation from adopted budgets
- >90% delivery of projects adopted within Council's Annual Business Plans
- Increased staff satisfaction
- Increased staff safety
- Number of Council forms digitised
- Positive trend in HR indicators

#### **Strategies:** *To achieve the goal we will:-*

- Openness and transparency of reporting Council's performance
- Effective leadership and informed decision making
- Meet all legislative requirements and compliance with Council's internal controls
- Seek alternate income streams and ensure financial sustainability
- Undertake effective risk management
- Workplace wellbeing programs
- Improved mobility, accessibility, efficiency of staff via Information Technology solutions
- Continuous improvement of Council processes
- Develop programs and actions to become an Employer of Choice
- Celebrate, communicate and promote Council's achievements



# COMMUNITY ENGAGEMENT PLAN

SF215

Responsible Officer: Business Improvement Officer

Issue Date: 10th June 2015

Next Review Date: June 2019

**PROJECT NAME: 2016 - 2020 Strategic Management Plan**

Stakeholders	Level 3 PARTICIPATE	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Website	Anne Hammond	10/03/2016	31/03/2016	NS	Number of website hits
	Social Media	Anne Hammond	10/03/2016	10/03/2016	NS	Number of likes, reposts or retweets
	Special Publication	Anne Hammond	10/03/2016	31/03/2016	NS	Number of 5 page doc picked up
	Media Release	Anne Hammond	10/03/2016	14/03/2016	NS	Media release 'picked up'
Other	Personalised Letter	Anne Hammond	10/03/2016	15/03/2016	NS	Number of submissions received
Progress Associations	Personalised Letter	Anne Hammond	10/03/2016	15/03/2016	NS	Number of submissions received

## **CHIEF EXECUTIVE OFFICER**

### **ITEM 6.1**

#### **2. INFORMAL GATHERINGS POLICY** (File Ref: 9.24.1.1)

##### **PURPOSE**

To seek endorsement from Council for the implementation of an Informal Gatherings Policy.

##### **RECOMMENDATION**

That Council adopt and endorse the newly drafted Informal Gatherings Policy as presented in the Agenda for inclusion in Council's policy manual and on the website.

##### **LINK TO STRATEGIC PLAN**

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

##### **BACKGROUND**

Council has been regularly meeting for a monthly workshop for some time for the purpose of information sharing and on some occasions training and education. These workshops have not generally been open to the public, however Council has used these informal gatherings as a means for members of our community to make presentations to the Elected Members.

##### **DISCUSSION**

The Local Government (Accountability and Governance) Amendment Act 2015 which was assented to by Parliament on 17<sup>th</sup> November 2015, will commence near the end of the first ¼ this year along with regulations that support this new legislation which are still to be determined. It is anticipated that Act will come into effect at the end of March, the exact date is still to be determined.

The new Amendment Act mandates that an informal gathering or discussion may only be held if the Council has adopted a policy on the holding of such gatherings and complies with that policy [Section 90 (8a)].

##### **COMMUNITY ENGAGEMENT PLAN**

This will be a Level 1 consultation – informing the community of Council's new Informal Gatherings Policy.

##### **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Governance Officer

- Executive Assistant to the CEO and Mayor

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

- Local Government Association

#### **POLICY IMPLICATIONS**

Informal Gatherings Policy

#### **BUDGET AND RESOURCE IMPLICATIONS**

Nil additional budget is required.

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Compliance with legislation is foremost in the Council's business processes.

The risk associated with public perception in relation to informal gatherings requires vigilance and transparency.

#### **ATTACHMENTS**

**Attachment 1:** Draft Informal Gatherings Policy

**Attachment 2:** Community Engagement Plan



# COUNCIL POLICY

## Informal Gatherings

<b>Policy Number:</b>	PO		
<b>Strategic Plan Objective</b>	Meet all legislative and compliance responsibilities		
<b>Policy Owner:</b>	Chief Executive Officer	<b>File Number:</b>	
<b>Responsible Officer:</b>	Governance Officer	<b>Minute Reference:</b>	
<b>Date Adopted:</b>		<b>Next Review Date:</b>	

### 1. POLICY OBJECTIVES

Section 90(8) of the Local Government Act allows informal gatherings to be held provided that the discussion does not lead to a decision, or effectively obtain a decision, on a matter that would ordinarily be dealt with at a Council meeting.

This policy provides Elected Members with the opportunity to conduct planning sessions, to receive informal briefings and educational sessions and convene other informal gatherings without prejudicing the requirements for openness and transparency as required by the Local Government Act 1999. It aims to assure the public that actual or effective decisions are not made at informal gatherings.

Clear direction is provided to Elected Members and staff in relation to holding informal gatherings.

### 2. SCOPE

This policy captures informal gatherings and other discussions arranged either by the Chief Executive Officer (CEO) or by the elected council. Section 90(8) of the Local Government Act provides a list of non-exclusive examples of informal gatherings, which are:

- Planning sessions associated with the development of policies or strategies
- Briefing or training sessions
- Workshops
- Social gatherings to encourage informal communication between Elected Members or between Elected Members and employees.

### 3. DEFINITIONS

Consensus	An opinion or position reached by a group as a whole
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### 4. POLICY STATEMENT

Informal gatherings are a non-compulsory meeting of the Council. All Elected Members are encouraged to attend as these sessions, particularly those designed to provide history, context or additional information to assist Elected Members to carry out their functions.

#### Purpose

Informal gatherings and discussions will be used solely for the purpose of information sharing and not for the purpose of debating issues, building consensus positions or otherwise discharging Council's deliberative and decision-making functions.

Informal gatherings will not be used for the purpose of conducting the general business of the council or to stifle debate on issues that may subsequently be dealt with by the Council at a formal meeting. However informal gatherings may be used to discuss issues that involve strategy or policy or other matters of council administration and to brief Elected Members on issues relating to their decision-making function.

#### Monthly Workshops

The Council has determined to hold informal gatherings in the nature of workshops on the fourth Wednesday of each month, usually held in the Minlaton Council Chambers and commencing at 5.30pm, subject to the CEO's determination that there is appropriate subject matter. These meetings will be open to the public wherever possible.

A list of agenda topics will be prepared and made available to the public on the Council's [website](#). A record of the subject matter discussed may also be kept at the discretion of the CEO.

If a topic falls into a category that would normally be kept confidential if it arose at a Council meeting, the item will be placed last and the gathering will be closed when that item is reached.

Either the Council or the CEO may decide to hold other informal meetings, at other times, as required and public access will be determined on a case by case basis. The Council is aware of the need to balance openness and transparency with opportunities for private discussions between Elected Members and Elected Members and employees.

#### Procedure at Informal gatherings

There will be no formal meeting procedures or formal minute taking process. Informal gatherings will be chaired by the CEO or another senior council officer and may also be led by an invited trainer or presenter.

The mandatory Code of Conduct for Council Members and mandatory Code of Conduct for Employees must be observed during informal meetings.

#### Responsibilities

Both the CEO and the Council are responsible for ensuring informal gatherings and discussions are conducted in accordance with this policy and the Local Government Act 1999.

#### Availability

This policy is available for inspection without charge at Council's Principal Office during normal business hours and on Council's website. A copy of this policy can be downloaded from Council's website or can be obtained from Council's Principal Office.

### **5. COMPLAINTS**

Complaints about this policy can be made in writing to the Governance Officer. Complaints will be managed in accordance with Council's Complaints Policy PO147.

### **6. REVIEW**

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

### **7. TRAINING**

Council is committed to supporting Elected Members and employees in complying with this policy.



This policy will be provided to Elected Members and employees during induction. Training needs will be reviewed annually, during individual performance reviews and as necessary in consideration of any changes to legislation and relevant standards, codes and guidelines.

Elected Members and employees will actively participate in training.

**8. RELATED COUNCIL POLICIES AND DOCUMENTS**

PO147 Complaints Policy

**9. REFERENCES AND LEGISLATION**

Local Government Act 1999

Local Government (Accountability and Governance) Amendment Act 2015

Code of Conduct for Council Employees

Code of Conduct for Council Members

**10. COUNCIL DELEGATION**

<b>Details of Delegation:</b>	
<b>Delegate:</b>	Chief Executive Officer

**11. VERSION HISTORY**

<b>Archived Policy Name</b>	<b>Policy Number</b>	<b>Date Adopted</b>	<b>Last Reviewed</b>
New Policy			



# COMMUNITY ENGAGEMENT PLAN

SF215

Responsible Officer: Business Improvement Officer

Issue Date: 10th June 2015

Next Review Date: June 2019

**PROJECT NAME: Draft Informal Gatherings Policy**

Stakeholders	Level 1 INFORM	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Website	Jackie Reddaway	10/03/2016		NS	Number of website hits
	Public Notice	Jackie Reddaway	10/03/2016		NS	
	Social Media	Anne Hammond	10/03/2016		NS	Number of likes, reposts or tweets

## **CHIEF EXECUTIVE OFFICER**

### **ITEM 6.1**

#### **3. SAFE ENVIRONMENT POLICY**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To seek endorsement from Council for the implementation of a Safe Environment Policy due to changes in legislation.

##### **RECOMMENDATION**

That Council adopt and endorse the newly drafted Safe Environment Policy as presented in the Agenda for inclusion in Council's policy manual and on the website.

##### **LINK TO STRATEGIC PLAN**

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

##### **BACKGROUND**

Council has been working with young and vulnerable people for some time with the Youth Programme and also within the Leisure Options Programme.

These potentially vulnerable groups of people have been attracting increasing attention from both communities and in particular the media around the Royal Commission currently in progress.

##### **DISCUSSION**

Following the ongoing investigations into abuse of young people in custody and the community's heightened awareness of safety for all people along with the need to ensure the ongoing protection of children and other vulnerable people in our society, this has identified a gap in our policy statements.

In addition the Children's Protection Act 1993 SA (the Act) places legal obligations on Council's and other organisations providing services to children and other vulnerable people in their care to ensure they are safe from harm.

The draft Safe Environment Policy has been modelled on the Local Government Association's Child Safe Environments Guidelines and the DECD Child Safe Environments documentation and standards.

There are specific roles and responsibilities for identified personnel working with children and other vulnerable people and these are outlined in the policy attachments.

In addition a specific Code of Conduct is required in relation to this specific policy and is also documented in the Policy attachments.

## **COMMUNITY ENGAGEMENT PLAN**

This will be a Level 1 consultation – informing the community of Council's new Safe Environment Policy.

## **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Governance Officer
- Executive Assistant to the CEO and Mayor

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

- Local Government Association
- DECD Child Safe Environments

## **POLICY IMPLICATIONS**

Safe Environment Policy

## **BUDGET AND RESOURCE IMPLICATIONS**

Nil additional budget is required.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Compliance with legislation is foremost in the Council's business processes.

Ensuring that the Council organisation and facilities are safe environments for children and other vulnerable people will mitigate the Council's potential risk in this important area.

## **ATTACHMENTS**

**Attachment 1:** Draft Safe Environment Policy

**Attachment 2:** Community Engagement Plan



*Agriculturally rich~Naturally beautiful*

# COUNCIL POLICY

## Safe Environment

<b>Policy Number:</b>	PO		
<b>Strategic Plan Objective</b>	Meet all legislative and compliance responsibilities		
<b>Policy Owner:</b>	Chief Executive Officer	<b>File Number:</b>	
<b>Responsible Officer:</b>	Governance Officer	<b>Minute Reference:</b>	
<b>Date Adopted:</b>		<b>Next Review Date:</b>	

### 1. POLICY OBJECTIVES

The Yorke Peninsula Council (Council) is committed to the safety and wellbeing of children and other vulnerable people who access its services.

This policy aims to ensure the Council organisation and facilities are safe environments for children and other vulnerable people and that they are protected from abuse and neglect.

This policy also aims to ensure that all relevant Council managers, employees, volunteers, contractors and consultants are aware of their duty of care responsibilities for the protection, safety and wellbeing of children and other vulnerable people at all times.

### 2. SCOPE

This policy applies from the date of endorsement, to all employees, students on placement, work experience students, relevant volunteers, contractors and consultants providing services wholly or partly to children and other vulnerable people, or who work with children and other vulnerable people.

A schedule of roles and responsibilities is included as Attachment 2.

### 3. DEFINITIONS

Refer Attachment 1

### 4. POLICY STATEMENT

The Children's Protection Act 1993 (SA) (the Act) places a legal obligation on Councils (and all other organisations providing a service wholly or partly to children and other vulnerable people) to ensure all children and other vulnerable people in their care are safe from harm.

The Act requires local government to have policies and procedures in place to ensure:

- Child safe environments are established and maintained within the organisation;
- Reports of suspected abuse or neglect are made;
- Compliance with the Department Education and Child Development (DECD) Principles and Standards (insofar as they are applicable to the Council).

Council support the rights of children and other vulnerable people in the community and will act without hesitation to ensure a safe environment is maintained at all times.

Council also supports the rights and wellbeing of its employees and volunteers and encourages their active participation in building and maintaining a secure environment for all children and other vulnerable people.

Standards of conduct for adults dealing with children and other vulnerable people

The following standards are based the guidance provided by DECD on appropriate standards of conduct for adults in dealing with children and other vulnerable people:

**Risk Management Strategy**

Council will identify and assess potential sources of harm and take steps to decrease the likelihood that harm will occur to children, young people and other vulnerable people who use its services.

Areas of risk assessment will include human resources, activities and programmes, record keeping, physical spaces, and organisational culture. Risk management strategies will vary in scope and detail depending on the complexity and the type of activities or services provided for children and/or other vulnerable people and the age and maturity of the children and/or other vulnerable people involved.

**Code of Conduct for Providing Services to Children and Other Vulnerable People**

All employees, volunteers, contractors and consultants are required to comply with the Code of Conduct for Providing Services to Children and Other Vulnerable People (the Code) attaching to and forming part of this policy Attachment 3. The Code sets out standards of conduct when providing services to children and other vulnerable people.

**Criminal History Screening**

Criminal history screening must be undertaken for people occupying or acting in a prescribed position before a person is appointed to, or engaged in a prescribed position and/or at any time as the organisation thinks necessary. Subsequent criminal history checks will be undertaken every 3 years.

Council will take all reasonable steps to ensure that it engages the most suitable and appropriate people to work with, and provide services to, children and other vulnerable people. Applicants for prescribed positions will be screened for their suitability to provide the services in accordance with the Child Safe Environments: Standards for dealing with criminal history of people working with children [www.families.sa.gov.au](http://www.families.sa.gov.au). Screening will involve criminal history screening, interviews, referee reports, checking qualifications and previous employment history in working with children and other vulnerable people and undertaking criminal history screening.

To assist organisations in determining which of their volunteers are required to undergo a criminal history report or screening check, Volunteering Strategy for South Australia 2014-2020, Project Team Three has developed a flowchart: [Does a volunteer require a criminal history report or DCSI screening under legislation?](#)

If a criminal history is recorded, information will be dealt with in a manner that reflects the standards developed and issued by DECD.

The Australian Government Department of Health and Ageing also require criminal history (police) checks for certain employees and volunteers working in the area of aged care. This applies to Australian Government subsidised aged care services.

**Involvement in Decision Making**

Council will promote the involvement of children and other vulnerable people in service development planning where relevant, and inform them of their rights and how to access grievance procedures where relevant.

### **Responding to Suspected Abuse and Neglect**

Council will ensure that employees, volunteers, contractors and consultants providing services to and/or working with children and other vulnerable people are aware of and are trained, and appropriately supported to report any suspicion of abuse or neglect on reasonable grounds.

Mandated notifiers must report any suspicion of abuse or neglect of a child or other vulnerable person to the DECD Child Abuse Report Line, telephone 24 hours a day, 7 days a week on 13 14 78 or online at [www.families.sa.gov.au](http://www.families.sa.gov.au).

### **Advice and Assistance Contacts for Children and Parents**

Kids Help Line on 1800 55 1800 or online at [kidshelpline.com.au](http://kidshelpline.com.au)

Lifeline on 131 114 [lifeline.org.au](http://lifeline.org.au)

Youth Help Line 1300 13 17 19

## **5. COMPLAINTS**

This policy is supported by Council's Complaints Policy PO147 to address breaches of the Code of Conduct for Providing Services to Children and Other Vulnerable People. Complaints about this policy can be made in writing to the Governance Officer.

## **6. REVIEW**

This policy will be reviewed every four years and as deemed necessary in consideration of any changes to legislation and relevant standards, codes, guidelines and DECD standards.

## **7. TRAINING**

The Safe Environment Policy will be communicated to all relevant personnel to ensure awareness and understanding. This includes Council Members, employees, volunteers, contractors, consultants, parents, carers, and children where relevant.

Council will ensure that all employees and volunteers who work with children and other vulnerable people or who have access to their personal records have ongoing support and training to develop, enhance and maintain a safe environment.

## **8. RELATED COUNCIL POLICIES AND DOCUMENTS**

PO091 Risk Management Policy

PO146 Support Disciplinary and Performance Management Policy

PO147 Complaints Policy

## **9. REFERENCES AND LEGISLATION**

Children's Protection Act 1993 (SA)

Children's Protection Regulations

DECD Child Safe Environments: Principles of Good Practice

DECD Child Safe Environments: Dealing with Criminal History Information

Local Government Association Child Safe Environments Guidelines

Code of Conduct for Council Employees

Code of Conduct for Council Members

## **10. COUNCIL DELEGATION**

<b>Details of Delegation:</b>	
<b>Delegate:</b>	Chief Executive Officer

**11. VERSION HISTORY**

Archived Policy Name	Policy Number	Date Adopted	Last Reviewed
New policy			

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## DEFINITIONS

Child	Means a person under the age of 18.
Child abuse and neglect (or harm) in relation to a child	Sexual abuse or physical or emotional abuse, or neglect to the extent that: <ul style="list-style-type: none"> <li>• The child has suffered, or is likely to suffer, physical or psychological injury detrimental to the child's wellbeing; or</li> <li>• The child's physical and psychological development is in jeopardy.</li> </ul>
Close proximity	In reasonable unaided visual sight if physical structures were not present – that is, within eye sight.
Criminal history screening	Obtaining information about relevant potential employees, volunteers, contractors or consultants on the basis that the information is deemed relevant to assessing the suitability of a person to work in a child-related area. The information gathered may include details concerning previous employment and relevant experience; verification of qualifications and professional registration; criminal history information, reference checks and work history reports.
Employee	All personnel undertaking tasks/duties for and/or on behalf of the Yorke Peninsula Council, including persons employed directly by the Council in a full time, part-time or casual basis under an employment contract, volunteers, contractors, agency personnel and work experience placements.
Mandated notifiers	Any person providing services solely or partly to children and other vulnerable people including employees, volunteer, contractor or consultant, including sole operators and partnerships.  Supervisors and/or managers who have direct responsibility for the supervision of the provision of those services.  Section 11(2) of the Children's Protection Act 1993 (SA) prescribes mandated notifiers as any Council employee or volunteer directly involved in the delivery of health, welfare, education, sporting or recreational childcare or residential services wholly or partly for children and other vulnerable people.
Mandatory reporting obligation	A mandated notifier must report any suspicion of abuse or neglect of a child or other vulnerable person to the Families SA Child Abuse Report Line, or on-line.

Other vulnerable people	<p>Include:</p> <ul style="list-style-type: none"> <li>• Young people (over 18 years of age);</li> <li>• People with a disability (physical, intellectual or a mental illness)</li> <li>• The frail aged;</li> <li>• People who experience social disadvantage, for example, Aboriginal Australians and newly arrived immigrants or refugees.</li> </ul>
Prescribed position	<p>A position where an employee, volunteer, or contractor has regular contact with children and other vulnerable people and is not directly supervised at all times; or</p> <ul style="list-style-type: none"> <li>• Works in close proximity to children and other vulnerable people on a regular basis and is not directly supervised at all times; or</li> <li>• Supervises or manages people in above positions; or</li> <li>• Has access to personal records relating to children and other vulnerable people in connection with child protection services, education services, health services, disability services and court orders and proceedings;</li> <li>• Supervision or management of above positions; and</li> <li>• Access to records of a kind prescribed by regulation relating to children and other vulnerable people (including records relating to child protection services, health services, education services, disability services and court orders and proceedings).</li> </ul> <p>Identifying prescribed positions will involve consideration of the nature of the service provided (proximity or intimacy), the frequency (incidental contact, regular and/or on-going contact).</p> <p><b>Exemptions</b></p> <p>The following list provides examples of exemptions relevant to Councils:</p> <ul style="list-style-type: none"> <li>• A volunteer who is less than 18 years of age;</li> <li>• A volunteer for a service or activity in which their child or vulnerable person ordinarily participates;</li> <li>• A person working or volunteering for a short-term event or activity of less than 10 consecutive days duration, or for no more than 1 day in any month;</li> <li>• Where the child or vulnerable person's parents or guardians are present, and where there is ordinarily no physical,</li> </ul>

	<p>contact with children and other vulnerable people;</p> <ul style="list-style-type: none"><li>• Where services are provided to adults or the public generally and not to children and other vulnerable people on an individual basis;</li><li>• An organisation/person that provides equipment, food or venues for children and other vulnerable people at events but does not provide any other services for children and other vulnerable people;</li><li>• A person who has regular contact with a child (under 18 years of age) as part of an employment relationship (for example, a person working alongside a child or supervising an employee who is a child).</li></ul> <p>Further information is available in DFC Information Sheets 4, 5 and 9, via <a href="http://www.families.sa.gov.au/childsafes">www.families.sa.gov.au/childsafes</a></p>
Regular contact	<p>Includes contact that has a constant or definite pattern, or which recurs at short uniform intervals or on several occasions during short periods of time such as a week or fewer, extended and intense periods of contact which may be away from children's and other vulnerable people's usual environment.</p>

## ROLES AND RESPONSIBILITIES

**Council** is responsible for development of the “Safe Environment Policy” and, in conjunction with the Chief Executive Officer:

- Promoting protection of children and other vulnerable people from abuse;
- Responding promptly to advice received from the Chief Executive Officer or other sources concerning significant changes to relevant legislation and regulations; and
- Regularly reviewing the effectiveness of the policy.

Council Members have individual responsibility for appropriate behaviour towards children and other vulnerable people, and for compliance with the policy.

The **Chief Executive Officer** is accountable to Council and responsible as follows:

- Ensuring the policy is implemented, monitored, reported on and evaluated;
- Being aware of mandatory reporting requirements, procedures, and associated legal responsibilities;
- Ensuring significant changes to relevant legislation are brought to the attention of Council in a timely manner.

**Managers and supervisors (paid and voluntary)** are accountable to the Chief Executive Officer as follows:

- Recruitment and selection in accordance with Council’s human resources policies and procedures and requirements for criminal history screening of existing employees and preferred applicants for prescribed positions;
- Effective implementation of the policy, procedures and safe work place practices;
- Being aware and promoting acceptable behaviour when dealing with children and other vulnerable people;
- Providing appropriate induction and on-going training as required in relation to the Safe Environment Policy;
- Establishing and maintaining supportive procedures for fulfilling mandatory notification requirements and ensure mandated notifiers understand their legal responsibilities;
- Reporting any reasonable suspicion of abuse they have of a child to the Child Abuse Report Line (note: it is the mandated notifiers responsibility to report their suspicion, not their supervisor’s or manager’s);
- Supporting employees and responding to enquiries regarding suspicion of abuse or related issues, maintaining appropriate records and ensuring records are securely stored;
- Maintaining confidentiality and fully cooperating with the DECD, the South Australian Police and other relevant government agencies in their investigations of suspected abuse of a child or other vulnerable person if required;
- Report annually to the Chief Executive Officer on implementation, monitoring and review the Policy and relevant services, programmes, and workplace practices.

**Mandated Notifiers** have obligations under the *Children’s Protection Act 1993 (SA)* to notify Families SA if they suspect, on reasonable grounds, that a child has been or is being abused or neglected and the suspicion is formed in the course of their work (paid or voluntary) or in carrying out official duties.

*Note:* Whilst the obligation to report suspicions of abuse rests with mandated officers, they are encouraged to seek advice and support from their supervisor and manager, in relation to suspicions of child or other vulnerable person abuse or neglect. This practice will ensure employees and volunteers are appropriately supported, records are kept

confidentially and securely, and any organisational responsibilities in addition to the mandatory reporting obligation are pursued where relevant.

**Other Council Employees, volunteers, contractors and consultants (non-mandated notifiers)**

All Council employees, volunteers, contractors and consultants providing services on behalf of Council have a role to play in providing a safe environment for children and other vulnerable people, and for complying with the policy.

Council strongly encourages and will sensitively support any employees, volunteer, contractor or consultant who, though not a “mandated notifier” as defined by the Children’s Protection Act (1993), to report any suspicion they have of incidents of abuse or neglect of a child or other vulnerable person.

In these cases, incidents of abuse of a child or other vulnerable person are to be reported to the relevant programme manager who will, in consultation with the Chief Executive Officer, determine the appropriate action to be taken and where appropriate report to the relevant Government authorities.

**Third Party Responsibility**

- Contractors/Consultations
- Licensees
- Lease of Council premises/facilities
- Hire of Council facility - conditions/agreements

Council will include a clause in contracts of engagement, leases and relevant hire agreements, stipulating the requirement for compliance with Council’s Safe Environment Policy. This applies to organisations, sole traders and partnerships.

Council will:

- Disclose the policy;
- Provide access to an electronic version of the policy via the [Council website](#);
- Insert within the clause an obligation to comply with the policy;
- Insert within the clause an obligation to notify Council of instances of non-compliance with the policy;
- If the third party meets the “prescribed position” test, require certification of a criminal history screening which does not exclude relevant party/parties from providing services to or working with children and other vulnerable people. This includes cultural, entertainment and party events.

Legal advice may be required in relation to any specific third party arrangements where relevant.

**PO\*\*\* – Safe Environment****CODE OF CONDUCT FOR PROVIDING SERVICES TO CHILDREN AND OTHER VULNERABLE PEOPLE**

Council is committed to ensuring that children and other vulnerable people are treated with respect, fairness and dignity within a welcoming and supportive environment that is free from all types of abuse and inappropriate behaviour.

All employees, volunteers, contractors, consultants and any other persons engaged to provide any service wholly or partly to children and other vulnerable people on behalf of Council are required to comply with this Code, as well as children and other vulnerable people, parents and carers who access Council services.

This Code does not cover every situation – however, the values, ethics and standards it implies are a reference point to help make decisions relating to situations not referred to. It sets out the minimum standards of behaviour expected during any interactions with children and other vulnerable people in accessing Council services.

Council's Governance Officer can be contacted for further information relating to the application of this Code or the Child Safe Environments Policy.

**Supportive Behaviours**

Employees, volunteers and those who access Council services must at all times:

- Treat children and other vulnerable people with respect, equity and dignity;
- Ensure children and other vulnerable people are protected from any form of harm or discrimination;
- Ensure the environment is safe for children and other vulnerable people – this includes protection from violence, bullying, teasing, threatening and sexist or racist remarks;
- Role model positive behaviours, including:
  - encourage children and other vulnerable people to participate in decision making processes;
  - give constructive feedback to children and other vulnerable people;
  - ensure children and other vulnerable people are aware of their rights, including their rights to respect, fairness and safety.

Employees and volunteers must be aware of their mandatory notification responsibilities and;

- Inform the Child Abuse Report Line (13 14 78) or report on line at [www.reportchildabuse.families.sa.gov.au](http://www.reportchildabuse.families.sa.gov.au) if they form a suspicion of abuse or neglect; or
- Discuss their concern with their supervisor or manager; and
- Where relevant, explain the commitment to maintaining confidentiality including situations that would require the sharing of information, for example mandatory notification responsibilities.

**Safe and protective work practices**

Adopt safe and protective work practices, including:

- Be aware of potential situations and actions when working with children and other vulnerable people that may be misinterpreted or misconstrued, and adopt safe work practice (and also see "Unacceptable behaviours" below):
  - where possible work in an open and visible environment when with children and other vulnerable people;
  - dress appropriately;
  - secure parental/guardian consent for excursions or to obtain medical treatment for children and young people under 18 years if the need arises;

- Adopt a calm and non-judgemental attitude to allow children and other vulnerable people to feel safe to raise complaints or concerns;
- If necessary, explain grievance procedures and avenues for complaint in simple and clear language that is appropriate to the age of the child or vulnerable person.

### **Unacceptable Behaviours**

Unacceptable Behaviours include:

- Any form of discrimination against a child or vulnerable person on the basis of ethnicity; culture, religion, gender, sexuality or on any other grounds;
- Hitting or physically assaulting a child or vulnerable person;
- Using language that is offensive, abusive or otherwise inappropriate;
- Showing preferential treatment to one child or vulnerable person over others;
- Shout, yell or speak to a child or young person in an angry, intimidating or threatening manner;
- Engaging in rough physical play with children and other vulnerable people;
- Unnecessary physical contact with children and other vulnerable people. For example, giving a child or young person a hug may be culturally inappropriate or it may be frightening or offensive to the child or vulnerable person;
- Condone or participate in illegal or unsafe behaviours when working with children and other vulnerable people;
- Make inappropriate self disclosures relating to any participation (past or present) in illegal or unsafe behaviours. For example past drug use should not be disclosed to or discussed with children and other vulnerable people;
- Initiating or engaging in 'friendship' relationships with a child or vulnerable person. For example it is not OK to make arrangements to socialise outside the work environment. Remember, children and other vulnerable people are clients not friends;
- Taking children and other vulnerable people to your home or on outings that do not fall within professional duties or that have not been authorised by parents or guardians;
- Acting in a manner that is sexually inappropriate – this includes verbal, physical and implied behaviours;
- Initiating or developing a physical/sexual 'relationship' with a child or vulnerable person;
- Initiating or developing any relationship that could be deemed as exploitative or abusive with a child or vulnerable person;
- Failure to report disclosures of abuse or suspicions of abuse to the relevant supervisor and/or Families SA Child Abuse Report Line.

### **Breaches of Policy / Disciplinary Action**

All employees and volunteers have a responsibility for promoting and supporting these values and standards of behaviour.

Where an employee or volunteer is found to have acted outside of this Code, they will be subject to disciplinary action commensurate with the seriousness of their actions. Breaches of this Code will be investigated on a case by case basis and in accordance with the Council's Support Disciplinary and Performance Management Policy PO146.

### **Employees Rights**

Employees are entitled to representation in the consideration of alleged non-compliance with this Code. The principles of fairness, equity and natural justice will apply to investigation and management of the matter. Investigations undertaken regarding compliance with the Code will be kept confidential, excluding any mandatory reporting requirements to external bodies, for example, SA Police.

### **Reporting – if you have a concern**

All employees, volunteers and those accessing Council services have a role in supporting this Code by raising their concerns with the relevant supervisor and/or manager. Any

questions of compliance raised by Council Members, other employees or the community regarding the Code will be considered by the relevant director and/or the Chief Executive Officer.

If you have any difficulties or questions regarding this Code, you should discuss these with Council's Governance Officer.

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**PO\*\*\* – Safe Environment****MANDATED NOTIFIERS**

The following provides guidance on mandatory reporting requirements relative to the services provided along with training requirements:

**Parks and garden, dog/parking inspectors and maintenance**

Parks and garden employees, dog and parking inspectors and maintenance employees do not provide services to children. They may come into contact with children from time to time in carrying out their duties, but are not mandated notifiers. However, all employees should be aware of Council's Child Safe Environment Policy and who to talk to about any concerns that may arise about child safety during the course of their duties.

**Libraries, recreation centres, swimming pools, community centres, caravan parks, information services, and some community development programs**

Employees and volunteers in Libraries, recreation centres, swimming pools, community centres, information services, and some community development programs are mandated notifiers because they provide services **partly** to children.

**Immunization services, child care centres, children's library programs, education programs for children, and Youth Advisory Committees**

Employees and volunteers providing immunization services, child care centres, children's library programs, education programs for children, and Youth Advisory Committees services **wholly** to children are mandated notifiers.

**Supervisors and/or managers**

Supervisors and/or managers who have **direct responsibility** for the supervision of those employees and volunteers who provide services partly or wholly to children are also mandated notifiers.

**Other**

There will be other types of services provided by Council either wholly or partly to children. The above "partly" or "wholly" test will be applied to determine if relevant employees and volunteers are mandated notifiers.

**Training**

The following schedule provides guidance to assist in determining the appropriate level of training for mandated notifiers:

<b>Nature of services provided</b>	<b>Training Requirements</b>
Employees/Volunteers providing services wholly to children and other vulnerable people.	One day programme
Employees/Volunteers providing services partly to children, and who may have regular and ongoing contact, and where there is the possibility of establishing a relationship with the child or vulnerable person.	One day programme
Direct Managers or Supervisors of the above employees/volunteers.	One day programme
Employees/Volunteers providing services partly to children and other vulnerable people, incidental to the overall service provision.	2-1/2 hour Orientation Session
Direct Managers or Supervisors of the above employees/volunteers.	2-1/2 hour Orientation Session

A refresher programme, similar to the orientation session, is required three years after the initial training/orientation session and every 3 years after that.

**Training Options**

Training options include:

The Local Government Association's (LGA) Education and Training Service Programme.

Contact: Training and Development at the LGA on telephone 8224 2035

DECD maintains a list of independent accredited trainers

Contact: [www.families.sa.gov.au/childsafe](http://www.families.sa.gov.au/childsafe)

The Office for Recreation and Sport (ORS) offer resources for recreation centres, clubs and sporting associations.

Visit: [www.recsport.sa.gov.au](http://www.recsport.sa.gov.au)

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# COMMUNITY ENGAGEMENT PLAN

SF215

Responsible Officer: Business Improvement Officer

Issue Date: 10th June 2015

Next Review Date: June 2019

**PROJECT NAME: Draft Safe Environment Policy**

Stakeholders	Level 1 INFORM	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community	Website	Jackie Reddaway	10/03/2016		NS	Number of website hits
	Public Notice	Jackie Reddaway	10/03/2016		NS	
	Social Media	Anne Hammond	10/03/2016		NS	Number of likes, reposts or tweets

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **DA/ITEM 6.2**

#### **1. FINANCIAL REPORT 29<sup>th</sup> FEBRUARY 2016**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For Council to receive the financial report and review of capital projects as at 29<sup>th</sup> February 2016.

##### **RECOMMENDATION**

That Council receive the financial reports as at 29<sup>th</sup> February 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.

##### **COMMUNITY ENGAGEMENT PLAN**

Not applicable

##### **CONSULTATION PROCESS**

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

- Corporate Management Team
- Acting Manager Financial Services
- Operations Manager
- Works Manager
- Corporate Services Officer
- Infrastructure Manager

- Manager Business and Public Relations

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 29<sup>th</sup> February 2016

**Attachment 2:** Capital Projects Report for Council at 29<sup>th</sup> February 2016 (Projects over \$50,000)

## Yorke Peninsula Council

### Uniform Presentation of Finances as at 29th February 2016

Income	-\$24,115
Less Expenses	\$12,785
<b>Operating Deficit before Capital Amounts</b>	<b>-\$11,330</b>
<b>Less Net Outlays on Existing Assets</b>	
Capital Expenditure on renewal and replacement of Existing Assets	\$2,366
Less Depreciation, Amortisation and Impairment	
Less Proceeds on Sale of Assets	-\$341
	<b>\$2,025</b>
<b>Less Net Outlays on New and Upgraded Assets</b>	
Capital Expenditure on New and Upgraded Assets	\$2,758
Less Amounts received specifically for New and Upgraded Assets	-\$1,412
	<b>\$1,346</b>
<b>NET(LENDING) / BORROWING FOR FINANCIAL YEAR</b>	<b>\$(7,959)</b>

2015/16 YTD Actuals \$'000

2015/16 Full Year Adopted Budget \$'000	2015/16 Full Year Budget Revisions \$'000	2015/16 Full Year Revised Budget \$'000
-\$26,699	-\$165	-\$26,864
\$29,450	\$258	\$29,708
\$2,751	\$93	\$2,844
\$7,707	\$504	\$8,211
-\$8,700	\$0	-\$8,700
-\$377	\$0	-\$377
-\$1,370	\$504	-\$866
\$3,479	\$2,127	\$5,606
-\$2,310	-\$1,305	-\$3,615
\$1,169	\$822	\$1,991
\$2,550	\$1,419	\$3,969

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

		New	Renewal	Scheduled Start	Scheduled Finish	Spent To Date		% Physically Complete	Reviewed
						New	Renewal		Y/N
Buildings	TOTAL BUILDINGS BUDGET	\$713,789	\$955,900			\$237,190	\$47,267		
	Maitland Hall - Concrete Cancer		\$282,990	Nov-15	Jun-16		\$10,668	50.00%	Y
	Office Expansion Project (New)	\$118,789	\$25,000	Jul-15	May-16	\$114,421	\$0	98.00%	Y
	Port Vincent Caravan Park - New Cabins	\$200,000		Apr-16	Sep-16	\$800		10.00%	Y
	Port Vincent Caravan Park - Oz Shacks	\$95,000		Aug-15	Dec-15	\$96,568		100.00%	Y
	Point Turton Caravan Park - New Cabins	\$200,000	\$200,000	Jul-15	Jun-16	\$325	\$0	10.00%	Y
	Marion Bay Caravan Park - New Cabins		\$350,000	Jul-15	Jun-16		\$325	10.00%	Y
CWMS	TOTAL CWMS BUDGET	\$87,860	\$143,000			\$18,482	\$45,068		
Water	TOTAL WATER BUDGET	\$27,000	\$0			\$17,596	\$0		
Transportation	TOTAL TRANSPORTATION BUDGET	\$2,695,072	\$5,237,301			\$825,892	\$1,181,608		
	S2 Rubble Raising	\$200,000		Jul-15	Jun-16	\$0		0.00%	N
	S3 Reseals		\$122,000	Jul-15	Jun-16		\$93,928	100.00%	N
	S6 McCauley Road		\$116,752	Dec-15	Jun-16		\$63,687	0.00%	Y
	S8 Nalyappa Road		\$129,510	Aug-15	Apr-16		\$107,912	100.00%	Y
	S9 North South Road		\$111,398	Apr-16	Jun-16		\$47,347	0.00%	Y
	S11 Saint Road		\$101,002	Sep-15	Apr-16		\$89,863	100.00%	Y
	S14 McFarlane Road		\$76,800	Aug-15	Sep-15		\$55,575	100.00%	N
	S16 Brutus Road		\$178,622	Sep-15	Nov-15		\$173,276	100.00%	Y
	S18 Daly Head Road		\$206,106	Oct-15	Dec-15		\$207,369	100.00%	Y
	S19 Dump Road		\$134,437	Apr-16	May-16		\$0	0.00%	Y
	S20 Old Coast Road		\$152,316	May-16	Jun-16		\$0	0.00%	Y
	S21 Old Port Vincent Road		\$167,749	May-16	Jun-16		\$0	0.00%	Y
	S22 Recluse Road		\$85,375	Mar-16	Apr-16		\$0	0.00%	Y
	S23 South Coast Road		\$243,867	Jul-15	Sep-15		\$247,441	100.00%	Y
	S25 Wattle Point Road		\$80,564	Mar-16	Apr-16		\$4,132	10.00%	N
	S27 Clinton Road (subject to funding approval)	\$2,248,000		Oct-15	Apr-16	\$698,075		45.00%	Y
	S30 Transport acceleration		\$2,901,760	TBA	TBA		\$0	0.00%	Y
	E1 Harmer Road		\$88,996	Apr-16	Jun-16		\$0	0.00%	N
	E3 Weavers Road North		\$111,660	Feb-16	Apr-16		\$69,628	25.00%	N
	E5 Fourth Street, Arthurton	\$80,003		Mar-16	Apr-16	\$13,191		0.00%	Y
	E8 Bramley Road, Edithburgh	\$79,069		Oct-15	Dec-15	\$76,702		100.00%	N
	E10 Cutline Road		\$67,322	Jun-16	Jun-16		\$24	0.00%	N
	E13 Footpath - Elizabeth Street, Maitland	\$50,000		Aug-15	May-16	\$30,909		100.00%	Y
	E18 Polkinghorne Road		\$89,997	Jul-15	Jun-16		\$9,265	25.00%	Y

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

		New	Renewal	Scheduled Start		Scheduled Finish		Spent To Date		% Physically Complete	Reviewed
								New	Renewal		Y/N
Plant	TOTAL PLANT BUDGET	\$175,000	\$1,484,000					\$140,400	\$1,301,547		
	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	50.00%	Y
	Works Vehicles		\$128,000	Jul-15		Jun-16			\$110,145	100.00%	N
	Admin Vehicles		\$396,000	Jul-15		Jun-16			\$200,581	70.00%	N
	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					\$3,060	\$0		
	Stormwater - Yorketown Consultancy	\$118,060		Jul-15		Jun-16		\$0		0.00%	Y
Other Assets	TOTAL OTHER ASSETS BUDGET	\$1,707,675	\$390,236					\$1,110,028	\$182,336		
	Walk the Yorke - as per Funding Agreement (400k Grant Funding)	\$832,708		Jul-15		Feb-16		\$842,951	\$4,676	100.00%	Y
	Point Turton CP Cabin Furnishings Rejuvenation (10 Cabins) - High		\$65,000	Aug-15		Dec-15			\$59,239	100.00%	Y
	Marion Bay CP Fire Hose Reel System - High	\$60,000		Apr-16		Jun-16		\$0		0.00%	N
	EDRMS System Installation	\$175,000		Aug-15		May-16		\$55,690		5.00%	Y
	Council Phone System	\$27,000	\$50,000	Aug-15		Apr-16		\$0	\$0	12.00%	Y
	32 Replacement Computers (Renewal Programme)		\$64,000	Jan-16		Apr-16			\$7,760	10.00%	N
	Marion Bay Boat Ramp Feasibility Study (50% SABFAC - \$50k)	\$100,000		Feb-16		Jun-16		\$0		30.00%	N
	Formby Bay Action Group - Remedial Work (\$92k less Grants etc of \$62k)	\$80,000		TBA		TBA		\$0		0.00%	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		\$23,604	\$13,230	95.00%	Y
	Rogues Point Seawall	\$87,063		Jul-15		Mar-16		\$0		95.00%	Y
Land	TOTAL LAND BUDGET	\$13,240	\$0					\$13,240	\$0		
Yorke Peninsula Council	TOTAL ANNUAL CAPITAL BUDGET	\$5,605,196	\$8,210,437					\$2,365,888	\$2,757,826		



## **DIRECTOR ASSETS & INFRASTRUCTURE SERVICES**

### **DA/ITEM 6.3**

#### **1. CLINTON ROAD LAND ACQUISITION VALUES**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To seek endorsement of land values associated with identified purchases complimenting land acquisition requirements for the Clinton Road construction / upgrade.

##### **RECOMMENDATION**

That Council endorse a value of \$1/m<sup>2</sup> for identified land purchases complimenting the land acquisition requirements for the Clinton Road construction / upgrade for those requiring compensation.

##### **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

##### **BACKGROUND**

As previously reported, complimenting the engineered design for the upgrade to the Clinton Road, identified sections of private land are required to accommodate the design, therefore compensation may be requested from certain landowners as a consequence of the land acquisition and transfer process.

##### **DISCUSSION**

Aligned with criteria for Special Local Roads Funding, Council commissioned consultants to provide an as constructed detailed road design for the Clinton Road in accordance with relevant standards and design principles.

The design identified 19 sites which require land acquisitions to cater for road alignment. All affected landowners have been advised of the proposed land acquisition requirements.

Currently a land acquisition process has been agreed to and administered for one landowner across three parcels of land. Construction of the Clinton Road has been completed in past financial years.

The estimated cost for this land transfer process is \$8000, which includes:

- a certified survey of subject land;
- preparation of a plan of division;
- Land Title Office requirements;
- conveyancers cost; and
- execution process cost.

The estimated cost does not include compensation for sale of land.

As the landowner seeks compensation in this instance an agreed compensation has been formulated at \$1/m<sup>2</sup>. This amount has been derived from an average value of farming land within this area of our district based \$4000/acre equates to approximately \$1/m<sup>2</sup>. The total m<sup>2</sup> of the three parcels of land equals 3930m<sup>2</sup>, therefore in good faith an agreed compensation has been set at \$4000.

To this end the remaining 16 areas affected by the land acquisition requirements range in area from 20m<sup>2</sup> to 1020m<sup>2</sup> with eight landowners consenting to the land acquisition process, seven objecting and one having not responded. Of the eight who have consented five have requested compensation (of varying values) with three donating their land.

Given the status of responses, with some disagreeing with the road design, a meeting to discuss matters is programmed for Thursday 10<sup>th</sup> March 2016 at the Maitland office, commencing at 5.30pm in an effort to convince affected landowners of the benefits of the project moving forward. It would be appreciated if Elected Members could also attend this meeting in support of the design and project.

The design engineer Mr John Wilbury (retired) and Mr Rod Ellis from Tonkin Consulting will also be in attendance providing those present with engineering principles complimenting the road design.

#### **COMMUNITY ENGAGEMENT PLAN**

The meeting is the basis for effected community members.

#### **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Works Manager

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

- Tonkin Consulting

#### **POLICY IMPLICATIONS**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

All costs associated with the land acquisition process are captured within the Clinton Road budget.

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Project incompletion by design if landowners do not support land acquisition requirements, unsure if this would have any legislative implications.

#### **ATTACHMENTS**

Nil

## **DIRECTOR ASSETS & INFRASTRUCTURE SERVICES**

### **DA/ITEM 6.3**

#### **2. AUTHORISATION TO SIGN CERTIFICATE OF CONSENT FOR THE DEPOSIT OF A PLAN OF DIVISION** (File Ref: 9.24.1.1)

##### **PURPOSE**

To seek authorisation from Council for the Mayor and Chief Executive Officer to execute a Certificate of Consent for the Deposit of a Plan of Division and contract for sale and purchase of land complimenting the land acquisition requirements upon identified sections of 42, 470 and 471 Hundred of Clinton.

##### **RECOMMENDATION**

That Council authorise the Mayor and Chief Executive Officer to sign and affix the Common Seal on the relevant documents complimenting the land acquisition requirements upon identified sections of 42, 470 and 471 Hundred of Clinton.

##### **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

##### **BACKGROUND**

The landowners of Sections 42, 470 and 471 Hundred of Clinton have consented to the transfer and sale of land associated with the land acquisition process complimenting the Clinton Road upgrading project. The land will be vested to allotments 53, 54 and 55 as public roads pursuant to Section 223LF of the Real Property Act 1886.

##### **DISCUSSION**

As previously advised with the upgrading of the Clinton Road, identified parcels of land are affected by the road design requiring transferring by donation or sale to Council.

Landowners of Sections 42, 470 and 471 (one owner) have agreed to the land acquisition requirements, therefore services by professionals in such processes have been engaged to fulfil process objectives.

Before Council is the last component of the process to be formalised.

Once preliminary agreements are secured for future such transfers, consultants will again be engaged to assist Council on this matter.

##### **COMMUNITY ENGAGEMENT PLAN**

Not required in this process.

##### **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Development Services staff

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

- Tonkin Consulting
- Andrew B Thiele and Co

#### **POLICY IMPLICATIONS**

Nil

#### **BUDGET AND RESOURCE IMPLICATIONS**

Costs associated with this process is borne by Council, however, is within the Clinton Road budget parameters.

#### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Local Government Act 1999

Real Property Act 1886

#### **ATTACHMENTS**

Nil

## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

#### **1. PORT VINCENT FORESHORE BOAT RAMP**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For Council to consider findings of its public consultation process in relation to the future use of the Port Vincent Foreshore Boat Ramp.

##### **RECOMMENDATION A**

That Council close the Port Vincent Foreshore Boat Ramp and make it available for emergency use only.

or

##### **RECOMMENDATION B**

That Council restricts the use of the Port Vincent Foreshore Boat Ramp to the Port Vincent Sailing Club and Aquatic Centre.

or

##### **RECOMMENDATION C**

That Council maintain the current status of the Port Vincent Foreshore Boat Ramp subject to the implementation of the following safety and commercial strategies.

1. Erecting a fence (similar to the existing playground fencing) down the western edge of the ramp, past the playground to a maximum of 3 meters in length.
2. Erecting a fence (similar to existing playground fencing) down the western side of the PVSC clubhouse, extending past the clubhouse to a distance equal to the existing 'deck' structure towards the foreshore and parallel along the building, extending past the building, towards the road to a maximum of 1.5 meters in length, facilitating a walkway area.
3. As from 1 July 2016 the Port Vincent Foreshore Boat Ramp be included as a pay for use ramp by installing a boat ramp ticket machine.

##### **LINK TO STRATEGIC PLAN**

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

##### **BACKGROUND**

The foreshore boat ramp is located adjacent to the Port Vincent Sailing Club (PVSC) which is also co-tenanted by the Port Vincent Aquatics Centre (PVAC). The foreshore area, adjacent to the ramp is used for activities undertaken by the Sailing and Aquatics Clubs.

Both clubs believe that the launching of boats with motor vehicles significantly increases the likelihood of a catastrophic incident occurring amongst people using the foreshore area for recreational purposes. The proposal to restrict the use of the foreshore boat ramp may reduce the likelihood of such an incident.

This ramp has also been used for many years by people using motor vehicles to launch their larger boats. Although there is another public launching facility within the township, the Marina Boat Ramp, some people find it difficult to launch their boats there. The holiday makers staying in the adjacent Port Vincent Foreshore Caravan Park find the foreshore boat ramp very convenient to launch their boats.

The foreshore area in the vicinity of the boat ramp is popular with beach goers, fisherman and those taking part in the activities organised by PVSC and PVAC. The area adjacent to the boat ramp has an excellent sandy beach and there is also a children's playground adjacent to the boat ramp.

During the Council Meeting on the 11<sup>th</sup> November 2015, a report was provided by staff in relation to safety concerns raised in correspondence from Port Vincent Sailing Club and Aquatic Centre. Council resolved to undertake a public consultation process to investigate the possible restriction of motor vehicles launching boats at the Port Vincent Foreshore Boat Ramp.

Staff commenced a Level 2 consultation process, which included:

- Notice in the Yorke Peninsula Country Times seeking community input to be received no later than 27 January 2016.
- Notification on Council's website that contained a Public Consultation Report (Attachment 1).
- The Consultation Report was also made available at Council Offices, Port Vincent Caravan Park and available via the Port Vincent Progress Association Office.
- A mail out (280 copies) of the notice that was placed in the Yorke Peninsula Country Times was delivered to the persons who collect their mail via the Port Vincent Post Office.

## **DISCUSSION**

As a result of the public consultation, 70 written submissions were received (Attachment 2).

Council staff have analysed these submissions and provide them in document form (Attachment 3). Many of the submissions received raised similar concerns.

A petition was also received (petition received in 1.11 of this Agenda) containing 67 signatories who requested that Council leave the ramp open to the public.

Three of the submissions supported the restricted use of the ramp.

The Senior Compliance Officer has monitored the foreshore ramp and subsequently drafted a Risk Assessment based on their observations, together with those issues had raised in the consultation process (Attachment 4).

After the consultation period had finalised, letters were sent to PVSC, PVAC, Port Vincent Progress Association and the Port Vincent Caravan Park seeking further feedback in relation to the submissions that were received.

As a result of this, another response was received from PVSC in conjunction with the PVAC, (Attachment 5).

The consultation process indicates that the community would like to see the foreshore boat ramp remain open to the public.

Should Council resolve to keep the boat ramp open to the public, Council staff and various stakeholders have considered the following additional control strategies could be implemented to reduce the likelihood of an incident occurring.

These strategies may not necessarily be implemented, but include:

1. Paint lines on the ramp delineating two ramp lanes and footpath areas in yellow paint.
2. Re-painting of the roadway and parking spaces in the vicinity of the boat ramp area showing both proper roadway and the 'buffer' zone for vehicle's entering and leaving the ramp.
3. Erect signs informing users that this is a 'reverse only' ramp and that 'U Turns' are not permitted, i.e. vehicle's should not drive forward down the ramp.
4. Facilitate in the future, the re-routing of the footpath access to and from the Foreshore Caravan Park.
5. Erect a stop sign at the Marine Parade end of the boat ramp to ensure slower/safer egress of the ramp.
6. Further investigate ways to ensure that the boat ramp does not become congested.
7. Restrict parking on the northwest side of the entrance on Marine Parade to improve sight distance.
8. A mirror placed near the trailer park adjacent to the PVSC for vehicle's leaving the ramp would provide clearer vision.
9. The erection of an extra shared zone sign placed along the ramp.
10. PVAC and PVSC be issued a permit to undertake their activities on the foreshore and that they submit a management plan to address risk management associated with their activities.

## **COMMUNITY ENGAGEMENT PLAN**

Level 1 – Inform.

## **CONSULTATION PROCESS**

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

- Director Development Services
- Director Assets & Infrastructure
- Manager Development Services

- Senior Compliance Officer

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

- Port Vincent Sailing Club and the Port Vincent Aquatic Centre
- Port Vincent Progress Association
- Port Vincent Caravan Park

## **POLICY IMPLICATIONS**

PO91 Risk Management Policy

PO001 LGA Peak Policy for LG WHS and IM

## **BUDGET AND RESOURCE IMPLICATIONS**

If Council resolve to keep the boat ramp open to the public, associated costs for implementing control strategies to the ramp, to address the issues raised in the risk assessment, will require costing. Any costs associated with implementing control strategies could be absorbed in the current boat ramps maintenance budget allocation.

There is no capital budget allocation for a new boat ramp ticket machine, which is estimated between \$10 and \$12k.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Local Government Act 1999

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

## **ATTACHMENTS**

Attachments provided under separate cover.

**Attachment 1:** Public Consultation report

**Attachment 2:** Written submissions received

**Attachment 3** Staff analysis of the submissions

**Attachment 4** Draft Risk Assessment

**Attachment 5** Second submission received by PVSC and PVAC

**Attachment 6** Community Engagement Plan



## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

#### **2. EXTENSION TO THE MAITLAND AND ARDROSSAN DRY AREAS**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For Council to consider applying for an extension for the Maitland and Ardrossan Dry Areas which expires on 7 August 2016.

##### **RECOMMENDATION**

That Council:

1. Makes an application to the Liquor and Gambling Commissioner requesting the dry area in Ardrossan be continued from 10pm to 8am daily the area contained in Attachment 1 for an indefinite period.
2. Makes an application to the Liquor and Gambling Commissioner requesting the dry area in Maitland be continued for 24 hours daily, in the area contained in Attachment 2 for an indefinite period.

##### **LINK TO STRATEGIC PLAN**

Key Theme/s: Corporate Governance and Leadership  
2. Organisational Efficiency and Resource management  
Strategic Goal/s: 2.2 Efficient, effective an professional organisation  
2.3 Meet all legislative and compliance responsibilities

##### **BACKGROUND**

The dry area regulation that prohibits the possession and consumption of liquor in various public places in Maitland and Ardrossan expires on 7 August 2016. A letter, together with an evaluation report requesting an extension of the dry area needs to be submitted to the Liquor and Gambling Commissioner prior to 7 April 2016 for consideration.

##### **DISCUSSION**

As part of the consultation and evaluation process, letters were sent to various local stakeholders seeking their views in relation to an extension of the time limit of the dry areas in Ardrossan and Maitland. An advertisement was also placed in the Yorke Peninsula Country Times newspaper on 27 January 2016 and an article on the front page of Council's website seeking written submissions to be received by 22 February 2016.

The Ardrossan dry area was introduced in 2007 as a result of unruly behaviour and vandalism occurring in the town. The dry area is in place from 10pm to 8am daily and covers the area as per the map on Attachment 1. Brevet Sergeant Steve Moulds, who has been the local police officer in Ardrossan since the introduction of the dry area advises that there are now very few incidents of vandalism or unruly behaviour in the township, mainly due to the dry area restrictions. During the past 2 years there has only been two Expiation Notices issued to persons for breaching the dry area.

The dry area has not resulted in the displacement of youths to other areas within the town. Brevet Sergeant Steve Moulds strongly supports the continuation of the dry area in its current format.

The Maitland dry area was also introduced in 2007 as a result of unruly behaviour that was occurring in the main street area. As a result, this dry area was introduced for 24 hours a day in an area shown on the map as per Attachment 2. Brevet Sergeant Nathan French, the current Officer in Charge of Maitland Police advises that prior to the introduction of the dry area, groups of people would consume large amounts of alcohol in the street and beg for money and become a public nuisance. Brevet Sergeant French advises that the community is now accustomed to the dry area which is responsible for the significant reduction of anti-social behaviour. He is unaware of any displacement issues to other public places and supports the continuation of the dry area.

The general consensus appears that the dry areas at Ardrossan and Maitland are working very well and are accepted in the community. No response has been received from a representative of the Aboriginal Community during the review process.

Letters of support for the continuation of the dry areas have also been received from Steven Griffiths MP (Local Member for Goyder), John Sandercock of Ardrossan and the medical centre at Maitland. No written negative feedback has been received in relation to the proposal.

The Alcohol Management Working Party discussed the expiring dry areas at its recent meeting. John Sandercock suggested that consideration may be given to the extension of the dry area to include the old tennis courts as this area may soon be a skate ramp. Brevet Sergeant Steve Moulds advised that he would like to see the dry area remain the same, with a future review, should unruly behaviour and vandalism become a problem. The Working Party resolved at their meeting that the dry areas should continue in their current format for an indefinite period.

Since the implementation of the Alcohol Management Working Party in 2008, the Party has continued to monitor evidence of displacement in conjunction with the dry areas. No confirmation of displacement has been reported to the Working Party.

Council's Youth Officer will continue to seek out opportunities to develop and support youth programs and initiatives. The continuation of the dry area at Ardrossan and Maitland will not have a detrimental effect on local youth and gives police an excellent tool to deal with alcohol related behaviour if it occurs.

Previous history shows that a dry area has been extended by the Liquor and Gambling Commissioner for a period of 3 or 5 years, however, the recent review of the Edithburgh and Port Vincent dry areas resulted in the Commissioner extending the dry areas indefinitely. The dry areas are continually monitored by the Yorke Peninsula Alcohol Management Working Party, local police and local communities.

Due to the success of the dry areas and the reduction of vandalism and anti-social behaviour in our district, it is considered that Council should seek an indefinite extension of the Ardrossan and Maitland dry areas in its current format.

## COMMUNITY ENGAGEMENT PLAN

Level 1 - Inform

## CONSULTATION PROCESS

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

- Manager Development Services
- Senior Compliance Officer

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

- Yorke Valley Hotel, Maitland Hotel, Ardrossan Hotel, Royal House Hotel, Ardrossan Progress Association, Highview Caravan Park, Point Pearce Aboriginal Corporation, Ardrossan Hospital, Ardrossan Medical Centre, Yorke & Mid North Regional Development Australia, Men's & Youth Health, Stephen Griffiths MP, Maitland Chemist, Maitland Progress Association, Maitland Hospital, Maitland Medical Centre.

## POLICY IMPLICATIONS

Nil

## BUDGET AND RESOURCE IMPLICATIONS

Within current budget limitations.

## RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Section 131 Liquor Licencing Act 1997.

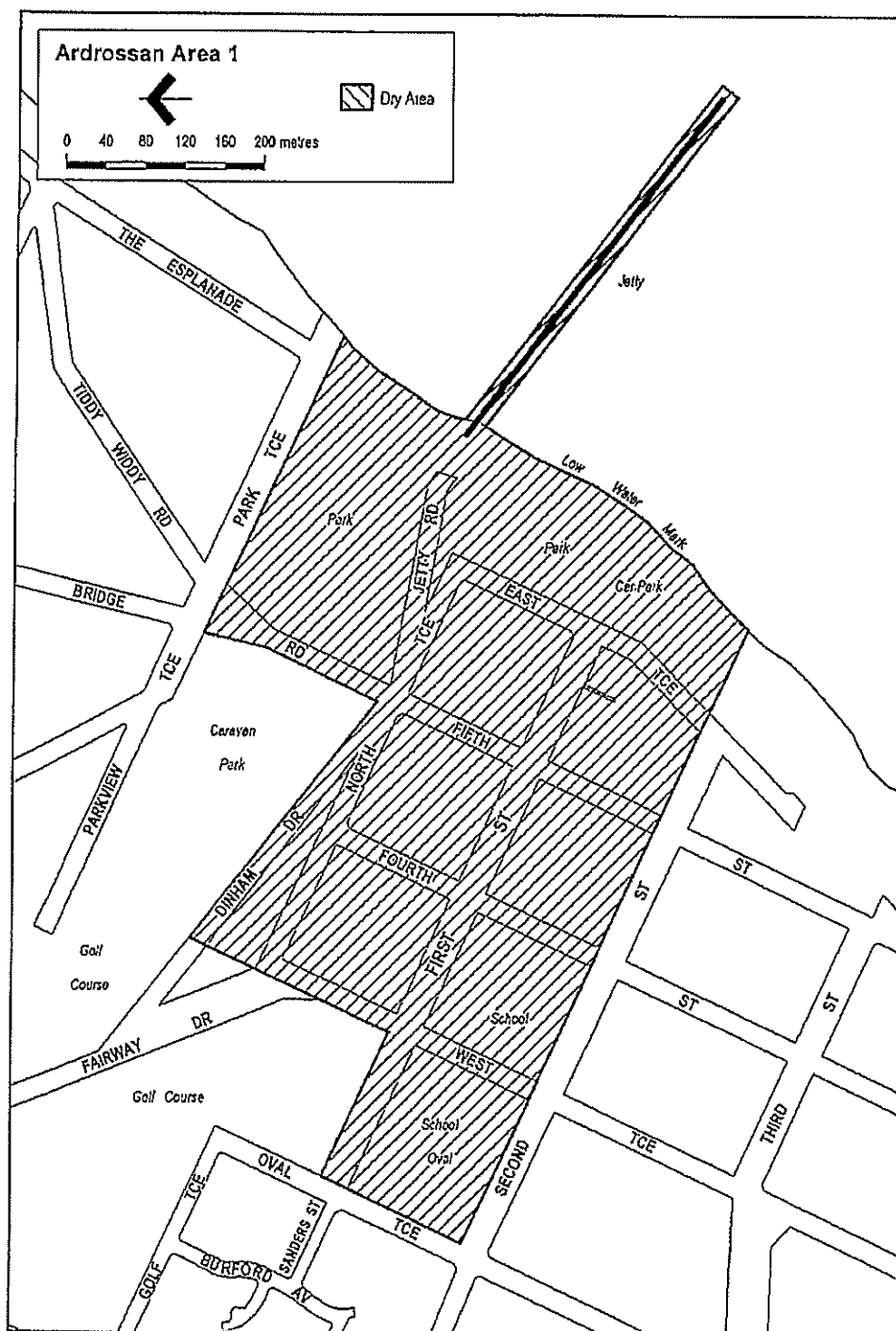
The dry areas reduce the risk of unruly behaviour and vandalism occurring in Ardrossan and Maitland.

## ATTACHMENTS

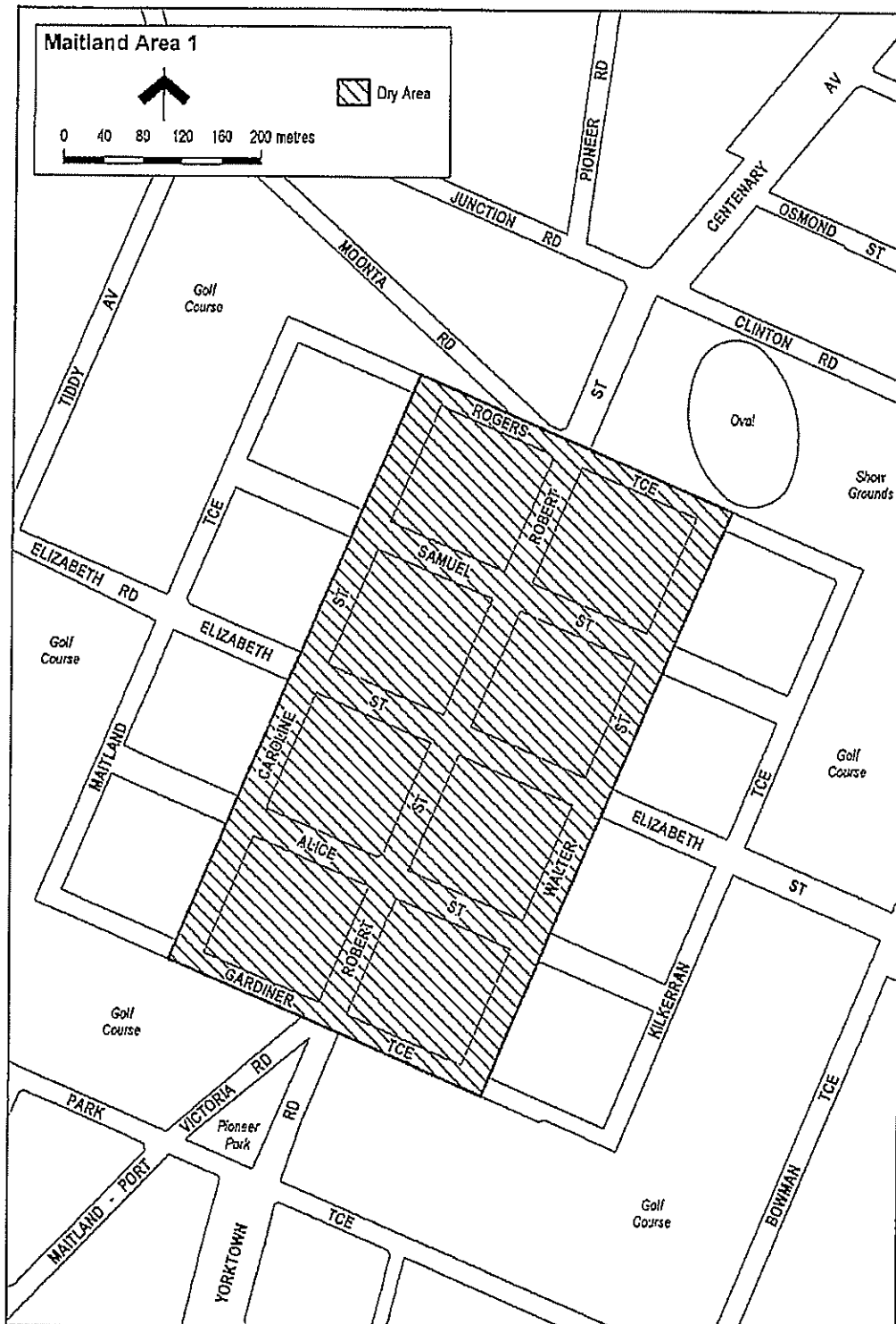
**Attachment 1:** Map showing Ardrossan Dry Area

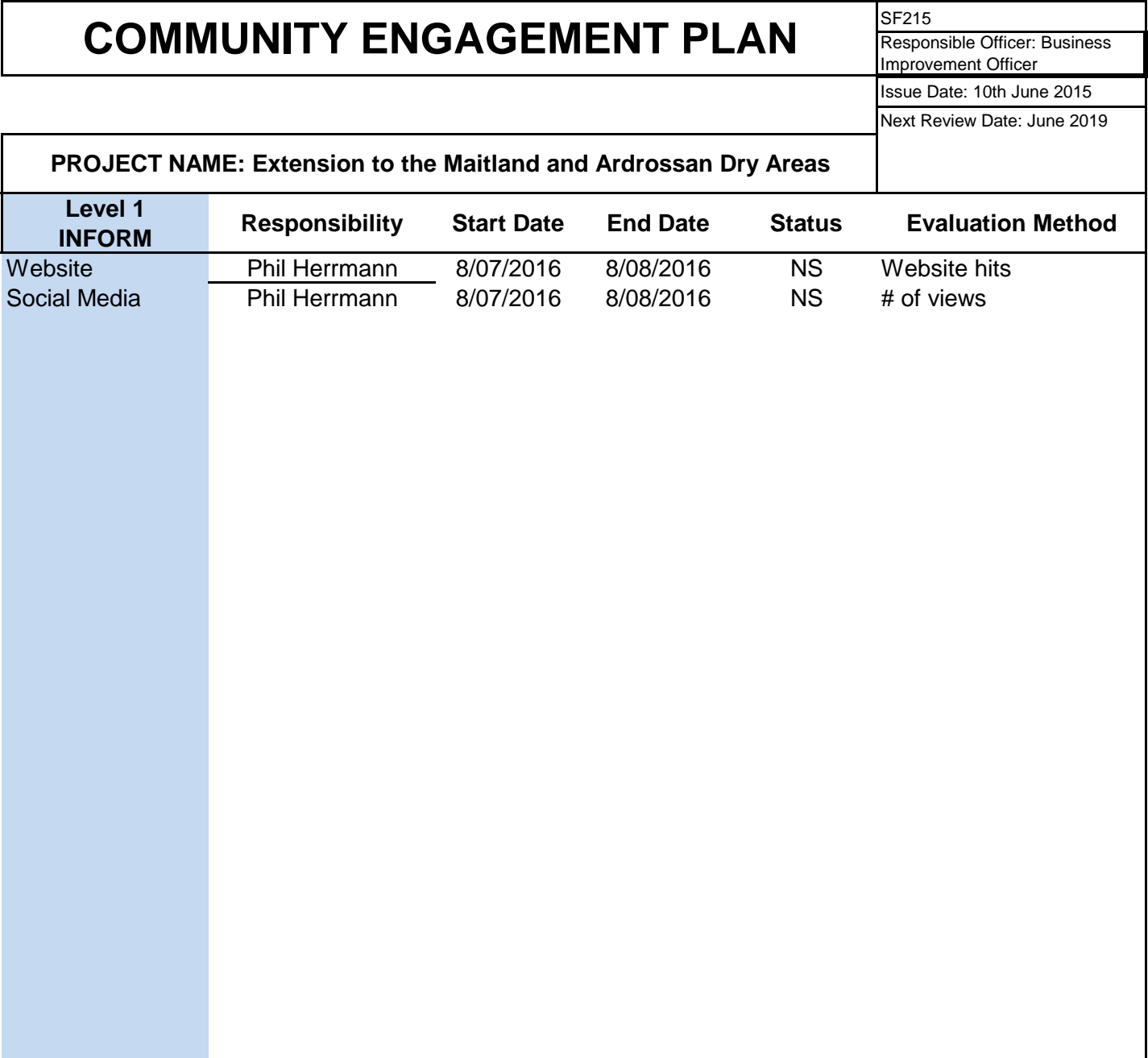
**Attachment 2:** Map showing Maitland Dry Area.

**Attachment 3** Community Engagement Plan



Liquor Licensing (Dry Areas) Regulations 2012—1.9.2012  
Schedule—Maitland Area 1





## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

#### **3. BUSH CAMPING WORKING PARTY**

(File Ref: 9.24.1.1)

##### **PURPOSE**

This report is to receive the Minutes of Council's Bush Camping Working Party held 24 February 2016.

##### **RECOMMENDATION**

That Council:

Receive the Minutes of the Bush Camping Working Party held on 24 February 2016.

##### **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**

Council have established the Bush Camping Working Party to assist in defining the future direction for bush camping on the Yorke Peninsula, with the development of a Bush Camping Action Plan.

##### **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**

Nil

**BUDGET AND RESOURCE IMPLICATIONS**

Within current budget limitations.

**RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil

**ATTACHMENTS**

**Attachment 1** Bush Camping Working Party Minutes



## *Yorke Peninsula Council*

# **Minutes of the Meeting of the inaugural Bush Camping Working Party**

Held on Wednesday 24 February 2016  
In the Council Chambers  
57 Main Street Minlaton commencing at 12pm  
(Subject to confirmation)

---

### **ITEM 1**

#### **1.1 WELCOME**

Director Development Services, Roger Brooks welcomed everyone to the meeting and declared the meeting open at 12.14pm.

#### **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
Wendy Story	Coordinator Visitor Information Centre
Maddy Pulling	Minute Secretary

#### **1.3 LEAVE OF ABSENCE**

Nil

#### **1.4 APOLOGIES**

Stephen Goldsworthy

#### **1.5 MINUTES OF THE PREVIOUS MEETING**

Nil

## **ITEM 2 DEBATE AGENDA**

### **2.1 Election of Chairperson**

**Councillor Scott Hoyle moved Councillor Naomi Bittner seconded**

That Councillor Adam Meyer be elected as Chairperson.

**CARRIED**

Councillor Adam Meyer took the chair.

**Councillor Scott Hoyle moved Councillor Adam Meyer seconded**

That Councillor Naomi Bittner be elected as Deputy Chairperson.

**CARRIED**

### **2.2 Meeting Dates and Frequency**

It was agreeable for the meetings to be held every second month from 3-5pm, preferably on the same day as either the Elected Members Workshops or the Council Meetings. Adam Meyer to advise of suitable date for the next Bush Camping Working Party Meeting.

### **2.3 Matters referred by Audit Committee**

- Determine different methods for campers to purchase camping permits, such as purchasing permits via the website, Visitor Information Centre, honesty box system and through local businesses.
- Create an annual bush camping permit to be displayed on vehicles with the possibility of creating a unique logo specifically identifiable to bush camping. Permits to be used for Council bush camping sites only – not for caravan parks or at local ovals etc.
- Large welcome signage to be placed on the main artillery roads and located at the top of the Peninsula explaining the Bush Camping permit/payment options, other accommodation alternatives and the location of Visitor Information Centres.
- Progress Associations able to offer free camping at their own discretion within their communities.

### **2.4 Review existing campgrounds and possible new sites**

- Prioritise and work on current camp sites and bring them up to standard before identifying other prospective locations.
- Consideration to future Walk The Yorke trail camping locations.
- Provide/identify camping locations with good access and turning circle's for RV's and large camping rigs.
- Determine designated long term and short term camping locations.
- Consult with the local community to formalise bush camping in locations such as Minlacowie and Warultee Beach.

- Stephen Goldsworthy and Wendy Story to identify/advise of self-sufficient camp locations and sites that require further infrastructure.

## **2.5 Council Policy**

It was agreed to review the Policy at a later date once a bush camping action plan had been developed and established.

## **2.6 Coastal Reserves Management Strategy**

Copies of the two Coastal Management reports to be sent out to Bush Camping Working Party members.

## **2.7 Priorities**

- Develop Bush Camping Action Plan.
- Determine a budget line.
- Development Services to provide a breakdown on estimated costs to maintain current camp locations at the next meeting.
- Invite Anne Hammond, Manager of Business and Public Relations to the next meeting, to discuss social media opportunities to promote bush camping.
- Create an email list for circulating and sharing information amongst members and relevant staff.

## **ITEM 3 GENERAL BUSINESS**

Nil

## **ITEM 4 NEXT MEETING**

Date to be confirmed.

## **ITEM 5 CLOSURE**

The meeting closed at 1.40pm

.....  
**Chairperson – Mr Adam Meyer**  
 Wednesday, 24 February 2016.

## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

#### **4. BALGOWAN DEVELOPMENT PLAN AMENDMENT**

(File Ref: 9.24.1.1)

##### **PURPOSE**

Council to consider endorsing the Balgowan Settlement Development Plan Amendment (DPA) for public consultation.

##### **RECOMMENDATION**

That Council endorse the 'For Consultation' version of the Balgowan Settlement Development Plan Amendment (including any minor amendments that may be required) and authorise the Chief Executive Officer to make the necessary arrangements to have the DPA placed on public consultation in accordance with consultation processes as set out in the Statement of Intent.

##### **LINK TO STRATEGIC PLAN**

Key Theme/s: Sustainable Communities  
2. Progressive and Sustainable Development  
Strategic Goal/s: 2.1 Streamlined Development Assessment Process

##### **BACKGROUND**

On the 3<sup>rd</sup> of December 2015 Council received approval from the Minister for Planning for the Statement of Intent for the Balgowan Settlement Development Plan Amendment (DPA). A draft consultation version of the DPA has been prepared and is required to be reviewed and endorsed by Council prior to undertaking the statutory consultation process.

##### **DISCUSSION**

The DPA is proposing to review two parcels of land to the immediate south of the existing Balgowan Settlement, for the purpose of accommodating an extension of the existing Settlement Zone.

The affected land is presently vacant and zoned Caravan and Tourist Park.

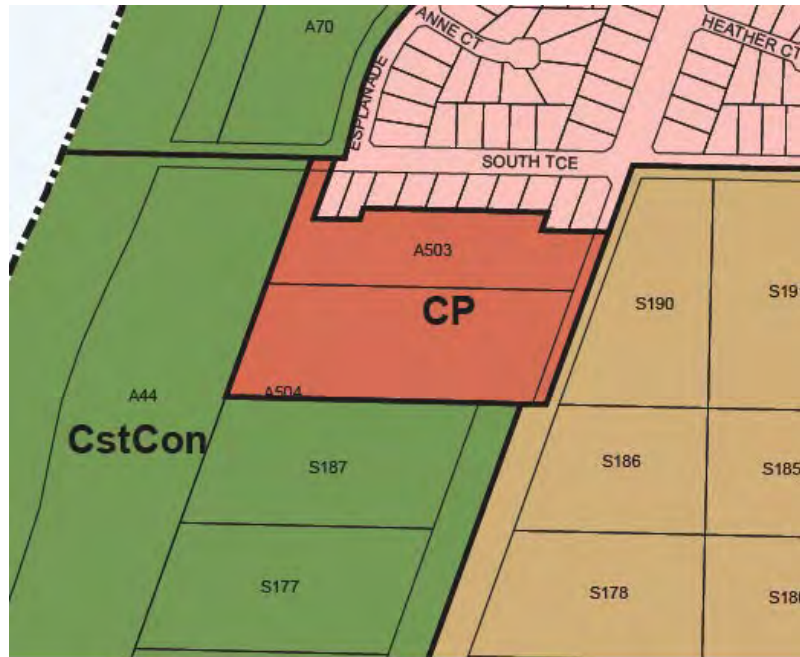
The current zoning is not considered to be the most suited and economic for the land given there has been no intention to develop the land for tourist accommodation purposes in the past 15 years.

The DPA is proposing to rezone the land to Settlement which will provide a long term land supply for Balgowan, in a manner that does not encroach on sensitive coastal or economically important primary production land that surrounds the township.

The affected land does contain stands of Native Vegetation and thus any development on the land will be contingent on Native Vegetation clearance approval. A vegetation assessment has occurred as part of the DPA.

In addition to the zoning amendment, the DPA proposes to introduce a concept plan within the Development Plan to guide future development of the land.

A full copy of the DPA has been provided under separate cover (Attachment 2).



## Zoning



### Proposed Reserve Area

## **Consultation Process**

The consultation process will involve;

- sending copies of the DPA to nominated Government Agencies and Organisations,
- a notice in the Government Gazette,
- a notice in the Yorke Peninsula Country Times. A press release will also be provided to the Yorke Peninsula Country Times as part of the consultation process,
- a notice sent the Balgowan Progress Association.

A copy of the DPA will be available to the public via a number of mediums, including printed copies or electronic versions at the Council offices, which will be available to review at the location or to purchase; and on the Councils web site.

The Minister has approved concurrent agency and public consultation which is required over an 8 week period during which time members of the public may lodge written submissions. After the consultation period has ended a public meeting will be held (if required) at which any interested person may appear to make further representations on the proposed amendment.

Council is required to make all submissions received available to the public between the close of the consultation period and the holding of the public meeting.

If consultation is commenced in March 2016 the consultation period will finish in late May 2016 with a public meeting in early June 2016. This would possibly allow the Council to consider the DPA at the meeting in July 2016.

## **Approval Process**

At the conclusion of the consultation period, the Council will be provided with copies of all the submissions, a summary, together with a recommendation suggesting how the various submissions could or should be addressed.

If the Council resolves to approve the DPA (subject to any amendments that might arise as a result of the consultation process), the DPA is amended accordingly and the relevant documents are forwarded to the Department for approval by the Minister.

This process can take 6 to 8 weeks.

## **COMMUNITY ENGAGEMENT PLAN**

Level 3 – Participate.

A full engagement plan will be developed to engage both Government Agencies and the community.

## **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Director Development Services

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

- Access Planning

**POLICY IMPLICATIONS**

Not applicable

**BUDGET AND RESOURCE IMPLICATIONS**

Within current budget estimates.

**RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Not applicable

**ATTACHMENTS**

**Attachment 1:** Community Engagement Plan

Provided under separate cover

**Attachment 2:** Development Plan Amendment





# COMMUNITY ENGAGEMENT PLAN

SF215  
 Responsible Officer: Business Improvement Officer  
 Issue Date: 10th June 2015  
 Next Review Date: June 2019

PROJECT NAME: Balgowan Settlement Development Plan Amendment

Stakeholders	Level 1 INFORM	Level 2 CONSULT	Level 3 PARTICIPATE	Level 4 COLLABORATE	Responsibility	Start Date	End Date	Status	Evaluation Method
Entire community Statutory Authorities Progress Associations State Govt			Public Notice Personalised Letter Website Ability to appear before Council		Director Development	1/03/2016	1/05/2016		Community Feedback

# Development Plan Amendment

By the Council

## Yorke Peninsula Council

### Balgowan Settlement DPA

#### Explanatory Statement and Analysis

*For Consultation*

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## Have Your Say

This Development Plan Amendment (DPA) will be available for inspection by the public on Council's website [www.yorke.sa.gov.au](http://www.yorke.sa.gov.au) and at the front counter of Council offices at Maitland, Minlaton, Yorketown and Warooka from \*\*\*\*\* until \*\*\*\*\*.

During this time anyone may make a written submission about any of the changes the DPA is proposing.

Submissions should be sent to the:

Director Development Services  
Yorke Peninsula Council  
PO Box 88  
MINLATON SA 5575  
Or via email at [admin@yorke.sa.gov.au](mailto:admin@yorke.sa.gov.au)

Submissions should indicate whether the author wishes to speak at a public meeting about the DPA. If no-one requests to be heard, no public meeting will be held.

If requested, a meeting will be held on "Click and Type" at \*\*\*\*\*.

## Explanatory Statement

### Introduction

The *Development Act 1993* provides the legislative framework for undertaking amendments to a Development Plan. The *Development Act 1993* allows either the relevant council or, under prescribed circumstances, the Minister responsible for the administration of the *Development Act 1993* (the Minister), to amend a Development Plan.

Before amending a Development Plan, a council must first reach agreement with the Minister regarding the range of issues the amendment will address. This is called a Statement of Intent. Once the Statement of Intent is agreed to, a Development Plan Amendment (DPA) (this document) is written, which explains what policy changes are being proposed and why, and how the amendment process will be conducted.

A DPA may include:

- An Explanatory Statement (this section)
- Analysis, which may include:
  - Background information
  - Investigations
  - Recommended policy changes
  - Statement of statutory compliance
- References/Bibliography
- Certification by Council's Chief Executive Officer
- Appendices
- The Amendment.

### Need for the amendment

The DPA is proposing to review two parcels of land to the immediate south of the existing Balgowan Settlement, for the purpose of accommodating an extension of the existing Settlement Zone.

The affected land is presently vacant and zoned Caravan and Tourist Park.

The subject land has been earmarked for development for a considerable period which is evidenced by the historical zoning of the site. Prior to the amalgamation of the four District Councils the land was zoned Holiday Settlement (Balgowan) (Central Yorke DC). After the amalgamation in 2001, the land was zoned Tourist Accommodation and has since been converted to the current zoning as part of the Better Development Plan conversion DPA.

It was originally envisaged that the land would be suitable for a caravan and tourist park in order to provide tourist accommodation within the township, in recognition of its popularity as a coastal holiday destination. Also the zoning would allow the establishment of a formal camping ground to assist reduce issues associated with the car park adjacent main street (fronting the coast) and other areas along the coast being used for camping.

The proposed DPA provides the opportunity to the review the appropriateness of the current zoning of the land in relation to the future expansion of the settlement, particularly as Council (being the landowner) has no intention of developing the land and has not received any approaches from independent operators to develop the land for tourist accommodation purposes.

It is noted that developing the land as a viable caravan park maybe restricted by the size of the affected land and current limited provision of services and infrastructure.

Similar to other coastal settlements on the peninsula demand for development in the town has been strong over the past decade, largely as consequence of the Balgowan Rise development which created 57 residential allotments within the north portion of the township in 2001.

Whilst there is a number of vacant land parcels within the settlement many are already held in private ownership which limits development opportunities for the settlement.

The town accommodates an existing small Community Wastewater Management System (CWMS) which services the freehold shacks sites and a number of residential properties located along the Esplanade. There may be an opportunity for the CWMS to be expanded to allow additional connections including servicing the affected land.

The affected land does contain stands of Native Vegetation and thus any development on the land will be contingent on Native Vegetation clearance approval. A vegetation assessment has occurred as part of the DPA, however, historical aerial photos of the site show that the land has been extensively cleared in the past and the majority of the vegetation currently on the land is relatively recent re-growth, particularly within the eastern portion of the site.

The expected allotment yield as a consequence of the proposed DPA is not expected to be excessive, ranging from 20 to 30 allotments depending on CWMS connection availability and extent of Native Vegetation clearance approval.

The proposed DPA would result in the small scale expansion of the Settlement Zone within the existing township boundary which would allow for some localised development opportunities whilst maintaining the modest sized settlement. The rezoning would provide a medium to long term land supply for Balgowan, which is one of the coastal settlements specifically identified to accommodate future development within the Planning Strategy.

## **Statement of Intent**

The Statement of Intent relating to this DPA was agreed to by the Minister on 3 December 2015.

The issues and investigations agreed to in the Statement of Intent have been undertaken or addressed.

## **Affected area**

The area affected by the DPA consists of allotments 503 and 504 in DP 40742, contained within Certificate of Title Volume 5259 Folio 719.

The subject land is located adjacent to the south of the existing Settlement Zone and is currently zoned Caravan and Tourist Park.

The affected land comprises an area of some 3.7 hectares and presents frontages of 18.21 metres to South Terrace to the north and 145.02 metres to an unmade road (extension of High Street) to the east.

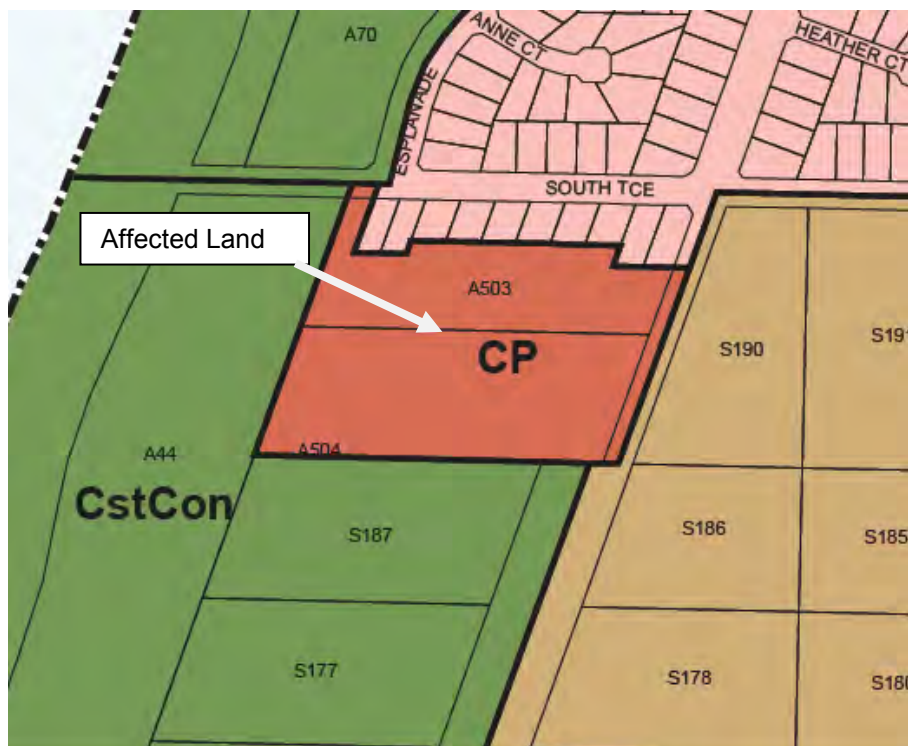
The land is best described as gently undulating which includes low level sand dunes within the south western corner of the site. Both allotments contain low lying coastal native vegetation with coverage ranging from sparse within the eastern portion of the site to dense along the western boundary.

The land is adjoined by the Settlement Zone to the north, Coastal Conservation Zone to the west and south and Primary Production Zone to the east.

The affected land is more particularly identified on the maps below.



**Figure 1:** Subject land and Locality  
**Source:** SA Council Map



**Figure 2:** Zoning  
**Source:** Zone Map YoP/4 Yorke Peninsula Council Development Plan



## Summary of proposed policy changes

The DPA proposes the following changes:

- Rezone the affected land from Caravan and Tourist Park to Settlement.
- Introduce a concept plan to guide future development on the land

## Legal requirements

Prior to the preparation of this DPA, council received advice from a person or persons holding prescribed qualifications pursuant to section 25(4) of the *Development Act 1993*.

The DPA has assessed the extent to which the proposed amendment:

- accords with the Planning Strategy
- accords with the Statement of Intent
- accords with other parts of council's Development Plan
- complements the policies in Development Plans for adjoining areas
- accords with relevant infrastructure planning
- satisfies the requirements prescribed by the *Development Regulations 2008*.

## Interim operation

Interim Operation was not sought for this DPA.

## Consultation

This DPA is now released for formal agency and public consultation. The following government agencies and organisations are to be formally consulted:

- Department of Planning, Transport and Infrastructure
- Environmental Protection Authority
- Department of Environment, Water and Natural Resources
- Country Fire Service
- Department of Premier and Cabinet – Aboriginal Affairs and Reconciliation Division
- Department for Health and Ageing
- SA Power Networks
- SA Water

Consultation will also be undertaken with the following State Member of Parliament

- The Hon. Steven Griffiths, Member for Goyder.

In addition to these statutory requirements, the council will invite the following organisations to make comment on the DPA:

- District Council of the Copper Coast
- District Council of Barunga West
- Wakefield Regional Council
- Regional Development Australia – Yorke and Mid North
- Northern and Yorke Natural Resources Management Board
- Narrunga Nations

All written and verbal, agency and public submissions made during the consultation phase will be recorded, considered, summarised and responses provided. Subsequent changes to the DPA may occur as a result of this consultation process.

**Important Note for Agencies:** This DPA includes modules from the State Planning Policy Library.

As the policy library was subject to agency consultation during its development, agencies are requested to comment only on the range and application of the modules selected and not on the actual policy content, except where that policy has been included as a local addition. Agencies are invited to comment on any additional issues (if relevant).

## **The final stage**

When the council has considered the comments received and made any appropriate changes, a report on this (the *Summary of consultations and proposed amendments* report) will be sent to the Minister.

The Minister will then either approve (with or without changes) or refuse the DPA.

# Analysis

## 1. Background

The affected land has been located within the township boundary for at least 20 years as the land was originally zoned Holiday Settlement (Balgowan) Zone prior to the amalgamations of the four district Councils in 2001. The land was subsequently zoned for tourist accommodation purposes.

The current zoning is not considered to be the most suited and economic for the land given there has been no intention to develop the land for tourist accommodation purposes in the past 15 years.

The DPA presents the opportunity to provide a long term land supply for Balgowan, in a manner that does not encroach on sensitive coastal or economically important primary production land that surrounds the township.

The proposed amendment simply reinstates the previous residential zoning of the land which will likely increase the potential for the land to be developed.

## 2. The strategic context and policy directions

### 2.1 Consistency with South Australia's Strategic Plan

South Australia's Strategic Plan outlines a medium to long-term vision for the whole of South Australia. It has two important, complementary roles. Firstly, it provides a framework for the activities of the South Australian Government, business and the entire South Australian community. Secondly, it is a means for tracking progress state-wide, with the targets acting as points of reference that can be assessed periodically.

The DPA supports the following targets of South Australia's Strategic Plan:

Policy	How the policy will be implemented:
<b>South Australian Strategic Plan</b>	
<b>Target 35: Economic Growth</b> Exceed the national economic growth rate over the period to 2020	The proposed amendments will allow for additional residential development within the Balgowan Settlement which will support the economic growth of the town and region and provides further job opportunities assisting to retain existing residents and attract new people, boosting the regional population and economy.
<b>Target 45: Total Population</b> Increase South Australia's population to 2 million by 2027	
<b>Target 46: Regional Population</b> Increase regional populations, outside Greater Adelaide, by 20,000 to 320,000 or more by 2020	

### 2.2 Consistency with the Planning Strategy

The Planning Strategy presents current State Government planning policy for development in South Australia. In particular, it seeks to guide and coordinate State Government activity in the construction and provision of services and infrastructure that influence the development of South Australia. It also indicates directions for future development to the community, the private sector and local government.

The following volumes of the Planning Strategy are relevant to this DPA:

- Yorke Peninsula Regional Land Use Framework

A detailed assessment of the DPA against the Planning Strategy is contained in **Appendices**.

## **2.3 Consistency with other key strategic policy documents**

This DPA accords with other key policy documents in the following manner:

### **2.3.1 Council's Strategic Directions Report**

This proposed DPA was not one of the recommendations contained within Council's most recent Strategic Direction Report.

It should be noted, the land has long been in Council possession earmarked for other purposes. Those purposes have not eventuated, and now Council is seeking to review the zoning of the land. The DPA is quite minor with limited effects and can be done separately to the Strategic Directions Report, leaving the review to focus on much larger issues for the Peninsula.

### **2.3.2 Infrastructure planning**

Where relevant, a DPA must take into account relevant infrastructure planning (both physical and social infrastructure) as identified by Council (usually through the Strategic Directions Report), the Minister and/or other government agencies.

The following infrastructure planning is of relevance to this DPA:

- There are no Infrastructure projects or implications related to this DPA.

### **2.3.3 Current Ministerial and Council DPAs**

This DPA has taken into account the following Ministerial and Council DPAs which are currently being processed:

- There are no Ministerial or other DPAs affected by this DPA

### **2.3.4 Existing Ministerial Policy**

This DPA does not propose changes to any existing Ministerial policy:

## 3. Investigations

### 3.1 Investigations undertaken prior to the SOI

No investigations were undertaken prior to the SOI of this DPA.

### 3.2 Investigations undertaken to inform this DPA

In accordance with the Statement of Intent for this DPA the following investigations have been undertaken to inform this DPA:

- Undertake a demographic analysis of the region to identify trends, including population growth;
- Investigate residential land supply and demand within Balgowan and wider Council area;
- Provide scope for policy change and analyse the relative impact this would have on the functionality of existing zones and the surrounding council area;
- Undertake a desk top site history analysis to identify possible potentially contaminating activities on the land proposed for rezoning;
- Investigate stormwater management to ensure that appropriate infrastructure is available to manage stormwater resulting from any development on the land, including the adoption water sensitive design techniques as part of the future development of the land to improve stormwater quality outcomes and to reduce flows to predevelopment levels;
- Investigate potential interface issues between future residential development on the land proposed to be rezoned and the Primary Production Zone to the east;
- Investigate the potential interface issues (including the type and size of buffer areas) with any future residential development to the existing sensitive coastal features that accommodate long term physical coastal processes and undertake direct consultation with DEWNR in this examination to inform the DPA;
- Investigate the proximity, availability and capacity of existing physical infrastructure, such as water supply and common wastewater management;
- Investigate the capacity of the existing road network to support projected demand from the future development of the land;
- Investigate the nature and significance of existing native vegetation within the affected land, including its relationship with vegetation on the adjacent land to the west and south.

The investigations are as follows:

#### 3.2.1 Demographic Analysis

##### *Relevant Investigation*

- Undertake a demographic analysis of the region to identify trends, including population growth;

Demographic data specifically applying to Balgowan is limited as a consequence of the settlement being incorporated with other settlements and towns as part of the Australian Bureau of Statistics (ABS) Census statistical areas.

In 2006, Census data showed Balgowan had a population of 154 however, this figure also included a wide catchment area including the settlement of Chinaman Wells.

In 2011 the statistical area boundaries changed and Balgowan was incorporated into a much larger statistical division, which also encompassed the land surrounding Maitland. The changes to the statistical boundaries make it difficult to gauge any accurate comparisons between the Census data.

Council records indicate that population within the settlement may have increased slightly due to the additional development occurring within the Balgowan Rise development. However, no information is available to assess whether the new dwellings were used on a permanent basis or as holiday homes.

The population within the Council area as a whole, has remained steady over the past ten years, however, some coastal settlements have experienced growth, particularly where residential land has been available for development.

Detached dwellings are the dominant housing type within the Balgowan settlement which is consistent with the balance of the Council area.

### 3.2.2 Residential Land Supply and Demand

#### *Relevant Investigation*

- Investigate residential land supply and demand within Balgowan and wider Council area;

Council's development approval statistics outlined in Table 1 below, show that new dwellings comprised approximately 40% of all development applications within Balgowan over the past decade.

It is noted that dwelling approval numbers have declined, particularly over the past 5 years, perhaps as consequence of the Global Financial Crisis and/or limited availability of vacant land for sale. It is noted that this trend is consistent with the general decline in the number of development and dwelling applications that has been experience across the entire Council area during this period, as illustrated in Figure 4 below.

Notwithstanding the above, similar to other coastal settlements on the peninsula demand for development in the town has been strong over the past decade. The latest expansion of Balgowan occurred in 2001 via a land division (Balgowan Rise) to the north of the town which created 57 allotments.

Whilst approximately 50% of the allotments within the Balgowan Rise division are still vacant, as at the date of this DPA there were only 6 vacant allotments for sale within Balgowan Rise development and 3 vacant allotments for sale in the balance of the township.

At present there is 47 vacant allotments within the entire Settlement Zone.

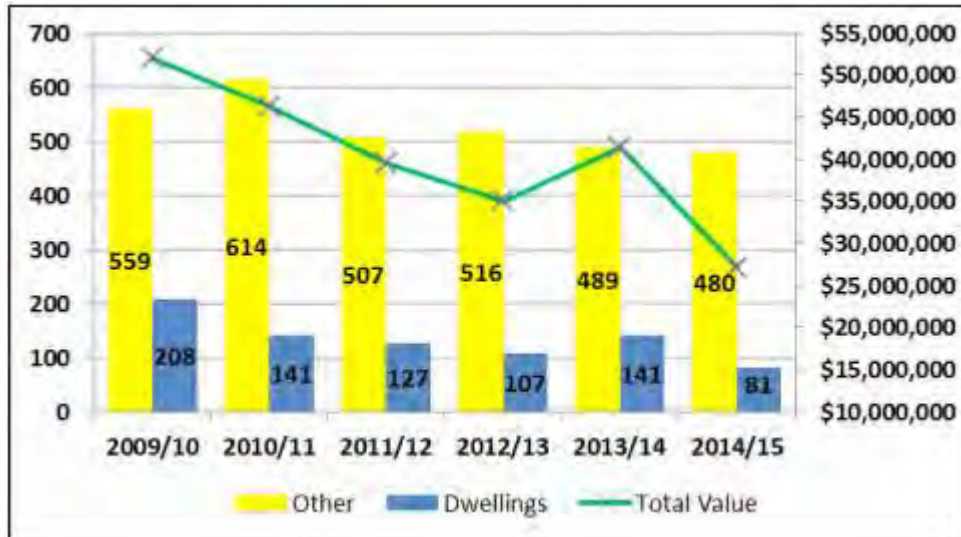
The number of vacant properties does not necessarily represent a good indication of the land supply as many of these properties are held as owners give priority to personal objectives or hold land in trust for family members or as a retirement investment, making it available only as needed.

In the last 24 month period, 5 dwellings and 18 vacant land parcels were sold which indicates demand for properties within the town remains strong. Currently there are eight dwellings for sale within the township.

Year	Dwellings	Other
2005	13	21
2006	6	13
2007	11	14
2008	3	10
2009	7	11
2010	8	14
2011	2	15
2012	3	11

Year	Dwellings	Other
2013	3	13
2014	2	15
2015	1	9

**Table 1:** Balgowan Dwelling Development Applications 10 Year Period  
**Source:** Council Records



**Figure 4:** Yearly Comparison of Development Application  
**Source:** Yorke Peninsula Council Annual Report 2014/15



**Figure 5:** Land Use  
**Source:** Atlas SA Land Use 2014

### 3.2.3 Policy Review

#### *Relevant Investigation*

- Provide scope for policy change and analyse the relative impact this would have on the functionality of existing zones and the surrounding council area;

#### **Caravan and Tourist Park Zone**

The affected land is currently located within the Caravan and Tourist Park Zone. Land within the zone is currently undeveloped.

The primary intent of the zone is to accommodate short term tourist accommodation and associated facilities.

Current policy pertinent to the zone lists the following as non-complying forms of development in the zone:

- dwelling (except a managers residence)
- land division creating an addition allotment(s) (except where a lease or license agreement is made, granted or accepted under the Residential Parks Act 2007)

With regard to the above, developing the land for residential purposes under the present zoning is largely restricted given that a dwelling and land division are both non-complying forms of development.

#### **Proposed Policy**

It is proposed to include the affected land within the Settlement Zone which currently adjoins the affected land to the north.

The Settlement Zone and associated policies already exist within Council's Development Plan and it is intended to make no changes to the existing policy, apart from including reference to the concept plan which is proposed to be introduced as part of this amendment.

The principle forms of development envisaged in the zone are detached dwellings at low density, along with tourist accommodation and retail facilities to service the local community.

Dwellings are generally a consent form of development within the zone; however, dwellings greater than 4.5 metres in height on coastal fronted allotments are non-complying. In addition, whilst envisaged shops greater than 250m<sup>2</sup> are also non-complying in the zone.

The parcels of land within the Settlement Zone at Balgowan are predominately developed with detached dwellings and associated outbuildings. The dwellings are a mixture of two and single storey comprising varying ages and designs.

Other development in the zone is limited to a kiosk and camping area located on Main Street adjacent the coast.

As discussed above, tourist accommodation is envisaged within the zone and a caravan park and tourist park are consent forms of development within the zone. Thus removing the current zoning will not restrict this type of development on the subject land rather the proposed rezoning simply provides greater development options for the site.

The rezoning would provide a medium to long term land supply for Balgowan, which is one of the coastal settlements specifically identified to accommodate future development within the Planning Strategy (Yorke Peninsula Land Use Framework).

With respect to the above and given the subject land's interface with the existing Settlement Zone to the north, Coastal Conservation Zone to the south and west and Primary Production Zone to the east, the proposed policy amendments are unlikely to have any impact on the functionality of the existing zones or surrounding Council Area.



### 3.2.4 Infrastructure Provision

#### *Relevant Investigation*

- Investigate the proximity, availability and capacity of existing physical infrastructure, such as water supply and common wastewater management;
- Investigate stormwater management to ensure that appropriate infrastructure is available to manage stormwater resulting from any development on the land, including the adoption water sensitive design techniques as part of the future development of the land to improve stormwater quality outcomes and to reduce flows to predevelopment levels;
- Investigate the capacity of the existing road network to support projected demand from the future development of the land;

#### **Water**

Balgowan is serviced by a restricted mains water supply via a 100mm pipe from the existing water mains which cease approximately 1.4 kilometres along Old Dump Road to the south east and approximately 2.5 kilometres along Balgowan Road to the north east of the township.

This system services the properties within the Balgowan Rise development and other properties throughout the township including the properties fronting South Terrace. It is understood that this system is capable of servicing the subject land.

The Development Plan provides the following policy with respect to dwellings on land supplied via a restricted system.

#### *Infrastructure*

##### *Principles*

- 8 *In areas where a restricted reticulated water supply is available, development should provide for an adequate and reliable on-site water storage system having a capacity of at least 10 000 litres which should be:*
- (a) *connected to and trickle fed from the reticulated water supply at a rate of not less than 2.5 litres per minute*
  - (b) *used in connection with an on-site pump of sufficient capacity to reticulate water to a dwelling and throughout the site generally*
  - (c) *interconnected to a roof collection rainwater system that is subject to the installation of a residential dual check valve in compliance with Australian Standard AS 2845: Water supply - Backflow prevention devices - Materials, design and performance requirements.*

Future residential development on the subject land would need to satisfy the above requirements.

Alternatively, if main waters is not able to be provided, future development would need to be provided with onsite water storage in accordance with existing Infrastructure Principles 6 and 9 included below:

- 6 *In areas where no reticulated water supply is available, development should provide for an adequate and reliable on-site water storage system having a capacity of at least 45 000 litres which is connected to the development.*
- 9 *The on-site storage of stormwater and water run-off for water supply purposes to development should be adopted in preference to the extension and/or augmentation of an existing reticulated water supply system where:*
- (a) *sufficient land is available to accommodate on-site water storage at the volumes required, namely 45 000 litres of storage where there is no reticulated water supply*

With regard to the above, the Development Plan provides sufficient policy to ensure that development is provided with an appropriate water supply and any augmentation works/costs required to service new development on the land will be the responsibility of the developer.

## **Wastewater**

The town accommodates an existing small Community Wastewater Management System (CWMS) which services the freehold shacks sites (13 properties) located along the Esplanade (zone Coastal Settlement) and 5 properties behind the shacks sites on the eastern side of the Esplanade within the Settlement Zone.

The balance of the township relies on onsite disposal.

This facility was up until recently managed by the shack owners, however, the management of this system has been transferred to Council.

The existing system is a gravity sewer scheme and current flows are approximately 800 litres per day. The design capacity of the system is limited and essentially is sufficient to only accommodate the properties it currently services.

There may be an opportunity for the CWMS to be expanded in the future to allow additional connections including servicing the affected land and if expanded, the treatment plant would also require upgrading/expanding.

Initial investigations indicate that extending the CWMS is not viable from Council perspective at this time, however, this may be reviewed when a development proposal is considered for the land.

If the land is sold to a private developer, then there may be an opportunity for the developer to contribute to connecting the land to the CWMS. This is potentially an attractive proposition given that connecting the land to the CWMS will allow for an increase in allotment yields by two to three times based on current land division policy.

Settlement Zone Principle 20 identifies that land division creating allotments of 450m<sup>2</sup> is appropriate for areas that will be connected to a CWMS. The same provision further identifies that for allotments that are not connected to a CWMS, a minimum area of 1200m<sup>2</sup> is required.

It is noted that allotments within the most recent subdivision (Balgowan Rise) to occur in the town comprise areas around 900m<sup>2</sup>. These allotments do require onsite disposal, however, the minimum allotment size was 900m<sup>2</sup> at the time the subdivision was assessed and approved.

Regardless of whether or not the land will be connected to the CWMS, any development on the land will be required to be connected to an appropriately design wastewater management system and the Development Plan provides sufficient policy to address this issue a part of the Development Assessment process.

## **Electricity**

Balgowan is provided with reticulated electricity by SA Power Networks via aboveground an underground 19kv lines (underground within the Balgowan Rise Development, aboveground the balance of the township).

The subject land can be connected to the system via the existing mains located along South Terrace.

The electricity to Balgowan is supplied via the Maitland substation, where the SA Power Networks Distribution Annual Planning Report indicates sufficient capacity remains within the substation to accommodate anticipated future growth and the report identifies that there are no forecast system limitations.

It is unlikely that there will be any issues relating to electricity deliver and/or supply to the subject land. Any electricity augmentation required to service new development on the land will be at the cost of the developer, not the wider community.

## Stormwater

Formal stormwater infrastructure at Balgowan is limited; however, there are no significant stormwater issues within the settlement. In addition, soil conditions of the subject land are described as free draining<sup>1</sup>.

Notwithstanding the above, any future development of the site will result in an increase to stormwater runoff generated on the land and stormwater will be required to be managed on the site, in accordance with existing Development Plan policy.

The proposed rezoning provides the opportunity for sufficient stormwater management systems to be established on the land which will be required as part of any future development and any future works will be the responsibility of the developer and not the wider community.

Council's Development Plan includes Water Sensitive Urban Design (WSUD) principles within the General section. These principles will need to be considered with respect to the design of stormwater management at the land division stage.

Included in these WSUD principles is policy that specifically seeks to improve stormwater quality outcomes and to reduce flows to predevelopment levels, as outlined in Natural Resources Principle 8 provide below:

*8 Water discharged from a development site should:*

- (a) be of a physical, chemical and biological condition equivalent to or better than its pre-developed state*
- (b) not exceed the rate of discharge from the site as it existed in pre-development conditions.*

With regard to the above, current policy is considered to be sufficient to ensure appropriate WSUD stormwater management techniques are incorporated into the future development of the land.

## Roads

The roads abutting the affected land are all local roads in the care and control of Council.

South Terrace which adjoins the site to the north, is a sealed road comprising a 20 metre wide road reserve and a pavement width of approximately 7 metres.

As described previously, an unformed road reserve adjoins the eastern boundary of subject land.

No traffic counts are available for the adjoining roads, however, given the scale of development within the settlement the current volumes of traffic are likely to be low and well within the capacity of the existing road network.

The proposed rezoning would create a maximum of approximately 50 allotments if connection to CWMS (minimum lot size 450m<sup>2</sup>) or approximately 20 allotments if wastewater is to be managed on site (minimum lot size 1200m<sup>2</sup>).

The "Guide to Traffic Generating Developments" produced by the NSW Government – Transport Roads and Maritime Services, provides daily and peak hour traffic generation rates for various forms of developments including residential development.

With respect to low density residential development within regional areas the guide applies the following figures:

- 7.4 daily trips per dwelling
- 0.71 trips per dwelling in morning peak hour; and
- 0.78 trips per dwelling in the evening peak hour.

<sup>1</sup> Department of Water, Land and Biodiversity Conservation, June 2007, Regional Land Resource information for Southern South Australia

With regard to the above, if the land was divided in 50 allotments, the future development of the land would generate approximately 370 daily vehicle movements, with 35.5 movements occurring in the morning peak hour and 39 movements occurring in evening peak hour, once fully developed.

It is noted that market preference within coastal settlement has traditionally be towards larger allotments (greater than 450m<sup>2</sup>), in order to provide sufficient area for the siting of a dwelling and a large shed used for the storage of a boat, caravan etc. As a consequence, the allotment yield, if the land was connected to the CWMS, would likely to be closer to 35 and therefore the above calculations certainly represents a worst case scenario.

If the land was divided into 20 allotments (onsite wastewater disposal required), the future development of the land would generate approximately 148 daily vehicle movements, with 14.2 movements occurring in the morning peak hour and 15.6 movements occurring in evening peak hour, once fully developed.

The fact that Balgowan is a popular holiday destination will likely limit peak periods to summer months. In addition, the total number of trips is likely to be less than the above projected figures due to limited services being provided in Balgowan.

Residents would likely access Maitland and other townships for schools, shopping, employment etc and for convenience purposes people would likely undertake numerous tasks per trip, rather than travelling multiple times between the towns each day.

Notwithstanding the above, the projected traffic volumes at peak times, in both scenarios, are not significant and are more than capable of being accommodated within the existing road network.

Access to the subject site is currently provided from the unmade road reserve to the east of the site off South Terrace. It is noted, the final design of the road network and any additional intersections will be assessed at the land division stage of the development to ensure it is appropriately sited with respect to minimising impacts on the existing road network.

### **3.2.5 Potential Interface Issues**

#### *Relevant Investigation*

- Investigate potential interface issues between future residential development on the land proposed to be rezoned and the Primary Production zone to the east;
- Investigate the potential interface issues (including the type and size of buffer areas) with any future residential development to the existing sensitive coastal features that accommodate long term physical coastal processes and undertake direct consultation with DEWNR in this examination to inform the DPA;

The subject land is adjoined by the Settlement Zone to the north, Coastal Conservation Zone to the south and west and Primary Production Zone to the east.

The proposed rezoning is unlikely to give rise to potential land use conflicts given the zoning and development of the surrounding land and the existing policy within the Development Plan which specifically seeks to minimise land use conflicts.

#### **Primary Production Zone**

The Primary Production Zone is located adjacent to the east and south east of the subject land.

Interface issues can occur between residential and agricultural uses and the Development Plan provides general polices which seek to manage land use conflicts, including policies specifically to address, noise generating activities, air quality and rural interface issues.

Existing policy also encourage the establishment of a 40 metre buffer between new urban development and rural activities as outlined in Interface between Land Uses Principle 17 below:

*17 New urban development should provide a buffer of at least 40 metres wide (inclusive of any fuel break, emergency vehicle access or road) separating urban and rural activities.*

The proposed Settlement Zone is to be separated from the Primary Production land by an unmade road reserve. This arrangement will assist to provide a buffer for the proposed Settlement Zone in accordance with the above policy which is a situation that does not currently exist in other parts of the Settlement Zone within Balgowan which has an interface with the Primary Production Zone.

People residing in residential areas adjacent farming land would likely be aware of activities that may occur on adjoining primary production land, consistent with the level of amenity that you would expect to find in semi-rural areas.

Notwithstanding the above, the primary production land within the locality is principally used for cropping with no intensive activities occurring within the wider area. In addition, the Development Plan discourages intensive uses being located adjacent township boundaries which further assists to minimise potential interface issues.

### **Coastal Environment**

The Coastal Conservation Zone adjoins the affected land to the south and west and the site is separated from the coast by approximately 100 metres. The area to the west which is located between the subject land and the coast contains vegetated sand dunes covered with dense coastal vegetation.

It is acknowledged that additional residential development adjacent the coast has the potential to impact on the sensitive coastal environment.

The DPA proposes a small scale extension of the settlement and the affected land whilst undeveloped is currently zoned for urban purposes.

To minimise impacts to the sensitive coastal environment to the west a reserve is proposed to be created along the western boundary which will contain the sand dunes and the higher quality vegetation found on the site. The intention of the reserve is to protect the coastal features on the subject land and provide a buffer between the coastal reserve and future residential development on the site.

The proposed reserve will also assist to provide pedestrian access from the subject land to the existing formalised walkway to the beach which is located at the western end of South Terrace. This design feature will prevent the need for any additional access points directly from the subject land to the coast which is not desirable considering the environmental impacts it would likely create.

Coastal flooding is not considered to be an issue given the land's separation from the coast and its elevated position relative to the coast (between 10-20 metres above sea level). As a consequence, the development on the land would likely be able to satisfy the above minimum site and floor levels (AHD) outlined within Table YoP/1 – Coastal Areas: Site/Building Floor Levels, without the need for any significant site works (i.e. filling of the land).

The required site and floor levels are 3.35AHD and 3.6AHD respectively.

As discussed above, it is likely that development on the land will be serviced by onsite effluent management. Considering the western boundary of the affected land is setback in excess of 100 metres, onsite waste water disposal systems will be able to be sited on the property in accordance with Coastal Areas Principle 6 below.

### **Coastal Areas**

**6** *Effluent disposal systems incorporating soakage trenches or similar should prevent effluent migration onto the inter-tidal zone and be sited at least 100 metres from whichever of the following requires the greater distance:*

- (a) the mean high-water mark at spring tide, adjusted for any subsidence for the first 50 years of development plus a sea level rise of 1 metre*
- (b) the nearest boundary of any erosion buffer determined in accordance with the relevant provisions in this Development Plan.*

## Sand Drift

As illustrated in the figure 6 below, the south western corner of the affected land is subject to sand dune drift hazards as it is located within a potential risk area.

The use of vegetation to trap and retain drifting sand is critical to minimising drift risks and the retention/use of endemic vegetation species to area is preferred given they are well adapted to the local harsh coastal environment and are able to tolerate strong winds.

With regard to the above, it is proposed that this area be retained within a reserve in order to prevent vegetation clearance and to preclude the establishment of residential development within the hazard area identified below.

A concept plan is proposed to be introduced within the Development Plan which shows this land forming part of a reserve area which extends along the western boundary of the affected land.



**Figure 6:** Sand Dune Hazard Risk

**Source:** Nature Maps (<https://data.environment.sa.gov.au/NatureMaps/Pages/default.aspx>)

## Bushfire Risk

The affected land is currently located within an area excluded from bushfire protection planning provisions. It is therefore considered rezoning the land to accommodate residential development is appropriate.

Notwithstanding the above, as illustrated on BPA Map YoP/6 & YoP/43, it is noted that the land adjoining to the west and south is located within a High Bushfire Risk area.

In accordance with Development Plan policy and the *Minster's Code: Undertaking development in Bushfire Protection Areas (refer to policies below)*, future development on the subject land will need to consider

buffers (including road reserve) along the western and southern boundary, in order to create a fire hazard separation zone to assist to isolate the proposed residential allotments from vegetation held within the adjoining high bushfire risk area.

The above issues will need to be considered as part of the Development Assessment stage and it is considered that the existing policy within the Development Plan is sufficient to address and minimise bushfire risks.

#### **Hazards**

##### **Principle**

**13** *Where land division does occur it should be designed to:*

- (a) minimise the danger to residents, other occupants of buildings and fire fighting personnel*
- (b) minimise the extent of damage to buildings and other property during a bushfire*
- (c) ensure each allotment contains a suitable building site that is located away from vegetation that would pose an unacceptable risk in the event of bushfire*
- (d) ensure provision of a fire hazard separation zone isolating residential allotments from areas that pose an unacceptable bushfire risk by containing the allotments within a perimeter road or through other means that achieve an adequate separation.*

#### **Minister's Code**

**2.2.3** *Provision of bushfire buffer zones in High Bushfire Risk Areas If the application proposes a land division adjacent to or within a High Bushfire Risk Area, provision shall be made for a bushfire buffer zone which isolates the proposed residential allotments from areas that pose an unacceptable bushfire risk, such as areas with rugged terrain or hazardous vegetation. This can be achieved by containing the allotments within a perimeter road or through other means that achieve an adequate separation, such as those demonstrated in Figure 3. The use of a perimeter road shall ensure that two entry and exit points are provided to and from the division (refer to Figure 3).*

#### **Community Wastewater Management Scheme**

As discussed previously, Balgowan is serviced by a CWMS, however, this is a relatively small scale system as it is only connected to 18 properties.

The existing small treatment plant is located to the east of the affected land on lot 10 Old Dump Road (Lot 10 DP65032 CT 5924/531) within the Primary Production Zone.

With respect to the EPA guideline for separation distances, a CWMS servicing a population less than 1000 requires a separation distance of 100 metres from sensitive land uses.

The subject land is located approximately 420 metres from the existing treatment plan and thus residential development on the subject land will exceed the relevant EPA setback requirement.

#### **3.2.6 Site Contamination**

##### **Relevant Investigation**

- Undertake a desk top site history analysis to identify possible potentially contaminating activities on the land proposed for rezoning;

The affected land has remained vacant and without a use for a considerable period of time.

Council records and historic aerial photos indicate that the land has only ever been periodically used for low intensity agricultural purposes.

Contamination of rural land can occur due to the use of agricultural chemicals but is more likely to occur as result of concentrated activity such chemical storage, sheep dips and the like. However, the subject land has only been used for low intensity grazing and has not included any intensive activity that might have given rise to contamination. Further, no structures have been constructed on the property.

With regard to the above, the desk top analysis identified that there is likely to be minimal site contamination risks with the subject land.

Nonetheless and in accordance with the requirements of the General Hazards 'Site Contamination' Principle 21 within Council's Development Plan, development will not occur unless the site has been assessed and remediated as necessary to ensure that it is suitable and safe for the proposed uses.

Given the previous low intensity use of the land, the abovementioned principle is considered to be adequate to address potential site contamination concerns at the development assessment stage, albeit any risk is considered to be low.

### 3.2.7 Native Vegetation

#### *Relevant Investigation*

- Investigate the nature and significance of existing native vegetation within the affected land, including its relationship with vegetation on the adjacent land to the west and south.

The subject land contains low lying coastal native vegetation. Coverage of the vegetation ranges from sparse within the eastern portion of the site to dense along the western boundary.

A vegetation assessment has been undertaken by EBS Ecology in May 2014. The study included a detailed survey of the land which identified the quality of the existing vegetation on the site with respect to its Significant Environment Benefit (SEB) rating which is illustrated on figure 7 below.

The SEB rating across the site varied from 1:1, 4:1 and 6:1. The study identified that the higher quality vegetation was generally found within the western portion of the allotment, adjacent the coastal reserve.

Two vegetation associations were recorded across the project area. The two areas are described as follows and are identified on Figure 7 below:

#### Association 1 Exotic Herbland

Association 1 consisted of mainly of exotic weed species dominated by *Nothoscordum borbonicum* (onion weed) with scattered low laying natives such as *Carpobrotus rossii* (Native Pigface). Scattered *Eucalyptus* species were also recorded along the northern boundary fenceline.

#### Association 2- \*Acacia cyclops (Western Australian Coastal Wattle) + Acacia cupularis (Cup Wattle) + Olearia axillaris (Coast Daisy Bush) low coastal shrubland

Association 2 had three dominant mid shrub species; *Acacia cyclops* (Western Australian Coastal Wattle), *Acacia cupularis* (Cup Wattle), *Olearia axillaris* (Coast Daisy Bush). A good level of understory species exists such as *Dianella revoluta* ssp. *revoluta* (Native Flax-lily), *Carpobrotus rossii* (Native Pigface), *Austrostipa* species, *Tetragonia implexicoma* (Bower Spinach). There were common weed species such as *Avena barbata* (Bearded Oats), *Brassica* sp. and *Euphorbia terracina* (False Cape) throughout the project site. In some areas weed species were more prominent than others. According to the NVC guidelines February 2014; *Acacia cyclops* is considered an exotic weed anywhere from West of Ceduna to eastern South Australia. Therefore it is considered exotic in the project area. Condition ratings varied within this association





**Figure 7:** Vegetation SEB Rating

**Source:** EBS Ecology Vegetation Assessment

The study found that no nationally or state rated species were detected within the area, however, the EPBC listed Marine species; the Osprey was recorded within the Balgowan Township (within 500m of the project area) but is considered a likely flyover species and would be unlikely to utilise the project area due to the specific habitat requirements of the species. There is potential for other marine bird EPBC listed to flyover the project area but are also unlikely to utilise the project area.

The EBS Ecology report provided the following recommendations to minimise the impact of the project on the native fauna and flora within the project area should clearance of intact native vegetation be proposed:

- Approval from the Native Vegetation Council (NVC) will need to be sought.
- Determine a suitable offset (SEB) or payment into the Native Vegetation Fund in consultation with Native Vegetation Council to satisfy the SEB requirement under the *Native Vegetation Act 1991*.
- Utilise areas with lower SEB condition ratings to minimise impacts
- Utilise existing tracks

The Native Vegetation Act prevents the clearance of vegetation which comprises or forms part of a stratum of native vegetation that is substantially intact.

An Intact Stratum is defined within the Native Vegetation Act as:

- (1) *A stratum of native vegetation will be taken for the purposes of this Act to be substantially intact if, in the opinion of the Council— (a) the stratum has not been seriously degraded by human activity during the immediately preceding period of 20 years; or (b) the only serious degradation of the stratum by human activity during that period has been caused by fire.*

Historical aerial photos of the site show that the land has been extensively cleared in the past and the majority of the vegetation currently on the land is relatively recent re-growth, particularly within the eastern portion of the site (refer to figure 9 below).

The photos indicate that the land was cleared prior to the 1970s and potentially used for grazing purposes.

The 1996 photo below shows the land still substantially cleared of vegetation and thus based on the above definition, the existing vegetation is not considered to be an intact stratum given it has been seriously degraded in the past 20 years.

Notwithstanding the above, it is acknowledged that the vegetation along the western boundary and in particular within the south western corner has been least affected by previously clearing activities on the site. This vegetation provides a strong link to the existing intact vegetation that exists on the land to the west and south. The land to the west is Crown Land and forms part of coastal reserve, whilst the land to the south is privately owned.

The land within the south western corner of the affected also contains portion of the sand dune and is identified as being a potential risk of sand dune drift.

As a result, it is proposed to retain land along the western boundary (west of the path shown of the 1996 aerial photo) as reserve and introduce a concept plan depicting this reserve area for the purposes of guiding the design of a future land division application. The extent of the proposed reserve area is illustrated below in Figure 8.

The location of the reserve along the western boundary will provide a buffer to the coastal reserve and will also assist to provide pedestrian access from the subject land to the existing walkway to the beach which is located at the western end of South Terrace.

This proposed reserve area will likely form part of the open space requirements pursuant to Section 50 of the Development Act 1993 (if 20+ allotments are created) which will be required at the land division stage. The proposed reserve is approximately 7900m<sup>2</sup> which equates to 21% of the land. The proposed reserve area will therefore exceed the minimum 12.5% requirement required by Section 50 of the Act.

Whilst some of the land outside of the proposed reserve area is identified as SEB rating 6:1 it is noted that the clearance of land with a SEB rating 6:1 is not seriously at variance with native vegetation clearance principles (NVC Interim Policy (1.2.11)).

The extent of development (i.e. number of allotments) will be subject to native vegetation clearance approval. There are two avenues for requesting clearance approval which are via a Clearance Application or pursuant to Regulation 5(1)(ab) of the Native Vegetation Regulations.

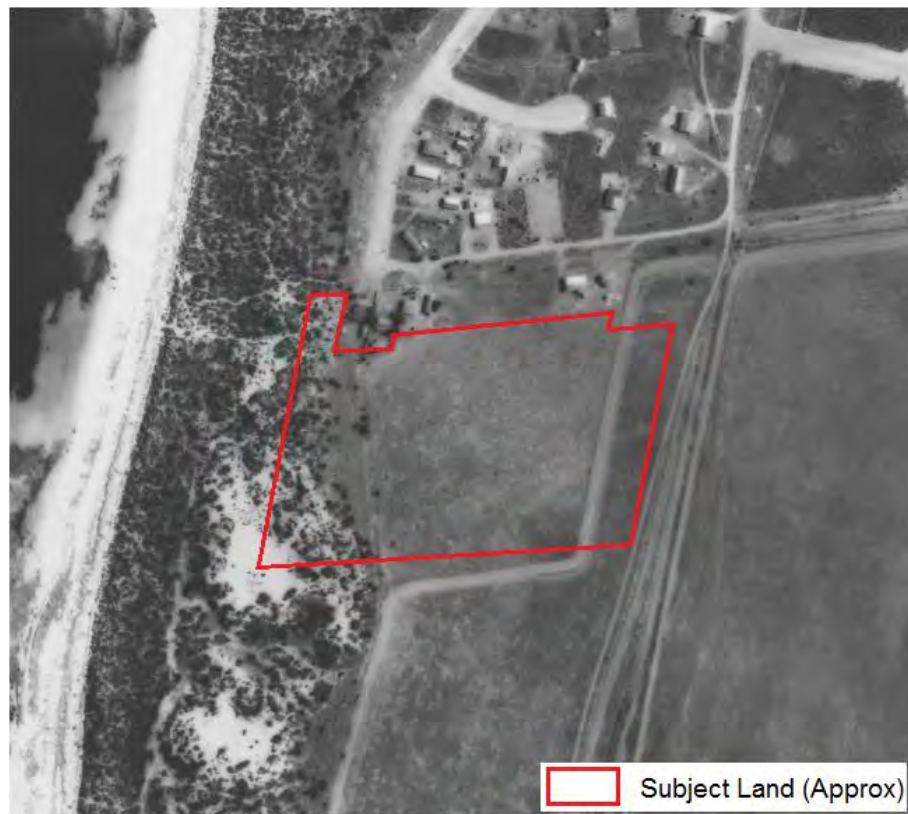
Regulation 5(1)(ab) allows for native vegetation to be cleared if associated with the division of land for residential purposes. Dividing and developing the land for residential purposes is the most likely outcome as a consequence of the proposed rezoning.

Whichever method is adopted, any clearance will need to occur in association with a management plan and offset requirements which will be determined as part of a formal application/assessment process.

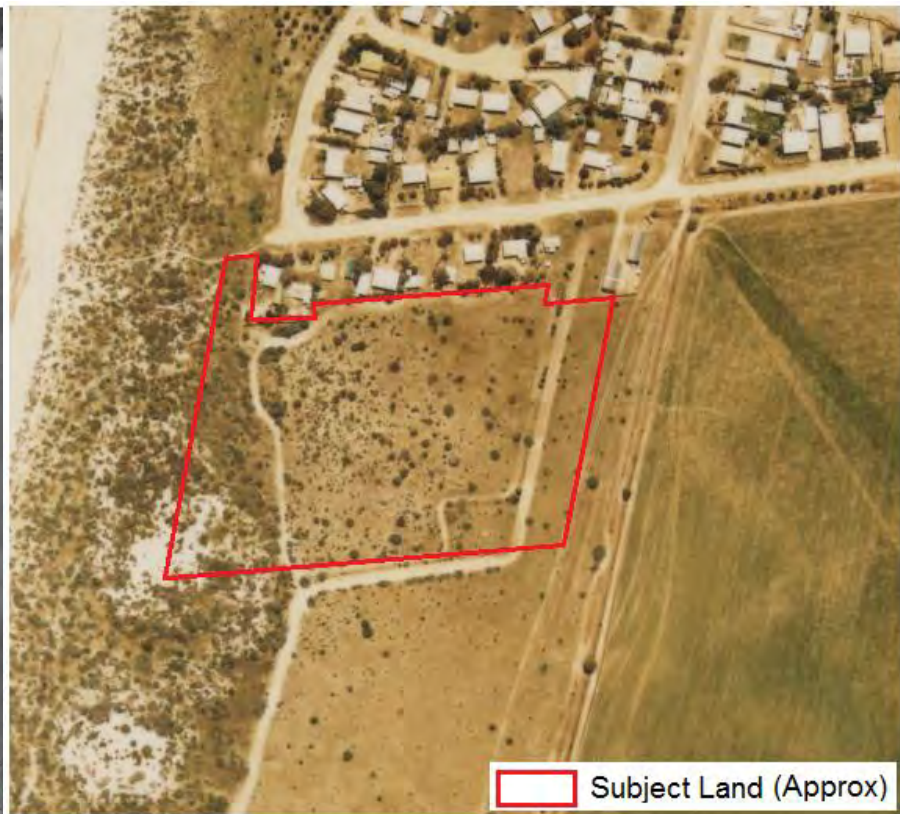




**Figure 9: Historical Aerial Photos**



**Date of Photo:** 28/1/1977



**Date of Photo:** 15/10/1996

## 4. Recommended Policy Changes

Following is a list of the recommended policy changes based on the investigations of this DPA:

- Rezone the affected land from Caravan and Tourist Park to Settlement
- Introduce a concept plan to guide future development on the land

A comprehensive summary, including a summary of the conclusions drawn from the investigations, is contained in the **Appendices**.

## 5. Consistency with the Residential Code

The Residential Development Code was introduced in 2009 to make simpler, faster and cheaper planning and building approvals for home construction and renovation.

This DPA does not affect the existing Residential Development Code boundaries.

## 6. Statement of statutory compliance

Section 25 of the *Development Act 1993* prescribes that the DPA must assess the extent to which the proposed amendment:

- accords with the Planning Strategy
- accords with the Statement of Intent
- accords with other parts of council's Development Plan
- complements the policies in Development Plans for adjoining areas
- accords with relevant infrastructure planning
- satisfies the requirements prescribed by the Development Regulations 2008.

### 6.1 Accords with the Planning Strategy

Relevant strategies from the Planning Strategy are summarised in the Appendices of this document. This DPA is consistent with the direction of the Planning Strategy.

### 6.2 Accords with the Statement of Intent

The DPA has been prepared in accordance with the Statement of Intent agreed to on 3 December 2015. In particular, the proposed investigations outlined in the Statement of Intent have been addressed in section 3.2 of this document.

### 6.3 Accords with other parts of the Development Plan

The policies proposed in this DPA are consistent with the format, content and structure of the Yorke Peninsula Council Development Plan.

For instance, the DPA only seeks to realign zone boundaries, no new zones are proposed to be introduced.

### 6.4 Complements the policies in the Development Plans for adjoining areas

The policies proposed in this DPA will not affect and will complement the policies of Development Plans for adjoining areas.

## **6.5 Accords with relevant infrastructure planning**

This DPA complements current infrastructure planning for the Council area, as discussed in section 2.3.2 of this document.

## **6.6 Satisfies the requirements prescribed by the Regulations**

The requirements for public consultation (Regulation 11) and the public meeting (Regulation 12) associated with this DPA will be met.

## References/Bibliography

- Atlas SA ([www.atlas.sa.gov.au](http://www.atlas.sa.gov.au))
- Department of Water, Land and Biodiversity Conservation, June 2007, Regional Land Resource information for Southern South Australia.
- EBS Ecology, Balgowan Vegetation Assessment, 23 May 2014
- Government of South Australia, Minister's Code, Undertaking development in Bushfire Protection Areas, October 2012.
- Nature Maps ([www.naturemaps.sa.gov.au](http://www.naturemaps.sa.gov.au))
- Property Location Browser ([www.maps.sa.gov.au/plb](http://www.maps.sa.gov.au/plb))
- Department of Water, Land and Biodiversity Conservation, June 2007, Regional Land Resource information for Southern South Australia.
- Transport Roads & Maritime Services, NSW Government, Guide to Traffic Generating Developments, Updated traffic surveys August 2013.
- SA Power Networks Distribution Annual Planning Report, 31 October 2014
- SARIG ([www.sarig.pir.sa.gov.au](http://www.sarig.pir.sa.gov.au))
- South Australian Environment Protection Authority. December 2007, Guideline for Separation Distances.

## Schedule 4a Certificate

### CERTIFICATION BY COUNCIL'S CHIEF EXECUTIVE OFFICER

#### DEVELOPMENT REGULATIONS 2008

#### SCHEDULE 4A

*Development Act 1993 – Section 25 (10) – Certificate - Public Consultation*

#### CERTIFICATE OF CHIEF EXECUTIVE OFFICER THAT A DEVELOPMENT PLAN AMENDMENT (DPA) IS SUITABLE FOR THE PURPOSES OF PUBLIC CONSULTATION

I Andrew Cameron, as Chief Executive Officer of the Yorke Peninsula Council, certify that the Statement of Investigations, accompanying this DPA, sets out the extent to which the proposed amendment or amendments-

- (a) accord with the Statement of Intent (as agreed between the Yorke Peninsula Council and the Minister under section 25(1) of the Act) and, in particular, all of the items set out in Regulation 9 of the *Development Regulations 2008*; and
- (b) accord with the Planning Strategy, on the basis that each relevant provision of the Planning Strategy that related to the amendment or amendment has been specifically identified and addressed, including by an assessment of the impacts of each policy reflected in the amendment or amendments against the Planning Strategy, and on the basis that any policy which does not fully or in part accord with the Planning Strategy has been specifically identified and an explanation setting out the reason or reasons for the departure from the Planning Strategy has been included in the Statement of Investigation; and
- (c) accord with the other parts of the Development Plan (being those parts not affected by the amendment or amendments); and
- (d) complement the policies in the Development Plans for adjoining areas; and
- (e) satisfy the other matters (if any) prescribed under section 25(10)(e) of the *Development Act 1993*.

The following person or persons have provided advice to the council for the purposes of section 25(4) of the Act:

- Mr David Hutchison of Access Planning (SA) Pty Ltd

DATED this                      day of                      2016

.....  
Chief Executive Officer



## **Appendices**

**Appendix A - Assessment of the Planning Strategy**

**Appendix B – EBS Ecology Vegetation Assessment**

## Appendix A - Assessment of the Planning Strategy

Policy	How the target will be implemented:
<b>Yorke Peninsula Regional Land Use Framework</b>	
<p><b>Objective 1: Recognise and Protect the Region's Environmental Assets</b></p> <p><b>1.4-</b> Establish Coastal Zones and manage development to:</p> <ul style="list-style-type: none"> <li>• Minimise the impact of development and land uses, including cumulative impacts, on natural processes and systems</li> <li>• Limit development in areas of natural coasts of high conservation or landscape value unless the proposal has a neutral or beneficial effect</li> <li>• Prevent disturbance of natural coastal habitats and native vegetation</li> <li>• Provide buffer areas of sufficient width to separate new development from the foreshore and sensitive coastal features, accommodation long term coastal processes (i.e. that may result in the movement of the coastline).</li> </ul> <p><b>1.6-</b> locate and design development to prevent further loss, degradation and fragmentation of native vegetation, on public and private land, including within townships.</p> <p><b>1.9-</b> Preserve areas of high landscape and amenity value and areas forming an attractive background or entrance to towns or tourist developments, and along the coast.</p>	<p>It is noted the DPA will rezone land currently occupied by coastal native vegetation. However, any expansion of Balgowan is limited in the sense that it is surrounded by a coastal reserve and arable Primary Production land. The proposed area is the most logical expansion to the town as the land is already zoned for urban purposes and thus there will be no amendments to the existing boundaries of the Coastal Conservation Zone or loss of farming land.</p> <p>In addition, as a consequence of previous clearance activities, together with the land's position adjacent the township and in between broadacre farming land and the coastal reserve, the vegetation on the subject land is degraded, particularly compared to the vegetation on the land to the west and south. Whilst any vegetation clearance on the subject land will be subject to the relevant approvals, the DPA will not fragment existing stands of high quality vegetation found within the adjoining Coastal Conservation Zone.</p> <p>The future residential development on the land will maintain an extensive setback from the coast, similar to the existing development within the settlement to the immediate north and will be screened by the existing vegetated sand dunes to the west. As a result views from the coast will not be adversely impacted.</p>
<p><b>Objective 4: Effectively manage waste, wastewater and stormwater</b></p> <p>4.3 Plan for effective wastewater disposal through the mains sewer and Community Waste Management Systems and maximise re-use opportunities</p>	<p>A CWMS currently services a limited number of properties within the township. The DPA will investigate the effectiveness of the system, and if augmentation works are possible to service the future development on the subject land in addition to existing properties within the settlement.</p>
<p><b>Objective 9: Retain and strengthen the economic potential of high quality agricultural land</b></p> <p>9.1 Prevent loss of productive agricultural land to other uses and through potential conflict with incompatible uses by:</p> <ul style="list-style-type: none"> <li>• focusing housing (including rural living) and industrial development within townships and industrial estates, unless directly related to primary industry</li> <li>• preventing fragmentation of agricultural land</li> <li>• managing interfaces with residential areas</li> </ul>	<p>Primary production is the basis of the economic activity in this part of the Yorke Peninsula region and the protection of existing operations is paramount.</p> <p>The DPA proposes to rezone existing Caravan and Tourist Park land to facilitate the extension of the settlement. It will not encroach on the surrounding, productive agricultural land.</p>

Policy	How the target will be implemented:
<p><b>Objective 17: Reinforce the Role, Functionality and Vibrancy of Towns and Settlements</b></p> <p>17.9 Limit expansion of towns on the western coast of the peninsula, south of Port Hughes, to provide housing and nature-based/low-key tourist experiences – focussing development in existing townships of Point Turton, Corny Point, marion Bay, <b>Balgowan</b>, Port Victoria, Port Rickaby and Hardwicke Bay.</p>	<p>The proposed zoning will provide a logical expansion to the town of Balgowan, as sought in this principle.</p>
<p><b>Objective 18: Strategically plan and Manage Township Growth, with Master Planning for Coastal Areas a Priority</b></p> <p>18.1 focus development in existing towns based on role and function</p> <p>18.2 base expansions of towns on clear and structured master planning that:</p> <ul style="list-style-type: none"> <li>• supports the role, function and desired character of the town;</li> <li>• ensures new areas are continuous with and form compact extensions of existing built up areas;</li> <li>• prevents linear development along the coast and arterial roads;</li> <li>• does not encroach upon areas of importance to economic development;</li> <li>• supports equitable access to health, community and education services and facilities, including future needs of the community taking into account projected demographic changes;</li> <li>• supports cost-effective provision of infrastructure and services (e.g. health, education), including avoidance of unnecessary expansion or duplication;</li> <li>• of existing regional infrastructure and services;</li> <li>• supports the provision of passenger/public transport within and between towns;</li> <li>• in coastal settlements, retains public access to the coast, promotes strong linkages with the coast;</li> <li>• protects places of heritage and cultural value, minimises adverse environmental and aesthetic impacts, and prevents exposure of people and property to risk of hazards;</li> <li>• promotes development on existing vacant land and surplus government land prior to providing further broadacre/greenfield sites.</li> </ul> <p>18.6 Discourage significant development along the western coast (south of Port Hughes) and foot of the peninsula, and focus</p>	<p>Balgowan is identified as one of the coastal settlements on the western side of the peninsula that should be the focus of future development (18.6).</p> <p>The proposed DPA would result in the compact extension of the settlement which will use underutilised land within the existing urban boundary.</p> <p>The close proximity of the subject land to the existing settlement means that the augmentation of infrastructure remains cost-effective.</p>

Policy	How the target will be implemented:
future development in this area within the townships of Point Turton, Corny Point and Marion Bay, <b>Balgowan</b> , Port Victoria, Hardwicke Bay and Port Rickaby	
<p><b>Objective 20: Provide residential land to enable a supply of diverse, affordable and sustainable housing to meet the needs of current and future residents and visitors</b></p> <p>20.1 Focus housing within townships, including 'rural living' (large residential allotments), to prevent encroachment on sensitive environments, agriculture, mining and industrial land, exposure to risks (e.g. flooding, bushfire, pollution) and to best utilise strategic infrastructure</p>	<p>As discussed previously, the proposal consists of a compact expansion of the existing Settlement Zone that will provide more housing opportunities within the existing township boundary and thus prevents the loss of farming and coastal zoned land.</p>

## **Appendix B – EBS Ecology Vegetation Assessment**

# Development Plan Amendment

By the Council

## Yorke Peninsula Council

### Balgowan Settlement DPA

#### The Amendment

#### *For Consultation*

Declared by the Minister responsible for the administration of the *Development Act 1993* to come into operation on an interim basis pursuant to Section 28, of the *Development Act 1993*.

.....  
Signature

Date.....

## Amendment Instructions Table

**Name of Local Government Area: Yorke Peninsula Council**

**Name of Development Plan: Yorke Peninsula Council Development Plan**

**Name of DPA: Balgowan Settlement DPA**

*The following amendment instructions (at the time of drafting) relate to the Council Development Plan consolidated on **26 November 2015**.*

*Where amendments to this Development Plan have been authorised after the aforementioned consolidation date, consequential changes to the following amendment instructions will be made as necessary to give effect to this amendment.*

Amendment Instruction Number	Method of Change	Detail what in the Development Plan is to be amended, replaced, deleted or inserted.  If applicable, detail what material is to be inserted and where. Use attachments for large bodies of material.	Is Renumbering required (Y/N)	Subsequent Policy cross-references requiring update (Y/N) if yes please specify.
	<ul style="list-style-type: none"> <li>• Amend</li> <li>• Replace</li> <li>• Delete</li> <li>• Insert</li> </ul>			

### COUNCIL WIDE / GENERAL SECTION PROVISIONS (including figures and illustrations contained in the text)

Amendments required (Yes/No): **Yes**

#### General Section

1.	Insert	Reference to <u>Concept Plan YoP/7 – Balgowan</u> within Orderly and Sustainable PDC 9	N	N
----	--------	--	---	---

### ZONE AND/OR POLICY AREA AND/OR PRECINCT PROVISIONS (including figures and illustrations contained in the text)

Amendments required (Yes/No): **Yes**

#### Settlement Zone

2.	Insert	New PDC 9: Development should be carried out in accordance with the concepts shown on <u>Concept Plan YoP/7 – Balgowan</u>	Y	N
3.				

### TABLES

Amendments required (Yes/No): **No**

#### Table

### MAPPING (Structure Plans, Overlays, Enlargements, Zone Maps, Policy Area & Precinct Maps)

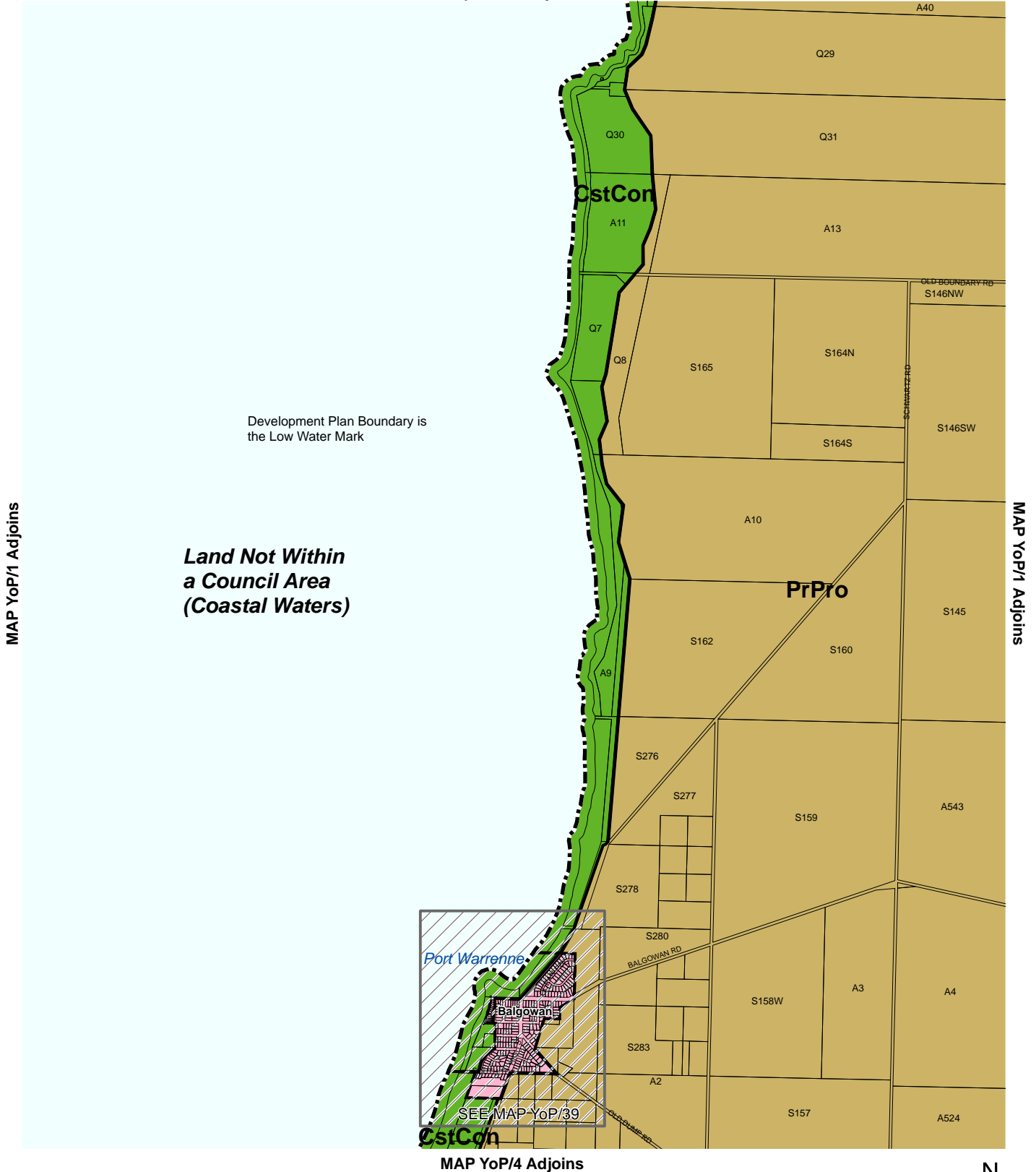
Amendments required (Yes/No): **Yes**

<b>Map Reference Table</b>				
4.	Delete	Reference to YoP/39 within Caravan and Tourist Park Zone	N	N
5.	Insert	Reference to Balgowan YoP/7 within Concept Plan Maps	N	N
<b>Map(s)</b>				
6.	Replace	Zone Map YoP/3 With map contained within Attachment A	N	N
7.	Replace	Zone Map YoP/39 With map contained within Attachment B	N	N
8.	Insert	Concept Plan Map Ro/7 Balgowan as per Attachment C	N	N



**Attachment A**

# Map YoP/2 Adjoins



See enlargement map for accurate representation.  
 Lamberts Conformal Conic Projection, GDA94



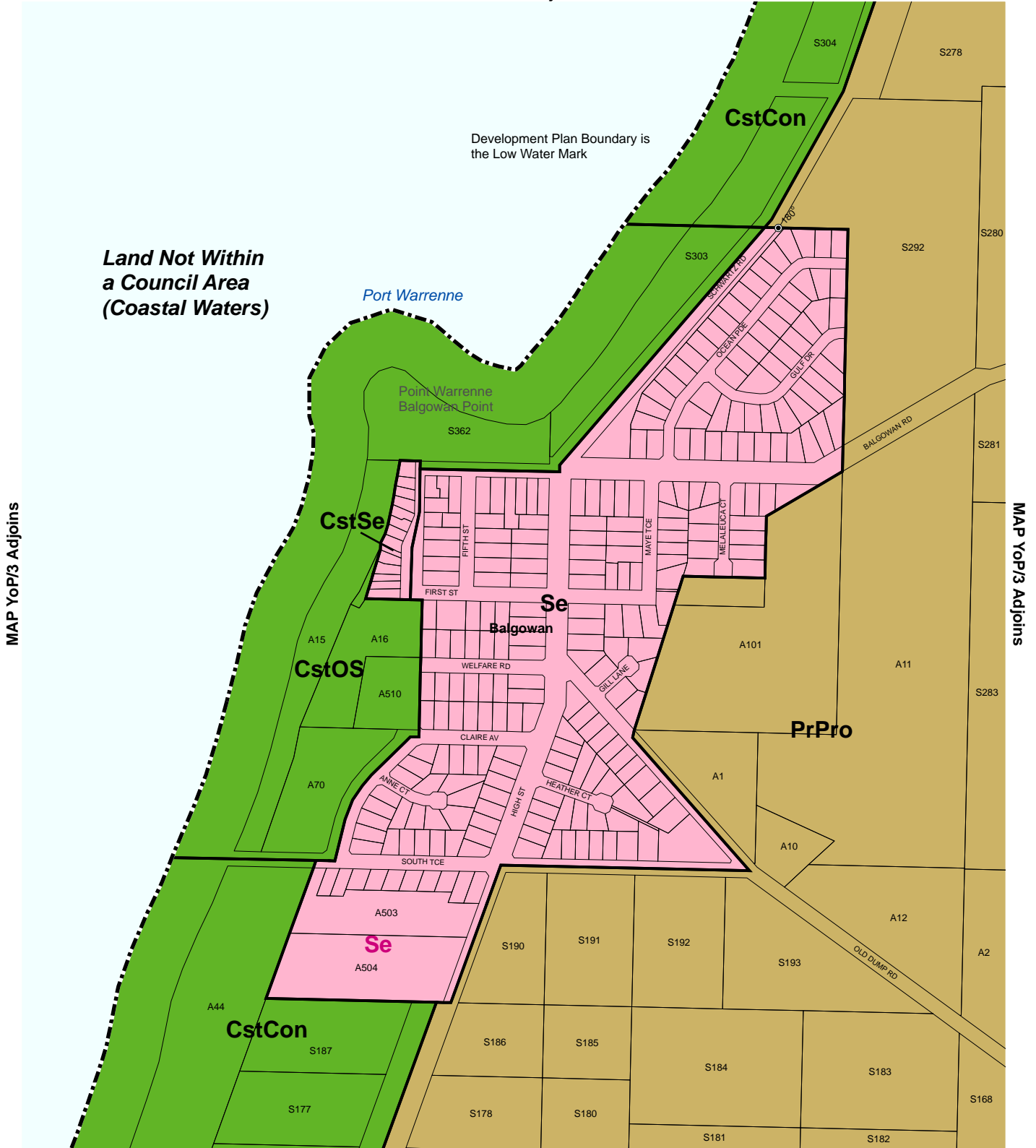
## Zones

- CstCon Coastal Conservation
  - PrPro Yorke Peninsula Council
  - Council Agenda
  - Development Plan Boundary
- Wednesday 9th March 2016

# Zone Map YoP/3

194

**Attachment B**



Lamberts Conformal Conic Projection, GDA94



**Zones**

- CstCon** Coastal Conservation
- CstOS** Coastal Open Space
- CstSe** Coastal Settlement
- PrPro** Primary Production
- Se** Settlement

**Council Boundary**  
 **Development Plan Boundary**

**BALGOWAN**

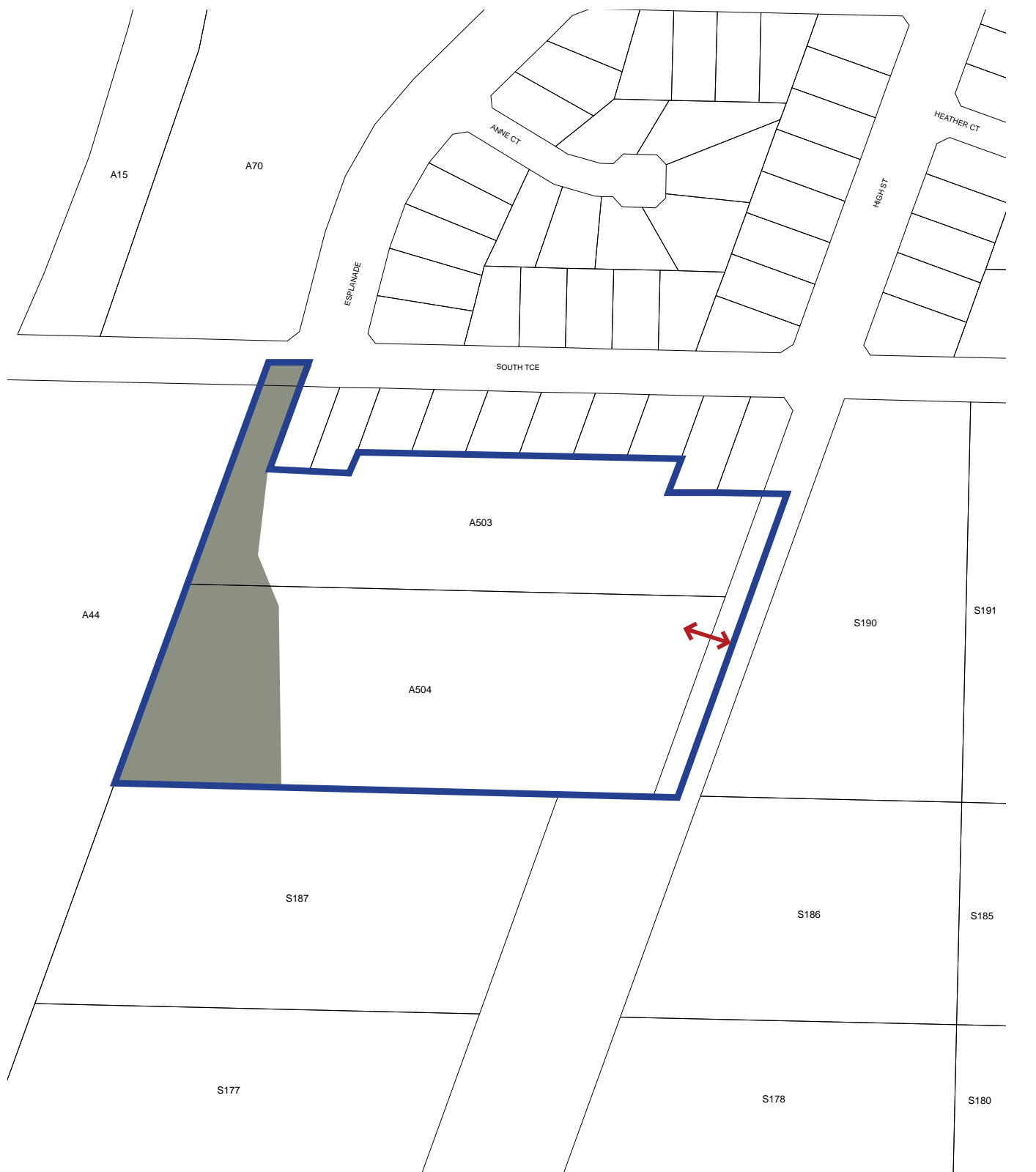
# Zone Map YoP/39

196

**YORKE PENINSULA COUNCIL**

Version A 14/1/16

**Attachment C**



0

250m



# Concept Plan Map YoP/7

**BALGOWAN**

198

Open Space / Reserve

Vehicle Access

Yorke Peninsula Council  
Council Agenda

Wednesday 9th March 2016

YORKE PENINSULA COUNCIL

Version A 14/1/16

## **DIRECTOR DEVELOPMENT SERVICES**

### **DA/ITEM 6.4**

#### **5. CONSIDERATION OF SUPPLEMENTARY LAND MANAGEMENT AGREEMENT**

(File Ref: 9.24.1.1)

##### **PURPOSE**

To seek in principle support from Council on a request for a Supplementary Deed to existing Land Management Agreement No. 7045857 registered to Allotment 1 (DP31624) Hundred Line Road, Hundred of Warrenben in the area named Foul Bay.

##### **RECOMMENDATION**

That Council support in principle the preparation of a Supplementary Deed to existing Land Management Agreement No. 7045857 registered to Allotment 1 (DP31624) Hundred Line Road, Hundred of Warrenben in the area named Foul Bay (CT: 5069/703), to allow for tourist accommodation comprising a single accommodation unit only, of not more than two bedrooms.

##### **LINK TO STRATEGIC PLAN**

Key Theme/s:	Sustainable Communities 2. Progressive and Sustainable Development
Strategic Goal/s:	2.1 Streamlined Development Assessment Process
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 Council and the previous land owner Zwier Albertus Mangels, entered into a Land Management Agreement (LMA) dated 14 January 1991, which amongst other things limits development on the allotment to a single detached dwelling and outbuildings normally associated with a dwelling.

The current owner has requested that Council agree to vary the LMA such that the owner may also develop small scale tourist accommodation (a bed and breakfast).

A Supplementary Deed to the LMA is the formal process by which the Council and Owner can agree to vary the LMA.

Although the written request seeking variation to the LMA was received by Council on 13 March 2015, the SA Country Fire Service's (CFS) support of the proposal was sought prior to putting the request to Council. The development application is on land located within a High Bushfire Risk area, which the CFS can direct Council to refuse should the development be at unacceptable risk.

After much negotiation, the CFS and the owner have agreed to amended plans for the proposed development which would allow for safe access/egress for emergency services vehicles.

## DISCUSSION

Whilst a Supplementary Deed is yet to be prepared, the Owner seeks the in principle support of Council to allow for small scale tourist accommodation to be developed on the land.

Since the LMA was introduced, Council's Development Plan policy has evolved to envisage tourist accommodation as an appropriate form of development within the Primary Production Zone.

Without the support of Council to vary the LMA, any development application for tourist accommodation becomes hypothetical.

The LMA seeks the "*conservation, preservation and enhancement of scenically attractive areas including the conservation of flora and fauna in the subject land*". The development of small scale tourist accommodation, ancillary to a dwelling, is not considered to be harmful to this intent.

Accordingly, it is recommended that Council provide in principle support to the preparation of a Supplementary Deed.

The future authorisation of Council will need to be sought for the Mayor and Chief Executive Officer to execute the supplementary deed documents.

## COMMUNITY ENGAGEMENT PLAN

Not applicable.

## CONSULTATION PROCESS

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

- Planning Officer (South)

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

- Nil

## POLICY IMPLICATIONS

Not applicable.

## BUDGET AND RESOURCE IMPLICATIONS

All legal costs associated with the executing of the Supplementary Deed to the LMA will be met by the Owner.

## RISK/LEGAL/LEGISLATIVE IMPLICATIONS

A designated authority, being Council, may enter a Land Management Agreement under Section 57A of the Development Act 1993.

Executing the Supplementary Deed ensures that legal protocols have been appropriately adhered to with regards to development, which would otherwise be outside of the restrictions under the LMA.

## ATTACHMENTS

**Attachment 1:** Locality plan

**Attachment 2:** Plan of the subject land

**Attachment 3:** Correspondence from MasterPlan SA on behalf of C Candlish & J Jenkins



## Locality Plan

Allotment 1 (DP31624) Hundred Line Road, Hundred of Warrenben (Foul Bay)





## Bushfire Protection Plan

### PROPOSED DWELLING AND TOURIST ACCOMMODATION

Allotment 1, Hundred Line Road  
FOUL BAY  
for Mr C Candlish and Ms J Jenkins

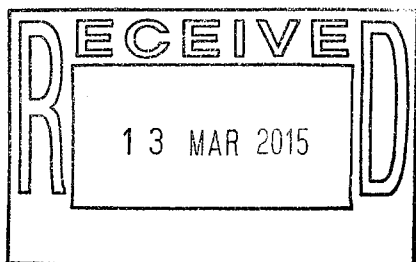


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33 Carrington Street  
Adelaide SA 5000  
Tel: 08 8221 6000  
Fax: 08 8221 6001

Note: Property boundary has been determined using the naturemaps.sa.gov.au website and is approximate and subject to survey.



13 March 2015

Mr Andrew Cameron  
Chief Executive Officer  
Yorke Peninsula Council  
PO Box 88  
MINLATON SA 5575

Attention: Georgina Burgess

Dear Andrew



**MASTERPLAN**  
TOWN + COUNTRY PLANNERS

Item Number
1730-2015-4
GDS Number
3.36.1.1
Distribution
copy to Jackie

**Re: Land Management Agreement  
Allotment 1, Hundred Line Road, Foul Bay**

MasterPlan SA Pty Ltd, on behalf of Mr C Candlish and Ms J Jenkins, write to request Council's consideration of amending the Land Management Agreement which applies to the subject land.

Mr Candlish and Ms Jenkins purchased the subject property, known as Allotment 1, Deposited Plan 31624, in the area of Foul Bay, Hundred of Warrenben, in Certificate of Title Volume 5069 Folio 703 during 2014. The Certificate of Title is subject to a Land Management Agreement (7045857) under the *Planning Act 1982*. Copies of both the Certificate of Title and the Land Management Agreement are attached for your information.

Allotment 1 is one of the four allotments created in 1991 via Development Application 541/D003/90. A Land Management Agreement (LMA) was established at the time the allotments were created to guide their future development. The LMA sought the *"conservation, preservation and enhancement of scenically attractive areas including the conservation of flora and fauna in the subject land. (para 4)*. Furthermore, the LMA specified that development is *"restricted to a single detached dwelling and outbuildings normally associated with a dwelling" (para 6)*. In addition, the LMA sought development within an undefined/unspecified building envelope, which paragraph 1.4 defines as *"land pre-selected as a residential and outbuilding site, such building envelope is to be no larger in size than eight thousand (8,000) square metres and shall not encroach into any Dune area"*.

Since purchasing the property, my clients have submitted a development application to develop a detached dwelling and tourist accommodation on the subject land. This development application (544/1158/2014) is currently being assessed by Council.

**SOUTH AUSTRALIA**  
33 Carrington Street  
Adelaide, 5000  
P (08) 8221 6000

**NORTHERN TERRITORY**  
Unit 33, 16 Charlton Court  
Woolner, 0820  
P (08) 8942 2600

ABN 30 007 755 277  
14490LET02

Yorke Peninsula Council  
masterplan.com.au  
Council Agenda

ISO 9001:2008 Certified

203

Wednesday 9th March 2016



The merits of the proposed development are outlined in detail in the Statement of Effect which accompanies the application, but in short the merits include:

- tourist accommodation is specifically anticipated within the Primary Production Zone;
- the proposed tourist accommodation that forms part of the development application is small in scale;
- it provides additional tourist accommodation within the Foul Bay area within a natural setting so that people can enjoy the vegetation, environment, walking trails and beach and coast of Foul Bay;
- development of tourist accommodation on the site provides my clients with a source of income to supplement the conservation and maintenance of vegetation on the site; and
- the tourist accommodation is proposed to be developed centrally on the site, in a cluster of buildings with the proposed dwelling and existing outbuilding. The area being developed is considerably less than the 8,000 square metre building envelope anticipated in the Land Management Agreement.

Should the proposed development obtain Development Plan Consent, the Land Management Agreement would preclude the development from proceeding, given that it only anticipates a dwelling and outbuildings. Given such a long period of time has elapsed since the LMA was introduced, and that planning policy has evolved to anticipate tourist accommodation within the Primary Production Zone, it is our respectful request that an amendment to the Land Management Agreement to incorporate the establishment of small scale tourist accommodation on the site, within the building envelope is reasonable.

Your consideration of this request to amend the LMA concurrently with the development application would be appreciated.

Yours sincerely

**Julie Jansen**

MasterPlan SA Pty Ltd

enc: Certificate of Title.  
Land Management Agreement.

cc: Mr C Candlish and Ms J Jenkins.



# Title Register Search

## LANDS TITLES OFFICE, ADELAIDE

For a Certificate of Title issued pursuant to the Real Property Act 1886

REGISTER SEARCH OF CERTIFICATE OF TITLE \* VOLUME 5069 FOLIO 703 \*

COST : \$26.50 (GST exempt )	PARENT TITLE : CT 4384/310
REGION : EMAIL	AUTHORITY : CONVERTED TITLE
AGENT : BTPL BOX NO : 000	DATE OF ISSUE : 23/04/1992
SEARCHED ON : 09/01/2015 AT : 09:49:34	EDITION : 9
CLIENT REF JAJ - FOUL BAY	

### REGISTERED PROPRIETORS IN FEE SIMPLE

CHRISTOPHER CANDLISH AND JEANETTE ANN JENKINS BOTH OF 22 CAMPBELL ROAD  
ELIZABETH DOWNS SA 5113 AS JOINT TENANTS

### DESCRIPTION OF LAND

ALLOTMENT 1 DEPOSITED PLAN 31624  
IN THE AREA NAMED FOUL BAY  
HUNDRED OF WARREN BEN

### EASEMENTS

NIL

### SCHEDULE OF ENDORSEMENTS

7045857 AGREEMENT UNDER PLANNING ACT, 1982 PURSUANT TO SECTION 61(2) FOR  
DEVELOPMENT

### NOTATIONS

#### DOCUMENTS AFFECTING THIS TITLE

NIL

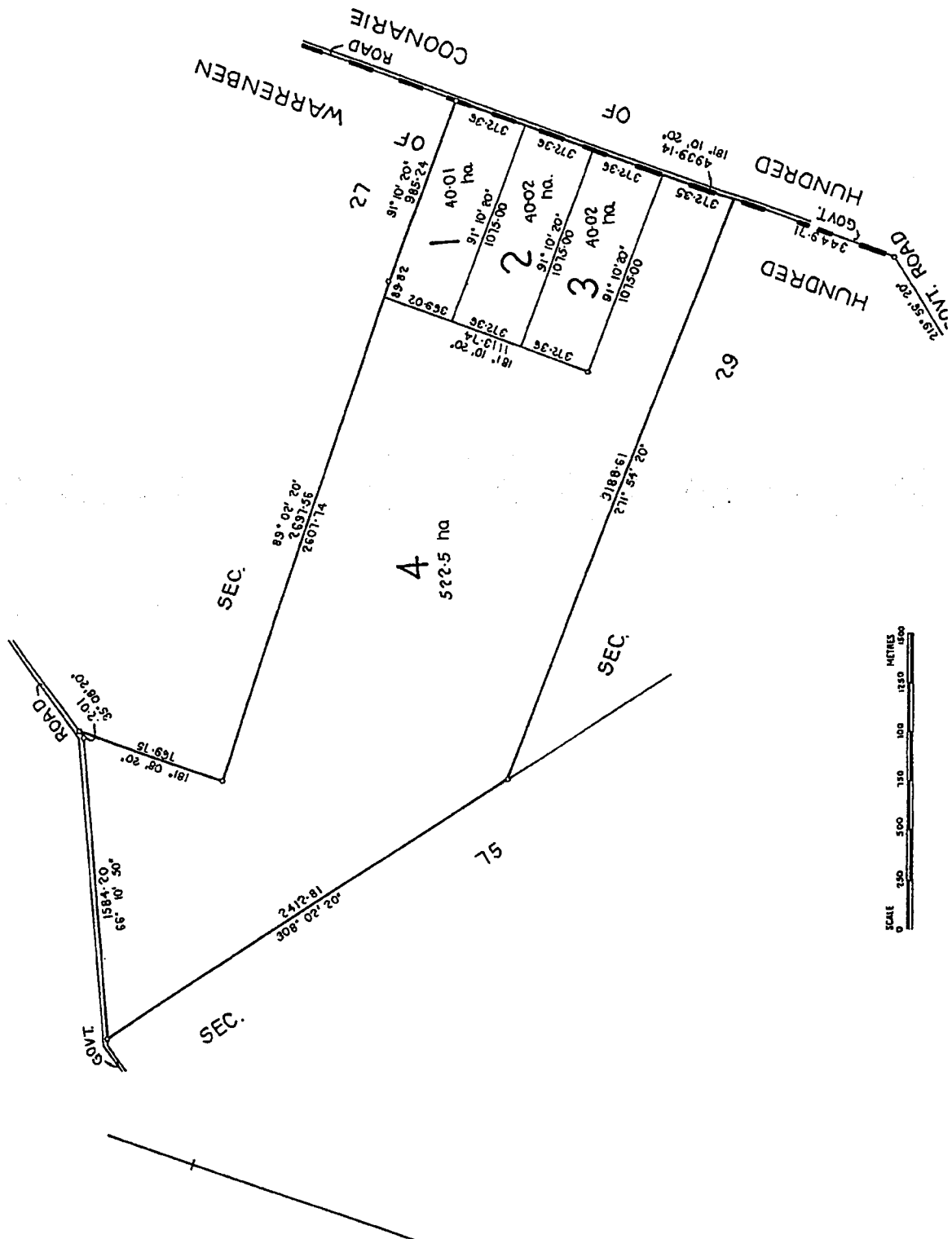
#### REGISTRAR-GENERAL'S NOTES

NIL

END OF TEXT.



LANDS TITLES OFFICE ADELAIDE SOUTH AUSTRALIA  
 DIAGRAM FOR CERTIFICATE OF TITLE VOLUME 5069 FOLIO 703  
 SEARCH DATE : 09/01/2015 TIME: 09:49:34

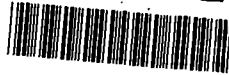




PREFIX

A, G

7045857

REGISTRAR-GENERAL'S  
OFFICE

SOUTH AUSTRALIA

FORM APPROVED BY THE REGISTRAR-GENERAL

CERTIFIED CORRECT FOR THE PURPOSES OF THE REAL PROPERTY ACT, 1886

(SIGNED)

Solicitor/Licensed Land Broker

PAUL EDWARDS

SERIES NO.

TO BE COMPLETED BY AGENT

21 JAN 1991

TIME

13.50

FEES

\$

R.G.O.

44

POSTAGE JAN 1991 0100950521 T.O.

44.00

ADVERTISING

NEW C.T. TO ISSUE

OFFICE NOTES:

CL 822-45 is fully executed

A. J. AND G. M. P. A. S. I. S. I.

Send to Lease Plan Section re Plan attached

/examined

OK CF

14/7/91

11 MAR 1991  
1992 \$20

10.00

01103R0061441010 166TRWNTI

BELOW THIS LINE FOR OFFICE USE ONLY

## EXAMINATION

Ex 23 CORRECTION		PASSED
O.D.R. No.		EXAMINER TO INITIAL
REFERRED	RETURNED	
6-3-91		

Lodged by:  
Address:

Correction to

PAUL EDWARDS (PSEI)  
100 corner to street  
Adelaide 5000TITLES, CROWN LEASES, DECLARATIONS ETC. LODGED WITH THIS  
INSTRUMENT (TO BE FILLED IN BY PERSON LODGING)

1. TR 19578

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

Received items No. \_\_\_\_\_ Assessor \_\_\_\_\_

REGISTERED ON 16-4-1991 AT 11:00  
BY ENTRY OF A MEMORIAL OF THIS INSTRUMENT IN THE  
REGISTER BOOK. VOL. 4376 FOLIO 648



PLEASE ISSUE NEW CERTIFICATES OF TITLE AS FOLLOWS

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

## ITEM(S) DELIVERED—POSTED

IN ACCORDANCE WITH DELIVERY INSTRUCTIONS

DELIVERY INSTRUCTIONS: PLEASE DELIVER THE FOLLOWING ITEM(S)  
TO THE UNDERMENTIONED AGENT(S)

ITEM	AGENT/RGO BOX NO.	DELIVERY DATE	*POSTAGE DATE	INITIALS	ITEM: CT CL REF.	AGENT'S NAME	AGENT/RGO BOX NO.	POSTAL ADDRESS*
1					T/R	PSEI		
2								
3								
4								
5								

\*FILL OUT POSTAGE DATE ONLY IF ITEMS ARE  
RETURNED BY REGISTERED MAIL

A2357

Wednesday 9th March 2016

\*FILL OUT POSTAL ADDRESS ONLY IF ITEMS  
ARE TO BE RETURNED BY CERTIFIED MAIL

207  
AGENT'S  
INITIALS

BLANK INSTRUMENT FORM  
(see footnote)TO: THE REGISTRAR GENERAL

THE DISTRICT COUNCIL OF WAROOKA HEREBY APPLIES pursuant to the provisions of section 61 (5) of the Planning Act, 1982 for the registration of the attached Deed dated the 14<sup>th</sup> day of JANUARY 1991 and made between

DISTRICT COUNCIL OF WAROOKA aforesaid as the Council of the one part and ZWIER ALBERTUS MANGELS as the Owner of the other part as a Land Management Agreement pursuant to section 61 (2) of the said Act. The said Deed binds Allotments 1 to 3 inclusive in the Deposited Plan PLAN ATTACHED TO THE SAID DEED being PORTION OF THE LAND comprised in Crown Lease TREASURY RECEIPT NO 19578 Certificate of Title Register Book VOLUME 822 FOLIO 45 and operates to control the future development of the said Land.

DATED the

17<sup>th</sup>

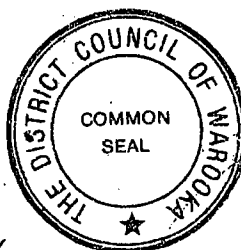
day of

January

19 90.

PORTION  
OF THE LAND IN  
VOL 4376 FOL 648

THE COMMON SEAL of  
THE DISTRICT COUNCIL OF  
WAROOKA was hereunto  
affixed in the presence of:



...B.D. Wolke...  
Chairman

Chairman

...Rebecca Wilson...  
District Clerk

The Owner HEREBY CONSENTS to the registration of the attached Land Management Deed.

Signed by the said  
ZWIER ALBERTUS MANGELS  
in the presence of:

...I. HACKETT J.P....  
I. HACKETT J.P.

Appeared before me at ADELAIDE the 14<sup>th</sup> day of JAN 1991,  
the APPLICANT within described the party executing the within instrument being a person well known to me and did freely and voluntarily sign the same.

...I. HACKETT J.P....  
I. HACKETT J.P.



\$4

- 1 -

THIS INDENTURE is made the 16<sup>th</sup> day of JANUARY 1990  
BETWEEN: THE DISTRICT COUNCIL OF WAROOKA OF Warooka 5577  
(hereinafter referred to as "the Council" of the  
one part

AND: ZWIER ALBERTUS MANGELS of P.M.B. 13, Minlaton 5575  
(hereinafter referred to as "the Owner" of the  
other part.

COMMISSIONER OF STAMPS  
S.A. STAMP DUTY  
21/01/91 220948 12:27  
\$4.00

WHEREAS:

- A. The owner is the proprietor of an estate in fee simple  
in the whole of the Land comprised in Crown Lease Register  
Book Volume 822 Folio 45  
(hereinafter referred to as "the Plan")
- B. The owner has applied to the Council pursuant to the  
provisions of the Planning Act, 1982 for the division of the  
land into four (4) allotments (hereinafter referred to as  
"the Application") in accordance with the Plan of Division  
that accompanied the Application a copy of which is annexed  
hereto (hereinafter referred to as "the Plan");
- C. The Owner and the Council have agreed that the development  
preservation and conservation of the Land shall be governed  
by the various provisions of this Indenture at all times in  
the future;
- D. This Indenture shall operate in respect of the three  
allotments 1 to 3 inclusive depicted in the Plan  
(hereinafter referred to as "the Subject Land")

NOW THIS INDENTURE WITNESSETH and in consideration of these  
premises the Owner and the Council agree as follows:

1. In this Indenture, unless the contrary intention appears:
- 1.1 The term "the Owner" where the Owner is a company  
includes its successors, assigns and transferees and  
where the Owner is a person, includes his heirs,  
executors, administrators and transferees and where  
the Owner consists of more than one person or company  
includes all and every two or more of such persons or  
companies jointly and each of them severally and  
their respective successors, assigns, heirs,  
executors administrators and transferees of the  
companies or persons being registered or entitled to

be registered as the proprietor of an estate in fee simple to the Land subject however to such encumbrances, liens and interests as are registered and notified by Memoranda endorsed on the Title to the Land.

- 1.2 The term "person" shall include a corporate body.
  - 1.3 The term "the relevant planning authority" means the relevant planning authority as defined in the Planning Act 1982 (as amended).
  - 1.4 The term "Building Envelope" means that area of land pre-selected as a residential and outbuilding site, such building envelope is to be no larger in size than eight thousand (8,000) square metres and shall not encroach into any Dune area.
  - 1.5 Words importing the singular number or plural number shall include the plural and singular number respectively.
  - 1.6 Words importing the masculine gender only shall include the feminine and neuter genders and vice versa.
  - 1.7 A reference herein to any statute shall include all statutes amending, consolidating or replacing the statute referred to.
2. The Owner and the Council expressly acknowledge and agree that the matters hereinbefore recited are true and correct in every particular and that the same shall be and form part of the provisions of this Indenture.
  3. The provisions of this Indenture shall not operate or take effect unless and until the Plan of Division relevant to the Application has been deposited in the Lands Titles Registration Office by the Registrar General pursuant to the provisions of the Real Property Act 1886 (as amended)
  4. The Subject Land is subject to planning policies of conservation, preservation and enhancement of scenically attractive areas including the conservation of flora and fauna in the subject Land. The owner shall not conduct or permit any activity to be conducted upon the subject Land

or any part thereof which is inconsistent with these policies.

5. The Subject Land is not to be divided except in strict accordance with the Plan and the allotments so created are not to be further divided.
6. Development upon each allotment depicted in the Plan is to be restricted to a single detached dwelling and outbuildings normally associated with a dwelling.
7. The Owner shall not make or pursue any Application in the relevant planning authority for consent to construct any building or structure of any nature whatsoever upon the Subject Land unless and until the Council has consented in writing to the design, construction and siting thereof and to the types of plants, shrubs and trees to be planted within the Building Envelope surrounding the same.
8.
  - 8.1 The design siting of any structure or building is to be built to accord with the Point Yorke Building and Design Guide attached and forming part of this agreement marked "ANNEXURE A".
  - 8.2 The design, siting and construction of any proposed building shall conform with the provisions of the Building Act 1982 (as amended), Health Act, Planning Act 1982 (as amended) and shall be approved by the Council or their delegate.
9. Any landscaping within the Subject Land is to be in accord with the following principles:
  - 9.1 The native flora and fauna on the Subject Land is to be conserved and preserved and the Owner will not carry on or permit to be carried on any occupation or activity which, in the opinion of the Council, is likely to damage or endanger the native flora.
  - 9.2 Excavation and/or filling in the Building Envelope is to be kept to a minimum so as to preserve the natural form of the Subject Land and the native vegetation and should only be undertaken in order to reduce the visual impact of buildings, including fences and other structures, or in order to construct water storage facilities for use on the Subject Land.

- 9.3 Excavation and/or filling of land outside the Building Envelope is to be confined to the construction of one (1) vehicular access track from the Public Road. No such construction work upon the track shall occur without the prior consent in writing of the Council as to the siting, width and method of construction thereof and once given, the conditions set down by Council must be complied with strictly
10. The Owner shall not conduct or permit any activity to be conducted upon the Subject Land or any part thereof which would contravene the Native Vegetation Management Act, 1985 (as amended) and the Owner shall at his cost and expense in all things perform and fulfil or cause to be performed an fulfilled all the duties and obligations with regard to the Subject Land or the use thereof imposed by any statute affecting the Subject Land or the occupation or condition or use thereof for the time being in force in the State of South Australia including and without limiting the generality hereof the Native Vegetation Management Act, 1985 and the Country Fires Act, 1976 and the Owner shall carry out properly and efficiently the proper requirements from time to time lawfully imposed pursuant to any such Act and/or code.
11. The Owner shall obtain the written consent of the Council prior to doing or permitting to be done on the Subject Land or any part thereof any one or more of the following acts:
- 11.1 the grazing or livestock other than as provided for in the Native Vegetation Management Act, 1985;
  - 11.2 the storage of fuel;
  - 11.3 the dumping of rubbish;
  - 11.4 the carrying out of any scientific research;
  - 11.5 the planting of any crops or vegetation, whether native or exotic other than as permitted in any consent given by the Council pursuant to Clause 7 hereof.
- 12.1 The Owner is to maintain all buildings and structures on the Subject Land in good order and condition.

12.2 The Owner shall maintain all fencing erected from time to time upon the Subject Land in good order and condition from time to time and shall provide such additional fencing as specified by the Council in order to comply with the terms and conditions of this Indenture.

13. The Council and any employee or agents of the Council authorised by the Council so to do may at any time after giving reasonable notice enter the Subject Land for the purpose of:

13.1 inspecting the Subject Land and any buildings or structures thereon;

13.2 exercising any powers of the Council under this Indenture.

14. If the Owner is in breach of any provision of the Indenture the Council may, by notice in writing served on the Owner, require the Owner to remedy such breach within such time as shall be nominated by the Council in the notice (being not less than twenty eight (28) days from the date of service of the notice) and if the Owner fails so to remedy such a breach, the Council or its employees or agents may carry out the requirements of the notice and in doing so may perform any necessary works upon the Subject Land and may recover any costs thereby incurred from the Owner as a debt due and owing by the Owner to the Council.

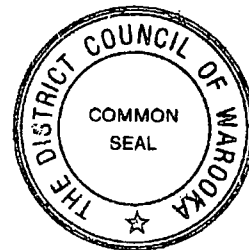
15. If in any notice referred to in paragraph 15 hereof the Council requires the removal of any thing from the Subject which may include but shall not be limited to any building or structure or material of any kind and the Owner fails to remove such thing from the Subject Land according to the requirements of such notice from the Council then and in such case the Council and its employees or agents are hereby authorised and empowered by the Owner to remove the said thing from the Subject Land according to the requirements of such notice from the Council then and in such case the Council and its employees or agents are hereby authorised and empowered by the Owner to remove the said thing from the Subject Land and dispose of it in any manner determined by the Council PROVIDED THAT If any such thing shall after the disposal thereof account to the Owner and pay to him the realised value less all expenses incurred.

16. The Council may delegate any of the Council's powers under this Indenture to any person.
17. This Indenture may not be varied except by a supplementary Indenture in writing signed by the Council and the Owner.
18. This Indenture shall be lodged by the Owner for registration by the Registrar-General at the Lands Titles Office pursuant to the provisions of the Real Property Act, 1886 (as amended) at the same time as and immediately in series after the lodgement of the Owner's Application for new Certificates of Title for the allotments depicted in the Plan pursuant to the provisions of the said Act.
19. The Owner shall give notice of this Indenture to any intending purchaser of the Subject Land.
20. The Owner shall give notice to the Council of any damage or destruction of any nature whatsoever to native vegetation situated upon the Subject Land.
21. The Council may attach such conditions as are consistent with the provisions of this Indenture to the giving of any consent required from Council pursuant to the provisions of this Indenture and the Council shall be entitled to withhold any consent until it is satisfied that the Owner has complied with any conditions which are imposed as express pre-conditions to the giving of such consent.
22. This Indenture contains the whole of the agreement with the parties in respect of the matters referred to herein.
23. Notice shall for the purpose of this Indenture be properly served on the Owner if it is:
  - 23.1 posted to the Owner's last address known to the Council
  - or
  - 23.2 affixed in a prominent position on the Land.
24. The Owner shall bear all costs of the incidental to the negotiation for the preparation, execution, stamping and registration of this Indenture and any other fees or charges associated therewith.

25. The requirements of this Indenture are at all times to be construed as additional to the requirements of the Planning Act, 1982 (as amended) and any other legislation affecting the Subject Land.
26. Each party shall do and execute all such acts, documents and things as shall be necessary to ensure that this Indenture is registered and a memorial thereof entered on all Certificates of Title for the Subject Land pursuant to the provisions of Section 61(5) of the Planning Act, 1982 (as amended) in priority to the other registerable and registered estate and interest in the Subject Land.

IN WITNESS whereof the parties hereto have hereunder affixed their and seals and common seal the day and year hereinbefore written.

THE COMMON SEAL of THE  
DISTRICT COUNCIL OF  
WAROOKA was hereunto  
affixed in the  
presence of:



..... B.D. Wales ..... Mayor/Chairman  
..... Rubana Khan ..... Chief Executive Officer

SIGNED SEALED AND DELIVERED  
BY the said ZWIER ALBERTUS  
MANGELS In the presence of:

..... [Signature] .....

..... [Signature] .....  
..... J. HACKETT J.P. .....

Appeared before me at ATCLAYE the 14<sup>th</sup> day of JANUARY 1991,  
the OWNER within described the party executing the within  
instrument being a person well known to me and did freely and  
voluntarily sign the same.

..... [Signature] .....  
..... J. HACKETT J.P. .....

POINT YORKE BUILDING & DESIGN GUIDE

1. This Design Guide forms part of the Indenture between the WAROOKA DISTRICT COUNCIL and ZWIER ALBERTUS MANGELS being ANNEXURE "A".
2. The Guide has been prepared to help explain the various controls which apply to the development of allotments at Point Yorke.
3. It is not intended to replace relevant contractual documents. Generally the following actions are controlled by the Indenture Agreement and require full approval.
  - (a) Earthworks, excavation or the removal of sand, earth, rock or other natural material.
  - (b) Construction, erection or installation of any building, structure, fence or other external fixture or fitting.
  - (c) Painting or staining of the exterior of any building structure, fence or other external fixture.
4. The Development of any one allotment will be limited to one dwelling and outbuildings associated with dwelling confined within the Building Envelope.
5. No mains water supply is available, thus the provision of rainwater catchment for each allotment will be necessary with a minimum holding capacity of 22,000 litres.



## PLANS

Plans submitted for approval should include the following information to facilitate prompt processing and approval of applications.

Sketch plans should include the following:

- . A site plan showing existing features, allotment boundaries, contours, existing buildings, easements etc.
- . The proposed siting of all buildings, other structures and developments.

Schematic floor plans (minimum scale 1:100) with floor levels relating to site.

- . Description of proposed use of all structures.
- . A general outline schedule indicating materials and method of construction.
- . A native vegetation landscaping plan showing existing and proposed vegetation cover and the details of maintenance of the landscape scheme.

Construction plans should include all material normally submitted for Building Act approval and must include:

- . Complete architectural and engineering working drawings and specifications, including floor plans (minimum 1:100 scale), finished floor levels, elevations, sections, details, and a site plan (1:100 scale) showing paving, planting, grassing, underground services, outbuildings and ancillary structures;
- . A schedule of Materials specifying the type, colour and/or finish of all roofs, walls, windows, paving, fences etc;
- . A schedule of Ancillary Structures specifying the type and nature of sheds, garages, roof and wall mounted air conditioning plant, solar panels, swimming pools, spas and pumping equipment, TV antenna, fuel and water storage tanks, clothes lines etc.

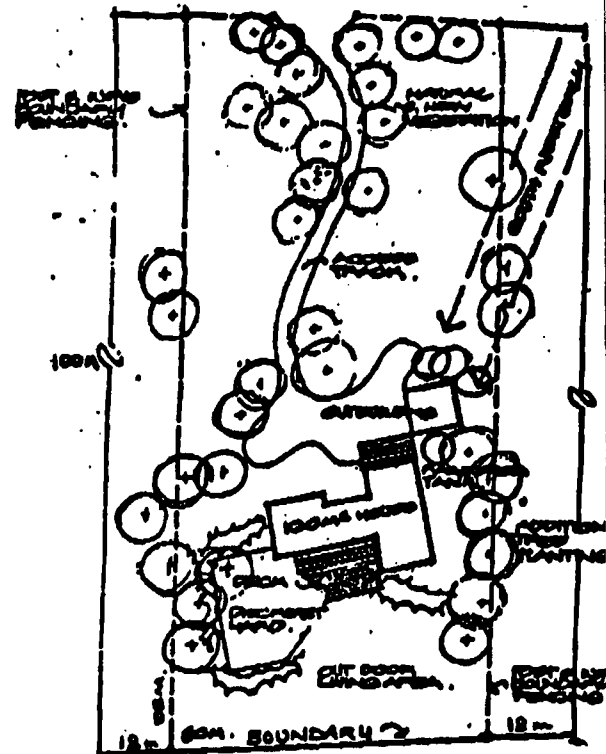
## SITING

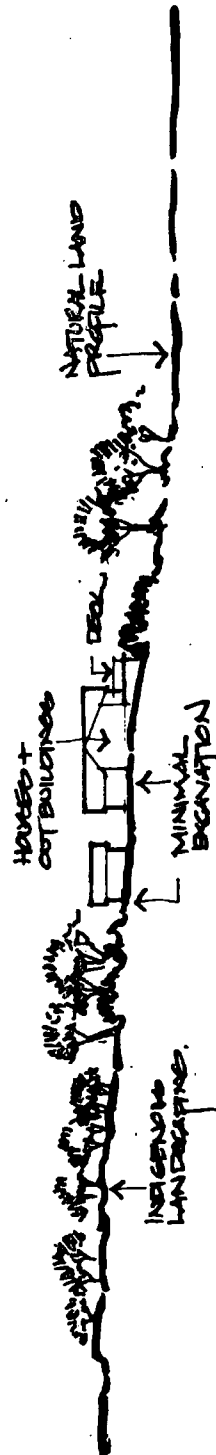
Dwellings should be sited to:

- . minimise their visual impact when viewed from the water
- . optimise solar orientation and superb views
- . maximise the privacy of neighbours
- . minimise disturbance of natural landform and vegetation
- . not exceed two storeys in height
- . not be constructed closer than 15 metres to front and rear boundaries and 12 metres from side boundaries
- . provide essential fencing only

Outbuildings shall be sited to:

- . minimise impact on the natural character of the locality
- . be concealed with natural ground form or vegetation where possible
- . Design and materials should complement the dwelling
- . Access tracks should follow the natural contour of the land with minimum impact on local vegetation

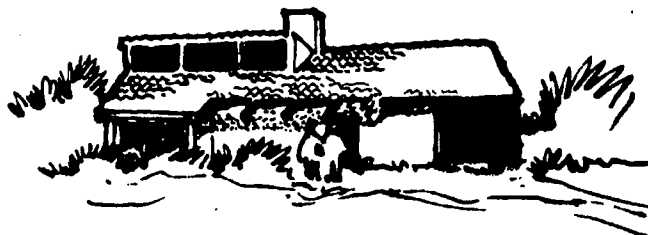




## DESIGN CHARACTER

Building forms should be simple, with skillion or pitched roofs. Large rectangular buildings are not desired and should be designed as smaller elements relating to site conditions.

Buildings can be enhanced with verandahs and pergolas.



## MATERIALS & FINISHES

Materials and finishes should reinforce the rural, seaside location and require low maintenance. Reflective materials shall not be used.

### Roofing Options

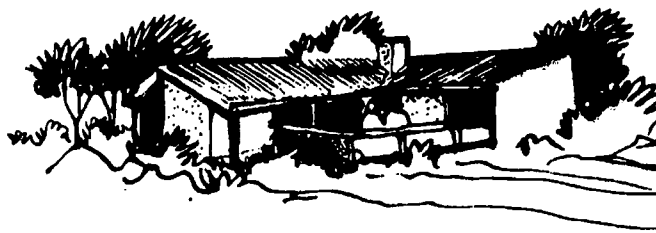
tiles or colorbond sheeting in tones of grey, fawns and browns

### Walling Options

Brick, blockwork, rendered or bagged finishes, weatherboarding, log cabin panels all to be in natural fawns, browns or greys.

### Glazing

Floor to ceiling glazing is to be maximised, clear or tinted only.



#### ANCILLARY STRUCTURES AND OUTBUILDINGS

Ancillary structures and outbuildings including sheds, garages, water tanks, oil tanks, aerials, antennae, solar heating panels, external air conditioning plan or ducting, clothes lines, fences, must be approved and therefore be included in application for development approval.

In general such appurtenances should be as unobtrusive as possible.

Fencing should be kept to a minimum, and emphasis should be placed towards the use of natural materials or 'see through' types of fencing such as post and wire, or post and rail.

Rainwater tanks should be painted to blend with the landscape, muted brown or grey.

#### LANDSCAPING

The establishment of additional landscaping is encouraged to provide privacy and minimise the impact of new developments, whilst not creating a fire hazard.

#### FIRE SAFETY

All buildings shall be spark-proofed in accordance with the Building regulations.

DEPOSITED		PLAN NUMBER	
ACCEPTED FOR FILING	/ 19	PRO REGISTRAR GENERAL	
MAP REF	6327-IV	DEV No	541/D003/90
TITLE SYSTEM	CROWN		
TITLE REFERENCE	TR 15578		
DB / LAST PLAN REF		TOTAL AREA	
DOCKET No.			
FIELD BOOK No.		PLAN APPROVED	P.M.S. APPROVED
CLOSURE CHECKED			
IRRIGATION AREA		DIVISION	
HUNDRED		WARREN BEN	
COUNCIL		D.C. OF WARRCOOK	
PLAN OF DIVISION			
SECTION 28			
SCALE 0 250 500 1000 1250 1500 METRES			
STATEMENTS CONCERNING LASTMENTS AND AMENDMENTS			
ALL DISTANCES ARE GROUND DISTANCES			
COMBINED SCALE FACTOR		ZONE	
BEARING DATUM		181° 00'	
DERIVED FROM		MAP 6327-IV SCALED	

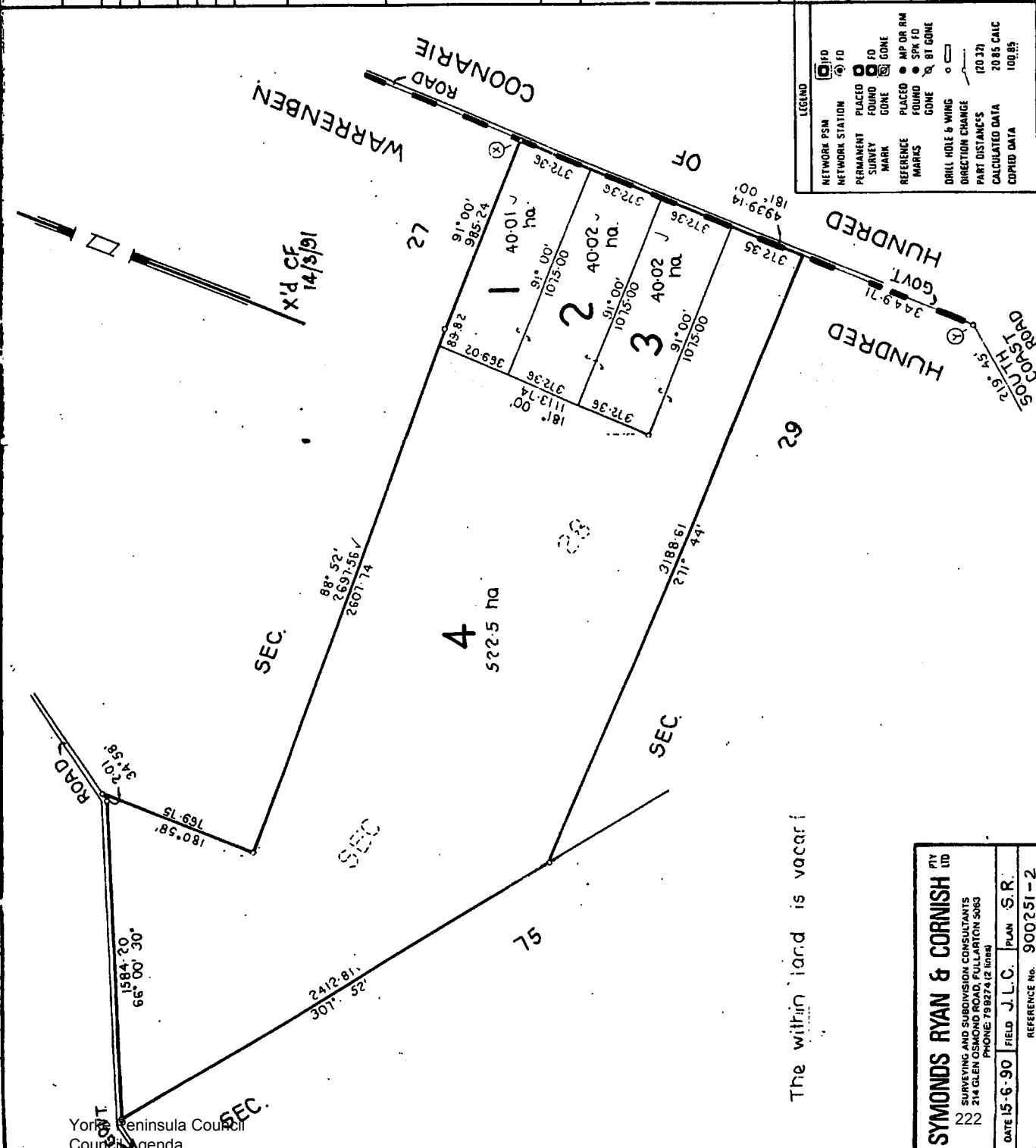
Licensed Surveyor of South Australia do hereby certify that this plan has been made in accordance with the provisions of the Survey Act 1975 and that the survey was completed on the 19th day of March 2016.

I, the Surveyor, do hereby certify that the plan and its contents are to the best of my knowledge correct and have been made in accordance with the Regulations under the Survey Act 1975.

Date \_\_\_\_\_

Licensed Surveyor

AS-3



LEGEND	
NETWORK PSM	FO
NETWORK STATION	FO
PERMANENT SURVEY MARK	FO
PLACED	FO
FOUND	FO
GONE	FO
PLACED	MP OR RM
FOUND	SPK FO
GONE	BT GONE
DRILL HOLE & WING	
DIRECTION CHANGE	
PART DISTANCE	(20 32)
CALCULATED DATA	20 85 CALC
COPIED DATA	100 85

SYMMONDS RYAN & CORNISH LTD	
SURVEYING AND SUBDIVISION CONSULTANTS	
214 GLEN OSMOND ROAD, FULLARTON 5063	
PHONE 798274 (2 lines)	
DATE 15-6-90	FIELD J.L.C. PLAN S.R.
REFERENCE No. 900251-2	

Yorke Peninsula Council  
Council Agenda  
Wednesday 9th March 2016

# CONFIDENTIAL

# AGENDA

## **DIRECTOR COMMUNITY & CORPORATE SERVICES**

### **ITEM 8 - CONFIDENTIAL**

#### **1. PABX PHONE SYSTEM TENDER**

(File Ref: 9.24.1.1)

#### **PURPOSE**

For Elected Members to consider awarding the tender for the supply and installation of a PABX Phone System (tender number 147/2015).

#### **RECOMMENDATION**

##### **Section 90(3)(k) Order**

1. That pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Executive Assistant to the CEO and Mayor, Director Corporate and Community Services, Director Development Services and Director Assets and Infrastructure Services.

The Council is satisfied that, pursuant to section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to agenda item 8 PABX Phone System Tender is confidential information relating to –

“(1) tenders for the supply of goods, the provision of services or the carrying out of works;”

Accordingly, the Council 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 8 PABX Phone System Tender in confidence under section 90(2) and (3)(k) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the agenda report, and supporting documentation relevant to agenda item 8 titled Electronic Document Records Management System Tender be retained in confidence for a period of 12 months.

#### **LINK TO STRATEGIC PLAN**

Corporate Governance and Leadership

Strategic Goal/s:           2. Organisation Efficiency and Resource Management  
                                      2.2 Efficient, Effective and Professional Organisation

#### **BACKGROUND**

As per Yorke Peninsula Council's PO058 Purchasing and Procurement Policy, this report is called for as a supplier is to be recommended to Council for selection, following a select tendering purchase method for the provision of a PABX Phone System.



## **DISCUSSION**

It is recommended that the public be excluded for consideration of this item to enable consideration in confidence under Section 90(3) (k) of the Local Government Act.

## **COMMUNITY ENGAGEMENT PLAN**

As the report is for Council to consider and report in confidence, it has not been necessary to engage with the community on this occasion.

## **CONSULTATION PROCESS**

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

- Chief Executive Officer
- Tender Evaluation Panel

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

- Nil

## **POLICY IMPLICATIONS**

Sections 90 and 91 - Local Government Act 1999

## **BUDGET AND RESOURCE IMPLICATIONS**

Within adopted works budget 2015/2016

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Sections 90 and 91 - Local Government Act 1999

## **ATTACHMENTS**

Nil

## **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

### **ITEM 8 – CONFIDENTIAL**

#### **2. CONSTRUCTION OF FOUR (4) CARAVAN PARK CABINS AT THE MARION BAY CARAVAN PARK TENDER 128/2015** (File Ref: 7.81.3.9)

##### **PURPOSE**

For Elected Members, to consider awarding the tender for the construction of four (4) caravan park cabins at the Marion Bay Caravan Park (tender number 128/2015).

##### **RECOMMENDATION**

###### **Section 90(3)(k) Order**

1. That pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Executive Assistant to the CEO and Mayor, Director Corporate and Community Services, Director Development Services and Director Assets and Infrastructure Services.

The Council is satisfied that, pursuant to section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to agenda item 8 Construction of four (4) Caravan Park Cabins at the Marion Bay Caravan Park is confidential information relating to –

“(1) tenders for the supply of goods, the provision of services or the carrying out of works;”

Accordingly, the Council 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 8 Construction of Caravan Park Cabins Tender in confidence under section 90(2) and (3)(k) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the agenda report, and supporting documentation relevant to agenda item 8 titled Construction of four (4) Caravan Park Cabins at Marion Bay Caravan Park Tender be retained in confidence for a period of 12 months.

##### **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**

As per Yorke Peninsula Council's PO058 Purchasing and Procurement Policy, this report is called for as a supplier is to be recommended to Council for selection, following an open tendering purchase method for the construction of four (4) Caravan Park Cabins at the Marion Bay Caravan Park. Council resolution is required.

## **DISCUSSION**

It is recommended that the public be excluded for consideration of this item to enable consideration in confidence under Section 90(3)(k) of the *Local Government Act*.

## **COMMUNITY ENGAGEMENT PLAN**

As the report is for internal use, it has not been necessary to engage with the community on this occasion.

## **CONSULTATION PROCESS**

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

- Tender Evaluation Panel
- Chief Executive Officer

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

- Nil

## **POLICY IMPLICATIONS**

Sections 90 & 91 - Local Government Act 1999

## **BUDGET AND RESOURCE IMPLICATIONS**

Not applicable

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Sections 90 and 91, Local Government Act 1999

## **DIRECTOR ASSETS & INFRASTRUCTURE SERVICES**

### **ITEM 8 – CONFIDENTIAL**

#### **3. UNSEALED ROAD CONSTRUCTION TENDER 148/2016**

(File Ref: 9.24.1.1)

##### **PURPOSE**

For Elected Members to consider awarding the tender for unsealed road construction (tender number 148/2016).

##### **RECOMMENDATION**

###### **Section 90(3)(k) Order**

1. That pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Executive Assistant to the CEO and Mayor, Director Corporate and Community Services, Director Development Services and Director Assets and Infrastructure Services.

The Council is satisfied that, pursuant to section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to agenda item 8 Unsealed Road Construction Tender is confidential information relating to –

“(1) tenders for the supply of goods, the provision of services or the carrying out of works;”

Accordingly, the Council 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 8 Unsealed Road Construction Tender in confidence under section 90(2) and (3)(k) of the Local Government Act 1999, the Council, pursuant to section 91(7) of that Act orders that the agenda report, and supporting documentation relevant to agenda item 8 titled Unsealed Road Construction Tender be retained in confidence for a period of 12 months.

##### **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**

As per Yorke Peninsula Council's PO058 Purchasing and Procurement Policy, this report is called for as a supplier is to be recommended to Council for selection, following an open tendering purchase method for construction / upgrades of identified unsealed roads.

## **DISCUSSION**

It is recommended that the public be excluded for consideration of this item to enable consideration in confidence under Section 90(3)(k) of the Local Government Act.

## **COMMUNITY ENGAGEMENT PLAN**

As the report is for Council to consider and report in confidence, it has not been necessary to engage with the community on this occasion.

## **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**

Sections 90 and 91 - Local Government Act 1999

## **BUDGET AND RESOURCE IMPLICATIONS**

Not applicable

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Sections 90 and 91 - Local Government Act 1999