



# THE SOUTH AUSTRALIAN GOVERNMENT GAZETTE

PUBLISHED BY AUTHORITY

ADELAIDE, THURSDAY, 5 MARCH 2026

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**All instruments appearing in this gazette are to be considered official, and obeyed as such**

# STATE GOVERNMENT INSTRUMENTS

## ASSOCIATIONS INCORPORATION ACT 1985

### SECTION 42(2)

#### *Dissolution of Association*

Whereas the Corporate Affairs Commission (the Commission) pursuant to Section 42(1) of the *Associations Incorporation Act 1985* (the Act) is of the opinion that the undertaking or operations of **RAISING LITERACY AUSTRALIA INCORPORATED** (the Association) being an incorporated association under the Act are being carried on, or would more appropriately be carried on by a Company Limited by Guarantee incorporated under the *Corporations Act 2001* (Cth) and whereas the Commission was on **11 February 2026** requested by the Association to transfer its undertaking to **RAISING LITERACY AUSTRALIA LTD** (Australian Company Number **693 367 896**), the Commission pursuant to Section 42(2) of the Act does hereby Order that on **11 March 2026** the Association will be dissolved, the property of the Association becomes the property of **RAISING LITERACY AUSTRALIA LTD** and the rights and liabilities of the Association become the rights and liabilities of **RAISING LITERACY AUSTRALIA LTD**.

Given under the seal of the Commission at Adelaide.

Dated: 18 February 2026

ALEENA DAR  
Delegate of the Corporate Affairs Commission

## EDUCATION AND CHILDREN'S SERVICES ACT 2019

### *Amending the Constitution of a Governing Council for a Government School*

I, Caroline Fishpool, Lead Director, Conditions for Learning, Schools and Preschools, consider it necessary to amend the constitution of Central Yorke School to ensure that it takes the form of the model constitution for a school with a school-based preschool, and therefore in accordance with Section 40(1) and (2) of the *Education and Children's Services Act 2019*, I amend the governing councils' constitution such that they now read as follows:

#### CENTRAL YORKE SCHOOL GOVERNING COUNCIL INCORPORATED

##### *Constitution*

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GOVERNING COUNCIL MODEL CONSTITUTION  
(School with a school-based preschool)

## 1. Name

The name of the council is Central Yorke School Governing Council Incorporated.

## 2. Interpretation

In this constitution, unless the contrary intention appears:

‘*the Act*’ means the *Education and Children’s Services Act 2019* as amended.

‘*administrative instructions*’ means administrative instructions issued pursuant to Section 9 of the Act.

‘*administrative unit*’ means a government department or attached office.

‘*adult*’ means a person who has attained 18 years of age.

‘*affiliated committee*’ means a committee affiliated with the governing council operating under the model constitution for affiliated committees or a constitution approved by the Minister in accordance with Section 36 and 39 of the Act.

‘*chairperson*’ means the presiding member of the governing council as referred to in Section 35(3) of the Act.

‘*Chief Executive*’ means the Chief Executive of the Department for Education.

‘*governing council*’ means the Central Yorke School Governing Council established under Section 34 of the Act.

‘*council member*’ are the members of the governing council.

‘*department*’ means the Department for Education.

‘*financial year*’ means the year ending 31 December or as varied by administrative instruction.

‘*general meeting*’ means a public meeting of the school community.

‘*government school*’ means a school established under the Act, or a repealed Act and includes (other than for the purposes of Part 5 of the Act) a special purpose school.

‘*majority*’ means more than half the total number.

‘*Minister*’ means the person to whom the administration of the Act is committed, pursuant to the *Administrative Arrangements Act 1994*.

‘*parent*’—the Act uses the term “person responsible for a child or student”. In this constitution, the term “parent” will be used instead. This term includes parents, guardians, and persons standing *in loco parentis* to a student or child, but excludes any person whose custody or guardianship of a student or child, or whose responsibility for a student or child, has been excluded under any Act or law (for example, the *Family Law Act 1975* (Cth)).

‘*principal*’ means the person for the time being designated by the Chief Executive as the principal of the school.

‘*regulations*’ means the *Education and Children’s Services Regulations 2020*.

‘*school*’ means a school at which primary or secondary education or both is, or is to be, provided (whether or not preschool education is also provided at the school).

‘*school community*’ means parents, students enrolled in or children who are to attend the school, staff of the school and all other persons who have a legitimate interest in or connection with the school.

‘*school improvement plan*’ means the agreement signed by the principal and the presiding member of the council that summarises the school’s contribution to improving student learning at the site.

‘*special resolution*’ of the council means a resolution passed by a duly convened meeting of the council where:

- (1) at least 14 days written notice has been given to all council members specifying the intention to propose the resolution as a special resolution; and
- (2) it is passed by a majority of not less than three quarters of council members who vote in person or by proxy at that meeting.

‘*student*’ is a person enrolled in the school or approved learning program.

### 3. Object

The object of the council is to involve the school community in the governance of the school to strengthen and support public education in the community.

### 4. Powers of the Governing Council

- 4.1 In addition to the powers conferred under the Act, the council may:
  - 4.1.1 employ persons, except as teachers, as members of the staff of the school on terms and conditions approved by the Chief Executive
  - 4.1.2 enter into contracts
  - 4.1.3 construct any building or structure for the benefit of the school, or make any improvements to the premises or grounds of the school, with the approval of the Chief Executive
  - 4.1.4 purchase or take a lease or licence of premises for student residential facilities, and enter into any other agreements or arrangements for the establishment, management, staffing and operation of such facilities;
  - 4.1.5 establish and conduct, or arrange for the conduct of, facilities and services to enhance the education, development, care, safety, health or welfare of children and students.
  - 4.1.6 do all those acts and things incidental to the exercise of these powers.
- 4.2 The Council's powers must be exercised in accordance with legislation, administrative instructions and this constitution.

### 5. Functions of the Council

- 5.1 In the context of the council's joint responsibility with the principal for the governance of the school, the council must perform the following functions:
  - 5.1.1 involve the school community in the governance of the school by:
    - (i) providing a forum for the involvement of parents and others in the school community
    - (ii) determining the educational needs of the local community, and their attitude towards educational developments within the school
    - (iii) ensuring that the cultural and social diversity of the community is considered and particular needs are appropriately identified.
  - 5.1.2 strategic planning for the school including:
    - (i) developing, monitoring and reviewing the objectives and targets of the strategic plan
    - (ii) considering, approving and monitoring human resource and asset management plans.
  - 5.1.3 determine local policies for the school.
  - 5.1.4 determine the application of the total financial resources available to the school including the regular review of the budget.
  - 5.1.5 present plans and reports on the council's operations to the school community and Minister.
- 5.2 The council must be responsible for the proper care and maintenance of any property owned by the council.
- 5.3 The council may perform such functions as necessary to establish and conduct, or arrange for the conduct of:
  - 5.3.1 facilities and services to enhance the education, development, care, safety, health or welfare of children and students;
  - 5.3.2 residential facilities for the accommodation of students.
- 5.4 The council may raise money for school related purposes.
- 5.5 The council may perform other functions as determined by the Minister or Chief Executive.
- 5.6 The council may do all those acts and things incidental to the exercise of these functions.
- 5.7 The council's functions must be exercised in accordance with legislation, administrative instructions and this constitution.

### 6. Functions of the Principal on Council

The functions of the principal on council are undertaken in the context of the principal's joint responsibility with the council for the governance of the school.

- 6.1 The principal is answerable to the Chief Executive for providing educational leadership in the school and for other general responsibilities prescribed in the Act and Regulations.
- 6.2 The principal must also:
  - 6.2.1 implement the school's strategic plan, the school improvement plan and school policies
  - 6.2.2 provide accurate and timely reports, information and advice relevant to the council's functions
  - 6.2.3 report on learning, care, training and participation outcomes to council
  - 6.2.4 supervise and promote the development of staff employed by the council
  - 6.2.5 be responsible for the financial, physical and human resource management of the school
  - 6.2.6 be an *ex-officio* member of council with full voting rights
  - 6.2.7 be the returning officer for the election, nomination and appointment of council members
  - 6.2.8 chair the first meeting of the council held for the purpose of receiving nominations from nominating bodies, the direct appointment of council members by the council and the election of office holders
  - 6.2.9 contribute to the formulation of the agenda of council meetings.

## 7. Membership

- 7.1 The Central Yorke School Governing Council must comprise 9 council members including:
- 1 Principal of the school (*ex-officio*)
  - 5 Elected parent members (including preschool parents)
  - 1 Staff members nominated by the staff of the school (as per ratio in the administrative instructions)
  - 2 Student representatives nominated by SRC or the students of the school
- 7.2 The majority of council members must be elected parents of the school.
- 7.3 At the time of election, nomination or appointment, persons who are on the staff of a government school, persons who are employees of an administrative unit for which the Minister is responsible, and those appointed under the Act, or the *Technical and Further Education Act, 1975*, must not comprise the majority of elected parent members and must not comprise the majority of council members.
- 7.4 In considering any nominations to the council by a nominating body or direct appointments by the council, the council must observe the requirements of 7.3.
- 7.5 A person is not eligible for election, appointment or nomination to the council, if the person:
- 7.5.1 is an undischarged bankrupt or is receiving the benefit of a law for the relief of insolvent debtors;
  - 7.5.2 has been convicted of any offence prescribed by administrative instruction;
  - 7.5.3 is subject to any other disqualifying circumstances a prescribed by administrative instruction.

## 8. Term of Office

- 8.1 Elected parent members will be appointed for a term not exceeding two years, except in the case of the first council only, where one-half (or, if the total number of council members to be elected is odd, the highest integer that is less than one-half) of the parent members elected at the Annual General Meeting of the school will be elected for a term not exceeding one year.
- 8.2 A council member nominated by an affiliated committee will be nominated for a term not exceeding two years, subject to the provisions that:
- 8.2.1 for the first council only, where two or more affiliated committees each nominate a council member, one will be appointed for a term not exceeding one year. The person so appointed must be determined by agreement between the affiliated committees, or on failure to agree, by lot.
  - 8.2.2 the nomination may be revoked, in writing, by the affiliated committee.
- 8.3 Any council member nominated by the Student Representative Council (or equivalent) or elected by the body of students will hold office for a term not exceeding one year or until the nomination is revoked, in writing, by the nominating body.
- 8.4 A council member elected by the staff of the school will hold office for a term not exceeding one year subject to being a member of the staff of the school.
- 8.5 Each council member directly appointed by the council, will serve for a period not exceeding two years.
- 8.6 Upon expiry of term of office, each council member will remain incumbent until the position is declared vacant at the Annual General Meeting.
- 8.7 Council members are eligible for subsequent re-election, re-nomination or re-appointment.

## 9. Office Holders and Executive Committee

### 9.1 Appointment

- 9.1.1 The office holders of the council are the chairperson, deputy chairperson, secretary and treasurer who must be elected by the council from amongst its council members within one month of the Annual General Meeting.
- 9.1.2 The chairperson must not be a member of the staff of the school, a person employed in an administrative unit for which the Minister is responsible.
- 9.1.3 The treasurer must not be a member of the staff of the school.
- 9.1.4 The council may appoint an executive committee comprising the office holders and the principal, which is to
- (i) meet to carry out business delegated or referred by the council; and
  - (ii) report to subsequent council meetings.

### 9.2 Removal from Office

- 9.2.1 The position of any office holder absent for three consecutive executive committee meetings without leave of absence automatically becomes vacant. Acceptance of an apology at the executive committee meeting will be deemed a grant of such leave.
- 9.2.2 An office holder of the council may be removed from office, but not from membership of the council, by special resolution of the council, provided that:
- (i) at least 14 days written notice is given to all council members and to the office holder concerned of any proposed resolution, giving reasons for the proposed removal;
  - (ii) the office holder is given the right to be heard at the council meeting;
  - (iii) voting on the special resolution is by secret ballot.

### 9.3 *The Chairperson*

#### 9.3.1 The chairperson must:

- (i) call and preside at the meetings of the council and the executive committee;
- (ii) in consultation with the principal and secretary, prepare the agenda for all council meetings;
- (iii) include on the agenda any item requested by the principal;
- (iv) facilitate full and balanced participation in meetings by all council members and decide on the manner in which meetings are conducted and matters of order;
- (v) report at the Annual General Meeting on the proceedings and operations of the Council for the period since the date of the previous Annual General Meeting.

9.3.2 The chairperson must act as spokesperson on behalf of the council unless an alternative spokesperson has been appointed by the council. The spokesperson may only comment on council matters.

9.3.3 In the chairperson's absence or inability to act, the deputy chairperson must undertake any role or function normally fulfilled by the chairperson.

9.3.4 If the chairperson and deputy chairperson of the council are absent or unable to preside at a meeting, a council member elected by the council must preside.

### 9.4 *The Secretary*

9.4.1 The secretary must ensure that notices of meetings are given in accordance with the provisions of this constitution.

9.4.2 The secretary is responsible for ensuring the maintenance and safekeeping of:

- (i) the constitution of the council and the code of practice;
- (ii) official records of the business of the council and a register of minutes of meetings;
- (iii) copies of notices, a file of correspondence and records of submissions or reports made by or on behalf of the council;
- (iv) the register of council members;
- (v) contracts or agreements entered into by the council;
- (vi) copies of policies of the council.

9.4.3 The secretary must ensure that copies of the constitution and the code of practice are available for public inspection at the school during normal school hours, and that any copies requested are provided.

9.4.4 The secretary must ensure the safekeeping of the common seal and must ensure a record is kept of every use of the common seal.

9.4.5 Prior to each meeting, the secretary must ensure that a copy of the meeting agenda is forwarded to each council member.

9.4.6 The secretary must conduct the official correspondence of the council.

9.4.7 The secretary must ensure that the minutes of meetings are recorded and forwarded to each council member prior to the next meeting.

### 9.5 *The Treasurer*

9.5.1 The treasurer must be the chairperson of the Finance Advisory Committee of the council and preside at the meetings of this committee.

9.5.2 The treasurer must:

- (i) ensure that the council's financial budgets and statements are prepared
- (ii) submit a report of those finances to each council meeting;
- (iii) present the council's statement of accounts to the Annual General Meeting.

## 10. Vacancies

10.1 Membership of the council ceases when a council member:

10.1.1 dies;

10.1.2 in the case of an elected council member or a council member nominated or appointed for a term, completes a term of office and is not re-elected, re-nominated or re-appointed;

10.1.3 ceases to hold office in accordance with 8.2.2 and 8.3;

10.1.4 in the case of a member nominated by the staff of the school, is no longer a staff member of the school;

10.1.5 resigns by written notice to the council;

10.1.6 is removed from office by the Minister in accordance with Section 44 of the Act;

10.1.7 is declared bankrupt or applies for the benefit of a law for the relief of insolvent debtors;

10.1.8 has been convicted of any offence prescribed by administrative instruction;

10.1.9 is subject to any disqualifying circumstance as prescribed by administrative instruction; or

10.1.10 is absent from three consecutive council meetings without leave of absence approved by the council. Acceptance of an apology at a council meeting will be deemed a grant of such leave.

10.2 The council may appoint a person to temporarily fill a casual vacancy in its membership until a council member can be elected, nominated or appointed in accordance with this constitution.

## 11. Meetings

### 11.1 *General meetings of the School Community*

- 11.1.1 Subject to 13.2, all persons within the school community are eligible to attend general meetings of the school community and vote on any matters proposed for resolution.
- 11.1.2 The chairperson of the council must call and preside at general meetings of the school community, the timing to be agreed between the chairperson and the principal of the school.
- 11.1.3 At least 14 days written notice of the meeting must be given to the school community by the means generally used to communicate with the school community. The notice must specify the date, time and place of the meeting.
- 11.1.4 A general meeting must be held:
  - (i) at least once annually (the Annual General Meeting) to present reports, to elect parents to the council and/or declare election results;
  - (ii) for any other reason relating to the affairs, functions or membership of the council, determined by agreement between the chairperson and the principal.
- 11.1.5 The period between each Annual General Meeting must not exceed 16 months.
- 11.1.6 A general meeting must be held to elect council members, to discuss the finances of the council or for any other reason relating to the affairs or functions of the council:
  - (i) at the request of the Chief Executive;
  - (ii) by the resolution of the council;
  - (iii) at the request of 20 parents or one half of the parents of the school, whichever is less.
- 11.1.7 A conference by telephone or other electronic means will be taken to be a general meeting of the school community provided that all procedures in this constitution relating to general meetings are complied with and each participating member is capable of communicating with every other participating member during the conference.

### 11.2 *Council Meetings*

- 11.2.1 The council must meet at least twice in each school term.
- 11.2.2 Notice of meetings must be given at the previous council meeting or by at least 7 days written notice distributed to all council members or in an emergency by such other notice as the council may determine.
- 11.2.3 A conference by telephone or other electronic means between the council members will be taken to be a meeting of the council provided that all procedures in this constitution relating to council meetings are complied with and each participating member is capable of communicating with every other participating member during the conference.

### 11.3 *Extraordinary Council Meetings*

- 11.3.1 The chairperson of the council must call an extraordinary meeting of the council by written request from at least 3 council members.
- 11.3.2 Notice of meeting must be given by written notice to all council members within a reasonable time, setting out the time, date, place and object of the meeting.
- 11.3.3 The business of any extraordinary meeting must be confined to the object for which it is convened.

### 11.4 *Voting*

- 11.4.1 Voting must be by show of hands, or in the case of a meeting held pursuant to 11.1.7 and 11.2.3, by voices or in writing, but a secret ballot must be conducted for:
  - (i) a contested election; or
  - (ii) a special resolution to remove an office holder from office.
- 11.4.2 For the purposes of voting on a special resolution, each council member is entitled to appoint another council member as their proxy.

## 12. Proceedings of the Council

### 12.1 *Meetings*

- 12.1.1 The quorum for a council meeting is a majority of the filled positions of the council.
- 12.1.2 If at the expiration of 30 minutes after the appointed time for the meeting there is no quorum present, the meeting must stand adjourned to such time and place as those council members present determine.
- 12.1.3 Except in the case of a special resolution, a decision of the majority of those council members present and eligible to vote is the decision of the council.
- 12.1.4 The chairperson must have a deliberative vote only. In the event of an equality of votes, the chairperson does not have a second or casting vote and the motion must be taken to be defeated.
- 12.1.5 The council or any committee of council may, at its discretion, allow non-members who have special interests or knowledge relevant to the council to attend its meetings as observers and, if it agrees, take part in discussions on particular issues. Non-members cannot vote. This clause does not apply to the finance advisory committee.
- 12.1.6 Where there are one or more vacancies in the membership of the council, the council is not prevented from acting by the requirement that the majority of its members must be elected parents of the school or by any other requirement of membership (except the requirement as to quorum).
- 12.1.7 The council may from time to time determine procedures to facilitate and expedite its business.

### 12.2 *Conflict of Interest*

- 12.2.1 In accordance with Section 37 of the Act, a council member who has a direct or indirect pecuniary interest in a contract or proposed contract with the council must:

- (i) disclose the nature of the interest to the council as soon as the council member becomes aware of the interest;
  - (ii) not take part in deliberations or decisions of the council with respect to that contract;
  - (iii) not vote in relation to the contract; and
  - (iv) be absent from the meeting room when any such discussion or voting is taking place.
- 12.2.2 A disclosure of such an interest, and any associated actions taken to mitigate the disclosed interest, must be recorded in the minutes of the council.
- 12.2.3 If a council member discloses an interest in a contract or proposed contract:
- (i) the contract is not liable to be avoided by the council on any ground arising from the fiduciary relationship between the council member and the council; and
  - (ii) the member is not liable to account for the profits derived from the contract.

### **13. Election of Council Members**

#### **13.1 Eligibility for Nomination for Election**

Subject to 7.5, all people who are parents of the school are eligible to nominate for election as a council member.

#### **13.2 Eligibility to Vote**

Only parents of the school may vote to elect parent council members.

#### **13.3 Conduct of Elections for Parent Council Members**

The principal must conduct elections for parent council members by one of the following methods, as determined by the council:

- (i) an election at a general meeting of the school community;
- (ii) a postal ballot of the parents of the school.

#### **13.4 Notice of Election**

13.4.1 The timetable for an election must be determined by the council, in consultation with the principal.

13.4.2 Notice of the date and time for an election must be specified by the principal by the means generally used to communicate with the school community.

13.4.3 The notice must:

- (i) fix the period during which nominations for election as council members must be accepted and outline the process to be followed;
- (ii) fix the date and time of the general meeting for the election (not being less than 14 days from publication of the notice); and
- (iii) in the case of the postal ballot:
  - (a) fix the date by which ballot papers must be available and advise how they may be obtained; and
  - (b) fix the date by which ballot papers must be returned and advise how they must be lodged.

13.4.4 In consultation with the council, the principal must determine the form for nominations and the period during which nominations will be accepted.

13.4.5 A nomination for election as a council member must be:

- (i) in a form approved by the principal; and
- (ii) received by the principal at or before the time the nomination is due.

#### **13.5 Election without Ballot**

If the number of persons nominated is the same or less than the number of vacancies to be filled by election, the principal may declare that the vacancy or vacancies has or have been filled by the person or persons nominated.

#### **13.6 Contested Elections**

13.6.1 If the number of persons nominated is greater than the number of vacancies to be filled, the ballot conditions apply.

13.6.2 A contested election must be conducted by secret ballot.

#### **13.7 Scrutineers**

The principal must permit such scrutineers, who are independent of the election, to be present at the counting of votes as the principal sees fit. A candidate in the election cannot be a scrutineer.

#### **13.8 Declaration of Election**

13.8.1 The principal must declare the candidate or candidates elected to fill the vacancy or vacancies:

- (i) at a general meeting of the school community; or
- (ii) in the form generally used to communicate with the school community.

13.8.2 The new council comes into operation at the declaration of the election.

#### **13.9 Further Nomination for Unfilled Positions**

After the result of an election has been declared and if the required number of positions of elected parent council member positions has not been filled, parents present at a general meeting may be invited to nominate and be elected by a further ballot to the remaining vacancies.

### 13.10 *Nomination and Appointment of Council Members*

- 13.10.1 As soon as is practicable after the declaration of the results of an election, the principal must call and preside at the first council meeting for the purpose only of:
- (i) receiving the nominations from nominating bodies and determining the direct appointment of members of the community; and
  - (ii) electing office holders.
- 13.10.2 The first meeting of the council must be adjourned to a date decided by the meeting if the purpose of the meeting cannot be achieved.
- 13.10.3 If upon the resumption of the meeting the appointment of community members or receiving nominations cannot be resolved, the council may proceed to the election of office holders.

### 14. Minutes

- 14.1 Proper minutes of council meetings, the Annual General Meeting and general meetings of the school community must be appropriately kept.
- 14.2 The minutes must be confirmed at the next respective annual, general or council meeting and signed by the chairperson of the meeting at which the proceedings took place or by the chairperson of the subsequent meeting.
- 14.3 Upon reasonable notice, copies of the minutes of any meetings must be made available for inspection by any council member.

### 15. Subcommittees

#### 15.1 *Committees*

The council may appoint committees, comprised of council members or both council members and non-council members, which will meet as directed by the council and report to the council at subsequent council meetings. Any committee must consist of at least three people and at least one of those must be a council member.

#### 15.2 *Terms of Reference*

The council must specify terms of reference for its committees.

#### 15.3 *Finance Advisory Committee*

- 15.3.1 The council must establish a Finance Advisory Committee to advise the council on budgetary and financial matters, including the preparation of the preliminary budget showing:
- (i) the anticipated income available for the ensuing twelve months (both from normal transactions and from fund-raising activities);
  - (ii) the proposed expenditure to be made; and
  - (iii) details of any funds held for special purposes.
- 15.3.2 The membership must be determined by the council and must include
- (i) the treasurer;
  - (ii) the principal or nominee.
- 15.3.3 The Finance Advisory Committee must meet at least once each school term to examine receipts and payments and review the school budget.

### 16. Finance and Accounts

- 16.1 The council must ensure that proper accounts are kept of its financial affairs, and in controlling any account must ensure proper books and accounts are kept of all funds paid to that account, together with details of any dealing involving those funds.
- 16.2 All accounts must be operated on the basis of the designated finance year, which is a calendar year ending on 31 December.
- 16.3 All accounts must be kept in accordance with provisions of the Act, regulations, this constitution and administrative instructions.
- 16.4 The funds of the council must only be expended for school related purposes.
- 16.5 The council may transfer funds as it thinks fit to:
- 16.5.1 an affiliated committee;
  - 16.5.2 another existing or proposed Government school.

### 17. Audit

- 17.1 The Council must make available to the Chief Executive or the Auditor-General any accounts under its control, including all relevant records and papers connected with an account, for inspection or audit at any time.
- 17.2 The council may arrange for accounts to be audited at such other intervals as the council determines, by a person appointed by the council.
- 17.3 The audit of any accounts under the control of the council must be in accordance with the provisions of the Act, regulations, this constitution and administrative instructions.

### 18. Reporting to the School Community and the Minister

- 18.1 The council must report to the school community at least once a year, at the Annual General Meeting called by the chairperson.
- 18.2 At that meeting:

18.2.1 the chairperson must report on:

- (i) strategic and other plans;
- (ii) the proceedings and operations of the council for the period since the date of the previous Annual General Meeting of the school community;
- (iii) the outcomes of those proceedings in relation to the functions of the council; and

18.2.2 the treasurer must present an up-to-date statement of receipts and expenditure with respect to all accounts controlled by the council, and a copy of the statement of receipts and expenditure of the council for the year ended as at the designated financial year.

18.3 Where any statement has been subject to an audit, the audited statement is to be subsequently made available for inspection, at the school, as determined at the meeting.

18.4 The council must report to the Minister at least once a year, in accordance with administrative instructions.

#### 19. The Common Seal

19.1 The council must have a common seal. The common seal must be affixed only by resolution of the council and in the presence of two council members, one of whom must be the principal or the chairperson of the council.

19.2 The council must keep a record of every use of the seal, including date, purpose and any other relevant information.

#### 20. Records

20.1 The council is responsible for the safe and proper storage of its records.

20.2 The council must make the records available at any time to the Minister or to any person authorised by the Minister and allow those records to be removed by any such person.

#### 21. Amendment of the Constitution

21.1 This constitution may be altered, modified or substituted at the direction of the Minister, in accordance with Section 40 of the Act.

21.2 This constitution may also be amended, altered, modified or substituted by the council by special resolution and approval in writing by the Minister.

21.3 An amendment to the constitution has no effect until submitted to and approved by the Minister.

#### 22. Code of Practice

Members of the council must comply with the code of practice approved by the Minister.

#### 23. Dispute Resolution

The council must participate in a scheme for the resolution of disputes between the council and the department/principal, as prescribed in administrative instruction.

#### 24. Public Access to the Constitution and Code of Practice

The council must keep available for public inspection a copy of its constitution (as in force from time to time) and the code of practice, at the school, during normal school hours.

#### 25. Dissolution

In accordance with Section 43 of the Act, the Minister may dissolve the council.

#### 26. Prohibition against Securing Profits for Members

The assets and income of the council must be applied exclusively for school related purposes and no portion may be paid or distributed directly or indirectly to council members in their role as a council member, except for expenses incurred on behalf of the council.

These amendments take effect from the date of publication of this notice in the Gazette.

Dated: 5 March 2026

CAROLINE FISHPOOL  
Lead Director, Conditions for Learning, Schools and Preschools  
Delegate of the Minister for Education

### EDUCATION AND CHILDREN'S SERVICES ACT 2019

#### *Amending the Constitution of a Governing Council for a Government School*

I, Caroline Fishpool, Lead Director, Conditions for Learning, Schools and Preschools, consider it necessary to amend the constitution of Sturt Street Community School to ensure that it takes the form of the model constitution for a school without a school-based preschool, and therefore in accordance with Section 40(1) and (2) of the *Education and Children's Services Act 2019*, I amend the governing councils' constitution such that they now read as follows:

#### STURT STREET COMMUNITY SCHOOL GOVERNING COUNCIL INCORPORATED

##### *Constitution*

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GOVERNING COUNCIL MODEL CONSTITUTION

*(School without a school-based preschool)*

**1. Name**

The name of the council is Sturt Street Community School Governing Council Incorporated.

**2. Interpretation**

In this constitution, unless the contrary intention appears:

*'the Act'* means the *Education and Children's Services Act 2019* as amended.

*'administrative instructions'* means administrative instructions issued pursuant to Section 9 of the Act.

*'administrative unit'* means a government department or attached office.

*'adult'* means a person who has attained 18 years of age.

*'affiliated committee'* means a committee affiliated with the governing council operating under the model constitution for affiliated committees or a constitution approved by the Minister in accordance with Section 36 and 39 of the Act.

*'chairperson'* means the presiding member of the governing council as referred to in Section 35 (3) of the Act.

*'Chief Executive'* means the Chief Executive of the Department for Education.

*'governing council'* means the Sturt Street Community School Governing Council established under Section 34 of the Act.

*'council member'* are the members of the governing council.

*'department'* means the Department for Education.

'*financial year*' means the year ending 31 December or as varied by administrative instruction.

'*general meeting*' means a public meeting of the school community.

'*government school*' means a school established under the Act, or a repealed Act and includes (other than for the purposes of Part 5 of the Act) a special purpose school.

'*majority*' means more than half the total number.

'*Minister*' means the person to whom the administration of the Act is committed, pursuant to the *Administrative Arrangements Act 1994*.

'*parent*'—the Act uses the term "person responsible for a child or student". In this constitution, the term "parent" will be used instead. This term includes parents, guardians, and persons standing in *loco parentis* to a student or child, but excludes any person whose custody or guardianship of a student or child, or whose responsibility for a student or child, has been excluded under any Act or law (for example, the *Family Law Act 1975* (Cth)).

'*principal*' means the person for the time being designated by the Chief Executive as the principal of the school.

'*regulations*' means the *Education and Children's Services Regulations 2020*.

'*school*' means a school at which primary or secondary education or both is, or is to be, provided (whether or not preschool education is also provided at the school).

'*school community*' means parents, students enrolled in or children who are to attend the school, staff of the school and all other persons who have a legitimate interest in or connection with the school.

'*school improvement plan*' means the agreement signed by the principal and the presiding member of the council that summarises the school's contribution to improving student learning at the site.

'*special resolution*' of the council means a resolution passed by a duly convened meeting of the council where:

- (1) at least 14 days written notice has been given to all council members specifying the intention to propose the resolution as a special resolution; and
- (2) it is passed by a majority of not less than three quarters of council members who vote in person or by proxy at that meeting.

'*student*' is a person enrolled in the school or approved learning program.

### 3. Object

The object of the council is to involve the school community in the governance of the school to strengthen and support public education in the community.

### 4. Powers of the Governing Council

4.1 In addition to the powers conferred under the Act, the council may:

- 4.1.1 employ persons, except as teachers, as members of the staff of the school on terms and conditions approved by the Chief Executive
- 4.1.2 enter into contracts
- 4.1.3 construct any building or structure for the benefit of the school, or make any improvements to the premises or grounds of the school, with the approval of the Chief Executive
- 4.1.4 purchase or take a lease or licence of premises for student residential facilities, and enter into any other agreements or arrangements for the establishment, management, staffing and operation of such facilities;
- 4.1.5 establish and conduct, or arrange for the conduct of, facilities and services to enhance the education, development, care, safety, health or welfare of children and students.
- 4.1.6 do all those acts and things incidental to the exercise of these powers.

4.2 The Council's powers must be exercised in accordance with legislation, administrative instructions and this constitution.

### 5. Functions of the Council

5.1 In the context of the council's joint responsibility with the principal for the governance of the school, the council must perform the following functions:

- 5.1.1 involve the school community in the governance of the school by:
  - (i) providing a forum for the involvement of parents and others in the school community
  - (ii) determining the educational needs of the local community, and their attitude towards educational developments within the school
  - (iii) ensuring that the cultural and social diversity of the community is considered and particular needs are appropriately identified.
- 5.1.2 strategic planning for the school including:
  - (i) developing, monitoring and reviewing the objectives and targets of the strategic plan
  - (ii) considering, approving and monitoring human resource and asset management plans.
- 5.1.3 determine local policies for the school.
- 5.1.4 determine the application of the total financial resources available to the school including the regular review of the budget.
- 5.1.5 present plans and reports on the council's operations to the school community and Minister.

5.2 The council must be responsible for the proper care and maintenance of any property owned by the council.

5.3 The Council may perform such functions as necessary to establish and conduct, or arrange for the conduct of:

- 5.3.1 facilities and services to enhance the education, development, care, safety, health or welfare of children and students;
- 5.3.2 residential facilities for the accommodation of students.

5.4 The council may raise money for school related purposes.

- 5.5 The council may perform other functions as determined by the Minister or Chief Executive.
- 5.6 The council may do all those acts and things incidental to the exercise of these functions.
- 5.7 The council's functions must be exercised in accordance with legislation, administrative instructions and this constitution.

#### **6. Functions of the Principal on Council**

The functions of the principal on council are undertaken in the context of the principal's joint responsibility with the council for the governance of the school.

- 6.1 The principal is answerable to the Chief Executive for providing educational leadership in the school and for other general responsibilities prescribed in the Act and Regulations.
- 6.2 The principal must also:
  - 6.2.1 implement the school's strategic plan, the school improvement plan and school policies
  - 6.2.2 provide accurate and timely reports, information and advice relevant to the council's functions
  - 6.2.3 report on learning, care, training and participation outcomes to council
  - 6.2.4 supervise and promote the development of staff employed by the council
  - 6.2.5 be responsible for the financial, physical and human resource management of the school
  - 6.2.6 be an *ex-officio* member of council with full voting rights
  - 6.2.7 be the returning officer for the election, nomination and appointment of council members
  - 6.2.8 chair the first meeting of the council held for the purpose of receiving nominations from nominating bodies, the direct appointment of council members by the council and the election of office holders
  - 6.2.9 contribute to the formulation of the agenda of council meetings.

#### **7. Membership**

- 7.1 The Sturt Street Community School Governing Council must comprise 8 council members including:
  - 1 Principal of the school (*ex-officio*)
  - 5 Elected parent members
  - 1 Staff member nominated by the staff of the school (as per ratio in the administrative instructions)
  - 1 Community members appointed by the council
- 7.2 The majority of council members must be elected parents of the school.
- 7.3 At the time of election, nomination or appointment, persons who are on the staff of a government school, persons who are employees of an administrative unit for which the Minister is responsible, and those appointed under the Act or the Technical and Further Education Act 1975, must not comprise the majority of elected parent members and must not comprise the majority of council members.
- 7.4 In considering any nominations to the council by a nominating body or direct appointments by the council, the council must observe the requirements of 7.3.
- 7.5 A person is not eligible for election, appointment or nomination to the council, if the person:
  - 7.5.1 is an undischarged bankrupt or is receiving the benefit of a law for the relief of insolvent debtors;
  - 7.5.2 has been convicted of any offence prescribed by administrative instruction;
  - 7.5.3 is subject to any other disqualifying circumstances a prescribed by administrative instruction.

#### **8. Term of Office**

- 8.1 Elected parent members will be appointed for a term not exceeding two years, except in the case of the first council only, where one-half (or, if the total number of council members to be elected is odd, the highest integer that is less than one-half) of the parent members elected at the Annual General Meeting of the school will be elected for a term not exceeding one year.
- 8.2 A council member nominated by an affiliated committee will be nominated for a term not exceeding two years, subject to the provisions that:
  - 8.2.1 for the first council only, where two or more affiliated committees each nominate a council member, one will be appointed for a term not exceeding one year. The person so appointed must be determined by agreement between the affiliated committees, or on failure to agree, by lot.
  - 8.2.2 the nomination may be revoked, in writing, by the affiliated committee.
- 8.3 Any council member nominated by the Student Representative Council (or equivalent) or elected by the body of students will hold office for a term not exceeding one year or until the nomination is revoked, in writing, by the nominating body.
- 8.4 A council member elected by the staff of the school will hold office for a term not exceeding one year subject to being a member of the staff of the school.
- 8.5 Each council member directly appointed by the council, will serve for a period not exceeding two years.
- 8.6 Upon expiry of term of office, each council member will remain incumbent until the position is declared vacant at the Annual General Meeting.
- 8.7 Council members are eligible for subsequent re-election, re-nomination or re-appointment.

## 9. Office Holders and Executive Committee

### 9.1 *Appointment*

- 9.1.1 The office holders of the council are the chairperson, deputy chairperson, secretary and treasurer who must be elected by the council from amongst its council members within one month of the Annual General Meeting.
- 9.1.2 The chairperson must not be a member of the staff of the school, a person employed in an administrative unit for which the Minister is responsible.
- 9.1.3 The treasurer must not be a member of the staff of the school.
- 9.1.4 The council may appoint an executive committee comprising the office holders and the principal, which is to
- (i) meet to carry out business delegated or referred by the council; and
  - (ii) report to subsequent council meetings.

### 9.2 *Removal from office*

- 9.2.1 The position of any office holder absent for three consecutive executive committee meetings without leave of absence automatically becomes vacant. Acceptance of an apology at the executive committee meeting will be deemed a grant of such leave.
- 9.2.2 An office holder of the council may be removed from office, but not from membership of the council, by special resolution of the council, provided that:
- (i) at least 14 days written notice is given to all council members and to the office holder concerned of any proposed resolution, giving reasons for the proposed removal;
  - (ii) the office holder is given the right to be heard at the council meeting;
  - (iii) voting on the special resolution is by secret ballot.

### 9.3 *The chairperson*

- 9.3.1 The chairperson must:
- (i) call and preside at the meetings of the council and the executive committee;
  - (ii) in consultation with the principal and secretary, prepare the agenda for all council meetings;
  - (iii) include on the agenda any item requested by the principal;
  - (iv) facilitate full and balanced participation in meetings by all council members and decide on the manner in which meetings are conducted and matters of order;
  - (v) report at the Annual General Meeting on the proceedings and operations of the Council for the period since the date of the previous Annual General Meeting.
- 9.3.2 The chairperson must act as spokesperson on behalf of the council unless an alternative spokesperson has been appointed by the council. The spokesperson may only comment on council matters.
- 9.3.3 In the chairperson's absence or inability to act, the deputy chairperson must undertake any role or function normally fulfilled by the chairperson.
- 9.3.4 If the chairperson and deputy chairperson of the council are absent or unable to preside at a meeting, a council member elected by the council must preside.

### 9.4 *The secretary*

- 9.4.1 The secretary must ensure that notices of meetings are given in accordance with the provisions of this constitution.
- 9.4.2 The secretary is responsible for ensuring the maintenance and safekeeping of:
- (i) the constitution of the council and the code of practice;
  - (ii) official records of the business of the council and a register of minutes of meetings;
  - (iii) copies of notices, a file of correspondence and records of submissions or reports made by or on behalf of the council;
  - (iv) the register of council members;
  - (v) contracts or agreements entered into by the council;
  - (vi) copies of policies of the council.
- 9.4.3 The secretary must ensure that copies of the constitution and the code of practice are available for public inspection at the school during normal school hours, and that any copies requested are provided.
- 9.4.4 The secretary must ensure the safekeeping of the common seal and must ensure a record is kept of every use of the common seal.
- 9.4.5 Prior to each meeting, the secretary must ensure that a copy of the meeting agenda is forwarded to each council member.
- 9.4.6 The secretary must conduct the official correspondence of the council.
- 9.4.7 The secretary must ensure that the minutes of meetings are recorded and forwarded to each council member prior to the next meeting.

### 9.5 *The treasurer*

- 9.5.1 The treasurer must be the chairperson of the Finance Advisory Committee of the council and preside at the meetings of this committee.
- 9.5.2 The treasurer must:
- (i) ensure that the council's financial budgets and statements are prepared
  - (ii) submit a report of those finances to each council meeting;
  - (iii) present the council's statement of accounts to the Annual General Meeting.

**10. Vacancies**

- 10.1 Membership of the council ceases when a council member:
- 10.1.1 dies;
  - 10.1.2 in the case of an elected council member or a council member nominated or appointed for a term, completes a term of office and is not re-elected, re-nominated or re-appointed;
  - 10.1.3 ceases to hold office in accordance with 8.2.2 and 8.3;
  - 10.1.4 in the case of a member nominated by the staff of the school, is no longer a staff member of the school;
  - 10.1.5 resigns by written notice to the council;
  - 10.1.6 is removed from office by the Minister in accordance with Section 44 of the Act;
  - 10.1.7 is declared bankrupt or applies for the benefit of a law for the relief of insolvent debtors;
  - 10.1.8 has been convicted of any offence prescribed by administrative instruction;
  - 10.1.9 is subject to any disqualifying circumstance as prescribed by administrative instruction; or
  - 10.1.10 is absent from three consecutive council meetings without leave of absence approved by the council. Acceptance of an apology at a council meeting will be deemed a grant of such leave.
- 10.2 The council may appoint a person to temporarily fill a casual vacancy in its membership until a council member can be elected, nominated or appointed in accordance with this constitution.

**11. Meetings**

- 11.1 *General meetings of the school community*
- 11.1.1 Subject to 13.2, all persons within the school community are eligible to attend general meetings of the school community and vote on any matters proposed for resolution.
  - 11.1.2 The chairperson of the council must call and preside at general meetings of the school community, the timing to be agreed between the chairperson and the principal of the school.
  - 11.1.3 At least 14 days written notice of the meeting must be given to the school community by the means generally used to communicate with the school community. The notice must specify the date, time and place of the meeting.
  - 11.1.4 A general meeting must be held:
    - (i) at least once annually (the Annual General Meeting) to present reports, to elect parents to the council and/or declare election results;
    - (ii) for any other reason relating to the affairs, functions or membership of the council, determined by agreement between the chairperson and the principal.
  - 11.1.5 The period between each Annual General Meeting must not exceed 16 months.
  - 11.1.6 A general meeting must be held to elect council members, to discuss the finances of the council or for any other reason relating to the affairs or functions of the council:
    - (i) at the request of the Chief Executive;
    - (ii) by the resolution of the council;
    - (iii) at the request of 20 parents or one half of the parents of the school, whichever is less.
  - 11.1.7 A conference by telephone or other electronic means will be taken to be a general meeting of the school community provided that all procedures in this constitution relating to general meetings are complied with and each participating member is capable of communicating with every other participating member during the conference.
- 11.2 *Council meetings*
- 11.2.1 The council must meet at least twice in each school term.
  - 11.2.2 Notice of meetings must be given at the previous council meeting or by at least 7 days written notice distributed to all council members or in an emergency by such other notice as the council may determine.
  - 11.2.3 A conference by telephone or other electronic means between the council members will be taken to be a meeting of the council provided that all procedures in this constitution relating to council meetings are complied with and each participating member is capable of communicating with every other participating member during the conference.
- 11.3 *Extraordinary council meetings*
- 11.3.1 The chairperson of the council must call an extraordinary meeting of the council by written request from at least 3 council members.
  - 11.3.2 Notice of meeting must be given by written notice to all council members within a reasonable time, setting out the time, date, place and object of the meeting.
  - 11.3.3 The business of any extraordinary meeting must be confined to the object for which it is convened.
- 11.4 *Voting*
- 11.4.1 Voting must be by show of hands, or in the case of a meeting held pursuant to 11.1.7 and 11.2.3, by voices or in writing, but a secret ballot must be conducted for:
    - (i) a contested election; or
    - (ii) a special resolution to remove an office holder from office.
  - 11.4.2 For the purposes of voting on a special resolution, each council member is entitled to appoint another council member as their proxy.

## 12. Proceedings of the Council

### 12.1 Meetings

- 12.1.1 The quorum for a council meeting is a majority of the filled positions of the council.
- 12.1.2 If at the expiration of 30 minutes after the appointed time for the meeting there is no quorum present, the meeting must stand adjourned to such time and place as those council members present determine.
- 12.1.3 Except in the case of a special resolution, a decision of the majority of those council members present and eligible to vote is the decision of the council.
- 12.1.4 The chairperson must have a deliberative vote only. In the event of an equality of votes, the chairperson does not have a second or casting vote and the motion must be taken to be defeated.
- 12.1.5 The council or any committee of council may, at its discretion, allow non-members who have special interests or knowledge relevant to the council to attend its meetings as observers and, if it agrees, take part in discussions on particular issues. Non-members cannot vote. This clause does not apply to the finance advisory committee.
- 12.1.6 Where there are one or more vacancies in the membership of the council, the council is not prevented from acting by the requirement that the majority of its members must be elected parents of the school or by any other requirement of membership (except the requirement as to quorum).
- 12.1.7 The council may from time to time determine procedures to facilitate and expedite its business.

### 12.2 Conflict of interest

- 12.2.1 In accordance with Section 37 of the Act, a council member who has a direct or indirect pecuniary interest in a contract or proposed contract with the council must:
  - (i) disclose the nature of the interest to the council as soon as the council member becomes aware of the interest;
  - (ii) not take part in deliberations or decisions of the council with respect to that contract;
  - (iii) not vote in relation to the contract; and
  - (iv) be absent from the meeting room when any such discussion or voting is taking place.
- 12.2.2 A disclosure of such an interest, and any associated actions taken to mitigate the disclosed interest, must be recorded in the minutes of the council.
- 12.2.3 If a council member discloses an interest in a contract or proposed contract:
  - (i) the contract is not liable to be avoided by the council on any ground arising from the fiduciary relationship between the council member and the council; and
  - (ii) the member is not liable to account for the profits derived from the contract.

## 13. Election of Council Members

### 13.1 Eligibility for nomination for election

Subject to 7.5, all people who are parents of the school are eligible to nominate for election as a council member.

### 13.2 Eligibility to vote

Only parents of the school may vote to elect parent council members.

### 13.3 Conduct of elections for parent council members

The principal must conduct elections for parent council members by one of the following methods, as determined by the council:

- (i) an election at a general meeting of the school community;
- (ii) a postal ballot of the parents of the school.

### 13.4 Notice of election

- 13.4.1 The timetable for an election must be determined by the council, in consultation with the principal.
- 13.4.2 Notice of the date and time for an election must be specified by the principal by the means generally used to communicate with the school community.
- 13.4.3 The notice must:
  - (i) fix the period during which nominations for election as council members must be accepted and outline the process to be followed;
  - (ii) fix the date and time of the general meeting for the election (not being less than 14 days from publication of the notice); and
  - (iii) in the case of the postal ballot:
    - (a) fix the date by which ballot papers must be available and advise how they may be obtained; and
    - (b) fix the date by which ballot papers must be returned and advise how they must be lodged.
- 13.4.4 In consultation with the council, the principal must determine the form for nominations and the period during which nominations will be accepted.
- 13.4.5 A nomination for election as a council member must be:
  - (i) in a form approved by the principal; and
  - (ii) received by the principal at or before the time the nomination is due.

### 13.5 Election without ballot

If the number of persons nominated is the same or less than the number of vacancies to be filled by election, the principal may declare that the vacancy or vacancies has or have been filled by the person or persons nominated.

### 13.6 *Contested elections*

13.6.1 If the number of persons nominated is greater than the number of vacancies to be filled, the ballot conditions apply.

13.6.2 A contested election must be conducted by secret ballot.

### 13.7 *Scrutineers*

The principal must permit such scrutineers, who are independent of the election, to be present at the counting of votes as the principal sees fit. A candidate in the election cannot be a scrutineer.

### 13.8 *Declaration of election*

13.8.1 The principal must declare the candidate or candidates elected to fill the vacancy or vacancies:

- (i) at a general meeting of the school community; or
- (ii) in the form generally used to communicate with the school community.

13.8.2 The new council comes into operation at the declaration of the election.

### 13.9 *Further nomination for unfilled positions*

After the result of an election has been declared and if the required number of positions of elected parent council member positions has not been filled, parents present at a general meeting may be invited to nominate and be elected by a further ballot to the remaining vacancies.

### 13.10 *Nomination and appointment of council members*

13.10.1 As soon as is practicable after the declaration of the results of an election, the principal must call and preside at the first council meeting for the purpose only of:

- (i) receiving the nominations from nominating bodies and determining the direct appointment of members of the community; and
- (ii) electing office holders.

13.10.2 The first meeting of the council must be adjourned to a date decided by the meeting if the purpose of the meeting cannot be achieved.

13.10.3 If upon the resumption of the meeting the appointment of community members or receiving nominations cannot be resolved, the council may proceed to the election of office holders.

## 14. Minutes

14.1 Proper minutes of council meetings, the Annual General Meeting and general meetings of the school community must be appropriately kept.

14.2 The minutes must be confirmed at the next respective annual, general or council meeting and signed by the chairperson of the meeting at which the proceedings took place or by the chairperson of the subsequent meeting.

14.3 Upon reasonable notice, copies of the minutes of any meetings must be made available for inspection by any council member.

## 15. Subcommittees

### 15.1 *Committees*

The council may appoint committees, comprised of council members or both council members and non-council members, which will meet as directed by the council and report to the council at subsequent council meetings. Any committee must consist of at least three people and at least one of those must be a council member.

### 15.2 *Terms of reference*

The council must specify terms of reference for its committees.

### 15.3 *Finance Advisory Committee*

15.3.1 The council must establish a Finance Advisory Committee to advise the council on budgetary and financial matters, including the preparation of the preliminary budget showing:

- (i) the anticipated income available for the ensuing twelve months (both from normal transactions and from fund-raising activities);
- (ii) the proposed expenditure to be made; and
- (iii) details of any funds held for special purposes.

15.3.2 The membership must be determined by the council and must include

- (i) the treasurer;
- (ii) the principal or nominee.

15.3.3 The Finance Advisory Committee must meet at least once each school term to examine receipts and payments and review the school budget.

## 16. Finance and Accounts

16.1 The council must ensure that proper accounts are kept of its financial affairs, and in controlling any account must ensure proper books and accounts are kept of all funds paid to that account, together with details of any dealing involving those funds.

16.2 All accounts must be operated on the basis of the designated finance year, which is a calendar year ending on 31 December.

16.3 All accounts must be kept in accordance with provisions of the Act, Regulations, this constitution and administrative instructions.

16.4 The funds of the council must only be expended for school related purposes.

16.5 The council may transfer funds as it thinks fit to:

- 16.5.1 an affiliated committee;
- 16.5.2 another existing or proposed Government school.

**17. Audit**

- 17.1 The Council must make available to the Chief Executive or the Auditor-General any accounts under its control, including all relevant records and papers connected with an account, for inspection or audit at any time.
- 17.2 The council may arrange for accounts to be audited at such other intervals as the council determines, by a person appointed by the council.
- 17.3 The audit of any accounts under the control of the council must be in accordance with the provisions of the Act, Regulations, this constitution and administrative instructions.

**18. Reporting to the School Community and the Minister**

- 18.1 The council must report to the school community at least once a year, at the Annual General Meeting called by the chairperson.
- 18.2 At that meeting:
- 18.2.1 the chairperson must report on:
- (i) strategic and other plans;
  - (ii) the proceedings and operations of the council for the period since the date of the previous Annual General Meeting of the school community;
  - (iii) the outcomes of those proceedings in relation to the functions of the council; and
- 18.2.2 the treasurer must present an up-to-date statement of receipts and expenditure with respect to all accounts controlled by the council, and a copy of the statement of receipts and expenditure of the council for the year ended as at the designated financial year.
- 18.3 Where any statement has been subject to an audit, the audited statement is to be subsequently made available for inspection, at the school, as determined at the meeting.
- 18.4 The council must report to the Minister at least once a year, in accordance with administrative instructions.

**19. The Common Seal**

- 19.1 The council must have a common seal. The common seal must be affixed only by resolution of the council and in the presence of two council members, one of whom must be the principal or the chairperson of the council.
- 19.2 The council must keep a record of every use of the seal, including date, purpose and any other relevant information.

**20. Records**

- 20.1 The council is responsible for the safe and proper storage of its records.
- 20.2 The council must make the records available at any time to the Minister or to any person authorised by the Minister and allow those records to be removed by any such person.

**21. Amendment of the Constitution**

- 21.1 This constitution may be altered, modified or substituted at the direction of the Minister, in accordance with Section 40 of the Act.
- 21.2 This constitution may also be amended, altered, modified or substituted by the council by special resolution and approval in writing by the Minister.
- 21.3 An amendment to the constitution has no effect until submitted to and approved by the Minister.

**22. Code of Practice**

Members of the council must comply with the code of practice approved by the Minister.

**23. Dispute Resolution**

The council must participate in a scheme for the resolution of disputes between the council and the department/principal, as prescribed in administrative instruction.

**24. Public Access to the Constitution and Code of Practice**

The council must keep available for public inspection a copy of its constitution (as in force from time to time) and the code of practice, at the school, during normal school hours.

**25. Dissolution**

In accordance with Section 43 of the Act, the Minister may dissolve the council.

**26. Prohibition Against Securing Profits for Members**

The assets and income of the council must be applied exclusively for school related purposes and no portion may be paid or distributed directly or indirectly to council members in their role as a council member, except for expenses incurred on behalf of the council.

These amendments take effect from the date of publication of this notice in the Gazette.

Dated: 5 March 2026

CAROLINE FISHPOOL  
Lead Director, Conditions for Learning, Schools and Preschools  
Delegate of the Minister for Education

## ELECTORAL ACT 1985

## PART 3, DIVISION 2

*Remote Subdivisions*

Pursuant to Section 15 of the *Electoral Act 1985*, I, Mick Sherry, Electoral Commissioner, hereby revoke the declaration contained on page 321 of the *South Australian Government Gazette* dated 3 February 2022 and declare the following subdivisions to be remote subdivisions:

Flinders-Grey  
MacKillop-Bark  
Narungga-Grey  
Stuart-Grey

Dated: 5 March 2026

MICK SHERRY  
Electoral Commissioner

## ELECTORAL ACT 1985

## PART 9, DIVISION 5

*Declared Institutions*

Pursuant to Section 83 of the *Electoral Act 1985*, I, Mick Sherry, Electoral Commissioner, hereby revoke the Schedule of Declared Institutions in the *South Australian Government Gazette* dated 8 November 2024 and pronounce the following as Declared Institutions:

ACH Group—Perry Park Residential Facility, 26 River Road, Port Noarlunga 5167  
ACH Group—ViTA Daw Park Residential Care Home, 17 Rockville Avenue, Daw Park 5041  
ACH Group Colton Court, 84 Valley View Drive, McLaren Vale 5171  
ACH Group Milpara, 147 Street Bernards Road, Rostrevor 5073  
ACH Healthia Residential Care Home Elizabeth South, 26 Mark Road, Elizabeth South 5112  
Adelaide Pre-release Centre, Grand Junction Road, Northfield 5085  
Adelaide Remand Centre, 208 Currie Street, Adelaide 5000  
Adelaide Womens Prison, Grand Junction Road, Northfield 5085  
Aldersgate Aged Care, 160-168 OG Road, Felixstow 5070  
Alwyndor Aged Care, 52 Dunrobin Road, Hove 5048  
Amber Aged Care, 58 Avenue Road, Paradise 5075  
Aminya Village Hostel, 14 Adelaide Road, Mannum 5238 (Aminya—Mid Murray Homes for the Aged)  
Ananda Aged Care Findon, 2 Malken Way, Findon 5023  
AnglicareSA—Brompton, 2-10 First Street, Brompton 5007  
AnglicareSA—Trott Park, 4 Kangaroo Thorn Road, Trott Park 5158  
AnglicareSA—Westbourne Park, 56 Monmouth Road, Westbourne Park 5041  
AnglicareSA—Elizabeth Dutton Court, 33 Catalina Road, Elizabeth East 5112  
AnglicareSA—Elizabeth East, 36C Halsey Road, Elizabeth East 5112  
Ardrossan Seaview Aged Care, (Ardrossan Community Hospital) 37 Fifth Street, Ardrossan 5571  
Ashford Hospital, 55 Anzac Hwy, Ashford 5035  
Ashman Grove Residential Aged Care, 58 Chief Street, Brompton 5007  
Barossa Village Inc, 9 Atze Parade, Nuriootpa 5355  
Barunga Village, 11 Edmund Street Port, Broughton 5522  
Bellara Retirement Village, 98 Newton Road, Campbelltown 5074  
Bene—Campbelltown, 565 Lower North East Road, Campbelltown 5074  
Bene Aged Care Street Clair, 2 Jelley Street, Woodville 5011  
Bene Italian Village (Bene St. Agnes), 6 Mumford Avenue, St. Agnes 5097  
Bene St Paul's, 7 Braun Drive, Hahndorf 5245  
Bethsalem Care, 10 Education Road, Happy Valley 5159  
Boandik Crouch Street, 26 Crouch Street, South Mount Gambier 5290  
Boandik St Marys, 71 Boandik Terrace, Mount Gambier 5290  
Bolton Clarke—Walkerville, 160 Walkerville Terrace, Walkerville 5081  
Bolton Clarke Carinya, 39 Fisher Street, Myrtle Bank 5064  
Bolton Clarke Charles Young, 53 Austral Terrace, Morphettville 5043  
Bolton Clarke Hillside, 177 Longwood Road, Heathfield 5153  
Bolton Clarke Holly, 16-24 Penneys Hill Road, Hackham 5163  
Bolton Clarke Marten, 110 Strathfield Terrace, Largs North 5016  
Bolton Clarke Ridgehaven, Gate 3—Hazel Grove, Ridgehaven 5097  
Bolton Clarke Ross Robertson, 19 Cornhill Road, Victor Harbor 5211  
Bolton Clarke Smithfield, 1 Warooka Drive, Smithfield 5114  
Boneham Aged Care Services (Mary Cecelia Hart Court Hostel), 82 Williams Road, Millicent 5280  
Bonney Lodge, 24 Hawdon Street, Barmera 5345  
Booleroo Hospital—Community Health Services, 3-13 Stephens Street, Booleroo Centre 5482  
Bordertown Hospital and Charla Lodge Aged Care, 23 South Terrace, Bordertown 5268  
Brook-Lyn Supportive Care, 377 Henley Beach Road, Brooklyn Park 5032  
Bupa—Campbelltown, 1 Steele Street, Campbelltown 5074

Bupa—Morphettville, 29 Austral Terrace, Morphettville 5043  
Bupa—Woodville, 104 Woodville Road, Woodville 5011  
Bupa Aged Care, 5 Bradford Court, Enfield 5085  
Burra Multi-Purpose Service, 46 Commercial Street, Burra 5417  
Cadell Training Centre, Boden Road, Cadell 5321  
Calvary—Kingswood, 22 Harrow Terrace, Kingswood 5062  
Calvary—Adelaide Hospital, 120 Angas Street, Adelaide 5000  
Calvary—Brighton, 580 Brighton Road, South Brighton 5048  
Calvary—Flora McDonald, 206 Sir Donald Bradman Drive, Cowandilla 5033  
Calvary—Oaklands, 2 Jean Street, Oaklands Park 5046  
Calvary—St Catherine's, 23 McGilton Road, Berri 5343  
Calvary—Trevu House, 1-13 Deland Avenue, Gawler East 5118  
Ceduna Hospital—Ceduna Multipurpose Service (Ceduna Senior Citizens Village) 3 O'Loughlin Terrace, Ceduna 5690  
Clayton Church Homes—Magill Manor Residential Care Home, 43 Fisher Street, Magill 5072  
Clayton Church Homes—Park Village Residential Care Home, 30 Shillabeer Road, Elizabeth Park 5113  
Clayton Church Homes—Prospect Residences Residential Care Home, 156 Main North Road, Prospect 5082  
Clayton Church Homes—Summerhill Residential Care Home, 1144 Greenhill Road, Uraidla 5142  
Clayton Church Homes—Woodside Lodge Residential Care Home, 38 Nairne Road, Woodside 5244  
Country Health Connect Kapunda Homes, 24-30 Nash Street, Kapunda 5373  
Crystal Brook Hospital—Multi Purpose Service, Edmund Terrace, Crystal Brook 5523  
Dunbar Homes Salisbury, 11 Mawson Road, Salisbury 5108  
Edenfield Family Care—Nerrilda, 71 Stokes Terrace, Port Augusta West 5700  
Edenfield Family Care—Parafield Gardens, 20-36 Gardenia Drive, Parafield Gardens 5107  
Edenfield Family Care—Ramsay, 77 Seaview Road, Port Augusta 5700  
Edenfield Family Care—West Park, 7 Partridge Street, Goolwa 5214  
Edenfield Family Care—Yankalilla, 175 Main South Road, Yankalilla 5203  
Eldercare—Evanston Park, 17 Morrow Avenue, Evanston Park 5116  
Eldercare—Goodwood, 21 Victoria Street, Goodwood 5034  
Eldercare—Hope Valley, 95-97 Awoonga Road, Hope Valley 5090  
Eldercare—Oxford, 35 Hulbert Street, Hove 5048  
Eldercare—Seaford, 100 Seaford Road, Seaford 5169  
Eldercare—The Village, 6 Centenary Avenue, Maitland 5573  
Eldercare—Acacia Court, 81 Tapleys Hill Road, Hendon 5014  
Eldercare—Allambi, 86 Oaklands Road, Glengowrie 5044  
Eldercare—Cottage Grove, 150 Reynell Road, Woodcroft 5162  
Eldercare—Sash Ferguson, 8 Fletcher Road, Mount Barker 5251  
Eldercare—The Lodge, 14-24 King William Road, Wayville 5034  
Eldercare—Trowbridge House, 9 Luhrs Road, Payneham South 5070  
Estia Health—Aldgate, 4 Gibb Road, Aldgate 5154  
Estia Health—Burton, 367-379 Waterloo Corner Road, Burton 5110  
Estia Health—Craigmores, 150 Adams Road, Craigmores 5114  
Estia Health—Daw Park, 7 Lancelot Drive, Daw Park 5041  
Estia Health—Encounter Bay, 150 Bay Road, Encounter Bay 5211  
Estia Health—Flagstaff Hill, 40-42 Skyline Drive, Flagstaff Hill 5159  
Estia Health—Golden Grove, 27 Captain Robertson Avenue, Golden Grove 5125  
Estia Health—Hope Valley, 1099 Grand Junction Road, Hope Valley 5090  
Estia Health—Kadina, 8 Mine Street, Kadina 5554  
Estia Health—Kensington Gardens, 421 The Parade, Kensington Gardens 5068  
Estia Health—Lockleys, 8 Mellor Avenue, Lockleys 5032  
Estia Health—Myrtle Bank, 32 Cross Road, Myrtle Bank 5064  
Estia Health—Parkside, 17 Robsart Street, Parkside 5063  
Estia Health—Salisbury, 7 Salisbury Highway, Salisbury 5108  
Estia Health—Strathalbyn, 7 Langhorne Creek Road, Strathalbyn 5255  
Estia Health—Valley View, 66 Nelson Road, Valley View 5093  
Eudunda Senior Citizens Hostel, 40 Ward Street, Eudunda 5374  
Eyre Peninsula Old Folks Home, 26 Flinders Highway, Port Lincoln 5606  
Flinders Medical Centre—Margaret Tobin Centre & Mental Health Short Stay Unit, 3 Flinders Drive, Bedford Park 5042  
Flinders Medical Centre—Ward 18V, 3 Flinders Drive, Bedford Park 5042  
Flinders Medical Centre, Flinders Drive, Bedford Park 5042  
Franklin Harbour Aged Care Hostel, 19 South Terrace, Cowell 5602 (Cowell District Hospital and Aged Care)  
Gawler Hillside Care Communities, 3 Duffield Street, Gawler East 5118  
Gawler Supportive Care, 1 Main North Road, Evanston 5116  
Glen Osmond Grove Care Community, 550 Portrush Road, Glen Osmond 5064  
Hawdon House, 24 Scott Avenue, Barmera 5345

Hawksbury Gardens Aged Care (UnitingSA), 8 Elmgrove Road, Salisbury North 5108  
Helping Hand—Golden Grove, 209 The Golden Way, Golden Grove 5125  
Helping Hand—Ingle Farm, 7-31 Shackleton Avenue, Ingle Farm 5098  
Helping Hand—Lightsview, 1-17 East Parkway, Lightsview 5085  
Helping Hand—Mawson Lakes, 2-10 The Strand, Mawson Lakes 5095  
Helping Hand—North Adelaide, 49 Buxton Street, North Adelaide 5006  
Helping Hand—Parafield Gardens, 437 Salisbury Highway, Parafield Gardens 5107  
Helping Hand Aged Care Belalie Lodge, 1-7 Cumnock Street, Jamestown 5491  
Helping Hand Aged Care Carinya, 17-19A Victoria Road, Clare 5453  
Helping Hand Aged Care Copperhouse Court, 43A Flinders Avenue, Whyalla Stuart 5608  
Helping Hand Aged Care Lealholme, 15 Halliday Street, Risdon Park 5540  
Helping Hand—Yeltana, 25 Newton Street, Whyalla 5600  
House of Saint Hilarion (The Society of Saint Hilarion), 7 Kelly Avenue, Seaton 5023  
Infinite Care—Hahndorf, 1A Mount Barker Road, Hahndorf 5245  
Infinite Care—Christies Beach, 50 Gulfview Road, Christies Beach 5165  
Infinite Care—Churchill Retreat, 470 Churchill Road, Kilburn 5084  
Infinite Care—Klemzig, 2 Leighton Avenue, Klemzig 5087  
Infinite Care—Rose Court, 1-3 Grant Avenue, Gilles Plains 5086  
Ira Parker Nursing Home (Balaklava Hospital), 16 War Memorial Drive, Balaklava 5461  
James Nash House, 140 Hilltop Drive, Oakden 5086  
Jamestown Hospital and Health Service, South Terrace, Jamestown 5491  
Joslin Manor Care Community, 251 Payneham Road, Joslin 5070  
Kalyra Belair Residential Aged Care, 2 Kalyra Road, Belair 5052  
Kalyra McLaren Vale Aged Care, 19 Aldersey Street, McLaren Vale 5171  
Kalyra Woodcroft Aged Care, 54 Woodcroft Drive, Morphett Vale 5162  
Kangaroo Island Health Service (Carnarvon Hostel), 3-7 The Esplanade, Kingscote 5223  
Kara House, 6 Webb Street, Clare 5453  
Keith and District Healthcare, 35 Hill Avenue, Keith 5267  
Kimba Pioneer Memorial Hostel, 13-15 Martin Terrace, Kimba 5641  
Kingston Hospital—Elanora, 28 Young Street, Kingston SE 5275  
Kingston Hospital—Lighthouse Lodge, 12 Acraman Street, Kingston SE 5275  
Lambert Village, 87 Gray Street, Mount Gambier 5290  
Lameroo District Hospital, 1a Vardon Terrace, Lameroo 5302  
Laura & District Hospital- Multi Purpose Service, 51-57 Mill Street, Laura 5480  
Lerwin Nursing Home, 67 Joyce Street, Murray Bridge 5253  
Little Para (Bolton Clarke), 24-28 Wayford Street, Elizabeth Vale 5112  
Longridge Aged Care, 900 Attiwill Street, Naracoorte 5271  
Loxton Hospital Complex—Loxton District Nursing Home, 41 Drabsch Street, Loxton 5333  
Lutheran Homes Group—Fullarton, 14 Frew Street, Fullarton 5063  
Lutheran Homes Group—Glynde, 23 Edward Street, Glynde 5070  
Lutheran Homes Group—Hope Valley, 1215-1217 Grand Junction Road, Hope Valley 5090  
Magill Lodge, 524 Magill Road, Magill 5072  
Matthew Flinders Home, 61-63 Oxford Terrace, Port Lincoln 5606  
Meningie Hospital—Meningie Multi-purpose Service, 2 South Terrace, Meningie 5264  
Mind Australia—Glenside, 22/30 Mulberry Road, Glenside 5065  
Miroma Place, 19-21 Tumby Bay Road, Cummins 5631  
Mobilong Prison, 434 Maurice Road, Murray Bridge 5253  
Mount Gambier & Districts Health Service, 276-300 Wehl Street North, Mount Gambier 5290  
Mount Gambier Prison, 871 Carpenter Rocks Road, Moorak 5291  
Mt View Homes, 31 Arthur Street, Booleroo Centre 5482  
Naracoorte Hospital—Moreton Bay House, 101 Jenkins Terrace, Naracoorte 5271  
Noarlunga Hospital—Morier Ward & Mental Health Rehabilitation Unit, Alexander Kelly Drive, Noarlunga Centre 5168  
North Eastern Community Hospital Aged Care, 580 Lower North East Road, Campbelltown 5074  
Oakwood Aged Care, 6 Ellis Street, Enfield 5085  
Ocean Grove Supportive Care, 39 Beach Road, Brighton 5048  
Ocean Grove Supportive Care at Myrtle Bank, 494 Fullarton Road, Myrtle Bank 5064  
Ocean Grove Supportive Care on Sturt Road, 48 Sturt Road, Brighton 5048  
Olive Grove Aged Care, 67 Porter Street, Salisbury 5108  
One Care Support Hindmarsh Lodge, 88-94 Robert Street, West Croydon 5008  
One Care Support Woodville West, 15 Rosemary Street, Woodville West 5011  
Opal Health Care—Aldinga Beach Care Community, 6 Pridham Boulevard, Aldinga Beach 5173  
Opal HealthCare Reynella Hillside, 7 Railway Terrace, Old Reynella 5161  
Orroroo Community Home, 32 Fifth Street, Orroroo 5431  
Orroroo Hospital Aged Care, 68 Price Maurice Road, Orroroo 5431

Para Hills Residential Care, 50 Kesters Road, Para Hills West 5096  
Parkview Aged Care, 7-12 Majors Road, Moonta 5558  
Penola Pichunga Aged Care—Penola War Memorial Hospital, 18 Church Street, Penola 5277  
Pennwood Kings Park, 262 Cross Road, Kings Park 5034  
Pennwood Village, 19 Windsor Avenue, Pennington 5013  
Pinnaroo Hospital—Pinnaroo Multi-purpose Service, 1 Bunday Terrace, Pinnaroo 5304  
Pleasant Valley Aged Care, 28 Hospital Road, Mount Pleasant 5235  
Port Augusta Prison, Highway 1, Stirling North 5710  
Port Lincoln Prison, Pound Lane, Port Lincoln 5607  
Port Pirie Regional Health Service—Hammill House, 151 The Terrace, Port Pirie 5540  
Quorn Health Service—RACF, 2 Hospital Road, Quorn 5433  
Ramsay Clinic Adelaide, 33-36 Park Terrace, Gilberton 5081  
Regis—Burnside, 6 Booth Avenue, Linden Park 5065  
Regis—Kingswood, 9 Brenchley Grove, Kingswood 5062  
Regis—Marleston, 18 Cudmore Terrace, Marleston 5033  
Regis—Playford, 1 Wilton Street, Davoren Park 5113  
Rembrandt Living (Rembrandt Court), 1 Madras Street, Oaklands Park 5046  
Renmark Paringa District Hospital—Renmark Nursing Home, 185 Ral Ral Avenue, Renmark 5341  
Repat Health Precinct—Hospital, 216 Daws Road, Daw Park 5041  
Resthaven—Bellevue Heights, 47 Eve Road, Bellevue Heights 5050  
Resthaven—Leabrook, 336 Kensington Road, Leabrook 5068  
Resthaven—Malvern, 43 Marlborough Street, Malvern 5061  
Resthaven—Marion, 10 Township Road, Marion 5043  
Resthaven—Mitcham, 17 Hill Street, Kingswood 5062  
Resthaven—Mount Gambier, 24 Elizabeth Street, Mount Gambier 5290  
Resthaven—Murray Bridge, 53 Swanport Road, Murray Bridge 5253 (37 Swanport Road, Murray Bridge 5253)  
Resthaven—Paradise, 61 Silkes Road, Paradise 5075  
Resthaven—Port Elliot, 3 Frederik Street, Port Elliot 5212  
Resthaven—Westbourne Park, 30 Sussex Terrace, Westbourne Park 5041  
Resthaven—Craigmore, 200 Adams Road, Craigmore 5114  
Restvale Hostel (Restvale Aged Care), 8 Woodside Road, Lobethal 5241  
Ridleyton Greek Home for the Aged, 89 Hawker Street, Brompton 5007  
Romani Aged Care, 40 Tumbella Drive, Murray Bridge 5253  
Royal Adelaide Hospital, Port Road, Adelaide 5000  
RSL Care SA Morlancourt, 18 Trafford Street, Angle Park 5010  
RSL Care SA War Veteran's Home, 55 Ferguson Avenue, Myrtle Bank 5064  
Salisbury Private Nursing Home, 147 Frost Road, Salisbury South 5106  
Salvation Army Linsell Lodge Aged Care Centre, 2-16 Cardigan Street, Angle Park 5010  
Semaphore Residential Care Centre, 122 Esplanade, Semaphore 5019  
Serene Residential Care Services, 1 Myzantha Street, Lockleys 5032  
Sheoak Lodge Aged Care Facility (Millicent Hospital), Towers Road, Millicent 5280  
Snowtown Hospital (Lumeah Aged Care)- RACF, South Terrace, Snowtown 5520  
Southern Cross Care—Bellevue Court Residential Care, 9 Bellevue Court, Gawler East 5118  
Southern Cross Care—Carmelite Residential Care, 7 Spence Avenue, Myrtle Bank 5064  
Southern Cross Care—Labrina Village Residential Care, 63-71 Labrina Avenue, Prospect 5082  
Southern Cross Care—McCracken Views, 31 Adelaide Road, McCracken 5211  
Southern Cross Care—Oakfield Lodge, 15 Hawthorn Road, Mount Barker 5251  
Southern Cross Care—Sandpiper Lodge Residential Care, 35 Washington Street, Goolwa 5214  
Southern Cross Care—The Philip Kennedy Centre Residential Care, 477-479 Military Road, Largs Bay 5016  
Southern Cross Care—West Beach Residential Care 655-674 Burbridge Road, West Beach 5024  
Southern Cross Care—Bucklands Residential Care, 333 Marion Road, North Plympton 5037  
Southern Cross Care—Fullarton Residential Care, 345 Fullarton Road, Fullarton 5063  
Southern Cross Care—Mount Carmel Residential Care, 740 Torrens Road, Rosewater 5013  
Southern Cross Care—Oaklands Park Lodge Residential Care, 393 Morphett Road, Oaklands Park 5046  
Southern Cross Care—Onkaparinga Lodge, 28 Liddell Drive, Huntfield Heights 5163  
Southern Cross Care—The Lodge Lourdes Valley Residential Care, 18 Cross Road, Myrtle Bank 5064  
Southern Cross Care—The Pines Lodge Residential Care, 342 Marion Road, North Plympton 5037  
St Anna's Residential and Home Care, 41 Burley Griffin Boulevard, Brompton 5007  
St Basil's—Croydon Park, 83-93 Regency Road, Croydon Park 5008  
St Basil's—St Peters, 9 Winchester Street, St Peters 5069  
St Basil's Aegean Village, 10 Morton Road, Christie Downs 5164  
St Joseph's House, 22 Norman Street, Port Pirie 5540  
St Louis Nursing Home, 21 Foster Street, Parkside 5063  
St Raphaels Home for the Aged, 2 Franciscan Avenue, Lockleys 5032

Strathalbyn and District Aged Care, 43 High Street, Strathalbyn 5255  
Streaky Bay Hospital—Elmhaven Hostel, 3 Flinders Drive, Streaky Bay 5680  
Sunnydale Supportive Care, 247 Military Road, Semaphore 5019  
Tailem Bend Hospital—Tailem Bend Multi-Purpose Service, 74 Princes Highway, Tailem Bend 5260  
Tanunda Lutheran Homes, 27 Bridge Street, Tanunda 5352  
The Jamie Larcombe Centre, Eucalyptus Lane, Glenside 5065  
The Oaks Aged Care, 209 Ruwoldt Road, Yahl 5291  
The Queen Elizabeth Hospital, 28 Woodville Road, Woodville South 5011  
The Willochra Home, Lot 10 Allan Street, Crystal Brook 5523  
The Woolshed, 37 Henry Martin Road, Ashbourne 5157  
Torrens Valley Aged Care—Gumeracha (Gumeracha District Soldiers Memorial Hospital), 2 Albert Street, Gumeracha 5233  
Tumby Bay Hospital—Uringa Hostel, 8 Esplanade, Tumby Bay 5605  
Uniting Communities Murray Mudge Aged Care, 7 Raymond Grove, Glenelg 5045  
UnitingSA—Seaton Aged Care, 172 Trimmer Parade, Seaton 5023  
UnitingSA—Wesley House Aged Care, 324 Military Road, Semaphore Park 5019  
UnitingSA—West Lakes Aged Care, 1 Charles Street, West Lakes 5021  
UnitingSA—Westminster Village Aged Care, Corner Fort Street and Sylvan Way, Grange 5022  
Villa St Hilarion, 21 Farncomb Road, Fulham 5024  
Waikerie Health Services—Waikerie Multi-Purpose Service, 1 Lawrie Terrace, Waikerie 5330  
Walara Balaklava Millcourt Homes, 7 Railway Terrace, Balaklava 5461  
Walara Gilbert Valley, 20 Masters Street, Riverton 5412  
Walara Hamley Bridge Aged Care, 19 Albert Street, Hamley Bridge 5401  
Walkerville Lodge Supportive Care, 6 James Street, Cheltenham 5014  
Warrina Court, 46 McShane Street, Campbelltown 5074  
Warrina Crescent, 22 Kylie Crescent, Ingle Farm 5098  
Warrina Park, 59 George Street, Paradise 5075  
Warrina Vales, 60-66 States Road, Morphett Vale 5162  
Wheatfields Residential Care, 8 Cherry Street, Freeling 5373  
Wirraminna Care, 5 Memorial Drive, Williamstown 5351  
Yatala Labour Prison, Peter Brown Drive, Northfield 5085

Dated: 5 March 2026

MICK SHERRY  
Electoral Commissioner

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ENERGY RESOURCES ACT 2000

*Application for the Renewal of Pipeline Licence—PL 16*

Pursuant to Section 65(6) of the *Energy Resources Act 2000*, notice is hereby given that an application for the renewal of Pipeline Licence (PL) 16 has been received from:

**APT Pipelines (SA) Pty Limited**

The application for renewal will be determined after 3 April 2026.

Pipeline Licence 16 extends from the South Australia—Victoria border to the Ladbroke Grove Power Plant. It is approximately 22.8 kilometres in length.

Further information regarding the pipeline and its location can be found on the Department for Energy and Mining website at:

<https://www.energymining.sa.gov.au/industry/energy-resources/licensing-and-land-access/onshore-licensing/registers>

Dated: 27 February 2026

MICHAEL SMITH  
Director, Regulatory Risk and Resource Tenure  
Regulation and Compliance Division  
Department for Energy and Mining  
Delegate of the Minister for Energy and Mining

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ENERGY RESOURCES ACT 2000

*Notification of Successful Applications for Areas  
OT2025 RSEL-A, OT2025 RSEL-B, OT2025 RSEL-E,  
OT2025 GEL-A, OT2025 GSEL-B, PO2025 RSEL-A*

Pursuant to Section 22(6)(a) of the *Energy Resources Act 2000*, notice is hereby given that the following applicants were successful in an application for licences over the designated 2025 Acreage Release areas.

Further, it is notified that the successful applicants for these areas were selected on the basis of the selection criteria published in Gazette dated 29 May 2025, for the grant of regulated substance exploration licences, geothermal exploration licences and gas storage exploration licences.

The successful applicants' proposed work programs are as follows:

<b>OT2025 RSEL-A—H2EX Ltd &amp; Thor Energy PLC</b>	
<b>Year</b>	<b>Work Program</b>
1	G&G studies
2	G&G studies; Magnetotelluric survey; Soil gas survey and fluid inclusion analysis 200km seismic reprocessing
3	G&G studies
4	Drill one exploration well
5	G&G studies

  

<b>OT2025 RSEL-B—H2EX Ltd &amp; Thor Energy PLC</b>	
<b>Year</b>	<b>Work Program</b>
1	G&G studies
2	G&G studies; Magnetotelluric survey; Soil gas survey and fluid inclusion analysis 200km seismic reprocessing
3	G&G studies
4	Drill one exploration well
5	G&G studies

  

<b>OT2025 RSEL-E—Adelaide Energy Pty Ltd &amp; Tri-Star Otway Pty Ltd</b>	
<b>Year</b>	<b>Work Program</b>
1	G&G studies; 300km seismic reprocessing
2	60km <sup>2</sup> 3D seismic acquisition
3	G&G studies
4	G&G studies
5	Drill one exploration well

  

<b>OT2025 GEL-A—Lucas Sage SA1 Pty Ltd</b>	
<b>Year</b>	<b>Work Program</b>
1	G&G studies
2	G&G studies
3	G&G studies
4	G&G studies
5	Drill one exploration well

  

<b>OT2025 GSEL-B—ACV Otway Pty Ltd</b>	
<b>Year</b>	<b>Work Program</b>
1	G&G studies
2	G&G studies
3	400km seismic reprocessing
4	Drill one exploration well
5	G&G studies

  

<b>PO2025 RSEL-A—Koloma Australia Pty Ltd</b>	
<b>Year</b>	<b>Work Program</b>
1	G&G studies; 400km 2D seismic acquisition; Geochemical sampling; Airborne gravity and magnetics
2	100km <sup>2</sup> 3D seismic acquisition
3	Drill one exploration well
4	G&G studies
5	G&G studies

Dated: 3 March 2026

MICHAEL SMITH  
 Director, Regulatory Risk and Resource Tenure  
 Regulation and Compliance Division  
 Department for Energy and Mining  
 Delegate of the Minister for Energy and Mining

## FISHERIES MANAGEMENT ACT 2007

## SECTION 79

*Temporary Prohibition on the Take and Possession of Abalone Waters of Southern Zone Abalone Fishery*

Pursuant to Section 79 of the *Fisheries Management Act 2007*, I Professor Gavin Begg, Executive Director Fisheries and Aquaculture, delegate of the Minister for Primary Industries and Regional Development, hereby declare that it shall be unlawful for any person to engage in the act of, or an act preparatory to or otherwise involved in, the fishing activities specified in Schedule 1, or to have possession or control of abalone within the area described in Schedule 2 during the period specified in Schedule 3.

## SCHEDULE 1

The taking of abalone by any means within the waters of the Southern Zone Abalone Fishery as defined in the *Fisheries Management (Abalone Fisheries) Regulations 2017*—being waters adjacent to South Australia east of the meridian of longitude 139° East (GDA 2020); or

## SCHEDULE 2

The possession of abalone within the waters of the Southern Zone Abalone Fishery as defined in the *Fisheries Management (Abalone Fisheries) Regulations 2017*—being waters adjacent to South Australia east of the meridian of longitude 139° East (GDA 2020) including the area landward to the high water mark.

## SCHEDULE 3

From 12:01 hours, 5 March 2026 to 4 March 2027 unless varied or revoked earlier.

Dated: 27 February 2026

PROFESSOR GAVIN BEGG  
Executive Director  
Fisheries and Aquaculture

Delegate of the Minister for Primary Industries and Regional Development

## HOUSING IMPROVEMENT ACT 2016

*Rent Control*

In the exercise of the powers conferred by the *Housing Improvement Act 2016*, the Delegate of the Minister for Housing and Urban Development hereby fixes the maximum rental amount per week that shall be payable subject to Section 55 of the *Residential Tenancies Act 1995*, in respect of each premises described in the following table. The amount shown in the said table shall come into force on the date of this publication in the *Gazette*.

Address of Premises	Allotment Section	Certificate of Title Volume/Folio	Maximum Rental per week payable
Unit 1/14 Childers Street, North Adelaide SA 5006	Allotment 6 Filed Plan 26971 Hundred of Yatala	CT6005/107	\$345.00
Unit 2/14 Childers Street, North Adelaide SA 5006	Allotment 6 Filed Plan 26971 Hundred of Yatala	CT6005/107	\$230.00

Dated: 5 March 2026

CRAIG THOMPSON  
Housing Regulator and Registrar  
Housing Safety Authority  
Delegate of the Minister for Housing and Urban Development

## HOUSING IMPROVEMENT ACT 2016

*Rent Control Revocations*

In the exercise of the powers conferred by the *Housing Improvement Act 2016*, the Delegate of the Minister for Housing and Urban Development hereby revokes the maximum rental amount per week that shall be payable subject to Section 55 of the *Residential Tenancies Act 1995*, in respect of each premises described in the following table.

Address of Premises	Allotment Section	Certificate of Title Volume/Folio
217 Sturt Street, Adelaide SA 5000	Allotment 399 Filed Plan 182801 Hundred of Adelaide	CT280/147, CT5821/457
315 Bridge Road, Para Hills SA 5096	Allotment 25 Deposited Plan 7056 Hundred of Yatala	CT5354/559
215 Sturt Street, Adelaide SA 5000	Allotment 340 Filed Plan 182802 Hundred of Adelaide	CT280/146, CT5821/456
4 Scotland Street, Wallaroo SA 5556	Allotment 275 Filed Plan 190027 Hundred of Wallaroo	CT5382/703
Unit 1/26 Maitland Street, Mitcham SA 5062	Unit 1 Strata Plan 397 Hundred of Adelaide	CT5044/142

Dated: 5 March 2026

CRAIG THOMPSON  
Housing Regulator and Registrar  
Housing Safety Authority  
Delegate of the Minister for Housing and Urban Development

## HOUSING IMPROVEMENT ACT 2016

*Rent Control Variations*

In the exercise of the powers conferred by the *Housing Improvement Act 2016*, the Delegate of the Minister for Housing and Urban Development hereby varies the maximum rental amount per week that shall be payable subject to Section 55 of the *Residential Tenancies Act 1995*, in respect of each premises described in the following table. The amount shown in the said table shall come into force on the date of this publication in the Gazette.

Address of Premises	Allotment Section	Certificate of Title Volume/Folio	Reason for Variation	Maximum Rental per week payable
293-295 Waymouth ST, Adelaide SA 5000 (AKA 22 Spencer Street, AKA 293 & 295)	Allotment 413 Filed Plan 181255 Hundred of Adelaide	CT5789/894		\$0.00

Dated: 5 March 2026

CRAIG THOMPSON  
Housing Regulator and Registrar  
Housing Safety Authority  
Delegate of the Minister for Housing and Urban Development

## ROAD TRAFFIC ACT 1961

*Authorisation to Operate Breath Analysing Instruments*

I, Grant Stevens, Commissioner of Police, do hereby notify that on and from 20 February, 2026, the following persons were authorised by the Commissioner of Police to operate breath analysing instruments as defined in and for the purposes of the:

- *Road Traffic Act 1961*;
- *Harbors and Navigation Act 1993*;
- *Security and Investigation Industry Act 1995*; and
- *Rail Safety National Law (South Australia) Act 2012*.

PD Number	Officer Name
15842	CONNELLY, Matthew Thomas
12364	CORBIN, Bailey Rhys
15480	GEDDIE, Jason Scott
17983	LEE, Cameron
14789	LEWIS, Jackson Diago
15240	MANNERS, Shane Michael
15623	MAURICI, Georgia Kate
16815	PITCHFORD, Eliza Jayne
15991	SIMPSON, Harrison Joe
15634	SWINCER, David Grant

Dated: 5 March 2026

GRANT STEVENS  
Commissioner of Police

Reference: 2026-0016

## VETERINARY SERVICES ACT 2023

SECTIONS 13, 14(4)(b), 27(8), 28(17), 39(4), 67(3), 72(2) AND 82

*Determination of Website to Publish Appointments, Registers and Other Documents Under the Veterinary Services Act 2023*

Pursuant to Sections 13, 14(4)(b), 27(8), 28(17), 39(4), 67(3), 72(2) and 82 of the *Veterinary Services Act 2023*, the Veterinary Surgeons Board of South Australia (“Board”), determines that to meet the requirements of publication for the sections of the Act specified in Column 1 and described in Column 2, the website of publication will be the *Board’s website*.

<b>Column 1 Section of the Act</b>	<b>Column 2 Brief Description</b>
13	Publication of appointments of members to the Board.
14(4)(b)	Publication of Board endorsed codes, standards or guidelines.
27(8)	Publication of register of the general register, the specialist register, persons removed from a register, and the deemed registrations.
28(17)	Publication of requirements for registered veterinarians who are transitioning to practising.
39(4)	Publication of register of veterinary premises.
67(3)	Publication of complaints process for veterinarian conduct.
72(2)	Publication of types of complaints which may be dealt with under Division 3 as determined by the Board and the Minister.
82	Publication of guidelines for conducting investigations and inspections for the purposes of the Act.

## Definitions:

*Board’s website* means the website for the Veterinary Services Regulatory Board of South Australia <https://vsrb.sa.gov.au>.

This notice commences on the day in which the *Veterinary Services Act 2023* commences and will remain in force until amended or revoked by a subsequent notice.

Dated: 26 February 2026

SONYA BEYERS  
Presiding Member  
Veterinary Surgeons Board of South Australia

## VETERINARY SERVICES ACT 2023

SECTION 14(4)(b)

*Publication of the Veterinary Premises Standard*

Pursuant to 14(4)(b) of the *Veterinary Services Act 2023* (“the Act”), the Veterinary Surgeons Board of South Australia (“the Board”) endorses the *Veterinary Premises Standard* as prepared by the Board as a requirement under Section 40 of the Act to be the minimum requirements for registered premises and published in Attachment 1. A copy of the *Veterinary Premises Standard* will also be published on the Board’s website at <https://vsrb.sa.gov.au>.

This Notice will commence on the day in which the Act commences and will remain in force until amended or revoked by a subsequent Notice.

Dated: 26 February 2026

SONYA BEYERS  
Presiding Member  
Veterinary Surgeons Board of South Australia

ATTACHMENT 1



## VETERINARY PREMISES STANDARDS

1 July 2026

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# Veterinary Premises Standards

## 1. Introduction

The *Veterinary Services Act 2023* (the **Act**) provides for the registration of premises.

Under the Act, a veterinarian must not provide veterinary services at premises other than registered premises (section 50). However, this requirement does not apply in the following circumstances:

- (a) if it is not reasonably practicable to provide the veterinary services at registered premises;
- (b) if the veterinary services are provided at premises by telephone or other means of electronic communication without the relevant animal being present at the premises;
- (c) if the veterinary services are provided at premises owned or occupied by the owner, or person in control, of the relevant animal with the permission of that person;
- (d) if the veterinary services are provided in an emergency, or if it is impracticable or dangerous to move the relevant animal;
- (e) if the veterinary services are provided in the course of teaching any science or research or experimentation pursuant to a licence under Part 4 of the *Animal Welfare Act 1985*;
- (f) any other circumstances prescribed by the regulations.

The Act also provides that a business consisting of, or including, the provision of veterinary services must not be carried on at premises that are not registered premises (section 51). However, this requirement does not apply in the following circumstances:

- (a) If the veterinary services provided at premises are only provided by telephone or other means of electronic communication without the relevant animal being present at the premises;
- (b) If the veterinary services are provided in the course of teaching any science or research or experimentation pursuant to a licence under Part 4 of the *Animal Welfare Act 1985*;
- (c) any other circumstances prescribed by the regulations.

## 2. Standards and registration

In connection with the registration of premises, the Act provides that the Board must prepare or endorse standards relating to minimum requirements for registered premises (sections 14(1)(f) and 40).

This document provides for those standards, which are set out as Schedule 1 and makes provision for a checklist for registration purposes. As provided by section 40(1) of the Act, these are the minimum standards for registered premises.

This veterinary premises standard will be reviewed by the Board at least once in every 5 years.

Subject to the Act, for premises to be eligible for registration on the veterinary premises register by the Veterinary Services Regulatory Board of South Australia (the **Board**), the Board must be satisfied that:

- (a) the premises meet the minimum requirements for premises of the relevant kind provided in this veterinary premises standard; and
- (b) the premises will be used for the provision of veterinary services in accordance with the Act; and
- (c) there is a responsible person in respect of the premises; and
- (d) any other requirements determined by the Board to be necessary for registration are met in relation to the premises.

### 3. Categories of premises

Premises that are required to be registered under the Act are categorised as follows:

Category of premises	Description of veterinary services offered at premises	Self-Inspection Checklist
1.	<b>Veterinary consulting/examination rooms (CR)</b> Where an act of veterinary service (other than major veterinary surgery or emergency care) may be carried out. ( <i>Minor surgery does not include the opening of body cavities or orthopaedic procedures. No general anaesthetic procedures are permitted to be conducted in premises in this category.</i> ) This category will also encompass house calls that are provided to small animals as part of the practice.	Every 3 years
2.	<b>Veterinary surgery/clinics (VC)</b> Where an act of veterinary service, including major veterinary surgery, may be carried out. This category will also encompass house calls that are provided to small animals as part of the practice.	Every 3 years
3.	<b>Veterinary mobile clinic (MC)</b> A vehicle, including a trailer, which may be moved from one location to another, and is intended to operate as a veterinary clinic.	Every 3 years
4.	<b>Veterinary hospital (VH)</b> Where an act of veterinary service, including major veterinary surgery or emergency care, may be carried out, and a higher level of diagnostic facilities than are available at a veterinary clinic are provided. Full facilities are provided for examination, diagnosis, prophylaxis, medical treatment, and surgery of animals. While not required to be open to the public at all times, professional or paraprofessional personnel must always be available to ensure assessment and treatment of emergency cases within a reasonable length of time and to ensure adequate monitoring and treatment for hospital patients.	As per *ASAV AVHS or every 3 years if not accredited by ASAV AVHS  <small>*ASAV AVHS Australian Small Animal Veterinarians Group Accredited Veterinary Hospital Scheme</small>
5	<b>Occasional Premises (OP)</b> Where the premises are not occupied or used on a full-time or weekly basis but are used from time to time to provide veterinary services, including remote community visits	Every 3 years

**Boarding Establishment** Where commercial boarding of animals is being carried out in connection to a registered premises. Registration is required for the veterinary premises, and it is also necessary to note the Boarding Establishment requirements as part of a veterinary surgeries/clinics and Hospitals application if commercial boarding is provided. *A separate application is not required.*

***The self-inspection checklist is required on registration and then every three years thereafter as part of the annual anniversary renewal process. However should there be any major alteration to the premises or a service offered at the premises, the Board is required to be notified within 3 months of the change.***

### 4. Applications

An application for the registration of premises must—

- (a) be made to the Board using the application set out in Schedule 1 or 2 for the relevant category of premises; and
- (b) be accompanied by the prescribed fee.

An applicant for registration must provide the Board with specified information as outlined in the Standards Checklist, as provided by Schedule 1 or 2, to enable the Board to determine the application. The Board requires that information furnished for the purposes of the application is verified by statutory declaration.

The Board may also require that an applicant facilitate an inspection of the relevant premises before registration is granted.

## 5. When applications are required

An application for the initial registration of premises (excluding existing premises during the transitional period) should preferably be made at least 3 months before it is intended to commence to provide veterinary services at the premises. For premises that are being constructed to be used for the provision of veterinary services, an even longer period (preferably 6 months) should be considered. A failure to make an application within these timeframes may result in insufficient time for the Board to consider the application and to register the premises by the time that the applicant wishes to commence their practice at the relevant premises, especially if an applicant must rectify any deficiencies that are identified as part of the registration process. (There may be a facility to obtain provisional registration, but this will depend on the circumstances.)

You must apply to:

1. Conduct veterinary services from premises that are not already approved as veterinary premises.
2. Renew the registration of any veterinary premises.
3. Relocate a veterinary premises from an approved premises location to a new location.
4. Change an approved veterinary premises to a different category of premises:
  - a. Consulting/examination rooms to surgery/clinic
  - b. Surgery/clinic to hospital/emergency care.
5. Transfer, remove or reinstate the registration of any veterinary premises.

Subject to the Act, registration of premises on the veterinary premises register remains in force for a period of 12 months.

## 6. Refusal to register or re-register veterinary premises

The Board may refuse to grant an application for registration or renewal of a veterinary premises, if:

- it is not satisfied that the premises meet the minimum requirements for premises of the relevant kind, as provided by Schedules 1 and 2; or
- there is no responsible person in respect of the registered premises; or
- any other requirement determined by the Board to be necessary for registration of the premises has not been met.

## 7. Conditions of approval

Section 42(5) of the Act provides that the Board may impose conditions on premises' registration.

The Board has determined that the following conditions will apply in relation to the registration of any premises:

- (a) that any veterinary services provided at the premises must be provided by a veterinarian;
- (b) that any business name used in respect of the premises, including a business name registered with ASIC, must not use words such as "hospital," "emergency" or "specialist" unless the premises meets the required prescribed standards for a veterinary hospital/emergency/specialist;
- (c) that the names and qualifications (as recorded in the relevant register under the Act) of each veterinarian who works at the premises must be kept on display at the premises or kept up to date on a website that relates to the veterinary services provided at the premises, other than for a veterinarian who is working on a temporary basis for 1 month or less;
- (d) that the responsible person in respect of the premises must inform the Board within 3 months of any change occurring in the information required to be included in the veterinary premises register;
- (e) that the responsible person in respect of the premises must notify the Board before work is commenced to undertake material renovations or alterations of the premises;
- (f) that the responsible person in respect of the premises must inform the Board within 14 business days if the premises cease to comply with any of the standards that apply with respect to the premises under Schedule 1 and/or 2;

- (g) that the responsible person in respect of the premises must inform the Board about a proposed sale or transfer of the premises within –
  - (i) if the responsible person is an owner of the premises – 10 business days after an agreement to sell or transfer the premises has been entered into; or
  - (ii) in any other case – 10 business days after the responsible person becomes aware of an agreement to sell or transfer the premises;
- (h) that the responsible person in respect of the premises must inform the Board if any business carried on at the premises is placed into voluntary administration or receivership or, in the case of a business carried on by a body corporate, into liquidation within 5 business days after becoming aware of these circumstances;
- (i) that the premises will be maintained so as to continue to comply with the Standards that apply in relation to the premises such that a significant or repeated failure to comply with the Standards will be considered a breach of the conditions of registration.

Under section 42(6) of the Act, the Board may, at any time, on its own initiative by written notice to a responsible person in respect of registered premises or on application by a responsible person in respect of registered premises, vary or revoke a condition imposed by the Board on the registration. The variation of a condition of registration may include the imposition of an additional condition of registration.

## 8. Exceptions on registration

A specific requirement under these standards does not apply in relation to particular premises if the Board is satisfied that exceptional circumstances exist.

The Board may, in acting under this clause, grant or renew a registration subject to a condition or conditions that will apply in relation to the premises.

## 9. Responsible persons

Section 41 of the Act provides that there must be a *responsible person* in respect of each registered premises.

The responsible person in respect of registered premises is:

- (a) in the case of premises owned or occupied by an individual, that person; or
- (b) in the case of a premises owned or occupied by an entity, the individual from time to time, nominated by the entity in accordance with any requirement set out in the regulations as the responsible person in respect of the premises, and under the regulations the requirement is that this individual must be a veterinarian with primary registration whose principal place of residence is in this State.

Information about who is to be the responsible person in respect of particular premises must be provided to the Board in accordance with Schedule 1 or 2. The Board considers that best practice is that the responsible person is a veterinarian in all cases. A prescribed fee may be payable in relation to the nomination of the responsible person in respect of registered premises.

## 10. Provisional registration

The Board has established a scheme for the initial registration of premises in appropriate cases. This registration may be granted by the Executive Officer under a delegation made by the Board for a period not exceeding 6 months and may be extended by the Board once the Board has had an opportunity to consider the registration itself. Registration granted by the Executive Officer may be subject to conditions determined by the Executive Officer under the delegation made by the Board.

## 11. Change of details

Section 48 of the Act requires the responsible person in respect of a registered premises must, within 3 months of any change occurring in the information required to be included in the veterinary premises register, inform the Board in writing of the change. A breach of this requirement may result in the imposition of a criminal penalty.

An application to make any change to the information required to be included in the veterinary premises register must—

- (a) be made to the Board using the appropriate form set out in Schedule 1 or 2; and
- (b) be accompanied by the prescribed fee.

For a complete change of ownership, continuing Board approval of premises under new ownership will be dependent on receipt by the Board of advice from the purchaser that the premises comply with any of the standards that apply with respect to the premises under Schedule 1 and 2.

## 12. Inspections

Inspectors appointed by the Board will inspect premises which have not been previously registered as a premises before the Board finalises its consideration of the relevant application and therefore before the practice may commence to provide veterinary services to the public at those premises.

An inspection may also be required if:

- (a) there has been a transfer of the ownership of registered premises, or a transfer of a business consisting of, or including, the provision of veterinary services at registered premises; or
- (b) registered premises have been the subject of material renovations or alterations; or
- (c) an application for reinstatement of premises on the veterinary premises register has been made to the Board; or
- (d) the Board has received a complaint that relates to the state or standard of registered premises; or
- (e) the Board considers that an inspection should be undertaken on any other reasonable ground.

In addition, to ensure premises are complying with the Standards, the Board will undertake random audits of selected premises each year within a 3-year term of registration.

## 13. Suspension or cancellation of registration

Section 43 of the Act provides that if the Board is satisfied that:

- (a) registered premises do not meet the minimum requirements in the veterinary premises standard; or
- (b) a condition imposed on the registration of the registered premises have been contravened; or
- (c) there is no responsible person in respect of the registered premises; or
- (d) any other requirement determined by the Board to be necessary for registration of the premises has not been met,

the Board may, by notice in writing:

- (e) suspend the registration of the premises until stipulated conditions are complied with or until further order of the Board; or
- (f) cancel the registration of the premises.

***There must not be any veterinary services provided at the premises while registration is suspended.***

The Board will not take action to suspend or cancel the registration of premises unless it has taken reasonable steps to give the responsible person, or another person who has, or appears to have, an interest in the practice conducted at the premises:

- (a) notice that the suspension or cancellation of registration is under consideration and the reasons for this proposed course of action; and
- (b) an opportunity to explain the situation and, to the extent that appears appropriate to the Board, an opportunity to address or rectify the matter.

However, the requirements for giving notice and allowing an opportunity to respond to the notice, including to address or rectify a matter, do not derogate from the ability of the Board to act without notice (or to act with relatively short notice) in a case of an emergency.

#### 14. Removal from register

A responsible person may apply to remove a registered premises from the veterinary premises register. An application must-

- (a) be made to the Executive Officer using the appropriate form; and
- (b) be accompanied by the prescribed fee.

#### 15. Reinstatement on register

A person may apply to the Board at any time for reinstatement of the premises on the register.

An application must—

- (a) be made to the Board using the appropriate form set out in Schedule 1 or 2; and
- (b) be accompanied by the prescribed fee.

#### 16. Certificate of approval

The Board will issue a certificate of approval in relation to each veterinary premises that are registered under section 39(1)(a) the Act.

The certificate will be issued to the responsible person in respect of the veterinary premises.

The certificate of approval should be stored for production as evidence of the registration of the premises under the Act and may be displayed at the premises as an indication to clients that the premises have been registered.

#### 17. List of registered veterinary premises

The Board maintains:

- (a) a veterinary premises register; and
- (b) a register of premises that have been removed from the veterinary premises register under the Act.

These are available of the VSRBSA website.

#### 18. Signage

Signage used at registered premises must complement the facility and conform to any requirements of the *Veterinary Services Act 2023*, *Veterinary Services Regulations 2025* or other VSRBSA guidelines, standards, Codes or policies or procedures.

#### 19. Fees

Any application relating to the registration of veterinary premises must be accompanied by a prescribed fee. The Board prescribes fees and these can be found on the website relating to each category of premises.

#### 20. Transitional provisions

The Board strongly encourages owners of existing veterinary premises and veterinary practices to review these standards with the aim of updating their premises to such extent as is reasonably necessary and within a reasonable period after the commencement of the Act.

Existing premises are premises being used for the provision of veterinary services on 1 July 2026.

In addition, in the case of existing veterinary premises, other than a veterinary hospital, the following provisions apply:

- (a) the premises must be registered under the Act by the date that applies in relation to the premises (the **relevant registration date**) as follows:
  - (i) in the case of veterinarian consulting/examination rooms: 01/10/2026;
  - (ii) in the case of a veterinary surgery/clinic: 01/10/2026;
  - (iii) in the case of a veterinary mobile clinic: 30/10/2026;
  - (iv) in the case of occasional premises: 01/10/2026;
- (b) an application for the registration of premises under paragraph (a) must be made by the following days:

- (i) in the case of veterinarian consulting/examination rooms: 31/07/2026;
  - (ii) in the case of a veterinary surgery/clinic: 31/08/2026;
  - (iii) in the case of a veterinary mobile clinic: 30/09/2026;
  - (iv) in the case of occasional premises: 31/07/2026;
- (c) an applicant for registration will be required, as part of the application process, to notify the Board if the premises do not meet any of the relevant standards set out in Schedule 1 and the Board may register the premises in any event but may impose a condition on the registration, including a condition requiring compliance with specified requirements within a specified period, which will be a period that does not extend beyond 1 July 2027.

For a veterinarian hospital, its existing registration with Board will apply under the new Act for the remainder of its period of accreditation under the *Veterinary Practice Act 2003* – see Schedule 1 of the Act.

A person will not be in breach of the Act if they provide veterinary services at existing premises that are not registered during the period commencing on 1 July 2026 and the relevant registration date for those premises.

A business consisting of, or including, the provision of veterinary services will be able to be carried on at existing premises that are not registered during the period commencing on 1 July 2026 and the relevant registration date for those premises.

New premises (being premises that are not being used for the provision of veterinary services on 1 July 2026) will not need to be registered until 1 October 2026 or such later date, not later than 31 December 2026, as the Board may allow in a particular case.

The initial registration of premises will be for a period, not exceeding 3 years, determined by the Board.

## Schedule 1

### Veterinary Premises Registration (CR, VC, MC, OP)

(All categories of premises **EXCEPT** hospitals. Refer Schedule 2 to register a hospital)

#### Premises Details

Registration Type:     Initial Registration     Reinstatement     Transfer     Removal

Premises Registration Number (unless initial registration): \_\_\_\_\_

Category of premises: \_\_\_\_\_

Entity Name: \_\_\_\_\_

ABN/ACN: \_\_\_\_\_

Name of the business carried on or proposed to be carried on at the premises: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Premises email address: \_\_\_\_\_

Premises telephone number: \_\_\_\_\_

Nature of veterinary services to be provided at the premises: \_\_\_\_\_

Name of the owner or lessee of premises: \_\_\_\_\_

Name of the responsible person in respect of the premises: \_\_\_\_\_

Email and telephone number of responsible person if different to the above: \_\_\_\_\_

Email: \_\_\_\_\_

Business Hours telephone contact: \_\_\_\_\_

Website address of the premises: \_\_\_\_\_

Requested date for registration/reinstatement/transfer or removal to commence: \_\_\_\_\_

#### Premises Type

- New construction building
- Standalone building
- Building on the property of applicant
- Leased/rented premises (number of shops/offices located in complex).....
- Premises used for more than one veterinary services practice (number of separate entities).....
- Vehicle/Trailer (mobile)
- Other (please provide further detail).....

**PRESCRIBED STANDARDS - Self Assessment Form**

1. The veterinary premises must be a dedicated fully enclosed area exclusively used as veterinary premises.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
2. The veterinary premises including the immediate surrounding areas must be kept clean, hygienic and in a sanitary condition, free of insects and vermin, with safeguards taken to avoid sources of transmission of infections.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
3. The veterinary premises should have internal walls and floors constructed from easily cleaned material in any area or room that is used for animal accommodation, surgical procedures, medical treatment, and other procedures, and in the client waiting rooms.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
4. Have a separate area for use as a waiting room for the purpose of client reception. <i>*Photo to be uploaded with the application of the waiting room.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
5. Adequate ventilation to ensure client, patient and staffing comfort in terms of temperature and air quality.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
6. An individual single purpose examination/consultation area not incorporated with public areas, one for each clinician examining or consulting concurrently. <i>*Photo to be uploaded with the application of the examination/consultation area.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
7. In the consulting area have: (a) An examination table with impervious surfaces; and (b) provide either in or immediately adjacent to the consulting area hot and cold running water and fixed drainage.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
8. Adequate lighting and instrumentation to carry out a competent clinical examination and surgical lighting where required.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
9. Have facilities for any excreta, putrescible waste, soiled bedding, and carcasses to be stored in such a way and disposed of at intervals sufficient to avoid: (a) The generation of offensive odours; (b) Offensive appearance; and (c) Those materials becoming a hazard to health.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
10. Provide adequate cooling or heating and ventilation of any area in which any kennel, cage, or stalls in situated, individual cage heating is acceptable.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
11. Insect screening on all doors and windows that are intended to be left open for ventilation.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
12. Safeguards installed on doors to prevent the escape of patients brought into the premises and to always ensure the effective confinement of animals. This standard extends to exercising/toileting facilities.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
13. Have appropriate facilities for the disposal of sharps and clinical waste.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
14. Any vehicle/s used in connection with the premises used for house calls and mobile clinics, meets all regulatory and licensing requirements. <i>*Photo to be uploaded with the application of the vehicle's interior and exterior.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
15. Have on prominent display, the telephone number and days and hours of attendance and arrangements for obtaining after hours services, including any website, or answering service.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
16. Where veterinary premises are located within the confines of a multi-use complex, premises are independent and separate from those of any other tenant or business type without direct public traffic ways between them. This includes airflow and doorways.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
17. Standard of equipment and fittings in terms of age and suitability commensurate with range of procedures to be undertaken and physical attribute of premises.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
18. Facilities to weigh small animal patients.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
19. The ability to maintain, store and retrieve case records of veterinary examinations, procedures, tests, and treatments performed and maintained for all patients, and the confidentiality of these records must be ensured. ( <a href="#">see VSRBSA Record Keeping Guidelines</a> )	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

20. Storage/security, labelling, recording of restricted and controlled drugs must meet SA Health <a href="#">requirements</a> , including secure storage as required by the <i>Controlled Substances Act 1984</i> .	<input type="checkbox"/> Yes <input type="checkbox"/> No
21. Kennels/cages/stables of sufficient size for the type of animal housed, constructed of solid impervious material, with no sharp edges or points on which the patient can injure itself and have adequate latching device to hold the patient securely and be able to be readily cleaned and disinfected, adequately drained and maintained in a sanitary condition to ensure comfort. <i>*Photo to be uploaded with the application of the kennels/cages/stables.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
22. The premises must have a policy and/or procedure which outlines how the premises will provide facilities that allow for the prevention of the spread of contagious disease between patients including the provision of isolation facilities for animals: (a) With suspected infectious diseases; (b) Treated with chemical or radioactive substances that may be harmful to staff. When not occupied by such cases, it is acceptable for the area to be used for normal ward functions after adequate sterilization. <i>*A copy of the policy and/or procedures to be uploaded with the application.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
23. Animals recovering from surgery must be kept in a warm, safe, and easily visible and accessible area with appropriate bedding/padding. There should be a dedicated area if recovering on floors. Recovery should not be in areas frequented by the public.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
24. Procedures for the safe and secure exercising and toileting of patients.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
25. A defined area for the hygienic preparation and storage of patient's food.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
26. A facility for bathing and grooming of in-patients separate and apart from the surgical and examination areas.	<input type="checkbox"/> Yes <input type="checkbox"/> No
27. Where surgical services are offered there should be facilities for adequate storage and sterilisation of appropriate surgical instruments and equipment.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
28. Surgical table of impervious material which can be readily cleaned and disinfected.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
29. Where general anaesthetics are administered, provide facilities and equipment for anaesthesia, oxygen provision, and resuscitation of patients (e.g. an emergency kit and the ability to give positive pressure ventilation) and for routine procedures within business hours, have a trained assistant for the purpose of anaesthetic monitoring and to assist in maintaining sterility.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
30. A separate area for staff privacy (e.g. an office, lunchroom etc)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
31. Comply with safety standards, local authority by-laws or other applicable requirements that may apply.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
32. <b>BOARDING FACILITIES</b> – Are Boarding Facilities to be incorporated in the veterinary premises? <i>If yes</i> , areas incorporating accommodation compartments located in a separate area equipped with adequate lighting, heating, and/or cooling, ventilation and if possible, soundproofing – individual cage heating is acceptable.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
33. <b>MOBILE ONLY</b> - A formal arrangement must be in place with an approved veterinary premises equipped to deal with cases that require referral or medical attention in the event the veterinarian is unavailable. A letter from the practice must be submitted with this application confirming this arrangement. The letter must be on letterhead and the name and signature of the practice owner or the responsible person.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Letter attached

<b>Large animals</b>	<i>No large animals seen at the practice</i>	<input type="checkbox"/> NA
<b>34.</b> Sufficient area to facilitate the safe loading and unloading of large animals and movement of such transport used in the delivery of these animals.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>35.</b> Suitable form of stable or secure yard to hold animals on admission.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>36.</b> A suitable grassed or surfaced area where horses can be safely examined.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>37.</b> If there is an enclosed secure solid structure, it must be able to be thoroughly cleaned and disinfected if needed.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>38.</b> Where warranted by the type of examination to be conducted, a set of examination stocks and/or squeeze crush.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>39.</b> Suitable building, stable or secure safe yard, free from dust and enclosed, to allow for easy and proper sterilisation, provision for recovery from anaesthesia (if to be performed) and safely equipped for both animal and personnel safety.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	

**Complete the following if radiology and pathology services are intended to be undertaken.**

**RADIOLOGY**  NA

If radiographic services are offered, then the services should comply with EPA requirements. [Radiation Licensing](#)

<b>40.</b> X-ray equipment and facilities capable of producing diagnostic radiographs appropriate to the range and size of animals seen at the practice.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>41.</b> Equipment must be maintained, registered and the operator licensed as required under the <i>Radiation Protection and Control Act 2021</i> .	<input type="checkbox"/> Yes <input type="checkbox"/> No

**LABORATORY**  NA

<b>42.</b> A separate area should be provided with adequate bench space and equipment for the examination of blood, serum, urine, and faecal specimens or, demonstrable access to the usage of professional services in haematology, chemistry, bacteriology, parasitology, and pathology if these services are not carried out in the building.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>43.</b> Refrigeration for laboratory use, which may be used for vaccine storage.	<input type="checkbox"/> Yes <input type="checkbox"/> No

**An inspection of the premises by the Board can be avoided if a reasonable amount of information is provided with your registration application. Please include any additional information in support of your application below and/or attach photographic evidence.**

**Declaration**

I certify that the information provided on this form is true and complete, I am the responsible person named in this form and in the documents accompanying the application as set out.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Schedule 2

### Veterinary hospitals registration (VH)

There is a public expectation that a Veterinary Hospital will offer a higher standard of service and level of care than that which is offered in normal veterinary surgery/clinic.

A Veterinary Hospital/Emergency Centre is an establishment where full facilities are provided for examination, diagnosis, prophylaxis, medical treatment, and surgery of animals and emergency services (professional diagnosis and emergency treatment) must be provided and must be readily available at all times.

While a veterinary hospital need not be open to the public at all times, professional personnel must always be available to ensure assessment and treatment of emergency cases within a reasonable length of time. Professional or paraprofessional personnel must also be available to ensure adequate monitoring and treatment of any hospital patients.

The hospital must have a protocol that ensures that sick or injured animals can be assessed, monitored, and treated on a 24-hourly basis. The protocol should aim for assessment of the animal within 30 minutes of the client initiating contact if this is necessary for the welfare of the animal.

The out of hours emergency service may be organised in various ways such as the assignment of hospital staff, co-operative arrangements with other hospitals/clinics or by referral to an emergency centre. Similar arrangements for the monitoring and treatment of hospital patients are also satisfactory.

The **Australian Small Animal Veterinarians Group Accredited Veterinary Hospital Scheme (ASAV-AVHS)** recognises companion animal practices that achieve the highest levels of quality healthcare and practice management in innovative, state-of-the-art hospital facilities. If your premises has been accredited through ASAV – AVHS, the Board will recognise this accreditation to meet the required VSRBSA standards with no separate VSRBSA inspection being required. Please provide a copy of your current accreditation certification with your application.

If your Veterinary Hospital is not accredited through the ASAV-AVHS scheme, then you will be required to complete an application for registration for a Veterinary Hospital and include a completed copy of the ASAV-AVHS Preparation Checklist.

The ASAV-AVHS Hospital and Standards of Accreditation will be used to assess accreditation. An inspection of your premises will also be required.

#### Premises Details

Registration Type:      Initial Registration    Reinstatement    Transfer    Removal

Premises Registration Number: \_\_\_\_\_

Category of Premises: \_\_\_\_\_

Entity Name: \_\_\_\_\_

Date of ASAV-AVHS Accreditation: \_\_\_\_\_

ABN/ACN: \_\_\_\_\_

Name of the business carried on or proposed to be carried on at the premises: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Premises email address: \_\_\_\_\_  
 Premises telephone number: \_\_\_\_\_  
 Nature of veterinary services to be provided at the premises: \_\_\_\_\_  
 Name of the owner or lessee of premises: \_\_\_\_\_  
 Name of the responsible person in respect of the premises: \_\_\_\_\_  
 Email and telephone number of responsible person if different to the above: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Business Hours telephone contact: \_\_\_\_\_  
 Name of business/practice or businesses/practices to be carried on at the premises \_\_\_\_\_  
 Website address of the premises: \_\_\_\_\_  
 Requested date for registration/reinstatement/transfer or removal to commence: \_\_\_\_\_

**PRESCRIBED STANDARDS**

Refer to the current Australian Small Animal Veterinarians Group Accredited Veterinary Hospital Scheme Manual of Hospital Standards and Accreditation

1. The Hospital is currently accredited under the Australian Small Animal Veterinarians Group Accredited Veterinary Hospital Scheme	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Accreditation Evidence attached
2. The Hospital is currently not accredited but has met the requirements of the preparation checklist for accreditation of the Australian Small Animal Veterinarians Group Accredited Veterinary Hospital Scheme	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Preparation Checklist attached

Any additional information in support of your application.

**Declaration**

I certify that the information provided on this form is true and complete, I am the responsible person named in this form and in the documents accompanying the application as set out.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Schedule 3

### Responsibilities of a responsible person

The *Veterinary Services Act 2023* (s 41) requires that:

1. There is to be a responsible person in respect of each registered premises.
2. The responsible person in respect of registered premises is—
  - (a) in the case of premises owned or occupied by an individual—that person; or
  - (b) in the case of premises owned or occupied by an entity—the individual from time to time nominated by the entity in accordance with any requirements set out in the regulations as the responsible person in respect of the premises.

The Board must be notified in writing of the appointment, including the name and contact details of the person before they assume the duties of responsible person.

The prescribed person (as defined in s51(4) of the Act) must notify the Board if the responsible person leaves or is permanently replaced by completing and submitting the [Change of Appointment of a responsible person Form](#).

#### Responsibilities

The specific responsibilities of the responsible person include:

- To ensure that the conditions of any veterinary premises registration are being adhered, as any contravention in respect of the premises is an offence against the responsible person.
- Within 3 months of any change occurring in the information required to be included in the veterinary premises register, to inform the Board in writing of the change.

This information is as follows:

- (a) the name of the business carried on, or proposed to be carried on, at the premises; and
- (b) the address of the premises (if relevant); and
- (c) particulars of any limitation or condition of the premises' registration; and
- (d) the nature of the veterinary services to be provided at the premises; and
- (e) the name of the responsible person in respect of the premises; and
- (f) any other information prescribed by the regulations.

The Board considers the responsible person's management duties include:

- To meet the requirements of registration of the premises.
- To provide a central point of contact with the Board for any complaints received about the Veterinary Premises Standards.
- To be in regular attendance at the premises.
- To appoint someone to act on their behalf if they take leave for more than 4 weeks.
- To assist with assessments of the premises by an inspector.

**Schedule 4****Change of appointment of a responsible person Form****Premises Details**

Business name: \_\_\_\_\_

ABN/ACN: \_\_\_\_\_

Premises name: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Premises Registration Number: \_\_\_\_\_

**Declaration**

I/We are the prescribed person/s of the above registered veterinary premises (attached) appoint the following named person as the responsible person effective from {Insert date}

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Position: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**Responsible person details:**

Given Name(s): \_\_\_\_\_

Family Name: \_\_\_\_\_

Work email address: \_\_\_\_\_

Personal email address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## LOCAL GOVERNMENT INSTRUMENTS

CITY OF ADELAIDE

LOCAL GOVERNMENT ACT 1999

*Assigning of Road Name / Changing of Road Name*

Notice is hereby given, pursuant to Section 219(4) of the *Local Government Act 1999*, that on 10 February 2026 Council:

1. Approved the renaming of the private lane currently known as 'Clubhouse Lane' (lettered 'A' and 'B' in Deposited Plan 25478 and lettered 'A' in Filed Plan 12375, which commences at 83-89 Hindley Street and runs in a southerly direction for approximately 32 metres and then turns and runs in a easterly direction for approximately 47 metres) to 'Hilltop Hoods Lane'.

Dated: 26 February 2026

MICHAEL SEDGMAN  
Chief Executive Officer

TOWN OF GAWLER

LOCAL GOVERNMENT ACT 1999—SECTION 220(3)

*Notice of Intent to Alter Street Numbering—Warren Street, Gawler*

Notice is hereby given pursuant to Section 220(3) of the *Local Government Act 1999* that the Town of Gawler proposes to alter the street numbering of properties on the western side of Warren Street, Gawler.

Following the subdivision of 163 Murray Street, Gawler (Lot 2 in Deposited Plan 82275, Certificate of Title Volume 6051 Folio 438), a new allotment has been created being Lot 162 in Deposited Plan 137698, Certificate of Title Volume 6321 Folio 917. The new allotment requires a Warren Street address.

The existing numbering configuration does not allow for a logically sequential number to be allocated. Council therefore proposes to renumber properties on the western side of Warren Street restore sequential alignment.

Current Street Number	New Street Number
Lot 162 Murray Street, Gawler	4 Warren Street, Gawler
Unit 1, 2 Warren Street Gawler	Unit 1, 6 Warren Street Gawler
Unit 2, 2 Warren Street Gawler	Unit 2, 6 Warren Street Gawler
Unit 3, 2 Warren Street Gawler	Unit 3, 6 Warren Street Gawler
Unit 4, 2 Warren Street Gawler	Unit 4, 6 Warren Street Gawler
Unit 5, 2 Warren Street Gawler	Unit 5, 6 Warren Street Gawler

The above alterations will take effect from Monday, 6 April 2026.

Dated: 5 March 2026

SHARON PERKINS  
Executive Manager Finance and Corporate Governance

DISTRICT COUNCIL OF MOUNT REMARKABLE

ROADS (OPENING AND CLOSING) ACT 1991

*Road Closure—Block 9 Road, Wirrabara*

Notice is hereby given, pursuant to Section 10 of the *Roads (Opening and Closing) Act 1991*, that the District Council of Mount Remarkable proposes to make a Road Process Order to close and merge the portions of the public road adjoining Section 9, Hundred of Darling more particularly delineated and lettered 'A' and 'B' in Preliminary Plan No. 25/0029 and to open as road, allotments numbered 28 and 29 to be named Block 9 Road, in Preliminary Plan No. 25/0029 in exchange for land taken for new road.

The Preliminary Plan and Statement of Persons Affected is available for public inspection at the offices of the District Council of Mount Remarkable and the Adelaide Office of the Surveyor-General during normal office hours. The Preliminary Plan may also be viewed at [www.sa.gov.au/roadsactproposals](http://www.sa.gov.au/roadsactproposals).

Any application for easement or objection must set out the full name, address and details of the submission and must be fully supported by reasons.

The application for easement or objection must be made in writing to the District Council of Mount Remarkable, Stuart Street, Melrose Within 28 Days of This Notice and a copy must be forwarded to the Surveyor-General at GPO Box 1815 Adelaide 5001. Where an objection is made, the District Council of Mount Remarkable will give notification of a meeting at which the matter will be considered.

Dated: 5 March 2026

MARC GARDNER  
Chief Executive Officer

## YORKE PENINSULA COUNCIL

ROADS (OPENING AND CLOSING) ACT 1991

*Road Closing—Springfield Road, Yorketown*

Notice is hereby given, pursuant to Section 10 of the *Roads (Opening and Closing) Act 1991* that the Yorke Peninsula Council proposes to make a Road Process Order to close and sell to the adjoining landowner the Unmade Public Road (Springfield Road) adjoining Sections 334 & 332 in the Hundred of Dalrymple, more particularly delineated and lettered 'A' on Preliminary Plan 26/0005.

The Preliminary Plan is available for public inspection at the office of the Yorke Peninsula Council, 8 Elizabeth Street Maitland, and the Adelaide Office of the Surveyor-General located at Level 10, 83 Pirie Street Adelaide, during normal office hours. The Preliminary Plan can also be viewed at [www.sa.gov.au/roadsactproposals](http://www.sa.gov.au/roadsactproposals).

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

Dated: 5 March 2026

ANDREW CAMERON  
Chief Executive Officer

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## PUBLIC NOTICES

### NATIONAL ENERGY RETAIL LAW

#### *Notice of Draft Determination*

The Australian Energy Market Commission (AEMC) gives notice under the National Energy Retail Law as follows:

Under s 256, the making of a draft determination and related draft rule on the *Improving life support processes rule change* (Ref. RRC0064) proposal. Written requests for a pre-determination hearing must be received by **12 March 2026**. Submissions must be received by **16 April 2026**.

Submissions can be made via the [AEMC's website](#). Before making a submission, please review the AEMC's [privacy statement](#) on its website, and consider the AEMC's [Tips for making a submission](#). The AEMC publishes submissions on its website, subject to confidentiality and other considerations.

Written requests should be sent to [submissions@aemc.gov.au](mailto:submissions@aemc.gov.au) and cite the reference in the title. Before sending a request, please review the AEMC's privacy statement on its website.

Documents referred to above are available on the [AEMC's website](#) and are available for inspection at the AEMC's office.

Australian Energy Market Commission  
Level 15, 60 Castlereagh St  
Sydney NSW 2000  
Telephone: (02) 8296 7800  
[www.aemc.gov.au](http://www.aemc.gov.au)

Dated: 5 March 2026

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### TRUSTEE ACT 1936

#### PUBLIC TRUSTEE

#### *Estates of Deceased Persons*

In the matter of the estates of the undermentioned deceased persons:

CHITTLEBOROUGH William Ross late of 196 Greenways Road Nildottie Retired Council Worker who died between 15 January 2023 and 18 January 2023

FRANKLIN Albert late of 77 Seaview Road Port Augusta of no occupation who died 4 July 2025

HENRICHS Gerda Ilse late of 1 Myzantha Street Lockleys of no occupation who died 15 August 2025

HOLBROOK David Ronald late of 18 David Street Vista Retired Aircraft Engineer who died 22 May 2025

HUTSON Trent Leigh late of 19 Carr Street Mount Barker of no occupation who died 21 January 2025

MART Frank Henry late of 14 Capri Close West Lakes of no occupation who died 1 September 2025

PAGETT Patricia Violet late of 393 Morphett Road Oaklands Park Retired University Lecturer who died 17 January 2025

ROBINSON Susan Dorothy May late of 50 Gulfview Road Christies Beach Retired Bank Officer who died 26 October 2025

TAYLOR Malcom Harvey otherwise TAYLOR Malcolm Harvey late of 150 Bay Road Encounter Bay Retired Teacher who died 10 July 2025

YULE John Stephen late of 37 Hudson Avenue Croydon Park of no occupation who died 28 November 2023

Notice is hereby given pursuant to the *Trustee Act 1936* (SA), the *Succession Act 2023* (SA) and the *Family Relationships Act 1975* (SA) that all creditors, beneficiaries, and other persons having claims against the said estates are required to send, in writing, to the office of Public Trustee at GPO Box 1338, Adelaide, 5001, full particulars and proof of such claims, on or before the 3 April 2026 otherwise they will be excluded from the distribution of the said estate; and notice is also hereby given that all persons indebted to the said estates are required to pay the amount of their debts to the Public Trustee or proceedings will be taken for the recovery thereof; and all persons having any property belonging to the said estates are forthwith to deliver same to the Public Trustee.

Dated: 5 March 2026

T. BRUMFIELD  
Public Trustee

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# NOTICE SUBMISSION

The South Australian Government Gazette is published each Thursday afternoon.

Notices must be emailed by 4 p.m. Tuesday, the week of publication.

Submissions are formatted per the gazette style and a proof will be supplied prior to publication, along with a quote if applicable. Please allow one day for processing notices.

Alterations to the proof must be returned by 4 p.m. Wednesday.

## **Gazette notices must be submitted as Word files, in the following format:**

- Title—the governing legislation
- Subtitle—a summary of the notice content
- Body—structured text, which can include numbered lists, tables, and images
- Date—day, month, and year of authorisation
- Signature block—name, role, and department/organisation authorising the notice

## **Please provide the following information in your email:**

- Date of intended publication
- Contact details of the person responsible for the notice content
- Name and organisation to be charged for the publication—Local Council and Public notices only
- Purchase order, if required—Local Council and Public notices only

EMAIL: [governmentgazettesa@sa.gov.au](mailto:governmentgazettesa@sa.gov.au)

PHONE: (08) 7133 3552

WEBSITE: [www.governmentgazette.sa.gov.au](http://www.governmentgazette.sa.gov.au)

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**All instruments appearing in this gazette are to be considered official, and obeyed as such**