



## **Community and Information Services Committee Meeting Agenda**

**Tuesday, 21 February 2006  
Council Chamber, 401 Greenhill Road, Tusmore**

Members: Councillor Wickham - Chair  
Her Worship The Mayor, Wendy Greiner  
Councillors Bills, Collins, Davey, Gilbert, Harris, Hillier, Jacobsen,  
Morley, Obst, Ward and Wilkins

**1. Apologies**

**2. Confirmation of Minutes**

Recommendation

That the minutes of the Community and Information Services Committee meeting held on 6 December 2005 be taken as read and confirmed.

**3. Consent Agenda**

**4. Officers Reports**

**4.1 Aged Care – Progress Report p 3**

**4.2 Emergency Risk Management Project p 13**

**4.3 Road Closure – Ellesmere Street, Kensington Park p 17**

**5. Other Business**

**6. Closure**



**Item No.** : 4.1  
**Date** : 21 February 2006  
**To** : Community & Information Services Committee  
**From** : General Manager Corporate & Community Services  
**Subject** : Aged Care - Progress Report  
**Attachments** : Attachment A - Community Care Support (July – Dec 2005)  
Attachment B - Community Care Support (Oct – Dec 2004/05)  
Attachment C - Home Maintenance Services (July – Dec 2005)  
Attachment D - Home Maintenance Services (Oct – Dec 2004/05)  
**Desired Outcome:** Access to a range of education, health and support services that meet community needs and enhance lifestyles

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### **Purpose**

This report is to provide information to the Elected Members on the Aged and Disability Care Program and includes Home Assist, social support activities and the 3Rs Program from October 2005 to end December 2005

### **Recommendation**

That the Report be received.

## AGED CARE PROGRESS REPORT

### Background

1. Burnside Home Assist specifically targets residents who are in need of assistance to remain living independently in their own home. Funded by Home and Community Care (HACC), those in the HACC target group, specifically frail older residents, younger people with disabilities and carers are offered practical home support services, home maintenance and social support programs.
2. The 3Rs (Respite, Recreation and Revitalisation) is a separately funded HACC program for socially isolated people living in the eastern metropolitan region of Adelaide. The 3Rs program enhances the quality of life of participants and assists them to reintegrate into their community through a range of community activities and excursions.

### Discussion

#### *Home Assist (Community Care, Home Maintenance and social support programs)*

3. The demand for Home Assist services remains high with a significant increase in Home Maintenance requests over the October to December period. The statistical information below compares three different quarters and highlights the fluctuations in demand.

<b>Home Assist Service Statistics</b>	Comparison Against Previous Year  Oct- Dec 2004	Comparison Against Previous Quarter July-Sept 2005	<b>October- December 2005</b>
Total number of clients receiving Community Care services including Interim Care Packages.	158	182	<b>157</b>
Number of Community Care visits to clients by home support workers	1303	1504	<b>1314</b>
Number of Community Care service hours provided by home support workers	1329	1578	<b>1425</b>
Total number of clients receiving Home Maintenance services	239	236	<b>279</b>
Number of Home Maintenance jobs provided to clients by contractors	307	426	<b>358</b>
Number of Home Maintenance service hours provided by contractors	415	426	<b>512</b>

**Community Care**

4. Fewer clients were assisted this quarter compared to July - September 2005, but the number of service hours remained the same (Attachment A), highlighting the fact some clients needed a greater level of support to maintain their independence at home during this period. Demand for community care does fluctuate, as people may be ill or require hospitalisation and cancel the service.
5. A similar number of clients were assisted when compared with the same quarter in the previous year. However, the demand increased significantly for in-home respite and shopping assistance. The number of carers requesting in-home respite, in order to have a break from their caring role, is expected to continue to increase as our population ages (Attachment B).
6. The Home Assist Coordinator visited the homes of 53 older residents in response to requests for Community Care services. The majority of visits resulted in a service being offered to the resident. However, the residents who required a service that the program could not offer were provided with information on alternatives or referred to a more appropriate service.
7. Support through an Interim Care Package was provided to 24 clients. The Interim Care Package is available to particularly frail residents who wish to remain living at home, but need extra services. Clients are supported with a flexible range of services totalling up to 3 hours per week, with services including home help, shopping, meal preparation, personal care and social support. An Interim Care package will generally be in place for approximately 18 months while the client is on the waiting list for a federally funded Community Aged Care Package. A number of frail clients who had previously received an Interim Care Package have secured a Community Aged Care Package during this period.

**Home Maintenance**

8. The demand for gardening and gutter cleaning peaked during the period following the November 2005 storms. The number of service hours for minor home maintenance continues to increase as older residents endeavour to maintain a safe environment. In particular, requests for installation and replacement of smoke alarms and batteries increased, possibly in response to increased community awareness.
9. The greatest demand over this period was for gardening (38%), gutter cleaning (24%), minor home maintenance (29%), with the remaining 9% of services including handrail installation, minor plumbing and electrical (Attachment C).
10. There has been an increase in the number of requests for all home maintenance services over the last 12 months (Attachment D).

**Social Support programs**

11. Social activities are facilitated to provide opportunities for isolated residents to remain active and involved in their community. Key activities include:
  - 11.1 Christmas afternoon tea was held in the Community Centre hall and attended by 83 older residents. Residents had an enjoyable afternoon with entertainment provided by the talented Linden Park School choir and a special visit by Father Christmas.

- 11.2 Over 35 Community Care program clients contributed their favourite recipes for inclusion in a special recipe book produced by Home Assist staff. The recipe book was then given to all Community Care clients prior to Christmas.
  - 11.3 'Cooking For Men' basic and advanced cooking classes have continued to attract older men wanting to learn how to prepare both basic and more advanced meals. The six-week cooking classes are held in the Burnside Community Centre kitchen, with five men participating in the program during the period.
  - 11.4 Wood Park Men's Group encourages community participation for older men with the focus on the construction of wooden toys for charity. There are 10 men regularly involved in the program and they are now assisting the Family Resource Centre with toy repairs.
  - 11.5 The weekly craft/art group "Colour of memories' offers a relaxing and non threatening environment for older people with memory loss at Pepper St Art Centre. A volunteer artist with the support of Home Assist staff leads the group, which regularly consists of people at each meeting.
  - 11.6 The fortnightly Mystery Bus trips continue to be in high demand and travel to locations across the Adelaide hills & metropolitan region for afternoon tea. Volunteers from Burnside and Glen Osmond Rotary clubs support Home Assist staff on each trip. Approximately 38 people participated in the Mystery Bus trips during this period.
  - 11.7 A monthly bus trip to Adelaide Central Market continues to be popular. Older residents, who may not otherwise visit the market, are able to enjoy both shopping and social interaction.
12. Activities were organised to celebrate Seniors Month in October:
- 12.1 Housing Seminar with guest speakers from Real Estate Institute, South Australian Retirement Villages Association, Seniors Information Service and Stay at Home. Speakers discussed options available for older people when considering whether to remain in their own home or move into alternative accommodation. There were 37 people in attendance.
  - 12.2 Information Display in the Atrium at the Civic Centre showcased services provided by over 25 agencies to assist people to remain living in their own home.
13. Monthly Community Information sessions are held from March to November and provide information on a range of topics relevant to older people.
- 13.1 The session in October proved popular with presentations from two guest speakers: Home Safety and Security Information with practical advice to remain safe presented by the SA Police; and Memory and Ageing issues presented by the Alzheimers Association. The session attracted 29 people.
  - 13.2 The final session for the year Relaxation and Stress Management was presented by Helping Hand and was attended by 20 people.

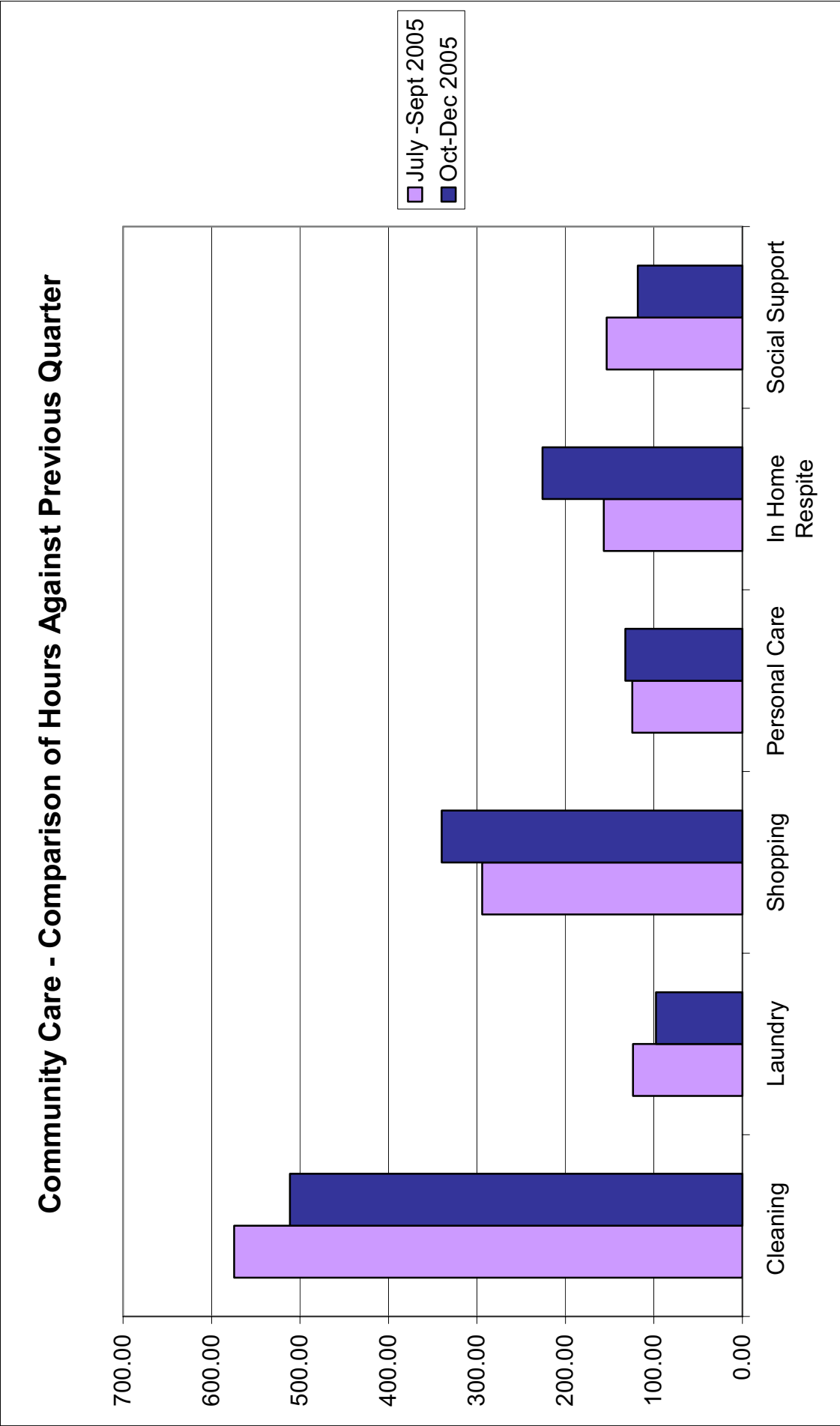
### ***3Rs (Respite, Recreation & Revitalisation)***

14. The 3Rs Program aims to identify and assist socially isolated people to reintegrate into the community. People who are over 65 years of age, experiencing memory loss,

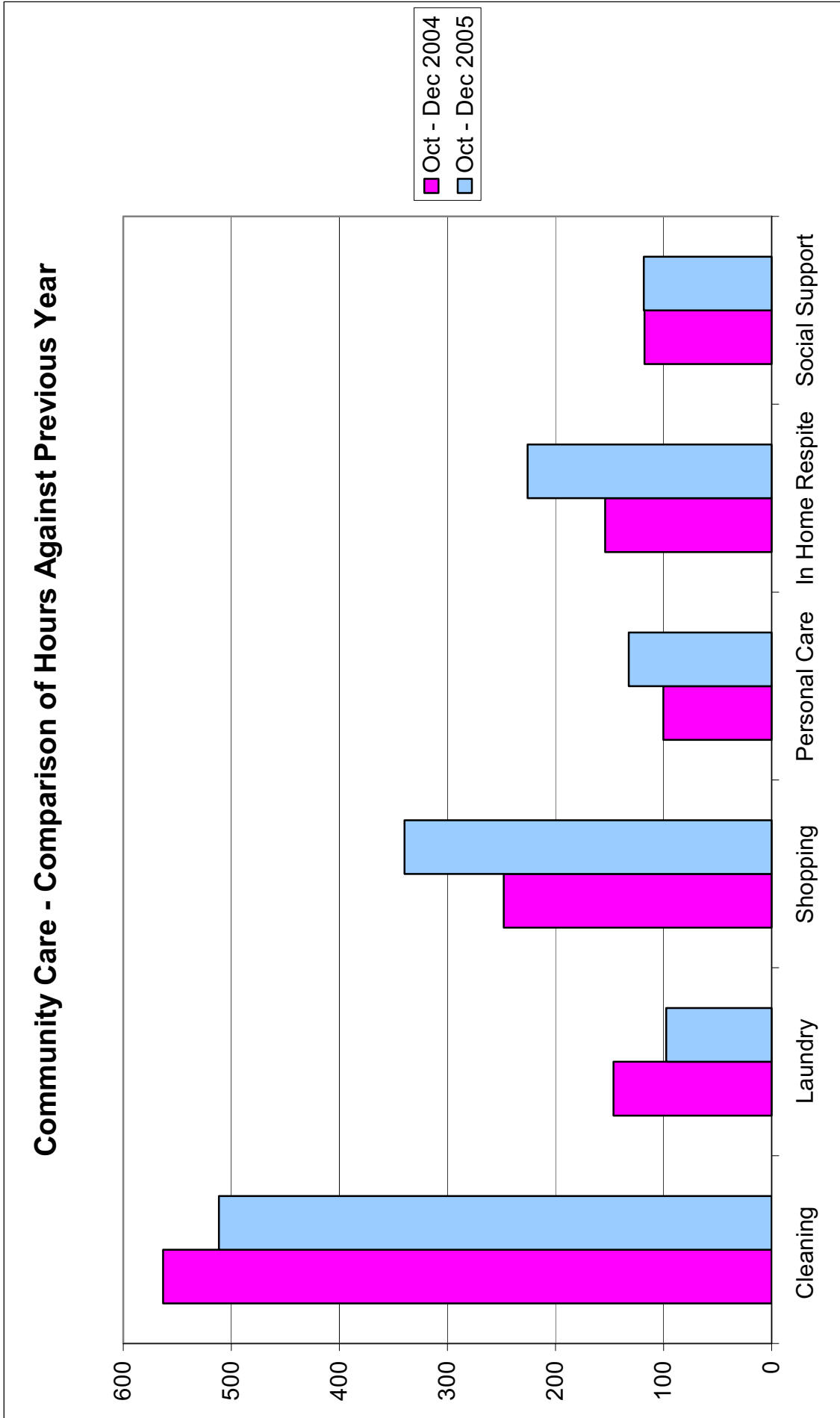
- younger people with acquired brain injury and their carers are eligible to be part of this program.
15. The program covers the council areas of Burnside, Prospect, Walkerville, Campbelltown, Norwood Payneham & St Peters, and the Enfield part of Port Adelaide/Enfield. The program works in collaboration with councils and aged care agencies to provide appropriate referrals and services to the six groups currently operating throughout the Eastern region.
  16. The 3Rs Program is assisted by a Steering Committee consisting of key program partners. These partners include Aged Care and Housing, Department of Family and Communities, Campbelltown Council, Norwood, Payneham and St Peters Council, Port Adelaide Enfield Council, Helping Hand, Resthaven and Domiciliary Care.
  17. Currently 35 people participate in the 3Rs program, with six groups in operation across the region. Each group is run by two key workers who assist participants by providing meaningful activities that aim at improving their confidence and skills and encouraging their independence and community participation.
  18. Four of the groups are currently located in the Burnside Council region. One is located at Payneham and a new group recently commenced in the Campbelltown Council region. The program responds to the needs of the target group and therefore remains flexible in terms of the location of each group.
  19. There have been two successful referrals to the Wednesday Memory Loss group that runs at the Masonic Hall, Tusmore. This group has greatly improved the motivation of a number of its clients. One client in particular who had difficulty getting out of bed in the morning is now up and ready to go every Wednesday morning because she does not want to miss attending the group.
  20. The Monday Frail Aged group gained two new clients who are keen to be linked into other community groups of their choice with the assistance of the key workers.
  21. The Thursday Memory Loss group has one new client. This group continues to successfully assist clients to maintain their cognitive skills and abilities and so enable them to actively participate in group activities to the best of their abilities.
  22. The 3Rs program continues to achieve a high profile through consistent marketing and promotional activities throughout the period. These activities include agency presentations, direct contact with agencies to establish points of liaison, advertising on the community bus and in the Messenger, as well as distribution of brochures and posters.

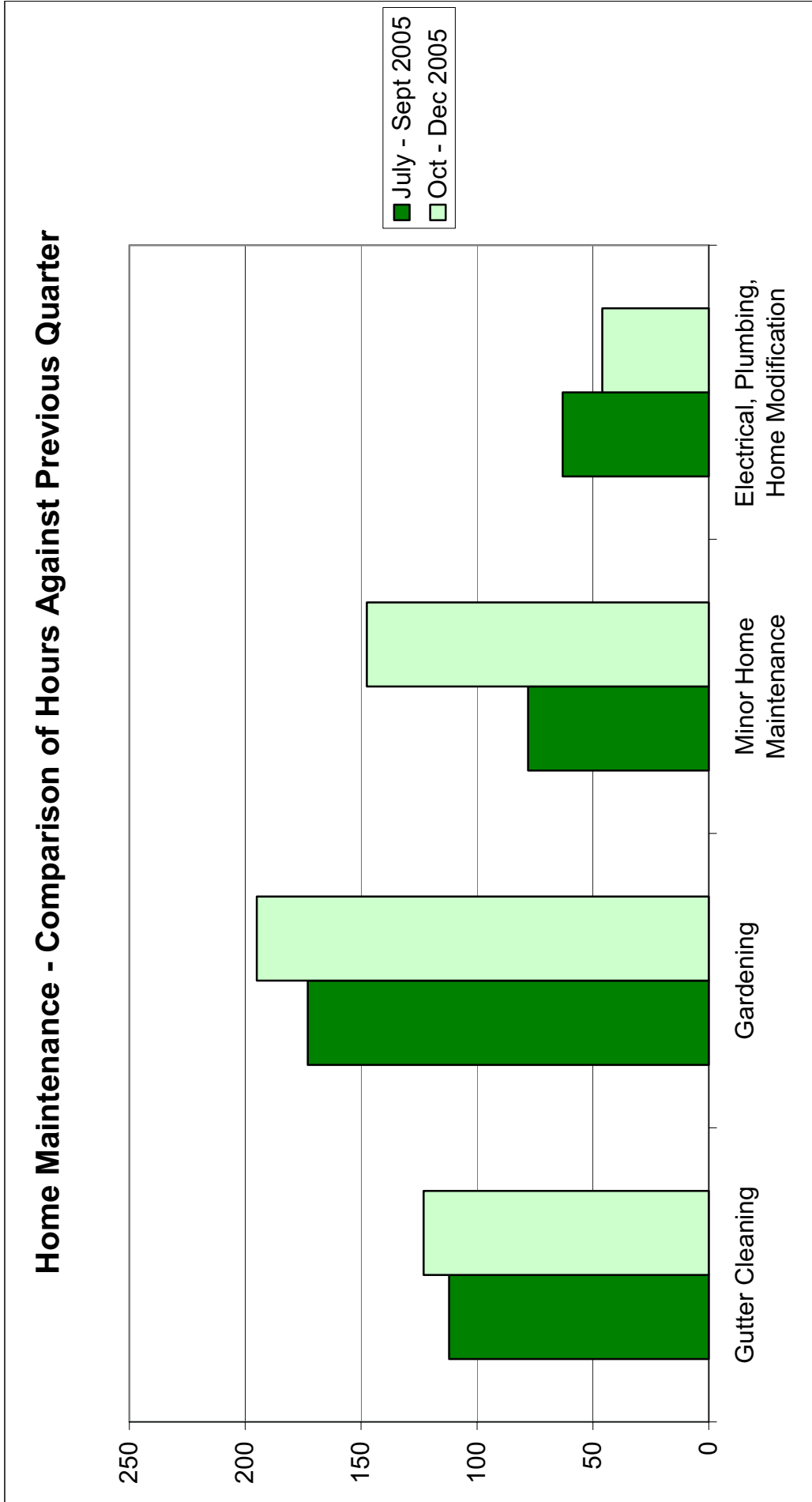
## Summary

23. The Home Assist Program continues to strive to meet the needs of our ageing population by providing flexible services and reducing social isolation through innovative social support programs.
24. To ensure the 3Rs Program and its services reach as many socially isolated people in the community as possible, promotion and marketing of the program will continue throughout the Eastern region during 2006. Also over the coming year there will be a strong focus on maintaining quality services through program review and training of program staff.

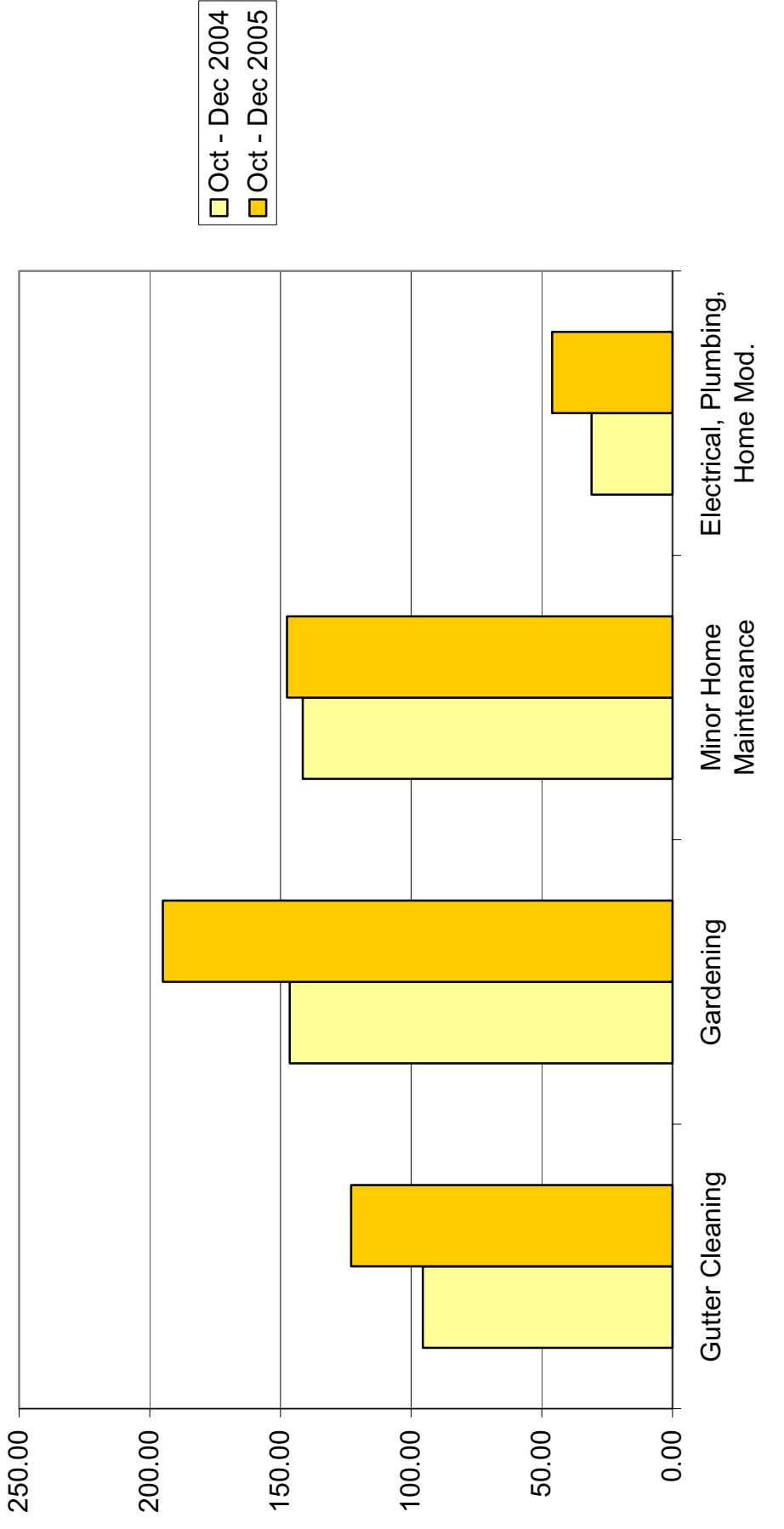








Home Maintenance - Comparison of Hours Against Previous Year



**Item No.** : 4.2  
**Date** : 21 February 2006  
**To** : Community & Information Services Committee  
**From** : General Manager Corporate & Community Services  
**Subject** : Emergency Risk Management Project  
**Attachments** : Nil  
**Desired Outcome:** Leading best practice and compliance in Council business

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### **Purpose**

This Report is to provide the Elected Members with an overview of the recently funded Emergency Risk Management Project for the City of Burnside.

### **Recommendation**

That the Report be received.

## **EMERGENCY RISK MANAGEMENT PROJECT**

### **Background**

1. During the 2004 Federal Election Campaign, the Australian Government announced a new policy initiative "Working Together to Manage Emergencies" in recognition of the need to develop self-reliance, at both the community and local government level, in order to enhance community safety. The initiative is a partnership between the Australian Government, State Governments, communities, local authorities and emergency services sector representatives.
2. Increasing involvement and awareness of local communities in emergency management is a critical step in improving national preparedness for emergencies and disasters of all types, including terrorism. The Australian Government initiative, "Working Together to Manage Emergencies" provides \$49 million over four years to support communities, local governments and volunteer organisations in the development of strategies to improve community safety and to improve training for volunteers involved in emergency management.
3. The policy established several programs, including a Local Grants Scheme, administered by the Community Development Branch established within Emergency Management Australia to assist communities to develop and implement emergency risk management initiatives, enhance protective measures for critical infrastructure and provide emergency management and security awareness training for staff working in local government.
4. In July 2005, the City of Burnside put forward a submission to Emergency Management Australia under the Local Grants scheme to gain funding for an Emergency Risk Identification and Assessment Project. In December 2005, the City of Burnside was notified that it was successful in gaining \$50,000 to undertake the identification and assessment of emergency risks to the Burnside community and the environment, as a foundation to the development of a thorough risk mitigation and emergency response plan.

### **Discussion**

5. Emergency risk management is "a systematic process that produces a range of measures that contribute to the well being of communities and the environment". It includes: context definition; risk identification; risk analysis; risk evaluation; risk treatment; monitoring and reviewing; and, communicating and consulting. The philosophy and methods of emergency risk management are a blend of traditional emergency management and the risk management approaches outlined in AS/NZS 4360:1999 risk management.
6. Emergency risk management:
  - provides a series of tools and processes, and a general philosophy, that can be used by communities;
  - focuses on the causes of risk, rather than on emergencies that may result from risk;
  - provides an auditable and credible means of reducing risk; and
  - uses a language that is common to other risk management approaches.
7. This project undertaken by the City of Burnside is the first stage only of a 3-stage approach. Firstly, the identification and assessment of risks and hazards; secondly, the preparation of risk treatment strategies and emergency/disaster management plan; and finally, the implementation, monitoring and evaluation of the plan.

8. Currently, the City of Burnside is in discussion with the City of Norwood, Payneham and St Peters, who was also successful in gaining grant funds to undertake a similar project. The concept of a joint project will be explored to gain greater efficiencies in the use of the available funding, as well as share knowledge and expertise throughout the project. Other Councils may also partner or contribute to the development of this project.
9. We expect that this project will prepare a profile of current and anticipated risks based on known data, that this information will be communicated to the community and then be further developed with their views and experiences of local risks and hazards. The risks will be quantified, prioritised and evaluated in terms of risk acceptability and the adequacy of existing controls to prevent the risk from occurring, or minimise the expected impact.
10. Raising issues of emergency risks may cause community concern. During this project, we will partner with a training provider to deliver a short series of community educational and awareness workshops designed to outline practical community responses. The workshop series will be scenario based, have input from relevant agencies and have expertise from specialists in security and emergency response. The workshops will be designed to provide an overview of well-accepted emergency responses to possible situations within the region.
11. At the completion of the project, there will be sound risk data, an understanding of community views and needs, a more aware community of emergency responses, a thorough assessment of risks and current capacity to address these risks, and identification of next steps and priorities to develop a comprehensive emergency/disaster management plan.
12. This project is expected to be completed by June 2006. The development of a comprehensive treatment plan (second stage) is currently outside the scope of this project to allow for sufficient time to bring together existing data across Council and other key agencies, as well as ensure sustainable stakeholder engagement. However, if a successful partnership is established with another Council, it is possible that a treatment plan may also be achievable.
13. The proposed project plan is summarised below and subject to change at this early stage:
  - 13.1 Identify key stakeholders, project partners and project management group;
  - 13.2 Identify project scope, schedule, quality parameters, risks, constraints and detailed implementation tasks – including consultant brief;
  - 13.3 Prepare appropriate communication mechanisms and framework/principles for community consultation;
  - 13.4 Preparation of Invitation to Tender, selection of appropriately qualified consultant(s) to undertake research, documentation and community consultation workshops;
  - 13.5 Stakeholder workshops to source available data; consultation with selected authorities including other Local Councils; preparation of draft summary data; development of formats to assist community consultation;
  - 13.6 Organisation of workshops consultation with key community groups; engagement of emergency services agencies; presentation of risk information, gathering of views or perceived risk; identification of new hazards and risks; preparation of risk evaluation criteria; workshop evaluation;
  - 13.7 Undertake likelihood and impact analysis; evaluation of risks against criteria; examination of adequacy of current controls; identification of priorities;
  - 13.8 Development of training and marketing materials; Organisation of workshops; engagement of emergency services agencies; creation of information

- handbook; web materials added to Council website, with links to appropriate agencies;
  - 13.9 Project Management Group review & sign-off final report;
  - 13.10 Summary of community feedback during consultations and workshops, quality review against similar emergency risk assessment; and
  - 13.11 Preparation of data and final report submission as required.
14. The expected outcomes of the project include:
- 14.1 Community is aware of hazards & risks within the Council area;
  - 14.2 Residents have an opportunity to contribute to the identification of hazards and risk that relate to their residential area and personal circumstances;
  - 14.3 Risk information is consolidated, placed within the community context and assessed through analysing and evaluating against defined criteria;
  - 14.4 Community and agencies have an informed view of adequacy of existing controls; and
  - 14.5 Community is aware of emergency and disaster recovery responses.

## **Summary**

- 15. The City of Burnside was successful in gaining grant funds through the Local Grants Scheme administered by Emergency Management Australia, to undertake an emergency risk management project for its community. Preliminary project strategies have been developed and project partners are being sought during the planning phase.
- 16. The Emergency Risk Management Project will communicate and consult with the community on potential risks, as well as consolidate existing data. This information will be used to explore and instigate appropriate risk mitigation strategies and generally improve preparedness for emergencies and disasters that face the local community.

<b>Item No.</b>	: 4.3
<b>Date</b>	: 21 February 2006
<b>To</b>	: Community & Information Services Committee
<b>From</b>	: General Manager Corporate & Community Services
<b>Subject</b>	: Road Closure – Ellesmere Street, Kensington Park
<b>Attachments</b>	: Attachment A - Letter of Application Attachment B - Traffic Impact Statement Attachment C - Traffic Management Statement
<b>Desired Outcome</b>	: A vibrant and diverse community that values, supports and creates a sense of belonging for its people.

## Purpose

Section 33 of the Road Traffic Act, 1961, as amended, provides Council with the authority to close a road on a temporary basis in respect of a 'road event'. Mrs Jennifer Elwin, 1 Ellesmere Street, Kensington Park, has requested permission to temporarily close a portion of Ellesmere Street to traffic on the 26 March 2006, for the period 2pm to 6pm inclusive. It is recommended that approval be granted.

## Recommendation

That the Council exercises the power pursuant to Section 33 of the Road Traffic Act 1961 and Clause F of the Instrument of General Approval of the Minister dated 12 March 2001 to:

1. Pursuant to Section 33(1) of the Road Traffic Act 1961, declare that the event described below ("the Event") that is to take place on the road described below ("the Road") as an event to which Section 33 of the Road Traffic Act 1961 applies; and
2. Pursuant to Section 33(1) of the Road Traffic Act 1961, make an order directing that the Road on which the Event is to be held and any adjacent or adjoining roads specified below to be closed to traffic for the period commencing 2:00 pm and expiring at 6.00pm on 26 March 2006.

The Event	Ellesmere Street, Kensington Park Street Party Sunday 26 March 2006, 2pm to 6pm (inclusive)
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The Road/s	Ellesmere Street, Kensington Park (incorporating the portion of road and road related area situated between Guilford and Bedford Streets)
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Adjacent/Adjoining Roads	Nil
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3. Pursuant to Section 33(1) of the Road Traffic Act 1961, make an order directing that persons taking part in the Event be exempt, in relation to the Road, from the duty to observe the following Australian Road Rules specified below subject to any conditions specified in Clause F.5 of the Instrument of General Approval of the Minister dated 12 March 2001 for the duration of the Event.

Australian Road Rule	Condition
230	Crossing a road - general
238	Pedestrians travelling along a road (except in or on a wheeled recreational device or toy)
250	Riding on a footpath or shared path



4. That pursuant to Section 33(3) of the Road Traffic Act 1961, the Council advertise a copy of the Road Order in a newspaper circulated in the vicinity of the road that is to be closed (at least two clear days prior to the Event).
5. That the Commissioner of Highways and Commissioner of Police be notified of the Event and Road Order, at least one week prior to the Event.
6. That all emergency service authorities be notified of the Event and temporary road closure associated with the same.

## ROAD CLOSURE – ELLESMERE STREET, KENSINGTON PARK

### Background

1. Mrs Jennifer Elwin has requested Council's consideration to temporarily close Ellesmere Street on 26 March 2006 for the period of 2pm to 6pm, inclusive for the purpose of holding a street party (Attachment A).
2. In order to effect the temporary closure of a road for this event, Council is required to declare that an event is to take place on a road/s or road/s related area and make an order pursuant to Section 33 of the Road Traffic Act 1961 (the Act) and the Minister's Notice to Councils dated 12 March 2001, directing that the road be closed to traffic.
3. A Council may close a road on a temporary basis in respect of a 'road event' pursuant to Section 33 of the Act, "Road Closing and exemptions for road events". An "event" is defined in the Act as "*an organised sporting, recreational, political, artistic, cultural or other activity, and includes a street party*".
4. The Act requires Council to prepare and endorse a Traffic Impact Statement and obtain certification by a chartered professional engineer stating that the installation, alteration or removal of traffic control devices in respect to the road closure is appropriate and is in accordance with the Code of Technical Requirements for the legal use of Traffic Control Devices. In clauses A and F of the Instrument of General Approval of the Minister dated 12 March 2001, the Minister authorises the delegation of these duties to an officer of the Council.

### Discussion

5. The proposed temporary closure of Ellesmere Street, Kensington Park involves that portion of the street between Guilford and Bedford Streets.
6. A Traffic Impact Statement (Attachment B) and Traffic Management Plan (Attachment C) have been prepared and endorsed by the Traffic Engineer in accordance with resolution CS 1194 which indicate the road safety effects expected by the installation of traffic control devices that will affect the closure of the road for this event.
7. It is considered that the traffic implications associated with the temporary closure of Ellesmere Street would be minimal. In addition, encouraging street parties builds a sense of community and belonging, and these are desired outcomes in our Vision 2020 Strategic Plan. It is therefore appropriate for Council to resolve in favour of this application.

### Summary

8. It is recommended that Mrs Jennifer Elwin, situated at 1 Ellesmere Street, Kensington Park, be given permission to temporarily close a portion of Ellesmere Street to traffic on the 26 March 2006, for the period 2pm to 6pm pm inclusive.

7.Feb. 2006 10:34

RECRUIT-A-DOC

No.2391 P. 1

**Attachment A**

Burnside Community Services  
PH: 8366-4222  
FAX: 8366-4274

Jennifer Elwin  
No. 1 Ellesmere  
Kensington Park  
ph(W) 8332-4077  
ph(H) 8332-4898

7<sup>th</sup> Feb 2006

Administration Officer – Community & Information Services  
Attention: Leon Petruzzelli

Fax pages 1

Dear Leon,

RE: Road Closure – for Ellesmere St Party - 26<sup>th</sup> March: 2pm till 6pm

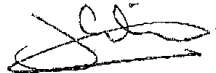
On behalf of Ellesmere street residents we wish to apply once again for an Ellesmere St closure for our annual st party.

Please may we have permission for a road-block on Ellesmere St between Guilford St and Bedford St.

Please could the road-block material be delivered to No 3 Ellesmere, at the junction for Guilford & Ellesmere st. There is ample room on the sidewalk or in the front garden, and Howard Parslow who lives at no.3 has agreed to this.

Please could your accounts person phone me on 8332 4077, so I can provide payment details for the mandatory advertisement of \$100-

Thank you for your time and consideration once again.



Mrs Jennifer Elwin  
On behalf of Ellesmere st residents



## Attachment B

# TRAFFIC IMPACT STATEMENT

**Traffic Control Device (type):**

TEMPORARY ROAD CLOSURE

**TIS N°.**  
**R0895-06-1**

**Street / Location:**

Ellesmere Street, Kensington Park

**PLAN N°**  
**R0895-06-1**

**Length of Road / Area to which Traffic Control Device applies:**

The portion of Ellesmere Street between Guilford Street and Bedford Street, 120m, approximately.

**Traffic Control Device (detail):**

Temporary road closure on Sunday 26 March 2006 for the period 2:00pm to 6.00pm, inclusive.  
Traffic Management signage in accordance with AS 1742.3.  
(Refer Traffic Management Plan R0895-06-1 attached).

**Reason for Traffic Control Device and anticipated road safety impacts of the installation of the traffic control device:**

Temporary road closure under Section 33 of the Road Traffic Act for the purpose of conducting a road event, namely a "street party". The installation is anticipated to have a negligible impact on traffic movements in the local area.

**Applicant / Requestor:**

(name / address) : Jennifer Elwin  
1 Ellesmere Street, Kensington Park

(date) : 7 February 2006

**Consultation:**

N/A

**Endorsement:**

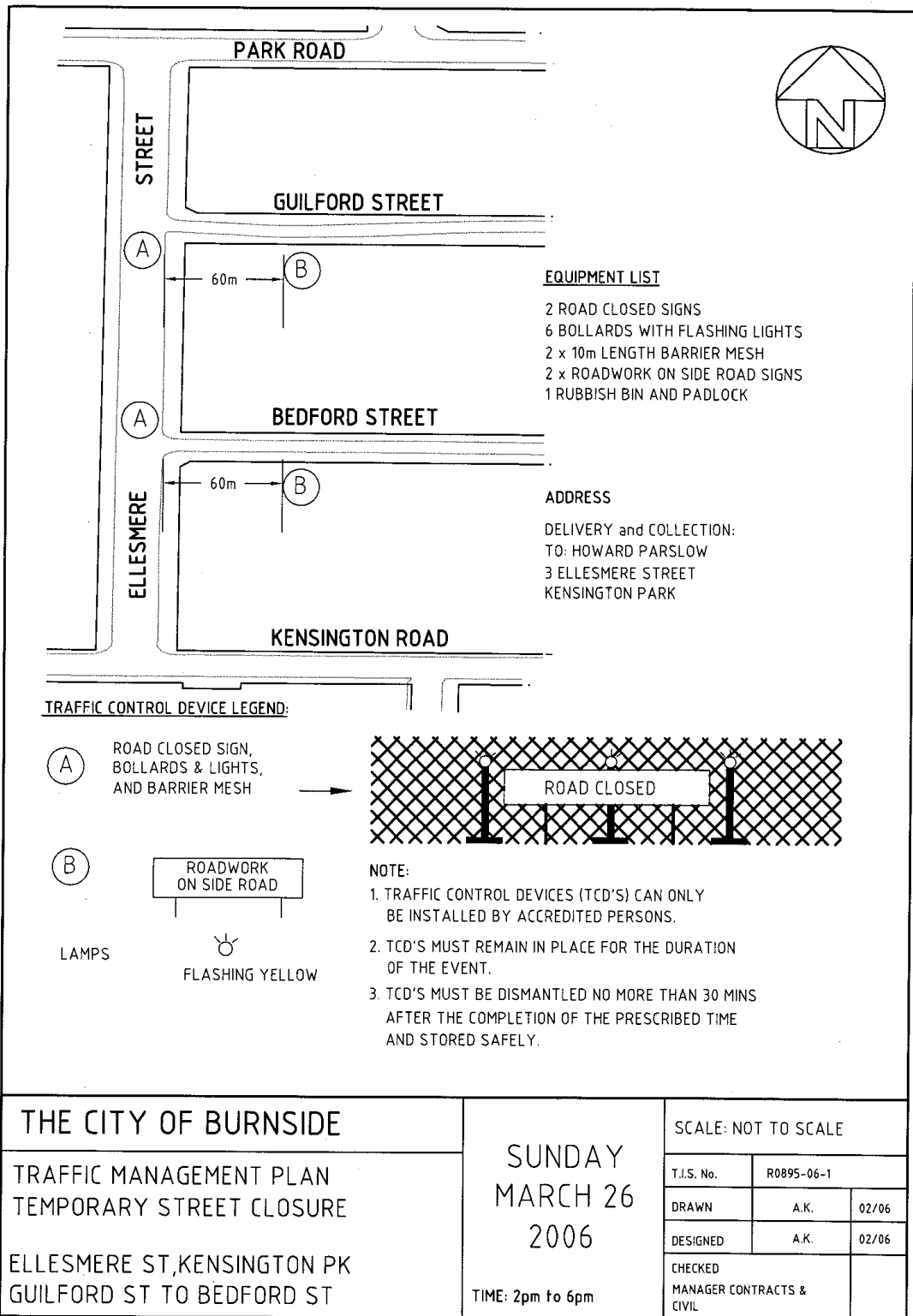
Prepared by Anthony Kalogerinis  
authorised by Council pursuant to Clause A.7  
of the Minister's General Approval dated  
March 12, 2001 to prepare Traffic Impact Statements.

Signature: 

Anthony Kalogerinis

Date: 7/2/06

Attachment C



THE CITY OF BURNSIDE	SUNDAY MARCH 26 2006	SCALE: NOT TO SCALE		
		T.I.S. No.	R0895-06-1	
TRAFFIC MANAGEMENT PLAN TEMPORARY STREET CLOSURE	TIME: 2pm to 6pm	DRAWN	A.K.	02/06
		DESIGNED	A.K.	02/06
ELLESMERE ST, KENSINGTON PK GUILFORD ST TO BEDFORD ST		CHECKED MANAGER CONTRACTS & CIVIL		

