

VML:MB
Vicki Lukritz
3810 6221

COUNCILLOR

24 November 2017

Sir/Madam

NOTICE OF MEETING

Notice is hereby given that a Meeting of the **HEALTH, SECURITY AND COMMUNITY SAFETY COMMITTEE** is to be held in the **Council Chambers** on the 2nd Floor of the Council Administration Building, 45 Roderick Street, Ipswich commencing at **8.30 am** on **Tuesday, 28 November 2017.**

<u>MEMBERS OF THE HEALTH, SECURITY AND COMMUNITY SAFETY COMMITTEE</u>	
Councillor Ireland (Chairperson) Councillor Pahlke (Deputy Chairperson)	Mayor Deputy Mayor Councillor Pisasale

The agenda for the meeting is attached to this notice.

Yours faithfully

ACTING CHIEF EXECUTIVE OFFICER

HEALTH, SECURITY AND COMMUNITY SAFETY COMMITTEE AGENDA

8.30 am on **Tuesday, 28 November 2017**

Council Chambers

Item No.	Item Title	Officer
1	Cooperative Desexing Program	MAM
2	Development and Implementation of Code of Conduct for Off Leash Parks in Response to Priority 2 – Pet Management – Health and Amenity Plan 2017–2018	MAM
3	Behaviour Change Program in Support of Health and Amenity Plan Action ‘Dog Control in Public and on Private Property’	PO(AM)
4	Darling Downs – Moreton Rabbit Board Annual Report 2016–2017	PO(AM)
5	Crypt Remediation Project (Ipswich General Cemetery) 2018–2019	PO(PP)
6	Entertainment Venue Councillor Working Group Recommendations	SPSM
7	Parking Enforcement – School Safe Parking Project 2018	PO(P)
8	Road Permit Process	POBO
9	Health, Security and Regulatory Services Monthly Activity Report – October 2017 including a Presentation on the Achievements of the Department for the Year.	SPSM & PO(BO)

HEALTH, SECURITY AND COMMUNITY SAFETY COMMITTEE NO. 2017(03)

28 NOVEMBER 2017

AGENDA

1. COOPERATIVE DESEXING PROGRAM

With reference to a report by the Manager (Animal Management) seeking approval of supplementary funding for a Co-operative Desexing Program.

RECOMMENDATION

- A. That Council provide a further \$3,000.00 toward this financial year's Co-operative Desexing Program to maximise the benefit within the current breeding season.
- B. That funding be sourced from an existing Animal Management budget allocation.
- C. That the Manager (Animal Management) provide a report to a future meeting of the Health, Security and Community Safety Committee on the outcomes of Co-operative Desexing Programs within Ipswich.

Report

2. DEVELOPMENT AND IMPLEMENTATION OF CODE OF CONDUCT FOR OFF LEASH PARKS IN RESPONSE TO PRIORITY 2 – PET MANAGEMENT – HEALTH AND AMENITY PLAN 2017–2018

With reference to a report by the Manager Animal Management Operations dated 15 November 2017 concerning the Development and Implementation of a Code of Conduct for Off Leash Parks in response to Priority 2 – Pet Management – Health and Amenity Plan 2017–2018.

RECOMMENDATION

That Council approve the Code of Conduct signage contained in Attachment A of the report by the Manager (Animal Management) dated 15 November 2017, for installation on a gate/prominent entry area, across Ipswich's existing Dog Off Leash Areas (DOLA's).

Report

3. BEHAVIOUR CHANGE PROGRAM IN SUPPORT OF HEALTH AND AMENITY PLAN ACTION 'DOG CONTROL IN PUBLIC AND ON PRIVATE PROPERTY'

With reference to a report by the Principal Officer (Animal Management) dated 14 November 2017 providing an update on a behaviour change program in support of Health and Amenity Plan action 'Dog control in public and on private property'.

RECOMMENDATION

That the report be received and the contents noted.

Report

4. DARLING DOWNS – MORETON RABBIT BOARD ANNUAL REPORT 2016–2017

With reference to a report by the Principal Officer (Animal Management) dated 11 November 2017 concerning the Darling Downs – Moreton Rabbit Board Annual Report 2016-2017.

RECOMMENDATION

That the report be received and the contents noted.

Report

5. CRYPT REMEDIATION PROJECT (IPSWICH GENERAL CEMETERY) 2018–2019

With reference to a report by the Principal Officer – Policy and Projects dated 17 November 2017 concerning the remediation of a historic burial crypt at Ipswich General Cemetery.

RECOMMENDATION

- A. That Council approve further investigations in relation to the project to remediate the Fleming crypt in Ipswich General Cemetery as outlined in the report by the Principal Officer – Policy and Projects dated 17 November 2017.
- B. That once actual costs are determined, the Chief Operating Officer (Health, Security and Regulatory Services) provide a further report to Council for consideration.

Report

6. ENTERTAINMENT VENUE COUNCILLOR WORKING GROUP RECOMMENDATIONS

With reference to a report by the Strategic Policy and Systems Manager dated 16 November 2017 concerning outcomes of a Council Working Group review of entertainment venue licensing.

RECOMMENDATION

- A. That the recommendations of the Entertainment Venue Councillor Working Group outlined in the report by the Strategic Policy and Systems Manager dated 16 November 2017, be approved.
- B. That the recommendations of the Entertainment Venue Councillor Working Group be implemented when the following Ipswich City Council Local Laws are reviewed next:
 - 1. *Local Law 3 (Commercial Licensing) 2013*
 - 2. *Subordinate Local Law 3 (Commercial Licensing) 2013.*

Report

7. PARKING ENFORCEMENT - SCHOOL SAFE PARKING PROJECT 2018

With reference to a report by the Principal Officer (Projects) dated 9 November 2017 concerning parking enforcement associated with the School Safe Parking Project (School Safe).

RECOMMENDATION

That the report be received and the contents noted.

Report

8. ROAD PERMIT PROCESS

With reference to a report by the Principal Officer, Business Operations dated 15 November 2017 concerning transition of the management of the Road Permit (Annual, Standard and Non-Standard) process.

RECOMMENDATION

That the report be received and the contents noted.

Report

9. HEALTH, SECURITY AND REGULATORY SERVICES MONTHLY ACTIVITY REPORT – OCTOBER 2017 INCLUDING A PRESENTATION THE ACHIEVEMENTS OF THE DEPARTMENT FOR THE YEAR

With reference to a joint report by the Strategic Policy and Systems Manager and Principal Officer (Business Operations) dated 16 November 2017 concerning the monthly update on the activities of the Health, Security and Regulatory Services (HSRS) Department.

RECOMMENDATION

That the report be received and the contents noted.

Report

and any other items as considered necessary.

Health, Security and Community Safety Committee	
Mtg Date: 28/11/17	OAR: YES
Authorisation: Sean Madigan	

KG:KG
A4493171

14 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: MANAGER (ANIMAL MANAGEMENT)

RE: COOPERATIVE DESEXING PROGRAM

INTRODUCTION:

This is a report by the Manager (Animal Management) seeking approval of supplementary funding for a Co-operative Desexing Program.

HEALTH AND AMENITY PLAN PRIORITY:

2	<p>Pet Management</p> <ul style="list-style-type: none"> • Barking dogs • Roaming dogs • Roaming cats • Dog control in public and on private property • Responsible dog ownership
---	---

BACKGROUND:

In February 2017 Council approved a contribution of \$10,000.00 to participate in the Co-operative Desexing Program, an initiative set up and promoted by the Animal Welfare League of Queensland (AWLQ), in affiliation with their subsidiaries, the National Desexing Network ('NDN'), and Getting 2 Zero. The program is coordinated annually, to coincide with cat breeding season (more prevalent in spring/summer), and generally encourage cat owners to desex their pet.

To date, 177 desexing vouchers have been issued and honoured as part of the program, with October 2017 applications still outstanding. This has expended Council's contribution with community enquiries and requests for desexing still incoming.

BENEFITS TO COMMUNITY AND CUSTOMERS:

An average entire female cat is able to breed from as early as 4 months of age, will produce 1-8 kittens per litter, and is capable of 2-3 litters per year. During the productive life, a female cat could produce in excess of 100 kittens. Research indicates that cat populations demonstrate low numbers of desexed animals, with a 2008 study estimating that desexed numbers are as low as 7.6% across some owner demographics, with only 1.5% of 'semi owned' cats desexed. Further, early age desexing was not prevalent in cats, with 33% under six months desexed. 13% of female cats had at least one litter before desexing (Webb 2008).

The program engages cat owners, local vets, and Council in a combined effort to reduce abandonment, euthanasia of unclaimed cats, cat wandering and nuisance activities through desexing. The basis of the cooperative is that cat owners, vets, and Councils share the cost of Desexing for cat owners in need such as:

- Holders of pension, concession or health care cards;
- People on low incomes; and
- People with large numbers of cats.

The applicant must be a resident of Ipswich.

The approximate split costs are tabled below:

Gender	Owner Pays	Council Pays	Vet Charges
Male cat	\$35.00	\$55.00	\$90.00
Female cat	\$55.00	\$65.00	\$120.00
Additional female cats	\$35.00	\$85.00	\$120.00

The current spend indicates Council's average contribution is \$56.50 per voucher (based on 177 vouchers from \$10,000).

The participating veterinarians have been sourced and coordinated through AWLQ, to ensure that the program is available to low income earners.

CONCLUSION:

The Cooperative desexing program represents value to the community via desexing at participating vets. Desexing of owned cats across the LGA is an identified strategy in the proposed cat management plan. The program's structure offers the opportunity for Council to apply funding to a larger number of cats at a lower cost, through the subsidy scheme.

ATTACHMENT/S:

Name of Attachment	Attachment
Cooperative desexing program detail	Attachment A
Desexing DL	Attachment B

RECOMMENDATION:

- A. That Council provide a further \$3,000.00 toward this financial year's Co-operative Desexing Program to maximise the benefit within the current breeding season.
- B. That funding be sourced from an existing Animal Management budget allocation.
- C. That the Manager (Animal Management) provide a report to a future meeting of the Health, Security and Community Safety Committee on the outcomes of Co-operative Desexing Programs within Ipswich.

Kylie Goodwin
MANAGER (ANIMAL MANAGEMENT)

I concur with the recommendations contained in this report.

Sean Madigan
**CHIEF OPERATING OFFICER
(HEALTH SECURITY AND REGULATORY SERVICES)**



CO-OPERATIVE DESEXING PROGRAM

Purpose

To prevent abandonment and euthanasia of cats, reduce numbers of wandering, unowned and feral cats, reduce Council costs of collecting, holding and euthanasing or rehoming unwanted cats, by targeted low cost desexing to help those in need. Similar programs can be set up for dogs.

How it works

1. **Councils fund an annual amount e.g. \$5 000 to \$20 000, depending on population size, to subsidise desexing costs for cat owners in need** i.e.

- holders of pension, concession or health care cards
- people on low incomes
- people with large numbers of cats
- people feeding community cats

Council funds used proactively in this way over a number of years, along with other G2Z strategies (www.g2z.org.au) have been shown to reduce the number of abandoned cats in the community.

2. **Costs are shared between owners, Council, animal welfare groups and veterinarians.** Prices must be low enough to allow cat owners on a pension or low income to contribute, yet still cover veterinary costs.

Currently (2016/17), cat owners pay **\$35 to desex a male cat, \$55 for a female cat, and \$35 for additional female cats**, receive a voucher (worth **\$55, \$65 and \$85 respectively** from the council subsidy fund), so that **vets receive \$90 to desex a male cat, and \$120 to desex a female cat**. This covers current veterinary costs of wages and materials plus GST.

Research shows that the effect of growth in discount desexing on regular desexing procedures for both cats and dogs is positive; to a highly significant degree i.e. discount desexing and regular desexing procedures complement each other, rather than crowding each other out (Frank JM & Carlisle-Frank PL, 2007). Vets participating in well-promoted desexing programs also have been able to meet new clients and offer other services and products at the time of the surgery or in future appointments. **In the longer term, the number of unplanned animals given away to people who may be ill-equipped to care for or afford veterinary treatment for their animals is reduced. This means more responsible ownership, with improved welfare of both animals and people, less pressure on veterinarians to provide free services, and fewer distressing euthanasias of unwanted pets.**

3. To ensure that low income earners can participate, the following consistent conditions across all participating vet clinics are required:
 - a. 24 hour pain relief included at no extra cost

- b. no requirement to vaccinate before desexing. Vet clinics may choose to allocate a particular day for desexing and/or a section of the clinic if they are concerned about having unvaccinated animals in their clinic.
 - c. If animals are **pregnant or in season**, owners are not to be asked for additional payment. Instead **vets can claim an additional standard rate of \$55 from the Council Desex Fund.**
4. The program runs all year round and must be heavily promoted once or twice a year, preferably in low breeding season between June and September. This is to capture as many cats as possible and minimise the number of more costly pregnant and in-season cats needing to be desexed. Participating vets receive free promotion through various media, acknowledging their contribution to reducing the oversupply of cats in the city/shire. A Certificate of Appreciation is provided to display in the clinic as acknowledgement of this community service.
5. Promotion, issuing of vouchers, and vet reimbursement is currently managed free of charge by AWLQ's National Desexing Network's (NDN) experienced team.
6. **Procedure:**
- (i) Councils budget an annual amount for desexing subsidies and promotion
 - (ii) Local vets are invited to participate
 - (iii) A Community Awareness Campaign is conducted promoting the availability of desexing support for people in financial need, the participating vets, the benefits to cats, owners and the community, and the importance of desexing before 4 months of age. It is important to create a sense of urgency to encourage people to act. (Sample media release, advertisement and flyer available)
 - (iv) The cat owner phones NDN, who will determine if the owner is eligible, and offer a choice of participating vet clinics.
 - (v) Numbered desexing vouchers are sent to owners, indicating the chosen vet clinic and an expiry date of one month to encourage owners to make a booking as soon as possible (sample voucher available).
 - (vi) Cat owners contact the chosen vet clinic to make an appointment. They give the voucher to the vet clinic at the time of desexing, as well as pay their contribution.
 - (vii) Vet clinics return the vouchers and a claim form at the end of each month for reimbursement. Reminders are sent out to request these vouchers for reimbursement.
 - (viii) Whenever possible, the NDN team checks and recontacts cat owners with unredeemed vouchers to help/encourage them to proceed.

We look forward to working with you to develop this proactive program in your town/shire. For further information, please contact me on 0417 788 063 or jverrinder@awlqld.com.au.



Joy Verrinder
Strategic Development Officer
AWLQ, National Desexing Network and G2Z Australia

Can't afford to desex your cat?



Do you have a pregnant cat or an accidental litter of kittens?

Animal Welfare League Qld's National Desexing Network, Ipswich City Council and participating vets are here to help those in financial need!

Ipswich City Council CAT DESEXING SUBSIDY*

YOU ONLY PAY...

FEMALE CAT \$55 MALE CAT \$35

ADDITIONAL FEMALE CATS \$35

You can also surrender your unwanted litter to AWLQ for rehoming, free of charge when you desex your female cat!

Cats should be desexed from 2-3 months old as they can become pregnant from just 4 months old.

Ph: 07 5509 9001

*For Ipswich residents only. Conditions apply; available while funds last.

Proudly supported by



Health, Security and Community Safety Committee	
Mtg Date: 28.11.17	OAR: YES
Authorisation: Sean Madigan	

KG:KG
A4493159

15 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: MANAGER (ANIMAL MANAGEMENT)

RE: DEVELOPMENT AND IMPLEMENTATION OF CODE OF CONDUCT FOR OFF LEASH PARKS IN RESPONSE TO PRIORITY 2 – PET MANAGEMENT – HEALTH AND AMENITY PLAN 2017-2018

INTRODUCTION:

This is a report by the Manager Animal Management Operations dated 15 November 2017 concerning the Development and Implementation of a Code of Conduct for Off Leash Parks in response to Priority 2 – Pet Management – Health and Amenity Plan 2017-2018.

HEALTH AND AMENITY PLAN PRIORITY:

2	<p>Pet Management</p> <ul style="list-style-type: none"> • Barking dogs • Roaming dogs • Roaming cats • Dog control in public and on private property • Responsible dog ownership
---	---

BACKGROUND:

The 2017-2018 Health and Amenity Plan ('HAP') includes a number of Compliance Strategies that have been developed in support of the action 'Dog Control in Public and on Private Land', inclusive of developing a Code of Conduct, and signage for Dog Off Leash Parks ('DOLA's'):

Action Item: Implement a Code of Conduct for off leash parks including educational signage in each park.

The HAP priority seeks to encourage socialisation of dogs in DOLA's, while focusing owners on appropriate dog behaviours and responses. The Code of Conduct and visual aspects on proposed signage moves away from Council's historical regulatory signage models to deliver key messaging in a positive and unique fashion. DOLA's are designed to be self-regulating areas where dogs are able to be exercised and socialised. Feedback from dog owners, in response to compliance activities and complaints in DOLA's indicates confusing interpretations of the concept of 'effective control' and appropriate behaviours in off leash areas.

PROPOSAL:

Code of Conduct:

The attached Code of Conduct signage is designed to provide a clear interpretation of effective control, expectations of owners in control of a dog, and reasonable behaviours within the DOLA.

Key messaging focuses on:

- Owners maintaining responsibility for their dog;
- The principles of effective control –
 - You can see your dog at all times
 - Your dog will come to you when called
 - You have a leash to secure your dog quickly if necessary
- Promoting swift intervention where your dog behaves aggressively
- Adequate supervision of children in and around the DOLA
- Cleaning up after your dog
- Reporting incidents or requesting park maintenance
- Remaining engaged and vigilant to ensure your dog isn't annoying other park users.
- Broad linkage to the 'Leash, Tag, Carry Bag' campaign
- Vaccination reminder.

It is proposed that the Code of Conduct signage be installed on entry gates, with supplementary information included on Council's website.

DESIRED OUTCOMES:

Placement and type of visual messaging/signage is designed to better engage park users. While this campaign is focused on DOLA's, we will seek feedback to further develop similar messaging relevant to other open spaces, parks, and recreational areas frequented by dog owners. Development of alternate messaging relevant to specific behaviours, problems, or areas may also be informed by feedback from the campaign.

CONCLUSION:

DOLA's are designed to promote socialisation and exercise activities for dogs and their owners. It is not the intent of Council's Animal Management or Community Compliance areas to heavily regulate such areas, but rather, to promote a community standard which can be supported by education campaigns. Traditional regulatory signage has limited scope in off leash areas, and is typically not aligned to the desired messaging and amenity.

ATTACHMENT:

Name of Attachment	Attachment
Code of Conduct signage	Attachment A

RECOMMENDATION:

That Council approve the Code of Conduct signage contained in Attachment A of the report by the Manager (Animal Management) dated 15 November 2017, for installation on a gate/prominent entry area, across Ipswich's existing Dog Off Leash Areas (DOLA's).

Kylie Goodwin
MANAGER (ANIMAL MANAGEMENT)

I concur with the recommendations contained in this report.

Sean Madigan
**CHIEF OPERATING OFFICER
(HEALTH SECURITY AND REGULATORY SERVICES)**

Off Leash Dog Park

Code of Conduct



1. Have you got your leash, tag and carry bag?
2. Please don't use the park if your dog isn't vaccinated.
3. Your dog is your responsibility – don't let them down.
4. Keep your dog under effective control. This means:
 - you can see your dog at all times
 - your dog will come to you when called
 - you have a leash to secure your dog quickly if necessary.
5. Parks are for play. Some dog behaviour is annoying to other park users, monitor your dog.
6. Time out. Take your dog away from the park if it becomes aggressive. Don't allow your dog to be aggressive towards other dogs, people or wildlife.
7. Always supervise children around dogs.
8. Clean up after your dog so everyone enjoys a tidy park. Carry a bag to remove and dispose of your dog's waste.

To report incidents or request park maintenance visit [Mylpswich.com](https://www.mylpswich.com) or phone (07) 3810 6666.

Health, Security and Community Safety Committee	
Mtg Date: 28.11.17	OAR: YES
Authorisation: Sean Madigan	

HT:HT

15 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER (HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: PRINCIPAL OFFICER (ANIMAL MANAGEMENT)

RE: BEHAVIOUR CHANGE PROGRAM IN SUPPORT OF HEALTH AND AMENITY PLAN ACTION 'DOG CONTROL IN PUBLIC AND ON PRIVATE PROPERTY'

INTRODUCTION:

This is a report by the Principal Officer (Animal Management) dated 14 November 2017 providing an update on a behaviour change program in support of Health and Amenity Plan action 'Dog control in public and on private property'.

HEALTH AND AMENITY PLAN PRIORITY:

2	<p>Pet Management</p> <ul style="list-style-type: none"> • Barking dogs • Roaming dogs • Roaming cats • Dog control in public and on private property • Responsible dog ownership
---	---

BACKGROUND:

The 2017-2018 Health and Amenity Plan includes a number of Compliance Strategies that have been developed in support of the action 'Dog Control in Public and on Private Land'. Of particular relevance is detailed below:

Pilot program: Investigate and implement educational and enforcement solutions to reduce the amount of dogs that aren't under effective control at District/Major parks in Ipswich where complaints have been raised about aggressive and harassing dogs. Successful strategies and outputs could be used in other hot spot areas.

PROPOSAL:

All dog owners have an obligation to ensure their animal is under effective control when in a public place. While this requirement is largely known by the community, Council still receives complaints concerning non-compliance with these provisions and aggressive behaviour by dogs in public areas.

To promote a change in behaviour, the Animal Management Branch is proposing to utilise an officer to undertake a targeted patrolling program within three Ipswich City Parks (Limestone Park, Battye Park and Colleges Crossing) over a period of at least three months. These locations are included in the pilot program as there are existing compliance issues around dog control in these spaces in particular dogs being allowed off leash and harassing other dogs (and their owners) and park users.

The aim of this pilot program is to attempt to understand the extent of non-compliance and to promote broader compliance with the effective control provisions through face-to-face interactions with an officer. The primary focus of the patrols and interactions will be on education and awareness, however if required enforcement tools will be utilised depending on each situation. This pilot program will also link in neatly with Council's current Leash, Tag and Carry Bag campaign.

The officer involved will have the opportunity to develop an intimate knowledge of these public spaces, including an understanding of signage, nearby off leash areas, problem areas and regular users and their levels of compliance. Ongoing analysis and an understanding of the available data (both quantitative and qualitative) is required to provide a more concise idea of success measures (non-compliance reduction targets etc.).

The learnings gathered from the pilot program will be utilised to inform further strategies and to assist in rolling out successful strategies to other locations. Outcomes of the pilot program will be reported on at its conclusion.

BUDGET IMPACT:

The only budget impact on this program is the labour component. It is envisaged that the program can be undertaken utilising existing resources so there is no direct expenditure burden in excess of current labour costs.

CONCLUSION:

A pilot program will be conducted in Limestone Park, Battye Park and Colleges Crossing to understand the extent of non-compliance and to promote responsible dog control provisions. The learning gathered from the pilot program will be utilised to inform further animal management strategies and to assist in rolling out successful strategies to other locations as required. This pilot program is an action of the Health and Amenity Plan for 2017-2018.

RECOMMENDATION:

That the report be received and the contents noted.

Haiden Taylor

PRINCIPAL OFFICER (ANIMAL MANAGEMENT)

I concur with the recommendation contained in this report.

Sean Madigan

**CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)**

Health, Security and Community Safety Committee	
Mtg Date: 28.11.17	OAR: YES
Authorisation: Sean Madigan	

HT:HT
A4442712

11 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: PRINCIPAL OFFICER (ANIMAL MANAGEMENT)

RE: DARLING DOWNS – MORETON RABBIT BOARD ANNUAL REPORT 2016-2017

INTRODUCTION:

This is a report by the Principal Officer (Animal Management) dated 11 November 2017 concerning the Darling Downs – Moreton Rabbit Board Annual Report 2016-2017 (Attachment A).

HEALTH AND AMENITY PLAN PRIORITY:



BACKGROUND:

The Darling Downs – Moreton Rabbit Board (the Board) is a pest operational board established under the *Biosecurity Act 2014* and is responsible for providing rabbit control and eradication service to eight local authorities and their ratepayers.

The eight local authorities pay an annual precept to the Department of Agriculture and Fisheries (DAF) and approximately two-thirds of this payment is for the Board. The other portion of the payment is a service contribution to the Land Protection Fund.

As one of the eight local authorities, Ipswich City Council is provided with both operational and annual reports outlining the Board's programs, activities and financial position.

DARLING DOWNS – MORETON RABBIT BOARD ANNUAL REPORT 2016-2017:

The Board has provided Council with a copy of its 2016-2017 annual report (Attachment A), which includes reports from the Chairman and Chief Executive Officer, in addition to Statements of Comprehensive Income, Financial Position, Changes in Equity and Cash flows.

The Annual Report has been reviewed with the following notable points:

- Membership of the Board was renewed by the Minister during the course of the last financial year with the new Board members taking office on 8 February 2017;
- Four members of the outgoing Board were reappointed including Cr Glasheen (Toowoomba Regional Council), Cr McInnes (Scenic Rim Regional Council), Cr Olm (Western Downs Regional Council) and Cr Tozer (Council of the City of Gold Coast);
- The Board has welcomed two new members Cr Holstein (Lockyer Valley Regional Council) and Cr McNally (Southern Downs Regional Council);
- Cr Glasheen has been appointed Chairman and Cr McInnes Deputy Chairman, with outgoing Chairman, Mr Ross Bartley and outgoing Deputy Chairman, Mr Rod Towner thanked by the Board for their service;
- The Board has refocussed its resources and effort towards control and eradication of rabbits in the Board's area. The Board has taken a risk based approach in implementing this strategy and has focussed on areas of highest infestations and active breeding populations (Lockyer Valley Regional Council);
- Rabbit Haemorrhagic Disease Virus K5 (RHDV-K5) was released at sites in South East Queensland, with reductions in rabbit numbers (measured by spotlight survey) recorded at one site. There have been no reports of RHDV-K5 spreading from release sites;
- The financial result for the year shows a small operational surplus before the surplus from the revaluation of non-current assets is applied.

CONCLUSION:

The Board's operations appear to have stabilised and improved somewhat, with this annual report being reflective of same.

ATTACHMENT/S:

Name of Attachment	Attachment
Correspondence from Darling Downs - Moreton Rabbit Board regarding Annual Report 2016-2017	Attachment A
Darling Downs – Moreton Rabbit Board Annual Report 2016-2017	Attachment B

RECOMMENDATION:

That the report be received and the contents noted.

Haiden Taylor

PRINCIPAL OFFICER (ANIMAL MANAGEMENT)

I concur with the recommendation contained in this report.

Sean Madigan

**CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)**



Darling Downs-Moreton Rabbit Board

11 October 2017

Chief Executive Officer
Ipswich City Council
PO Box 191
IPSWICH QLD 4305

Dear Sir

Darling Downs Moreton Rabbit Board – Annual Report

Please find attached to this correspondence a copy of the Annual Report for the Darling Downs Moreton Rabbit Board for the year ended 30 June 2017.

The financial result for the year shows a small operational surplus before the surplus from the revaluation of non-current assets is applied.

Over the last twelve months, the Board has refocused its resources and effort toward control and eradication of rabbits in the Board area. The Board has taken a risk based approach in implementing this strategy and has focused on areas of highest infestations and active breeding populations.

Board staff will be in touch with your relevant officers over the next six months to discuss control and eradication strategies and priorities in your area.

Yours faithfully

Thomas J Upton
Chief Executive Officer

Cc Mr Ted Mitchell – Pest Management Department

ABN: 44 509 080 794

26 Wood Street Warwick 4370

PO Box 332 Warwick 4370

Telephone: 07 4661 4076

Fax: 07 4661 4722

Email Address: enquiries@ddmrb.org.au

Website: www.ddmrb.org.au

ANNUAL REPORT 2016–2017



Darling Downs - Moreton Rabbit Board

ABN 44 509 080 794

Address: 26 Wood Street, Warwick Q 4370
Postal Address: PO Box 332, Warwick, Q 4370
Telephone: +61 07 4661 4076
Facsimile: +61 07 4661 4722
Email: enquiries@ddmrb.org.au
Website: www.ddmrb.org.au

This document is produced in accordance with the Financial Administration Act 2009 (FAA) which requires that all statutory bodies prepare annual reports and table them in the Legislative Assembly each financial year and the Financial Management Performance Management Standard 2009 (FMS which provides specific requirements for information that is to be disclosed in annual reports, and other legislative requirements.

A checklist outlining the Annual Reporting Requirements for Queensland Government agencies can be found at the end of this document.

© Darling Downs - Moreton Rabbit Board

This annual report is licensed by the State of Queensland (Darling Downs - Moreton Rabbit Board) under a Creative Commons (CC BY) 3.0 Australia licence.

In essence you are free to copy, communicate and adapt this annual report, as long as you attribute the work of the State of Queensland (Darling Downs - Moreton Rabbit Board).

To view a copy of this licence, visit <http://creativecommons.org/licenses/by/3.0/au/deed.en>

Content from this report should be attributed as: The State of Queensland (Darling Downs - Moreton Rabbit Board) Annual Report 2016/2017.

The Darling Downs - Moreton Rabbit Board published this document in September 2017. Office located at 26 Wood Street, Warwick, Queensland 4370. Copyright enquiries about this publication should be directed to the Chief Executive Officer at the address shown.

PUBLIC AVAILABILITY

For enquiries regarding the 2016/2017 Annual Report or to obtain a copy of the 2016/2017 Annual Report you can contact the Chief Executive Officer by telephoning 07 4661 4076 or by email to the Chief Executive Officer at enquiries@ddmrb.org.au or by written request to the Chief Executive Officer, PO Box 332, Warwick, Queensland 4370. Please note that a photocopying charge may be applied.

INTERPRETER SERVICE STATEMENT

The Queensland Government is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds. If you have difficulty understanding the 2016/2017 Annual Report, you can contact the Chief Executive Officer. A free 24-hour instant online translation service for text and web pages is available on 444.translate.google.com. A general government Translating and Interpreting Services is also available in Australia 24 hours a day, 7 days a week for the cost of a local call on 131 450.



Darling Downs - Moreton Rabbit Board

Financial Statements 2016-17

Contents

Chairman's Annual Report	4
Chief Executive Officer's Report	7
Statement of Comprehensive Income	16
Statement of Financial Position	17
Statement of Changes in Equity	18
Statement of Cash Flows	19
Notes to the Financial Statements	
1. Summary of Significant Accounting Policies	20
2. User Charges	28
3. Grants and other contributions	28
4. Other revenue	28
5. Gain on sale of property, plant and equipment	28
6. Employee expenses	29
7. Materials and services	29
8. Depreciation	30
9. Other expenses	30
10. Cash and cash equivalents	30
11. Receivables	30
12. Inventories	30
13. Financial assets	31
14. Prepaid expenses	31
15. Infrastructure, property, plant and equipment	31
16. Payables	34
17. Provisions	34
18. Key Management Personnel and Remuneration Expenses	35
19. Asset revaluation surplus by class	37
20. Reconciliation of operating surplus to net cash from operating activities	38
21. Related Party Disclosures	38
22. Financial instruments	39
23. Commitments	41
24. Fair Value Measurement	42
Certificates	
Darling Downs - Moreton Rabbit Board	46
Queensland Audit Office Audit Report	47
Organisational Chart	49
2016-2017 Budget	50
Information, licence, public availability and interpreter service	2
Annual Report Compliance Checklist	53

CHAIRMAN'S ANNUAL REPORT 2016-2017

Hon William (Bill) Byrne
Minister for Agriculture and Fisheries

Dear Sir

In my capacity as Chairman of the Darling Downs - Moreton Rabbit Board I submit the Board's Annual Report for the year ended 30 June 2017 for your consideration.

The Board plays an integral role in preventing the spread of rabbits by:

1. Maintaining the 555 kilometres of rabbit proof fence, preventing the spread of rabbits from New South Wales into Queensland's prime agricultural land including the Darling Downs and the Lockyer Valley; and
2. Taking measures to control and eradicate rabbit populations in the Board area.

The rabbit proof fence also contributes to managing wild dogs with 180 kilometres of the fence top-netted to make it dog proof as well as rabbit proof.

Approximately 28,000 square kilometres of Queensland is included in the Darling Downs - Moreton Rabbit Board operational area incorporating land included in the following local government areas:

- Western Downs Regional Council;
- Toowoomba Regional Council;
- Southern Downs Regional Council;
- Lockyer Valley Regional Council;
- Scenic Rim Regional Council;
- Ipswich City Council;
- Logan City Council; and
- City of Gold Coast.

The Board continues to operate as a state agency with an independent Board comprising of the following members. Membership of the Board was renewed by the Minister during the course of the last financial year with the new Board members taking office on 8 February 2017.

Outgoing Board

Members:	Name:	Date Appointed:
Chairman	Mr Ross Bartley	15 July 2016 to 7 February 2017
Deputy Chairman	Mr Rodney Towner	15 July 2016 to 7 February 2017
	Cr Anne Glasheen	15 July 2016 to 7 February 2017
	Cr Greg Olm	15 July 2016 to 7 February 2017
	Cr Duncan McInnes	15 July 2016 to 7 February 2017
	Cr Glenn Tozer	15 July 2016 to 7 February 2017

Incoming Board

Members:	Name:	Date Appointed:
Chairman	Cr Anne Glasheen	8 February 2017
Deputy Chairman	Cr Duncan McInnes	8 February 2017
	Cr Greg Olm	8 February 2017
	Cr Glenn Tozer	8 February 2017
	Cr Janice Holstein	8 February 2017
	Cr Jo McNally	8 February 2017

Four members of the outgoing Board were reappointed including: Cr Glasheen (Toowoomba Regional Council), Cr McInnes (Scenic Rim Regional Council); Cr Greg Olm (Western Downs Regional Council) and Cr Glenn Tozer (Council of the City of Gold Coast). The Board has welcomed two new members Cr Janice Holstein (Lockyer Valley Regional Council) and Cr Jo McNally (Southern Downs Regional Council).

I would like to take this opportunity to thank the outgoing Chairman, Mr Ross Bartley, and outgoing Deputy Chairman, Mr Rod Towner, for their service to the Board.

Finance

The Darling Downs - Moreton Rabbit Board is funded primarily through the application of precepts to local governments within the Board Area pursuant to the Biosecurity Act 2014 and the associated regulation. The precept amount provided a total of \$1,641,144.00 in operating funds for the Board over the course of the year. The precept amount for each of the contributing local governments is calculated by the Queensland Government based on geographic and financial characteristics of each contributor.

Statutory Obligations

The Board's three year Business Plan and Five Year Capital Works Plan are reviewed annually to ensure that the Board's operations are continuously improved and that there are reliable measures of the performance of the Board operation.

The primary objectives of the Board remain:

1. Maintenance of the fence to a rabbit proof standard.
2. Eradication of rabbits in the Board's Operational Area.
3. Education of the community regarding the economic impacts, caused by rabbits.

Our policies and procedures continue to be reviewed to reflect a high level of compliance with current legislation.

Operations

The Board has shifted its focus over the last financial year to place greater emphasis and effort on rabbit control and eradication, refocusing some of its efforts from fence maintenance. The primary role of the Board is however, to maintain an effective barrier against the entry of rabbits into the Board area and the fence maintained in rabbit proof condition.

Conclusion

The cross section of knowledge and skills incorporated into the Board has ensured that we had the knowledge and skills base as a group to lead the maintenance and development of the fence over the last three years and to work constructively with stakeholders in the Board area to continue on our mission to eradicate rabbits.



Board Members – Cr Duncan McInnes (Deputy Chairman); Cr Greg Olm; Cr Glenn Tozer; Cr Janice Holstein; Mr Mark Ridge (Inspector); Cr Jo McNally; Cr Anne Glasheen (Chairman) ; Mr Les Vincent (Biosecurity Queensland); Mr Thomas Upton (Chief Executive Officer).

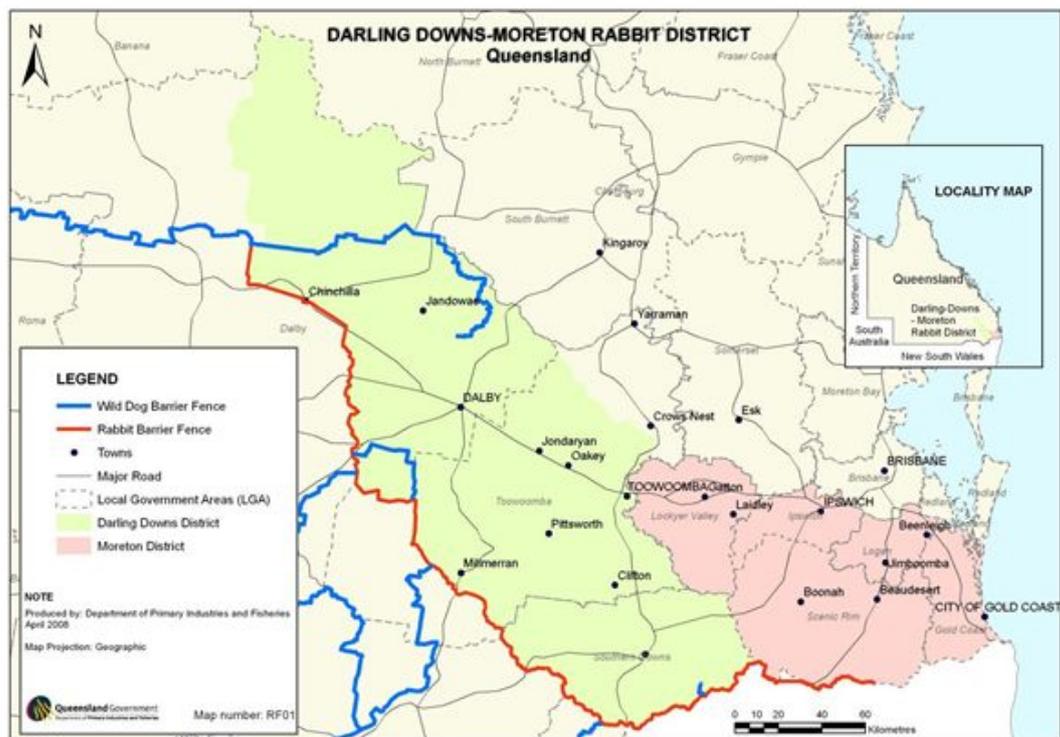

.....
Cr Anne Glasheen
Chairman

Chief Executive Officers Report 2016-2017

The principle activities of the Board over the last twelve months have been maintenance of the rabbit proof fence as well as compliance, control and extension work throughout the Board area. There has been a significant investment in fence renewal over the course of the last year with the replacement of an eight kilometre section of the fence near Brigalow.

Board Role

The Board is a pest operational Board established under the Biosecurity Act 2014 and is responsible for maintaining the rabbit district highlighted in the following map free of rabbits.



The Board provides a rabbit control and eradication service to eight local authorities and their ratepayers with the Board operation area comprising some 28,000km² in South East Queensland. The service is delivered primarily through the maintenance and renewal of the rabbit proof fence as well as the provision of expertise and technical information to assist landholders to eradicate rabbits from their land.

Funding Provided by Local Governments

The Boards operations are funded by a precept levied on local authorities with land in the Board operational area. The following table summarises the contributions from each of the precept Councils.

Local Authority	Amount	% of Precept
Logan City Council	\$ 84,819	5.15%
Ipswich City Council	\$ 85,668	5.22%
City of Gold Coast	\$ 114,387	6.97%
Lockyer Valley Regional Council	\$ 115,865	7.06%
Western Downs Regional Council	\$ 190,044	11.58%
Scenic Rim Regional Council	\$ 237,638	14.49%
Southern Downs Regional Council	\$ 278,830	16.99%
Toowoomba Regional Council	\$ 534,028	32.54%

Rabbit Proof Fence

The Rabbit Proof Fence is maintained by permanent staff employed by the Board who undertake both general maintenance and renewal works.

The major component of renewal work for the year ended 30 June 2017 was the replacement of an 8 kilometre section of fence at Brigalow near Chinchilla.



New fence at Brigalow near Chinchilla



New fence at Brigalow near Chinchilla

The Board engaged a contractor to install strainer posts on this project reducing the time taken to construct the fence by approximately 30% compared to the Board staff installing the strainer posts.

Establishment

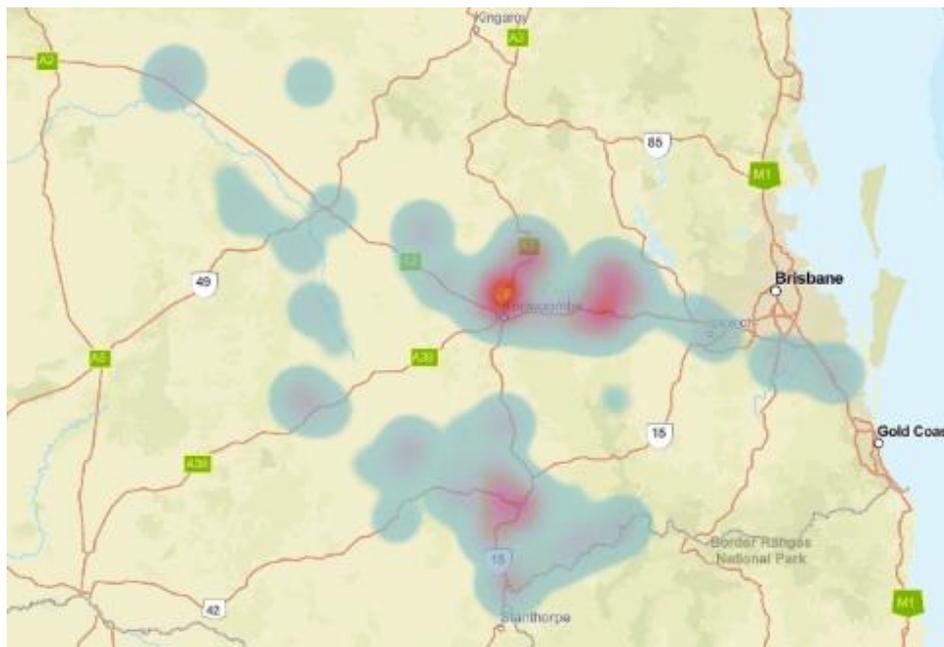
The Board currently has 14.4 full time equivalent staff, and there has been no change from 2015. Staff are applied to operational requirements in as follows:

Area	2016	2017
Management	2	2
Fence Maintenance / Renewal	10	10
Compliance	2	2
Administration	.4	.4
	14.4	14.4

Compliance and Extension

A new system of collecting and managing field data was implemented on the 17th August 2015. Digital forms were customised to suit compliance activities; the rabbit fence condition and upgrades; and public events attended by staff. Data is now entered in the field using iPads and Fulcrum (a mobile data collection app). This enabled data collection and sharing by multiple users at the Board. Data and maps can then be rapidly generated for analysis.

Rabbits are generally low in number but widespread across more than half the Board area. The extent of the problem necessitates a strategic approach that prioritises the key assets to protect. The following map shows the outcome of rabbit population mapping across the Board area over the last two years. The blue area on the map show light infestations, pink areas denote medium level infestations while the yellow highlight large infestations.



DNA analysis of the rabbits in the Board area has identified three distinct genetic rabbit population groups in the Board area. Rabbit Population along the northern border of the Board area is a distinct genetic group that is accessing the Board through the South Burnett and Somerset Regional Council areas. This is a significant risk to the core aim of keeping the district free of rabbits and the Board is investigating strategies to develop a rabbit free buffer in these local government areas.

The second distinct genetic group is in the south of the Board area and this comprises populations that have accessed through the Barrier fence. These populations are relatively light at the present time and action is being taken to eradicate these populations. The third distinct genetic population group in the Board area is around Ipswich and Logan City which correlates with land used for greyhound breeding and training. The Board has commenced discussions with Racing Queensland to ensure that the practice of using rabbits in greyhound training is eradicated and seeking assistance from Racing Queensland in cleaning up these rabbit populations.

Lockyer Valley Compliance and Control Strategy

The horticultural industry of the Lockyer Valley is centred along overgrown creeks that harbour rabbits and widely accepted as the main asset at risk. Board staff developed a Rabbit Compliance Strategy in late 2015 which now requires input and acceptance from precepted Local Governments and the State.

The Board has worked with the Lockyer Valley Regional Council in implementing the Compliance and Control Program for rabbits in and around Gatton over the course of the financial year. During the course of the year Board staff inspected 1420 of 1847 properties targeted for inspection as part of this strategy. A total of 92% of the properties inspected were found to be free of rabbits. Rabbit breeding sites with recent rabbit activity were found on 151 properties as part of the survey of which 118 were removed under the program in the financial year. The remaining breeding sites are scheduled to be cleared in the 2017/2018 financial year.

The co-operation and assistance of the Lockyer Valley Regional Council has been central to the success of the program. The additional resources provided by the Council for warren destruction and harbour removal helped ensure that potential breeding sites could be destroyed as they were discovered.

General Compliance

A total of 384 properties were inspected during the reporting period (116 in Toowoomba, 99 in Lockyer Valley, 92 in Southern Downs, 25 in Gold Coast, 25 in Ipswich, 19 in Logan, 7 in Scenic Rim and 1 in Western Downs). Compliance staff completed 1099 property inspections during the reporting period. Of these, 141 were new sites, 109 were ongoing, 101 were initiated by DDMRB staff, 9 were re-infestations and 8 were recorded as complete. Some properties were visited multiple times to facilitate or monitor rabbit control activities.

Four hundred and forty one (441) rabbit breeding sites were identified during property inspections, with 106 sites removed during the reporting period.

Twelve (12) reports of pet rabbits were received across the operational area which included 9 from the Gold Coast, 2 from Ipswich and 1 in the Lockyer Valley.

The contractor 'Pest Animal Management Qld' (PAMQ) dealt with most on-ground matters in the Gold Coast, Ipswich, Logan and overlapped with DDMRB compliance staff in the Lockyer Valley and Toowoomba regions. For logistical reasons PAMQ typically deals with most pet reports. PAMQ also conducted spotlight control programs at key properties in the Lockyer Valley and Toowoomba regions.

Shows & Presentations

Laidley Show (July)

Gatton Show (July)

2016 National Horticulture and Innovation Expo (July)

5th Qld Pest Animal Symposium (November)

Upper Lockyer Landcare Breakfast (May)

Farm Fest (June)

Mudgeeraba Show (June)

Toowoomba Region

Work to destroy warrens at Baillie Henderson Hospital has been completed and all of the ground harbour has been burnt or removed. A research student will be performing spotlight counts over the coming weeks to assess the impact of harbour destruction on the population of rabbits at the hospital.

The Department of Transport and Main Roads (TMR) provided funding to clear harbour and rip warrens on the roadside of New England Highway just north of Highfields, this work was completed by contractors engaged by Toowoomba Regional Council. Some warrens were missed by the contractors and follow up ripping to destroy them is being arranged by TMR.

A long standing breeding area on a property in the Hampton area was sold and the new owners have been proactive in removing the remaining breeding areas on the property. No rabbits were seen during a recent spotlight survey of the property, there was fresh rabbit sign located but no burrows or harbour located.

RHDV2

Rabbit Haemorrhagic Disease Virus 2 (RHDV2) was identified in the Lockyer Valley at Gatton (November 2016). This was the first positive sample within the Boards operational area. Other positive samples were collected on the Southern Downs at Acacia Plateau (December 2016) and Toowoomba at Highfields (May 2017). RHDV2 has been virulent and very effective in reducing rabbit numbers across the Boards operational area.

RHDV-K5

Rabbit Haemorrhagic Disease Virus K5 (RHDV-K5) was released at sites in the Lockyer Valley and Gold Coast. There was a 77% reduction in rabbit numbers, measured by spotlight survey, at the Lockyer Valley site and no change at the Gold Coast site. Flies caught at the site are to be tested to determine if virus was present.

There have been no reports of K5 virus spreading from release sites although rabbits have been confirmed as dying of the K5 virus at release sites.

Open Data

The Board provided de-identified compliance data to the Queensland Government for the period since digital records have been kept (17/08/2015 to 30/06/2017).

Risk Management

The Board has commenced a review of its Workplace Health and Safety Procedures and Risk Management Plan. This review should be completed by December 2017.

Consultancies

The Darling Downs - Moreton Rabbit Board has engaged one consultant over the course of the financial year. The consultant was Globe Accounting in Warwick and they were used to assist with the preparation of the financial statements for the year ended 30 June 2016. The cost of the consultancy was \$3,800.

Information Systems and Record Keeping

The Board's records are kept securely in compliance with State Archives requirements. The Board is currently reviewing its disposal schedules in respect to updated guidelines from the State Archives.

Queensland Language Services Policy

The Darling Downs - Moreton Rabbit Board has not engaged or used interpreter services over the course of the financial year ending 30 June 2017.

Directors Remuneration

The Directors of the Board do not receive fees for attending meeting if they are also elected representatives of a local government.

<i>Darling Downs-Moreton Rabbit Board</i>	
Act or instrument	<i>Biosecurity Act 2014; Biosecurity Regulation 2016</i>
Functions	<i>Ensure land situated in the rabbit district is maintained free from rabbits. Maintain the rabbit check fence so that the fence is rabbit proof.</i>
Achievements	<i>Maintenance of Barrier Fence to a High Standard; Lockyer Valley Survey and Eradication Program & Rabbit Haemorrhagic Virus K5 Release.</i>
Financial reporting	<i>Transactions of the entity are accounted for in the financial statements and subject to audit by the Queensland Audit Office.</i>
Remuneration NB: Remuneration is only payable to Directors who are not elected Councillors. All current members of the new board installed on 8 February 2017 are elected Councillors and do not receive any remuneration in their capacity as Directors nor do they receive any reimbursements for travel to attend Board meetings. Prior to 8 February 2017 two Directors were not elected Councillors and were paid a mileage allowance based on the number of kilometres travelled to reimburse their vehicle costs in order to attend meetings, the aggregate amount of mileage is shown below in out of pocket expenses. The Board paid directly for accommodation and meal costs where Directors were required to stay overnight to attend meetings.	
No. scheduled meetings/sessions	6
Total out of pocket expenses	\$1,596.80

Public Sector Ethics Act

The Board has an Employee Code of Conduct and the staff received regular updates on their obligations as public sector employees to not only comply with the requirements of the Code of Conduct but to ensure that they understand and meet their broader statutory obligations to act ethically.

Public Service Values

The Board has incorporated Queensland Public Service Values into its broader Strategic decision making processes. Examples of how this has impacted on operations and outcomes are summarised below.

	The Board has redirected efforts and resources towards responding to and eradicating rabbit populations within the Board area over the course of the last twelve months in response to concerns from contributing Councils. This effort has been redirected from the Board's resources applied to its primary role of maintaining the barrier fence without compromising the effectiveness of the fence.
	The Board developed two strategies to address this value. The first was participating in the RHVD K5 virus release, this new biological control tool provides a humane and environmentally responsible control mechanism for rabbit populations across the board area and the country. The Board staff actively led and assisted in the release of this virus across the board area. The second strategy was the co-operative survey and eradication program developed and implemented with the Lockyer Valley Regional Council to eradicate emerging rabbit populations in the high value horticultural farming land in and around the towns of Gatton and Laidley.
	The Board has sought to improve the overall skill set of staff across the Board area by implementing staff development programs for all staff and increasing training efforts for staff to build skills relevant to their roles with the Board.

Major Projects

The following table summarises the forward works program for the fence renewal.

Major Projects 2017 - 2018

Replace Fence between Brigalow and Chinchilla 5kms	Replace Fence from Red Tank Grid (toward Cottonvale) 3kms	Replace Footnetting between Tara Dog Fence and Kumbarilla Grid 5kms	Refurbish fence between Brigalow and Chinchilla 11kms
---	--	--	--

Major Projects 2018 - 2019

Replace Fence at Baking Board (West Chinchilla) 5kms	Replace Fence from Cullendore Grid heading east 5kms	Replace 2 Gateways and Wings on 3 Grid Complexes in the Darling Downs Division	Replace Fence between White Swamp and Mt Clunie 2kms
---	---	--	---

Major Projects 2019 - 2020

Replace Fence either side of the Tower Gate at Karara 5kms	Replace Fence from Dunmore Grid heading west 5kms	Replace Fence at Lindsay Creek (heading east from flood block) 1km	Replace 9 Gateways in the Darling Downs Division
---	--	---	--

Major Projects 2020 - 2021

Replace Fence on Grahams Road to Warrego Highway 5kms	Replace Fence at Gibsons to Kumbarilla Grid 5kms	Replace 6 Flood Gates in the Darling Downs Division	Replace Fence at Mt Gipps East in the Moreton Division 5kms
--	---	---	--

Major Projects 2021 - 2022

Replace Fence at Rywong - Maypark 5km	Replace Fence at Commodore Peak Grid towards Captains Mountain 5kms	Replace Fence at Lindsay Creek in the Moreton Division 2kms	Replace Footnetting at Mt Leslie - Killarney Crossing 5kms
--	--	--	---



.....

Mr Thomas Upton
Chief Executive Officer

Darling Downs - Moreton Rabbit Board
Statement of Profit or Loss and Other Comprehensive Income
for the year ended 30 June 2017.

	Notes	2017 \$	2016 \$
Income from continuing operations			
Revenue			
User charges	2	32,064	15,564
Grants and other contributions	3	1,641,144	1,578,023
Other revenue	4	29,465	34,020
Gains			
Gain/(Loss) on sale of property, plant and equipment	5	-	4,914
Total Income from continuing operations		1,702,673	1,632,521
Expenses from continuing operations			
Employee expenses	6	931,219	915,255
Supplies and services	7	327,771	446,694
Depreciation	8	379,426	381,034
Other expenses	9	59,017	49,290
Total Expenses from continuing operations		1,697,433	1,792,273
Operating result from continuing operations		5,240	(159,752)
Other comprehensive income			
Increase/(Decrease) in Asset Revaluation Surplus	19	161,336	-
Total other comprehensive income		161,336	-
Total comprehensive income		166,577	(159,752)

Darling Downs - Moreton Rabbit Board
Statement of Financial Position
as at 30 June 2017.

	Notes	2017 \$	2016 \$
Current assets			
Cash and cash equivalents	10	747,130	433,660
Receivables	11	7,183	2,810
Financial assets	13	546,700	532,337
Prepaid expenses	14	16,129	-
Inventories	12	143,503	215,359
Total current assets		1,460,645	1,184,166
Non-current assets			
Property, plant and equipment	15	7,236,336	7,263,871
Total non-current assets		7,236,336	7,263,871
Total assets		8,696,980	8,448,037
Current liabilities			
Payables	16	87,655	33,363
Employee benefits	17	177,700	141,080
Total current liabilities		265,355	174,443
Non-current liabilities			
Employee benefits	17	22,728	31,273
Total non-current liabilities		22,728	31,273
Total liabilities		288,083	205,716
Net assets		8,408,898	8,242,321
Equity			
Accumulated surplus		3,034,460	3,029,220
Reserves:			
Asset Revaluation Surplus	19	5,374,437	5,213,101
Total equity		8,408,898	8,242,321

**Darling Downs Moreton Rabbit Board
Statement of Changes in Equity
for the year ended 30 June 2017**

	Accumulated surplus		Asset Revaluation Surplus		Total	
	2017	2016	2017	2016	2017	2016
	\$	\$	\$	\$	\$	\$
Balance at 1 July	3,029,220	3,189,491	5,213,101	5,213,101	8,242,321	8,402,592
Correction of Prior year error		(519)				(519)
Operating Result from Continuing Operations	5,240	(159,752)	-	-	5,240	(159,752)
Total Other Comprehensive Income						
Increase/(Decrease) in Asset Revaluation Surplus	-	-	161,336	-	161,336	-
Balance at 30 June	3,034,460	3,029,220	5,374,437	5,213,101	8,408,898	8,242,321

Darling Downs - Moreton Rabbit Board
Statement of Cash Flows
for the year ended 30 June 2017.

	Notes	2017 \$	2016 \$
Cash flows from operating activities			
Cash receipts in the course of operations		1,676,907	1,589,593
Cash payments in the course of operations		(1,192,345)	(1,336,566)
Interest received		24,653	23,450
GST collected on sales			2,242
GST paid on purchases		(43,125)	(76,702)
GST remitted to the ATO			7,235
GST input tax credits from ATO		52,299	64,688
Net cash provided by operating activities	20	518,389	273,940
Cash flows from investing activities			
Payment for property, plant, and equipment		(190,555)	(409,346)
Proceeds from disposal of property, plant and equipment		-	71,732
Purchase of Financial Assets		(14,364)	(532,337)
Net cash used in investing activities		(204,919)	(869,951)
Net increase (decrease) in cash and cash equivalents		313,470	(596,011)
Cash and cash equivalents at beginning of financial year		433,660	1,029,671
Cash and cash equivalents at end of financial year	10	747,130	433,660

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

1.0 Summary of Significant Accounting Policies

1.1 Objectives and principal activities of the Board.

The Board's role is to maintain the 555 kilometres of barrier fence in rabbit proof condition and monitor for compliance with the requirements to manage and control pest rabbits in the Board's operational area in accordance with Biosecurity Act 2014 (the Act).

The aim of the fence maintenance program and compliance activities is to ensure, as far as practicable, the Darling Downs - Moreton Rabbit Board rabbit district, as defined by the Act and the associated Regulation is maintained free of rabbits.

The Board achieves this by carrying out regular inspections and upgrades of the fence and conducting property inspections to assess for rabbit infestations. If rabbits are located on a property within the rabbit district the Board provides technical advice to landholders to ensure the most effective eradication techniques are utilised.

1.2 Basis of Accounting

These financial statements are general purpose financial statements and have been prepared to comply with the Board's obligations pursuant to section 43 of the Financial and Performance Management Standard 2009, section 240 of the Biosecurity Act 2014, applicable Australian Accounting Standard and Interpretations of the Australian Accounting Standards Board. In addition, the financial report complies with Queensland Treasury and Trade Minimum Reporting requirements as applicable for the year ended 30 June 2017, and other authoritative pronouncements. The Board is a statutory body and is classified as a not for profit entity under Australian Accounting Standards.

The financial statements, except for the cashflow information, have been prepared on an accruals basis and are based on historical costs, modified where appropriate, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

1.3 Funding of the Board's Operations

The principal source of funding for the Board is by way of reimbursements received from the Land Protection Fund and derived from precept levies issued by the Minister for Agriculture and Fisheries upon Local Authorities within the Darling Downs Moreton Rabbit District.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

1.4 User Charges

User charges and fees controlled by the Board are recognised as revenue when earned. The Board controls these revenues where they can be redeployed for the achievement of the Board's objectives.

1.5 Grants and Contributions

Grants, contributions, donations and gifts that are non-reciprocal in nature are recognised as revenue in the year in which the Board obtains control over them.

1.6 Interest Revenue

Interest revenue is recognised using the effective interest method.

1.7 Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less, and bank overdrafts. Where applicable, bank overdrafts are shown within the short term borrowings in current liabilities on the statement of financial position.

1.8 Receivables

Receivables are recognised at the nominal amount due at the time of the transaction. The collectability of receivables is assessed periodically, with a provision being made for impairment. Terms range from seven (7) days to three months. No interest is charged and no security is obtained.

1.9 Inventories

Inventories comprise materials on hand held at various locations for fence maintenance and reconstruction and are valued at the lower of cost and net realisable value.

1.10 Acquisition of Assets

Actual cost is used for the initial recording of all non-current physical acquisitions. Cost is determined as the value given as consideration plus cost incidental to the acquisition, including all costs incurred in getting assets ready for use.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

1.11 Property, Plant and Equipment

Items of property, plant and equipment with a cost or other value equal to or in excess of the following thresholds are recognised for financial reporting purposes in the year of acquisition:

Land	\$ 1.00
Buildings	\$ 10,000
Infrastructure	\$ 10,000
Plant and equipment	\$ 5,000

Land improvements are included with buildings. Items with a lesser value are expensed in the year of acquisition.

1.12 Revaluation of Non-Current Physical Assets

Land, buildings and infrastructure are measured at fair value in accordance with AASB 116 Property, Plant and Equipment, AASB 13 Fair Value Measurement and Queensland Treasury and Trade's Non-Current Asset Accounting Policies for the Queensland Public Sector.

Plant and equipment is measured at cost.

Non-current physical assets measured at fair value are comprehensively revalued at least once every five years with interim valuations, using appropriate indices, being otherwise performed on an annual basis where there has been a material variation in the index.

Any revaluation increment arising on the revaluation of an asset is credited to the asset revaluation surplus of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent that it exceeds the balance, if any, in the revaluation reserve relating to that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of the remaining useful life.

Crown Reserve land is also made available, without charge, for the use of the Board. As this land is not controlled by the Board it is not recognised as an asset in the financial report.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

1.13 Depreciation of Property, Plant and Equipment

The Board does not apply depreciation to land.

Property, plant and equipment is depreciated on a straight line basis in order to allocate the net cost or revalued amount of each asset, less its estimated residual value, progressively over its estimated useful life.

For each class of depreciable asset the following useful lives are used:

Asset Class	Asset Sub-Class	Estimated Useful Life in Years
Buildings and land improvements	Timber Residence	60 years
	Sheds	17 years
Infrastructure	Rabbit Proof Fence	50 years
Plant and equipment	Motor Vehicles	5 – 10 years
	Heavy Plant	3 – 10 years

1.14 Impairment of Non-Current Assets

All non-current physical assets are assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, the Board determines the asset's recoverable amount. Any amount by which the assets carrying amount exceeds the recoverable amount is recorded as an impairment loss.

The asset's recoverable amount is determined as the higher of the asset's fair value less costs to sell and value in use, which is determined as an asset's depreciated replacement costs.

1.15 Employee Benefits

Short-Term Employee Benefits

Provision is made for the Board's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly within the twelve (12) months after the end of the reporting period in which the employees render the related services, including wages, salaries, employee incentives, annual leave and vested long service leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled. Short-term employee benefits are recognised as a current liability on the statement of financial position.

Sick leave is non-vesting therefore an expense for sick leave is only recognised when this leave is taken.

Other Long-term Employee Benefits

Provision is made for employees' long service leave entitlement not expected to be settled wholly within twelve (12) months after the end of the reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to the employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the time of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the re-measurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit and loss as a part of employee benefits expense. Long-term benefits are disclosed as a non-current liability on the statement of financial position.

Superannuation

Employer superannuation contributions are paid to the employee's superannuation fund at 9.5% of their gross wage. Contributions are expensed in the period in which they are paid or payable. The Board's obligation is limited to its contribution to the employer superannuation fund.

Key Management Personnel Remuneration

Key management personnel and remuneration disclosures are made in accordance with section five of the Financial Reporting Requirements for Queensland Agencies issued by Queensland Treasury and Trade. Refer to note 17 for the disclosures on Key Management Personnel and Remuneration.

**Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.**

1.16 Taxation

The Board is a statutory body pursuant to the Income Tax Assessment Act 1936 and is exempt from Commonwealth Income Tax. The Board is subject to Fringe Benefits Tax and Goods and Services Tax.

1.17 Goods and Services Tax

Revenue, expenses and assets are recognised net of the amount of Goods and Services Tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of the receivables or payables in the statement of financial position.

Cash flows in the Statement of Cash Flows are included on a gross basis and the GST component of cash flows arising from investment and financial activities which is recoverable from, or payable to, the ATO is classified as operating cash flows.

1.18 Contingent Assets or Liabilities

There are no known contingent assets or liabilities of a material nature as at 30 June 2017.

1.19 Comparative Amounts

Comparative information has been restated, where necessary, to be consistent with disclosures in the current reporting period.

1.20 Issuance of Financial Statements

The financial statements are authorised for issue by the Chairman and the Chief Executive Officer of the Darling Downs - Moreton Rabbit Board at the date of signing the Management Certificate. The financial statements were issued on 31 August 2017.

1.21 Accounting Estimates and Judgements

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions, and management judgements that have the potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimate, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods are relevant.

Estimates and assumptions that have the potential to significantly affect the financial position reported by the Board are outlined in the following financial statement notes.

1.22 Fair Value Measurement

The Board is required to measure some of its assets and liabilities at fair value on either a recurring or non-recurring basis, depending on the requirements of applicable Accounting Standards or the Financial Accountability Act 2009.

“Fair Value” is the price the Board would receive to sell an asset or would have to pay to transfer a liability in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants in the measurement date.

A fair value is a market based measure; the closest equivalent marketing price information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise to the extent possible the use of observable market data.

To the extent possible, market information is extracted from the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability). In the absence of such a market, market information is extracted from the most advantageous market available to the entity as at the reporting date (i.e. the market that maximises the receipts from the sale of the asset or minuses the payment made to transfer the liability, after taking into account transaction costs and transport costs).

For non-financial assets, the fair measurement also takes into account a market participant’s ability to use the asset in its highest and best use or sell it to another market participant that would use the assets in its highest and best use.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

1.23 Adoption of New and Revised Accounting Standards

No accounting standards which became mandatory during the current financial year had a material impact on the financial statements of the Board.

1.24 New Accounting Standards for Application in Future Periods

The following Australian Accounting Standards issued or amended are applicable to the Board but are not yet effective for the 2017 financial year and have not been adopted in preparation of the financial statements at reporting date. The impact of each Accounting Standard on the Board's financial reporting in future periods is considered immaterial.

AASB No	Date	Comments
AASB 15	01 January 2019	<p>AASB 15 Revenue from Contracts with Customers will apply to contracts for not for profit entities that are exchange transactions.</p> <p>AASB 15 introduces a single revenue recognition model using a five step approach that depicts the transfer of goods and services to customers in amounts that reflect the consideration the entity expects to receive in exchange for those goods or services. The standards requirements will also apply to the recognition and measurement of gains and losses on the sale of some non-financial assets, for example the sale of property or plant and equipment that are both outputs of the entity's ordinary activities.</p> <p>It is anticipated that changes to terminology will need to be included in policies and further disclosures to disaggregate total revenue and detail of key judgements and estimates will be required.</p> <p>The Board has yet to assess the revenue recognition requirements under the new standard.</p>
AASB 9 & AASB 2014-7 Financial Instruments	01 January 2019	<p>AASB 1058 supersedes all the income recognition requirements relating to private sector NFP entities, and the majority of income recognition requirements relating to public sector NFP entities, previously in AASB 1004 <i>Contribution</i>. The timing of income recognition depends on whether such a transaction gives rise to a liability or other performance obligation (a promise to transfer a good or services), or a contribution by owners, related to an asset (such as cash or another asset) received by the entity. AASB 1058 applies when a NFP entity receives volunteer services or enters into other transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives.</p> <p>Each Revenue stream, including grant agreements are currently being reviewed to determine the impact of AASB 1058.</p>
AASB 9 – Financial Instruments	1 January 2018	<p>Significant revisions to the classification and measurement of financial assets, reducing the number of categories and simplifying the measurement choices, including the removal of impairment testing of assets measured at fair value. The amortised cost model is available for debt assets meeting both <i>business model</i> and <i>cash flow characteristics</i> tests. All investments in equity instruments using AASB 9 are to be measured at fair value. Amends measurement rules for financial liabilities that the entity elects to measure at fair value through profit and loss. Changes in fair value attributable to changes in the entity's own credit risk are presented in other comprehensive income.</p>

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

	2017	2016
	\$	\$
2. User charges		
Fee for service - Top Netting Fees	15,124	15,564
Private Works	16,940	-
Total user charges	32,064	15,564
3. Grants and other contributions		
Land Protection Fund	1,641,144	1,578,023
Total grants and other contributions	1,641,144	1,578,023
4. Other revenue		
Interest	25,766	25,222
Recoveries and Refunds	1,327	1,357
Paddock Lease and House Rent	681	611
Drought Assistance Feral Animal Management – SEQ Catchments	-	6,250
Other Revenue	1,691	580
Total other revenue	29,465	34,020
5. Gain on sale of property, plant and equipment		
Plant and equipment	-	4,914
Total gain on sale of property, plant and equipment	-	4,914

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

	2017	2016
	\$	\$
6. Employee expenses		
Employee benefits		
Wages and salaries	802,867	781,593
Employer superannuation contributions	81,913	83,565
Long service leave	23,314	24,152
Director Fees and expenses	2,957	5,872
Training	10,154	7,523
Employee related expenses		
Workers' compensation premium	10,014	12,550
Total employee expenses	931,219	915,255

The number of employees including both full-time employees and part-time employees measured on a full time equivalent basis is:

Number of Employees:	15	15
----------------------	-----------	-----------

	2017	2016
	\$	\$
7. Materials and services		
Safety equipment & clothing	6,700	14,729
Materials - Fencing	20,307	83,954
Materials - Other	5,548	32,261
Repairs & maintenance	73,592	89,353
Printing & stationery	5,849	6,295
Electricity & gas	3,637	3,132
Fringe benefits tax	17,398	-
Telephone & postage	20,211	22,042
Advertising & signs	4,779	3,945
Rates	13,316	12,499
Computer supplies	19,886	17,199
Motor vehicle expenses	79,872	70,939
Mapping Project	-	15,000
Portable and small tools	8,961	15,946
Other	47,715	59,402
Total supplies and services	327,771	446,694

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

8. Depreciation	2017 \$	2016 \$
Depreciation was incurred in respect of:		
Buildings	34,852	40,007
Infrastructure - Rabbit Proof Fence	237,147	233,403
Plant and equipment	107,427	107,624
Total depreciation	379,426	381,034
9. Other expenses		
Insurance premiums & registrations	25,179	24,147
Audit fees	14,626	10,030
Bank Charges	33	-
Conferences and Seminars		1,896
Accounting fee	900	2,900
Valuation Fees	10,906	-
Miscellaneous expenses	7,372	10,317
Total other expenses	59,017	49,290
10. Cash and cash equivalents		
Cash on hand	75	75
Cash at bank	747,055	433,585
Cash on term deposit	-	-
Total Cash and cash equivalents	747,130	433,660
11. Receivables		
Receivable from the Australian Taxation Office	4,298	1,038
Accrued Interest	2,885	1,772
Total receivables	7,183	2,810
12. Inventories		
<i>Inventory not held for sale:</i>		
Materials and stores	143,503	215,359
Total inventories	143,503	215,359

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

13. Financial Assets	2017	2016
	\$	\$
<i>Held to maturity:</i>		
Cash held on term deposit	546,700	532,337
Total financial assets	546,700	532,337
14. Prepaid Expenses		
Insurance and registrations	16,129	-
	16,129	-
15. Infrastructure, property, plant and equipment		
15.1 Land		
At fair value	389,000	328,000
Total land	389,000	328,000
15.2 Buildings		
At fair value	1,977,840	1,881,573
Less: accumulated depreciation	(1,247,634)	(1,234,698)
Total buildings	730,206	646,875
15.3 Infrastructure - Rabbit Proof Fence		
At fair value	12,600,000	11,405,374
Less: accumulated depreciation	(7,060,000)	(5,800,935)
Total infrastructure - Rabbit Proof Fence	5,540,000	5,604,439
15.4 Plant and equipment		
At cost	1,145,321	1,145,321
Less: accumulated depreciation	(568,191)	(460,764)
Total plant and equipment	577,130	684,557
Total property, plant and equipment	7,236,336	7,263,871

15. Infrastructure, property, plant and equipment (continued)

15.5 Valuation of property, plant & equipment

Infrastructure, property, plant and equipment have been valued in accordance with AASB 116 Property, plant & equipment, AASB 13 Fair Value Measurement and Queensland Treasury & Trade Non-Current Asset Accounting Policies for the Queensland Public Sector.

15.5.1 Land, buildings and infrastructure

Land, buildings and infrastructure were comprehensively revalued as at 30 June 2017 by the Department of Environment and Resource Management using 'fair value' methodology. The valuation of land is based on current market values. For infrastructure assets and buildings, the basis for valuation is depreciated replacement cost. The Board has judged that these valuations, less an allowance for annual depreciation, materially represent fair value as at 30 June 2017.

15.5.2 Plant and equipment

Plant and equipment is valued at cost in accordance with Queensland Treasury & Trade Non-current Asset Accounting Policies for the Queensland Public Sector.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

15.6 Property, plant & equipment movement reconciliation

	Land	Buildings	Infrastructure	Plant and equipment	Total
	2017	2017	2017	2017	2017
	\$	\$	\$	\$	\$
Carrying amount at 1 July 2016	328,000	646,875	5,604,439	684,557	7,263,871
Acquisitions	-	-	190,555	-	190,555
Disposals	-	-	-	-	-
Revaluation increments	61,000	118,183	-	-	179,183
Revaluation decrements	-	-	17,847	-	17,847
Depreciation	-	34,852	237,147	107,427	379,426
Carrying amount at 30 June 2017	389,000	730,206	5,540,000	577,130	7,236,337

	Land	Buildings	Infrastructure	Plant and equipment	Total
	2016	2016	2016	2016	2016
	\$	\$	\$	\$	\$
Carrying amount at 1 July 2015	328,000	686,882	5,650,660	643,602	7,309,144
Acquisitions	-	-	187,182	222,164	409,346
Disposals	-	-	-	(73,585)	(73,585)
Revaluation increments	-	-	-	-	-
Revaluation decrements	-	-	-	-	-
Depreciation	-	(40,007)	(233,403)	(107,624)	(381,034)
Carrying amount at 30 June 2016	328,000	646,875	5,604,439	684,557	7,263,871

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

	2017 \$	2016 \$
16. Payables		
Current		
Audit fees	10,010	10,030
Pay As You Go Tax	12,432	-
Accrued expenses	65,213	23,333
Total payables	87,655	33,363
17. Provisions		
Current		
Long service leave	96,746	69,183
Annual leave	80,954	71,897
Total current provisions	177,700	141,080
Non-current		
Long service leave	22,728	31,273
Total non-current provisions	22,728	31,273
	Provision for Employee Benefits	
	2017	2016
Movements in carrying amounts	\$	\$
Balance at the beginning of the year	172,343	222,779
Additional provision	91,757	85,879
Amounts paid during the year	(63,672)	(136,315)
Increase (Decrease) in the discounted amount arising because of the time and effect of any change in the discount rate	-	-
Carrying amount at the end of the year	200,428	172,343

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

17. Provisions (continued)

Provision for employee benefits represent amounts accrued for annual leave and long service leave. The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the Board does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the organisation does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service. In calculating the present value of future cash flows in respect of long service leave, the probability of long service leave being taken is based on historical data.

18. Key management personnel and remuneration expenses

a) Key Management Personnel

The following table provides details of the key management personnel including those positions that had authority and responsibility for planning, directing and controlling the activities of the Darling Downs - Moreton Rabbit Board during 2016-17. Further information on these positions can be found in the body of the Annual Report under Executive Management.

Position	Responsibilities	Current Incumbents	
		Contract classification and appointment authority	Date initially appointed to / resigned from position
Board Members	Responsible for monitoring operations and achieving strategic goals	Appointment by Minister	Refer to Chairman's Report
Chief Executive Officer	Responsible for the efficient, effective and economic administration of the organisation.	Employment Agreement	Commenced 1 June 2016
Inspector	Responsible for the efficient operation and service delivery	Employment Agreement	Commenced 8 July 2002

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

18. Key management personnel and remuneration expenses (continued)

b) Remuneration Expenses

The remuneration and other terms of employment (including motor vehicle entitlements) for the key management personnel are specified in employment contracts and agreements.

The following disclosures focus on the expenses incurred by the Board during the respective reporting periods that is attributable to key management positions. Therefore the amounts disclosed reflect expenses recognised in the Statement of Comprehensive Income.

Remuneration expenses for key management personnel comprise the following components:

Short-term employee expenses which include:

- salaries, allowances and leave entitlements paid during the entire year, or for that part of the year that the employee occupied the specified position
- non monetary benefits - consisting of provision of motor vehicles

Long-term employee expenses include amounts expensed in respect of long service leave entitlements earned.

Post-employment expenses include amounts expensed in respect of employer superannuation obligations.

Termination benefits are not provided for within individual contracts of employment. Contracts of employment provide only for notice periods or payments in lieu of notice on termination, regardless of the reason for termination.

1st July 2016 - 30th June 2017

Position	Short Term Employee Expenses		Long Term Employee Expenses	Post Employment Expenses	Total Expenses
	Monetary \$'000	Non-monetary \$'000	\$'000	\$'000	\$'000
Chief Executive Officer	105	27	2	13	147
Inspector	95	36	2	11	144

Board Members do not receive any remuneration for their role.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

1st July 2015 - 30th June 2016

Position	Short Term Employee Expenses		Long Term Employee Expenses	Post Employment Expenses	Total Expenses
	Monetary \$'000	Non-monetary \$'000	\$'000	\$'000	\$'000
Chief Executive Officer	7	-	-	-	7
Acting Chief Executive Officer	109	-	-	-	109
Inspector	92	-	1	11	104

19. Asset revaluation surplus by class

	Land 2017 \$	Buildings 2017 \$	Infrastructure 2017 \$	Total 2017 \$
Balance 1 July 2016	123,000	679,961	4,410,140	5,213,101
Revaluation increments	61,000	118,183	-	179,183
Revaluation decrements	-	-	17,847	17,847
Balance 30 June 2017	184,000	798,144	4,392,293	5,374,437

	Land 2016 \$	Buildings 2016 \$	Infrastructure 2016 \$	Total 2016 \$
Balance 1 July 2015	123,000	679,961	4,410,140	5,213,101
Revaluation increments	-	-	-	-
Revaluation decrements	-	-	-	-
Balance 30 June 2016	123,000	679,961	4,410,140	5,213,101

The asset revaluation surplus represents the movement of the fair value of each asset class.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

20. Reconciliation of operating result to net cash from operating activities	2017	2016
	<hr/>	<hr/>
Operating result from continuing operations	5,240	(159,752)
Adjust for non-cash items		
Depreciation	379,426	381,034
Gain on plant & equipment	-	(4,914)
Changes in asset/liabilities		
(Increase)/decrease in inventories	71,857	88,115
(Increase)/decrease in receivables	(4,373)	(2,810)
(Increase)/decrease in prepayments	(16,128)	-
Increase/(decrease) in payables	54,293	22,703
Increase/(decrease) in employee entitlements	28,074	(50,436)
	<hr/>	<hr/>
Cash provided by operating activities	518,389	273,940

21. Related Parties

The Board's key related parties are as follows:

- a. Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly (whether executive or otherwise) of that entity is considered key management personnel.
- b. Other related parties include close family members of key management personnel and entities that are controlled or jointly controlled by those key management personnel individually or collectively with those close family members.

Transactions with Related Parties

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated. There were no transactions with related parties for the year ended 30 June 2017.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

22. Financial Instruments

(a) Financial Risk Management

The Board's financial instruments consist mainly of deposits with banks, accounts receivable and accounts payable. Details of the Board's financial instruments are:

Financial Assets	2017	2016
	\$	\$
Cash and cash equivalents	747,130	463,660
Financial Assets	546,700	532,337
Receivables	7,183	2,810
Financial Liabilities		
Payables	87,655	33,363

The organisation's overall risk management strategy seeks to assist the Board in meeting its financial targets, whilst minimising the potential adverse effects on financial performance.

The Board does not have any derivative instruments at 30 June 2017.

The main risks the Board is exposed to through its financial instruments are interest rate risk, liquidity risk and credit risk.

(b) Market Risk

The Board does not trade in foreign currency and is not materially exposed to commodity price changes.

(c) Interest Rate Risk

The Board is exposed to interest rate risk through its cash deposited in interest bearing accounts. Interest rate risk is managed with a mixture of fixed and floating rate bank accounts and deposits.

There has been no change to the Board's exposure to interest rate risk or the manner in which it manages and measures the risk from the previous year.

The Board's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and financial liabilities, is as follows:

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

	Weighted Average Effective Rate %	Floating Interest Rate \$	Non-Interest Bearing \$	Total \$
2017				
Financial Assets				
Cash & cash equivalents	2.57%	747,055	75	582,130
Financial Assets	2.57%	546,700		711,700
		1,293,755	75	1,293,830
2016				
Financial Assets				
Cash & cash equivalents	2.35%	433,660	75	433,735
Financial Assets	2.35%	532,337		532,337
		965,997	75	966,072

(d) Sensitivity Analysis

The following interest rate sensitivity analysis is depicting the outcome to the Statement of Comprehensive Income should there be a 100 basis point movement in interest rates. It assumes that the rate would be held constant over the financial period, with the change occurring at the beginning of the financial period.

At reporting date, if the interest rate had been 100 basis points lower or higher on cash and cash equivalents the impact on profit and equity would be a corresponding movement in profit and equity of \$13,363 (2016 - \$ 9,978).

(e) Liquidity Risk

Liquidity risk arises from the possibility that the Board might encounter difficulty in settling its debts or otherwise meet its obligations relating to financial liabilities. The Board manages liquidity risk by monitoring forecast cash flows and actual cash flows.

The Board is not exposed to any significant liquidity risk.

(f) Credit Risk

Exposure to credit risk relating to financial risk arises from the potential non-performance by other parties of contractual obligations that could lead to a financial loss to the Board.

No financial assets have had their terms renegotiated so as to prevent them from being past due or impaired, and are stated at the carrying amounts indicated.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

The maximum exposure to credit risk at the end of the financial reporting period is equivalent to the carrying value of the financial assets disclosed in the Statement of Financial Position.

The Board does not have any significant concentrations of credit risk with and single counter party or group of counterparties.

23. Commitments

(a) Capital Expenditure Commitments

The Board has no material capital expenditure commitments as at 30 June 2017.

(b) Operating Lease Commitments

Operating expenditure commitments contracted for but not brought to account in the financial statements.

	2017	2016
	\$	\$
Payable not later than one year	1,624	1,376
Payable later than 1 year but not later than 5 years	6,089	-
	7,712	1,376

The commitment related to photocopier service lease agreement

24. Fair Value Measurement

The Board measures fair values of asset and liabilities carried at fair value in the financial report using the following fair value hierarchy that reflects the significance of the inputs used in making the measurements.

- Level 1 Quoted market price (unadjusted) in an active market for an identical asset or liability.
- Level 2 Valuation techniques based on observable inputs, either directly (i.e. as prices) or indirectly (i.e. derived from prices). This category includes assets or liabilities valued using:
- quoted market prices in active markets for similar assets or liabilities
 - quoted prices for identical or similar assets or liabilities in market that are considered less than active; or
 - other valuation techniques where all significant inputs are directly or indirectly observable from market data.
- Level 3 Valuation methods using significant observable inputs. This category includes all assets and liabilities where the valuation technique includes inputs not based on observable data and the unobservable inputs have significant effect on the asset's or liability's valuation. This category includes assets and liabilities that are valued based on quoted prices for similar assets or liabilities where significant unobservable adjustments or assumptions are required to reflect differences between them.

Fair values for financial instruments or non-financial assets or liabilities traded in active markets are based on quoted market prices at reporting date. The quoted market price for financial assets is the current bid price. The fair value of financial instruments that are not traded in an active market are determined using valuation techniques. To the extent possible assumptions used are based on observable market prices and rates at the end of the reporting date.

The following table categorises assets and liabilities measured and recognised as fair value at the reporting date by the level of the fair value hierarchy into which the fair value measurement is categorised. Comparative information for non-financial assets has not been provided as permitted by the transitional provisions of the new Standard.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

2017	Level 1	Level 2	Level 3	Total
	\$	\$	\$	\$
Recurring fair value measurements				
Non-Financial Assets				
- infrastructure	-	-	5,540,000	5,540,000
- land and buildings	-	530,000	589,207	1,119,207
	-	530,000	6,129,207	6,659,207

2016	Level 1	Level 2	Level 3	Total
	\$	\$	\$	\$
Recurring fair value measurements				
Non-Financial Assets				
- infrastructure	-	-	5,604,439	5,604,439
- land and buildings	-	544,637	430,238	974,875
	-	544,637	6,034,677	6,579,314

Valuation Techniques and Unobservable Inputs Used to Derive Level 2 Fair Values

Land and Buildings located on freehold land

The valuation of the Board's freehold houses and structures has been carried out on a Market Value approach. The market approach uses recent observable data for similar properties and may incorporate the use of valuing the property using a discounted cash flow methodology.

Valuation Techniques and Unobservable Inputs Used to Derive Level 3 Fair Values

Infrastructure Assets

The independent valuation of the rabbit proof fence has been carried out on a Depreciated Replacement Cost basis. The Gross Replacement Cost of the fence has been calculated based on a rate per kilometre with costs for materials, plant and labour.

The Net Book Value of the Rabbit Fence was calculated by splitting the fence up into two components that being 371 kilometres of Standard Rabbit Fence consisting of three metre panels, steel / timber post, two barbed wires, four plane wires and rabbit netting infill and 184 kilometres of Rabbit and Dog Fencing consisting of the same construction with the inclusion of top dog netting.

The total useful life of the fence structure has been assessed to be 50 years. The Standard Rabbit Fence and Rabbit and Dog Fencing has then been categorised into the following standards or condition of the fence (New Condition, Good Condition, Fair Condition and Scheduled for Replacement). For each category a remaining useful life of the fence has been adopted with a total kilometre allocation for each of these categories. The lengths and the remaining useable life of the two fence types have been assessed by inspection of the representative sample of the whole.

Land and Buildings

Houses and structures located on uncontrolled reserves

The valuation of houses and structures located on uncontrolled land reserves has been carried out on a Depreciated Replacement Cost basis. The Gross Replacement Cost of the houses has been calculated using the replacement value of each of the different houses and then depreciated depending on age and condition.

Darling Downs - Moreton Rabbit Board
Notes to and forming part of the financial statements
for the year ended 30 June 2017.

Reconciliation of recurring Level 3 Fair Value Measurements

The movement in the fair value of level 3 assets during the year was:

	Infrastructure \$	Building and Structures on Uncontrolled Reserves \$	Total \$
Balance at beginning of the year	5,604,439	444,875	6,049,314
Additions during the year	190,555	-	190,555
Revaluation Amount	(17,847)	179,183	161,336
Depreciation expense	237,147	34,852	271,999
Balance at end of the year	5,540,000	589,206	6,129,207

There has been no change to the valuation techniques used to calculate the fair values disclosed in the notes to the financial statements.

**DARLING DOWNS - MORETON RABBIT BOARD
CERTIFICATE OF CHAIRMAN AND CHIEF EXECUTIVE OFFICER**

These general purpose financial statements have been prepared pursuant to section 62(1) of the Financial Management Accountability Act 2009 (the Act), relevant sections of the Financial and Performance Management Standard 2009 and other prescribed requirements. In accordance with section 62(1)(b) of the Act we certify that in our opinion:

- (a) the prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- (b) the financial statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Darling Downs - Moreton Rabbit Board for the financial year ended 30 June 2017 and of the financial position of the Board at the end of that year; and
- (c) at the time of this certificate there are reasonable grounds to believe that the Darling Downs - Moreton Rabbit Board will be able to pay its debts as and when they fall due.



Cr Anne Glasheen
CHAIRMAN



Mr Thomas Upton
CHIEF EXECUTIVE OFFICER



Date

INDEPENDENT AUDITOR'S REPORT

To the Darling Downs Moreton Rabbit Board

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of the Darling Downs Moreton Rabbit Board.

In my opinion, the financial report:

- a) gives a true and fair view of the entity's financial position as at 30 June 2017, and its financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2009 and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the management certificate.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in the Darling Downs Moreton Rabbit Board's annual report for the year ended 30 June 2017, but does not include the financial report and my auditor's report thereon.

Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Responsibilities of the Board for the Financial Report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2009 and Australian Accounting Standards, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the entity or to otherwise cease operations.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the entity.
- Conclude on the appropriateness of the entity's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2017:

- a) I received all the information and explanations I required.
- b) In my opinion, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

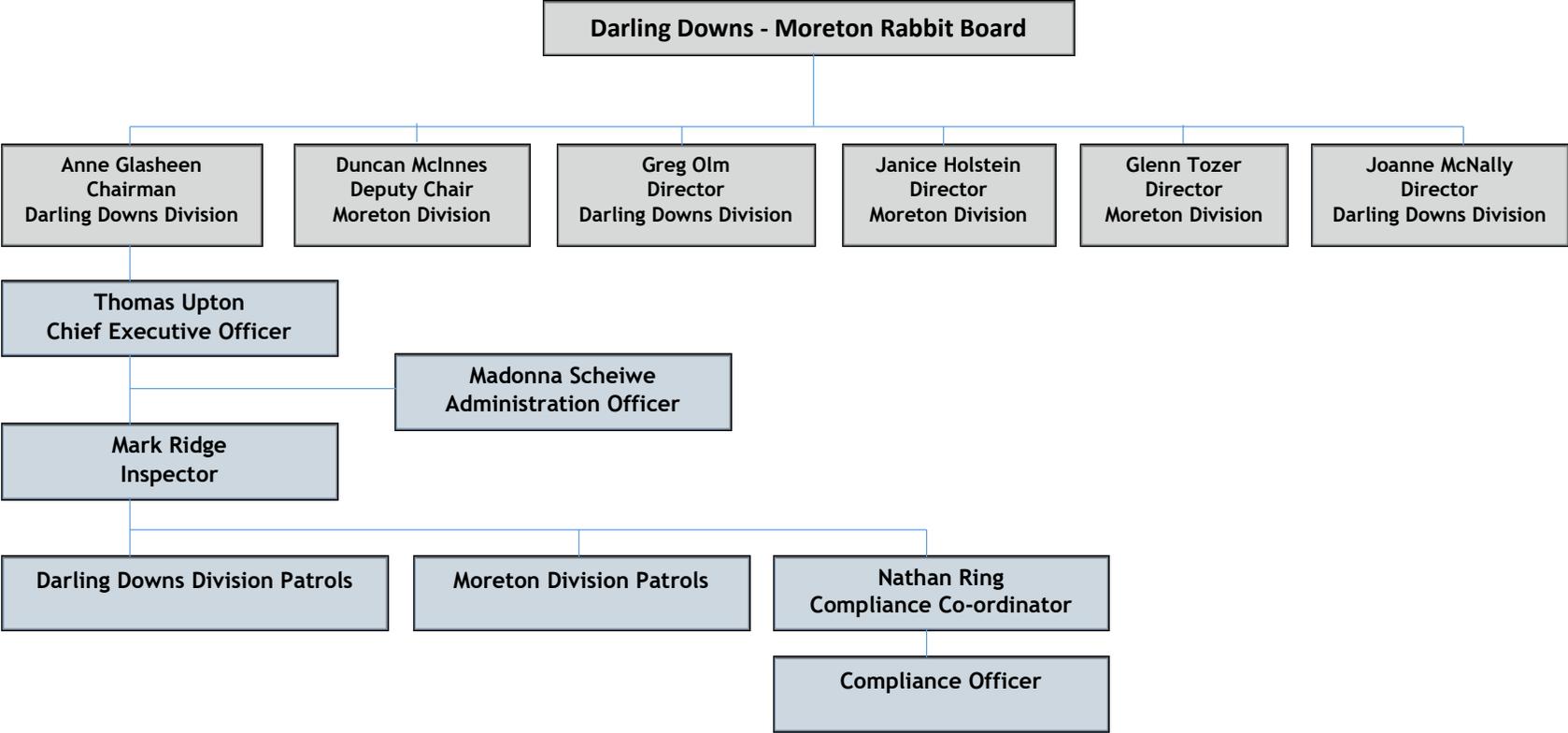


Nick George
as delegate of the Auditor-General



Queensland Audit Office
Brisbane

Organisational Chart



Budget Variances

Account Number	Budget Item Description	Budget 2016-2017	Actual 2016-2017	Notes on 2016-2017 Material Variances
4-0000	INCOME			
4-1000	Reimbursements			
4-1100	Annual Local Authority Precept	\$ 1,641,144	\$ 1,641,144	
	Total Reimbursements Income	\$ 1,641,144	\$ 1,641,144	
4-2000	Other Income			
4-2200	Interest Earned	\$ 25,000	\$ 25,766	
4-2300	Miscellaneous Administration Receipts	\$ 400	\$ 569	
4-2340	Rabbit Board History Book Sales	\$ -	\$ 20	
4-2360	Equip Trade-In & Sale Used Goods	\$ -	\$ -	
4-2370	NRM Funding - SEQ Catchments Project Funding	\$ -	\$ -	
2-390	Drought Assistance Pest Funding	\$ -	\$ -	
	Total Other Income	\$ 25,400	\$ 26,354	
4-3000	Fence Maintenance			
4-3100	Top Netting - Local Authorities	\$ 14,500	\$ 15,124	
4-3300	Private Works	\$ -	\$ 7,960	Unanticipated Private Works
4-3350	Contributions - Other	\$ -	\$ -	
4-3400	Eradication & Maintenance Recoveries	\$ -	\$ -	
	Total Fence Maintenance Income	\$ 14,500	\$ 23,084	
4-4000	Recoveries and Refunds			
4-4010	Miscellaneous Admin. Receipts & Recoveries	\$ 1,000	\$ 887	
4-4200	Paddock Lease & House Rent Recoveries	\$ 635	\$ 682	
4-4300	Telephone Recoveries	\$ 100	\$ 263	
4-4400	Council Charges & Rentals	\$ -	\$ -	
4-4500	Fence Contributions	\$ 1,500	\$ 8,980	Installation of new gate
102-2771	Uniform Recoveries - Staff	\$ -	\$ 177	
	Total Recoveries and Refunds	\$ 3,235	\$ 10,989	
4-8000	Miscellaneous Income	\$ -	\$ 1,102	
	Total Miscellaneous Income	\$ -	\$ 1,102	
	TOTAL INCOME	\$1,684,279	\$1,702,673	

Account Number	Budget Item Description	Budget 2016-17	Actual 2016-17	Notes on 2016-2017 Material Variances
6-0000	EXPENSES			
6-1000	Fence Patrol, Improvements/Mtce & Rabbit Control			
6-1105	Wages - Ordinary	\$ 706,000	\$ 595,125	\$85,000 of wages capitalised to Fence Improvements, under budget by 3.7%.
6-1108	Wages - Sick Pay	\$ 15,600	\$ 9,281	Lower than anticipated sick leave
6-1110	Wages - Annual Leave	\$ 88,319	\$ 61,609	Lower than anticipated Annual leave
6-1112	Wages - Long Service Leave	\$ -	\$ 17,289	Movement in Provisions
6-1120	Entitlements Reserve Fund	\$ -	\$ -	
6-1130	Superannuation	\$ 85,280	\$ 85,525	
6-1135	WH&S, Safety Equipment & PPE	\$ 8,000	\$ 3,646	Some expenditure shown in Training
6-1140	Training	\$ 5,200	\$ 7,526	Included WH&S Training
6-1400	Other	\$ -	\$ -	
6-1500	Fencing Materials	\$ 25,500	\$ -	Inventory reduced, all expenditure capitalised.
6-1600	Maintenance & Repair Rabbit Fence	\$ 45,000	\$ 15,452	Fence Maintenance expenditure capitalised to Fence Improvements
6-1650	Contractor Expenses - Labour & Materials	\$ -	\$ -	
6-1700	Rabbit Eradication & Compliance (contractor & equipment)	\$ 52,000	\$ 43,495	Lower than anticipated expenditure
6-1727	Drought Assistance - Feral Animal Control	\$ -	\$ 2,227	
6-1750	Signs	\$ 2,600	\$ 1,300	
6-1800	Grids & Gates	\$ 25,000	\$ 3,556	New Grid capitalised
	Total Fence Patrol, Improvements & Mtce Expenses	\$1,058,499	\$ 830,031	
6-2000	General Administration			
6-2050	Chief Executive Officer & Administration Officer Salaries	\$ 160,000	\$ 129,828	
6-2150	Directors Fees & Expenses	\$ 1,000	\$ 2,957	
6-2200	Office/Workshop Power & Gas	\$ 3,731	\$ 3,637	
6-2250	Advertising	\$ 3,120	\$ 4,625	High than anticipated recruitment.
6-2300	Printing & Stationery	\$ 5,566	\$ 5,849	
6-2350	Telephone & Postage	\$ 21,216	\$ 20,211	
6-2400	Audit Fees	\$ 11,500	\$ 14,626	
6-2425	Accounting Fees	\$ 2,774	\$ 900	
6-2450	Bank Charges	\$ 200	\$ 33	
6-2500	Legal Expenses	\$ 500	\$ -	
6-2540	Audit Valuation Fees	\$ 13,000	\$ 10,906	
6-2550	Insurance & Registrations	\$ 38,000	\$ 41,308	Premiums higher than anticipated
6-2560	Workers Compensation Premiums	\$ 14,000	\$ 10,014	Premiums lower than anticipated
6-2600	Miscellaneous Administration	\$ 8,500	\$ 7,372	
6-2620	Conferences/Seminars/Workshops	\$ 1,000	\$ 2,628	
6-2650	Council Rates & Land Rentals	\$ 15,000	\$ 13,316	Rates lower than anticipated
6-2700	EDP/ IT & Computer Equipment	\$ 11,000	\$ 19,886	New computers purchased
6-2900	Fringe Benefits Tax	\$ -	\$ 17,398	First year FBT has applied
32-8872	Uniforms Staff	\$ -	\$ 3,054	Extra uniforms purchased
	Total General Administration	\$ 310,107	\$ 308,548	

Account Number	Budget Item Description	Budget 2016-17	Actual 2016-17	Notes on 2016-2017 Material Variances
6-3000	Plant, Equipment & Buildings			
6-3120	Motor Vehicle Replacement Expense	\$ 90,000	\$ -	Motor Vehicle Replacement deferred
6-3200	Fuel, Oil & Tyres	\$ 102,258	\$ 79,871	Lower than expected fuel costs
6-3300	Maintenance & Repair Plant and Tools	\$ 64,584	\$ 52,749	Lower than expected costs
6-3350	Asset Renewal Reserve A/c	\$ 5,200	\$ -	
6-3400	Purchase Small Plant	\$ 11,507	\$ 2,597	Fewer small plant replacements
6-3450	Machinery - Tractors/Implements	\$ 21,844	\$ -	Tractor purchase deferred
6-3500	Floating Plant & Loose Tools	\$ 6,000	\$ 6,364	
6-3600	Cottage Maintenance	\$ 7,000	\$ 10,842	Essential repairs
6-3700	Office Equipment & Furniture	\$ 3,120	\$ -	
	Total Plant, Equipment & Buildings Expenses	\$ 311,513	\$ 152,422	
6-5000	Capital			
6-5100	Stores Compound	\$ 1,040	\$ -	
6-5400	Wood Street Property	\$ 3,120	763	
	Total Capital	\$ 4,160	\$ 763	
6-6000	Depreciation			
6-6100	Depreciation - Buildings	\$ -	\$ 21,371	
6-6200	Depreciation - Land Improvements	\$ -	\$ 13,481	
6-6300	Depreciation - Infrastructure (Fence)	\$ -	\$ 237,147	
6-6400	Depreciation - Plant and Equipment	\$ -	\$ 107,624	
		\$ -	\$ 379,426	
	TOTAL EXPENSES	\$ 1,684,279	\$1,683,818	
	Nett Surplus / -Deficit	\$ -	\$ 18,855	

The justifications for an increased budget are outlined below:

- Ongoing increases in fence materials prices & planned fence replacement program
- Increasing running costs of machinery, fuel, spare parts, transportation and maintenance
- Wage increases & associated on cost increases - wages and on costs are major budget items
- Training staff - to comply with WHS obligations, and to ensure a well trained workforce is maintained
- The replacement costs of plant, tools and general fencing equipment, including vehicles, tractors, fencing gear and trailers.
- The board provides communication equipment, including Personal Locator Beacons, mobile phones & UHF radios, to provide staff with access to emergency assistance if required.

ANNUAL REPORT CHECKLIST

FAA *Financial Accountability Act 2009*
 FPMS *Financial and Performance Management Standard 2009*
 ARRs *Annual Report Requirements for Queensland Government Agencies*

Summary Requirement		Basis for requirement	Annual report reference
Letter of Compliance	Letter of Compliance from accountable officer or statutory body to the relevant Minister	ARR's – section 8	Refer to the cover letter of this report.
Accessibility	Table of Contents Glossary	ARR's – section 9.1	Page 3
	Public availability	ARR's – section 9.2	Page 2
	Interpreter service statement	<i>Queensland Government Languages Services Policy</i> ARR's – section 9.3	Page 2
	Copyright notice	Copyright Act 1968 ARR's – section 9.4	Page 2
	Information licensing	<i>Queensland Government Enterprise Architecture – Information Licensing</i> ARR's – section 9.5	Page 2
General Information	Introductory information	ARR's – section 10.1	Page 4
	Agency role and main functions	ARR's – section 10.2	Page 7
	Operating environment	ARR's – section 10.3	Page 7
Non-financial performance	Government objectives for the community	ARR's – section 11.1	N/A
	Other whole of government plans/specific initiatives	ARR's – section 11.2	N/A
	Agency objectives and performance indicators	ARR's – section 11.3	Pages 7 to 15
	Agency service areas, service standards and other measures	ARR's – section 11.4	Pages 7 to 15
Financial performance	Summary financial performance	ARR's – section 12.1	Pages 16, 17, 50 to 52

ANNUAL REPORT CHECKLIST

FAA *Financial Accountability Act 2009*
 FPMS *Financial and Performance Management Standard*
 ARRs *Annual Report Requirements for Queensland Government Agencies*

Summary Requirement		Basis for requirement	Annual report reference
Governance – management and structure	Organisation structure	ARR's - section 13.1	Page 49
	Executive management	ARR's - section 13.2	Pages 35,36 & 49
	Board and committees	ARR's - section 13.3	N/A
	Public Sector Act	<i>Public Sector Ethics Act 1994 (section 23 and Schedule)</i> ARR's – section 13.4	Page 14
	Queensland public service values	ARR's – section 13.5	Pages 14
Government risk management and accountability	Risk management	ARRs – section 14.1	Page 12
	External scrutiny	ARRs – section 14.2	Pages 16 to 46
	Audit committee	ARRs – section 14.3	N/A
	Internal audit	ARRs – section 14.4	N/A
	Information systems and record keeping	ARRs – section 14.5	Page 13
Governance - human resources	Workforce planning, attraction and retention and performance	ARRs – section 15.1	
	Early retirement, redundancy and retrenchment	<i>Directive NO 11/12 Early Retirement, redundancy and Retrenchment</i> ARRs – section 15.2	N/A
Open Data	Open Data	ARRs – section 16	Pages12
Financial Statements	Certification of Financial Statements	FAA – section 62 FPMS – section 42,43 & 50 ARRs – section 17.1	Pages 47 & 48
	Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	Pages 47 & 48
	Remuneration Disclosures	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 17.3	Pages 13, 36 & 37

Health, Security and Community Safety Committee	
Mtg Date: 28.11.17	OAR: YES
Authorisation: Sean Madigan	

AJW:AJW

17 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: PRINCIPAL OFFICER – POLICY AND PROJECTS

RE: CRYPT REMEDIATION PROJECT (IPSWICH GENERAL CEMETERY) 2018-2019

INTRODUCTION:

This is a report by the Principal Officer – Policy and Projects dated 17 November 2017 concerning the remediation of a historic burial crypt at Ipswich General Cemetery.

BACKGROUND:

In 1998 a hole opened up in the Church of England C section of Ipswich General Cemetery. This section is also known as the “old pioneer” section and is the area adjacent to the relocated headstones in the North East corner of the cemetery. **Attachment A** shows the approximate location within the cemetery.

Council’s Cemetery Officer at the time investigated the hole and saw a previously unknown underground crypt containing two coffins. The crypt was made of stone and had a partially filled in stairway to the East. The hole had been caused by the falling in of the linchpin, the device that gave structural integrity to the curved roof of the crypt.

Recent investigations have revealed the crypt is the final resting place of Phoebe Fleming in 1853 and her husband Joseph Fleming in 1891. Joseph Fleming was a member of the first Queensland Parliament representing West Moreton from 9 July 1860 until 3 November 1862 and subsequently from 11 September 1866 until 2 July 1867.

This type of fully underground burial crypt is extremely rare in Australia and it is believed to be one of three such crypts within Ipswich General Cemetery.

This report proposes to restore the condition of the crypt to its original state using a number of partnerships with universities, film schools and local businesses. There may be some opportunity to engage with the Queensland Government for financial support. Contact with any lineage of the Fleming family will be made and consultation with them on the restoration will occur should the project progress.

PROPOSAL:

The proposal is for the remediation of the Fleming crypt in Ipswich General Cemetery.

The concept for the crypt remediation takes into account current technology including the options of professionally filming the restoration and creating a virtual tour of the remediated crypt that could form a valuable historical contribution to the City of Ipswich.

Early discussions with the Friends of the Cemeteries group on this proposal point to high levels of support from a community perspective.

COST:

It is difficult to determine an estimated cost until partner arrangements have been explored further. For example it is proposed that a university archaeology faculty may be interested in a real experience for their students in treating the crypt site as a formal dig. Usually there would be some costs attached to this but until the matter is discussed with the university the actual amount is unknown.

The same process would be used to partner with a film and television school and/or post production company to examine options for making a short documentary and take completed images for the virtual reality tour.

Other costs for the project would be for removal of coffins and remains and storing same until the project is complete. New coffins may be required if the old coffins were destroyed in the backfilling operation. It is expected with hardwood coffins used in the era and good storage over the years within the crypt that human remains would be in reasonable condition.

Stonemason costs need to be accommodated in some way; however a local Stonemason has already committed to significant volunteer time for himself and his staff for the restoration should it go ahead.

As an initial estimate Council should anticipate a budget of approximately \$50,000 to complete this project. Once project partners are obtained a detailed project plan can be produced with firm costings.

BENEFITS TO COMMUNITY AND CUSTOMERS:

The community benefits by actively preserving funerary art and stone mason skills generally not available to the community today.

Because of their rarity, the crypts in Ipswich General Cemetery have a value to society that should be recognised and respected.

Through the use of virtual reality tools the interior of the completed restoration will be available for viewing and experiencing by current and future generations without disturbing the deceased.

This project will provide opportunity for Council to work in partnership with local educational institutions in a way that will build relationship and value into the future. The project as it unfolds will serve to promote heritage protection as a laudable community goal realizing benefits to other heritage areas of importance to the Ipswich community.

It is suitable for the City to honour its past famous residents through caring for their final resting place and restoring the crypt allows Ipswich a unique opportunity to showcase its heritage values to the community and the world.

CONSULTATION:

Division 7 Councillor (at the time) and Division 10 Councillor were consulted through a Friends of the Cemeteries meeting that they attended. This proposal was also discussed briefly as part of General Business at a previous Health, Security and Community Safety Committee meeting with the understanding a report would be presented at a later date for consideration of the project in the 2018-2019 financial year.

CONCLUSION:

An underground crypt that was previously backfilled has been identified at Ipswich General Cemetery. Recent investigations have revealed the crypt is the final resting place of Phoebe Fleming in 1853 and her husband Joseph Fleming in 1891. Joseph Fleming was a member of the first Queensland Parliament representing West Moreton from 9 July 1860 until 3 November 1862 and subsequently from 11 September 1866 until 2 July 1867.

This report proposes to restore the condition of the crypt to its original state using a number of partnerships with universities, film schools and local businesses.

ATTACHMENT:

Name of Attachment	Attachment
Location of Fleming Crypt at Ipswich General Cemetery	Attachment A

RECOMMENDATION:

- A. That Council approve further investigations in relation to the project to remediate the Fleming crypt in Ipswich General Cemetery as outlined in the report by the Principal Officer – Policy and Projects dated 17 November 2017.
- B. That once actual costs are determined, the Chief Operating Officer (Health, Security and Regulatory Services) provide a further report to Council for consideration.

Ashley Ward

PRINCIPAL OFFICER – POLICY AND PROJECTS

I concur with the recommendations contained in this report.

Barbara Dart

STRATEGIC POLICY AND SYSTEMS MANAGER

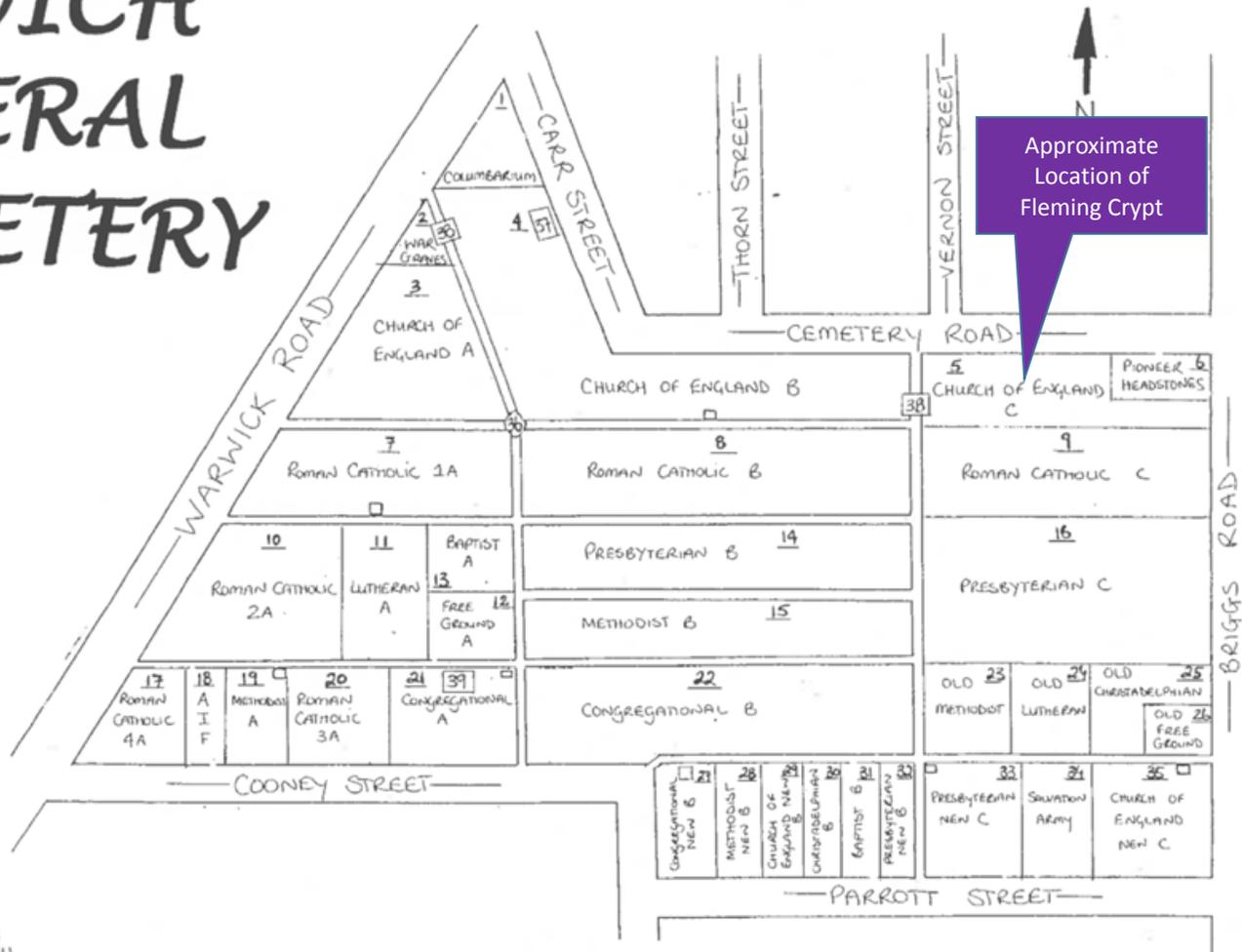
I concur with the recommendations contained in this report.

Sean Madigan

**CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)**

IPSWWICH GENERAL CEMETERY

- 1 COLUMBARIUM
- 2 WAR GRAVES
- 3 CHURCH OF ENGLAND A
- 4 CHURCH OF ENGLAND B
- 5 CHURCH OF ENGLAND C
- 6 PIONEER HEADSTONES
- 7 ROMAN CATHOLIC 1A
- 8 ROMAN CATHOLIC B
- 9 ROMAN CATHOLIC C
- 10 ROMAN CATHOLIC 2A
- 11 LUTHERAN A
- 12 FREE GROUND A
- 13 BAPTIST A
- 14 PRESBYTERIAN B
- 15 PRESBYTERIAN C
- 16 METHODIST B
- 17 ROMAN CATHOLIC 3A
- 18 CONGREGATIONAL A
- 19 CONGREGATIONAL B
- 20 OLD METHODIST
- 21 OLD LUTHERAN
- 22 OLD CHRISTADELPHIAN
- 23 OLD FREE GROUND
- 24 CONGREGATIONAL NEW B
- 25 METHODIST NEW B
- 26 CHURCH OF ENGLAND NEW B
- 27 CHRISTADELPHIAN B
- 28 BAPTIST B
- 29 PRESBYTERIAN NEW B
- 30 PRESBYTERIAN NEW C
- 31 SALVATION ARMY
- 32 CHURCH OF ENGLAND NEW C
- 33 CENOTAPH (ANZAC MEMORIAL)
- 34 SEXTON'S OFFICE
- 35 DRIVE THROUGH SHELTERS



Approximate
Location of
Fleming Crypt

Health, Security and Community Safety Committee	
Mtg Date: 28.11.17	OAR: YES
Authorisation: Sean Madigan	

BD:BD

16 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICE
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: STRATEGIC POLICY AND SYSTEMS MANAGER

RE: ENTERTAINMENT VENUE COUNCILLOR WORKING GROUP RECOMMENDATIONS

INTRODUCTION:

This is a report by the Strategic Policy and Systems Manager dated 16 November 2017 concerning outcomes of a Council Working Group review of entertainment venue licensing.

BACKGROUND:

In mid-2015 a Councillor Working Group (CWG) was formed to review entertainment venue licensing. A review was conducted by the CWG and recommendations are provided in this report. The Entertainment Venue CWG was run parallel with another CWG for Footpath Dining. The aim was to provide recommendations from both CWG's to Council for consideration at the same time. However, the Footpath Dining CWG recommendations are yet to be finalised. Therefore the entertainment venue CWG recommendations which were finalised earlier in 2017 are provided now so that progression can be made without further delay.

The Entertainment Venue CWG members were Mayor Antoniolli (then Cr Antoniolli); Cr Paul Tully and Cr David Morrison.

CWG REVIEW:

In undertaking the review the Entertainment Venue CWG considered:

1. Objectives of the current local laws regarding entertainment venues (protection of health, safety and amenity); and

2. What other legislation covered elements of entertainment venues eg food, liquor, public health, environmental protection (noise, odour, lighting etc). That is, if Council didn't have a local law then how would Council enforce nuisance and health issues should they arise?
3. Benchmarking of other Councils in terms of how they regulated entertainment venues (7 Councils were assessed: Brisbane; Logan; Toowoomba; Redlands; Gold Coast and Bundaberg. Only Brisbane City Council regulates entertainment venues)
4. Current licences issued for venues by Council (total of 80) – yearly inspections are conducted as part of their licence requirements:
 - Low Risk: 11 (Gaming & amusement parlours, gyms, indoor sports)
 - Medium Risk: 23 (Community halls, cinemas, other venues no liquor licensing)
 - High Risk: 46 (outdoor entertainment venue and any venue with liquor licensing)
5. Number of complaints that were received by Council. There are no problem codes associated specifically for entertainment venues. Complaints received relate to food safety which are captured by the Food Act licensing requirements – a separate licence.

CWG RECOMMENDATIONS

In considering the above, the Entertainment Venue CWG recommended to continue to licence entertainment venues but would reduce the scope of what would be captured, that is **propose circumstances and venues where an Entertainment Venue Licence would be required based on risk:**

- Any venue that has a liquor licence and has live entertainment with amplified music unless determined a **low risk*** by an Authorised Person. If it is determined a low risk activity then no licence is required; and
- Identified event venues: Willowbank Raceway; Queensland Raceway; Halls where entertainment goes beyond 10pm; Ivory's Rock Conference and Event Centre; Ipswich Turf Club and Showgrounds (Ipswich, Rosewood, Marburg).

***Low risk** is where the amplified music is not the primary activity inside the building or other circumstances where the authorised officer believes there is no risk to the surrounding environment.

- *For example*, there is a small band playing while guests eat dinner in the same location of the venue
- *For example*, a band plays every now and then in a licensed bar area at the venue but is not a regular event and dining is not available in the same area when the band is playing (eg a hotel that has bands/entertainment every Friday and/or Saturday night)

Based on the current entertainment licences issued, if the above recommendations were approved this would mean potentially half of those venues who currently require a licence wouldn't anymore. Whilst there may be a reduction in licence revenue for entertainment venues there is also a reduction in expenses for Council in administering and inspecting those venues.

FURTHER CONSIDERATIONS:

If the above recommendations were approved this would require primarily amendments to Council's local laws. Attachment A contains the proposed amendments but in summary would be:

- 1. Amendments to *Local Law 3 (Commercial Licensing) 2013***
 - a. Schedule 2, Part 2 definition of Entertainment Venue changed
- 2. Amendments to *Subordinate Local Law 3.1 (Commercial Licensing) 2013***
 - a. Insert a new Schedule that defines what an entertainment venue is for the purposes of the law.
- 3. Realignment of current Fees and Charges** to fit the new fee categories of entertainment venues.

The local law making process for the above would require State Interest Checks and public consultation as per the *Local Government Act*.

If approved, the recommendations of the Entertainment Venue CWG would be implemented when Local Law 3 and Subordinate Local Law 3 (Commercial Licensing) are reviewed next.

CONCLUSION:

The Entertainment Venue Councillor Working Group has reviewed entertainment venue licensing. Outcomes and recommendations have been provided for consideration which include continuation of licensing of certain venues and circumstances. The recommendations would require amendments to Council local laws and its fees and charges.

ATTACHMENT:

Name of Attachment	Attachment
Attachment A: Proposed amendments to Local Laws	 Attachmer

RECOMMENDATION:

- A. That the recommendations of the Entertainment Venue Councillor Working Group outlined in the report by the Strategic Policy and Systems Manager dated 16 November 2017, be approved.

- B. That the recommendations of the Entertainment Venue Councillor Working Group be implemented when the following Ipswich City Council Local Laws are reviewed next:
 - 1. *Local Law 3 (Commercial Licensing) 2013*
 - 2. *Subordinate Local Law 3 (Commercial Licensing) 2013.*

Barbara Dart
STRATEGIC POLICY AND SYSTEMS MANAGER

I concur with the recommendations contained in this report.

Sean Madigan
**CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)**

Entertainment Venue Councillor Working Group

Working Group Members:

- Cr Paul Tully
- Cr Andrew Antonioli
- Cr David Morrison

Draft Recommendations from Working Group:

- 1. Amendments to Local Law 3 (see following page for further detail)**
 - a. Schedule 2, Part 2 definition of Entertainment Venue
- 2. Amendments to Subordinate Local Law 3.1 (see following pages for further detail)**
 - a. Insert new Schedule that defines what an entertainment venue is for the purposes of the law.

1. Council's Local Law 3 (Commercial Licensing)

Proposal

Schedule 2, Part 2 will define an entertainment venue as:

entertainment venue means a venue that is defined by the subordinate local law

Current

The current definition is this:

entertainment venue means a place that is open to the public for entertainment whether or not a charge for admission is made and whether or not the person who controls admission reserves a right to refuse admission but does not include a shop.

Examples:

a cinema;

a theatre;

a concert hall;

a billiard saloon;

an electronic games centre;

an indoor sports centre (including bowling alley);

an art gallery;

a museum;

a bazaar or flea market (on a non-permanent nature);

a fair ground.

2. Council's Subordinate Local Law 3.1 (Commercial Licensing)

****New Section to be added after Section 33**

34 Entertainment Venue Licences

- 1) For the purposes of section 5(1)(Requirement for a Licence) of the authorising law, the venues set out in Column 1 of Schedule 6 require a licence.

*****New Schedule to be inserted**

Schedule 6 Entertainment Venues Licences

(Section 34)

Column 1
Circumstances and Venues Where a Licence is required
Any venue that has a liquor licence and has live entertainment with amplified music unless determined a low risk* by an Authorised Person. If it is determined a low risk activity then no licence is required.
Willowbank Raceway
Queensland Raceway
Halls where entertainment goes beyond 10pm
Ivorys Rock Conference and Event Centre
Ipswich Turf Club
Showgrounds (Ipswich, Rosewood, Marburg)

***Low risk** is where the amplified music is not the primary activity inside the building or other circumstances where the authorised officer believes there is no risk to the surrounding environment.

- *For example*, there is a small band playing while guests eat dinner in the same location of the venue
- *For example*, a band plays every now and then in a licensed bar area at the venue but is not a regular event and dining is not available in the same area when the band is playing (eg a hotel that has bands/entertainment every Friday and/or Saturday night).

Health, Security and Community Safety Committee	
Mtg Date: 28.11.17	OAR: YES
Authorisation: Sean Madigan	

GS: GS
Objective ID: A4468178

9 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: PRINCIPAL OFFICER (PROJECTS)

RE: PARKING ENFORCEMENT - SCHOOL SAFE PARKING PROJECT 2018

INTRODUCTION:

This is a report by the Principal Officer (Projects) dated 9 November 2017 concerning parking enforcement associated with the School Safe Parking Project (School Safe).

HEALTH AND AMENITY PLAN PRIORITY:

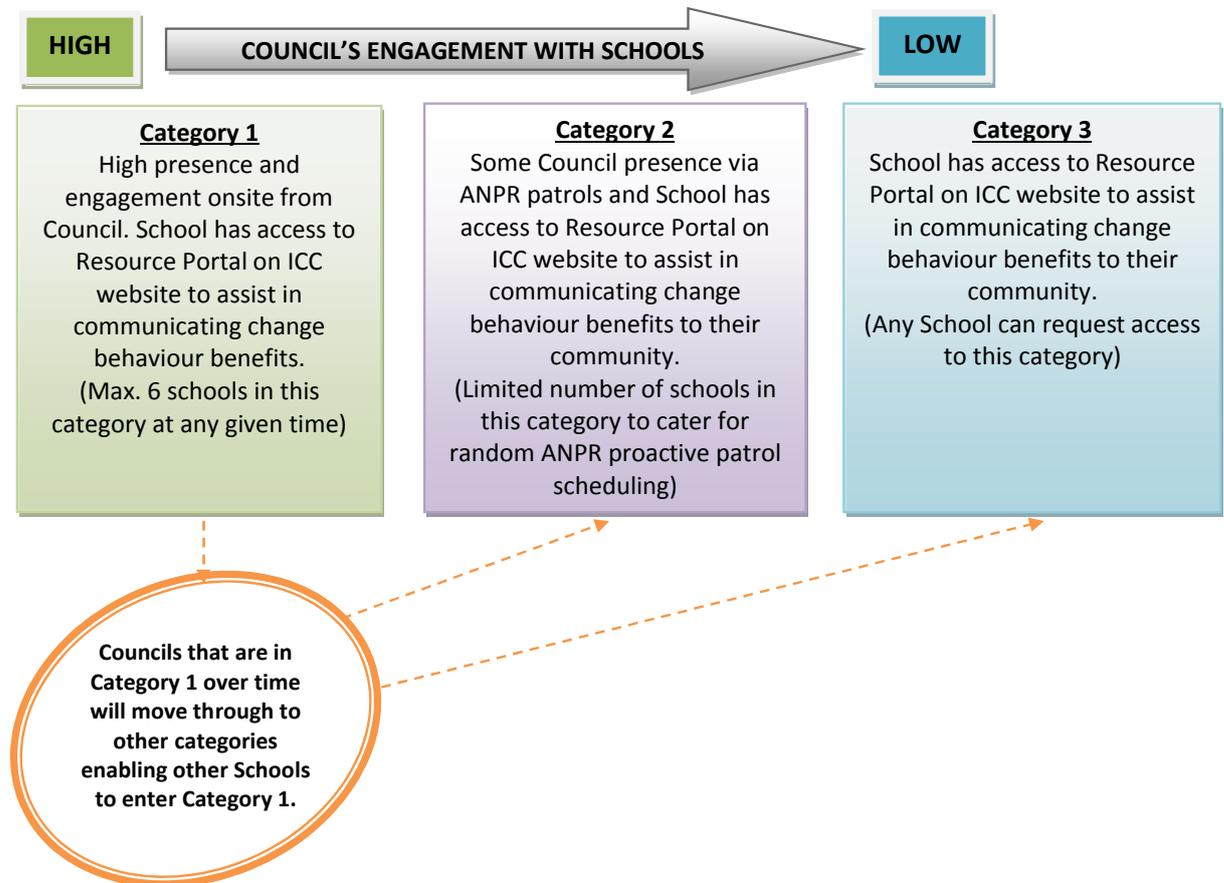


BACKGROUND:

A report (Item 2) presented to the Health, Security and Community Safety Committee dated 10 October 2017 (see Attachment A) outlined a new approach to School Safe commencing in 2018. This report was adopted at the Council Ordinary Meeting of 20 October 2017.

The major change to the program is a new category structure developed to assist schools as per their individual requirements. Three (3) categories have been developed with schools being placed into a category subject to their previous history, current involvement and level of interest with the School Safe Parking Program.

The new approach will change the way enforcement is undertaken at category 1 schools through the use of static enforcement cameras deployed at schools where they have been requested by the school.



ENFORCEMENT CAMERAS:

Static enforcement cameras have been installed in numerous school areas since their initial deployment in 2008. Historically, the cameras were positioned at locations where numerous complaints were received about illegal parking. The cameras have an immediate effect on improving parking behaviour with similar results to a red light camera or speed camera. Cameras are installed for a period of time until parking behaviours improve and are then moved to a new location.

Category 1 schools will be offered the services of a static enforcement camera to improve parking behaviour if they are experiencing problems with illegal parking. The camera will be positioned so that it is obvious to road users and signed to inform the public of its use. Warnings and infringements will be issued for offences detected in a manner that encourages behaviour change.

CONSULTATION:

Only schools within the Category 1 rating will be offered the use of the static enforcement camera and installation will only occur at their request.

CONCLUSION:

The strategies of this Health and Amenity Plan Priority are designed to reduce illegal parking and improve safety and traffic flow around schools. Through a high level of engagement with Category 1 schools it is envisaged that improvements will occur that will be sustained into the future.

ATTACHMENT:

Name of Attachment	Attachment
Report submitted to Health, Security and Community Safety Committee dated 10 October 2017	Attachment A

RECOMMENDATION:

That the report be received and the contents noted.

Graham Schultz
PRINCIPAL OFFICER (PROJECTS)

I concur with the recommendation contained in this report.

Sean Madigan
**CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)**

Health, Security and Community Safety Committee	
Mtg Date: 10/10/17	OAR: YES
Authorisation: Sean Madigan	

2 October 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER (HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: EDUCATION OFFICER

RE: SAFER SCHOOL PARKING PROGRAM 2018

INTRODUCTION:

This is a report by the Education Officer dated 2 October 2017 concerning the 2018 Safer School Parking Program which forms part of the 2017/2018 Health and Amenity Plan.



BACKGROUND:

The Health and Amenity Plan identifies the **Safer School Parking Program** as a key priority to improve parking behaviour around schools to make school zones a safer area for our community. The School Safe Parking Program originally commenced in 2008 to address concerns regarding road safety at schools within the Ipswich City Council area. Activities associated with the project have progressed through many stages over time including the use of fixed location motion sensor cameras, automatic numberplate recognition (ANPR) technology, foot patrols and joint patrols with the Queensland Police Service.

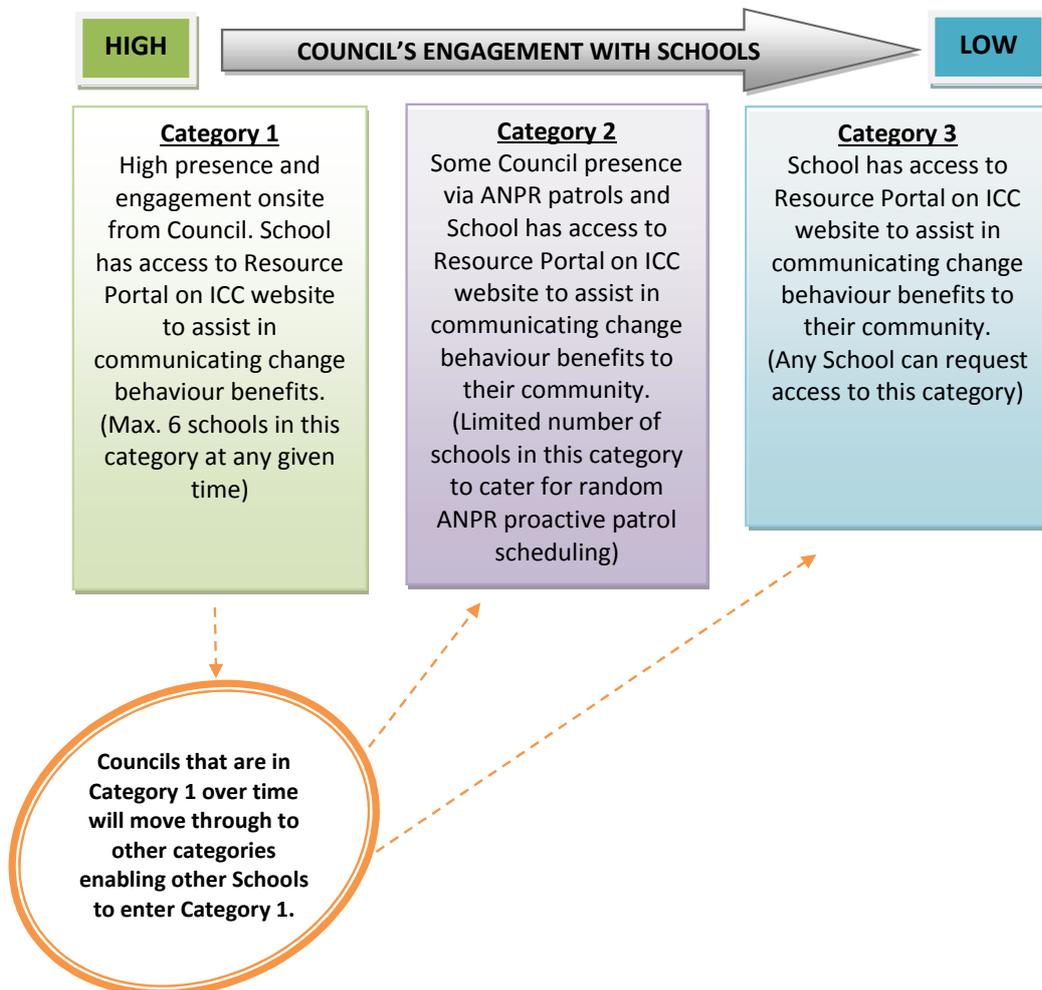
A major change to the program was implemented for the start of the school year in 2016 with Council Officers conducting foot patrols at schools and speaking to drivers about their parking behaviour. During the program, motorists were detected engaging in illegal parking activities. In most cases, once spoken to, they moved on and complied with the instructions given. Where the motorist did not comply, Penalty Infringement Notices (PIN's) were issued.

NEW APPROACH:

The current Safer School Parking Program has a high impact on Council resources and unless officers have a continuous physical presence at Schools, behaviour change of drivers picking up their children from school has proven to be very limited. This has triggered Council to review the current program to see where positive impacts may be made and to determine how Council can assist Schools to build capacity within their school community.

A new category structure has been developed to assist schools as per their individual requirements. Three (3) categories have been developed with schools being placed into a category subject to their previous history, current involvement and level of interest with the School Safe Parking Program.

Participation in this proactive program is an 'opt in' and Council will commence engagement with Schools immediately. This program does not negate the fact that Council will still undertake compliance action where complaints are raised. This reactive enforcement will still continue. The Safer School Parking Program commencing in 2018 will focus on building capacity and providing support to schools starting with a Category 1 (maximum of 6 schools can participate due to resources available) through to Category's 2 and 3 (lower level support).



The categories in more detail are listed below:

Category 1 – High (Maximum 6 Schools)

- Compliance/Education Officer available to meet with School and discuss their options:
 - Police safety week – Council connect School with Police (first week of each term)
 - Enforcement camera at School hot spot (on a rotation basis)
 - Classroom visits
 - Presence at one school event to target new parents (orientation days/fetes)
 - ANPR Car (periodic patrolling over the first month of each term)
 - Booking of banner flags on a rotational basis
- Resource Portal
 - Walk safe maps
 - Brochures
 - Messages
 - Images
 - Vests (School parking volunteers on foot)

Category 2 – Medium

- Compliance/Education Officer available to meet with School and discuss their options:
 - ANPR Car – random patrolling
 - Booking of banner flags on a rotational basis
- Resource Portal
 - Walk safe maps
 - Brochures
 - Messages
 - Images
 - Vests (School parking volunteers on foot)

Category 3 – Low

- Resource Portal
 - Walk safe maps
 - Brochures
 - Messages
 - Images
 - Vests (School parking volunteers on foot)

It is anticipated that schools currently in Category 1 will, with the level of assistance provided, phase out into a lower category as the school year progresses thus opening up an opportunity for schools in need of this level of assistance.

BENEFITS TO COMMUNITY AND CUSTOMERS:

The Safer School Parking Project offers an opportunity for Council Officers to engage with the Schools directly and their communities (drivers/parents and children) and provide an educative approach to illegal parking behaviours. This approach allows people the opportunity to correct their behaviour without receiving a PIN in most cases.

CONCLUSION:

Promoting education to school communities about the benefits of safe road travel and safe parking within school zones will enhance the health and wellbeing of our community as outlined within the Health and Amenity Plan.

RECOMMENDATION:

That the report be received and the contents noted.

Nicole Grant
EDUCATION OFFICER

I concur with the recommendation contained in this report.

Barbara Dart
STRATEGIC POLICY AND SYSTEMS MANAGER

I concur with the recommendation contained in this report.

Sean Madigan
CHIEF OPERATING OFFICER (HEALTH, SECURITY AND REGULATORY SERVICES)

Health, Security and Community Safety Committee	
--	--

Mtg Date: 28.11.17	OAR: YES
--------------------	----------

Authorisation: Sean Madigan	
------------------------------------	--

15 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: PRINCIPAL OFFICER, BUSIENSS OPERATIONS
(HEALTH, SECURITY AND REGULATORY SERVICES)

RE: ROAD PERMIT PROCESS

INTRODUCTION:

This is a report by the Principal Officer, Business Operations dated 15 November 2017 concerning transition of the management of the Road Permit (Annual, Standard and Non-Standard) process.

BACKGROUND:

A Road Permit is required to carry out certain activities within road reserves in the Council area. A road reserve is the area from property boundary to property boundary including the verges, footpaths, shoulders, traffic lanes and median.

Permits are issued pursuant to the *Local Government Act 2009*. Activities carried out in breach of a condition of a permit may result in a fine.

This process is currently managed by Works, Parks and Recreation (WPR), however to streamline this process and customer expectation, including compliance management, this service will transition to Health, Security and Regulatory Services (HSRS) from 2 January 2018.

TRANSITION:

This service type will transition from WPR to HSRS on 2 January 2018. A transition plan will be developed to identify key stakeholders (including WPR, Infrastructure Services (IS) and Finance and Corporate Services (FCS) Strategic Client Branch) to ensure there is no interruption to this service.

The role will functionally sit in the HSRS Compliance Branch, with statistical reporting included into the Monthly Activity Report.

CONCLUSION:

The transition of the Road Permit process to HSRS will provide improved end-to-end process opportunities for permitting and compliance education and enforcement.

RECOMMENDATION:

That the report be received and the contents noted.

Maree Walker

**PRINCIPAL OFFICER, BUSINESS OPERATIONS
(HEALTH, SECURITY AND REGULATORY SERVICES)**

I concur with the recommendations contained in this report.

Sean Madigan

**CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)**

Health, Security and Community Safety Committee	
Mtg Date: 28.11.17	OAR: YES
Authorisation: Sean Madigan	

MW:MW

16 November 2017

MEMORANDUM

TO: CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)

FROM: STRATEGIC POLICY AND SYSTEMS MANAGER AND
PRINCIPAL OFFICER (BUSINESS OPERATIONS)

RE: HEALTH, SECURITY AND REGULATORY SERVICES MONTHLY ACTIVITY REPORT –
OCTOBER 2017

INTRODUCTION:

This is a joint report by the Strategic Policy and Systems Manager and Principal Officer (Business Operations) dated 16 November 2017 concerning the monthly update on the activities of the Health, Security and Regulatory Services (HSRS) Department.

BACKGROUND:

The HSRS Department is responsible for the management of compliance activities across the City. The attached HSRS Monthly Activity Report (**Attachment A**) is for the month of October 2017. The data within the report is separated into two components:

Compliance Delivery Status: Provides an update on service requests, infringements, warnings, prosecutions and appeals, licences, permits and design assessments approved in the month.

Other Program Delivery Status: Provides an update on other programs, such as the Immunisation clinics, implementation of new laws, special events and any stakeholder engagement which may include the progress of projects for the HSRS Health and Amenity Plan for 2017-2018.

CONCLUSION:

The HSRS Monthly Activity Report provides an update on compliance and other programs being delivered during the month with comparisons to previous periods.

ATTACHMENT:

Name of Attachment	Attachment
HSRS Monthly Activity Report – October 2017	Attachment A

RECOMMENDATION:

That the report be received and the contents noted.

Barbara Dart and Maree Walker
STRATEGIC POLICY AND SYSTEMS MANAGER; PRINCIPAL OFFICER (BUSINESS OPERATIONS)

I concur with the recommendation contained in this report.

Sean Madigan
**CHIEF OPERATING OFFICER
(HEALTH, SECURITY AND REGULATORY SERVICES)**

Health, Security and Regulatory Services

October 2017
MONTHLY ACTIVITY REPORT



ipswich.qld.gov.au



Table of Contents

.....	0
Introduction.....	2
Compliance Delivery Status.....	3
Customer Service Requests	3
Penalty Infringement Notices (PINs) and Warnings	8
Prosecutions and Appeals.....	10
Infringement Review requests for October 2017	10
Licences, Permits and Design Assessments	11
Other Program Delivery Status.....	13
Immunisation Program	13
Desexing Programs	13
Environment Health and Protection	14



Introduction

Council's Department of Health, Security and Regulatory Services (HSRS) is the lead agency in the Ipswich community for the design and delivery of policy and programs that develop and drive a safe and healthy community.

Health and safety can be linked to the majority of services and responsibilities undertaken by Ipswich City Council. Local Councils are no longer just known for the three R's – Roads, Rates and Rubbish. From ensuring children are safe during peak school pick up and drop off times, providing CCTV protection and coverage across the City all the way to guiding businesses on how they can safely prepare food in cafes and restaurants, health and safety is at the very cornerstone of what the community wants. Health and safety is also critical to new communities when they are developed, as it will foster active lifestyles, provide easy access to healthy foods, create streets that are safe to walk through and encourage positive relationships between neighbours that are free of nuisance.

This monthly activity report for **October 2017** provides a snap shot of compliance activities for specific activities, outputs and outcomes.

Compliance Delivery Status

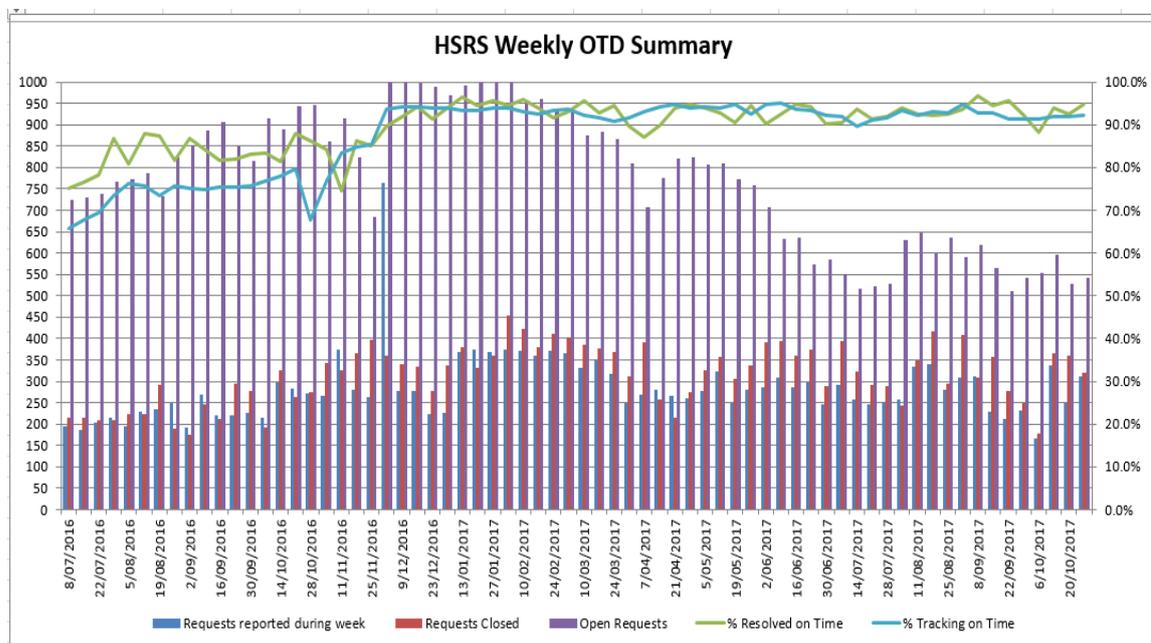
Customer Service Requests

The HSRS Department receives service requests from the community in relation to a diverse range of matters including but not limited to animal management, local laws, parking and environmental health. HSRS monitors the volumes and types of service request to identify trends and allocate resources accordingly to provide a high level of customer service to the community.

HSRS Weekly Compliance Activity - Ongoing

The below graph illustrates the week by week monitoring of customer service requests that are processed, investigated and resolved by HSRS staff. The Department continues to monitor the 85% target to resolve requests timeframe through allocating appropriate Council resources to respond to the needs of the community ensuring that the health, safety and wellbeing of the community are protected.

HSRS manage 75 service requests types, monitoring seasonal peaks for request management, proactive campaign planning. Seasonal peaks can include rainfall impacting sediment/erosion and overgrown properties and school terms and holidays impacting on programs including safe school parking.



Total requests actioned each month for HSRS

MONTH	Total Customer Service Requests Created	Variance to previous month
Jan-16	1204	↑246
Feb-16	1011	↓193
Mar-16	1029	↑18
Apr-16	1078	↑49
May-16	1032	↓46
Jun-16	1007	↓25
Jul-16	1067	↑60
Aug-16	1238	↑171
Sep-16	1053	↓185
Oct-16	1166	↑113
Nov-16	1317	↑151
Dec-16	1079	↓238
Jan-17	1561	↑482
Feb-17	1403	↓158
Mar-17	1405	↑2
Apr-17	1197	↓208
May-17	1340	↑143
Jun-17	1388	↑48
Jul-17	1199	↓189
Aug-17	1581	↑382
Sep-17	1260	↓321
Oct-17	1233	↓27

The increase in the total number of service requests in August includes investigations for littering and dumping from the Kerbside Cleanup project, as well as proactive inspections relating to environmental activities.

Top 10: Customer Service Requests and Volumes for October 2017

The following dashboard highlights the top 10 service requests raised by customers in each Division for **October 2017** with variances from the previous month for HSRS officers to investigate. Service request numbers for the top 10 have remained relatively steady.

	Roaming Dogs	Ranking	This Month	Last Month
			1	1

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
5	11	13	13	11	6	9	11	7	5	91

	Collection of Impounded Dog	Ranking	This Month	Last Month
			2	3

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
6	15	8	10	4	11	4	10	6	8	82

	Dog Noise Nuisance	Ranking	This Month	Last Month
			3	2

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
4	8	5	12	6	6	11	6	4	3	65



Illegal Parking on Footpath

Ranking

This Month
4

Last Month
5

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
5	8	4	2	0	11	9	5	19	1	64



Dog Attack

Ranking

This Month
5

Last Month
6

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
0	5	8	8	6	7	5	10	6	6	61



Unregistered Dog

Ranking

This Month
6

Last Month
4

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
2	4	9	5	6	8	4	4	11	4	57



Abandoned Vehicle

Ranking

This Month
7

Last Month
7

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
3	8	7	3	4	3	2	4	16	0	50



Loan of Cat Trap

Ranking

This Month
8

Last Month
8

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
0	4	2	5	6	3	4	5	3	2	34



Overgrown Private Property

Ranking

This Month
9

Last Month
9

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
2	0	0	7	7	2	6	5	1	3	33



Dog Fencing Issue

Ranking

This Month
10

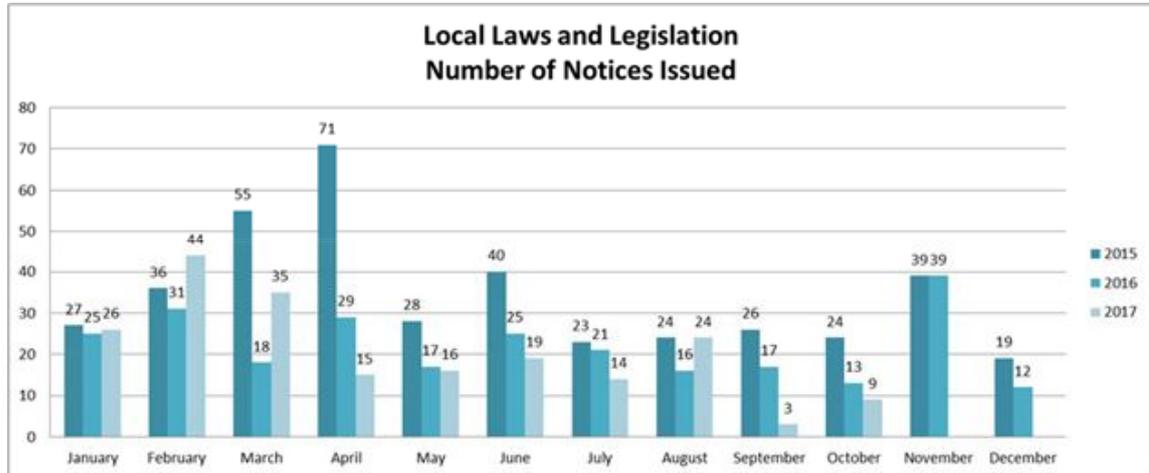
Last Month
10

DIV 1	DIV 2	DIV 3	DIV 4	DIV 5	DIV 6	DIV 7	DIV 8	DIV 9	DIV 10	TOTAL
1	2	2	4	4	3	3	8	2	1	30

Penalty Infringement Notices (PINs) and Warnings

Local Laws and Legislation – PINs Issued

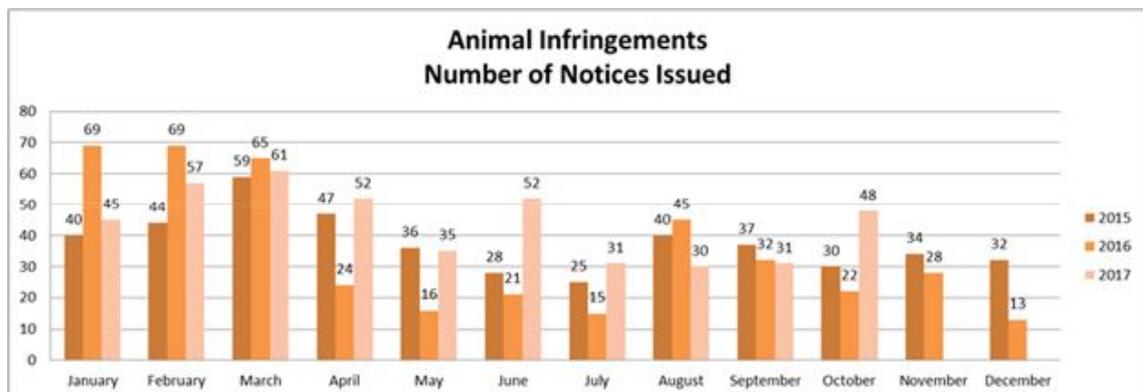
The HSRS Department issues PIN's and where applicable warnings for a variety of offences under the Local Laws and the *Transport Operation Road Use Management Act*. HSRS issues PIN's and warnings in order to protect the health, safety and wellbeing of the community generally however these are used in conjunction with education and awareness programs to achieve positive outcomes. The Health and Amenity Plan focuses on community education to understand laws as well as be proactively raising awareness on how compliance can be achieved.



Previous 12 month period (November 2015 to October 2016) total = 270

Current 12 month period (November 2016 to October 2017) total = 256

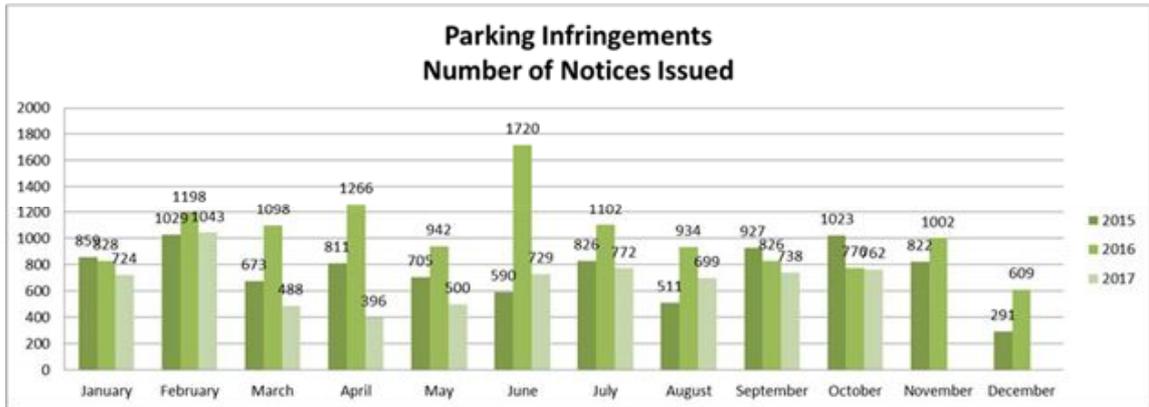
Animal Management – PINs Issued



Previous 12 month period (November 2015 to October 2016) total = 444

Current 12 month period (November 2016 to October 2017) total = 483

Parking – PINs Issued



Previous 12 month period (November 2015 to October 2016) total = 11,803
 Current 12 month period (November 2016 to October 2017) total = 8,462

Parking – Warnings Issued



Previous 12 month period (November 2015 to October 2016) total = 1,375
 Current 12 month period (November 2016 to October 2017) total = 592

Prosecutions and Appeals

The HSRS Department completes investigations and briefs of evidence which are forwarded to Council's Legal Branch for consideration of the evidence and public interest to determine the most appropriate course of action. The Chief Operating Officer of HSRS makes the final determination of whether a matter should proceed to prosecution taking into account factors such as the public interest and the seriousness of the offending behaviour. Matters that are investigated and considered for prosecution include complex environmental offences, planning offences and contested PIN's.

List of prosecutions and appeals as of 30 October 2017

<i>Current Register Status</i>	
Investigation (Brief in development)	5
Brief (with Legal Branch)	7
Court	15
TOTAL	32

Infringement Review requests for October 2017

Division										
1	2	3	4	5	6	7	8	9	10	Total
4	4	10	3	1	4	103	0	8	1	138

Licences, Permits and Design Assessments

The HSRS Department approve a range of licences (commercial activities) and permits (non-commercial activities) under Council's local laws and State Legislation such as the *Food Act 2006*. Design Assessments are also carried out by HSRS to determine suitability and compliance with standards for fit-outs of various businesses, primarily food business, but also others such as public swimming pools, entertainment venues and high risk personal appearance services (HRPAS) such as tattoo studios. The below represent the licences, permits and design assessments approved by HSRS for **October**.

Licences/Permits

Licence/Permit Type	No. Issued October 2017
Baker / Patisserie	4
Cafe / Restaurant	12
Care Facility Meals (Fee Exempt)	1
Child Care Centre Meals	1
Dangerous Dog	3
Domestic Dog Permit	7
Five Plus Dog Permit	1
Food Manufacturer	2
Food Shop	1
Indoor Sports and Recreation Complex	1
Menacing Dog	1
Mobile Food Premises involving Preparation	4
Personal Appearance - Body Piercing	1
Personal Appearance - Tattooing	1
Public Swimming Pool Licence	1
Supermarket	1
Takeaway Food Premises	9
Temporary Entertainment Event	1
Temporary Food Stall	1
Temporary Food Stall (One Off Event)	3

Design Assessments

Application Type	Total Approved in October
Design Assessment Food Business	9





Development Compliance Contributions

The below table highlights the Planning and Development fees paid to Council as a result of direct HSRS compliance action.

- Planning fees resulting from operational activities are trending in excess of those achieved in recent years. Building fees and infringements issued are trending below previous years.
- Generally less building issues are being encountered as compliance work carried out over previous years has caused many building issues across the City requiring attention to be resolved. This has also led to less infringements being issued.

2017 Quarter	# of PINs Issued	Applications Submitted following Compliance Investigation
2017 Jan- Mar	1	14
2017 Apr-Jun	2	13
2017 Jul-Sept	2	14
2017 Oct-Dec		
2017 Year to Date	5	41

Other Program Delivery Status

Immunisation Program

Immunisation is a simple, safe and effective way of protecting against harmful diseases that can cause serious complications.

Community clinics are held at Priceline Riverlink every second Tuesday 11.00am – 12.00 noon and Redbank Plaza Library on the 1st Thursday afternoon of each month.

Third round school clinics commenced 31st August and completed on 2nd November.

An announcement was made by Queensland Health for a free influenza vaccine for children aged 6 months to less than 5 years in 2018. These children will be eligible at Council's community clinics. At this stage service providers have not been given additional information other than the Ministerial announcement, more details will be available in early 2018 prior to the flu season.

October Clinics

Type	Individuals Treated	Immunisations Issued
Community Clinics	34	69
Schools (catch-ups)	24	25
School Clinics	1457	1463
Special Projects (seasonal flu vaccinations)	--	--

Desexing Programs

The Cooperative Desexing Program (CDP) - Council partnered with the AWLQ to deliver in 2017 has so far resulted in 177 vouchers issued for desexing, with plenty of enquiries continuing. The CDP seeks to provide co-funding for cat desexing for Ipswich residents who may not otherwise be able to afford the procedure. The AWLQ also support responsible cat ownership in the Ipswich community through rehoming litters of kittens surrendered under the program where the mother is subsequently desexed.

Operation Wanted – Ipswich City Council , along with 20 other Councils in Queensland, partnered with the RSPCA's Operation Wanted for the 2017 program which was run between June - August. There were nine vets in the Ipswich area that participated. The results for Ipswich are below:

Dogs	Cats	Total
355 (63%)	207 (37%)	562

Desexing during the spring and summer months has the greatest impact on cat breeding season and is one of the strategies Council is implementing to address increasing cat populations.

Environment Health and Protection

Asbestos

HSRS investigates both urgent and non-urgent asbestos related matters under the *Public Health Act 2005* relating to both domestic settings and illegal dumping.

HSRS continues to provide education and support and where required undertakes compliance action to ensure community safety is being maintained.

The table below shows customer complaints raised from 1 July to 30 September:

Suburb	Urgent Asbestos Domestic Investigation	Non-Urgent Asbestos Domestic Investigate
Leichhardt	1	
North Booval	1	
One Mile	1	
Pine Mountain	1	
Silkstone	1	
Gailes		1
Redbank Plains		1
Swanbank		1
Total	5	3

Conservation Park Patrols

HSRS undertake patrols in conservation estates on behalf of Council to monitor, detect and prevent illegal action such as 4WD and trail bikes and other activities including illegal dumping, damage to Council infrastructure, location identification of pest plants/animals and dogs on and off leash.

The focus on these activities is due to the risk of harm to wildlife and native plants; erosion issues; and the transportation of seeds around the estates and risk to recreational users (eg potential for UXOs).

The desired outcome of the patrols is to provide a safe environment for lawful users; prevent and reduce impacts on flora; prevent and reduce damage to infrastructure (including gates and fencing); and reduced injuries and fatalities of wildlife.

These patrols are undertaken on a weekly basis (predominantly on weekends) with additional patrols carried out during peak periods (eg school holidays).

Sediment Erosion

The focus for Erosion Sediment Control compliance is driven through building relationships with key officers across Council and externally (developers, contractors, builders and others).

The use of education to drive a change in behaviour is vital, with enforcement used as a last resort to help achieve compliance in line with the *Environmental Protection Act*.

The table below shows proactive internal and external activities undertaken from July - September: HSRS is working with entities such as QUU to attend to sediment erosion concerns that may impact our waterways. This work contributes to raising the healthy waterways rating report card.

Site/Location	Details
ESC Information Sessions / Events	Information sessions are currently under development for training of external industry representatives and internal staff undertaking ESC related tasks. At this stage it is expected that training sessions will be undertaken and completed by 1 March 2018.
Council	Informal networking with other Councils during an ESC workshop. No formal meetings held.
Specific sites (proactive inspections)	67 proactive ESC inspections undertaken during October, focussing on individual lots within a large scale subdivision at Spring Mountain Estate. 100% compliance was achieved following engagement and reinspection. Further inspections to be undertaken at this site to ensure ongoing compliance.
Non-compliance examples discovered on both proactive and reactive sites	No sediment controls in place Unmaintained sediment controls Sediment leaving site onto roadways Sediment leaving site and moving to adjoining property Failure of sediment measures due to high rainfall event

PetPEP

Council's Animal Management team and their four-legged friends are making responsible pet ownership fun at local primary schools.

Animal Management Officers and Compliance Officers are now part of the AVA Pets and People Program (PetPEP), which delivers interactive and informative lessons on responsible pet ownership.

Council officers get a helping paw from a database of friendly staff dogs, who have been assessed to ensure they are suitable for schools.

Outcomes for the students, aged from Kindergarten to Grade 6, include improved safety around animals, behaviour changes such as walking dogs and picking up poo, and improved pet care such as food, water

and play. Students also learn about laws concerned with keeping dogs and gain an understanding of the role of a Council Animal Management Officer.

The program has been running in Ipswich since May, and school sessions also include the RSPCA, local vets, Biosecurity Queensland and wildlife groups.

The Program

The AVA Pets and People Program (PetPEP) works closely with a range of groups in the community to deliver interactive and informative lessons on responsible pet ownership to primary school students.

Program objectives

Ensuring the next generation of pet owners are well informed about the responsibilities of owning a pet and over time, have an improved understanding and appreciation of animals and animal welfare issues. Teaching students about the laws concerned with keeping dogs. Providing students with an understanding of the role of a Council Animal Management Officer. Helping teach students how to be safe around animals.

Below shows the workshops held from June – November:

Date	School	Year	Student #s	Other Presenters
13 June	C&K Woodcrest Community Kindergarten	Pre Prep (4-5 years)	22	RSPCA Qld
23 June	C&K Woodcrest Community Kindergarten	Pre Prep (4-5 years)	22	RSPCA Qld
28 July	West Moreton Anglican College	Prep	51	Marburg Vet Clinic
01 August	C&K Yamanto Community Kindergarten	Kindergarten	22	Flinders View Vet Surgery
04 August	C&K Yamanto Community Kindergarten	Kindergarten	22	Flinders View Vet Surgery
08 August	Karalee State School	Prep	81	WestVETS Animal Hospital
10 August	Westside Christian College	Year 1	68	AVA PetPEP
21 August	Haigslea	Prep-Yr 4	45	Lockyer Valley Obedience Club
23 October	Brassall State School	Prep	60	Ipswich Veterinary Group
30 October	Brassall State School	Prep	60	Ipswich Veterinary Group
07 November	C&K Rosewood & District Kindergarten & Preschool	Kindergarten	22	Flinders View Veterinary
10 November	C&K Rosewood & District Kindergarten & Preschool	Kindergarten	22	Flinders View Veterinary
27 November	Kidi Kingdom Childcare - Springfield	Kindergarten	15	

Ipswich City Council
45 Roderick Street
PO Box 191, Ipswich
QLD 4305, Australia

Tel (07) 3810 6666
Fax (07) 3810 6731
council@ipswich.qld.gov.au

Join us online on:

