NOTICE OF ORDINARY COUNCIL MEETING

MEMBERSHIP

Mayor Brett Benbow
Cr Phillip Brown       Cr Louise Foote
Cr Ann Johnston       Cr Matt Leonard
Cr Maralyn Marsh      Cr John Naisbitt
Cr Fran Paynter       Cr Linley Shine
Cr Sunny Singh

Notice is hereby given pursuant to Sections 83 and 84 of the Local Government Act 1999, that the next ORDINARY COUNCIL MEETING will be held in the Council Chambers, 4 Mackay Street, Port Augusta on TUESDAY 22 JANUARY 2019 commencing at 5:30pm.

A copy of the Agenda for the above meeting is attached to this notice.

JOHN BANKS
CHIEF EXECUTIVE OFFICER
17/01/2019
AGENDA

1. DECLARE MEETING OPEN

2. ADJOURN THE MEETING TO HOLD A COMMUNITY FORUM

Recommendation:
That the meeting be adjourned to hold a Community Forum in accordance with the Community Forum Policy 2.2.08 for a period of no later than 6:00pm.

Recommendation: (at conclusion of Community Forum)
That the meeting resume.

3. ACKNOWLEDGEMENT OF COUNTRY

"We would like to pay our respects to the traditional owners of the land on which we meet. We acknowledge their ancestors and their sharing of their country. We also pay respect to the many Aboriginal groups and cultures that work, walk and live in Port Augusta’’.

4. PRAYER

“Almighty God, we humbly beseech thee to grant thy blessing upon the work of this Council. To direct and prosper its deliberations to the advancement of this City. And for the true and lasting welfare of the people of this Municipality. Amen.”

5. CONDOLENCES

Dorothy Lamshed
Mitchell Wilton
Kenneth Slingo
Dorothea Blanks
Adam Marks

Judith Shortt
Rachel McDonald
David Barry
Clarice French
Betty McDonald

6. ATTENDANCE RECORD

Apologies: Cr P Brown
Leave of Absence: Cr M Leonard

7. CONFIRMATION OF PREVIOUS MINUTES (ATTACHED)

7.1 Recommendation
That the minutes of the previous Ordinary Council Meeting (AR18/29685) held on 11/12/2018 (including confidential section), as per copies supplied to Members, be adopted as a true and correct record of that meeting.

8. MATTERS OF PUBLIC IMPORTANCE

9. PRESENTATION

9.1 2018 Academic Achiever Award (AR18/51893)

Recommendation
That Council:
1. Make a presentation of the 2018 Academic Achiever Award of $500 and trophy (from the Community Grants Budget Line) to Miss Grace McKnight at the Council Meeting on 22 January 2019.
2. Includes Grace McKnight’s name on the “Academic Achiever Award Honour Board”.
10. FORMAL COMMUNITY QUESTION TIME
Nil

11. CONFLICT OF INTEREST

12. CONFIDENTIAL ITEMS
Opportunity to discuss if any item within this agenda should be discussed under Confidential provisions; or any confidential matter within the agenda that should be debated in the open.

13. MAYORAL ENGAGEMENTS
13.1 Information Report – Mayoral Engagements for period 12/12/2018 to 22/01/2019 (AR18/51085)

14. PETITION
Nil

15. NOTICE OF MOTION
Nil

16. MOTION TO LIFT A QUESTION FROM THE TABLE

17. QUESTIONS ON NOTICE
Nil

18. QUESTIONS WITHOUT NOTICE

19. GENERAL BUSINESS

20. COMMITTEE MINUTES
Nil

21. REPORTS
21.1 Quarterly Reports – July – September 2018:

   21.1.1 City Management Program (AR18/38986)
   21.1.2 City Services Program (AR18/37960)
   21.1.3 Corporate Services Program (AR18/39871)
   21.1.4 Community Services Program (AR18/39877)
   21.1.5 Infrastructure Program (AR18/34418)

21.2 Information Report – CCTV Camera Status (AR18/51004)

22. INFORMATION ITEMS AND CORRESPONDENCE RECEIVED
Nil

23. REPORTS OF ELECTED MEMBERS
24. DATE, TIME & PLACE OF NEXT ORDINARY COUNCIL MEETING

Tuesday 12 February 2019 (5:30pm) – Council Chambers, Civic Centre, 4 Mackay Street, Port Augusta

25. CLOSURE OF MEETING TO THE PUBLIC (ON RESOLUTION OF A CONFIDENTIAL ORDER)

26. CONFIDENTIAL ITEMS

26.1 AR19/376 Confidential Order
    AR18/51370 Confidential Report – Further Update – Miriam High Special Needs Centre Divestment Process

26.2 AR19/2805 Confidential Order
    AR19/2504 Confidential Report – Mobile Assistance Patrol Services & Assertive Outreach Program – Request for Tender Proposal

26.3 AR19/348 Confidential Order
    AR19/2042 Confidential Report – Parks, Gardens & Footpath Maintenance Contract Review

27. DECLARE MEETING CLOSED
MINUTES OF PORT AUGUSTA CITY COUNCIL MEETING
HELD ON TUESDAY 11 DECEMBER 2018

PRESENT

OFFICERS PRESENT
Chief Executive Officer Mr J Banks, Director City Services Mrs M Kretschmer, Director Corporate & Community Services Mrs A O’Reilly, Director Infrastructure Mrs S McKell and Executive Assistant Ms M Jenkins.

GALLERY PRESENCE
12

MEETING OPEN
Mayor Benbow declared the meeting open at 5:30pm.

ADJOURNMENT
Crs Johnston/Shine that the meeting be adjourned to hold a Community Forum in accordance with the Community Forum Policy 2.2.08 for a period of no later than 6:00pm.

CARRIED
Crs Johnston/Leonard that the meeting resume at 5:42pm.

CARRIED

ACKNOWLEDGEMENT
"We would like to pay our respects to the traditional owners of the land on which we meet. We acknowledge their ancestors and their sharing of their country. We also pay respect to the many Aboriginal groups and cultures that work, walk and live in Port Augusta”.

PRAYER
"Almighty God, we humbly beseech thee to grant thy blessing upon the work of this Council. To direct and prosper its deliberations to the advancement of this City. And for the true and lasting welfare of the people of this Municipality. Amen."

CONDOLENCES
Council stood in a moment’s silence as a mark of respect to the following:
Mathew Carter
Edward Gade
Jason Ramsey
Phyllis Butler
Ronald Hilder

ATTENDANCE RECORD
Apologies: Nil

F11/3752
Leave of Absence:
Crs Paynter/Shine that Leave of Absence for Cr M Leonard from 30/12/2018 to 01/02/2019 (inclusive) be approved.

CARRIED
CONFIRMATION OF PREVIOUS MINUTES  
Crs Johnston/Foote that the minutes of the previous Ordinary Council meeting (AR18/47468) held on 27/11/2018 as per copies supplied to Members, be adopted as a true and correct record of that meeting.  
CARRIED

MATTERS OF PUBLIC IMPORTANCE  
Cr Paynter acknowledged the Port Augusta community for their Christmas spirit and thanked a number of groups and Council resources & staff (via a community events sponsorship application) for their support and efforts with the Christmas Tree Festival.

PRESENTATION  
A presentation will be provided to the meeting under confidential provisions.

FORMAL COMMUNITY QUESTION TIME  
Nil

CONFLICT OF INTEREST  

CONFIDENTIAL ITEMS  
Nil

INFORMATION REPORT – MAYORAL ENGAGEMENTS FOR PERIOD 28/11/2018 – 11/12/2018  
AR18/48890  
F18/104  
CARRIED

PETITION  
Nil

NOTICE OF MOTION – CR LEONARD – SHORTAGE OF RURAL GENERAL PRACTITIONERS IN PORT AUGUSTA  
AR18/49414  
F13/1077  
Crs Leonard/Brown that Council writes to medical students that were formally residents of Port Augusta to:

1. Congratulate them on their pursuit of further education.
2. Invite them to practice in Port Augusta.
3. Connect them with the “Rural Doctors Workforce Agency of South Australia” in relation to potential financial assistance and information.

CARRIED

MATTERS LAYING ON THE TABLE  
No action.

QUESTIONS ON NOTICE

Nil

QUESTION WITHOUT NOTICE - SECURITY CAMERAS  
F17/338  
Crs Shine/Singh that Council be provided with a response to the following question without notice:

“What is the current status of our security cameras in Port Augusta. For example, keen to understand:

• how many of them
• their locations
• are they all working, if not, why and what are we doing about it?”

CARRIED
Nil

Crs Leonard/Johnston that Council receives and notes the Minutes of the Port Augusta Alcohol Management Group Meeting (AR18/49776) held on 04/12/2018.

CARRIED

Crs Paynter/Naisbitt that Council:

1. Endorses the Code of Practice - Meeting Procedures Policy 1.1.15, as amended.
2. Updates the Council Website to reflect the updated version of the Code of Practice - Meeting Procedures Policy 1.1.15.

CARRIED

Crs Paynter/Leonard that Council:

1. Appoints Mr Tony Mitchell as an Independent Member to the Council Assessment Panel for a term concluding 30 June 2019.
2. Amends the Terms of Reference for the Council Assessment Panel to reflect the new membership of the Committee.

CARRIED

Crs Paynter/Shine that Council:

1. Appoints Cr Louise Foote as a representative of the Port Augusta Marine Advisory Committee.
2. Appoints the Director Infrastructure as Chairperson of the Marine Advisory Committee.
3. Adopts the Terms of Reference for the Port Augusta Marine Advisory Committee (refer Appendix – AR14/432[v5]), as amended.
4. Approves the calling for Expressions of Interest to fill the current independent member vacancies on the Committee.

CARRIED

Crs Shine/Leonard that Council:

1. Appoints all Elected Members and the Mayor as members of the Strategic Planning and Development Policy Committee.
2. Elects Deputy Mayor Phillip Brown to the position of Chairperson for the Strategic Planning and Development Policy Committee.
3. Resolves that the Chairperson position will be effective for the term of the Council.
4. Endorses the Terms of Reference for the Strategic Planning and Development Policy Committee as provided.
5. Resolved that the Committee meet quarterly following an ordinary meeting of the Council.

CARRIED
Crs Paynter/Leonard that **Council:**


2. Appoints Mayor Brett Benbow, Deputy Mayor Phillip Brown and Cr Linley Shine to the CEO Performance Review Committee.

3. Notes that the Mayor and Deputy Mayor are appointed for the Council term, and the Elected Member appointment is for a 12 month period.

4. Adopts the updated CEO Performance Review Committee Terms of Reference AR14/39911[v3], as amended.

CARRIED

Crs Shine/Naisbitt that **Council:**

1. Appoints Cr Fran Paynter as a Member of the Australian Arid Lands Botanic Garden Committee.

2. Approves a sitting fee of $170 per meeting for Independent Committee Members.

3. Adopts the Terms of Reference for the Australian Arid Lands Botanic Garden Committee (refer Appendix – AR14/431[v6]), as amended.

4. Approves the calling for Expressions of Interest to fill the current independent member vacancies on the Committee.

CARRIED

Crs Johnston/Leonard that **Council:**

1. Appoints Deputy Mayor Phillip Brown as the Elected Member representative for the Port Augusta Aboriginal Community Committee.

2. Adopts the Port Augusta Aboriginal Community Committee’s Terms of Reference (AR14/433[v6]), as amended.

CARRIED

Deputy Mayor Brown/Cr Paynter that **Council:**

1. Appoints Cr Ann Johnston as the Elected Member representative for the Port Augusta Alcohol Management Group.

2. Notes the Port Augusta Alcohol Management Group Terms of Reference.

CARRIED

Crs Shine/Paynter that **Council:**

1. Approves the Policy Review process to be undertaken over the next 12 months.

2. Adopts the Document Control Policy 2.4.05, as amended.

3. Updates Council Website to reflect this updated Policy.

CARRIED
Crs Paynter/Johnston that **Council** resolves that any reference to Director City and Cultural Services in a Council Policy or Resolution apply to the Director City Services.

**CARRIED**

Cr Johnston/Deputy Mayor Brown that **Council**:  
1. Revokes the Community Land classification applicable to Allotment 55 in DP 75624 as described within Crown Record Volume 6010, Folio 433 being land adjacent to Augusta Park Primary School where the RICE buildings and other infrastructure is located.


3. Advises Crown Lands (Department of Environment, Water and Natural Resources) that the Community Land classification applicable to Allotment 55 in DP 75624 as described within Crown Record Volume 6010, Folio 433 has been revoked.

4. Updates the Community Land Management Plans with the updated details and plan following the land division.

**CARRIED**

Cr Foote declared her Material Conflict of Interest (pursuant to Section 73 of the Local Government Act 1999) in relation to this item as the line (132 KV) will be connecting the Aurora Solar Energy Project to the grid; and she is employed with SolarReserve on the Aurora Project.

Cr Foote left the meeting at 6:23pm

Crs Johnston/Naisbitt that **Council** approves the widening of the current easement, on the condition that Electranet provide appropriate compensation for the additional land captured by the easement.

**CARRIED**

Cr Foote re-entered the meeting at 6:24pm.

Crs Johnston/Naisbitt that **Council**:  
1. Authorise the Chief Executive Officer to sign and execute a Funding Agreement between the Minister for Energy & Mining and Port Augusta City Council for the Project Management of the Rehabilitation of Bird Lake as described within the Tonkin Consulting Pty Ltd (Tonkin Consulting) report.

2. Emphasises the importance of a communications and engagement strategy as described within the Tonkin Consulting Management Plan that clearly defines the framework and consultation process, and aligns with Council’s Public Consultation and Engagement Policy and IAP2 guiding principles.

3. Draws to the attention of the South Australian Government the necessary approvals that are required under State & Commonwealth legislation for the project and the Council’s commitment to work cooperatively and with flexibility in respect to the projects timing to achieve the best practicable project outcomes.

**CARRIED**
Crs Paynter/Leonard that **Council** receives and notes the report (AR18/49270) dated 28/11/2018 submitted by the Chief Executive Officer, concerning Information Report – Correspondence Items for Council Meeting 11/12/2018.

**CARRIED**

**REPORTS OF REPRESENTATIVES**

Nil

**NEXT COUNCIL MEETING**

The next Ordinary Council Meeting be held on Tuesday 22 January 2019 (@ 5:30pm) in the Council Chambers, Civic Centre, 4 Mackay Street, Port Augusta.

**CONFIDENTIAL ORDER – PRESENTATION FROM SIMEC ZEN ENERGY**

AR18/49729 F10/2842

Crs Johnston/Naisbitt that **Council**:

1. Orders (pursuant to the provisions of Section 90(2) of the Local Government Act 1999), that the public, with the exception of the following Council Staff - Chief Executive Officer Mr J Banks, Director City Services Mrs M Kretschmer, Director Corporate & Community Services Mrs A O'Reilly, Director Infrastructure Mrs S McKell, Manager Planning, Building & Environment Mr M Walmesley & Executive Assistant Ms M Jenkins, be excluded from attendance at the meeting to hear a presentation from SIMEC Zen Energy.

2. Is satisfied that, pursuant to Section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this agenda item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.

3. Is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information may result in a competitor receiving the information to the detriment of the developer.

4. That having considered report AR18/49729 in confidence under Section 90(2) & 3(d) of the Act, the Council, pursuant to Section 91(7) of the Act orders that all documentation and minutes relating to this agenda item, be retained in confidence until lodgement of a development application, and that this order be reviewed every 12 months.

**CARRIED**

**CONFIDENTIAL ORDER – BIRD LAKE REHABILITATION – DRAFT FUNDING AGREEMENT**

AR18/49715 F11/3857

Cr Johnston/Deputy Mayor Brown that **Council**:

1. Orders (pursuant to the provisions of Section 90(2) of the Local Government Act 1999), that the public, with the exception of the following Council Staff – Chief Executive Officer Mr J Banks, Director City Services Mrs L Heron, Director Corporate & Community Services Mrs A O'Reilly, Director Infrastructure Mrs S McKell, Director City Services, Mrs M Kretschmer & Executive Assistant Ms M Jenkins, be excluded from attendance at the meeting to discuss report AR18/4968 concerning Bird Lake Rehabilitation – Draft Funding Agreement.
2. Is satisfied that, pursuant to Section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this agenda item is commercial information of a confidential nature the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage of a third party.

3. Is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of information could place the Council in a position of breach of contract as it is a term of the Agreement that it be kept confidential.

4. That having considered report AR18/4968 in confidence under Section 90(2) & 3(d) of the Act, the Council, pursuant to Section 91(7) of the Act orders that all documentation and minutes relating to this agenda item, be retained in confidence until consent is granted by the SA Government and that this order be reviewed every 12 months.

CARRIED

CLOSURE OF MEETING TO THE PUBLIC

The Confidential session commenced at 6:32pm.

CLOSURE

The meeting was declared closed at 7:07pm.

CONFIRMED:

Mayor

Date
REPORT FOR: Council
MEETING DATE: 22 January 2019
REPORT FROM: Director, Corporate & Community Services
REPORT TITLE: 2018 Academic Achiever Award
FILE NAME: F10/3486 RECORD NO: AR18/51893

COMMUNITY VISION & STRATEGIC PLAN OUTCOMES
2 We Create
2.4 Recognise and reward community champions who provide leadership and service.

PURPOSE

The purpose of this report is to inform Elected Members of the winner of Council’s Academic Achiever Award for 2018 and provide details of other high achievers in our community based on recent SACE stage 2 results.

RECOMMENDATION

Council:

1. Make a presentation of the 2018 Academic Achiever Award of $500 and trophy (from the Community Grants Budget Line) to Miss Grace McKnight at the Council Meeting on 22 January 2019.

2. Includes Grace McKnight’s name on the “Academic Achiever Award Honour Board”.

BACKGROUND

As members are aware, contact is made with the Principals of Port Augusta Secondary School and Caritas College respectively, to ascertain the names of the students from the School who received the highest Australian Tertiary Admission Rank (ATAR) as a result of the SACE Stage 2 results each year.

Arrangements are then put in place for the recipient to be presented with $500 donated by the Council, an award and certificate, and their name included on the Academic Achiever Award Honour Board located in the foyer area adjacent the Council Chambers.

DISCUSSION

Following advice received from the Schools, the student scoring the highest Australian Tertiary Admission Ranking (unadjusted scores) for 2018 in Stage 2 of the South Australian Certificate of Education is Miss Grace McKnight from Caritas College.

Congratulations must go to Grace who gained her South Australian Certificate of Education with an outstanding ATAR score of 95.35
Grace studied the following subjects for her SACE in 2018:

- Compulsory Research Project
- General Maths
- Accounting
- Biology
- Child Studies (A+ merit)

At the time of contacting Grace, she advised that she had applied to undertake a Bachelor of Paramedic Science at Flinders University to fulfil her goal of becoming a Paramedic.

Grace Wallace-Beach (Caritas College) also scored a very high ATAR of 95.30. Other high achievers from Caritas College were:

- Patrick Mardon 93.50
- Maggie Daw 92.20
- Ethan Ferris 87.35

Zeb Scurrah achieved an A+ merit for the subject ‘Workplace Practices’.

High achievers from Port Augusta Secondary School (*excluding bonus points) included:

- Jasmyn Munns 89.25
- Emma Hancock 86.45

Congratulations and best wishes for a successful future must go out to all students who completed their Year 12 studies in 2018.

Grace will be attending the Council meeting on Tuesday 22\textsuperscript{nd} January 2019 to be presented with her award.

**CONFIDENTIALITY PROVISIONS**

n/a

**RISK MANAGEMENT**

1: Financial/Budget/Asset Management

The $500 award and trophy will come from the Community Grants budget line.

2: Legal/Policy

n/a

3: Environment/Planning

n/a

4: Community

4.1 General

It is important to celebrate the outstanding achievements of our young people educated at local schools. Information regarding Year 12 results of Port Augusta students will also be published in the Transcontinental newspaper.

4.2 Aboriginal Community Consultation

n/a

**Anne O’Reilly**

18/12/2018
REPORT FOR: Council
MEETING DATE: 22 January 2019
REPORT FROM: Mayor
FILE NAME: F18/104 RECORD NO: AR18/51085

COMMUNITY VISION & STRATEGIC PLAN OUTCOMES

3 We Connect
3.6 Council is a responsive organisation that provides services in ways that empower the community to achieve their outcomes.

PURPOSE

To provide Elected Members with a list of engagements attended by Mayor Brett Benbow for the period 12 December 2018 – 22 January 2019.

RECOMMENDATION


DISCUSSION

12 December 2018
• Flinders View Primary School Year 7 Graduation.

13 December 2018
• Representing the Spencer Gulf Cities, attended the Uni Hub - RJIP 'Commencement of Works Event' in Port Pirie.
• Elected Members Induction Training – Financial Management.

14 December 2018
• Wami Kata Old Folks Home Christmas Party/Afternoon Tea.

15 December 2018
• 46 Army Cadet End of Year Parade followed by Dinner & Awards Presentation.

21 December 2018
• Media Interview – Advertiser (Michelle Etheridge) re: general Port Augusta issues.
• Snr Sargent Russ Morgan, re update on local Port Augusta matters.
• Conducted a Citizenship Ceremony for 2 conferees.

08/01/2019
• Media Interview – SBS; re priorities for Port Augusta and story on Cr Singh.

09/01/2019
• Meeting with Deputy Mayor Brown and Cr L Shine.

• Informal Gathering; walk around CBD – asset/infrastructure matters.

11/01/2019
• Media Interview – Southern Cross, re: Informal Gathering (Tour of CBD) – Asset Management

15/01/2019
• Induction Session; re Social Planning.

16/01/2019
• Media Interview - National Radio ABC re: Extreme heat conditions and Council actions during this period.

• Media Interview – Southern Cross re: City Safe Program Review, extreme heat and Bird Lake announcement.

• Together with the CEO Mr J Banks attended the Port Augusta Coastal Homes Association Annual General Meeting.

MAYOR BENBOW
12/12/2018
PURPOSE

To provide Council with progress reports on the implementation of the Annual Plan within the approved budget.

RECOMMENDATION

Council receives and notes the report (AR18/38986) dated 02/10/2018 submitted by the Chief Executive Officer concerning Quarterly Report – City Management Program July - September 2018.

EXTRACT FROM COMMUNITY VISION & STRATEGIC PLAN

CITY MANAGEMENT PROGRAM

Strategies

Strategy 1.2.1: Work with other spheres of Government and the business community to attract new industry and developments to achieve positive economic growth and employment opportunities.

Outcomes Achieved:

Active meetings with industry to progress multiple renewable energy projects, mining, copper processing, power infrastructure, transport, livestock, tourism accommodation, motel, tourism ventures, aboriginal arts, waste disposal and green waste composting ventures.

Direct meetings with (Note excludes, all internal & Council meetings, phone and Skype & multiples with same organisations).

- The Harwood Institute
- Barngala Aboriginal Corporation
- Flinders Power Pty Ltd
- LG Emergency Management Planning
- Spencer Gulf Cities
- Store Managers (Port Augusta) Coles, BigW, Woolworths.
- ASU Representatives
- Country Arts SA
- Local Presidents SGFL
- Leigh Creek Energy
- OZ Minerals
- RDAFN
- Ernst & Young re Pichi Richi Railway
- Jeevan Duet re Town Hall & other Developments
- BDO
<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
<th>Continued active participation and liaison with all relevant parties and government. Liaison with Port Augusta Business Centre &amp; a developer regarding options to potentially relocate the Business Centre subject to Council determination and all approvals.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Liaison with all relevant industries to assist in the understanding of project logistical impacts / opportunities and scheduling.</td>
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</tbody>
</table>

**Strategy 1.2.3:** Advocate for additional tertiary education opportunities in Port Augusta to assist our Aboriginal and Non-Aboriginal community members to further their education endeavours and ultimately their employment opportunities.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>The identification of education as an objective of an economic transition plan &amp; liaison with COTEC regarding implementation within Port Augusta. Early enrolment interest indicating that the Port Augusta component of COTEC may be brought forward.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>On-going support for University Projects and seminars.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Progression of COTEC &amp; the identification / advancement of a suitable site.</td>
</tr>
</tbody>
</table>

**Strategy 1.3.1:** Work with RDAFN and Business Port Augusta to foster and support new tourism and business developments.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Participation on the Port Augusta Business Centre Board. Active liaison with Business Port Augusta. Monthly meetings with RDAFN CEO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Ongoing liaison and support to all relevant groups.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Documentation of agreed Key Performance Indicators for Business Port Augusta funding. Implementation of RDAFN funding agreement.</td>
</tr>
</tbody>
</table>

**Strategy 1.4.1:** Support the ongoing development and accreditation, as required, of tourism attractions such as Wadlata Outback Centre and Australian Arid Lands Botanic Garden, to meet visitor expectations.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Participation and management oversight of Wadlata Outback Centre and Arid Lands Botanic Garden (see separate updates)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Separately reported.</td>
</tr>
</tbody>
</table>

**Strategy 1.5.1:** Continue to advocate for a second bridge and an upgrade to Yorkey’s Crossing Road to provide robust transport connections to facilitate better access across and around the top of the Spencer Gulf.
### Outcomes Achieved:
Liaison and meetings with Rowan Ramsay MP in respect to the duplication of the Joy Baluch Bridge.

### Ongoing Activity:
Continual profile of the community need for all weather transport options.

### Next Qtr Outcomes:
Continual profiling and advocacy.

### Strategy 2.5.1
Investigate and support opportunities for creating greater activity and experience through initiatives such as new dining outlets, night-time economy, conferences, public art and cultural projects.

### Outcomes Achieved:
Advocacy for an Aboriginal Arts Centre.

### Ongoing Activity:
Ongoing

### Next Qtr Outcomes:
Consideration of service level & role in Arts & Culture.

### Strategy 4.2.3:
Encourage development of a range of housing options for older people, including retirement villages and independent living units to provide housing criteria choices that are adaptable and affordable.

### Outcomes Achieved:
Examination of options to enhance residential amenity and security for Poinsettia Village residents.

### Ongoing Activity:
Exploration of ideas and engagement with residents.

### Next Qtr Outcomes:
Progression of Aged Care resolution and Community Engagement Plan. Informed by Council’s changed role in Aged Care provision.

### Strategy 4.4.1
Implement a sustainable management solution for Bird and Pink Lakes and Umeewarra Lake to reduce adverse impacts.

### Outcomes Achieved:
Liaison with Environmental Protection Authority and SA Government to develop brief for options for consideration for Augusta Lakes and Community Engagement Plan.

### Ongoing Activity:
Progression of Environmental and Community Engagement reports in liaison with the South Australian Government.

### Next Qtr Outcomes:
Implementation subject to South Australian Government Funding and Council determination.

### Strategy 6.1.1:
Manage the City through recruiting, developing, supporting and retaining staff who are committed to our vision and values and to ensure planning for the purpose of good governance and operational sustainability.

### Outcomes Achieved:
Successful recruitment of personnel to all key roles.

### Ongoing Activity:
Further recruitment following the retirement of several personnel accompanied by appropriate induction, and training.

### Next Qtr Outcomes:
The facilitation of work plans, the development of KPI’s, Organisational Review and Service Level benchmarking/review.

### HUMAN RESOURCE MANAGEMENT

#### Strategies

### Strategy 3.1.1:
Continue to support the participation of volunteers in Council and community programs to ensure they are valued and appreciated.

### Outcomes Achieved:
Four volunteers commenced across Wadlata Outback Centre, Civic Centre and Australian Arid Lands Botanic Garden.

### Ongoing Activity:
Ensure appropriate procedures are used in the selection of volunteers which include:
- Appropriate roles
- Skills required
- Resources required to train, coordinate and manage funds.
<table>
<thead>
<tr>
<th>Next Qtr Outcomes:</th>
<th>Develop and implement volunteer service award program whilst continuing to provide relevant Managers with system support and advice regarding the placement of suitable volunteers throughout Council, including pre-screening and training requirements.</th>
</tr>
</thead>
</table>

**Strategy 3.2.2:** Encourage and support the participation of Aboriginal people as Council employees to strengthen workforce diversity.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Three students from Port Augusta Secondary School completed work experience placements at the Parks and Gardens, Civic Centre and Works Depot. The successful appointment of Aboriginal Arts and Cultural Facilitator and Aboriginal Community Development Officer.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
<th>The placement of Aboriginal people into meaningful employment within Council has proven to have had a profound impact on their self-esteem and a positive impact on the local Aboriginal community.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Next Qtr Outcomes:</th>
<th>Develop appropriate diversity metrics for evidence based decisions and program development and collaborate with Aboriginal Community Development Officer.</th>
</tr>
</thead>
</table>

**Strategy 6.1.1:** Manage the City through recruiting, developing, supporting and retaining staff who are committed to our vision and values and to ensure planning for the purpose of good governance and operational sustainability.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Eight employees ceased employment for the period. Thirteen positions were advertised, seven successfully filled, and recruitment process ongoing for remaining six. Establishment report as at 30/09/2018:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
<th>Ensure systematic recruitment and selection processes that eliminate discriminatory processes, encourage diversity and ensure that disadvantaged groups are given fair access to job opportunities. Ensure recruitment is justified and approved.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Next Qtr Outcomes:</th>
<th>Finalise review of internal Recruitment and Selection Policy and continue to provide Management with support and advice whilst encouraging efficiencies.</th>
</tr>
</thead>
</table>

**Strategy 6.1.2:** Provide relevant training to Staff and Elected Members to improve their skills and experience to enable them to fulfil their roles and functions to a high standard.

| Outcomes Achieved: | The majority of training is undertaken to fulfil requirements under self-insurance provisions, accreditation requirements or to meet obligations provided under safety regulations. Training is provided across all areas however training needs identified by way of role determines attendance. Internal procedure awareness training reports for the period:  
- Workplace Inspection  
- Drug and Alcohol |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid</td>
<td>Snake Management</td>
</tr>
<tr>
<td>-----------</td>
<td>------------------</td>
</tr>
</tbody>
</table>

Qualification reports developed for the period:
- Snake Awareness and Handling
- Handling Venomous Snakes
- Incident Investigation
- Hazard Identification
- Health and Safety Representative
- Workzone Traffic Management

External training courses delivered for the period:
- Local Government Risk Services delivered Hazard Identification and Incident Investigation

Ongoing Activity: Monitor and act on staff and elected member training requirements.

Next Qtr Outcomes: Update Training Needs Analysis after completion of policy and procedure review in respect to identifying training needs and continue to develop training content for calendar.

Strategy 6.2.2: Maintain a high level of consultation in regard to the WHS & Return to Work Management System to ensure a positive WHS culture is achieved across the entire organisation.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Monthly claims statistics are reported at Safety First Committee meetings with two new claims recorded for the period.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Monitor and act on all Return to Work claims and rehabilitation requirements as per section 58b of the Workers Rehabilitation and Compensation Act. Pro-active training and awareness regarding hazard identification and early intervention.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Prompt participation in any future Return to Work claims and continued effort regarding injury prevention.</td>
</tr>
</tbody>
</table>

**JOHN BANKS**  
02/10/2018
PURPOSE

The purpose of this report is to provide a progress report on the implementation of the Annual Plan within the approved budget. Due to the timing of the Local Government Elections, this report was not able to be presented to Council in November 2018.

RECOMMENDATION

Council receives and notes the report (AR18/37960) dated 17 October 2018 submitted by the Director City Services concerning Quarterly Report – City Services Program July – September 2018.

EXTRACT FROM COMMUNITY VISION AND STRATEGIC PLAN

Details on the following programs and services are provided within this report:

GOVERNANCE AND ECONOMIC DEVELOPMENT

WHS/RISK MANAGEMENT

CONTRACTS & EVENTS

PORT AUGUSTA PUBLIC LIBRARY AND COMMUNITY INFORMATION SERVICE

PORT AUGUSTA CULTURAL CENTRE – YARTA PURTLI

COMMUNITY HARMONY – SUBSTANCE MISUSE PROGRAM

COMMUNITY HARMONY – ABORIGINAL ENGAGEMENT & COMMUNITY DEVELOPMENT

RECORDS MANAGEMENT

ANIMAL AND PARKING CONTROL
GOVERNANCE AND ECONOMIC DEVELOPMENT

Strategy 1.3.2: Foster and support regional connections to the Upper Spencer Gulf and Far North to enhance tourism and economic development.

| Outcomes Achieved: | - CEO and Mayor attendance at Spencer Gulf Cities Meeting  
|                   | - Quarterly RDA(FN) update to Council  
|                   | - CEO’s from Council and RDA(FN) monthly meetings attended |

| Ongoing Activity: | Continue attendance at scheduled Meetings |

| Next Qtr Outcomes: | Quarterly presentation from CEO at RDA(FN) |

Strategy 6.3.1: Access to documentation is provided to the community within specified timelines and in various forms to meet the needs of the community.

| Outcomes Achieved: | - Council’s website updated within Legislative timeframes, Minutes and Agendas of all Council and Committee Meetings.  
|                   | - Access to Council Policies/Procedures provided as required and also on Council’s website. |

| Ongoing Activity: | Continue to update Council Website with updated documents |

| Next Qtr Outcomes: | As above |

Strategy 6.3.2: Ensure compliance with the various Acts Council administers to ensure a safe and well maintained environment is achieved.

|                   | - Voters Roll updated and certified  
|                   | - Dogs registered  
|                   | - Reminder letters forwarded for all unregistered dog owners on 4 September 2018  
|                   | - Legislative Compliance Audits commenced  
|                   | - Quarterly Update of Delegations  
|                   | - Confidential Orders Review Completed  
|                   | - Completion of Register of Interest Forms for Officers and Elected Members, Members of CAP. |

| Ongoing Activity: | - Review of LGA Circulars to identify changes to legislation impacting on Council’s Policy/Procedures and review as required  
|                   | - Report to new Council on By-Law Review Process  
|                   | - Legislative Compliance Audit Findings – report to Audit Committee October 2018  
|                   | - Finalised Sub-Delegations regarding Delegations Quarterly Review |

| Next Qtr Outcomes: | - Annual Report published  
|                   | - Preparation of Reports for new Council.  
|                   | - Finalising Swearing In Ceremony and Induction Sessions with Council  
|                   | - Undertake training with New Council (Mandatory, IT, Records) |
WHS/RISK MANAGEMENT

Strategy 6.2.1: Contribute to a safe environment, where measures are taken to eliminate risk to health and safety for workers, contractors, Elected Members, community and visitors through the planning, implementation, monitoring, review and evaluation of Council’s WHS and Return to Work Management Framework.

Outcomes Achieved:

<table>
<thead>
<tr>
<th>Procedures adopted:</th>
</tr>
</thead>
<tbody>
<tr>
<td>- WHS Document Management AR16/1561[v2]</td>
</tr>
<tr>
<td>- Incident Reporting and Investigation 2018 V4 - AR16/1574[v2]</td>
</tr>
<tr>
<td>- Planning and Program Development (Incorporating Management Review) 2018 V4 - AR16/1435[v2]</td>
</tr>
</tbody>
</table>

Safety Focus:

- July 2018 – Corrective & Preventative Action (CAPA) Procedure
- August 2018 – Reporting Workplace Hazards
  Use of the Hazard Reporting system appears to be improving with an increase in reports being received.
- September 2018 – Change of Seasons

Tailored Implementation Program (TIP) completed July 24-26 and August 6-8 (Hazard Identification & Incident Investigation Training). TIP provided at no cost to council by LGRS.

Ongoing Activity:

- Complete review of Plant register with risk assessments to be completed in SkyTrust.
- Continuation of Monthly Safety Focus
- Continue SkyTrust training for relevant staff
- Review and update of year 2 of the WHS & RTW Plan 2018/19
- Review and make recommendations of the Skytrust CAPA system including rollout and training of users
- Ongoing review of task hazard register with managers and supervisors and the establishment of gap closure plans
- Incident Reporting and Investigation monitoring to be undertaken into 2019 enabling time for improved use of the newly introduced Skytrust reporting system.

Next Qtr Outcomes:

- Major plant risk assessments completed.
- All relevant staff completed SkyTrust training

Projects from WHS & RTW Plan

Outcomes Achieved: Council has achieved 94% completion with the WHS actions, and 90% with Risk Management, an excellent result

Ongoing Activity: Development of 2018 – 2019 WHS and RTW plan in consultation with RRC. Areas of non-completion will be rolled over into new plan.

Next Qtr Outcomes: Plan completed and endorsed by MG

Strategy 6.2.2: LGAWCS Centralised WHS Procedure Validation Process

Outcomes Achieved: Initial evidence sent to Craig Milne – LGRWCS for evaluation

Ongoing Activity: Continue to liaise with LGRWCS and complete required evidence prior to audit commencement 31 October – 2 November 2018

Next Qtr Outcomes: Procedure Validation Audit completed
## CONTRACTS & EVENTS

### Strategy 2.4.1:

Acknowledge the contribution made by community members through their individual areas of excellence, through appropriate avenues such as Australia Day Awards, NAIDOC Awards, Hall of Fame, ANZAC Day celebrations and other events.

#### Outcomes Achieved:

NAIDOC Week 2018 was held from 9-13 July. In-kind support was provided for several of the events held at Council locations:

- Flag Raising morning tea at Gladstone Square
- Straight Out Of Show Colour Run at the Eastside Foreshore
- Inma at Gladstone Square
- Yarn Around the Campfire at Arid Lands Botanic Gardens.

The week concluded at Gladstone Square with the community breakfast and NAIDOC markets.

#### Ongoing Activity:

Lions International 201C1 District Convention Mayoral Reception is to be held at Central Oval on Friday 12 October from 5-6pm. Council approved sponsorship for the Mayoral Reception, venue hire and in-kind support providing information for invites.

#### Next Qtr Outcomes:

Nominations have been called for the Australia Day Awards to be announced by the Mayor at the Australia Day Breakfast.

### Strategy 6.3.2:

Ensure compliance with the various Acts Council administers to ensure a safe and well maintained environment is achieved.

#### Outcomes Achieved:

Contractual documents developed this quarter:

- Contract – Project Consultant – Anita Crisp
- Lease – Port Augusta Aquatic Centre – Minister for Education
- Lease – Stirling North CFS
- Lease – Port Augusta SES
- Lease – Royal Flying Doctor Service
- Contract extension – Provision of Parks, Gardens & Footpath Maintenance

#### Ongoing Activity:

On-going development of documentation relating to renewal of contracts, leases, permits and licences:

- Lease - Airport Hanger – Mick Young (new)
- Memorandum of Understanding – Parks & Graffiti Rapid Response Off Centre Work Gang
- Contract – Kerbside Waste & Recycling Collection
- Licence – Bentley’s Cabin Park & Port Augusta Golf Club (three-way licence for stormwater catchment)
- Contract – Kerbing Assets Replacement & Repair 2018/19
- Contract – Footpath Paving Supply & Installation 2018/19
- Contract – ACEG & LAA Review Project
- MOU – Port Augusta Cricket Association – Maintenance of ETSA Oval Wicket Turf
- MOU – University of Adelaide – Common Garden Trial

#### Next Qtr Outcomes:

Continued development of documentation relating to renewal of leases, permits, licences and contracts:

- Tender – Amenities Renovation – ETSA Oval & Keith Jones Memorial Park
- Tender – 1 x Street Sweeper
- Tender – Institute Storeroom
- Tender – Construction of Amenities Block Central Oval
- Permit – Kieran’s Kitchen (renewal)
- Alfresco Permit – Wendy’s (renewal)
- Licence – Desert Voices (renewal)
Strategy 5.3.1: Continue to support community festivals and events that contribute to a vibrant community.

Outcomes Achieved:
- Event Advertising/Sponsorship Program submissions have been confirmed by letter for the 2018/2019 budget.
- Wharfest was successfully held on 4 August. Council coordinated Road Closures and liaised with the organisers to prepare and manage the event.
- 4WD Show & Shine was organised and funded by Saltbush Surf and Leisure on 11 August. Council provided assistance for the new event by providing road closures through a Community Grant Application.
- Community Grant Applications 2018/2019 were called for on the 23 May. Six applications were received and a report was considered by Council at its meeting on the 23 July. All submissions have been confirmed by letter.

Ongoing Activity:
- Science Alive will be held at Central Oval on 28 October. Council provided $5000 towards the event.

Next Qtr Outcomes:
- The Community Christmas Party is to be held on Friday 7 December at Gladstone Square from 7.30-10.00pm. TJ Amusements are providing the rides and the Model Engineers Miniature Train Ride have been confirmed. Music will be provided by the Hooligans and Father Christmas will be present. Community organisations will have stalls with food and drinks available for purchase.
- Christmas Lighting Festival registrations will open in November until 7 December. The Christmas Tree will be displayed on the Civic Centre roof to protect the tree from vandalism.
- 26 Christmas Banners have been purchased for display in Commercial Road, and will be installed on 3 December in time for the Christmas Pageant. Max Cranes & Equipment Hire are kindly donating the EWP for Council staff to install the banners. The banners will be taken down in the first week of January 2019.

Community Grants and Individual/Group Active Achievement Grants

<table>
<thead>
<tr>
<th>Community Grants Budget:</th>
<th>$15,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds as at 30/9/2018</td>
<td>Paid</td>
</tr>
<tr>
<td>4WD Show and Shine Car Show</td>
<td>$ 479</td>
</tr>
<tr>
<td>Flinders Ranges and Outback Tourism Forum</td>
<td>$ 1,420</td>
</tr>
<tr>
<td>Soccer Port Augusta Incorporated</td>
<td>$ 1,500</td>
</tr>
<tr>
<td>Christmas Party for Special Children</td>
<td>$ 1,500</td>
</tr>
<tr>
<td>2017/18 Outstanding Business Awards</td>
<td>$ 1,250</td>
</tr>
<tr>
<td>GMSUG Conference &amp; Trade Expo</td>
<td>$ 2,000</td>
</tr>
<tr>
<td><strong>Community Grants Approved Total:</strong></td>
<td><strong>$ 479</strong></td>
</tr>
<tr>
<td>Balance Available:</td>
<td><strong>$ 6,633</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Individual/Group Active Community Achievement Budget:</th>
<th>$8,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds as at 30/9/2018</td>
<td>Paid</td>
</tr>
<tr>
<td>Mitchell Searle – SA Country Basketball</td>
<td>$ 300</td>
</tr>
<tr>
<td>Stirling North Badminton Club Australasian Championships</td>
<td>$ 800</td>
</tr>
<tr>
<td>Orana Athletes – Tri-State Games</td>
<td></td>
</tr>
<tr>
<td>Elyssa Miles – U/14 National Club Basketball Champs</td>
<td>$ 300</td>
</tr>
<tr>
<td>Skelton Family – AASCF State Champs – Cheer</td>
<td>$ 300</td>
</tr>
<tr>
<td>Dance Explosions USA Tour Team – Performing Arts</td>
<td>$ 800</td>
</tr>
<tr>
<td><strong>Approved:</strong></td>
<td><strong>$ 2,900</strong></td>
</tr>
<tr>
<td>Balance Available:</td>
<td><strong>$ 5,100</strong></td>
</tr>
</tbody>
</table>
**Strategies:**

**Strategy 3.4.1:** Continue to develop the Library as a key focus for learning, information provision and social connection to support self-development and access to services and support.

### Outcomes Achieved:
- Poet Manal Younus week of residency 9–14 September as part of the Writers SA ‘Writers & Readers in Residence’ project. Included a Meet the Poet evening on 13 September, sessions with the Dusty Feet Mob, Desert Voices and the PA Writer’s Group, and interviews with Umeewarra Media and Southern Cross.
- Implementing Tech Savvy Seniors program included online safety, computer basics and Facebook.
- Storytime at the Playgroup in Gladstone Square for Book Week – 22 August.
- Risk assessments for Library Events/Children’s Activities completed.
- Library sessions with local kindys, childcare and schools, including involvement in kindy art project.
- Local History exhibition – ‘Random Reflection’ held at Cultural Centre Gallery from 6 August to 30 September.
- Introduction of the new Libraries SA app.
- Pirate themed school holiday activities held on 18 July.
- Children’s Book Week activities and events.
- Library participation in Emu Trail.
- Public Library Services training day at Port Pirie Library.
- Hosting Brick by Brick Lego Exhibition from National Capital Authority, official opening held on 7 September.
- Storytime in the Garden as part of the Arid Sculptural Exhibition on 19 September with over 30 children attending.
- 27 September volunteers and staff attended Artlab session.
- Grave Matters history tours at the Port Augusta Cemetery on 18 and 20 September for the waitlist from the May tours.

### Ongoing Activity:
- Collection Management providing a wide range of resources
- Weekly Storytime and Toy Library service during school term.
- Weekly library visits from Seaview Christian College.
- Wireless and internet access provision, with staff providing ad-hoc support and assistance.
- Reference, community information and local history requests.
- Weekly JP in attendance at Library.
- Regular posts to Council and Public Library Facebook page, focussing on events and local history content.
- Display space for organisations within Library.
- Progress made towards eSmart Libraries Accreditation.
- WHS compliance through testing and reviews of systems and procedures, and training in accordance with safety calendar.
- Participation in ongoing bibliographic and borrower de-duplication projects.

### Next Qtr Outcomes:
- Library sessions with local kindy’s, childcare and schools.
- Local History exhibition – Random Reflections.
- Ongoing planning and continuation of Tech Savvy Seniors program.
- Skywatch school holiday activity – 8 October.
- Attendance at Positive Ageing Expo – 18 October.
- Production of ‘Positive Ageing Guide 2018’.
- Brick by Brick Lego Exhibition from National Capital Authority until 2 November.
- Jeremy Scott – author visit 30 October.
- Port Augusta Writer’s – book launch 7 November.
PORT AUGUSTA CULTURAL CENTRE – YARTA PURTLI

Strategy 2.1.1: Develop a Cultural Strategy that provides a framework for initiatives in the arts and cultural development to provide opportunities for members of the community and visitors to participate in these areas.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Cultural Centre was successful in obtaining funding from Country Arts SA 2018 Creative Communities Partnership Program for a full-time Aboriginal Arts &amp; Cultural Facilitator who commenced 17 September.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Nil.</td>
</tr>
</tbody>
</table>
| Next Qtr Outcomes: | - Aboriginal Arts & Cultural Facilitator to engage in community consultation with organisations and individuals.  
- Commence working with Country Arts SA, ACEG and relevant stakeholders to prepare draft document by June 2019. |

Strategy 2.2.1: Promote indoor cultural facilities and event spaces to increase participation at these venues.

| Outcomes Achieved: | - The implementation of Seatadvisor has proven popular with the community. A recent performance at the Lea Memorial Theatre sold over 800 tickets with the majority being purchased online via the Cultural Centre webpage. Seatadvisor has also been used for Cirkidz and basket weaving workshops showing that it can be used for other events and functions not only venue bookings.  
- Venue Coordinator and staff support all activities that come through the Institute Theatre and Barracks. Anderson Dancers volunteers are always on hand to assist for events that come through the Lea Memorial Theatre. The volunteers undertake a wide range of duties including: sound and lighting, ushering, ticket sales at the door and cleaning. We thank them for their help and assistance that could not be done without.  
- Events over the past three months include: Private functions, Conferences, Workshops, Rehearsals, Dance Explosion’s concert, Port Augusta Combined Schools Choir, Hallmark Jewellers, Cirkidz workshops, Dance Explosions, Anderson Dancers, Probus club meetings and Council Staff briefings.  
Venues Statistics 01/07/2018 – 30/09/2018  
- Lea Theatre: 18 hires, 23 days hired, approx. 4405 people  
- Institute Theatre: 37 hires, 71 days hired, approx. 3035 people  
- Barracks: 2 hires, 9 days hired, approx. 1200 people  
- Community Stage: hired 4 times for a total of 11 days |
| Ongoing Activity: | - WHS compliance through training and regular testing and reviews of systems and procedures in accordance with safety calendar.  
- Venue Promotion via the Cultural Centre facebook page.  
- Daily operation of all the venues including general maintenance of buildings, fittings and equipment.  
- Liaising with hirers, the community, customer service and ticket sales.  
- Seatadvisor ticket system administration. |
### Strategy 5.2.1:
Continue to acknowledge the traditional custodians of these lands and waters and fly the Aboriginal, Torres Strait Islander and Australian flags.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Aboriginal Arts &amp; Cultural Facilitator commenced 17 September.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Cultural Centre staff work frequently with Port Augusta’s Aboriginal arts community and work with the Aboriginal people of Port Augusta is ongoing.</td>
</tr>
</tbody>
</table>

### Strategy 5.3.1:
Continue to support community festivals and events that contribute to a vibrant community.

| Outcomes Achieved: | - Arid Sculptural Exhibition - 1 September – 14 October at the Australian Arid Lands Botanic Garden themed “Powered by Nature” – promotional material developed, consultation with artists and installation of works. Official opening with good media coverage on Southern Cross and ABC North and West.  
- Booked out Basket weaving workshop with Val Surch at AALBG held on 22 September.  
- Cirkidz workshops held during the July school holidays over 2 days with session times for ages 3 – 12 years.  
| Gallery Exhibitions: | - Malka Aboriginal Art Prize 25 June to 28 July, attendance 850  
- Random Reflections 6 August to 1 September, attendance 307  
- Random Reflections 8 – 30 September, attendance 135  
- Craft Anonymous, Country Arts SA 6 – 25 August, attendance 170  
- Paints and Shapes, Val Surch and Craig Ellis 8 – 30 September, attendance 185 |
| Ongoing Activity: | - Forward planning for Desert Fringe event for 2019, discussions with Adelaide Fringe staff.  
- Promotion of upcoming workshops, events and exhibitions.  
- Planning of events, exhibitions and workshops. |
**COMMUNITY HARMONY – SUBSTANCE MISUSE PROGRAM**

**Strategies:**

**Strategy 4.1.1:** Maintain partnerships to improve outcomes for those with drug and alcohol dependencies.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>- Attended and chaired the Port Augusta Alcohol Management Group (PAAMG) meetings and provided the Service Provider Data presentation at the August meeting.</td>
<td></td>
</tr>
<tr>
<td>- The Community Survey for AOD Concerns was completed, the Assertive Outreach Worker attended the Headspace Footy evening to encourage responses to the Survey.</td>
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</tr>
<tr>
<td>- The ADF have worked with PAAMG to progress the Action Plan that is about prevention work. Having an Action Plan means that the PAAMG will receive some extra funding to hold/develop some community activities/trainings.</td>
<td></td>
</tr>
<tr>
<td>- Attended a SANDAS AOD Symposium on &quot;Issues for Women, Children &amp; Families&quot; They also used the gathering to launch the AOD Treatment Services Framework.</td>
<td></td>
</tr>
<tr>
<td>- Supported the Total City Dry Area with the SMS programs to reduce harm and promote safety within our community.</td>
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</tr>
<tr>
<td>- Reports and requests are sent to funding bodies within required timeframes.</td>
<td></td>
</tr>
</tbody>
</table>

The Community Harmony Manager (CHM) attends meeting of the following groups:

- Liquor License Accord
- North West Residential Rehabilitation Centre (Footsteps - Road to Recovery) Port Augusta Stakeholder Group
- Homelessness and Violence Against Community Collaboration
- Suicide Intervention & Life Promotion Action Group
- Interagency meetings
- Steering Committee for the National Suicide Prevention Trial for PHN Country SA
- ACEG, ACEG & Joint Partners and Vulnerable Person Combined Agency.

<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>- SMS continues to provide a range of intervention services, harm minimisation programs and support services and activities for people who misuse substances through the Sobering Up Unit, Clean Needle Program, Mobile Assistance Patrol, Assertive Outreach Program and the Exceptional Needs Program.</td>
<td></td>
</tr>
<tr>
<td>- The interventions provided by the service to releasees from the judicial system continues. MAP staff pick releases up from the Prison direct in the evening or from the Stepping Stones Day Centre at their closing time. Clients are provided with a safe place to wait before it is time to catch the bus or they are transported directly to the bus, assisting them to avoid getting caught up and remaining in Port Augusta for longer than necessary.</td>
<td></td>
</tr>
<tr>
<td>- Continue working with the Port Augusta community, the service providers and stakeholders to reduce anti-social behaviours within the community through the Community Harmony Office, the SMS programs and the Total City Dry Areas.</td>
<td></td>
</tr>
<tr>
<td>- Monitoring of data is completed diligently with activities recorded for reporting, planning, evaluation and identifying trends or gaps.</td>
<td></td>
</tr>
<tr>
<td>- SMS are reviewing processes, service specific policies, rules and procedures, ready for our next assessment for maintaining of our QIC Accreditation.</td>
<td></td>
</tr>
<tr>
<td>- The CHM has been back at the Sobering Up Unit since the</td>
<td></td>
</tr>
</tbody>
</table>
beginning of August when the new Aboriginal Community Development Officer started.
- The continuing uncertainty of employment and arrangements post 31 December 2018, has had major impact on staff.
  Three full time staff have finished up, which has put a lot of pressure on the roster to continue providing all services. This has been managed with extra effort and work from all staff and a casual short term contract position, with room for more. The staff continue to demonstrate professionalism and commitment, despite not knowing if their job is continuing.

Next Qtr Outcomes:
- Continue monitoring to maintain and complete requirements of the Service Agreements.
- Continued attendance and participation at meetings and Events/Celebratory Weeks within the community to promote amongst service providers and members of the community what is available around Alcohol and Other Drug support services and gauge community concerns.
- The Department of Prime Minister and Cabinet will have informed us of their plans regarding the MAP & AOP programs. A strong transition of the MAP service to the preferred Aboriginal run organisation will be required to assure continuity of services to existing clients, considering the length of time that Council has provided this “best practice service” to their community.

Projects

Homelessness Support

Outcomes Achieved: Quarterly Reports, Case Management and Risk Management Plans and any Incident Reports were sent with Monthly Management meetings and Case Conferences held in the required time limits.

Ongoing Activity:
Staff have case managed and supported 10 clients, by providing assertive, client-centred and outcome-based case management and support. Support is designed to meet client needs and maximise independence, as per their Case Management Plan. Daily contact is maintained diligently and the clients benefit from this regime.

Next Qtr Outcomes:
Staff will continue to support clients to maintain contact with their families and to assist with some positive relationships encouraging social networks and regular health check-ups. This funding continues until June 2019, with a review of what will happen for the clients who do not get accepted by the NDIS taking place currently.

Outreach Support

Outcomes Achieved: Most of the Outreach support is one off supports as required. Discussions are held with all clients in regard to support with rehabilitation or for some basic support and assistance with harm minimisation and change management strategies. Clients who have stayed at the Sobering Up Unit are followed up with, usually by encouraging their attendance at the Stepping Stones Day Centre for breakfast.

Ongoing Activity:
- Sobering Up Unit night staff encourage clients to wait for the Outreach Worker who starts at 7am and are therefore facilitating strategies to assist with reducing intoxication levels. This provides a holistic approach for our clients well-being. The Outreach Worker goes to Davenport Community and the known camping/drinking hot spots to encourage, transport and support people to attend the Day Centre for their Breakfast Program. This incorporates light health checks and showers and laundry use for those without access to running water is strongly encouraged.
- The Outreach program advocates for our vulnerable clients wherever necessary and facilitates a strategic approach to
- Issues that assist with improving interagency cooperation. Clients are supported to get appointments as needed.
- The AOP assists and supports people that have legal appointments and court appearances and have consistently not attended them. The Legal Services Commission Office contact the Outreach Worker with requests for assistance.
- The Outreach Worker participates with the Vulnerable People Combined Agency meetings to assist with the most vulnerable clients. Clients are taken to community events and activities that interest them, (fishing and playing golf) as this encourages feelings of community participation and increases their feeling of belonging and purposefulness.

**Next Qtr Outcomes:** Proactively address issues that arise in relation to transient visitors to Port Augusta along with our local vulnerable people. A strong transition of this service to the preferred Aboriginal run organisation will be required to assure continuity of services.

### Preventative Maintenance Plan

**Outcomes Achieved:** This has been incorporated within our Work Site Inspection Form. Prevention and management of the natural wear and tear on the Sobering Up Unit building and the services’ equipment and assets is ongoing. We continue to strive to achieve new goals whilst maintaining what has already been achieved.

**Ongoing Activity:** Identified issues are managed and dealt with, as soon as possible.

**Next Qtr Outcomes:** All identified maintenance concerns will have been met through our Substance Misuse Service WHS Work Site Inspection.

### Substance Misuse Service Program Quarterly Statistics – July to September 2018

<table>
<thead>
<tr>
<th>1. Mobile Assistance Patrol</th>
<th>JULY 2018</th>
<th>AUGUST 2018</th>
<th>SEPTEMBER 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Clients</strong></td>
<td>299</td>
<td>314</td>
<td>284</td>
</tr>
<tr>
<td>Aboriginal</td>
<td>294</td>
<td>296</td>
<td>Aboriginal 276</td>
</tr>
<tr>
<td>Non-Aboriginal</td>
<td>5</td>
<td>18</td>
<td>Non-Aboriginal 8</td>
</tr>
<tr>
<td>Males</td>
<td>174</td>
<td>203</td>
<td>Males 168</td>
</tr>
<tr>
<td>Females</td>
<td>125</td>
<td>111</td>
<td>Females 116</td>
</tr>
<tr>
<td>Sobering Up Unit</td>
<td>135</td>
<td>142</td>
<td>Sobering Up Unit 139</td>
</tr>
<tr>
<td>Home</td>
<td>50</td>
<td>59</td>
<td>Home 43</td>
</tr>
<tr>
<td>Shelter</td>
<td>0</td>
<td>1</td>
<td>Shelter 0</td>
</tr>
<tr>
<td>Hospital</td>
<td>1</td>
<td>0</td>
<td>Hospital 1</td>
</tr>
<tr>
<td>Temp Home</td>
<td>78</td>
<td>61</td>
<td>Temp Home 54</td>
</tr>
<tr>
<td>Lakeview Accom.</td>
<td>0</td>
<td>3</td>
<td>Lakeview Accom. 0</td>
</tr>
<tr>
<td>Police</td>
<td>0</td>
<td>2</td>
<td>Police 0</td>
</tr>
<tr>
<td>Other</td>
<td>35</td>
<td>46</td>
<td>Other 47</td>
</tr>
<tr>
<td><strong>Individual clients</strong></td>
<td>118</td>
<td>134</td>
<td><strong>Individual clients</strong> 130</td>
</tr>
</tbody>
</table>
Number of Clients - Mobile Assistance Program - 2018

<table>
<thead>
<tr>
<th>Month</th>
<th>Clients</th>
<th>Syringes Out</th>
<th>Syringes In</th>
</tr>
</thead>
<tbody>
<tr>
<td>JULY 2018</td>
<td>170</td>
<td>3290</td>
<td>830</td>
</tr>
<tr>
<td>AUGUST 2018</td>
<td>125</td>
<td>3050</td>
<td>570</td>
</tr>
<tr>
<td>SEPTEMBER 2018</td>
<td>145</td>
<td>3130</td>
<td>780</td>
</tr>
</tbody>
</table>

2. Sobering Up Unit

<table>
<thead>
<tr>
<th></th>
<th>JULY 2018</th>
<th>AUGUST 2018</th>
<th>SEPTEMBER 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessments</td>
<td>183</td>
<td>213</td>
<td>176</td>
</tr>
<tr>
<td>Admissions</td>
<td>178</td>
<td>203</td>
<td>173</td>
</tr>
<tr>
<td>Males</td>
<td>113</td>
<td>138</td>
<td>107</td>
</tr>
<tr>
<td>Females</td>
<td>65</td>
<td>65</td>
<td>66</td>
</tr>
<tr>
<td>Individual clients</td>
<td>64</td>
<td>73</td>
<td>54</td>
</tr>
</tbody>
</table>

3. Clean Needle Program

<table>
<thead>
<tr>
<th></th>
<th>JULY 2018</th>
<th>AUGUST 2018</th>
<th>SEPTEMBER 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clients</td>
<td>170</td>
<td>125</td>
<td>145</td>
</tr>
<tr>
<td>Syringes Out</td>
<td>3290</td>
<td>3050</td>
<td>3130</td>
</tr>
<tr>
<td>Syringes In</td>
<td>830</td>
<td>570</td>
<td>780</td>
</tr>
</tbody>
</table>
4. Outreach Program

<table>
<thead>
<tr>
<th></th>
<th>JULY 2018</th>
<th>AUGUST 2018</th>
<th>SEPTEMBER 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Clients</strong></td>
<td>96</td>
<td>258</td>
<td>196</td>
</tr>
<tr>
<td><strong>Male</strong></td>
<td>53</td>
<td>155</td>
<td>120</td>
</tr>
<tr>
<td><strong>Female</strong></td>
<td>43</td>
<td>103</td>
<td>76</td>
</tr>
<tr>
<td><strong>Aboriginal clients</strong></td>
<td>81</td>
<td>230</td>
<td>163</td>
</tr>
<tr>
<td><strong>Individual clients</strong></td>
<td>50</td>
<td>81</td>
<td>72</td>
</tr>
</tbody>
</table>

July numbers are not accurate and therefore indicating that numbers were low compared to the other two months, however the total data for July was not able to be found.
Strategy 3.2.1: Maintain our commitment to the Aboriginal Community Engagement Group to continue to improve a collaborative approach to addressing shared issues.

| Outcomes Achieved: | - Conducted Aboriginal Community Engagement  
- Provided support to both ACEG and the PACC Aboriginal Advisory Committee  
- Built up ACEG numbers, by conducting an ACEG community meeting, where six new ACEG members were recruited.  
- Provided specific support and assistance to ACEG only meetings, ACEG Partnership Committee, and ACEG Housing Advisory Committee.  
- The review and revamp of ACEG and the Local Action Agreement was put on hold until the Aboriginal Community Engagement Officer position could have a change in focus to an Aboriginal Community Development Officer. This new role commenced in August.  
- Networked with both government and non-government agencies.  
- Attended and contributed to the Select Committee on Poverty in South Australia with Parliamentary Officer Legislative Council of South Australia Parliament House Adelaide SA when they visited Port Augusta.  
- Assisted with the organising of the Youth Justice Meeting in collaboration with the Department of Human Service Adelaide SA.  
- Promotion of ACEG in the community on local Aboriginal Radio station Umeewarra Media and developing and distributing flyers.  
- Recruitment of ACEG and PACCAAC members.  
- Promoted the role of Aboriginal Community Development Officer.  
- Shared knowledge and information regarding facilities and event spaces to increase community participation at the venues. The ACEG Community meeting was held at the Institute Theatre. |

| Ongoing Activity: | - Provide continued support, encouragement and cultural support contribution where relevant and requested.  
- Continued engagement with the Aboriginal community.  
- Promotion of ACEG’s existence and role within the community.  
- Provision of support, assistance and facilitation to ACEG through the ACEG Partnership Committee  
- ACEG and ACEG Housing Advisory Committee meetings  
- To continue to be proactive within the local Aboriginal and general community of Port Augusta. |

| Next Qtr Outcomes: | - Positive community promotion of both ACEG and PACCAAC.  
- Continue to meet and provide support to both ACEG and PACCAAC.  
- Continue to engage with the local Aboriginal community. |
Strategy 4.2.5: Contribute to networks and programs that support better collaboration between services and result in integrated outcomes for service users.

| Outcomes Achieved: | - Community Engagement.  
| | - Recruited more interest and some new members with both ACEG and PACCAC committees.  
| | - Planned, organised and facilitated the ACEG community meeting.  
| | - Promoting a renewed stronger status of ACEG within the local Aboriginal community.  
| | - Attended meetings with services within the local area to meet and build a rapport.  
| | - Made the community aware of the upcoming Youth Justice Forum to be held at Pika Wiya Health Service.  
| Ongoing Activity: | - Provide support and assistance for all ACEG and PACCAC endeavours.  
| | - Consistently consult with ACEG and PACCAAC.  
| Next Qtr Outcomes: | Conduct promotional activities that will ensure ACEG and PACCAC memberships are consistent and stable.  

Strategy 5.2.2: Recognise the Aboriginal community through the increase number of Aboriginal artworks displayed within the City.

| Outcomes Achieved: | NIL  
| Ongoing Activity: | - ACEG are working towards moving the current Fire Pit from Central Oval Complex to Gladstone Square as it is more culturally appropriate to have it where the community comes together for celebratory activities and as a meeting place. The new culturally appropriate pit will be made available to the local Aboriginal community for cultural purposes.  
| | - To collaborate with the newly appointed Aboriginal Arts Officer to plan and develop Aboriginal artistic cultural activities and projects, which will promote and enhance the sharing of local knowledge and skills of our Aboriginal community.  
| Next Qtr Outcomes: | ACEG will contribute to and achieve at least one (1) Aboriginal artistic cultural activity and project.  

### RECORDS MANAGEMENT

**Strategy 3.6.2:** Develop and maintain a range of communication tools and methods, records management systems and technologies to provide staff and community access to relevant information, programs and services.

| Outcomes Achieved | - Various monitoring, reviews and maintenance of the HPRM TRIM system occurred.  
- Advice provided to staff as required  
- Mentored a staff member from Lower Eyre Peninsula Council in relation to Records Management/EDRMS processes during July.  
- Individual HPRM TRIM training sessions conducted with twelve new staff/new TRIM users. |
| Ongoing Activity | - NBN installation continuing, most Council sites now have a relatively fast connection. Testing of smart devices still to occur to ensure access to HPRM TRIM can occur while staff are off site  
- Monitoring and maintenance of HPRM TRIM system  
- Records Management advice and HPRM TRIM assistance/training provided to staff as required  
- Follow up reviews of HPRM TRIM training with new staff/new TRIM users occurring as required  
- IT staff commenced investigating available software for capturing social media as records  
- Ongoing mentoring to Lower Eyre Peninsula Council with email and verbal support to continue as required |
| Next Qtr Outcomes | - Ongoing monitoring, reviews and maintenance of HPRM TRIM system  
- Provision of Records Management assistance and HPRM TRIM training to staff as required  
- Continue to update intranet site with information and amended HPRM TRIM help guides  
- Ongoing disseminating of information to staff via a “TRIM/Records Info” email address to provide helpful HPRM TRIM tips, guides, information, reminders on housekeeping and records management processes  
- IT staff to arrange demonstrations on available software for capturing social media as records |

**Strategy 6.4.1** The organisation has stringent processes in place for records management and access to technology that improves productivity and efficiency.

| Outcomes Achieved | - HPRM TRIM monitoring, reviews and maintenance  
- Edenfield Family Care (EFC) provided with State Records SA approved Transfer of Ownership documentation to allow PACC to transfer a selection of Nerrilda Nursing Home and Ramsay Village records to EFC. Each site will be provided with processes for ongoing management of records in their care/control that are of ongoing interest to the State of SA. (PACC also retains a right of access to the records until the retention period is reached  
- Sorting, scanning, archiving backlog of documents retrieved from Nerrilda/Ramsay sites for Council’s record keeping purposes is continuing  
- Due to a vacancy within the Records Department and provision of backfill to other areas, some part time staff have been assisting with basic records management and a backlog of work a few days a week.  
- Records located at the Be Active Community Centre belonging to the former YMCA have now been returned  
- Small number of destruction lists prepared for circulation |
to staff for approval
- One temporary value records list/report was approved for destruction and has been confidentially destroyed
- Records Co-ordinator undertook training in August to become an Accredited Freedom of Information Officer.

**Ongoing Activity:**
- HPRM TRIM monitoring and maintenance as necessary
- Advice and assistance provided as required
- Training provided to new staff/TRIM users as required
- Records Staff to continue sorting, checking and preparing temporary records lists and transferring over to the new destruction format prior to being circulated to staff
- Sentencing of Council’s archived paper records
- Continued improvements occurring to meet State Records requirements including meeting targets within Council’s Records Management Plan

**Next Qtr Outcomes:**
- Records Management Disaster Plan for Council to be altered taking into consideration the effects of the December 2016 building flooding and will be resubmitted to MG for consideration
- Follow up with EFC to occur with details of transfer of ownership requirements and ongoing processes for managing records in their care/control per State Records SA requirements
- Backlog of Ramsay Village and Nerrilda Nursing Home records to be sorted and archived for Council and/or scanned to HPRM TRIM
- Various temporary records lists are required to be Continue to sort, format, check and transfer various temporary records lists over to the new destruction format prior to being circulated
- Continue to review Council’s Records Management Action and Business/Succession Plans in accordance to results received from the 2015 State Records SA Local Government Records Management Assessment Survey
- Review and finalise GDS21 Policy and Procedures and submit to State Records SA for certification approval
- Records Management Awareness training sessions to be held for new Council and staff during November

**Projects**

**HPRM TRIM Rollout**

**Outcomes Achieved:**
- Majority of Council sites now operating in HPRM TRIM. Discussions have occurred with the IT Department and Ryan Mitchell Swim Centre to progress with rolling out TRIM to this site, will continue process when new Pool Co-ordinator appointed
- HPRM TRIM training occurring for new staff/new TRIM users at existing TRIM sites as required

**Ongoing Activity:**
- IT and Records Staff continue investigating the possibility of HPRM TRIM 8.2 being rolled out to a remaining few Council sites during 2018/2019 now all sites have been connected to the NBN
- AWMS scanning software package will continue to be rolled out on photocopiers at Council locations as the NBN connection continues.
- Upgrading FYB media hub and DocUmove software resolved by FYB in March. Software now in testing format for IT/Records staff to review prior to rollout/training

**Next Qtr Outcomes:**
- Continue to progress with the roll out HPRM TRIM to remaining Council sites at Ryan Mitchell Swim Centre and Men’s Shed

| Outcomes Achieved: | - Animal Control Officers undertook the yearly Dog Registration renewal checks. Letters were sent out with reminders and Council allowed a further two week grace period. 234 dog registration fines were sent out. Staff assisted dog owners to register on the new DACO system and staff offered microchip scanning to dog owners to assist to update their details.  
- Worked with local rescues and RSPCA to rehome impounded and surrendered dogs and cats.  
- There were 5 Non domestic animal requests with the October numbers, already exceeding the last three month figures due to the approaching summer and dry landscape. |

| Ongoing Activity: | Continue to promote the New Laws that have come into force from 1/7/2018. Work on city wide unregistered dog door knock. |

| Next Qtr Outcomes: | - Continue to promote and educate the public of the New Dog and Cat Laws, assist and promote Chip blitz on Sunday 4th November with flyers, local paper and Facebook advertising.  
- Doorknock will be undertaken throughout the City by Animal Control staff Kylie and Jade for unregistered dogs. |

### Strategy 6.3.2: Ensure compliance with various Acts Council administers to ensure a safe and well maintained environment is achieved.

| Outcomes Achieved: | - Officers are continuing to learn New Litter and Nuisance Laws, with abatement letters and fines being issued.  
- Parking patrols continued around the City with the focus on the selected areas for the reporting period. 129 parking fines were issued.  
- Fire prevention Officer attended complaints relating to Back Yard Burning warnings and education were provided. |

| Ongoing Activity: | Continue to administer various Acts and promote the New Litter and Nuisance Laws Inspect Council Land for the upcoming Fire Danger Season. |

| Next Qtr Outcomes: | Respond and inspect properties in relation to complaints of excessive flammable undergrowth around the city. Continue to administer and patrol to enforce the various Acts. |

### GENERAL INSPECTORATE ACTIVITIES

![Graph showing Animal Expiations from Jul-Sep 16 to Jul-Sep 18](image)
**PURPOSE**

To provide Council with progress reports in the implementation of the Annual Plan.

**RECOMMENDATION**

**Council:**


**FINANCIAL & CUSTOMER SERVICES**

**Strategies:**

Strategy 6.1.3: Customers are treated with respect and dignity and are provided with quality, timely and efficient service.

---

![Customer Requests for Maintenance/Services for period 1/07/2018 to 30/09/2018](image-url)
Strategy 6.5.1: Implement the Ten Year Financial Plan and Asset Management Plan linked to the outcomes of the Strategic Plan to ensure Council is sustainable and implements sound financial budgeting practices.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Long Term Financial Plan with 2018/19 budget figures included tabled at Audit Committee meeting in August 2018. Monitored discussion regarding potential introduction of Rate Oversight Bill and considered impact on LTFP.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Continued work on the Building Asset Management Plan. Continue work on the LTFP, including analysis of projected outcomes and possible impacts of growth and service level and range review.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Update LTFP with 2017/18 audited financial statement results.</td>
</tr>
</tbody>
</table>

Strategy 6.5 Monitor the financial position of the Council to optimise the use and management of Council’s financial resources.

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Ongoing monitoring of Treasury. Ongoing monitoring of expenditure against budget.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Adoption of 2017/18 Audited Financial Statements. 2017/18 Budget Results Report to be tabled at Audit Committee in October 2018. 2018/19 Budget Update to be tabled at Audit Committee in October 2018.</td>
</tr>
</tbody>
</table>

Rates

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>During this quarter, 64 property searches were processed by the Rates Coordinator. 2018/19 first quarter rate notices were sent on the 27th July 2018 with a due date of the first instalment being 7th September 2018. 3 successful objections were received during this quarter (2 for Site Value &amp; 1 request to merge tenancies) resulting in a total reduction in rates of $22,575.59 One land use objection was also processed resulting in a reduction of rates of $1,832.60. Reminder letters for overdue 2018/19 first quarter instalments of rates were sent on the 28th September 2018. There are 139 properties currently subject to active debt collection totalling $206,615.24. An auction for sale of land for non-payment of rates on four properties (first commenced in 2015) was held on the 9th August 2018. No properties sold at auction. The properties have since been listed on the market with one vacant block of land in Stirling North since being sold.</th>
</tr>
</thead>
</table>


As at 05/10/2018, of the 20 assessments referred under section 184 (sale of land for non payment of rates) in March 2018, 12 have been paid in full, 2 have arrangements in place, 1 is a deceased estate currently awaiting probate and 5 remain outstanding.

Enrolments to vote in the 2018 Council Election closed on the 10th August 2018.

Council received 4 applications to be enrolled on Council’s supplementary roll (all approved).

Ongoing Activity:
In liaison with the Council’s Infrastructure Department and the Department for Planning, Transport & Industry, updating rate assessments with addressing allocated through the Rural Addressing Project.

Amendment/updating of rate assessments with ‘invalid’ property addresses.

Supplementary Valuation Lists (Sailis reports) are received by Council on a weekly basis advising subdivisions, amalgamations, tenancy apportionments, new Certificates of Title/Crown Records, Changes of land use, changes to property details, objections and change of ownerships.

Next Qtr. Outcomes:
5 properties to be sold as part of Section 184 action initiated in March of this year. The auction date has been set at Friday 19th October 2018 and will be held at Central Oval.

Debt collection will commence for overdue rates in the 3rd week of October.

Second quarter rate notices are expected to be received by ratepayers during the first week of November 2018 with the second instalment due on the 7th December 2018.

Projects

Internal Control Project

Outcomes Achieved:
End of Financial Year Audit conducted 24-26 September 2018. Recommendations from interim audit were monitored during end of year audit.

Ongoing Activity:
Ongoing Internal Control audit assessments
Regular monitoring of new internal control processes recommended from the 2017/18 Financial Controls Review to ensure effectiveness.

Next Qtr. Outcomes:
INFORMATION COMMUNICATIONS TECHNOLOGY

Strategies:

Strategy 3.6.2: Develop and maintain a range of communication tools and methods, records management systems and technologies to provide staff and community access to relevant information, programs and services.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Deployment of NBN to Childcare and Sobering Up Unit. Waiting on Telstra to complete install. Continue to improve data input validation and singular database platform for all applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Review primary applications data validation soundness and document any changes.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td></td>
</tr>
</tbody>
</table>

Strategy 6.4.1: The organisation has stringent processes in place for records management and access to technology that improves productivity and efficiency.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Work on Software Manual put on hold due to staff movement in the Records Department.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Continue to work on the Software Manual when Records Staff available.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Update training manual</td>
</tr>
</tbody>
</table>

Projects

GPS Council Infrastructure and Tourist Items

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Reviewed Asset layers – Assets/IT/Parks &amp; Gardens Department. Updated Councils VG GIS Data.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Cleaning of GIS Data for deployment to Council GIS System. Prepare and Deploy additional layers from ICT for networks (Wireless)</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Continue to collect GPS data for GIS System and for ICT network wireless points.</td>
</tr>
</tbody>
</table>

Review Authority System

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Working with Civica on upgrade. Civica advised that due to problems with V7.0, Council should bypass V7.0 and move to Authority 7.1. Quote sourced and within allocated budget.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Book in Authority V7.1 upgrade for 2018</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Continue clean up of Authority System for impending upgrade to 7.1. Upgrade delayed - awaiting confirmed timeline</td>
</tr>
</tbody>
</table>
### Setup Computer DR Site at Cultural Precinct

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>DR Site prepped for relocation and full test of DR site completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Preparation of Central Oval racks for relocation of DR site</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Check electrical phases for balance and UPS capability before DR install. Adjust UPS capability if required. Plan rack space movements.</td>
</tr>
</tbody>
</table>

### Ticket-Membership Software at Central Oval

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Ticket-Membership software reviewed. Waiting on additional information from Civica to complete report for management.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Investigate third party systems as backup</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Submit report to management of Authority Ticket-Membership Software. Investigate and trial third party Ticket/Booking systems</td>
</tr>
</tbody>
</table>

### Implement HR Module in Authority

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Investigate integration into core Application(s) and data storage platform</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Review and document Skytrust Software. Investigate/evaluate any Skytrust integration into core applications (TRIM and Authority)</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Review and document Skytrust Software. Investigate/evaluate any Skytrust integration into core applications (TRIM and Authority)</td>
</tr>
</tbody>
</table>

### Upgrade Network Infrastructure and Faulty Equipment CCTV System

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>CCTV Camera installation 99% complete. Airport end of Microwave link completed. CCTV camera at Works Depot now within Council network.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Installation of the Microwave link between Central Oval and the Airport, install final 2 CCTV cameras and complete system documentation.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Complete requirements of CCTV funding agreement. Complete link to Airport Awaiting resource for completion of final 2 cameras.</td>
</tr>
</tbody>
</table>

### Consolidate Fibre/ADLS/NBN services.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Decommissioning of non-required services. AALBG &amp; Wadlata NBN connections completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Prep sites for the NBN services at their sites – Childcare, Health Focus &amp; Sobering Up Centre.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Continue decommissioning of non required services including Fountain Gallery</td>
</tr>
</tbody>
</table>
**Access to CCTV System – City Safe Patrol**

<table>
<thead>
<tr>
<th>Outcomes Achieved</th>
<th>CCTV hardware installation to the City Safe Patrol office has been completed and is operational. Primary CCTV’s in place and fully operational.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity</td>
<td>Document system, make adjustments to CCTV Camera angles as requested by City Safe Patrol Provide support in use of system.</td>
</tr>
<tr>
<td>Next Qtr Outcomes</td>
<td>Investigate deployment of 2 additional CCTV cameras around boat ramp area</td>
</tr>
</tbody>
</table>

**Update Council’s core phone system (excluding Central Oval)**

<table>
<thead>
<tr>
<th>Outcomes Achieved</th>
<th>New in-dial numbers installed, review current ISDN Connections which will come to end of life in third quarter 2019. Initiated install of SIP services.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity</td>
<td>Arrange and manage installation of SIP services</td>
</tr>
<tr>
<td>Next Qtr Outcomes</td>
<td>Complete and install SIP services - decommission ISDN services.</td>
</tr>
</tbody>
</table>

**Upgrade Council WAN to support NBN Infrastructure**

<table>
<thead>
<tr>
<th>Outcomes Achieved</th>
<th>Childcare and Sobering Up Centre is still delayed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity</td>
<td>Process continuing and awaiting vendor confirmation to complete the NBN service installs.</td>
</tr>
<tr>
<td>Next Qtr Outcomes</td>
<td>Complete NBN installs and configure new NBN Serviced into Council’s WAN.</td>
</tr>
</tbody>
</table>

**Upgrade Council Network Monitoring System**

<table>
<thead>
<tr>
<th>Outcomes Achieved</th>
<th>Added new networking equipment to monitoring network (CCTV network) and removed old equipment from system.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity</td>
<td>Continue to add new equipment to monitoring network as NBN &amp; CCTV equipment installed.</td>
</tr>
<tr>
<td>Next Qtr Outcomes</td>
<td>Continue to add new and remove old equipment from Council’s Network monitoring system.</td>
</tr>
</tbody>
</table>

**Upgrade Council WWTP Sites & Pumping Stations to SCADA Network**

<table>
<thead>
<tr>
<th>Outcomes Achieved</th>
<th>Some Wi-fi links and Access Points in place.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity</td>
<td>Continue to review and document system.</td>
</tr>
<tr>
<td>Next Qtr Outcomes</td>
<td>Investigate remaining Pump Stations for suitability to switch to WiFi comms (remove from 4G network) and add to SCADA system</td>
</tr>
</tbody>
</table>

| Review Parks Depot Office in reference to ICT Equipment |
| Outcomes Achieved | Parks desktop ICT equipment deployed and running in Works Depot. |
| Ongoing Activity  | Review of all Parks ICT systems including irrigation ongoing. |
| Next Qtr Outcomes | Decommission and remove Parks Printer and network equipment |
Review of Council’s Logic Programming requirements over the next 5 years.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Continue to document and define requirements including upgrade path structures and framework.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Document and define upgrade path structures and Framework. Develop ICT Asset management plan</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Core Salvage plan document developed</td>
</tr>
<tr>
<td></td>
<td>Continue to document and define salvage ability of equipment.</td>
</tr>
<tr>
<td></td>
<td>Continue cleanup of Councils 3 ICT storage areas</td>
</tr>
</tbody>
</table>

Cleanup and Salvage of Council’s outdated ICT equipment.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Continue to document and define Councils core information storage. Investigate ability of existing applications to use a singular common data storage platform.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Continue cleanup of primary databases. Continue investigation and document current applications ability to use common storage.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td></td>
</tr>
</tbody>
</table>

Consolidate Council’s core Database Information into SSOT (Single Source Of Truth) (unique data is NOT replicated across all/any databases or data storage areas)

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
</tr>
</tbody>
</table>

AUSTRALIAN ARID LANDS BOTANIC GARDEN (AALBG) INTERPRETIVE CENTRE INCORPORATING SOUVENIR AND PLANT SALES & CAFÉ & NURSERY

Strategies:

Strategy 1.3.2: Review future management of Council owned and operated facilities including Wadlata Outback Centre, Australian Arid Lands Botanic Garden to optimise outcomes for businesses, visitors and the community.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitor Book Comments: 99% positive</td>
</tr>
<tr>
<td>Visitor Numbers continue to increase:</td>
</tr>
<tr>
<td>July-September 2017 visitor numbers 30 330</td>
</tr>
<tr>
<td>July-September 2018 visitor numbers 34 975</td>
</tr>
<tr>
<td>Café sales up by over $6000 for the quarter in comparison to 2017 (The 2017 corresponding period also included the Rangelands Conference of $5000, so actually up by $11000)</td>
</tr>
<tr>
<td>2017 $ 158,038.36</td>
</tr>
<tr>
<td>2018 $ 164,528.04</td>
</tr>
<tr>
<td>Gift Shop sales down for quarter in comparison to last year:</td>
</tr>
<tr>
<td>2017 $114,151.92</td>
</tr>
<tr>
<td>2018 $108,989.16</td>
</tr>
</tbody>
</table>
Ongoing Activity: Continued evaluation and monitoring of statistics, visitor comments, TripAdvisor, and budget comparisons for Gift shop, Garden, Café and Nursery.

Next Qtr. Outcomes: Continued monitoring of sales and visitor numbers.

Strategy 1.5.2: Support the ongoing development and accreditation, as required, of tourism attractions, such as Wadlata and Arid Lands, to meet visitor expectations.

Outcomes Achieved: Completed submissions for SA Tourism Awards for Tourist Attraction and Ecotourism categories. Tourist Award Judge visit on 6th September went well.

AALBG was nominated for the Port Augusta Outstanding Business Awards – completed submissions in two categories.

Australian Tourism Accreditation Program “ATAP” updated as required

Ongoing Activity: Continue to collate data for 2018/19 Tourism Award applications.

Next Qtr. Outcomes: Attend Port Augusta Outstanding Business Awards 19th October
Attend SA Tourism Awards in Adelaide 9th November.

Projects

Garden

Outcomes Achieved:

- School visits to Garden for quarter – 8 groups, approx. 152 students from Kindy to University levels
- Completed erection of the ‘Fund my Neighbourhood’ shade structure as well as built gabion garden beds and laid road base
- Held ten parties in Arid Explorer’s Garden – approx. 132 people
- Installed posts from Homestead Park and attached new banners at entry walk.
- Garden staff and volunteers concentrated on pruning and weeding in anticipation of visit by Jane Edmanson OAM from Gardening Australia
- Prepared irrigation and dug holes for Northpoint Tree Planting Day in October
- Re-oiled all wooden structures

Ongoing Activity:

- Monitoring of water use and continuous assessment of water saving measures.
- Weed control
- Continue garden maintenance, weeding and plantings

Next Qtr. Outcomes:

- Install seating and water fountain in new shade shelter area
- Investigate exterior painting of building
- Plant sales area upgrade
- Start replacement of boundary fencing
- Tree Planting Day with Northpoint Toyota earmarked for 3rd October
- Mulch new shade structure area
**Friends of The AALBG**

| Outcomes Achieved: | • The Friends held a Bonsai Masterclass  
| | • Continued free tour on 1st Saturday of each month  
| | • Attended North West Pastoral Field Day in Glendambo  
| | • September guest speaker – Jane Edmanson of Gardening Australia  |
| Ongoing Activity: | • Continue to build on the strong relationship with the Friends and volunteers to benefit the AALBG.  
| | • Attend Friends meetings  
| | • Weekly volunteers morning teas  |
| Next Qtr. Outcomes: | • Determine ongoing projects  
| | • Regularly attend Friends meetings  
| | • Plan Friends end of year celebrations  |

**Nursery**

| Outcomes Achieved: | • Plant sales up compared to corresponding quarter in 2017:  
| | $29,841.44 July-Sept 2017  
| | $33,014.87 July-Sept 2018  
| | • Reviewed planning and procedures for Nursery including a list of the top 20 most popular plants to have added emphasis on growing these year round to ensure supplies available to meet demand.  
| | • Perry Jones has received a Playford Trust Award. Perry was nominated for this award and was required to write a short essay outlining what he has learnt throughout his traineeship and what he’d like to do in the future. AALBG Management and Friends also provided letters of support.  
| | • Perry Jones was also nominated for trainee of the year in the Port Augusta Business Awards. Perry and AALBG management completed submissions and Perry has made it to the finalist stage. Award announcements will occur at an event on 19th October 2018.  |
| Ongoing Activity: | • Monitoring of water use and continuous assessment of water saving measures.  
| | • Continuation of nursery operations to achieve best growing results and streamline processes.  
| | • Monthly plant availability list produced and available on the website and in the gift shop.  
| | • Emphasis on protecting AridSmart brand and what that means  |
| Next Qtr. Outcomes: | • Improve and upgrade plant sales area in Gift Shop  
| | • Update plant labels, including barcodes, pictures etc  |

**Visitor Centre**

| Outcomes Achieved: | • 14 Bus company visits from July to September 2018 – approx. 291 passengers  
| | • Continued school holiday Activity Table  
| | • Held 1 successful High Tea  
| | • Held 11 conferences for the quarter  
| | • Record takings in Café on Father’s Day  
| | • Hosted NAIDOC week event for approx 50 guests  
| | • Held volunteer morning tea for 60 guests hosted by Rowan Ramsay.  
| | • Hosted RFDS Fundraiser for Wattle Day  
| | • Provided lunch for 54 people in the Kidzfix Car Rally  |
• All front of house staff attended Town Ambassador Training which was well received

**Ongoing Activity:**
• Continuous Monitoring of stock sales and profitability of lines in the gift shop.
• Continuous monitoring of processes in the Café to measure improvements.

**Next Qtr. Outcomes:**
• Train new staff and junior staff in café
• Finalise new breakfast menu
• Update regular menu
• Flinders Ranges Outback Tourism Conference dinner for 100 guests

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**Research**

**Outcomes Achieved:**
• Ongoing assistance to UNE Ant research

**Ongoing Activity:**
• Assist with the monitoring of the research projects.
• Host research students on site as part of partnership agreement with University of Technology Sydney (UTS)

**Next Qtr. Outcomes:**
• Support return of UTS research students
• Support study of Maireana Sedifolia by University of Adelaide student

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**Marketing**

**Outcomes Achieved:**
• Trip Advisor – The Garden ranks as number 1 of 14 things to do in Port Augusta – Reviews 9 x 5 star and 5 x 4 star
• Trip advisor – Café is ranked at number 2 of 28 Port Augusta cafes and restaurants – Reviews 5 x 5 star, 1 x 4 star and 1 x 3 star
• Facebook reviews: 100% 5 star
• Facebook likes up to 2600 (2,463 June 2018) and Instagram followers 1,669 (1,567 June 2018)
• Café participated in “Parma for a Farmer” for the month of August, selling 151 schnitzels.
• Information Kiosk funded through Open Gardens SA arrived
• Met with Lisa Lumsden of Destination Town walking tours to develop packages
• Worked with Arts Officers to deliver the ARID Exhibition held 1st September to 14th October
• Library held ‘Story Time’ at the Garden as part of ARID – very successful
• Listed in Brand SA’s Top 10 things to do in SA
• Featured in a Brand SA news article based on volunteers
• ABC news visited to do story on ARID
• ‘Off the Couch with Ethan’ TV Program broadcast from the Garden
• Visit by Southern Cross Observatory as part of National Science Week
• Listed first in ‘10 Great Botanical Gardens Around The World’ in the Guardian Newspaper
• Collated our first round of table card reviews:

<table>
<thead>
<tr>
<th></th>
<th>Very good</th>
<th>Good</th>
<th>Average</th>
<th>Poor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Venue</td>
<td>98%</td>
<td>2%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service</td>
<td>87%</td>
<td>9%</td>
<td>2%</td>
<td>2%</td>
</tr>
<tr>
<td>Food</td>
<td>88%</td>
<td>7%</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Gift Shop</td>
<td>88%</td>
<td>6%</td>
<td>6%</td>
<td></td>
</tr>
</tbody>
</table>
Ongoing Activity:

- Continue to promote AALBG through Facebook and Instagram
- Work together with Wadlata through value added promotions etc
- Update website regularly
- Work with SATIC and SATC to promote AALBG
- Continual events planning throughout the year e.g. Mother’s Day, World Environment Day etc

Next Qtr. Outcomes:

- Promotion of conference facilities/ catering packages to targeted businesses and government departments via direct marketing
- Visit local accommodation providers and tourism businesses to discuss what we offer and how we can work together
- Load Information Kiosk with all of our information, videos, photos etc

Safety

Outcomes Achieved:

- Monthly safety meetings held with all staff across the site and a representative of the Friends of AALBG attending.
- Site inspection completed for Nursery
- CAPA register is maintained and updated.
- Garden staff and volunteers reviewed and signed off all Garden Risk Assessments and Safe Work Instructions

Ongoing Activity:

- Aim to maintain high WHS compliance standard.

Next Qtr. Outcomes:

- Duress scenario drill
- Workplace inspections for visitor centre
- Meet with Council Risk Officer to complete hazard register review

Road Counter Statistics 2013 – 2018

![Road Counter Statistics 2013 – 2018](image)

WADLATA OUTBACK CENTRE

Strategy 1.3.2: Review future management of Council owned and operated facilities including Wadlata Outback Centre, Australian Arid Lands Botanic Garden and Port Augusta Cultural Centre to optimise outcomes for businesses, visitors and the community.
| Outcomes Achieved: | • Continued to update operational documentation to meet accreditation criteria, which demonstrates continuous improvement.  
• Completed WHS Risk and Safe Work Methods  
• Continued to collect Visitor surveys to gain an insight into the visitors experience at Wadlata and within Port Augusta – available online and hard copy  
• In the absence of the Wadlata Manager, staff have continued to operate the facility with reduced staffing hours.  
• Reduced amount of Souvenir stock on hand |
| --- | --- |
| **Training** | • Completed monthly WHS Training and Staff Meetings.  
• Staff attended the Town Ambassador Program run by TafeSA |
| **Marketing** | • Continued to monitor and research existing and new marketing initiatives  
• Authorised advertising in both the Caravan & Camping Guide and Flinders Ranges & Outback Visitor Guide  
• Took part in a 3 month Café radio advertising programme for the Outback Tuckerbox  
• Distributed 73 boxes of the Port Augusta Visitor Guides throughout Port Augusta and the surrounding District. |
| **Statistics** | Visitations are slightly down on the same period for 2017/18. The difference in visitors between last year and the previous years could be attributable to the change in front door type from a single entry push/pull to a wider automatic opening door which enables several people to walk through simultaneously but only recorded as one entry. Souvenir revenue is slightly down on the same reporting period for last year but is offset by a reduction in expenditure. The Outback Tuckerbox and the “Tunnel of Time” have both shown a slight increase when compared to the same time last year. The decline in visitors and souvenir sales could also be contributed to the high cost of fuel and the availability of information online. |

| School Visitation | **July - September 2018:**  
5 school groups |
| **Coach/Group Visitation** | **July - September 2018:**  
49 coaches |
Wadlata Visitation
July - September 2018: 21119 visitors (-906 visitors, -4.29% from 2017)

Souvenir Sales July - Sept 2018: $ 61138.18 (-4.81% -$3280.18 from 2017)

“Tunnel of Time” July - Sept 2018: $ 48706.41 (+0.25%  +$119.46 from 2017)

Outback Tuckerbox July - Sept 2018: $ 61507.56 (+0.49% +$303.05 from 2017)

Ongoing Activity:
- Continue to undertake work associated with the BePoz System to improve sales monitoring & stock control.
- WHS Risk Assessments and Safe Work Methods.
- Continue to encourage visitors to complete surveys.
- Continue to review souvenir stock and investigate new lines for the Gift Shop.
- Continued to work with the Port Augusta and regional tourism industry to further promote and encourage greater exposure and increased visitor numbers
- Continue to attend Tourism Industry meetings

Next Qtr Outcomes:
- Work towards finalising arrangements and costings of a suitable door counter for the side entrance door
**Projects**

| Outcomes Achieved: | • Installed new TV Screen to the Leigh Creek Display, replacing the last 3 gun projector.  
• Replacement of rusted out air-conditioning duct work.  

| Ongoing Activity: | • On-going daily maintenance activities.  

| Next Qtr Outcomes: | • Installation of 3 updated vinyl wall panels  
• Replacement of equipment in Theatre due to intermittent fault impacting on screening of movie.  

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**COMMUNITY & RECREATIONAL DEVELOPMENT**

**Strategies:**

Strategy 2.1.2: Continue to develop Central Oval as a multi-purpose Community Space to enable regional sporting events and community events to be undertaken at the venue.

| Outcomes Achieved: | During the July 2018 to September 2018 period, the following conference and workshops were held:  
Conferences / workshops hosted – **28**  
No. days booked - **36 days**  
Attendances – **2066 people**  

![No. of Events Held](chart.png)
During this quarter Central Oval Community Hub hosted the 2018 Upper Spencer Gulf Global Maintenance conference with record numbers attending and exhibiting.

This year’s conference organisers were excited at the numbers willing to be involved and at the ease of which the venue was able to cater for the increased attendees.

While Central Oval Community Hub enjoys repeat business from a wide range of local, regional & State based organisations we are excited to host the following new Clients to this facility: Mitre 10, SA Ambulance, SACE Board of SA, DES’s Cabs, Governors Leadership Program, Living Turf, Country & Outback Health.

Sunrise Yoga program continues to be a success each Friday morning from 6am – 7am with consistent numbers attending each week. We have introduced a loyalty card system for all yoga programs.

This quarter saw the conclusion of the winter sports with Netball, Football, Inclusive Basketball & Futsal (Indoor Soccer) all enjoying successful seasons.

During this time 21,417 patrons attended Central Oval across all these sports despite football having a shorter season this year. Attendance numbers across the other sports remained the same or slightly
Central Oval hosted the SGL Grand Final for the fourth consecutive year and is due to host the 2019 SGL Grand Final under the current SGL guidelines.

Hancock Stadium
Current activities undertaken at Hancock Stadium include Badminton, School Sports Programs, Health Focus Bizzi Bodies exercise program, Specialised Basketball programs & Basketball training.

During the summer period this stadium is used 7 days per week and 4 days per week during the winter period.

A building condition assessment report is being sourced to measure compliance with the current National Construction Code and estimate costs of upgrade of the Stadium as per recommendations within the Central Oval Quantification Review report and the 2018/19 Port Augusta City Council annual business plan and budget.

StarClub program
In July, Council was successful in gaining a further 3 years funding to run the Star Club Development Program.

During this quarter the follow workshops were held by the Star Club officer for the Sporting community

- Food Safety Handling Course in partnership with TAFE SA for Sports Clubs in both Quorn and Port Augusta
- ORS Grants Information Session
- SACA Infrastructure Strategy – Government Workshop
- Launched volunteer profiles promotion
- Special Olympics Meeting – discussed possible event at Central Oval showcasing inclusive sports

In addition the Star Club Officer has continued to work with local Sporting organisations to progress them through the program’s various levels.

Ongoing Activity:
- Continue to work through the recommendations within Quantification review
- Continue to review WHS strategies
- Continue implementing marketing strategy for this facility

Next Qtr Outcomes:
- Commence tender process for the construction of toilet block
- Liaise with ‘Summer’ sports regarding upcoming seasons.
- Engage an external consultant to develop detailed specifications for the oval turf upgrade
- Seek funding opportunities for implementation of this project.
- Investigate other revenue opportunities for this facility through program delivery
- Report to Council regarding estimated costs to upgrade Hancock Stadium
Strategy 3.3.1: Maintain partnerships to enable effective use of open space, recreation, sports and leisure facilities.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Discussions with management from Flinders Power regarding a concept of a regional playspace.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>• Request written confirmation from Flinders Power outlining support for this concept</td>
</tr>
<tr>
<td></td>
<td>• Seek level of interest from council for this concept</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>• Workshop concept if approved by Council and seek Community feedback</td>
</tr>
</tbody>
</table>

RYAN MITCHELL SWIM CENTRE

Strategies:

Strategy 3.3.1: Maintain partnerships to enable effective use of open space, recreation, sports and leisure facilities.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Preparation of Ryan Mitchell Swim Centre for the 2018/19 season:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Cleaned chlorine injector – pump house</td>
</tr>
<tr>
<td></td>
<td>• Dump valve repaired – pump house</td>
</tr>
<tr>
<td></td>
<td>• Underground tank cleaned out – pump house</td>
</tr>
<tr>
<td></td>
<td>• Effluent pump replaced – pump house</td>
</tr>
<tr>
<td></td>
<td>• Bracket was fitted to wall inside make up tank to secure solenoid pipe – pump house</td>
</tr>
<tr>
<td></td>
<td>• Photometer sent away for testing. Test reading within the parameters. Test Certificate supplied – pump house</td>
</tr>
<tr>
<td></td>
<td>• Instrument probes cleaned – pump house</td>
</tr>
<tr>
<td></td>
<td>• No 3 valve adjusted – pump house</td>
</tr>
<tr>
<td></td>
<td>• Replaced poly elbow on chlorine filling pipe – pump house</td>
</tr>
<tr>
<td></td>
<td>• Replaced new valve make up pipe – pump house</td>
</tr>
<tr>
<td></td>
<td>• 50m water meter installed – pump house</td>
</tr>
<tr>
<td></td>
<td>• Winterizer added to the pool</td>
</tr>
<tr>
<td></td>
<td>• Multi signs removed and replaced, photo images at the front of the pool replaced and updated the prices board</td>
</tr>
<tr>
<td></td>
<td>• Purchased paediatric pads for defibrillator.</td>
</tr>
<tr>
<td></td>
<td>• Weeds poisoned. General maintenance of the pool grounds continued</td>
</tr>
<tr>
<td></td>
<td>• Barks chips delivered by parks and gardens for mulch on the gardens beds</td>
</tr>
<tr>
<td></td>
<td>• Duress alarms tested monthly</td>
</tr>
<tr>
<td></td>
<td>• Replaced a section of shade cloth on the outside fence</td>
</tr>
<tr>
<td></td>
<td>• Recruitment of staff for the 2018/19 season</td>
</tr>
<tr>
<td></td>
<td>• Staff completed mandatory CPR update</td>
</tr>
<tr>
<td></td>
<td>• Pump house doors were inspected for replacement</td>
</tr>
<tr>
<td></td>
<td>• Toilet floors, outside seating, lane rope reel, filter box etc have been painted</td>
</tr>
<tr>
<td></td>
<td>• Updated pamphlets and facebook page. SOS Registration and Information sheets put on Council Website</td>
</tr>
<tr>
<td></td>
<td>• Fire Equipment serviced the fire extinguishers</td>
</tr>
<tr>
<td></td>
<td>• Flyscreen lock in kiosk was repaired</td>
</tr>
<tr>
<td></td>
<td>• Eftpos has been installed at the pool in readiness for the 2018/19 season.</td>
</tr>
<tr>
<td></td>
<td>• Electrical Testing completed</td>
</tr>
<tr>
<td></td>
<td>• Removed and cleaned winter covers – main pool. Replaced</td>
</tr>
<tr>
<td>with summer covers</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>• Augusta Pest sprayed buildings, grounds and surrounds</td>
<td></td>
</tr>
</tbody>
</table>

**Ongoing Activity:**

| • Maintenance of plant & equipment and pool grounds. |

**Next Qtr Outcomes:**

| • Replacement of pump house doors and frames as per budget. |
| • Ryan Mitchell Swim Centre opens for the 2018/19 season on 8th October 2018. |
| • Registration and commencement of ‘Sink or Swim’ classes |
| • Department of Education swim classes commence. |
| • Vacswim registration information advertised. |

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**SOCIAL DEVELOPMENT PROGRAMS**

**Strategies:**

**Strategy 4.1.3:** Continue to promote and support healthy lifestyles to encourage our community to be active and eat well.

**Projects**

Healthy Catering Projects

**Outcomes Achieved:**

<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Opal program disbanded at 30th June 2016</td>
</tr>
<tr>
<td>• Bookings still taken for hire of smoothie bikes</td>
</tr>
<tr>
<td>• Large water containers also available on loan for community events.</td>
</tr>
<tr>
<td>• Information remains on Council website regarding the Opal program including resources to encourage families to be active and maintain healthy eating habits.</td>
</tr>
</tbody>
</table>

**Strategy 4.3.1:** Contribute to a safe environment, where measures are taken to eliminate risk to health & safety for workers, contractors, Elected Members, community and visitors through the planning, implementation, monitoring, review and evaluation of Council’s WHS and Return to Work Management Framework and City Safe Service.

**Outcomes Achieved:**

| • Commenced review as per Council resolution AR18/8212 |
| “Commissions a report describing options for the provision of a City Safe type service inclusive of a detailed scope, service objectives, funding sources and performance indicators.” |

<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Continue to work with various agencies and service providers to support a safe environment for residents and visitors.</td>
</tr>
</tbody>
</table>

| Next Qtr Outcomes: |
City Safe Program Statistics

July - September 2018

ANNE O’REILLY
09/11/2018
PURPOSE

To provide Council with progress reports regarding the implementation of the Annual Plan within the approved budget.

RECOMMENDATION


EXTRACT FROM COMMUNITY VISION & STRATEGIC PLAN

AGED CARE SERVICES

Strategies:

Strategy 4.2.1: Provide aged care accommodation and programs such as Men’s Shed and Health Focus to support our ageing population.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Health Focus</th>
</tr>
</thead>
<tbody>
<tr>
<td>• New Co-ordinator commenced 31st July 2018.</td>
<td></td>
</tr>
<tr>
<td>• Tuesday continues with two vacancies and only ladies at this stage.</td>
<td></td>
</tr>
<tr>
<td>• Wednesday still has good numbers, but can fluctuate due to decline in health and mobility of a few clients.</td>
<td></td>
</tr>
<tr>
<td>• Thursday Men’s group has increased by two new referred clients. The men are enjoying attending this group.</td>
<td></td>
</tr>
<tr>
<td>• Friday sessions are increasing in numbers and receiving good feedback from clients and carers.</td>
<td></td>
</tr>
<tr>
<td>• Exercise sessions in Health Focus are successful in increasing mobility and breathing capacity. The group leader has been reporting improvements in wellness and positive feedback stories.</td>
<td></td>
</tr>
<tr>
<td>• Bizzi Bodies exercise group is still very popular with good attendances on Thursdays at Hancock Stadium.</td>
<td></td>
</tr>
<tr>
<td>• Day trips have been held to Wirrabara, Whyalla and local Port Augusta sightseeing. Transport options for clients are being reviewed to ensure cost effectiveness.</td>
<td></td>
</tr>
<tr>
<td>• Visit by community gardeners from Men’s Shed and Arid Lands to introduce the warmer weather and be aware of snakes. The groups were swapping plants happily.</td>
<td></td>
</tr>
</tbody>
</table>
• Scone making in each session was enjoyed by all. This included a gluten free option to meet diet and nutritional needs and being inclusive in the groups.
• Combined Social Day was enjoyed by both the Tuesday and Wednesday groups to celebrate the end of season footy tipping competition and singer “Cactus” entertained all day.
• Volunteer numbers have stabilised with one on Tuesday group and one on Thursday group.
• Health Focus has registered a stall at the Positive Ageing Expo for 18th October 2018 and staff have been assisting clients to compile favourite recipes booklet for a fundraising activity.
• Melbourne Cup Day has been booked for combined groups to attend.
• Health Focus Coordinator has made contact with incontinence nurse and mobility aids for presentations in October/November 2018.

Training
Three staff attended a Manual Handling Course.
One staff member attended a First Aid Course.
Health Focus Coordinator attended ‘Data Exchange’ training.

Mens Shed
The shed welcomed one new member during the quarter.

Community Involvement
A fold-up cubby house has been completed for the Childcare Centre. A bench seat was made for the Willsden Primary School. Council’s Facebook page continues to be a great link between the Men’s Shed and community. One client had friends in Western Australia who said how much they enjoyed seeing the photos.
Volunteers Project Coordinator Neil Edwards gave an information talk about the Men’s Shed to Probus.

Donations to the Shed
The Shed was successful in a grant application through the Australian Men’s Shed Association for a microwave and a grill/toaster which will enable Shed clients to heat/cook their lunch more safely.
Numerous donations of good quality timber have been given by local people.

Finished Projects
Projects made at the Shed include a Crow’s Guernsey display box, poultry carrying boxes, TV raiser, model semi-trailer, outdoor stool, numerous chair repairs, frames for paintings, completion of push carts & doll’s cradles order for the RICE Program and a steel Christmas Tree for the Christmas Tree Festival.

WHS
The Shed holds regular Evacuation exercises and complete workplace inspections every 3 months.

Health Promotion/Information Sessions
A Healthy Bladder & Bowel Habits Information Session was held at the Shed & presented by the Continence Foundation of Australia. The Shed celebrated the end of the footy season with a wind-up lunch at the Shed. Clients also passed the hat around and collected $81.85 for the...
**Ongoing Activity:**

- Attend WHS training when scheduled.
- Continue to promote healthy eating by providing healthy alternatives for morning tea.
- Continuous improvement activities to ensure compliance with Aged Care Standards.
- Continue policy reviews to ensure legislative compliance.
- Promotion of Health Focus and the Men’s Shed in the wider community to ensure awareness of activities provided and referral pathway.
- Continue to promote CHSP wellness and re-enablement focus to clients.
- Continue to attend Aged Care Network (PiPA) meetings where possible and liaise closely with other agencies.
- Continue to record and submit statistical data as required under funding agreements.
- Ongoing liaison with Country Health Connect who deliver the Men’s Shed’s statistics to the Federal Department of Health.
- Organize sessions to be client centred as per Home Care Standards.
- Continue to facilitate community involvement in the Shed and to promote projects which the men are working on.
- Liaise with the Volunteers & the men to ensure their preferences are being met through service delivery.
- Continue to monitor the woodworking program and the metal working program to encourage a better understanding for the need for having Safe Work documentation.

**Next Qtr Outcomes:**

- Submit Home Care Standards accreditation self-assessment to the Australian Aged Care Quality Agency in readiness for the site audit to be conducted on 15th and 16th November 2018.
- Participate in the Positive Ageing Expo to be held at Central Oval on 18th October 2018.

**Strategy 4.2.2:** Review Council’s Ageing Strategy and continue to implement its recommendations to ensure suitable accommodation and facilities/services are available.
| Outcomes Achieved: | The SA Collaborative Project’s Symposium was held on Friday 31st August 2018. The Symposium was a sell-out event with 160 attendees from various aged care Service Providers in the state. The Symposium focussed on putting into practice Wellness and Reablement with a strengths based approach from a Service Providers perspective.  

Attended various meetings and events including Collaborative Project Officer’s monthly meeting, PiPA bi-monthly meetings, the Aboriginal Commonwealth Home Support Programme and Disability HACC Forum, ACSA SA/NT Wellness and Reablement Workshop.  

In collaboration with Vanessa Leane (University of SA - School of Psychology, Social Work and Social Policy), Southern Services Reform Group (Onkaparinga) and the Hills Positive Ageing Project (Adelaide Hills), developed an interactive workshop providing a practical application of strengths for Commonwealth Home Support Program Services. The workshop was trialled in the Hills and will be delivered in our region in February 2019.

In collaboration with the University of Adelaide, the Far North Collaborative Project (FNCP) is managing a project on ‘Recent and future changes in Home Care and the unique challenges associated with service delivery for Aboriginal people’. Facilitators have received ethics approval from the Aboriginal Health Research Ethics Committee with the research to commence in coming weeks.

Preparation for the 2018 Port Augusta Positive Ageing Expo to be held on the 18th October 2018.

Community conversations and collaboration with service providers and external organisations to improve service cooperation and coordination at a regional level. |
|---|---|
| Ongoing Activity: | Preparation for the 2018 Port Augusta Positive Ageing Expo to be held on the 18th October 2018.

Coordinate training to meet the needs of Service Providers.

Implement innovative solutions to address the shortage of aged care workers in the region.

Research Project: ‘Recent and future changes in Home Care and the unique challenges associated with service delivery for Aboriginal people’.

Attend monthly state-wide Collaborative Project Officer meetings and collaborate with other Collaborative Projects to develop activities and projects within the AWP.

PiPA bi-monthly network meetings.

Continue to work with the SES in planning a second Emergency Desktop exercise. Service Providers Emergency Management Plans have been provided to the SES - awaiting the SES to develop the next stage of the exercise.

Ongoing community conversations and collaborations with service providers and external organisations to improve service cooperation |
and coordination at a regional level including training, workshops, information sharing, forums, etc.

Source suitable grants/ funding to improve service cooperation and coordination at a regional level.

<table>
<thead>
<tr>
<th>Next Qtr Outcomes:</th>
<th>Delivery of Better Practice Project training including LGBTIQ Workshop, Wellness Practice and Reablement, Recovery &amp; Independence Workshop.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The 2018 Port Augusta Positive Ageing Expo will be held at Central Oval on 18th October 2018.</td>
</tr>
<tr>
<td></td>
<td>Plan future Sector Support &amp; Development collaborative activities to facilitate improved wellness and reablement outcomes for Regional Assessment Service, Service Providers and Consumers.</td>
</tr>
<tr>
<td></td>
<td>Attendance at Collaborative Project meetings and bi-monthly PiPA meeting.</td>
</tr>
</tbody>
</table>

**CHILDREN’S SERVICES**

**Strategies:**

Strategy 4.2.4: Provide services for young children, their parents and carers to support their self development.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th><strong>Port Augusta Childcare Centre</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Average full time equivalent attendances for 2018/19 started off slowly but are now on the increase with September 2018 being a busy month. Full time equivalent attendances for the 2018/19 financial year to date have averaged 31.94 per day. During the same period in 2017/18 the average utilisation was 32.37. The budgeted average attendance for the 2018/19 year is 35.5 children.</td>
</tr>
<tr>
<td></td>
<td>All families transition to the new Federal Government Childcare Subsidy (replacing the previous Childcare Benefit and Childcare Rebate system) from 1st July 2018 with the majority of families advising that this had reduced their out of pocket expenses for childcare.</td>
</tr>
</tbody>
</table>
Staffing

- Two educators are studying the Diploma in Children’s Services.
- One educator, Anne Baker, completed the final requirements for the Bachelor of Teaching and Learning Early Childhood. This is a fantastic effort whilst also working full time at the Centre.
- One Educator is working towards the Certificate 3 in Children’s Services.
- Several resignations including the Maintenance officer, Kindy Team Leader and two casual educators resigned. Positions advertised for Casual Educators, Relief Cleaner and Maintenance Officer.
- Two new casual educators were employed.

Professional Development

- Two staff completed First Aid Training
- Staff completed an annual CPR Refresher
- Staff completed the mandatory Child Safe Environment Update

Centre Improvements:

- Successful Emergency Evacuation Drill
- Quotes obtained for outdoor play area upgrades in Kindy

Involvement/Entertainment/Community Involvement

- Six Certificate 3 students on placement
- Monthly Family Advisory Meetings
- Family member came to centre to play the didgeridoo
- Meetings with Gowrie SA – inclusion support
- Fiver for a farmer dress up day
- Footy colours day

Miriam High Special Needs Centre

There has been a delay in the full roll out of the NDIS in South Australia which has resulted in disability organisations (and participants) remaining in a state of instability whilst they navigate the system. There is also a significant number of mergers occurring within the sector due to concern regarding viability across organisations of all sizes.

New families approaching the Miriam High Special Needs Centre are supported to enrol with the National Disability Insurance Scheme through the Early Childhood Early Intervention gateway.

Children:

Supported 24 children during the current reporting period with only 1 new enrolment in July 2018.

Professional Development:

- Hazard Identification and Completing Risk Assessments

Work Experience/Community Involvement:

HACC School Holidays ran from the 9th July 2018 to 19th July 2018. Activities included excursions to Rotary Park, Fit to Learn, Cooking Day and a Sensory Day which was a huge success.

Visitors to the Centre:

- Debbie Grose, Inclusions SA
**Continuous Improvement:**
- Fire Equipment Maintenance 6 monthly inspection

**Independent Review of Miriam High Special Needs Centre:**
In April 2018, Council resolved to call for expressions of interest in relation to Miriam High Special Needs Centre. Ansell Strategic has been appointed to assist Council through this process.

The call for Expressions of Interest was advertised in the Transcontinental on 11 July 2018, the Advertiser over a 4 week period commencing 14 July 2018 as well as e-mailed directly to identified disability organisations, with responses due by 10 August 2018

A confidential update was provided to Council on 17th September 2018 with further progress delayed due to Council moving into caretaker mode.

**Ongoing Activity:**
The Childcare Centre’s Quality Improvement Plan and Service Support Plan are continually reviewed to ensure short and long term goals are being met. Educators make progress notes against these documents and update goals as required.

Staff continue to attend Child Development Unit review meetings and Case Conferences relevant to children enrolled at the Centre.

Continue to engage with representatives from NDIA and DCSI regarding transition from block funding to NDIS and future viability of the Centre.

Review Centre operations in relation to future funding opportunities.

Continue to work with families and the NDIS to ensure all children attending the Centre have registered with the NDIS and to obtain current NDIS plans outlining eligibility to attend Miriam High Special Needs Centre.

Promote services offered by the Centre through involvement in forums, meetings, discussion groups and the wider community at every opportunity.

**Next Qtr Outcomes:**
Provide a further report to Council detailing progress of the Miriam High Special Needs Centre Expressions of Interest process.

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**YOUTH SERVICES**

**Strategies:**

Strategy 2.3.1: Maintain and improve links with Port Augusta Youth Focus Group members and build on the existing relationship with Headspace Youth Crew to increase participation and voice of young people.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Liaised with other youth service providers to facilitate completion of a funding application for a 2019 National Youth Week event.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Participate in Port Augusta Youth Focus Group meetings.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Consider increased focus on youth services as part of Council’s organisation structure review and Strategic Plan review.</td>
</tr>
</tbody>
</table>
**DISABILITY SERVICES**

**Strategies:**

Strategy 4.1.2: Develop & implement Disability Discrimination Action Plan to provide improved access for people with disabilities.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Meet with key staff within Council to determine what actions have been undertaken in response to the action plan.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Consider increased focus on disability services as part of Council’s organisation structure review and Strategic Plan review.</td>
</tr>
</tbody>
</table>

**ANNE O’REILLY**  
25/10/2018
PURPOSE

The purpose of this report is to provide a progress report on the implementation of the Annual Plan within the approved budget.

RECOMMENDATION

Strategic Management Committee recommends:

That Council receives and notes the report (AR18/34418) dated 2 October 2018 submitted by the Director Infrastructure, concerning Infrastructure Program July–September 2018.

INFRASTRUCTURE & ENVIRONMENT

Strategies:

Strategy 1.1.1: Undertake urban design and streetscape projects to create a vibrant public realm.

Outcomes Achieved:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td>Liaison</td>
</tr>
<tr>
<td></td>
<td>Port Augusta City provided in kind support by installing the two donated picnic table settings in one of the shelters at Lions Jubilee Park. One picnic setting was donated by the Lions Club of Port Augusta and the second by Terrain Elements Group.</td>
</tr>
</tbody>
</table>

Photo 1 – The installation process of the two new picnic table settings in the...
shelter at Lions Jubilee Park.

Photo 2 – The two new picnic table settings supplied by the Lions Clubs that have been installed beneath one of the shelters at Lions Jubilee Park.

b) Contractors

- Active Tree Services conducted 25 street tree removals and a range of targeted pruning works at height to assist with street tree maintenance works at a range of locations around Port Augusta Township. Over 50 residences were provided with written notification of the potential disruption these works would present in their street with work zone traffic management in place and noise pollution during the process.

Photo 3 – Active Tree Services conducted street tree removal works at a range of locations in Port Augusta where trees were in close proximity to overhead powerlines and/or at height.

- In June ENSPEC Pty Ltd were engaged to project manage tree remediation works on the six Red Gums at the Wadiata Outback Centre carpark and the one eucalypt tree beside the Records shed at the rear of 20 Jervois Street Port Augusta.
- ORANA Pty Ltd the cleaning contractor for both park furniture and public convenience has been monitored for quality assurance and continuous improvement.

c) Parks
In preparation for Anzac Day parks staff conducted clean-up works at the three Anzac memorials (Gladstone Square, Loudon Rd, and Pastoral Lawns).

Parks staff have propagated a selection of flowering annuals and planted them out in the garden beds at Lions Jubilee Park; Apex Park and along Commercial Road. The planter boxes along Mackay Street have been freshened up with new plantings.

Chinnery Oval exterior areas were cleaned up for the Greyhound Club in preparation for the Port Augusta Cup.

d) Playgrounds
Quarterly playground inspection was conducted on 7 June 2018 and entered into Skytrust and recorded in Trim Ref: AR18/23665.

e) Asset Management support
Parks staff were engaged by IT for the installation of CCTV cameras at various location.

<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
<th>a) Liaison</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ongoing liaison with Active Tree Services Commercial who have been scoping for vegetation clearance works vicinity of powerlines within bushfire zones.</td>
</tr>
<tr>
<td></td>
<td>Liaison with SA Power and Seed Consulting Services for review of street tree species selection for planting beneath powerlines and visual amenity assessments.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b) Park Maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mulching and tidying up i.e. pruning of all roses in parks. Also replanting the following parkland areas: Lions park; Northey Crescent park; Rotary Park; Eastside Foreshore entire length of foreshore including around the skate park; Bert McKenzie Park;</td>
</tr>
</tbody>
</table>
SA Water plantation site; Withers street reserve; Apex park; Water Tower Lookout Park clean-up of Westside Foreshore; Replacement planting at Sid Welk playspace garden areas.

At Homestead Park parks staff have removed dead trees and also reconfigured the irrigation to define the new boundary.

c) Playground maintenance

Omnitech Playgrounds have supplied a replacement embankment slide for Sid Welk Reserve and are currently making arrangements to engage a contractor to install the slide.

d) Oval Maintenance
In May the ovals were aerated and fertilised.

e) Roadside maintenance
In April all streets on the Reseal programme were poisoned and weed growth removed in the lead up to works. In May roadside vegetation poisoning has continued. Works also has also included slashing and clearing of drains.

f) Cemeteries
Twenty six funerals were held over the past few months. At Stirling North Cemetery rose pruning continues of the 1800 rose plants and a further 200 new roses have been planted. An irrigation system has been installed in section 9 with valves and controllers which enables night irrigation to establish the turf.

![Photo 5 – Stirling North Cemetery grounds where roses have been pruned.](image)

### Next Qtr Outcomes

a) Foreshore areas
- Progress arrangements for Eastside Foreshore upgrade works.

b) Playgrounds
- The new replacement embankment slide from Omnitech Playground to be installed by their contractor at Sid Welk Reserve.
- Swing replacement at Keith Davies Park (swing replacement) and installation of two pieces of equipment at View Street Park.
- Assess arrangements for decommissioning of the older McSporran Crescent play equipment;
- Street tree planting to target Davenport Street, Kirwan Crescent
and several other locations;
c) Enspec Pty Ltd to provide a tree condition report on the six River Red Gums at the Wadlata Outback Centre carpark.

Strategy 1.1.2: Continue and encourage sustainability programs such as water reuse, Arid Smart plantings and solar thermal opportunities to contribute to a resilient environment.

### Outcomes Achieved:

Central Oval Waste Water Treatment Plant: Production Figures:

<table>
<thead>
<tr>
<th></th>
<th>Volume (kL)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harvested from SPS (sewer pump station)</td>
<td>22500</td>
</tr>
<tr>
<td>Used for irrigation</td>
<td>5500</td>
</tr>
<tr>
<td>Sent to reservoir for storage</td>
<td>10930</td>
</tr>
<tr>
<td>Returned to SA Water Network (WAS)</td>
<td>8106</td>
</tr>
<tr>
<td>Chlorine Used</td>
<td>603.2 kL</td>
</tr>
<tr>
<td>SA Water Consumption</td>
<td>774 kL</td>
</tr>
</tbody>
</table>

Quarterly figures demonstrated graphically:

![Graph showing WWTP Data - Quarter 2 (April-June) 2018](image)

Harvested water volumes for Quarter 2 in 2018 were down on previous years due to the loss of aerators due to ragging issues and the WWTP not receiving or producing treated effluent. It has also been identified that the irrigation meter needs to be checked that it is correctly calibrated, to address apparent discrepancies in the inflows and outflows data.

Trend data demonstrated treated water used for irrigation:
Ongoing Activity:
- The Airport was slashed and poisoned in June;
- Liaison with Off Centre Work Gang (OCWG) who were engaged to conduct garden bed mulching across the parklands;
- Parks staff have continued to work with safety officer to prepare risk assessments and the development of safe work instructions (SWI) for park maintenance works;
- All staff participated in Work Zone Traffic Management (WZTM) training. Also one parks staff member undertook EWP training;
- Hosted student from Port Augusta Secondary College for one week of work experience.

Two items of the Parks operations plant were replaced following trade-ins, with the purchase a new elevated works platform (EWP) and also a Loader/Tractor.

Next Qtr Outcomes:
- WWTP meter needs to be checked that it is correctly calibrated, to address apparent discrepancies in the inflows and outflows data.
- Winter/spring street tree planting of over 120 plantings
- Sid Welk playspace embankment slide to be replaced by Omnitech contractor.


Outcomes Achieved:
- Completion of 350 metres of Rock Revetment works as part of the Coast Protection works along Caroona Road.

Outcomes Achieved:
- Parks staff relocated to Stirling Road depot;
- Resealing works completed as part of the 17/18 Budget
- Kerbing works completed as part of the 17/18 Budget and included Alma Street, Cook Street and northern side of Mildred Street
- Footpaths paving works completed in Hicks Street, Edwards Street, Parham Crescent and Forster Street

Strategy 6.5.1: Implement the Ten Year Financial Plan and Asset Management Plan linked to the outcomes of this Plan to ensure Council is sustainable and implements sound financial budgeting practices.

Outcomes Achieved:
- Parks staff relocated to Stirling Road depot;
- Resealing works completed as part of the 17/18 Budget
- Kerbing works completed as part of the 17/18 Budget and included Alma Street, Cook Street and northern side of Mildred Street
- Footpaths paving works completed in Hicks Street, Edwards Street, Parham Crescent and Forster Street

Ongoing Activity:
- Prepare technical specs & tenders documents for bitumen resealing works;
- Prepare technical specs & tenders documents for kerbing and
footpath works;
- Send out tenders for resealing, footpaths and kerbing works for 2018/19;
- Scheduling of implementation plans for asset replacement works in 2018/19 year;
- Review CWMS data digitisation and assess actions

Next Qtr Outcomes:
- Issue tenders for road sealing, footpath and kerbing works;
- Award and engage contractors for kerbing and footpaths to start by September 2018;
- Award and engage contractors for roads resealing works to be completed in Oct/Nov/Dec 2018;
- Resume CWMS data collection and digitisation.

**Infrastructure Projects**

Jetty/Wharf/Bridge Works

| Outcomes Achieved: | - Council resolution for Jetty demolition
| | - Liaison with DPTI re: demolition and reallocation of grant funds
| | - Draft technical specification
| Ongoing Activity: | - Project planning for demolition and honouring of Council resolution

Next Qtr Outcomes:
- Finalise Technical specification
- Grant resubmission / amendment formalisation
- Final technical specification for tender process

Road Construction and Reconstruction Works

| Outcomes Achieved: | - Completion of the James Road Blackspot funding works

| Ongoing Activity: | - Nil
| Next Qtr Outcomes: | - Nil

**DEVELOPMENT SERVICES – BUILDING**

**Strategies:**

Strategy 5.1.2: Investigate the best way to use and manage buildings to balance community access and the costs of asset maintenance.

| Outcomes Achieved: | Building condition assessments have been undertaken in order to update the Building register. To date all buildings have been identified, assessed and included on the building register.
| Ongoing Activity: | Scoping of Phase 2 of this work will extend to structures on the same site in order to capture any improvements and to enhance the accuracy and depth of information maintained. This is not being resourced specifically; therefore information is being collected on an ad hoc basis.

Next Qtr Outcomes: Complete building register reporting for annual budgeting. Conversion of Buildings Plus data into Conquest system. Resource plan for the collection of subsidiary structures (ie shelters, furniture etc).

Strategy 6.3.2: Ensure compliance with the various Acts Council administers to ensure a safe and well maintained environment is achieved.

| Outcomes Achieved: | Council operate under various Acts and Regulations, the main ones being the Development Act and Regulations which is a South Australian document, the national document is the National Construction Code (previously known as the Building Code of Australia). These Acts and Codes set the ground rules for the safety and wellbeing of the building occupants and users and covers items like access and egress, fire
### Ongoing Activity:

All applications/designs must comply as a minimum with the Development Act and the National Construction Code. Outcomes and activities are ongoing and are being monitored.

### Next Qtr Outcomes:

Continue to comply with all relevant Codes, Standards and Acts.

---

**Building Projects:**

Implement Council’s Asset Register and Management Plan for Buildings.

<table>
<thead>
<tr>
<th>Outcomes Achieved</th>
<th>- Building Asset register data reporting successful for development of FY 19 budget</th>
</tr>
</thead>
</table>

| Ongoing Activity | - Continue to develop the detail within the Building Asset Management Plan.  
 - Continue scoping and awaiting of quotations for demolition of Be Active Centre and site clean-up of old Pony Club. |

| Next Qtr Outcomes | Move forward to finalise Council’s Asset Registers and Asset Management Plan. The Demolition of surplus buildings etc at Homestead Park is proceeding, this work should be completed by the end of June 2018, other work due to be completed in this time frame is the demolition of the Be Active Centre and the dilapidated buildings and fencing at the Pony Club–Stirling North.  
At the time of writing this report all demolition work at Homestead Park is complete, realignment of fencing and new fencing is complete, Be Active is under demolition. |

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Investigation of a Facility Use Plan, with input from the Community and Recreational Development Officer.

<table>
<thead>
<tr>
<th>Outcomes Achieved</th>
<th>This body of work has not been resourced. This is a subset of the Service level range review work that is scheduled to commence after appointment of new Council in late 2018.</th>
</tr>
</thead>
</table>

| Ongoing Activity | Monitor and continue to report progress to ensure this body of work is actioned. |

| Next Qtr Outcomes | Not scheduled. |

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Homestead Park - relocation

| Outcomes Achieved | Resolution to provide grants to respective clubs.  
Commencement of site scoping of Sykes Oval  
Continues engagement with respective clubs  
Engagement of lawyer to draft grant and lease agreements |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------|

| Ongoing Activity | Vacating of Homestead Park site  
Removal of rolling stock  
Relocation of Passchendaele locomotive  
Utility connections  
New boundary fencing  
Demolition of Homestead  
Removal of windmill  
Relocation of homestead wall timbers  
Scope and final design for Sykes Oval  
Quotes for new connections at Sykes oval |

| Next Qtr Outcomes | Property settlement and vacating homestead park  
Development approval (subject to submissions)  
Lease agreement execution  
Grant agreement execution |
### DEVELOPMENT SERVICES – PLANNING

#### Strategies

**Strategy 6.3.2:** Ensure compliance with the various Acts Council administers to ensure a safe and well maintained environment is achieved.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>Recruitment process for Manager Planning, Building and Environment completed. Development applications received 51 as follows:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>New dwellings: 3</td>
</tr>
<tr>
<td></td>
<td>Land Divisions: 1</td>
</tr>
<tr>
<td></td>
<td>Other: 47</td>
</tr>
<tr>
<td></td>
<td>3 x applications are for authorisation by Development Assessment Commission</td>
</tr>
</tbody>
</table>

![Graph showing Development applications over time]

<table>
<thead>
<tr>
<th>Ongoing Activity:</th>
<th>Continue to provide information to the public in relation development matters; assess development applications within the statutory timeframes and actively investigate illegal developments.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Commencement of new employee - Manager Planning, Building and Environment Maintaining current levels of customer and client relations and effectively and timely assessment of applications in accordance with best practice and statutory requirements. Planning SA regional site visit with Mayors and CEO's</td>
</tr>
</tbody>
</table>

**Strategy 3.3.3** Implement the Directional Signage Strategy to assist in easier navigation around the City in line with the Style Guide.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>DPTI signage has been audited and outcomes implemented. Directional signage strategy remains un-resourced.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>N/A</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Develop project scope.</td>
</tr>
</tbody>
</table>
Strategy 4.5.1: Encourage re-use of heritage buildings to assist in their conservation.

<table>
<thead>
<tr>
<th>Outcomes Achieved:</th>
<th>This strategy has not achieved any outcomes. There are a number of reasons for this which includes: Council does not own/control any vacant (unused) heritage buildings.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing Activity:</td>
<td>Continue to provide assistance and information to enquirers regarding the re-sued of heritage buildings.</td>
</tr>
<tr>
<td>Next Qtr Outcomes:</td>
<td>Developer presentation to Council to occur July re: Town Hall and old Courthouse site.</td>
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**ENVIRONMENTAL HEALTH**

**Strategies**

Strategy 4.2.4: Provide services for young children, their parents and carers to support their self-development.

| Outcomes Achieved: | Visits to PASS, Caritas, Special School and Carlton. Information gathered from Principal of Carlton school that they only 3 students that are non-attendees. Information forwarded to Pika Wiya Health Service for them to chase these students up. Numbers do vary due to student attendance, leaving school etc.

Due to changes in immunisation schedule many students have been caught up on immunisations this visit.

Data has been submitted into the SA Health Immunisation Data Collection Portal and also ongoing submission and liaison with the HPV register.

First Dose Visits to Schools Achieved. March and April 2018. Second Dose Visits will occur in October to November 2018

Touched base with new Catholic school again forecasted year 8 will commence in 2019. Again no student numbers at this point. The school will be happy for immunisations to occur in 2019. Will contact again prior to final visit in the year for potential student numbers.

Have checked policies and procedures as there have been significant changes in the immunisation schedule between 2017 and 2018. Have ensured the smooth transitions between schedules are being completed |
| Ongoing Activity: | Check fridge and order vaccines for Second Dose Visit as needed and in accordance with the new 2018 immunisation schedule.

Immunisation Staff education with updates to the immunisation program particularly in the case of catch-up students. Liaising with PASS, Caritas, Special School regarding parent /guardian concerns / missed vaccines – referring to letter which will be drafted this year.

Providing education to students and parents and Schools in regards to changes to the immunisation schedule.

Working on a letter to send to parents of students who need vaccination catch-ups since 2015 and earlier for GP to follow up. |
In future, will need additional time for immunizations due to an increase in student numbers with the addition in 2019 of new Catholic school. PASS takes entire day to complete, leaving 2nd day to attend 4 other schools.

Immunisation nurses are to attend to HPV register and AIR data entry extra office days will be required for this.

**Next Qtr Outcomes:**

- Staff meeting to be held before Second dose visit
- Submit data submission to School immunisation Data collection website and HPV Register.
- Plan second visits to all schools
- Information Letter sent to Parents/Guardians in regards to non-completed vaccinations
- Working on HPV national register and AIR immunisation date input

**Strategy 4.2.6:** Implement the Port Augusta Regional Health Plan which strengthens and improves co-ordination of public health programs within the community, making Port Augusta a stronger and healthier community for all generations.

**Outcomes Achieved:**

- Complete.
- Port Augusta Regional Health 2015-2020 completed. Reporting requirements to Chief Public Health Officer completed for 2016. (updates required every two years)
- Actions within plan are disseminated through Directorates and status demonstrated through quarterly reporting.

**Ongoing Activity:**

- Actions within the plan are responsibility of various departments and managed operationally. Progress reported through Quarterly reporting.
- Received response from LGA confirming reporting s52 template for 2018. Continuing to work with the details of the template and to complete it prior to 30 September 2018

**Next Qtr Outcomes:**

- Using the s52 template provided and Reporting to Public Chief Health Officer is due by 30 September 2018.

**Strategy 6.3.2:** Ensure compliance with the various Acts Council administers to ensure a safe and well maintained environment is achieved.

**Outcomes Achieved:**

- Environmental Health encompasses many statutory areas – including, but not limited to:

  1. Food inspections currently completed are 82/82 plus follow up inspections to those premises requiring extra works within that same time period. Total shops now are 82, noting increased number of food vans. Inspections are continuing and as required.

  2. Septic desludging program of the second round in the contract since its inception by DJ Wills Plumbing. Year 4 -goes until September 2018. The contractor will then drop back to other areas 1,2,3 and 4 not completed previously. The above is due to residents not notifying the contractor when they were in the
specific areas. However, residents are continuing to be notified from the contractor as required and in most cases there have been some areas of the residents not confirming specific dates for desludging and ringing back the contractor. Contractor has continued to provide letters to all properties as required – As such from 1/4/2018 till 30/6/2018 – 48 Septic tanks and no inspection points required raising for this quarter.

Total this financial year was 288 x septic tanks and 0 x IP’s raised. Forecast is around 400 per year.

3. Liquid waste facility and its use over the past 3 months is as follows. Tassie pond has been closed since May 2015 as a result of nearing capacity. Site remains closed at this moment. Ongoing testing and additional costs associated with the site are ongoing. Maintenance at the pond is continuing as required and is ongoing as per the EPA licence itself. Council is continuing to turn material at the site within the lined pond and to assist with lowering of the TPH (Total Petroleum Hydrocarbons) levels.

Further funding to proceed towards the possible reuse of material onsite and further turning of the material at the site is to continue into the future. The construction of a further lined pad will also be required as part of that extra funding and we will now be looking in 2019/2020 financial years for this to occur.

Noting there are further works required and in addition to the further discussions with the EPA into the future about all these requirements being based on all the recent field testing at the site as well over the past 12 plus months. Testing at the site has proven positive with the overall reduction in TPH (Total Petroleum Hydrocarbons) levels and other chemical levels based on the works completed this year already. Works will continue along with the Testing at the site as per the EPA license requirements, to further lower these levels over the coming financial year. When monies become available for the extra lined pad – then we can expand that operation further.

4. Environmental Health and Council searches have seen a total of 58 over the past 3 months. This is a total for the financial year - at 246 searches.

5. Development applications and Environmental Health comments have been made to the total of 58 development applications received. Total of 268 Development Applications for the financial year.

6. Septic applications as follows.

This quarter as follows:
Total septic applications received was 7:
• of that number total number for aerobic was 2
• of that number total number for standard septic was 2
• of that number total number for amendment applications was 3.
Total septic applications received this financial year was 33:
• of that number total number for aerobic was 6
• of that number total number for standard septic was 9
• of that number total number for amendment applications was 15.
• of that number total number STEDS/CWMS applications was 3.

SUZANNE McKELL
23/07/2018
REPORT FOR: Council  
MEETING DATE: 22 January 2019  
REPORT FROM: Manager, Information Systems  
REPORT TITLE: Information Report – CCTV Camera Status  
FILE NAME: F17/338  
RECORD NO: AR18/51004  

STRATEGIC PLAN SUB GOAL/S

1.1 Our community feels safe.

PURPOSE

To provide a response to a Question without Notice resolved at the Council meeting held on 11 December 2018 regarding Closed Circuit Television (CCTV) status.

RECOMMENDATION

Council:


BACKGROUND

At the Council meeting held on 11 December 2018, Council resolved to seek a response to the following question without notice:

“What is the current status of our security cameras in Port Augusta. For example, keen to understand:
• how many of them
• their locations
• are they all working, if not, why and what are we doing about it?”

DISCUSSION

Council has a CCTV network to provide vision and monitoring of city areas that have been noted by agencies such as SAPOL as requiring monitoring.

The CCTV network was upgraded in 2018 through a grant agreement with the Federal Government’s Safer Communities fund.

Council has 52 CCTV cameras located across the City at the following locations:

- Central Oval
- Waste Water Ponds
- Animal Pound
- Airport
At the time of writing this report, all cameras are fully operational. Cameras are monitored regularly to ensure they are operational and maintenance undertaken as required.

CONFIDENTIALITY PROVISIONS
n/a

RISK MANAGEMENT

1: Financial/Budget/Asset Management
Maintenance of the CCTV network is within Council’s IT budget.

2: Legal/Policy

3: Environment/Planning
Not applicable.

4: Community
4.1 General
The CCTV cameras support community safety.

4.2 Aboriginal Community Consultation
To be provided to the Aboriginal Community Committee for information.

Ric Maudslay
13/12/2018
CONFIDENTIAL ORDER

Under the provisions of Section 90 of the Local Government Act 1999, a meeting of a Council or 
Council Committee must be conducted in a place open to the public, unless:

"... the public be excluded from attendance at a meeting to the extent (and only to the extent) 
that the council or council committee considers it to be necessary and appropriate to act in a 
meeting closed to the public in order to receive, discuss or consider in confidence any information 
or matter listed in sub-section (3) (of the Act) ....”

Sub-section (3) of Section 90 then lists 13 areas or items for which the Council can issue “an order 
that the public be excluded from attendance at a portion of the meeting” to enable the matter to 
be considered in confidence.

After the Council has determined the matter in confidence, an order can be issued to retain the 
confidentiality of the matter for a period of time.

RECOMMENDATION

Council:

1. Orders (pursuant to the provisions of Section 90(2) of the Local Government Act 1999), 
that the public, with the exception of the following Council Staff – Chief Executive Officer 
Mr J Banks, Director City Services Mrs M Kretschmer, Director Corporate & Community 
Services Mrs A O’Reilly, Director Environment Mrs S McKell & Executive Assistant Ms M 
Jenkins, be excluded from attendance at the meeting to discuss report AR18/51370 
concerning Further Update – Miriam High Special Needs Centre Divestment Process.

2. Is satisfied that, pursuant to Section 90(3)(d) of the Act, the information to be received, 
discussed or considered in relation to this agenda item is information the disclosure of 
which could reasonably be expected to confer a commercial advantage on a person with 
whom the Council is conducting business, or proposing to conduct business, or would 
prejudice the commercial position of the Council,

3. Is satisfied that the principle that the meeting be conducted in a place open to the public 
has been outweighed in the circumstances because the release of third party commercial-
in-confidence details prior to Council completing negotiations would be detrimental to the 
outcome for the Council and community.

4. That having considered report AR18/51370 in confidence under Section 90(2) & 3(d) of the 
Act, the Council, pursuant to Section 91(7) of the Act orders that the report and minutes 
concerning this agenda item, be retained in confidence until a divestment process is 
finalised; and that this order be reviewed every 12 months.

ANNE O’REILLY 
14/12/2018
CONFIDENTIAL ORDER

Under the provisions of Section 90 of the Local Government Act 1999, a meeting of a Council or Council Committee must be conducted in a place open to the public, unless:

"... the public be excluded from attendance at a meeting to the extent (and only to the extent) that the council or council committee considers it to be necessary and appropriate to act in a meeting closed to the public in order to receive, discuss or consider in confidence any information or matter listed in sub-section (3) (of the Act) ....”

Sub-section (3) of Section 90 then lists 13 areas or items for which the Council can issue "an order that the public be excluded from attendance at a portion of the meeting” to enable the matter to be considered in confidence.

After the Council has determined the matter in confidence, an order can be issued to retain the confidentiality of the matter for a period of time.

RECOMMENDATION

Council:

1. Orders (pursuant to the provisions of Section 90(2) of the Local Government Act 1999), that the public, with the exception of the following Council Staff - Chief Executive Officer Mr J Banks, Director City Services Mrs M Kretschmer, Director Corporate & Community Services Mrs A O'Reilly, Director Infrastructure Mrs S McKell & Executive Assistant Ms M Jenkins, be excluded from attendance at the meeting to discuss report AR19/2504 concerning Mobile Assistance Patrol Services & Assertive Outreach Program – Request for Tender Proposal.

2. Is satisfied that, pursuant to Section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this agenda item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is proposing to conduct business, and the information would prejudice the commercial position of the Council, in that the Council has received a tender proposal and the information outlines the commercial approach of a third party that may be considered by Council.

3. Is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of Council’s commercial position may prejudice Council’s ability to be able to negotiate a cost-effective proposal for the benefit of the Council and the community in this matter.

4. That having considered report AR19/2504 in confidence under Section 90(2) & 3(b) of the Act, the Council, pursuant to Section 91(7) of the Act orders that the report, discussions and minutes be retained in confidence until the new Mobile Assistance Patrol and Assertive Outreach Program Contract is awarded; and that this order be reviewed every 12 months.
CONFIDENTIAL ORDER

REPORT FOR: Council
MEETING DATE: 12 February 2019
REPORT FROM: Director Infrastructure
REPORT TITLE: Confidential Order – Parks, Gardens & Footpath Maintenance Contract Review
FILE NAME: F11/4757 | RECORD NO: AR19/348

Under the provisions of Section 90 of the Local Government Act 1999, a meeting of a Council or Council Committee must be conducted in a place open to the public, unless:

".... the public be excluded from attendance at a meeting to the extent (and only to the extent) that the council or council committee considers it to be necessary and appropriate to act in a meeting closed to the public in order to receive, discuss or consider in confidence any information or matter listed in sub-section (3) (of the Act) ....”

Sub-section (3) of Section 90 then lists 13 areas or items for which the Council can issue “an order that the public be excluded from attendance at a portion of the meeting” to enable the matter to be considered in confidence.

After the Council has determined the matter in confidence, an order can be issued to retain the confidentiality of the matter for a period of time.

RECOMMENDATION

Council:
1. Orders (pursuant to the provisions of Section 90(2) of the Local Government Act 1999), that the public, with the exception of the following Council Staff – Chief Executive Officer Mr J Banks, Director City Services Mrs M Kretschmer, Director Corporate & Community Services Mrs A O’Reilly, Director Environment Mrs S McKell & Executive Assistant Ms M Jenkins, be excluded from attendance at the meeting to discuss report AR19/279 concerning Parks, Gardens & Footpath Maintenance Contract Review.

2. Is satisfied that, pursuant to Section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this agenda item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is proposing to conduct business, and the information would prejudice the commercial position of the Council, in that the Council is currently undertaking a review of its Parks, Gardens and Footpath Maintenance Contract and the information outlines options that may be considered by Council to achieve a positive outcome for the benefit of the community and a process that achieves value for money in regard to this activity.

3. Is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of Council’s commercial position may severely prejudice Council’s ability to be able to negotiate a cost-effective proposal for the benefit of the Council and the community in this matter and in relation to other contract negotiations.

4. That having considered report AR19/279 in confidence under Section 90(2) & 3(b) of the Act, the Council, pursuant to Section 91(7) of the Act orders that the report and minutes concerning this agenda item, be retained in confidence until a Parks, Gardens & Footpath Maintenance Contract has been executed or another option has been approved by Council, and that this order be reviewed every 12 months.

SUZANNE McKELL
02/01/2019