



**SOUTH AUSTRALIA POLICE**  
KEEPING SA SAFE

Your Ref:

Our Ref: 21/0666

Enquiries:

Telephone: 7322 3347

Facsimile: 7322 4180

Mr Lee Odenwalder  
Member for Elizabeth  
44 John Rice Avenue  
ELIZABETH VALE SA 5112

Email: [elizabeth@parliament.sa.gov.au](mailto:elizabeth@parliament.sa.gov.au)

Dear Mr Odenwalder

**Re: Freedom of Information Act application**

In reference to your application made pursuant to the Freedom of Information (FOI) Act 1991, access was sought to:

*"Any and all documents and internal correspondence (including, but not limited to, emails, minutes, briefings, letters and notes) regarding discussions between SAPOL and any other State Government departments and agencies (including SES and CFS) concerning the recruitment of non-Police officers to assist in SAPOL's COVID response activities, as reported in the Advertiser on 28/9/20."*

On 28 October 2020 I spoke with [REDACTED] from your office regarding your request. [REDACTED] was advised pursuant with section 53 FOI Act, the Member of Parliament threshold had been absorbed with documents having been discovered.

On 10 November 2020 via email [REDACTED] clarified non-police officers to include *"anyone that weren't SAPOL employees recruited to assist."*

On 14 December 2020 via email I sought the views of [REDACTED] regarding Commissioner Briefing Papers that had been identified regarding the scope of your application. [REDACTED] refined the scope of your application to seeking access to discovered Commissioner Briefing Papers.

SAPOL liaised with the South Australia State Emergency Services to seek their views regarding the disclosure of documents pursuant to the FOI Act. The agencies views were taken into account when making this determination.

In making this determination it should be noted parts of the documents that do not fall within the scope of your application have been redacted and marked as **Out of Scope**

Discovered Commissioner Briefing Papers are numbered and described in the following schedule. The schedule contains the details of the determination in compliance with section 23. In particular, note the grounds on which access has been refused, including the reasons which are contained in the schedule.



# SA POLICE - FREEDOM OF INFORMATION UNIT SCHEDULE

No.	Document Description	Status	Act	Reason
1	Commissioners Briefing Paper - Subject: SES support to SAPOL Operations unsigned and undated consisting of 11 pages	Part Release	Clauses: 4(1)(a) 4(2)(b) 5(1)(a)(i) 5(1)(b) 6(1) 9(1) 9(1)(b)	<p>A portion of the redacted text contains information regarding SAPOL's ongoing Operation Nomad Strategy. I turn my mind to the fact the text relates to deployment strategies and ongoing operational matters and I believe it is in the public interest to exempt the information for the purpose of law enforcement and safety of emergency services workers and members of the public.</p> <p>A portion of the redacted text is matter the disclosure of which could reasonably be expected to endanger the life of physical safety of any persons. I am of the view that disclosure of such information would, on balance, be contrary to the public interest.</p> <p>A portion of the redacted text contains information associated with the decision making function of South Australia Police and could cause damage to relationships with another government agency. I am of the view that disclosure of such information would, on balance, be contrary to the public interest.</p> <p>The redacted text is the personal affairs of a party other than Mr Odenwalder. The information relates to telephone numbers. I am of the view, in all of the circumstances, that disclosure of such information is unreasonable.</p> <p>A portion of the redacted text contains opinion, advice and recommendations associated with the decision making functions of South Australia Police, specifically with respect to proposals for assistance. I have formed the view that, in all of the circumstances, disclosure of such information would, on balance, be contrary to the public interest.</p>
2	Commissioners Briefing Paper - Subject: Additional staff to assist SAPOL COVID 19 airport duties signed and dated 21 July 2020 consisting of 5 pages	Full Release		A portion of the text has been redacted and marked <b>Out of Scope</b> does not fall within the scope of your request.



## CLAUSES FOR REFUSAL.

Clause 4(1)(a) of Schedule 1 of the FOI Act which states:

*"A document is an exempt document if it contains matter the disclosure of which could reasonably be expected to endanger the life or physical safety of any person."*

Clause 4(2)(b) of Schedule 1 of the FOI Act which states:

*"A document is an exempt document if it contains matter the disclosure of which would, on balance, be contrary to the public interest."*

Clause 5(1)(a)(i) of Schedule 1 of the FOI Act which states:

*"A document is an exempt document if it contains matter the disclosure of which could reasonably be expected to cause damage to intergovernmental relations."*

Clause 5(1)(b) of Schedule 1 of the FOI Act which states:

*A document is an exempt document if it contains matter the disclosure of which would, on balance, be contrary to the public interest."*

Clause 6(1) of Schedule 1 of the FOI Act which states:

*"A document is an exempt document if it contains matter the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)."*

Clause 9(1)(a)(i) Schedule 1 of the FOI Act which states:

*"A document is an exempt document if it contains matter that relates to any opinion, advice or recommendation that has been obtained, prepared or recorded in the course of, or for the purpose of, the decision-making functions of the Government, a Minister or an agency"*

Clause 9(1)(b) Schedule 1 of the FOI Act which states:

*"A document is an exempt document if it contains matter the disclosure of which would, on balance, be contrary to the public interest"*

In accordance with the requirements of Premier and Cabinet Circular PC045, details of your FOI application, and the documents to which you are given access, will be published on the SAPOL website Disclosure Log. A copy of PC045 can be found at [https://www.dpc.sa.gov.au/data/assets/pdf\\_file/0019/20818/PC045-Disclosure-Log-Policy.pdf](https://www.dpc.sa.gov.au/data/assets/pdf_file/0019/20818/PC045-Disclosure-Log-Policy.pdf). If you disagree with publication, please advise the undersigned in writing by **27 February 2021**

## Your rights to review

If you are dissatisfied with this determination you are entitled to exercise your right of internal review in accordance with section 29(1) of the FOI Act by completing a PD362 Application for Internal Review form which can be downloaded from <https://www.police.sa.gov.au/services-and-events/freedom-of-information> or available upon request at your nearest police station. Alternatively, an application may be made in writing to the SAPOL Freedom of Information Unit. This application must be lodged within 30 (calendar) days after you receive this letter with a fee of \$37.50 if applicable.

Yours sincerely,



Sergeant Sandra Watson  
**Freedom of Information Unit**  
(Interim Freedom of Information Officer)

28 January 2021

OFFICIAL: Sensitive

## COMMISSIONER'S BRIEFING PAPER

**SUBJECT:** SES Support to SAPOL Operations**BACKGROUND:**

SAPOL currently deploys in excess of 500 personnel full time in support of COVID operations in a variety of roles and functions. Coinciding with the COVID response, increasing business as usual (BAU) demands as well as the impact of the impending Fire Danger Season (FDS) will continue to stretch finite SAPOL resources.

This paper provides options for the Commissioner to consider with a view to overcoming this issue to effectively sustain SAPOL's BAU and COVID operations.

**RELEVANT POINTS**

- The outbreak of COVID-19 in SA has seen SAPOL's finite BAU resources stretched to capacity, with over 500 sworn and non-sworn personnel diverted to provide direct or indirect support to our COVID-19 Operations, including:
  - Border Operations (Road / Rail / Air)
  - Hotel Quarantine Operations
  - Compliance Operations
- This burden will be further exacerbated by the need to dedicate resources to Operation Nomad over the forthcoming FDS. <sup>EXEMPT</sup>
- Because of this concern, the Commissioner recently asked other State government agencies with a regulatory function to consider what resources, if any, they could provide in the short to medium term to assist SAPOL maintaining all necessary operations and effective service delivery to meet demand.
- South Australia is currently operating under the provisions of a Major Emergency Declaration vide the Emergency Management Act. That declaration is supporting the range of activities underway and recognizes the impact of COVID-19 on the State of South Australia.
- The request for staffing by SAPOL has been recorded as a SEC Action by SAPOL to the other agencies.



- To date, the South Australian State Emergency Service (SES) is the only agency to formally respond to the Commissioner's request, through its written Plan attached as **Annexure A**.
- The SES proposal, via **Annexure A**, is to supply a pool of approx. 40 members to SAPOL on a full time contract basis for a term of between 4 to 6 months. SES would source those approx. 40 members from their volunteer membership base, via an expression of interest (EOI) process. The 40 contract position would be remunerated, organized and managed by SES.
- Under this proposal, the 40 contract SES members would be utilized to assist SAPOL in the following manner:

➤ **FDS – Days of Extreme or Catastrophic Fire Danger**

- All 40 x members dedicated to Op Nomad Patrol Duties

EXEMPT

▪

▪

➤ EXEMPT

➤ **FDS – Days Other than Extreme or Catastrophic Fire Danger**

- All 40 x members deployed to COVID-19 Gold Patrol duties (person compliance)
- The compilation of patrol teams/crews would be determined in consultation with SAPOL, and according to strategic needs
- SES would supply 20 x fleets for these patrols

- It is possible that other agencies, like SES, will respond in due course to the Commissioner's request for assistance.

EXEMPT

- Notwithstanding this, and given the pending FDS commencement, the SES is seeking a prompt response from the Commissioner to its proposal, as above and per **Annexure A**, to facilitate and expedite its EOI process.

- To this end the following Options are presented for the Commissioner to consider:

EXEMPT

OFFICIAL: Sensitive

EXEMPT



OFFICIAL: Sensitive

EXEMPT



- It is further recommended, given the SES is seeking to expedite an EOI process to assist SAPOL, that the Commissioner urgently informs the Chief Executive of the SES of the Commissioner's decision as to the SES' proposal to assist SAPOL.

**RECOMMENDATION:**

It is recommended the Commissioner:

1. Notes the contents of this paper.

Noted

2. Executes, by signing and approval, the attached

EXEMPT



Approved / not approved

3. Provides a copy of this paper to O/C ESS for the preparation of an urgent minute of advice for the Hon. Minister for Police.

Approved / not approved

4. Approves O/C ESS drafting an urgent letter for delivery to the CE of SES, outlining the Commissioner's determination on the SES proposal herein.

Approved / not approved



## SA STATE EMERGENCY SERVICE SAPOL SUPPORT PROGRAM

The SASES has drafted a concept training program for the delivery of a course to enable SASES personnel to perform a number of services in support of COVID19 actions.

The SASES has identified potential support in

- International and interstate arrival ports -airports, ports
- Compliance patrols- quarantine
- Major events support
- SAPOL Operations - NOMAD
- Border control checkpoints

In devising a training program, the skills and knowledge required are centred on operational safety, communication and conflict management, traffic management, legislation, COVID specific safety and aptitude. This proposed training programs would transfer to the requirements for members to safely perform the tasks expected of them to support operations during a pandemic event, restricted isolation, and quarantine and border control.

It is acknowledge that a number of these training subjects are covered during basic security training and as such, the SES would be working with SAPOL to develop a consistent, relevant and practical training program.

The proposed training program is a 5-day program covering the following:

- On-boarding
  - admin, uniform, structure of program, aptitude
- WHS requirements
  - PPE, social distance, risk assessment, donning & doffing
- SAPOL briefing
  - Current operations - NOMAD, COVID, quarantine
  - Structure and requirements
- COVID Marshal training
  - Training in COVID marshal - knowledge & skills
- Quarantining procedures
  - knowledge/legislation/prcedures/authorities/establishment
- Operational safety
  - Safe distances, working in teams, situational awareness, working in patrols, managing potential positives
- Documentation
- GRN / Comms refresher
- Traffic management (TCP refresher)
- Communication & conflict management
  - Crowd behaviour
  - Dealing with assertive persons
- Mental health first aid
- Decontamination
  - Self & equipment
- Scenarios
  - Undertaking scenarios to develop skills & knowledge, consolidating training

TIMETABLE

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
0900-1000	Admin	Communication Crowd behaviour Dealing with assertive persons	Traffic management	Legislation Authorities Procedures Application	Scenario
1000- 1100				Notetaking	
1100-1200	Aptitude			Operational Safety Working in teams Managing persons	
1300-1400	WHS	Conflict management			
1400-1500	Risk assessment PPE requirements Donning/Doffing				
1500-1600	SAPOL briefing Nomad, Covid19	Mental health first aid		GRN / Comms refresher	Complete
1600 -1700	Covid Marshal			Decontamination Self care	

## Internal Expression of Interest - SA State Emergency Service

### Operations Support Officer (OPS 2)

**Role:** Operations Support Officer (multiple positions available)  
**Classification:** OPS-2 (current range of \$55,315 to \$59,503 p.a.)  
**Location:** Various locations (e.g. greater Adelaide metropolitan area, South-East District)  
**Tenure:** Short-term contract of 4 - 6 months, full-time 37.5 hrs per week minimum.  
This Expression of Interest is open to all current SASES volunteers.

#### Primary Purpose of Position:

To provide direct operational support to SAPOL for:

- Operation NOMAD patrols and major events support;
- Conducting community compliance and welfare checks;
- Adelaide Airport arrivals management;
- Support at border checks and patrols;
- Support at med-hotels;
- Any other duties as directed.

#### To apply for this role please provide:

1. An Expression of Interest response ensuring the following considerations are addressed:
  - Relevant SASES operational experience. Applicants must as a minimum be a full SASES member (i.e. have completed Probation period);
  - Full unrestricted S.A. Driver's Licence. Completion of the SASES Drive Vehicles Operationally course and qualification is highly desirable.
  - Ability to undertake shift work (i.e. day, afternoon, night), work 8-12 hour shifts.
  - Ability and willingness to deploy. There may be a requirement to work away from home (e.g. 1:5:1 deployment) in support of border control operations;
  - Proficiency in SASES operational systems (Respond52, SESIIMS etc) the Microsoft suite of productivity applications (Word, Excel etc);
  - Demonstrated ability to work in a team environment and independently (where required);
  - Not in a risk category for Covid-19 as defined in the following current link:  
<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/advice-for-people-at-risk-of-coronavirus-covid-19/coronavirus-covid-19-advice-for-older-people#why-this-virus-is-so-dangerous-for-older-people-and-people-with-chronic-medical-conditions>
2. A current and up-to-date CV (maximum 5 pages) should also be provided.

Applicants are to be aware that if successful, this position will be their primary position of work and any secondary employment will need approval in line with Agency policy.



Enquiries to:

Manager, Governance People and Culture  
Phone <sup>EXEMPT</sup> or <sup>EXEMPT</sup>

**Employment conditions**

- Employment conditions will be governed by the *Fire and Emergency Services Act 2005* and *Public Sector Act (2009)*, the South Australian Modern Public Sector Enterprise Agreement (Salaried) 2017 and the S.A. *Public Sector Salaried Employees Interim Award*
- The incumbent will be expected to work in a manner consistent with the Code of Ethics for the South Australian Public Sector and the SASES Code of Conduct.
- The incumbent must be prepared to be assigned to another Role at this remuneration level or equivalent.
- These are uniformed positions and incumbents will be required to wear operational PPC and PPE as required by duties and commensurate to operational risk.
- There is a requirement for the incumbents in these roles to be rostered to work on Saturday, Sundays and Public Holidays in accordance with SASES organisational requirements. Work performed on any such day will constitute part of the Incumbent's ordinary hours of duty and remuneration will be in accordance with the provisions contained within the South Australian Modern Public Sector Enterprise Agreement (Salaried) 2017 and the S.A. Public Sector Salaried Employees Interim Award.
- As part of employment within the SES the incumbent may be required to perform operational duties during emergency situations. When undertaking operational duties the incumbent may be rostered to work on Saturday, Sundays and Public Holidays. Work performed on any such day will constitute part of the incumbent's ordinary hours of duty and remunerated in accordance with the provisions of the South Australian Modern Public Sector Enterprise Agreement (Salaried) 2017 and the S.A. Public Sector Salaried Employees Interim Award.

**Further information:** SASES is offering virtual (online) information and Q&A sessions regarding these positions. Interested applicants should register on Eventbrite via the following link:

[Registration of Interest for Q&A session - COVID 19 Operations Support Officer Role](#)

After registering, please check your email IN box (and SPAM or JUNI<) for any confirmation emails.

**Applications to:**

Your Expression of Interest and supporting information should be sent to SASES COVID-19 Operations via the following email:

**Closing date:**

5.00 p.m. Friday 18<sup>th</sup> September 2020

EXEMPT

















## COMMISSIONER'S BRIEFING PAPER

**SUBJECT:** Additional staff to assist with SAPOL COVID19 airport duties

**PURPOSE:**

There is an increasing requirement for SAPOL to provide staff to perform COVID19 related duties at South Australian entry points, including at the Adelaide Airport. This paper addresses alternate options for SAPOL having to use sworn employees for airport duties.

**BACKGROUND:**

- At the time of writing this paper, SAPOL is utilising up to 35 sworn staff per day to perform airport border control duties. Most staff are rostered to work 12 hours per shift with the volume of staff being matched to flight arrival times between 0600 2000 hours. Ranks of between Probationary Constable to Sergeant have been deployed for this purpose. No civilian staff have been deployed by SAPOL for COVID 19 airport duties to date.
- The duties currently being performed at the airport by sworn staff are largely administrative and include face to face communication with arrivals to determine entry eligibility; checking of paperwork and some data processing. Whilst it is necessary to have police present, there are duties that will be able to be completed by civilian staff.
- It is estimated that to train civilian staff to a point where they could assist sworn staff with airport duties would take approximately 4 hours per civilian and slightly longer if these civilian staff are required to be appointed as Authorised Officers and able to issue directions to travellers.

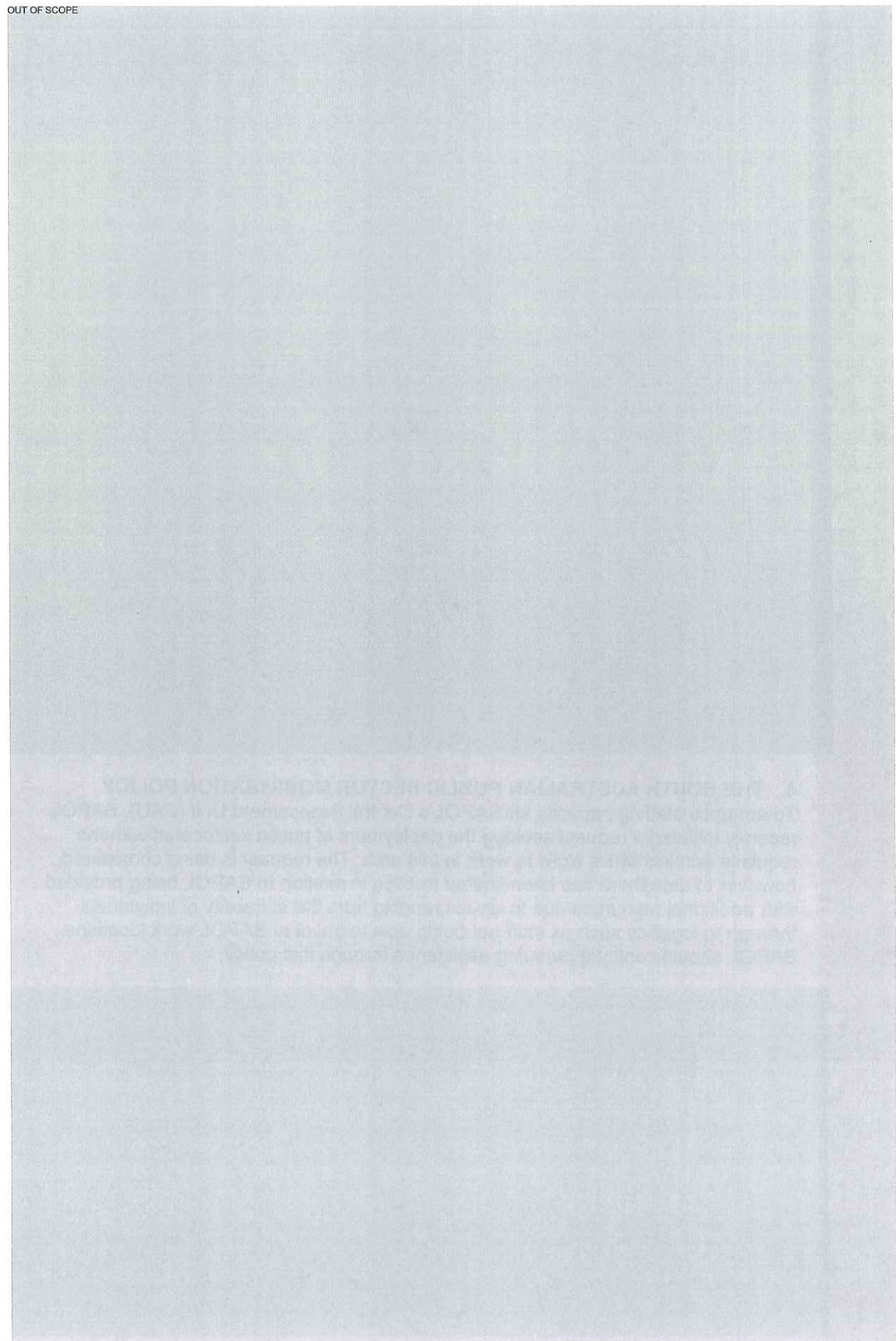
**OPTIONS FOR ENGAGING ADDITIONAL STAFF**

- The following proposed options for increasing staffing levels (civilian) for airport duties have been considered:

OUT OF SCOPE

- Utilisation of the South Australian Public Sector Mobilisation Policy

OUT OF SCOPE





OUT OF SCOPE



#### **4. THE SOUTH AUSTRALIAN PUBLIC SECTOR MOBILISATION POLICY**

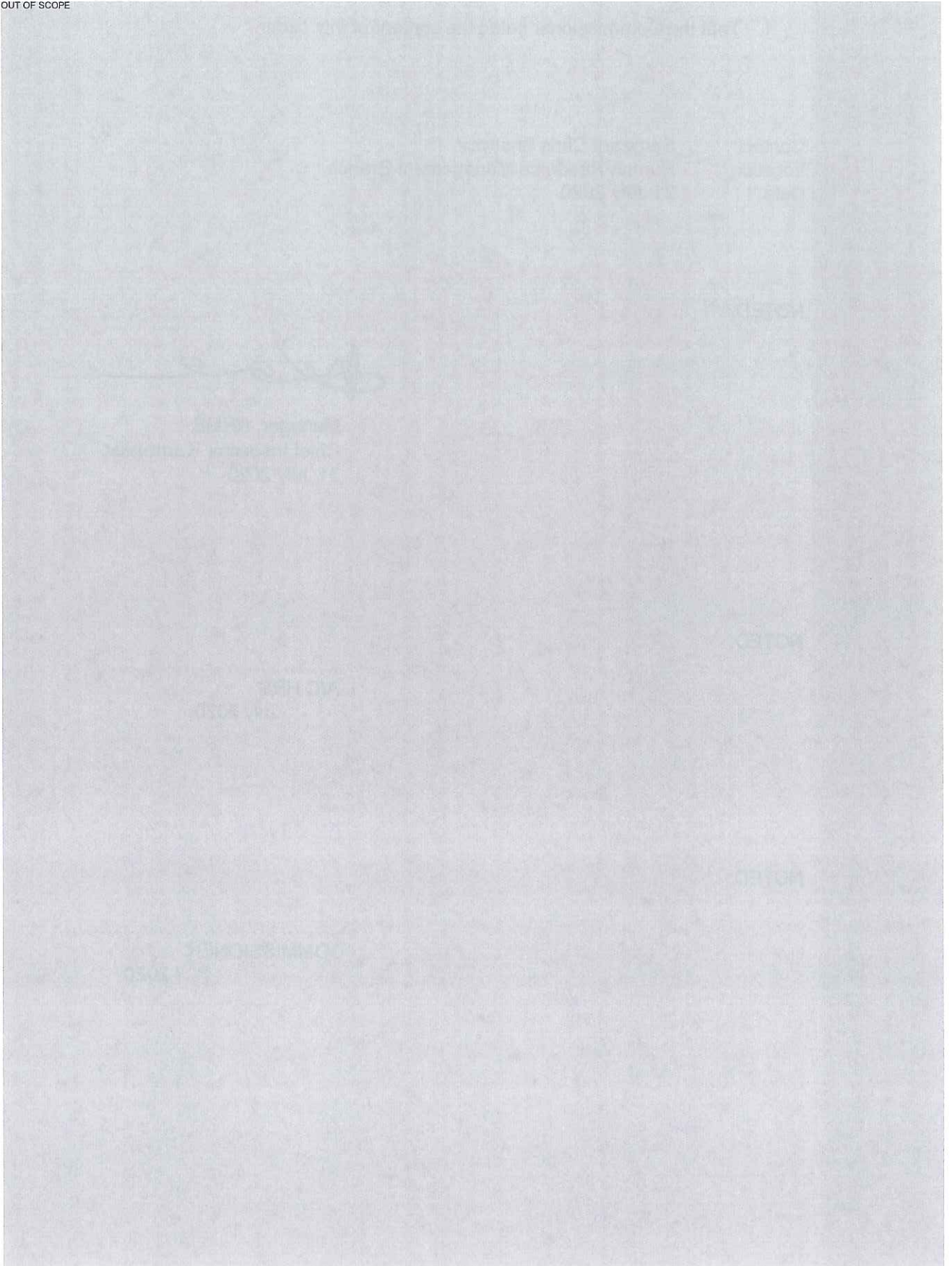
To enhance staffing capacity for SAPOL's Central Assessment Unit (CAU), SAPOL recently initiated a request seeking the deployment of public sector staff with the requisite administrative skills to work in this area. The request is being considered, however to date there has been limited traction in relation to SAPOL being provided with additional resources due to issues ranging from the suitability of individuals through to logistics such as staff not being able to travel to SAPOL work locations. SAPOL should continue pursuing assistance through this policy.

OUT OF SCOPE





OUT OF SCOPE

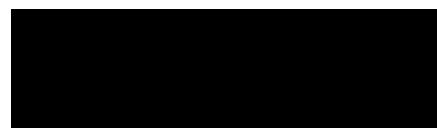


**RECOMMENDATION:**

1. That the Commissioner notes the content of this paper.

Contact: Sergeant Chris Shattock  
Location: Human Resource Management Branch  
Date: 21 July 2020

NOTED:



Manager, HRMB  
Chief Inspector Kameniar  
21 July 2020

NOTED:

.....  
A/C HRS  
July 2020

NOTED:

.....  
COMMISSIONER  
/ / 2020