**MINUTES**

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| Meeting No. | 3 |
| Meeting | **Regional animal management technical committee** |
| Date | 20 November 2019 |
| Time  | 10:00am -12:00pm |
| Venue | TELECONFERENCE |

1. **Attendance:** Tina Martin CRC, Ann-Marie Plasto CRC, Robert D’Adonna MSC, Gillian Mansfield CCRC, Amy Barlow Q Health, Shellina McKellar TRC, Travis Sydes FNQROC.
2. **Apologies:** Gavin Hammond CCRC, Hugh James, QDAF, Mark Kerswell QPS, Anthony Archie MSC, Amy Yates MSC, Clayton Abreu Q Health, Sara Roberts DSC.

**Acceptance of minutes:** Gillian Mansfield CCRC, Shellina McKellar TRC.

1. **Introduction and welcome**
2. **Business arising from previous meeting**

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| No.  | ACTION | OWNER | Complete? |
| 2.1 | **Good Dog Owners Guide –** 1. Develop/share business case for next stage of adoption 2. Consider some resourcing for first round of collateral to participating councils and budget for consultation and specific design considerations for ASC’s | 1. AMTC
2. FNQROC,

ASC’s | 1. Ongoing
2. Ongoing
 |
| 2.2 | **Data capture** - Compile proposed AM data attributes standard for review at next AMTC meeting | FNQROC  | This agenda |
| 2.3 | **Skills matrix and training -** 1. Continue development of matrix approach as standing item in AMTC. 2. Consider a regional partnership with NAMAC for census and articulation of feral cat population to be considered in next round of the Land Protection Fund EOI’s 3. Provide link for upcoming specialist training in Cairns (cat handling) | 1. AMTC
2. FNQROC (MATC, NAMAC)
3. CRC
 | 1. Ongoing
2. Update in 2020
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| 2.4 | **Resource Sharing MOU -** Table the revised MOU to the FNQROC Board for adoption. 2. Circulate the taskforce EOI template to the AMTC for consideration | 1. FNQROC
2. FNQROC
 | 1. Complete
2. Complete
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| 2.5 | **Roadside Animal and Wandering Stock MOU**1.Work with QPS to evaluate proposed scope of the agreement and consideration of the key elements from meeting #2. 2. Consider the inclusion of Qld Health and BQ Animal Health once the basic parameters of the agreement are developed between FNQROC and QPS. | 1. FNQROC2. AMTC (BQ, Qld Health) | 1. This agenda 2. Pending |
| 2.6 | **AMWS report card -** 1. FNQROC compile shortlist of programs and achievements the report card/media statement will include 2. Individual councils compile their statistics and key achievements in AMWS relevant areas of business. 3 include AMTC work plan review in next meeting. | 1. FNQROC
2. AMTC
3. FNQROC
 | 1. Complete
2. Underway
3. This agenda
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| 2.7 | **Regional Compliance Training Workshop and Forum 2020 -** circulate the draft workshop agenda to the AMTC when it is more developed.  | FNQROC | This agenda |

1. **Council updates** – brief verbal updates of key programs and events from around the region (not included due to shortened agenda).
2. **Data capture** – draft Animal Management Data Attribute Standard for discussion

Travis provided an overview of the draft scope and proposed layout for the AM data attribute standard. We were also able to incorporate comment from AIAM.

There was general discussion and agreement with the approach. A gap in the collection of AM data, capacity and compatibility was identified. The standard would require some more detailed work to identify the support available prior to mapping out the prerequisites for data collection to make sure the recommendations were practical for both field officers and LG data systems (including CSR).

It was agreed a key priority would be to focus on dog attack and aggression data management. This could be used as a test case for building a more comprehensive.

**Action**: 1. begin compiling a data standard for dog attack and aggression. 2. Identify the data management system currently in use in each LG to see if a common consultancy approach could be used to commission future work.

1. **Dog Off leash areas** – council by council overview and regional opportunities (CCRC) – carry over to next meeting.
2. **Skills matrix structure and data** – Gillian tabled a range of upcoming training opportunities in planning for CCRC through PEAK services. Several of these will benefit from multiple councils being involved in order to meet minimum number requirements and optimise costs.

**Action:** circulate CCRC training information to AMTC.

1. **Animal Management and Natural Assets report card** – update

CCRC report card complete- MSC underway. There is information available to compile for CRC (awaiting AM data), TRC (awaiting natural assets data). Based on the learnings of this first series, the first full round of report cards will be compiled mid-2020.

Collaboration with Q Health and ASC’s will be necessary to build reporting for their AM programs.

**Action:** compile data for report cards in train and engage graphic designer

1. **Regional Resource Sharing MOU (adopted) and EOI process**

Travis provided an update on the MOU and encouraged councils to consider opportunities for joint operations in 2020.

**Action:** consider joint operations for 2020 and develop EOI for next meeting

1. **Wandering Stock MOU – draft agreement for discussion** (TRC, FNQROC)

The draft MOU was discussed at length and tested for applicability within a range of local contexts. QPS provided an overview of their key considerations for section 6 *– Regulatory authority and expectations*. There is likely to be different approaches required for different levels of road (i.e. National highway vs local roads) and the agreement may need to accommodate this. It became clear the agreement requires a universally accepted interpretation of section 100 of the TORUM to progress; or provide the option for councils with policies counter to agreement to opt out.

The agreement would be supported by a flow chart/decision tree to guide responses on ground; allocate key roles and responsibilities; provide contact details and protocols; and to build in any required redundancies into the system.

**Action:** 1. CCRC provide case law reference relating to TORUM, Section 100. 2. Provide legal advice received from King and Co. by MSC relating to Section 100. 3. Once the interpretation of section 100 is resolved, provide QPS with a clear statement of regulatory authority and expectations for section 6 of the agreement.

1. **Animal Management Technical Committee – business case development**

Next meeting the committee will need to provide guidance on a business case to provide back to the FNQROC Board for the continuation of the AMTC.

1. **FNQROC – regional programs work plan & update**

Travis provided an update on key FNQROC programs including the recently adopted Natural Assets Stewardship Accord which supports the work of AM units in councils.

1. **Regional biosecurity compliance workshop and training forum 2020 -** (not included due to shortened agenda).
2. **Business arising –** please inform of any additional agenda items
3. **Summary of actions from this meeting**

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| No.  | ACTION | OWNER |
| 3.1 | AM data attribute standard 1. Begin compiling a data standard for dog attack and aggression. 2. Identify the data management system currently in use in each LG to see if a common consultancy approach could be used to commission future work.  | 1. FNQROC, AMTC
2. AMTC – individual councils
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| 3.2 | **Dog Off leash areas** – council by council overview and regional opportunities (CCRC) – carry over to next meeting. | AMTC |
| 3.3 | **Upcoming skills and training opportunities:** circulate CCRC training information to AMTC. | CCRC, FNQROC |
| 3.4 | **Animal Management & Natural Assets report card** Compile data for report cards in train and engage graphic designer. | FNQROC (CRC, MSC, TRC) |
| 3.5 | **Regional Resource Sharing MOU** Consider joint operations or project ideas for 2020 and develop EOI for next meeting. | AMTC – individual councils |
| 3.6 | **Wandering stock MOU** 1. CCRC provide case law reference relating to TORUM, Section 100. 2. Provide legal advice received from King and Co. by MSC relating to Section 100. 3. Once the interpretation of section 100 is resolved, provide QPS with a clear statement of regulatory authority and expectations for section 6 of the agreement. | 1. CCRC (FNQROC)
2. MSC (FNQROC)
3. FNQROC, QPS
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| 3.7 | **Regional biosecurity compliance workshop and training forum 2020** Include in next agenda  | FNQROC |

1. **Next meeting -** dates for 2020 will be circulate in December 2019

With the exception of motions and explicit request to be named, this meeting operates under **Chatham House Rule:**

***Everyone present is free to use the information received, but they cannot reveal the identity or affiliation of the speaker or any other participant.***

***The Chatham House Rule allows people to speak as individuals, and to express views that may not be those of their organisation.  It encourages free discussion.***