


REGIONAL COUNCIL OF GOYDER

	COUNCIL MEMBER COVID-19 VACCINATION & PROVISION AND USE OF RAPID ANTIGEN TESTS POLICY	Department	GOV
		Version No:	1.2
		Adopted:	Jan 2022
		Reviewed:	Feb 2022
		Next Review:	Feb 2023
		Minutes Ref:	025/22
		Responsibility:	CEO

1. INTRODUCTION

- 1.1 Council is committed to reducing the risk of transmission of COVID-19 in the Workplace, including as a result of interactions amongst Elected Members themselves and between Elected Members, employees and members of the public, in the course of carrying out their functions pursuant to the Act.
- 1.2 Section 75G of the *Local Government Act 1999* (SA), once in operation, will oblige Elected Members to take reasonable steps to not adversely affect the health and safety of other members of Council or employees of Council.
- 1.3 Being vaccinated is one of the steps Elected Members can take to minimise the transmission of COVID-19 in the Workplace and the broader community.
- 1.4 This policy sets out the Council's position regarding the COVID-19 Vaccine and the use of rapid antigen tests in respect of Elected Members.

2. PURPOSE

- 2.1 The Therapeutic Goods Administration has approved a number of self-administered rapid antigen kits for supply in Australia.
- 2.2 This Policy has been developed to guide the delivery of high quality, safe and appropriate advice to Elected Members, employees and members of the public with respect to the delivery, and use, of self-administered rapid antigen tests in a non-clinical setting.
- 2.3 This Policy should be read in conjunction with all relevant Directions made by the Commissioner of Police, acting in his capacity as State Coordinator under the Emergency Management Act 2004, as well as any current rapid antigen testing (RAT) for COVID-19 direction or guidelines from SA Health.

3. SCOPE

- 3.1 This policy applies to all Elected Members of the Council. It also applies to employees and members of the public participating in meetings of Council and committee meetings.

4. DEFINITIONS

Act	<i>Local Government Act 1999</i> (SA).
CEO	Chief Executive Officer
Close Contact	Is defined as: <ul style="list-style-type: none">• a person who is a household member or an intimate partner of a COVID-19 case during their infectious period; or

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	<ul style="list-style-type: none"> • a person who has had close personal interaction with a COVID-19 case during their infectious period; or • a person who has been notified by SA Health that they are a close contact with a COVID-19 case; or • a person who has been at an exposure site during the exposure period for that site;
Close Personal Interaction	<p>Is an interaction:</p> <ul style="list-style-type: none"> • for 15 minutes or more; and • where masks are not worn by the person and the COVID-19 case; and • in close physical proximity; and • occurring in an indoor setting
COVID-19 Symptoms	<p>Includes:</p> <ul style="list-style-type: none"> • fever (a temperature of 37.5°C or higher) or chills • cough • loss of taste or smell • sore throat • tiredness (fatigue) • runny or blocked nose • shortness of breath (difficulty breathing) • nausea, vomiting or diarrhea • headache • muscle or joint pain; and • loss of appetite.
COVID-19 Vaccine	COVID-19 vaccine approved by the Therapeutic Goods Administration for use in Australia.
Council	The elected body of the Regional Council of Goyder
Fully Vaccinated	Means that an Elected Member has received two doses of the COVID-19 Vaccine plus booster injection within the timeframe recommended by health authorities.
High Risk Setting	Emergency Management (Arrivals No 2) (COVID-19) Directions 2021, any other Aboriginal community controlled health service or any setting deemed high risk by the CEO
Medical contraindication to vaccination	A condition that precludes a person from receiving a COVID-19 vaccine as certified by a medical practitioner in accordance with the guidelines published from time to time by the Australian Technical Advisory Group on Immunisation (ATAGI). A medical contraindication may be permanent or temporary.
Vaccination	The process of administering a COVID-19 vaccine.
Workplace	A place where functions are carried out by an Elected Member for the Council and includes any place where an Elected Member goes, or is likely to be, while carrying out functions pursuant to the Act. This includes, but is not limited to, the Council Chamber.

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5. COVID-19 VACCINATION

5.1 Council's position

- 5.1.1 The Council has agreed that it is an expectation that all Elected Members will be fully vaccinated against COVID-19, in accordance with ATAGI guidelines and recommendations in place from time to time. This includes any booster shots of a COVID-19 vaccine.
- 5.1.2 Council acknowledges that it is an individual's choice to become vaccinated or not against COVID-19, however in relation to the Conduct of a meeting of Council or committee meeting it is agreed that **all persons** attending a meeting will be required to undertake a Rapid antigen test and obtain a negative result to the satisfaction of the CEO at least thirty (30) minutes before the meeting commences or the commencement of any gathering e.g., lunch before a meeting.
- 5.1.3 If Vaccination is required of an Elected Member by way of Federal and/or State Government direction/order, the Elected Member subject to such a direction/order must ensure that they meet the relevant requirements to continue carrying out their functions pursuant to the Act.
- 5.1.4 Elected Members are expected to provide proof of their Vaccination status to the CEO. Sufficient evidence of a Vaccination status includes:
- 5.1.4.1 A COVID-19 Vaccination digital certificate; or
- 5.1.4.2 An Australian Immunisation Register immunisation history statement; or
- 5.1.4.3 A copy of the completed card/form received following Vaccination(s); or
- 5.1.4.4 A letter from a General Practitioner confirming Vaccination(s).
- 5.1.5 All information received and stored by the CEO in relation to an Elected Member's Vaccination status will be undertaken in accordance with the Records Management Policy, and determined to be a Confidential Record.
- 5.1.6 Elected Members are required to comply with all other control measures as determined by the Council to ensure its compliance with applicable legislation and any directions/orders that may be in place from time to time. This includes, but is not limited to, the use of face masks where it is deemed appropriate to do so, including while at a Council meeting.
- 5.1.7 Further, any Elected Members who are exhibiting any symptoms of COVID-19, regardless of their Vaccination status, should only attend a Council meeting via electronic means, if they are able to do so.

5.2 Elected Members with medical contraindication to COVID-19 vaccination

- 5.2.1 Elected Members who have medical contraindications to vaccination as determined by a medical practitioner are not considered to have refused the COVID-19 Vaccine.
- 5.2.2 Elected Members who cannot have the COVID-19 Vaccine due to medical contraindications to the vaccination are expected, upon request, to provide the CEO with documented evidence of their contraindications from a medical practitioner.

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- 5.2.3 Elected Members who have medical contraindications to the vaccination as determined by a medical practitioner are expected to attend Council meetings via electronic means.

6. HOW TO USE A RAPID ANTIGEN TESTING KIT

- 6.1 The Council will provide each Elected Member, employee and member of the public with a rapid antigen test kit; and
- 6.2 Rapid antigen testing kits will include instructions that explain how they are to be used to obtain an accurate result. Instructions must be followed to obtain accurate results.

7 WHEN TO USE A RAPID ANTIGEN TEST

- 7.1 Rapid antigen testing kits should be used by an Elected Member, employee or member of the public;
- 7.1.1 before a meeting of Council, including a committee meeting;
- 7.1.2 before entering a high risk setting in the workplace;
- 7.1.3 as required by any relevant Federal and/or State Government Directions/Order;
- 7.2 Rapid antigen testing kits should not be used by an Elected Member, employee or a member of the public if they have flu-like symptoms or symptoms associated with COVID-19. In this case, the Elected Member, employee or member of the public should immediately remove themselves from the meeting or workplace, isolate and immediately seek a laboratory-based polymerase chain reaction test (**PCR test**) for COVID-19.

8 RAPID ANTIGEN TEST RESULTS

8.1 Positive Test Result

Upon receipt of a positive rapid antigen test, an Elected Member, employee or member of the public (in relation to meetings of Council or committee meetings) must:

- 8.1.1 report their result within 24 hours by using the SA Health online [form](#) or by calling the South Australian COVID-19 Information Line on 1800 253 787;
- 8.1.2 isolate for 10 days from the day of the positive result;
- 8.1.3 notify close contacts that they have tested positive to COVID-19; and
- 8.1.4 notify the CEO that they have tested positive to COVID-19.

- 8.2 An Elected Member, employee or a member of the public who receives a positive rapid antigen test does not need to seek a laboratory-based PCR test for COVID-19 to confirm the result, it is considered a case.

8.3 Negative Test Result

Where an asymptomatic Elected Member, employee or member of the public receives a negative rapid antigen test result, they are taken to be COVID-19 negative.

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8.4 Invalid Test Result

Where an Elected Member, employee or member of the public receives an invalid result to a rapid antigen test, they must do another rapid antigen test.

When a PCR Test is Required

Councillors Situation	RAT Result	Is a PCR test required
• Close contact	Positive	Yes
• Has symptoms	Positive	Yes
• Close contact with no symptoms	Negative	No
• Close contact with symptoms	Negative	Yes
• Symptoms, but no known contact	Negative	Yes
• No symptoms and no known contact	Negative	No
• No symptoms and no known contact	Positive	Yes. Isolate until negative PCR received.

9 APPROVED RAPID ANTIGEN TESTS

9.1 Elected Members, employees and member of the public should only use rapid antigen self-test kits that have been approved by the Therapeutic Goods Administration for use in Australia.

9.2 Information about which brand of rapid antigen self-test kits have been approved for use in Australia can be found on the [TGA website](#).

10 WASTE MANAGEMENT

10.1 Store the test kit in a cool and dry space. Refer to the test kit instructions.

10.2 Disposal will vary according to information provided with the test instructions and are not recyclable.

10.3 Wash hands carefully before and after using the test and disposing of the test kit

11 RECORDS

All records should be treated in accordance with Local Government GDS40.

12. REVIEW

This document shall be reviewed by Council annually (or on significant change to legislation or aspects included in this policy that could affect the health and safety of workers).

13. REVIEW HISTORY

Document History	Version No:	Issue Date:	Description of Change:
	1.1	18/01/22	Adopted by Council refer minute 005/22
	1.2	15/02/22	Adopted by Council refer minute 025/22