



HEALTH & COMPLIANCE COMMITTEE MEETING

AGENDA

7 JULY 2015

Your attendance is required at a meeting of the Health & Compliance Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 7 July 2015 commencing at 3:00pm for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. R.", written over a horizontal line.

CHIEF EXECUTIVE OFFICER
30 June 2015

Next Meeting Date: 04.08.15

Please note:

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

TABLE OF CONTENTS

| ITEM | SUBJECT | PAGE NO |
|------|------------------------------------------------------------------------------------------|---------|
| 1 | OPENING..... | 1 |
| 2 | PRESENT | 1 |
| 3 | APOLOGIES AND LEAVE OF ABSENCE | 1 |
| 4 | CONFIRMATION OF MINUTES..... | 1 |
| 5 | DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA | 1 |
| 6 | BUSINESS OUTSTANDING | 2 |
| 6.1 | BUSINESS OUTSTANDING TABLE FOR HEALTH AND COMPLIANCE COMMITTEE..... | 2 |
| 7 | PUBLIC FORUMS/DEPUTATIONS | 5 |
| | NIL | 5 |
| 8 | OFFICERS' REPORTS | 6 |
| 8.1 | PROPOSED AMENDMENT TO SUBORDINATE LOCAL LAW 2 ANIMAL MANAGEMENT | 6 |
| 8.2 | PROPOSED ANIMAL INSPECTION PROGRAM | 17 |
| 9 | STRATEGIC REPORTS | 25 |
| 9.1 | MONTHLY OPERATIONS REPORT FROM COMMUNITY STANDARDS AND COMPLIANCE UNIT FOR MAY 2015..... | 25 |
| 10 | NOTICES OF MOTION | 37 |
| | NIL | 37 |
| 11 | URGENT BUSINESS/QUESTIONS | 38 |
| 12 | CLOSURE OF MEETING..... | 39 |

1 OPENING

2 PRESENT

Members Present:

Councillor C E Smith (Chairperson)
Councillor N K Fisher
Councillor A P Williams

In Attendance:

Mr M Rowe – General Manager Community Services (Executive Officer)
Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

The Mayor, Councillor Margaret Strelow has tendered her apology and will not be in attendance.

4 CONFIRMATION OF MINUTES

Minutes of the Health & Compliance Committee held 2 June 2015

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR HEALTH AND COMPLIANCE COMMITTEE

File No: 10097

Attachments: 1. **Business Outstanding Table for Health and Compliance Committee**

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Michael Rowe - General Manager Community Services

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Health and Compliance Committee is presented for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for the Health and Compliance Committee be received.

**BUSINESS OUTSTANDING TABLE FOR
HEALTH AND COMPLIANCE
COMMITTEE**

**Business Outstanding Table for Health
and Compliance Committee**

Meeting Date: 7 July 2015

Attachment No: 1

| Date | Report Title | Resolution | Responsible Officer | Due Date | Notes |
|-------------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------|-------|
| 2 June 2015 | Off Leash Dog Parks | <p>THAT Council officers provide a report on the feasibility of establishing further off leash park options and another dog agility park, similar to the one at Kershaw Gardens.</p> | Catherine Hayes | 04/08/2015 | |

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 PROPOSED AMENDMENT TO SUBORDINATE LOCAL LAW 2 ANIMAL MANAGEMENT

| | |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| File No: | 1464 |
| Attachments: | <ol style="list-style-type: none">1. Anti-Comp Provisions - Animal Management (Amendment) Subordinate Local Law 22. Animal Management (Amendment) Subordinate Local Law (No. 1) 20153. Draft Process Map4. Proposed Advertisement |
| Authorising Officer: | Michael Rowe - General Manager Community Services |
| Author: | Catherine Hayes - Manager Community Standards and Compliance |

SUMMARY

This report presents a proposal to amend Subordinate Local Law No. 2 (Animal Management) 2011 for consideration by Council.

OFFICER'S RECOMMENDATION

THAT the Council resolves to propose to make *Rockhampton Regional Council Animal Management (Amendment) Subordinate Local Law (No. 1) 2015*.

COMMENTARY

Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law No. 2 (Animal Management) 2011 provide for the regulation of the keeping and control of animals within the local government area.

The purpose of the *Animal Management (Cats and Dogs) Act 2008* (the Act) is to provide for the identification of cats and dogs, provide for the registration of dogs, provide for the effective management of regulated dogs and promote the responsible ownership of cats and dogs. Whilst the Act provides for the registration and microchipping for dogs it has limited enforcement tools.

An infringement notice can be issued if a person fails to register their animal, if the dog registration fee is not paid before expiry of registration and if the animal is not implanted with a PPID (microchip). At present there are no other enforcement tools available if the owner of the animal continues to not comply with the requirements.

The proposed change is intended to include a requirement in the *Subordinate Local Law No. 2 (Animal Management) 2011, Schedule 5 - Minimum Standards for Particular Animals* to include, for a dog, that the animal is registered, that it is implanted with a PPID (microchip) and that the registration is renewed. A copy of the proposed subordinate local law is attached to this report (Attachment 1).

Putting this requirement in the local law will allow an officer to issue a compliance notice in accordance with the Local Law if the owner does not register, renew the registration or microchip an the animal. Failure to meet the requirements of a compliance notice would incur an infringement notice of \$569 (current amount at time of report).

In addition, the Local Law provides powers for an animal to be seized for failing to comply with a compliance notice. This would be used where a person continues to fail to comply with the compliance notice after receiving an infringement notice. (Attachment 2)

The proposed subordinate local law does not contain any anti-competitive provisions as outlined in the "List of Likely Anti-Competitive Provisions" prepared by Council's solicitor (Attachment 3).

The adoption of this resolution is the first step in the making of the proposed subordinate local law. Following are the remaining steps:

- Consult with the public for at least 21 days (“**Consultation Period**”), Draft Public Notice (Attachment 4);
- Accept and consider every submission properly made to Council by the close of the Consultation Period;
- By resolution decide whether to:
 - proceed with the making of the subordinate local law with or without amendments; or
 - not proceed with making the proposed subordinate local law.

Consultation has occurred internally with relevant staff on the benefits and implications of the proposed change.

BUDGET IMPLICATIONS

There are no implications at this stage of the process as this is the first step of proposing a change to the laws.

LEGISLATIVE CONTEXT

There are no implications at this stage of the process as this is the first step of proposing a change to the laws.

CONCLUSION

The *Animal Management (Cats and Dogs) Act 2008* (the Act) provides for the identification of cats and dogs, provide for the registration of dogs, provide for the effective management of regulated dogs and promote the responsible ownership of cats and dogs. Whilst the Act provides for the registration and microchipping for dogs it has limited enforcement tools.

The proposed change is intended to include a requirement in the *Subordinate Local Law No. 2 (Animal Management) 2011, Schedule 5 - Minimum Standards for Particular Animals* to include, for a dog, that the animal is registered, that it is implanted with a PPID (microchip) and that the registration is renewed.

Putting this requirement in the local law will allow an officer to use the enforcement tools under the local law to gain compliance.

**PROPOSED AMENDMENT TO
SUBORDINATE LOCAL LAW 2 ANIMAL
MANAGEMENT**

**Anti-Comp Provisions - Animal
Management (Amendment)
Subordinate Local Law 2**

Meeting Date: 7 July 2015

Attachment No: 1

Subordinate Local Law: Animal Management (Amendment) Subordinate Local Law (No. 1) 2015

Purpose: The purpose of the subordinate local law is to amend Subordinate Local Law No. 2 (Animal Management) 2011.

| Anti-competitive Provisions | Relevant criteria | Explanatory Comments |
|-------------------------------------------------------------------------------------|-------------------|----------------------|
| No anti-competitive provision was identified in the proposed subordinate local law. | Not applicable | Not applicable |

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**PROPOSED AMENDMENT TO
SUBORDINATE LOCAL LAW 2 ANIMAL
MANAGEMENT**

**Animal Management (Amendment)
Subordinate Local Law (No. 1) 2015**

Meeting Date: 7 July 2015

Attachment No: 2

Rockhampton Regional Council Animal Management (Amendment) Subordinate Local Law (No. 1) 2015

Contents

| | | |
|---------------|---------------------------------------------------------------------------|----------|
| Part 1 | Preliminary | 1 |
| 1 | Short title | 1 |
| 2 | Subordinate local law amended | 1 |
| Part 2 | Amendments to subordinate local law | 1 |
| 3 | Amendment of sch4 (Minimum standards for keeping animals generally) | 1 |
| 4 | Amendment of sch13 (Dictionary) | 1 |

Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Animal Management (Amendment) Subordinate Local Law (No. 1) 2015*.

2 Subordinate local law amended

This subordinate local law amends *Subordinate Local Law No. 2 (Animal Management) 2011*.

Part 2 Amendments to subordinate local law

3 Amendment of sch4 (Minimum standards for keeping animals generally)

(1) Schedule 4, paragraph (f), ‘.’—

omit, insert—

‘; and’.

(2) Schedule 4, after paragraph (f)—

insert—

‘(g) if the animal is a dog and the person is required to implant the dog with a PPID under section 14 of the Animal Management Act — ensure that the dog is implanted with a PPID before it is 12 weeks old as required by section 14 of the Animal Management Act; and

(h) if the animal is a dog and the dog is required to be registered by the person in the local government area of the local government—comply with section 46 of the Animal Management Act to register the dog in the local government area as required by section 44 of the Animal Management Act; and

(i) if the animal is a dog and section 57 of the Animal Management Act applies to the person — comply with section 57(2) of the Animal Management Act to renew the registration for the dog.’.

4 Amendment of sch13 (Dictionary)

Schedule 13 —

insert—

‘**PPID** has the meaning given in section 12 of the Animal Management Act.’.

This and the preceding page bearing my initials is a certified copy of *Animal Management (Amendment) Subordinate Local Law (No. 1) 2015* made in accordance with the provisions of the *Local Government Act 2009* by Rockhampton Regional Council by resolution dated the day of 2015.

.....
Chief Executive Officer

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**PROPOSED AMENDMENT TO
SUBORDINATE LOCAL LAW 2 ANIMAL
MANAGEMENT**

Draft Process Map

Meeting Date: 7 July 2015

Attachment No: 3

**PROPOSED AMENDMENT TO
SUBORDINATE LOCAL LAW 2 ANIMAL
MANAGEMENT**

Proposed Advertisement

Meeting Date: 7 July 2015

Attachment No: 4

DRAFT PUBLIC NOTICE

Local Government Act 2009

1. Rockhampton Regional Council (“Council”) has proposed to make *Animal Management (Amendment) Subordinate Local Law (No. 1) 2015* (the “proposed subordinate local law”).
2. *Local Law No. 2 (Animal Management) 2011* authorises the making of the proposed subordinate local law.
3. The proposed subordinate local law amends *Subordinate Local Law No. 2 (Animal Management) 2011*.
4. The purpose and general effect of the proposed subordinate local law is to identify, as a minimum standard for the keeping of animals, and in particular dogs, requirements in relation to the registration, renewal of registration, and permanent implanting, by microchip, of dogs in the circumstances required under the *Animal Management (Cats and Dogs) Act 2008*.
5. Written submissions by any person in support of, or objecting to, the proposed subordinate local law are invited for a 21 day period commencing on (*insert date for start of public consultation period*) and ending on (*insert last day of 21 clear day public consultation period*) (the “consultation period”).
6. During the consultation period Council will make available for inspection and purchase at Council’s public office at (*insert address*) copies of the proposed subordinate local law.
7. Submissions must be received on or before (*insert last day of the 21 clear day public consultation period*) stating—
 - (a) the grounds of the submission; and
 - (b) the facts and circumstances relied on in support of the grounds.

.....
Chief Executive Officer

8.2 PROPOSED ANIMAL INSPECTION PROGRAM

| | |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| File No: | 1464 |
| Attachments: | 1. Attachment 1 - Map of Gracemere area 2. Attachment 2 - Map of Stanwell area 3. Attachment 3 - Notice of Proposed Inspection Program |
| Authorising Officer: | Michael Rowe - General Manager Community Services |
| Author: | Catherine Hayes - Manager Community Standards and Compliance |

SUMMARY

This report presents an Animal Inspection Program for consideration by Council. Prior to Rockhampton Regional Council officers undertaking an inspection program, the Systematic Inspection Program, to monitor compliance with the Animal Management (Cats and Dogs) Act 2008, Rockhampton Regional Council Local Law 1 (Administration) 2011, and Rockhampton Regional Council Local Law 2 (Animal Management) 2011 must be approved by Council.

OFFICER'S RECOMMENDATION

THAT in accordance with the *Animal Management (Cats and Dogs) Act 2008* and *Local Government Act 2009*, Council approves an inspection program, the Systematic Inspection Program, for the identified areas of Gracemere and Stanwell between 13 September 2015 and 27 March 2016.

COMMENTARY

Under Section 113 of the *Animal Management (Cats and Dogs) Act 2008* and Section 134 of the *Local Government Act 2009*, Council may by resolution approve a program (an approved inspection program) under which an authorised person may enter a place to monitor compliance with, or aspect of, the Act and local government acts..

It is proposed to undertake a systematic inspection program of all identified properties within Gracemere and Stanwell (see attached map) between 13 September 2015 and 27 March 2016 by visiting, and if necessary entering yards of premises to monitor compliance with the *Animal Management (Cats and Dogs) Act 2008* with regards to registration and microchipping requirements, *Rockhampton Regional Council Local Law 1 (Administration) 2011*, and *Rockhampton Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of animals (dogs) requirements including number of animals kept. Visits will be undertaken between 7am and 6pm.

Local Law Officers will also be pursuing enquiries with owners that had dogs registered in 2014/2015 and have not renewed registration for the 2015/2016 registration period.

The area is considered a high priority for monitoring compliance with the *Animal Management (Cats and Dogs) Act 2008*, *Rockhampton Regional Council Local Law 1 (Administration) 2011* and *Rockhampton Regional Council Local Law 2 (Animal Management) 2011*.

Notice is required to be given of the proposed inspection program at least 14 days, but no more than 28 days before an inspection program commences. Notice of the program must be published in a newspaper circulating generally in the local government's area and must be placed on Council's website (see attached notice).

If non-compliances are identified, compliance notices and/or infringement notices may be issued.

BUDGET IMPLICATIONS

Increased registration will generate additional income to offset operating expenditure associated with delivering the community's expectation for an animal control program.

The program is funded within the 2015/2016 Local Laws operational budget.

LEGISLATIVE CONTEXT

Local Government is responsible for the administration of the *Animal Management (Cats and Dogs) Act 2008* and Council's Local Laws.

STAFFING IMPLICATIONS

The Systematic Inspection Program requires the equivalent of six full time officers for the period of the Program.

RISK ASSESSMENT

An assessment regarding Workplace Health and Safety considerations has identified all activities associated with the implementation of the Selective Inspection Program as medium risk.

CORPORATE/OPERATIONAL PLAN

The Systematic Inspection Program has been identified as an action within Council's previous Operational Plan.

CONCLUSION

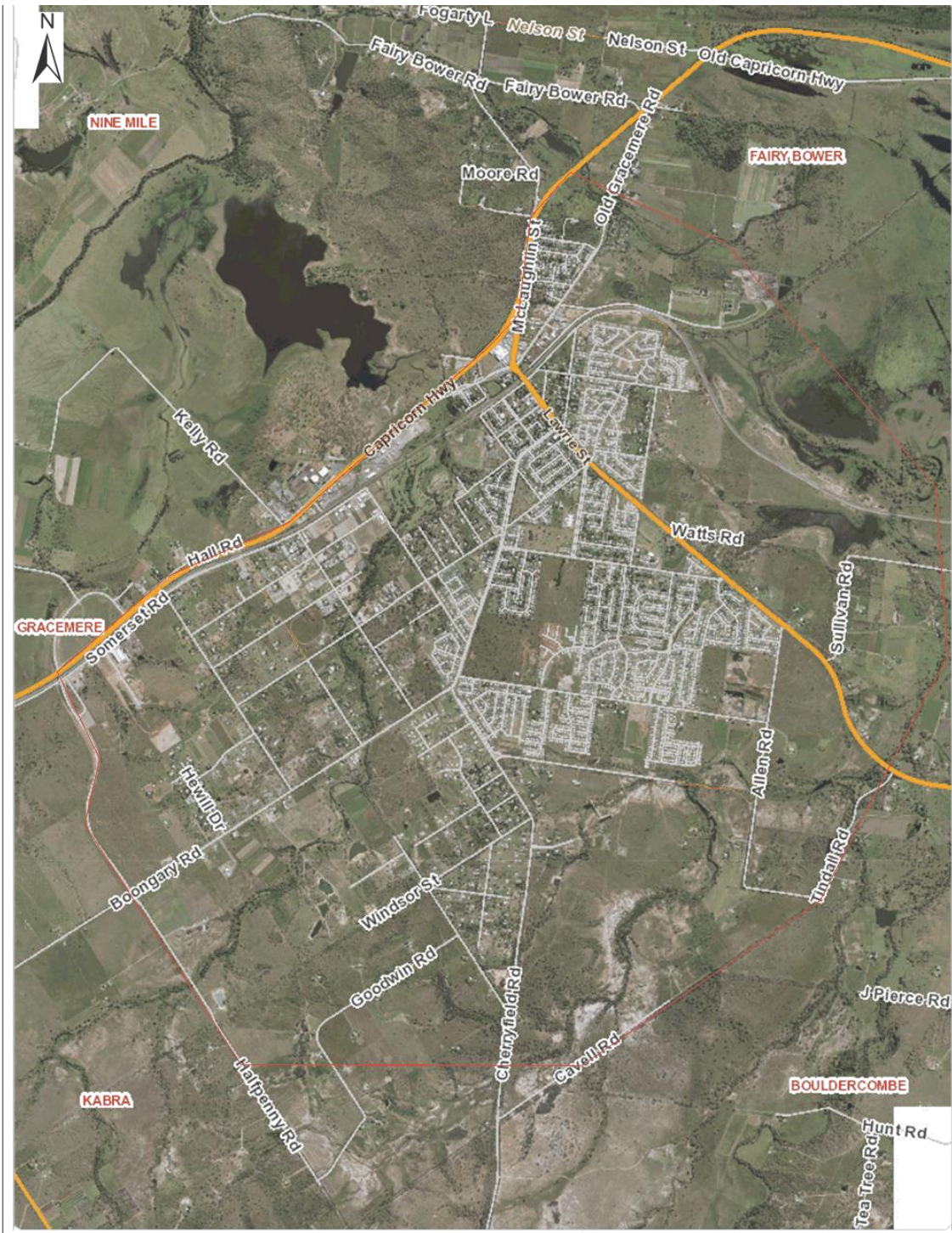
This report presents to Council a Systematic Inspection Program for consideration and approval. The implementation of this Systematic Inspection Program assists Council to fulfill its responsibilities under the *Animal Management (Cats and Dogs) Act 2008 and Local Government Act 2009* by allowing Council to monitor compliance with the requirements of the *Animal Management (Cats and Dogs) Act 2008*, *Rockhampton Regional Council Local Law 1 (Administration) 2011*, and *Rockhampton Regional Council Local Law 2 (Animal Management) 2011*.

PROPOSED ANIMAL INSPECTION PROGRAM

Attachment 1 - Map of Gracemere area

Meeting Date: 7 July 2015

Attachment No: 1



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Gracemere Approved Inspection Program

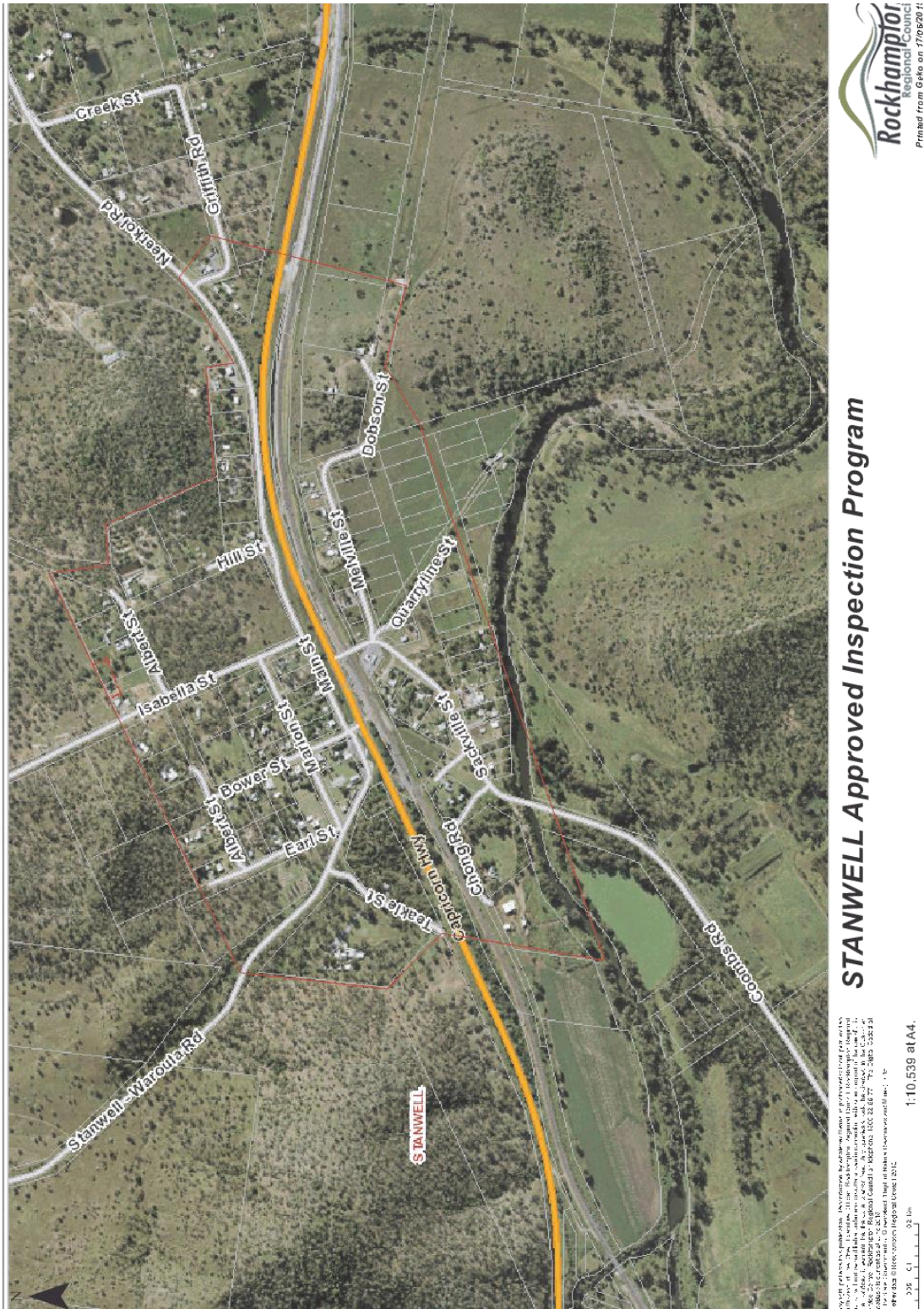


PROPOSED ANIMAL INSPECTION PROGRAM

Attachment 2 - Map of Stanwell area

Meeting Date: 7 July 2015

Attachment No: 2



PROPOSED ANIMAL INSPECTION PROGRAM

Attachment 3 - Notice of Proposed Inspection Program

Meeting Date: 7 July 2015

Attachment No: 3

APPROVED SYSTEMATIC INSPECTION PROGRAM - ANIMAL MANAGEMENT

Rockhampton Regional Council's Local Laws Officers will commence an approved systematic inspection program in accordance with Section 113 of the *Animal Management (Cats and Dogs) Act 2008* and Section 134 of the *Local Government Act 2009*.

The inspection program will be conducted on all properties within identified areas of Gracemere and Stanwell between 13 September 2015 and 27 March 2016. Visits will occur between the hours of 7am and 6pm.

The purpose of the program is to ensure compliance with the microchipping and registration requirements of the *Animal Management (Cats and Dogs) Act 2008* and the keeping of animal requirements of *Rockhampton Regional Council Local Law 1 (Administration) 2011* and *Rockhampton Regional Council Local Law 2 (Animal Management) 2011*.

The public may inspect a copy of the resolution that approved the program at Council's customer service centres, or via Council's website at www.rrc.qld.gov.au. A \$2.50 charge applies to obtain a copy of the notice. For further information phone Council's Local Laws Unit on 1300 22 55 77.

EVAN PARDON
CHIEF EXECUTIVE OFFICER

PO BOX 1860, ROCKHAMPTON
FAX No. 1300 22 55 79

9 STRATEGIC REPORTS

9.1 MONTHLY OPERATIONS REPORT FROM COMMUNITY STANDARDS AND COMPLIANCE UNIT FOR MAY 2015

File No: 1464

Attachments:

1. Monthly Operations Report From Community Standards and Compliance Unit for May 2015
2. Traffic Light Report for May 2015
3. Financial Matters Report for May 2015

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Catherine Hayes - Manager Community Standards and Compliance

SUMMARY

The monthly Operations Report for Community Standards and Compliance Section as at 31 May 2015 is presented for Councillor's information.

OFFICER'S RECOMMENDATION

THAT the Community Standards and Compliance Monthly Operations Report for May 2015 be 'received'.

COMMENTARY

This report provides information about the activities of Rockhampton Regional Council's Community Standards and Compliance Section for the month of May 2015.

This Section consists of five units namely Environment and Public Health, Local Laws, Vector Management, Pest Management and Support Services.

**MONTHLY OPERATIONS REPORT
FROM COMMUNITY STANDARDS AND
COMPLIANCE UNIT FOR MAY 2015**

**Monthly Operations Report From
Community Standards and Compliance
Unit for May 2015**

Meeting Date: 7 July 2015

Attachment No: 1

MONTHLY OPERATIONS REPORT
COMMUNITY STANDARDS AND COMPLIANCE SECTION
Period Ended May 2015

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Nil

Improvements / Deterioration in Levels of Services or Cost Drivers

- Vector Management Officers monitored fly numbers at Beef 2015. The processes Beef Australia implemented adequately controlled fly numbers.
- Environmental Health Officers undertook inspections of food businesses at Beef 2015.
- Just under a 100 animals were microchipped at Pets in the Park microchipping event held at Littler-Cum-Ingham Park on Saturday 30 May 2015. The next microchipping event will be held on Sunday 2 August 2015 from 10am – 2pm at the No. 7 Dam in Mount Morgan.
- The RSPCA Education Mobile Unit (EMU) visited 5 schools with a total of 717 children attending the EMU. RSPCA advised that the week in Rockhampton was one of the best they have had on board the EMU with every school prepared for the visit. 112 people visited the EMU at the Pets in the Park event.
- Pest Management Officers held a display at the Ridgeland Show providing information and advice on pest plants and pest animals.

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for May 2015 are outlined in Attachment 2.

Comments & Additional Information

2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS

Safety Statistics

The safety statistics for the reporting period are:

| | March | April | May |
|-------------------------------------------|-------|-------|-----|
| Number of Lost Time Injuries | 0 | 0 | 0 |
| Number of Days Lost Due to Injury | 0 | 6 | 0 |
| Total Number of Incidents Reported | 2 | 0 | 2 |
| Hazard Inspections completed | 0 | 0 | 0 |

Risk Management Summary

Example from Section Risk Register (excludes risks accepted/ALARP)

| Risk | Current Risk Rating | Future Control & Risk Treatment Plans | Due Date | % Completed |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------|
| Pest Management - Council does not have appropriate and implemented pest management planning for pest plants and pest animal management leading to public complaints about service delivery, localized damage to Council's reputation, temporary redirection/addition of staff/resources required. | Moderate | Legislative changes occurring in 2016. Review and realign plan with newly identified changes. Review of service level arrangements/requirements | 2016 | 0 |
| Local Laws - Failure to achieve earned income targets resulting in an inability to fund operations; poor service delivery and public dissatisfaction. | Very High 3 | 1. Effective infringement financial management process to be put in place. 2. Internal Process Review | 30/06/14 | 10% as at 30/4/15 |
| Local Laws – Inconsistent regulation and enforcement of local laws and legislation resulting in poor service and considerable public dissatisfaction. | High 4 | 1. Reviewed to be completed: Internal Audit, Process Review, Legal review of Local Laws 2. membership subscription to LGAQ's Legislation Compliance Section. 3. Join SEQ Regional Animal Management Group (SEQRAM). | 31/12/14 | 5% as at 24/3/15 |

Legislative Compliance & Standards

| Legislative Compliance Matter | Due Date | % Completed | Comments |
|-----------------------------------------------------------------|--------------|-------------|----------------------------|
| Council's Ground Distribution Contract Licence outdated | 6 April 2017 | | Not due until 6 April 2017 |
| Pest Management Officers AC/DC Licenses | Various | 100% | COMPLETED |
| Vector Management Officers Pest Management Technicians Licenses | Various | 100% | COMPLETED |
| Local Laws Power of Entry Training | Various | 100% | COMPLETED |
| Investigation Skills | Various | 9% | |
| Animal Management | Various | 100% | COMPLETED |

3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

No capital projects are relevant to the Community Standards and Compliance Section.

4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

| Project | Revised Budget | Actual (incl. committals) | % Budget Expended | Explanation |
|-------------------------------------------|----------------|---------------------------|-------------------|--------------------------|
| Issue of Dog Registration Renewals | \$20 000.00 | \$19803.00 | 99% | Renewals issued |
| Micro Chipping Days | \$11 000.00 | \$7455.00 | 67% | Completed Event 30/05/15 |

5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS**Adopted/Operational Service Level Standards & Performance**

| Service Level | Target | Current Performance |
|-----------------------------------------------------------------------------------------------------------|--------|---------------------|
| Annual inspection of licensed food businesses undertaken | 100% | 91% |
| Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken | 100% | 64% |
| Annual inspection of devolved licensed environmentally relevant activities undertaken | 100% | 80% |

Please note the service levels depicted in the above table are operational standards only and have not been formally adopted by Council.

Animals Impounded

| Animal Type | Stray surrendered by Public | Stray secured at property | Surrendered by Owner Seizure for Destruction | Surrendered during Investigation | Surrendered by Owner Keeper | Straying Stock | Caught in Trap | Wandering Dog |
|-------------|-----------------------------|---------------------------|----------------------------------------------|----------------------------------|-----------------------------|----------------|----------------|---------------|
| Cat | 59 | 6 | | 2 | 11 | | 31 | |
| Dog | 12 | 57 | 7 | 5 | 12 | | | 57 |
| Kitten | | | | | | | | |
| Puppy | | | | | | | | |
| Cattle | | | | | | | | |
| Horse | | | | | | | | |
| Pig | | | | | | | | |
| Others | | | | | | 2 | | |

Animals Released from Pound

| Animal Type | Released to Owner | Rescued | Stock sold | Escaped/Stolen | Euth Other | Euth Blood | Euth Aggressive | Euth Diseased | Euth Owner Request |
|-------------|-------------------|---------|------------|----------------|------------|------------|-----------------|---------------|--------------------|
| Cat | 2 | 54 | | | 34 | | 5 | 4 | |
| Dog | 79 | 17 | | | 25 | 2 | | 6 | 6 |
| Kitten | | | | | | | | | |
| Puppy | | | | | | | | | |
| Cattle | | | | | | | | | |
| Horse | | | | | | | | | |
| Pig | | | | | | | | | |
| Others | 1 | | | | | | | | |

Infringements Issued

| Description | Number of tickets issued | Year to Date |
|-------------------------|--------------------------|--------------|
| Parking Infringements | 172 | 4065 |
| Animal Infringements | 98 | 2007 |
| Local Law Infringements | 17 | 94 |

Registered Dogs/Declared Dog Totals

| Description | Year To Date Totals |
|-----------------|-----------------------------|
| Dogs Registered | 14 743 |
| Dangerous Dogs | Unable to get from Register |
| Menacing Dogs | Unable to get from Register |
| Restricted Dogs | Unable to get from Register |

FINANCIAL MATTERS

The Financial Matters report is outlined in Attachment 3.

**MONTHLY OPERATIONS REPORT
FROM COMMUNITY STANDARDS AND
COMPLIANCE UNIT FOR MAY 2015**

Traffic Light Report for May 2015

Meeting Date: 7 July 2015

Attachment No: 2

**All Monthly Requests (Priority 3)
Community Standards Compliance 'Traffic Light' report
May 2015**



| | Balance B/F | Completed in Current Mth | Current Month NEW Requests | | TOTAL INCOMPLETE REQUESTS BALANCE | Under Long Term Investigation | Completion Standard (days) | Avg Completion Time (days) Current Mth | Avg Completion Time (days) 6 Months | Avg Completion Time (days) 12 Months | Avg Duration (days) 12 Months (complete and incomplete) |
|------------------------------------------------|-------------|--------------------------|----------------------------|-----------|-----------------------------------|-------------------------------|----------------------------|----------------------------------------|-------------------------------------|--------------------------------------|---------------------------------------------------------|
| | | | Received | Completed | | | | | | | |
| Dog Registration Enquiry | 11 | 10 | 20 | 13 | 8 | 0 | 10 | 5.69 | 6.62 | 6.00 | 3.08 |
| Animals (more than permitted number) | 32 | 14 | 21 | 9 | 30 | 0 | 30 | 6.11 | 13.29 | 17.33 | 9.75 |
| Comm Compliance Barking Letter/Visitors Advice | 9 | 8 | 24 | 22 | 3 | 0 | 5 | 3.05 | 3.06 | 3.93 | 1.15 |
| Dog Attack on Animal (Confirmed) | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dog Attack on Person (Fear) CSO | 25 | 8 | 13 | 1 | 29 | 0 | 20 | 0.00 | 25.95 | 24.52 | 9.39 |
| Dog Attack on Animal (Alleged) CSO | 26 | 7 | 18 | 3 | 34 | 0 | 20 | 7.33 | 25.57 | 25.30 | 10.27 |
| Dog Attack on Person (Blte) CSO | 13 | 3 | 13 | 3 | 20 | 0 | 20 | 5.67 | 21.04 | 23.03 | 9.36 |
| Heavy Vehicle Parking | 1 | 1 | 6 | 2 | 4 | 0 | 10 | 5.00 | 4.70 | 5.27 | 2.95 |
| Overgrown Allotments | 83 | 40 | 29 | 7 | 65 | 0 | 45 | 7.86 | 15.89 | 17.95 | 13.34 |
| Regulated Parking | 9 | 5 | 47 | 33 | 18 | 0 | 10 | 3.79 | 4.41 | 4.97 | 3.38 |
| Dust Complaint | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 0.00 | 4.00 | 5.22 | 5.00 |
| Litter/Illegal Dumping | 8 | 7 | 20 | 7 | 14 | 0 | 20 | 7.29 | 8.78 | 10.54 | 6.52 |
| Noise Complaint | 2 | 1 | 2 | 1 | 2 | 0 | 10 | 0.00 | 5.48 | 6.48 | 2.98 |
| Barking Dog Complaint - Stage 1 | 3 | 2 | 61 | 42 | 20 | 0 | 3 | 1.45 | 1.31 | 1.18 | 0.46 |
| Barking Dog Complaint - Stage 2 LLEO Use Only | 14 | 7 | 6 | 1 | 12 | 0 | 30 | 0.00 | 17.46 | 18.53 | 12.41 |
| Vector Misting | 0 | 0 | 0 | 0 | 0 | 0 | 7 | 0.00 | 0.48 | 0.85 | 0.48 |
| Nuisance Vehicle | 7 | 5 | 30 | 13 | 19 | 0 | 10 | 9.15 | 7.71 | 7.95 | 4.23 |
| Wandering Animals (dogs, cats, poultry) | 58 | 53 | 130 | 74 | 61 | 0 | 10 | 0.68 | 1.55 | 1.41 | 0.87 |
| Wandering Stock | 11 | 11 | 18 | 15 | 3 | 0 | 10 | 2.00 | 5.06 | 4.67 | 1.90 |

**MONTHLY OPERATIONS REPORT
FROM COMMUNITY STANDARDS AND
COMPLIANCE UNIT FOR MAY 2015**

Financial Matters Report for May 2015

Meeting Date: 7 July 2015

Attachment No: 3

End of Month General Ledger - (Operating Only) - COMMUNITY SERVICES



As At End Of May

Report Run: 12-Mar-2015 09:17:33 Excludes Nat Accts: 2802,2914,2917,2924

| | Adopted Budget | Revised Budget | EOM Commitments | YTD Actual | Commit + Actual | Variance % | On target |
|--------------------------------------------------|------------------|------------------|-----------------|----------------|-----------------|------------|--------------------|
| | \$ | \$ | \$ | \$ | \$ | % | 91.7% of Year Gone |
| COMMUNITY SERVICES | | | | | | | |
| COMMUNITY STANDARDS AND COMPLIANCE | | | | | | | |
| <u>Local Laws</u> | | | | | | | |
| 1 - Revenues | (1,054,750) | (1,096,516) | 0 | (1,079,821) | (1,079,821) | 102% | ✓ |
| 2 - Expenses | 2,096,493 | 2,316,236 | 108,373 | 1,592,158 | 1,700,531 | 81% | ✓ |
| 3 - Transfer / Overhead Allocation | 214,200 | 216,984 | 0 | 157,934 | 157,934 | 74% | ✓ |
| Total Unit: Local Laws | 1,255,943 | 1,436,704 | 108,373 | 670,272 | 778,645 | 62% | ✓ |
| <u>Environment and Public Health</u> | | | | | | | |
| Revenues | (195,858) | (145,858) | 0 | (119,187) | (119,187) | 61% | ✗ |
| Expenses | 803,672 | 761,487 | 2,909 | 491,728 | 494,637 | 62% | ✓ |
| Transfer / Overhead Allocation | 65,000 | 65,000 | 0 | 33,330 | 33,330 | 51% | ✓ |
| Total Unit: Environment and Public Health | 672,814 | 680,629 | 2,909 | 405,872 | 408,781 | 61% | ✓ |
| <u>Health and Environment</u> | | | | | | | |
| Revenues | 0 | 0 | 0 | 0 | 0 | 0% | ✓ |
| Expenses | 346,417 | 147,600 | 0 | 173,640 | 173,640 | 50% | ✓ |
| Transfer / Overhead Allocation | 0 | 0 | 0 | 0 | 0 | 0% | ✓ |
| Total Unit: Health and Environment | 346,417 | 147,600 | 0 | 173,640 | 173,640 | 50% | ✓ |
| <u>Pest Management</u> | | | | | | | |
| Revenues | (500) | (51,600) | 0 | (23,159) | (23,159) | 4632% | ✓ |
| Expenses | 729,350 | 771,639 | 39,499 | 494,503 | 534,002 | 73% | ✓ |
| Transfer / Overhead Allocation | 144,000 | 144,200 | 0 | 123,011 | 123,011 | 85% | ✓ |
| Total Unit: Pest Management | 872,850 | 864,239 | 39,499 | 594,355 | 633,854 | 73% | ✓ |
| <u>Vector Management</u> | | | | | | | |
| Revenues | (1,000) | (500) | 0 | 0 | 0 | 0% | ✗ |
| Expenses | 483,589 | 493,789 | 10,858 | 363,659 | 374,517 | 77% | ✓ |
| Transfer / Overhead Allocation | 92,000 | 92,000 | 0 | 67,579 | 67,579 | 73% | ✓ |
| Total Unit: Vector Management | 574,589 | 585,289 | 10,858 | 431,238 | 442,096 | 77% | ✓ |

| Adopted Budget | Revised Budget | EOM Commitments | YTD Actual | Commit + Actual | Variance | On target |
|------------------------------------------------|----------------|-----------------|------------|-----------------|----------|--------------------|
| \$ | \$ | \$ | \$ | \$ | % | 91.7% of Year Gone |
| 3,722,613 | 3,714,461 | 161,639 | 2,275,376 | 2,437,015 | 65% | ✓ |
| Total Section: HEALTH & ENVIRONMENT | | | | | | |

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS/QUESTIONS

Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting.

12 CLOSURE OF MEETING