

# Minutes

<b>Meeting No</b>	10
<b>Meeting Name</b>	Regional animal management technical committee
<b>Date</b>	3 March 2022
<b>Time</b>	9:30am - 2:30pm
<b>Venue</b>	Civic Reception – Cairns Regional Council

## 1. ATTENDANCE

Name	Organisation
Shellina McKellar	TABLELANDS REGIONAL COUNCIL
Michelle Taylor	TABLELANDS REGIONAL COUNCIL
Tina Martin	CAIRNS REGIONAL COUNCIL
Sara Roberts	DOUGLAS SHIRE COUNCIL
Stacey Bambrick	QLD HEALTH
Zenarra Ashworth	WUJAL WUJAL ABORIGINAL SHIRE COUNCIL
Helen Bigmore	WUJAL WUJAL ABORIGINAL SHIRE COUNCIL
Travis Sydes	FNQROC

## 2. APOLOGIES

Name	Organisation
Yorick Walburgh	RSPCA
Robert D'Adonna	MAREEBA SHIRE COUNCIL
Anthony Archie	MAREEBA SHIRE COUNCIL

### 3. GUESTS

Name	Organisation
Amanda Hancock	FNQROC
Michelle O'Loughlin	FNQROC

### 4. ACCEPTANCE OF PREVIOUS MINUTES

Moved Tina Martin  
Seconded Stacey Bambrick

### 5. ACTIONS FROM PREVIOUS MINUTES

No.	Action	Owner	Completed
6.1	<b>West Cairns Project</b> <b>Action:</b> 1. Table request to FNQROC to conduct an appropriately scaled benefit:cost analysis on the behavioural and socio-economic aspects of the program	1. FNQROC/AMTC	Planned work (post end of project in June, report due in July 2022)
6.2 (revised)	<b>QPS/LG Communications MOU</b> <b>Action:</b> 1. Circulate updated communications MOU 2a. follow up communication with Townsville regarding implementation of recommendations of the coroners. 2b. Provide contact for TCC	1. FNQROC 2a. FNQROC 2b. CRC	1. Complete 2a. initiated 2b. complete
7.2	<b>Real estate industry engagement</b> 1. Establish projects subcommittee to undertake the following a). identify existing examples of information/education materials for tenants. b). consult with local real estate representative's industry to identify preferences and requirements c). Develop locally relevant and branded materials and approaches for consideration of AMTC.	1. AMTC	Planned work
9.1	<b>Take the lead – social media campaign</b> <b>Action:</b> Action: Investigate re-run of ad campaign in 2022.	1. AMTC	This agenda

<p><b>9.2</b></p>	<p><b>Animal Management Act, Q-CAT process and policy</b></p> <p><b>Action:</b> 1. circulate tabled requests from SEQ to AMTC Councils. 2. AMTC councils review requests and add additional or exceptions from FNQ. 3. Compile short (bullet point) case studies from across councils to highlight issues with AM Act and QCAT process. 4. Maintain watching brief with LGAQ conversation. 5. Consider most appropriate regional representation for any taskforce actions going forward</p>	<p>1. FNQROC 2. AMTC (LGs) 3. LGs 4. FNQROC/AMTC 4. AMTC</p>	<p>1. complete 2. Partially complete 3. Partially complete 4. FNQROC/AMTC 5. Pending. Awaiting formation of taskforce</p>
<p><b>9.3</b></p>	<p><b>Body Worn Cameras – procurement conversation</b></p> <p><b>Actions:</b> 1. Cairns and Yarrabah to provide contract details for local laws BWC. 2. Identify arrangements for CCTV and fleet data storage for additional information on current procurement arrangements Councils to provide Amanda with appropriate contacts to follow up 3. Consider TRC contract renewal as opportunity to explore options for regional procurement piece. 4. Report back to AMTC on next round of findings and recommendations next meeting</p>	<p>1. CRC, YASC 2. AMTC LG's 3. FNQROC, AMTC 4. FNQROC</p>	<p>1. Pending 2. Pending 3. Pending 4. this meeting</p>
<p><b>9.4</b></p>	<p><b>Draft climate action plan for AMTC</b></p> <p><b>Action:</b> 1. Workshop animal management disaster preparedness, policy and procedure with LDMG in Alliance councils to scope readiness and key actions/options. 2. Collate the findings from workshops with alliance council AMDM to inform the design of a regional AM disaster response exercise.</p>	<p>1. FNQROC (Alliance councils) 2. FNQROC</p>	<p>1. Underway 2. In planning (this meeting)</p>
<p><b>9.5</b></p>	<p><b>Resource sharing MOU – 2022 Taskforce</b></p> <p><b>Action:</b> 1. Determine taskforce target next meeting. 2. Contact LGMA regarding any AM events in the planning for 2022</p>	<p>1. AMTC 2. FNQROC</p>	<p>1. this meeting 2. not complete</p>
<p><b>9.6</b></p>	<p><b>Challenges and opportunities for AM in ASCs</b></p> <p><b>Action:</b> 1. Introduce animal nutrition donation groups to ASCs. 2. Investigate options for on ground, specialist forum or networking opportunities for ASCs Animal Management Workers</p>	<p>1. AMTC 2. AMTC, LGMA, LGAQ, AMRRIC</p>	<p>1. Complete 2. This agenda</p>
<p><b>9.7</b></p>	<p><b>Cat management</b></p> <p><b>Action:</b> 1. Scope opportunities to commission regional (Wet Tropics) cat report or study to map out the issues and propose solutions between AMTC and NAMAC. 2. consider partnerships with external partners (JCU veterinary, WTMA, QPWS)</p>	<p>1. AMTC, NAMAC 2. AMTC, NAMAC</p>	<p>1. in planning 2. in planning</p>

## 6. AGENDA ITEMS

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### 6.1 **SPER** – Process changes, procurement - Infringement lodging / collection agencies

Discussion of recent consultation from SPER regarding reduction of lodging times. Concern for most councils and all have requested ~60 period rather than the proposed. Feedback was sought from LGAQ on perspectives of other LGs, none provided to date.

**Action:** Follow up request with LGAQ to provide feedback on SPER consultation

### 6.2 **Dangerous dog identification requirements** - discussion regarding implementation

The group discussed the implementation of the new ID requirements enacted at the end of 2021. Concerns the requirements do little to assist compliance with minimum fencing standards and that the burden of compliance to LG's does not change.

**Action:** 1. share process for compliance and follow up currently used by councils to identify opportunities to share processes and workflows. 2. Seek update on progress of Animal Act regulatory review being progressed by LGAQ.

### 6.3 **Council updates** – brief verbal updates of key programs and events from around the region

Councils and Q Health provided an update on key programs and activities underway across the region for information and discussion

Registration transfers – Sara provided an overview of DSC' registration transfer policy. Council accepts current registrations from other jurisdiction and foregoes a registration fee until annual renewal is due. This has assisted new animals to be entered into the system that otherwise may not have been registered do to the apparent expense to dog owners.

**Action:** Prepare recommendation to Board councils to consider adoption of a regionally consistent approach to waiving current registration fees for new dogs with registration payable at renewal

### 6.4 **Regional procurement programs – Body worn cameras procurement options analysis-** Amanda Hancock FNQROC joined us to discuss the needs and options analysis initiated last meeting.

Still waiting on data from CRC and YASC on current body worn camera contracts. Also require contact details for managers of CCTV and fleet visual data to understand whole of market options for councils

**Action:** provide current contract details to Amanda at FNQROC. 2. Provide contact details for managers of footage from fleet and CCTV services (if relevant) to Amanda.

### 6.5 **Climate Resilient Alliance Project – draft climate action plan for AMTC** – Michelle O'Loughlin, FNQROC joined us to discuss the animal management climate action plan and proposed disaster management planning exercise initiated last meeting. The AM climate action plan was reviewed by the group, filling gaps, and adding detail where required. The action plan is designed to be used to develop of review business continuity plans

**Action:** 1. Circulate the updated action plan 2. Complete the questionnaire on capacity and disaster arrangements and return to FNQROC

### 6.6 **Scoping discussion for regional animal management disaster response exercise**

Following on from 6.5 the Michelle workshopped a planned disaster management exercise with the committee. The purpose of the exercise is to 'stress-test' systems and processes already in place and explore options for more regional approaches to animal management during disaster and extreme events.

**Action:** 1. FNQROC fine tune a scenario-based planning exercise between AM and DM teams in Alliance Councils. 2. Report back to the committee on the key findings of the exercise with a plan for wider implementation across relevant councils.

#### **6.7 Decision making, checklists and reporting workflows/processes** (standing agenda item)

SPER processes (and shortfalls) and management of regulated dangerous dogs were discussed by the committee.

#### **6.8 Regional Resource Sharing MOU** – (standing agenda item) project ideas discussion

The committee discussed options for a regional taskforce operation. A microchipping operation was identified as the most suitable option. There is an identified need in ASCs for this work. Registration and microchip outreach in smaller communities was also identified by TRC as an option

#### **6.9 FNQROC** – regional programs work plan & update (standing agenda item).

The development of an action plan or strategy for the committee was discussed. The development of a strategy would reflect the technical committee moving from responding reactively to also working in some longer term and strategic outcomes.

**Action:** prepare a draft scope for a AM strategy for discussion at next committee meeting.

## **7. GENERAL BUSINESS**

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### **7.1 Microchipping**

Microchipping requirements and training needs were discussed (see recommended taskforce operation 6.8)

### **7.2 Upcoming training**

Councils provided an overview of upcoming training events

**Action:** share scheduled training with AMTC via FNQROC or AMTC mailing list

### **7.3 AMRICC**

Projects in planning or underway were discussed. It was agreed to secure a presentation on the program for information and discussion next meeting

**Action:** invite AMRICC to attend and present at next meeting

## **8. NEXT MEETING**

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### **8.1 Wednesday May 11 (venue and location TBC)**

**The meeting closed at 2:30pm**

**Minutes prepared by FNQOC Natural Assets and Sustainability Coordinator**

### **AGREED ACTION ITEMS**

(Date)

Action Item	Action	Responsible Person(s)
6.1	<b>West Cairns Project</b> <b>Action:</b> 1. Table request to FNQROC to conduct an appropriately scaled benefit:cost analysis on the behavioural and socio-economic aspects of the program – update - complete when project is finalised and reported on (June-September 2022)	1. FNQROC/AMTC
6.2 (revised)	<b>QPS/LG Communications MOU</b> <b>Action:</b> <del>1. Circulate updated communications MOU</del> 2a. follow up communication with Townsville regarding implementation of recommendations of the coroners. <del>2b. Provide contact for TCC</del>	<del>1. FNQROC</del> 2a. FNQROC <del>2b. CRC</del>
7.2	<b>Real estate industry engagement</b> 1. Establish projects subcommittee to undertake the following a). identify existing examples of information/education materials for tenants. b). consult with local real estate representative's industry to identify preferences and requirements c). Develop locally relevant and branded materials and approaches for consideration of AMTC -updated – move to action plan or strategy	1. AMTC
9.2	<b>Animal Management Act, Q-CAT process and policy</b> <b>Action:</b> <del>1. circulate tabled requests from SEQ to AMTC Councils. 2. AMTC councils review requests and add additional or exceptions rom FNQ. 3. Compile short (bullet point) case studies from across councils to highlight issues with AM Act and QCAT process. 4. Maintain watching brief with LGAQ conversation. 5. Consider most appropriate regional representation for any taskforce actions going forward</del>	<del>1. FNQROC</del> <del>2. AMTC (LGs)</del> 3. LGs 4. FNQROC/AMTC 4. AMTC
9.6	<b>Challenges and opportunities for AM in ASCs</b> <b>Action:</b> <del>1. Introduce animal nutrition donation groups to ASCs. 2. Investigate options for on ground, specialist forum or networking opportunities for ASCs Animal Management Workers</del>	<del>1. CRC</del>
9.7	<b>Cat management</b> <b>Action:</b> 1. Scope opportunities to commission regional (Wet Tropics) cat report or study to map out the issues and propose solutions between AMTC and NAMAC. 2. consider partnerships with external partners (JCU veterinary, WTMA, QPWS) – update move to action plan or strategy	1. AMTC, NAMAC 2. AMTC, NAMAC
10.1	<b>SPER consultation request</b> <b>Action:</b> Follow up request with LGAQ to provide feedback on SPER consultation	
10.2	<b>Registration transfers</b> <b>Action:</b> Prepare recommendation to Board councils to consider adoption of a regionally consistent approach to waiving current registration fees for new dogs with registration payable at renewal	FNQROC (DSC, TRC)

10.3	<p><b>Dangerous dog identification requirements</b>  <b>Action:</b> 1. share process for compliance and follow up currently used by councils to identify opportunities to share processes and workflows. 2. Seek update on progress of Animal Act regulatory review being progressed by LGAQ.</p>	<p>1. AMTC (LGs)  2. FNQROC</p>
10.4	<p><b>Regional procurement programs – Body worn cameras procurement options analysis-</b>  <b>Action:</b> 1. provide current contract details to Amanda at FNQROC. 2. Provide contact details for managers of footage from fleet and CCTV services (if relevant) to Amanda.</p>	<p>1. CRC, YASC  2. AMTC LGs</p>
10.5	<p><b>Climate Resilient Alliance Project – draft climate action plan for AMTC</b>  <b>Action:</b> 1. Circulate the updated action plan 2. Complete the questionnaire on capacity and disaster arrangements and return to FNQROC</p>	<p>1. FNQROC  2. AMTC</p>
10.6	<p><b>Scoping discussion for regional animal management disaster response exercise</b>  <b>Action:</b> 1. FNQROC fine tune a scenario-based planning exercise between AM and DM teams in Alliance Councils. 2. Report back to the committee on the key findings of the exercise with a plan for wider implementation across relevant councils.</p>	<p>1. FNQROC, CRC, TRC (MSC, YASC)  FNQROC</p>
10.7	<p><b>AMTC action plan/strategy development</b>  <b>Action:</b> prepare a draft scope for a AM strategy for discussion at next committee meeting.</p>	<p>1. FNQROC</p>
10.8	<p><b>Upcoming training</b>  <b>Action:</b> share scheduled training with AMTC via FNQROC or AMTC mailing list</p>	<p>1. AMTC</p>
10.9	<p><b>AMRICC</b>  <b>Action:</b> invite AMRICC to attend and present at next meeting</p>	<p>FNQROC</p>