



**PUBLIC NOTICE – Response to COVID-19**  
**30 March 2020**

Adelaide Plains Council is taking proactive and responsible measures, ensuring minimal disruption to services where possible, to ensure the safety of our community, stakeholders and employees – this is our first priority and at the forefront of decision making.

**We would like to reinforce that for most of those in our community and our workforce, business at present continues as usual, with the goal of minimal disruption to the running of Council.** However, in light of ongoing concerns and rapidly changing situations we are implementing proactive approaches and some changes to the way we operate to ensure that our community and staff remain as healthy and protected as possible; this is our responsibility and obligation.

In line with government and medical expert advice and consistent with the response across the sector, Council is taking a proactive approach by suspending and restricting many of our non-critical services. These changes are detailed below.

Tackling COVID-19 means sacrifices to reduce the risk of the virus spreading and to keep vulnerable people safe.

Mark Wasley  
**Mayor**

James Miller  
**Chief Executive Officer**

## Service Delivery and Workplace Arrangements

Effectively **immediately**, the following changes to the delivery of services and Council's operations will occur (in addition to the changes announced on 23 March 2020).

### 1. Council Offices

Unfortunately, one of Council's staff based at the Two Wells Service Centre has tested positive to COVID-19.

The **Two Wells Service Centre is therefore closed until further notice**. Relevant staff are working in isolation and following the instructions of SA Health in relation to testing.

Early planning to segregate Council's offices and staff from one another means that **the Mallala Principal Office can remain open and the Mallala Depot is continuing to accept deliveries**, however in light of the Prime Minister's recommendation to stay at home and self-isolate as much as possible, and to only leave the house for essential reasons, we continue to encourage its customers to consider alternatives to visiting Council's offices to request a service:

Telephone: (08) 8527 0200

Email: [info@apc.sa.gov.au](mailto:info@apc.sa.gov.au)

Website: [www.apc.sa.gov.au](http://www.apc.sa.gov.au)

### 2. Library Closure

The Two Wells and Mallala Libraries will be closed until further notice. This includes all services currently provided by our library such as 'click and collect'.

### 3. Legislative Changes

Last week, the *Local Government (Public Health Emergency) Amendment Act 2020* was enacted. This means that the Minister will now have greater powers in terms of varying or suspending the various legislative or regulatory requirements in the *Local Government Act 1999* or associated regulations.

To exercise this power, the Minister must public a notice in the SA Government Gazette.

### 4. Council Meetings

We anticipate that changes to Council Meeting requirements will occur in the near future and that this will involve the ability for Meetings to be held remotely via electronic means. If this occurs, Council will hold its future meetings via 'Zoom' until further notice.

In the absence of the above legislative changes coming into effect, Council meetings will occur in the same restricted manner as the March Ordinary Meeting – only urgent items will be dealt with. Staff attendance will be limited to the CEO and Minute Taker, with arrangements for other staff required to present remotely.

## 5. Other Meetings/Gatherings

All non-mandatory meetings to be conducted via electronic means (e.g. 'Zoom').

We wish to reinforce the importance of social distancing and practicing good hygiene at this time. We all must play our part in assisting with slowing the spread of COVID-19.

We will continue to take the necessary steps to ensure the health and safety of our community, elected members and employees as conditions evolve.

Tackling COVID-19 means sacrifices to reduce the risk of the virus spreading and to keep vulnerable people safe.

---

## FEDERAL GOVERNMENT RECOMMENDATIONS

The Federal Government has updated its recommendations in relation to COVID-19, in particular to **stay at home and self-isolate as much as possible and only leave the house for essential reasons**. For more information, visit <https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/how-to-protect-yourself-and-others-from-coronavirus-covid-19/limits-on-public-gatherings-for-coronavirus-covid-19>

## HYGIENE

The Department of Health advises:

- Covering your coughs and sneezes with your elbow or a tissue
- Disposing of tissues properly
- Washing your hands often with soap and water, including before and after eating and after going to the toilet
- Using alcohol-based cleaning and sanitary products (*\*Please note Council currently has a limited supply of hand sanitiser, however is sourcing additional supplies*)
- Avoid touching your eyes, nose and mouth
- Cleaning and disinfecting surfaces and frequently used objects
- Increase the amount of fresh air available by opening windows and adjusting air conditioning
- Practice social distancing – stay 1.5 metres away from other people whenever possible
- Self-isolate if you are sick, have been in close contact with someone with COVID-19 or have recently returned from overseas

## RESOURCES

Information about COVID-19 is regularly updated and available from:

- Information and National Updates – Australian Government Department of Health <https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert>.
- Information and Local Updates – SA Health <https://www.sahealth.sa.gov.au>.
- Symptom Checker – Health Direct [www.healthdirect.gov.au](http://www.healthdirect.gov.au)
- General Questions – National Coronavirus Information Hotline 1800 020 080