



Meeting 51, 9 December 2003

Council was briefed on the development of an Adequate Records Management Strategy that is currently being developed by State Records. The Strategy will identify medium to long-term goals and associated benchmarks for both State Records and government agencies to progressively achieve over the next seven years in order to significantly improve the standard of records management within the South Australian public sector.

Council endorsed a method for identifying and documenting related records of other agencies covered by other disposal schedules as part of the existing appraisal and schedule development process.

Council was provided with an update on State Records' Facilities Project that involves new premises in the Bickford North Building of Leigh Street (City) and the redevelopment of the existing Gepps Cross facilities.

Council approved the following schedules:

RDS 2001/25 Version 1 - Department of Water, Land and Biodiversity Conservation (and predecessor agencies)

This schedule covers closed series of records documenting a range of water quality/quantity operational functions of the Department. RDS 2001/25 version 1 complements RDS 2002/28 version 1, which covers ongoing records of the Department. RDS 1502 for data files and water level charts approved by the Libraries Board on 28 July 1997 is superseded and cancelled by RDS 2001/25 version 1. The date range of the records covered is 1893-2000. Effective date 9 December 2003 - 30 June 2014.

RDS 2002/28 Version 1 - Department of Water, Land and Biodiversity Conservation - Resource Management Division - Water Licensing (and predecessor agencies)



This schedule covers ongoing series of records documenting a range of water quality/quantity operational functions of the Department. Records relate to water resources licensing, water license auditing, assessment of development applications, committees, and prosecutions. RDS 2002/28 version 1 complements RDS 2001/25 version 1 and RDS 1522 dealing with Mines and Energy Resources Group ground water management aspects (including databases relating to bores and wells designated for permanent retention) and approved by Council on 5 December 1998. There are no disposal schedules superseded by RDS 2002/28 version 1. The date range of the records covered is 1979 and ongoing. Effective date 9 December 2003 - 30 June 2014.

RDS 2003/24 Version 1 - Independent Gambling Authority (and predecessor agencies)

This schedule covers records that document the functional activities of the Authority and its predecessors in the regulation and supervision of the licensed gambling industry in South Australia. The records are dated 1983 and ongoing. RDS 2003/24 version 1 is complementary to RDS 1473 for the Office of the Liquor Licensing Commissioner (now Liquor and Gaming Commissioner) in relation to gaming machine files and gaming installation (Inspector's) files approved by the Libraries Board on 22 July 1996 and RDS 1998/05 for the Lotteries Commission of South Australia in relation to Casino files approved by the State Records Council on 26 June 1998. RDS 2000/02 approved by the State Records Council on 8 February 2000 is cancelled and superseded by this RDS. Effective date 9 December 2003 - 30 June 2014.

RDS 2003/26 Version 1 - City of Port Adelaide Enfield (and predecessor agencies)

This schedule covers records of the City of Port Adelaide created during the period 1922-1969. They include such records as correspondence documenting the registration and use of private hospitals and maternity homes (1 volume



Government
of South Australia

Summary of Meeting

State Records Council

registered as GRS679/1) and the notification of the occurrence of infectious diseases to the Local Board of Health (1 volume part of GRS682/1). The records form a closed series. There are no disposal schedules superseded by RDS 2003/26 Version 1. RDS 2003/26 version 1 complements RDS 2003/09 version 1. Post-1950 records of the City of Port Adelaide Enfield are sentenced in accordance with *General Disposal Schedule (GDS) 20 for Local Government Authorities*. Effective date 9 December 2003 - 30 June 2004.