THE ORDINARY MEETING OF THE DISTRICT COUNCIL OF MALLALA WILL BE HELD IN THE COUNCIL CHAMBERS, REDBANKS ROAD, MALLALA ON MONDAY 24 FEBRUARY 2014 COMMENCING AT 7:00PM

Charles Mansueto
CHIEF EXECUTIVE OFFICER

AGENDA

1. ATTENDANCE
   1.1 Present
   1.2 Councillors Apologies
   1.3 Councillors Absent

2. CONFIRMATION OF MINUTES
   2.1 Council Meeting held on Tuesday 28 January 2014 (MB Folios 12731 to 12739, inclusive).

3. BUSINESS ARISING

4. DECLARATION OF MEMBERS’ INTEREST

5. OPEN FORUM / PRESENTATION
   5.1 Speakers
   5.1.1 Jessica Cavallo / Phil Elson – Natural Resources Management Board

6. MAYOR’S REPORT
   6.1 Meetings Attended and / or Discussions Held (CON12/1199)

7. COMMITTEES AND SUBSIDIARIES REPORTS
   7.1 Committee and Advisory Committee Reports
   7.1.1 Mallala and Districts Historical Committee – 11 December 2013 (CON12/871)
   7.1.2 Environmental Management Advisory Committee – 3 February 2014 (CON12/1101)
   7.1.3 Facilities and Infrastructure Advisory Committee – 10 February 2014 (CON12/1102)
7.1.4 Community Development Advisory Committee – 13 February 2014 (CON12/1100)
7.1.5 CEO Appraisal Panel – 13 February 2014 - Confidential (CON12/581)

7.2 Recommendations from Committees
7.2.1 CEO Appraisal Panel – 13 February 2014 – Confidential (CON12/521)
(Refer to Item 16.1 – Confidential Items)

7.3 Associated Organisations
Nil

8. ITEMS WHICH NOTICE HAS BEEN GIVEN
8.1 Questions on Notice
Nil

8.2 Notice of Motion
8.2.1 Two Wells Civic Centre Sub Committee (CON12/1102)

9. QUESTIONS WHICH NOTICE HAS NOT BEEN GIVEN
Rules from Local Government Act Regulations:-
* Questions and replies are not entered in the minute book unless expressly required by resolution.
* No debate shall be allowed on any question or reply to any question.

10. PETITIONS
10.1 Condition of Middle Beach Road (CON12/812)
10.2 No Laying of Poison in Port Parham (CON12/812)
10.3 Request to Seal The Esplanade, Port Parham (CON12/812)

11. DEPUTATIONS
Nil

12. STRATEGIC INFRASTRUCTURE AND PLANNING COMMITTEE
12.1 Strategic Infrastructure and Planning Committee Meeting

12.7 Strategic Projects
12.7.2 Dublin Township DPA (CON13/47)
12.7.3 Equestrian/Intensive Horse keeping Study (CON12/1096)
12.7.4 Strategic Projects Activity Report (CON12/1291)
12.7.5 Development Plan Amendment Activity Report (CON12/248)
12.8 Planning and Building
12.8.1 Planning and Building Activity Report

12.9 Regulatory Services
12.9.1 Regulatory Services Activity Report (CON12/1191)

12.10 Infrastructure Services
12.10.1 Spoon Drain Upgrade – Gameau Road Two Wells (CON12/763)
12.10.2 The Rescission of the Route Assessment for Restricted Access Policy (CON12/810)
12.10.3 Draft Road Naming Policy Report (CON12/809)
12.10.4 Draft District Council of Mallala Waste Management Strategy 2014-2020 for Consultation (CON12/332)
12.10.5 Draft Waste and Recycling Services Policy Report (CON12/331)
12.10.6 Infrastructure Services Activity Report (CON12/1291)

13. STRATEGIC COMMUNITY AND GOVERNANCE COMMITTEE
13.1 Strategic Community and Governance Committee Meeting

13.7 Finance
13.7.1 Finance Report (CON12/1198)
13.7.2 2014/15 Draft Annual Business Plan and Budget Timetable (CON12/1151)
13.7.3 2013/14 Annual Budget Review as at 31 January 2014 (CON12/433)

13.9 Corporate Management
13.9.1 Corporate & Community Services Report (CON12/1198)

13.11 Community Services
13.11.1 One Library Management System Implementation – February 2014 (CON/1029)

14. NEW ITEMS
14.1 Rabbit Control – Pindone Baiting on Council Owned Land (CON12/327)

15. URGENT BUSINESS

16. CONFIDENTIAL ITEMS
16.1 CEO Appraisal Panel – 13 February 2014 – Confidential (CON12/521)
16.2 Code of Conduct Investigations – Local Government Governance Panel Response – Confidential (CON12/547)

17. CLOSURE
2. CONFIRMATION OF MINUTES

MONDAY 24 FEBRUARY 2014

Items:

2.1 Ordinary Council Meeting Minutes
2.1.2 Minutes of Meeting held on 28 January 2014
ATTENDANCE

1. Present
Crs D Kennington (Mayor), P Daniele, S Jones, J Heley, T Keen, M Strudwicke, B Summerton and M Wasley; Messrs C Mansueto (Chief Executive Officer), G Mavrinac (General Manager, Infrastructure and Planning) P Sellar (General Manager, Corporate and Community) Ms Carol Muzyk (Strategic Projects Co-ordinator) and Mrs K Hornhardt (Minute Secretary)

1.2 Councillors’ Apologies
K McColl, Y Howard and A Picard

1.3 Councillors Absent
Nil

CONFIRMATION OF MINUTES

2.1 Council Meeting held on 16 December 2013 (MB Folios 12717 to 126730, inclusive)
Moved Cr Summerton / Seconded Cr Daniele
“that the minutes of the meeting held on 16 December 2013 be accepted as read and confirmed.”
CARRIED (2014/001)

BUSINESS ARISING

Nil

DECLARATION OF INTEREST

Nil

The Mayor sought leave of Council to suspend Part 2 of the Regulations for ‘Open Forum’. Leave granted. The meeting was suspended at 7:01pm and reconvened at 7:36pm.

OPEN FORUM

5.1 Speakers
5.1.1 Mick Tennant – Two Wells resident complaining about the rubbish located along the frontage of his property.
5.1.2 Alvin Jenkin - resident of The Esplanade at Parham
Submission in relation to the large amount of dust created from traffic now travelling along the road – residents as well as tourists, requesting sealing of The Esplanade. (Petition handed to CEO to be tabled at next Council meeting).

5.1.3 Pat Thompson
Expressing her concerns about the condition of trees at the Dublin Cemetery.

5.1.4 Barb Reid
1) The Esplanade, Parham – request to trial patch sheeting using shellgrit
2) Carpark at the Social Club – requesting that attention be given to the potholes etc – and possibility of Council considering in 2014/15 budget.

5.1.5 Margaret Tiller
Expressed her concerns in relation to
1) a ‘personal explanation’ made by a councillor at a recent meeting
2) the response in relation to action undertaken by Council in relation to Colomba Daisy

Cr Heley left the chamber during Open forum (7:34pm)

6. MAYOR’S REPORT
6.1 Activities and Meetings attended
Information noted.

7. COMMITTEES AND SUBSIDIARIES REPORTS
7.1 Committee and Advisory Committee Reports
7.1.1 Development Assessment Panel – Minutes 17 December 2013 (CON12/872)

8. ITEMS WHICH NOTICE HAS BEEN GIVEN
8.1 Questions on Notice
8.1.1 Cr Jones: Dublin Cemetery - Weed Control Program (CON12/537)
Question 1: Under what legislation is Council required to keep accurate records of all Chemical use within the district?
Answer: Council is required, under the Work Health and Safety Act 2012 and Controlled Substances (Pesticides) Regulations 2003, to keep accurate records.

Question 2: Under relevant Chemical use Record Keeping system, can Council please supply all signed copies of original chemical use records of chemicals used for weed control within and around Dublin Cemetery for last three years?
Answer: This requires considerable resources to address and administration seeks a resolution from Council.
Cr Jones: Consumption of Alcohol on Council Premises (CON12/512)

Question 1: Is the supply and consumption of alcohol on Council premises, namely Council Chambers, subject to any provision, section, subsection or part thereof, of South Australian Liquor Licensing Laws?

Answer: No.

Question 2: Are Elected Members and staff alike subject to legislated codes of conduct behaviour at events on Council premises where alcohol may be provided?

Answer: Elected Members and staff are required to abide by relevant Codes of Conduct, whether alcohol is provided or not, when at Council activities or functions.

Question 3: What budget line funds the provision of all alcohol and food that is being consumed after Council meetings?

Answer: General account lines are used for such functions / activities.

8.2 Notice of Motion

8.2.1 Coastal Adaptation Study (D14/196)

Moved Cr Jones / seconded Cr Strudwicke

“that the next consultation phase of Coastal Adaptations Study forum be held within proximity of coast at Parham Sports and Recreation Centre, Parham.”

CARRIED (2014/002)

8.2.2 Two Wells Civic Centre Sub-Committee (D14/1610)

Cr Jones withdrew the motion

8.2.3 Complaint Handling Procedure – Code of Conduct for Elected Members (D14/1728)

Cr Strudwicke raised a ‘Point of order’ regarding Regulation 18 requesting that the document mentioned in the motion be provided prior to voting.

The Mayor ruled that there was no ‘Point of Order’.

Cr Strudwicke raised a further point of order that the mayor could not dismiss a regulation 18 request for a council document.

Moved Cr Jones / Seconded Cr Keen

“that the meeting be adjourned for approximately five (5) minutes to enable the information to be obtained and distributed to the meeting.”

The meeting was adjourned at 7:43pm and reconvened at 7:50pm

Moved Cr Jones / seconded Cr Keen

“that staff bring a further report to Council, including possible alternative wording, for ‘Complaint Handling Procedures’ under the Code of Conduct for Elected Members, after seeking legal advice and in light of other Councils’ policies, particularly that of the Gawler Council.”

Division

Cr Jones called a Division
Those voting in the affirmative are Crs Kennington, Keen and Jones
Those voting in the negative are Crs Strudwicke, Daniele, Summerton and Wasley

LOST (2014/003)

9. QUESTIONS WHICH NOTICE HAS NOT BEEN GIVEN
Nil

10. PETITIONS
Nil

11. DEPUTATIONS
Nil

12. STRATEGIC INFRASTRUCTURE AND PLANNING COMMITTEE
No meeting held in January 2014

13. STRATEGIC COMMUNITY AND GOVERNANCE COMMITTEE
No meeting held in January 2014

14. NEW BUSINESS

14.1 Infrastructure Services Activity Report (CON12/1191)
Moved Cr Jones / Seconded Cr Keen
“that Council, having considered Item 14.1 Infrastructure Services Activity Report dated 28 January 2014, receives the report.”
CARRIED (2014/004)

14.2 Planning and Building Activity Report (D12/432)
Moved Cr Summerton / Seconded Cr Daniele
“that Council, having considered Item 14.2 Planning and Building Activity Report dated 28 January 2014, receives the report.”
CARRIED (2014/005)

14.3 Development Plan Amendment Activity Report (CON12/248)
Moved Cr Daniele / Seconded Cr Wasley
“that Council, having considered Item 14.3 Development Plan Amendment Activity Report dated 28 January 2014, receives the report.”
CARRIED (2014/006)

14.4 Strategic Projects Activity Report (CON12/1197)
Moved Cr Summerton / Seconded Cr Wasley
“that Council, having considered Item 14.4 Strategic Projects Activity Report dated 28 January 2014, receives the report.”
CARRIED (2014/007)
14.5 Regulatory Services Activity Report (CON12/1197)
Moved Cr Summerton / Seconded Cr Wasley
“that Council, having considered Item 14.5 Regulatory Services Activity Report dated 28 January 2014, receives the report.”

CARRIED (2014/008)

14.6 Two Wells Town Centre DPA (CON12/250)
Moved Cr Summerton / Seconded Cr Strudwicke
“That Council, having considered Item 14.6 Two Wells Town Centre Development Plan Amendment - Statement of Intent dated 28 January 2014, endorses the Statement of Intent for the preparation of the Two Wells Town Centre Development Plan Amendment.”

CARRIED (2014/009)

Moved Cr Daniele / Seconded Cr Strudwicke
“That Council, having considered Item 14.6 Two Wells Town Centre Development Plan Amendment - Statement of Intent, dated 28 January 2014, authorises the Chief Executive Officer to negotiate any minor amendments to the Statement of Intent as requested by the Minister for Planning.”

CARRIED (2014/010)

14.7 Two Wells Stormwater Management Plan (CON13/32)
Moved Cr Summerton / Seconded Cr Strudwicke
“That Council, having considered Item 14.7 Two Wells Stormwater Management Plan dated 28 January 2014, endorses the draft Two Wells Stormwater Management Plan for the purpose of undertaking agency and public consultation in accordance with Council’s Community Consultation Policy.”

CARRIED (2014/012)

14.8 Virginia and Northern Adelaide Plains Horticulture Study (CON12/336)
Moved Cr Wasley / Seconded Cr Daniele

CARRIED (2014/013)
14.9 Dublin Parklands - Access (CON12/339)
Moved Cr Strudwicke / Seconded Cr Jones
"that Council, having considered Item 14.9 Dublin Parklands - Audit of Boundary Fences and Access Gates dated 28 January 2014, receives the report."
CARRIED (2014/014)

Moved Cr Keen / Seconded Cr Wasley
"that Council, having considered Item 14.9 Dublin Parklands - Audit of Boundary Fences and Access Gates dated 28 January 2014, authorises the Chief Executive Officer to undertake public consultation to permanently close all pedestrian access points into the Dublin Parklands, with the exception of one pedestrian access point on North Terrace, one pedestrian access point on Third Street and one pedestrian access point on First Street."
CARRIED (2014/015)

Moved Cr Jones / Seconded Cr Strudwicke
"that Council, having considered Item 14.9 Dublin Parklands - Audit of Boundary Fences and Access Gates dated 28 January 2014, authorises the Chief Executive Officer to install 'Kissing Gates' at the designated pedestrian access points located on North Terrace, Third Street and First Street, should no objections be received during the consultation process."
CARRIED (2014/016)

14.10 Corporate and Community Services – Projects Status Report (CON12/1198)
Moved Cr Summerton / Seconded Cr Wasley
"that the Council, having considered Item14.10 Corporate and Community Services - Projects Status Report dated 28 January 2014, receives the report."
CARRIED (2014/017)

14.11 Code of Practice – Meeting Procedures (CON12/573)
Moved Cr Strudwicke / Seconded Cr Wasley
"that Council, having considered Item 14.11 Draft Code of Practice – Meeting Procedures dated 28 January 2014, ratifies the Code of Practice – Meeting Procedures, amends Section 19 sub-section (4) by removing the addition and including a new sub section stating 'where practicable, a copy of the personal explanation be provided to the Mayor before the meeting'."
CARRIED (2014/018)

14.12 S41 Committees – Appointment of Chairman (D14/1843)
Moved Cr Strudwicke / Seconded Cr Summerton
"that Council, having considered Item 14.12 Position of Chairman – Appointment to s41 Committee dated 28 January 2014, endorses Ian O’Loan to the position of Chairman for the Economic Development Advisory Committee to November 2014."
CARRIED (2014/019)
Moved Cr Keen / Seconded Cr Strudwicke

“that Council having considered Item 14.12  *Position of Chairman – Appointment to s41 Committee* dated 28 January 2014, endorses Ms Laurel Walker to the position of Chairman for 28 January 2014 the Environmental Management Advisory Committee to November 2014.”

CARRIED (2014/020)

Moved Cr Keen / Seconded Cr Strudwicke

“that Council having considered Item 14.12  *Position of Chairman – Appointment to s41 Committee* dated 28 January 2014, endorses Tom Summerton to the position of Chairman for the Facilities & Infrastructure Advisory Committee to November 2014.”

CARRIED (2014/021)

14.13 **Finance Report (CON12/1198)**

Moved Cr Summerton / Seconded Cr Daniele


CARRIED (2014/022)

15. **URGENT BUSINESS**

Nil

16. **CONFIDENTIAL ITEMS**

16.1 **Kerbside General Waste Tender (CON12/238)**

Moved Cr Summerton / Seconded Cr Strudwicke

“that pursuant to Sections 90(2) and 90(3)(k) of the Local Government Act 1999, the Council orders that the public be excluded from the meeting, with the exception of the Chief Executive Officer, General Manager Infrastructure and Planning, General Manager Corporate and Community and the Minute Secretary as the matters pertaining to Report 16.1  *Kerbside General Waste Tender* dated 28 January 2014, relates to tenders for the supply of goods, the provision of services or the carrying out of works.”

CARRIED (2014/023)

At this juncture, 8:40pm, all members of the public vacated the chamber

Moved Cr Strudwicke / Seconded Cr Wasley

CARRIED (2014/024)

Moved Cr Summerton / Seconded Cr Strudwicke

“that pursuant to Sections 91(7) and (9) of the Local Government Act 1999, Council orders that the minutes of the Council meeting in relation to Report 16.1  *Kerbside General Waste Tender* dated 28 January 2014 and the information by way of the subject report and associated documents, remain confidential and not available to the public until the contract is formally awarded.”

CARRIED (2014/025)
Moved Cr Summerton / Seconded Cr Strudwicke

“that pursuant to Section 90(2) and 90 (3) (g) of the Local Government Act 1999, Council orders that the public be excluded from the meeting, with the exception of the Chief Executive Officer, General Manager Corporate and Community Services, General Manager Infrastructure and Planning and the Minute Secretary, as the matters pertaining to Item 16.2 Mallala CWMS - Purchase of Land and Right of Entry Agreement (Confidential) dated 28 January 2014 must be considered in confidence in order to ensure that the Council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.”

CARRIED (2014/026)

Moved Cr Strudwicke / Seconded Cr Wasley

CARRIED (2104/027)
12739

Moved Cr Strudwicke / Seconded Cr Keen

CARRIED (2104/028)

Moved Cr Wasley / Seconded Cr Daniele

CARRIED (2104/029)

17. **CLOSURE**

There being no further business the Mayor declared the meeting closed at 8.57pm

Confirmed as a true record.

Mayor: .................................................................

Date: ____/____/____
Items:

6.1 Activities and Meetings attended
Activities and Meetings attended

Thursday 30 January 2014
LGA - State election and regional development luncheon

Briefing with CEO and Deputy Mayor

Tuesday 4 February 2014
CEO and Mayors’ Regional Issues discussion

Wednesday 5 February 2014
Open Space Consultation

Thursday 6 February 2014
Mayor lunch meeting with Mayor Ferguson (Mt Barker)

Friday 7 February 2014
Wakefield Group Meeting

Monday 10 February 2014
Briefing with CEO and Deputy Mayor

Saturday 11 February 2014
Strategic Infrastructure and Planning Committee

Monday 17 February 2014
Strategic Community and Governance Committee

Tuesday 18 February 2014
Briefing with CEO and Deputy Mayor

Building Wellbeing in our Region - A strategy for northern Adelaide - Martin Seligman lecture
Items:

7.1 Committee and Advisory Committee Reports
7.1 Committee and Advisory Committee Reports

MONDAY 24 FEBRUARY 2014

Items:

7.1.1 Mallala and Districts Historical Committee – 11 December 2013 (CON12/871)
7.1.2 Environmental Management Advisory Committee – 3 February 2014 (CON12/1101)
7.1.3 Facilities and Infrastructure Advisory Committee – 10 February 2014 (CON12/1102)
7.1.4 Community Development Advisory Committee – 13 February 2014 (CON12/1100)
7.1.5 CEO Appraisal Panel – 13 February 2014 - Confidential (CON12/581)
Mallala & Districts Historical Committee

Minutes of meeting held Wednesday December 11th. 2013 at 7.00pm.

1. Welcome – Chairperson Marcus Strudwicke welcomed those present – Laura Parsons, Gwenda Griffiths, Margaret Tiller, Sharon Svetec, Ray Earl & Jim East.


3. Minutes of previous meeting – held November 13th. 2013, moved Laura Parsons that they are an accurate record, 2nd. Jim East – carried.

4. Business arising from minutes – see general business.

5. Treasurers Report – prepared by D.C. of Mallala – moved Margaret Tiller that it be received, 2nd. Gwenda Griffiths, carried.

6. Correspondence – see separate sheet. Moved Jim East that Correspondence be received & noted, 2nd. Ray Earl, carried.

7. General Business
   1. Paint Shop Gallery update – Electrical work quote from Ref tec has been accepted as it was included in the project budget. New interpretive panels – we need to start thinking about these in the New Year. Lions members will be working again this Sunday. Thanks to Marcus Strudwicke for all the overtime he has put into this project.
   2. Christmas Street party – Mark Wasley has got permit for Reo fire engine, Brian will again drive his Chrysler with our Museum banner, Lois & Gwenda will cut fruit salad, Laura will organise market stalls & Margaret will organise utensils & decorations. Gwenda proposed that we donate $50 to the Street Party committee.
   3. Regular working bees on Tuesday am. Will continue at this stage. First one to be on Tuesday January 14th. & the Museum will reopen on January 12th. The Calomba railway sign is ready to go up.
   4. Anzac Day/Remembrance Day service – there was considered room for improvement with the service in its current form, particularly in regard to sound. Peter Luxton [secretary of Mallala R.S.L.] has been attending our working bees, so the issue can be raised with him. A military chaplain would be ideal. There were no visitors to the Museum following the service.
   5. Sign on the front door has been updated to reflect new admission prices & phone numbers for 2014.
   6. The Farmers Walk sign & toilet sign is now in place. Some of the items along the walk could be “shuffled“ along to even up the spacing or allow for future items.
   7. Farmers Walk brochure – a laminated brochure in a brochure holder would be ideal for visitors to replace after having done the walk.
   8. History Month May 2014 – it was agreed to open on Sundays as usual – Laura will confirm this to History S.A.

[cont’d]
9. Mallala Sport Park/Museum/Lions co-operation – Lions have now taken on the role previously carried out by MEDB as promoters of Mallala as “The Home of Motor Sport”. There was a recent CC article regarding this topic. We could invite a Lions rep. to address one of our meetings to see how we could work together for mutual benefit. Jim East moved that we invite John Lush from Mallala Lions to address our February meeting, 2nd. Gwenda Griffiths, carried.

10. School visits review – a general discussion took place. We should continue to advertise that we can cover areas in the curriculum or tailor topics to suit individual schools or classes. A list of topics suitable for ages/grades would be helpful.

11. Offer of an RAF uniform – we are willing to accept this but must point out that it may not be on permanent display due to space constraints, but could be used for special exhibitions.

12. John & Paula Algar have converted slide photographs belonging to the late Ted Algar to a disc & donated a copy to our Museum. They will require sorting for relevance at some stage.

8. Visits – upcoming & recent. There are no bookings so far for January or February. Mallala P.S. is having a fete in February in the School Hall. They would like a presentation by our Museum as part of their activities. Gwenda Griffiths proposed that we attend, 2nd. Margaret Tiller, - carried.

9. Thank yous
To everyone who has attended the working bees – a lot has been achieved.

10. Any other business

1. Janet Bates recently visited & donated several photo albums belonging to her mother, relating to her nursing time in New Guinea. These will be sorted & catalogued in the New Year.

2. Prices on student group visits – Margaret Tiller moved that the price for these should be $3.50 per student, with no charge for accompanying adults, 2nd. Jim East, carried.

Meeting closed at 8.50pm.

Next meeting is Wednesday February 12th. at 7.00pm.

000000000000000000
1. ATTENDANCE

1.1 Members Present:
S Spencer; B Reid; L Slater; H Stones; L Walker; S Jones;
T Fox; D Kennington; C Dillon (Nthm Coast & Plains
Adelaide & Mt Lofty Ranges Region - District Officer); W Barnes
(Coastal, Estuary & Marine Officer); P Drew (Horticultural Services
Officer)
Staff Present:
C Muzyk (Strategic Projects Coordinator); G Mavrinac (General
Manager, Infrastructure & Planning Services); R Day, (Minute Taker)

1.2 Members Apologies
Nil

1.3 Members Absent
Nil

2. PREAMBLE

Carol Muzyk advised Members that as a result of Pat Wake’s resignation,
Council at its most recent meeting appointed Laurel Walker as Chairperson until
November 2014.

3. CONFIRMATION OF MINUTES

3.1 2nd December 2013

Moved L Slater  Seconded H Stones
That the minutes from the meeting dated 2 December 2013 as read be
confirmed.

CARRIED (2014/001)
4. **GENERAL BUSINESS**

4.1 **Dublin Parklands Closure of Pedestrian Access Points**

Carol Muzyk gave an overview of her report and advised Members that residents of Dublin will be notified via a letter drop and fact sheets will also be placed in strategic locations such as IGA Two Wells and Dublin, Library and Council Offices.

Carol Muzyk to circulate the fact sheet to EMAC Members for their comments.

Moved P Drew  Seconded W Barnes

That the Environmental Management Advisory Committee having considered Item 4.1, Dublin Parkland – Closure of Pedestrian Access Points dated 3 February 2014, receives this report.

CARRIED (2014/002)

4.2 **Hook, Line and Thinker Program**

Warrick Barnes explained to Members that the program was an initiative to recycle fishing material appropriately and information gathered would be supplied to a marine debris database. The program will increase environmental awareness and promote our Region in a positive light.

Members were in full support of the program.

Moved B Reid  Seconded C Dillon

That the Environmental Management Advisory Committee having considered Item 4.2, Hook Line and Thinker Program, recommend to Council that it support and implement the program within the District Council of Mallala coastal area.

CARRIED (2014/003)

5. **REPORTS**

5.1 **Coastal, Estuary & Marine Officer – Warrick Barnes**

Warrick Barnes gave an overview of his report with much discussion on the Rabbit Baiting program and the concern of residents on secondary poisoning and off target damage to fauna.
Councillor Jones also raised the moratorium imposed by Council back in 2010 that no baiting of rabbits on Council land until current practices are proved to be safe to native fauna.

Caroly Muzyk advised that signs will be placed on current baiting stations advising no poison is being used.

Thompson Beach South Walking Trial

Suggestions were made that a letter drop be carried out to local residents advising zero tolerance in regard to riding off-road bikes and unregistered vehicles along the coastline, also an large billboard/information board similar to one at the entrance of Truro in Mid Murray Council be considered.

Carol Muzyk advised she would draft up a report for next meeting.

Moved D Kennington   Seconded P Drew

That the Environmental Management Advisory Committee having considered Item 5.1, Natural Resources Management Activity Report, dated 3 February 2014, recommends to Council that the report be received.

CARRIED (2014/004)

5.2 Senior Hoticultural Officer – Pam Drew

Pam Drew gave Members an overview of her report and advised that as the Bakers Wetland was not open to public if any Members wished to visit to let her know and she would arrange access.

Members advised of weed infestations Silver Leaf Nightshade and Calomba Daisy.

Moved D Kennington   Seconded B Reid

That the Environmental Management Advisory Committee having considered Item 5.2, Horticultural Services Activity Report, dated 3 February 2014, recommends to Council that the report be received.

CARRIED (2014/005)
5.3 Department Environment Water & Natural Resources Board Officer – Carly Dillon

Carly Dillon gave Members a verbal report advising she had taken over from Libby Lawson and some of her current work projects consisted of –

- Mapping Innocent Weed in the agricultural areas
- Roadside weed control of Silverleaf Nightshade at Barabba and along coastal roads.
- Securing funding along Port Wakefield Highway centre strip and intersections.
- Rail corridors – establish contacts – Transfield to ARTC
- Fencing along Light River

6. OTHER BUSINESS

Pat Wake – Resignation

Barb Reid asked if a letter could be sent on behalf of the Environmental Management Advisory Committee thanking Pat for her valued contribution.

Resolved that Carol Muzyk draft a letter to Pat Wake.

Calomba Daisy

Barb Reid highlighted that early detection of Calomab Daisy next year is critical.

Agenda Format

Caroly Muzyk advised Members that the Agenda will continue in the current format comprising condensed versions of reports and activity reports of Officers. Members supported the new format of the Agenda. Carol also advised that if any Members wished to place an item on the Agenda to please contact Carol Muzyk on 85203385 or email Carol.M@Mallala.sa.gov.au.

7. CLOSURE – NEXT MEETING

The Chairperson closed the meeting at 6:16 pm

Confirmed as a true record:

Chairperson: ………………………………………

Next Meeting: Monday 7th April 2014 to be confirmed
1. ATTENDANCE

1.1 Members Present
B Summerton (Chairman), J Heley, C Dunlop, C Mason, S Spencer

Staff in attendance
G Mavrinac (General Manager - Infrastructure and Planning Services), and
A Humphrys (Minute Secretary)

1.2 Members Apologies
L Seccafien

1.3 Members Absent
D Standley

2. CONFIRMATION OF MINUTES

Moved J Heley  Seconded C Mason
“that the minutes of meeting held on Tuesday 29 January 2014, be accepted as read
and confirmed (MB Folio 32 to 34, inclusive).”

CARRIED  (2014/005)

3. BUSINESS ARISING

Nil

4. REPORTS

4.1 Open Space and Community Lands Management Plan – Project Brief

Moved S Spencer  Seconded C Dunlop

“that the Committee, having considered Item 4.1 Open Space / Community Lands
Management Plan – project brief dated 10 February 2014, receive the report.”

CARRIED  (2014/006)
4.2 Infrastructure Activity Report

Moved J Heley  Seconded C Mason

“that the Committee, having considered Item 4.2 Infrastructure Services Activity Report dated 10 February 2014, recommend to Council that the report be received”.

(2014/007)

5. GENERAL BUSINESS

5.1 Code of Practice – Meeting Procedures
Information that applies to committees of Council.

5.2 Civic Precinct Sub-Committee
The Sub-Committee is scheduled to meet Wednesday 12 February 2014, 2:00 pm at the Mallala Depot. Further meeting dates, times and location to be confirmed.

6. NEXT MEETING

6.1 Monday 14 April 2014

7. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 5.24 pm.

Confirmed as a true record.

Chairperson: ......................................................................

Date: 24/02/2014
MINUTES OF THE MEETING OF THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE HELD IN THE TWO WELLS COUNCIL CHAMBERS, OLD PT WAKEFIELD ROAD, TWO WELLS ON THURSDAY 13 FEBRUARY 2014, COMMENCING AT 7.03 PM

1. ATTENDANCE

1.1 Present
A Porter, S Nieuwenhuizen, P Thompson, Jasmin Daniele, Cr Daniele, Cr Heley, C Williams - RDA Barossa, L Seccafien - Community Development Officer, P Sellar - General Manager - Corporate and Community Services

1.2 Members Apologies
B Sowerby, B Reid

1.3 Members Absent

2. CONFIRMATION OF MINUTES

Moved: Cr Daniele  
Seconded: S Nieuwenhuizen
‘that the minutes of the meeting held Thursday October 10 2013 be taken as read and confirmed’

CARRIED (2014/01)

3. BUSINESS ARISING

3.1 Town Signs – funding has been allocated in the 2013/14 budget

3.2 Lewiston Community Study – results to be provided to the committee when completed

3.3 Committee Vacancy – advertised with all Section 41 Committee vacancies. To date there have been no applications. It was decided to pursue new membership after the November Council elections.

3.4 Lewiston Community Study – the committee requested a copy of the study upon completion.

4. REPORTS

4.1 Business and Community Information Directory
Final draft completed and has been sent to printer. As the directory would be for the current year only, with the next edition set for 2015/16, it was decided to produce the directory with community information only, with the next edition to include local business. All businesses that had paid for an advert would have the
opportunity for their advert to be carried over to the next edition, or reimbursed if that was their preferred option.

The directory will be available online upon completion.

4.2 Community Bus

Jasmin Daniele gave a verbal report. Numbers have remained steady despite extreme heat.

It was determined that the reference ‘children travel free’ denotes children travelling must be accompanied by an adult.

Timetables to be laminated and posted to committee members for distribution.

Credit card size bus timetables have been laminated and provided to the bus coordinator for passengers.

4.3 Community Partnerships Fund

4.3.1 Project Reports

Moved: Cr Heley  Seconded: P Thompson

that the committee endorse the recommendations to for:

- Receive the final reports for Hanna Kingsmill and Laura Kingsmill (2 reports) - Individual Sports & Cultural Funding 2013/14
- Endorse the application for funding for Benjamin Axford for Individual Sports & Cultural Funding 2013/14

CARRIED (2014/02)

At this point Charlotte Williams from RDA Barossa entered the meeting

4.4 Council Community Four Year Action Plan

Moved: Cr Daniele  Seconded: Jasmin Daniele

‘that the committee having considered item 4.4 Community Development Four Year Action Plan 2013-2016  subject to changes made at the meeting, recommends to Council that the updated Community Development Four Year Action Plan 2013-2016 be adopted with the stated projects for the 2014-2015 year be considered as a budget bid for inclusion in the 2014/15 draft Annual Business Plan’

CARRIED (2014/03)

5. GENERAL BUSINESS

5.1 Code of Practice – Meeting Procedure

Moved: S Nieuwenhuizen  Seconded: Cr Daniele
that the meeting procedure is received and noted’

5.3 Council Meeting schedule – hard copies provided to all members.

5.3 Transport – committee would like to further investigate transport options in particular east-west connection options. Community Development Officer will be attending a Regional Community Transport Stakeholders Workshop and will put forward this request.

5.4 Lewiston Playground.

- It was requested that a community noticeboard be obtained and placed at the community playground.
- It was requested that the ‘cairn’ which states the history of the playground site currently located opposite the Lewiston Playground be relocated to within the grounds as this was the original site of the Lewiston Primary School.

5.5 Barossa Young People in Agriculture. RDA Barossa is holding a workshop for young members of the community. All members were asked to promote this event to our district.

6. **NEXT MEETING**

To be held at the Old Council Chambers, Old Pt Wakefield Rd, Two Wells on Thursday 10 April 2014 at 7.00pm

There being no further business, the Chairman declared the meeting closed at 8.05 pm.

Confirmed as a true record.

Chairman: .................................................................

Date: ____ / ____ / ___
7.2.1 CEO Appraisal Panel – 13 February 2014 - Confidential (CON12/581)

Refer to Item 16.1 – Confidential Items
### 8. QUESTIONS WHICH NOTICE HAS BEEN GIVEN

**MONDAY 24 FEBRUARY 2014**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1</td>
<td>Questions on Notice</td>
</tr>
<tr>
<td>8.2</td>
<td>Notice of Motion</td>
</tr>
</tbody>
</table>
8.2 Notice of Motion

MONDAY 24 FEBRUARY 2014

Items:

8.2.1 Two Wells Civic Centre Sub Committee (CON12/895)
Preamble: It is generally understood that the Two Wells Urban Design Framework contained provision for a retail precinct not just Civic Centre, but a holistic approach to facilitate the expected growth of greater Two Wells and environs. A householder survey at the time indicated 71% support for retail service development to cater for and mitigate future retail leakage and the much needed creation of the 200 or so jobs envisaged. It is even more important that the pace of envisaged future retail development be kept, as it’s understood stage one of housing development to the north has been lodged.

Further the procurement of Crown Land for Two Wells Town Centre project is a two step process started some 30 months back. The first step completed, indications it seems is that no negotiations are currently taking place to further advance the next stage of process, so it is with that concern I put the following motion

Motion: “that the terms of reference of the Two Wells Civic Centre Sub Committee be broadened to include and prioritize the whole of the Two Wells Town Centre Redevelopment Project with an emphasis on providing retail services to existing population of the district and its growth areas.”
10. PETITIONS

MONDAY 24 FEBRUARY 2014

Item:

10.1 Condition of Middle Beach Road (CON12/812)
10.2 No Laying of Poison in Port Parham (CON12/812)
10.3 Request to Seal The Esplanade, Port Parham (CON12/812)
<table>
<thead>
<tr>
<th>10.1 Request for Sealing of Middle Beach Road at Middle Beach</th>
</tr>
</thead>
<tbody>
<tr>
<td>CON12/812</td>
</tr>
</tbody>
</table>

A submission was presented to the Strategic Infrastructure and Planning Committee Meeting on 10 February 2014 during ‘Open Forum’ by Kath Stubing and a petition containing 54 names and signatures stating

“We, being members / residents and ratepayers are concerned with the condition of the dusty, pot-holed main road, from Industry Road, Two Wells to the existing bitumen up to the boat ramp at Middle Beach – something should be done!”

was handed to the Chief Executive Officer.

A copy of the petition and submission can be provided on request.

Action: Council is currently undertaking the Coastal Adaptation Study which will impact on infrastructure located along coastal settlements. At the conclusion of this study Council can consider the upgrade of the Esplanade, noting that this would be an issue with other coastal settlement, eg Thompson Beach.
A petition containing 54 names and signatures from, Stan Volbrecht stating:

“No poison to be laid in Pt Parham.”

This petition was handed to the Chief Executive Officer at the 28 January 2014 Ordinary Meeting of Council.

A copy of the petition can be provided on request.

Action: Refer to Item 14.1 of this Agenda.
A petition containing 486 names and signatures from, Alvin Jenkin:

“We, the residents and visitors to the community of Port Parham, petition the District Council of Mallala to arrange for the sealing of the Esplanade at Port Parham.

The traffic using the Esplanade has increased considerably over recent years, resulting in the breakdown of the road surface. This requires repetitive grading by the Council to remove corrugations and potholes which then crates dust which affects the health and wellbeing of residents and visitors.”

This petition was handed to the Chief Executive Officer at the Council Meeting on 28 January 2014.

A copy of the petition can be provided on request.

Action: Council is currently undertaking the Coastal Adaptation Study which will impact on infrastructure located along coastal settlements. At the conclusion of this study Council can consider the upgrade of the Esplanade, noting that this would be an issue with other coastal settlement, eg Thompson Beach.
12. STRATEGIC INFRASTRUCTURE AND PLANNING COMMITTEE

MONDAY 24 FEBRUARY 2014

Items:

12.7 Strategic Projects
12.8 Planning and Building
12.9 Regulatory Services
12.10 Infrastructure Services
Items:


Committee Recommendation:
“that Council, having considered Item 12.7.1 Coastal Settlements Adaptation Study - Draft Framework Reports dated 10 February 2014, endorses the Draft Framework Reports for the purpose of undertaking consultation in accordance with Council’s Community Consultation Policy.”

12.7.2 Dublin Township DPA (CON13/47)
No recommendation

12.7.3 Equestrian/Intensive Horse keeping Study (CON12/1096)

Committee Recommendation 1:
“that Council, having considered Item 12.7.3 Equestrian/Intensive Horse Keeping Study dated 10 February 2014, authorises commencement of the Equestrian / Intensive Horse Keeping study, noting it being listed a 'medium' priority in Council’s Strategic Directions Report.”

Committee Recommendation 2:
“that Council, having considered Item 12.7.3 Equestrian / Intensive Horse Keeping Study dated 10 February 2014, authorises the Chief Executive Officer to negotiate a financial agreement with Mr R Hennig to commence the Equestrian / Intensive Horse Keeping study, and report back to Council on the outcomes of the negotiation.”

12.7.4 Strategic Projects Activity Report (CON12/1291)

Committee Recommendation:
“that Council, having considered Item 12.7.4 Strategic Projects Activity Report dated 10 February 2014, receives the report.”

12.7.5 Development Plan Amendment Activity Report (CON12/248)

Committee Recommendation:
“that Council, having considered Item 12.7.5 Development Plan Amendment Activity Report dated 10 February 2014, receives the report.”
Items:

12.8.1 Planning and Building Activity Report (CON12/233)

Committee Recommendation:
“that Council having considered Item 12.8.1 Planning and Building Activity Report, dated 10 February 2014, receives the report.”


Items:

12.9.1 *Regulatory Services Activity Report* (CON12/1191)

Committee Recommendation

“that Council, having considered Item 12.9.1 *Regulatory Services Activity Report*, dated 10 February 2014, receives the report.”
Items:

12.10.1 **Spoon Drain Upgrade – Gameau Road Two Wells (CON12/763)**

Committee Recommendation

The Committee moved to lay the item on the table. No recommendation to Council.

12.10.2 **Rescission of the Route Assessment for Restricted Access Policy (CON12/810)**

Committee Recommendation

“That Council, having considered Item 12.10.2 Rescission of the Route Assessment for Restricted Access Vehicles dated 10 February 2014, rescinds the Route Assessment for Restricted Access Vehicles Policy.”

12.10.3 **Draft Road Naming Policy (CON12/809)**

Committee Recommendation

“That Council, having considered Item 12.10.3 Draft Road Naming Policy dated 10 February 2014, ratifies the Road Naming Policy, with the removal of the proposed change under clause 3.2.8.”


Committee Recommendation 1


Committee Recommendation 2


12.10.5 **Draft Waste and Recycling Services Policy (CON12/331)**
Committee Recommendation

“that Council, having considered Item 12.10.5 Draft Waste and Recycling Services Policy dated 10 February 2014, ratifies the Waste and Recycling Services Policy.”

12.10.6 Infrastructure Services Activity Report (CON12/1291)

Committee Recommendation

“that Council, having considered Item 11.10.6 Infrastructure Services Activity Report dated 10 February 2014, receives the report.”
Items:

13.7 Finance
13.9 Corporate Management
13.11 Community Services
13.7.1 Finance Report (CON12/1198)

Committee Recommendation:
“that Council, having considered Item 13.7.1 Finance Report dated 17 February 2014, receives and notes the Finance Report as at 31 January 2014.”

13.7.2 2014/15 Draft Annual Business Plan and Budget Timetable (CON12/1151)

Committee Recommendation:

13.7.3 2013/14 Annual Budget Review as at 31 January 2014 (CON12/433)

Committee Recommendation:
“that Council, having considered Item 12.7.3 2013/14 Annual Budget Review as at 31 January 2014, dated 17 February 2014 endorses the list of changes to be included in the Current Annual Budget for the year ended 30 June 2014:

- Emergency Management Plan $24,500
- Tree Management Plan $5,000
- Thompson Beach Fire Prevention Upgrade $85,740.”

Committee Recommendation
“that Council, having considered Item 12.7.3 2013/14 Annual Budget Review as at 31 January 2014 dated 17 February 2014, receives and adopts the document as the Current Annual Budget for the year ended 30 June 2014.”
Item:

13.9.1  *Corporate and Community Services Report* (CON12/1198)

“that Council, having considered Item 13.9.1 *Corporate and Community Services Report* dated 17 February 2014, receives the report.”
Items:

13.11.1 *One Library Management System Implementation – February 2014 (CON/1029)*

Committee Recommendation

“that Council, having considered Item 13.11.1 *One Library Management System Implementation – February 2014* dated 17 February 2014, receives the report.”
14.1 Rabbit Control - Pindone Baiting on Council Owned Land (CON12/327)
| Corporate Objective: | 4.1.1 Promote and support natural resource management initiatives at the local level  
|                      | 4.1.2 Manage and maintain Council’s community land, reserves and open space |
| Report Date:         | 24 February 2014 |
| Purpose:             | To seek Council authorisation to undertake rabbit control baiting on Council owned land through the use of Pindone. |
| Prepared by:         | Strategic Projects Coordinator |

**Recommendation 1:**


**Recommendation 2:**

“that Council having considered Item 14.1 *Rabbit Control Pindone Baiting on Council Land* dated 24 February 2014, authorise the rabbit baiting program at Parham, Webb Beach, Thompson Beach and Middle Beach in accordance with the Rabbit Control Pindone Baiting on Council Owned Land Procedure.”
**Impact Summary**

### Organisational and Governance

<table>
<thead>
<tr>
<th>Financial</th>
<th>In the last two years an estimated $4,000 has been spent on the tree guarding of native vegetation to protect against rabbit grazing.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legislation</td>
<td>Council has an obligation under the <em>Natural Resources Management Act 2004</em> to control rabbits on Council owned land. Penalties of up to $20,000 can be imposed for failure to undertake timely and effective pest control. Further to this, Council has an obligation to ensure it complies with the <em>Agriculture and Veterinary Products (Control of Use) Act 2002</em> when applying Pindone baits on Council owned land.</td>
</tr>
<tr>
<td>Risk</td>
<td>Damage and loss of native flora through grazing which can lead to soil erosion and loss of habitat for native fauna.</td>
</tr>
<tr>
<td>Consultation</td>
<td>Community Consultation will be undertaken in accordance with Council Community Consultation Policy. Fact sheets will be developed and posted on Council's website.</td>
</tr>
<tr>
<td>Asset Management</td>
<td>NIL</td>
</tr>
<tr>
<td>Plans</td>
<td></td>
</tr>
<tr>
<td>Service Standards</td>
<td>By undertaking pest control on Council owned land, Council is ensuring the protection of the coastal and rural environment.</td>
</tr>
</tbody>
</table>
Background

The District Council of Mallala has a Service Agreement with the Adelaide and Mount Lofty Ranges Natural Resources Management Board (the Board) to undertake NRM activities within the District Council of Mallala. Through the agreement, both the Board and the District Council of Mallala work together in a co-operative and collaborative approach to natural resources management in the Adelaide and Mount Lofty Ranges region. The agreement facilitates the engagement of a NRM Coast, Estuary and Marine Officer to facilitate the implementation and actions identified in the Metropolitan Adelaide and Northern Coastal Action Plan (MANCAP) and other NRM Action Management Plans relevant to the District Council of Mallala. The District Council of Mallala hosts the incumbent on behalf of the Board, City of Playford and the City of Salisbury.

The tasks that are undertaken by the Coast Estuary and Marine Officer are described in annual project plans which are produced by the Board. The project plans require signatories from both the land owner (if applicable) and Council Administration prior to implementation.

In early 2010, the Board funded a rabbit trail baiting program using Pindone baits along the coastal areas between Parham and St Kilda. The work was undertaken by the Northern NRM Coast, Estuary and Marine Officer who was encumbered in the position at that time.

The rabbit trail baiting program was undertaken on both Council owned land and Crown Land (in the care and control of Council) by the then Coast, Estuary and Marine Officer under the terms of the Agreement. In preparing this report, the above details have been confirmed with the Board’s Coastal Projects Coordinator.

As a result of a complaint, Council resolved at the Ordinary Meeting on 26 March 2010 to impose a moratorium on baiting rabbits on Council land until the current practices are proved to be safe to native fauna and persons.

PIRSA Biosecurity were also notified of the incident by the Board as allegations had been made that poisoned grain was left on exposed trails and at the mouths of burrows and non-target animals were able to access the poison. PIRSA Biosecurity commenced an investigation under the Agriculture and Veterinary Products (Control of Use) Act 2002 into the use of Pindone in this situation. A report (Attachment 1) was produced by PIRSA Biosecurity on 30 June 2010.

The report stated:

“PIRSA is satisfied that the licensed contractor who carried out the baiting program took reasonable and practicable measures to prevent actual or potential harm to human health and the environment, There was a degree of non-compliance with label instructions but PIRSA considers that it was not wilful or reckless.”

The report also contained a number of recommendations. These included:

- Use Pindone rabbit bait only for the situations described on the product label
- Consider the use of 1080 for rabbit control in situations where Pindone might not be suitable
- Complete a risk assessment prior to using either poison
- Do not bait if risks are considered to be unacceptable
- Do not heap bait
- Bait must be laid in the evening, through rabbit feeding areas, and at a low enough rate to ensure overnight consumption of most bait by rabbits
- Do not lay baits in locations that are accessible to children.
During the 2012-13 financial year significant rabbit numbers were observed along the northern coast and, as a result, a warren mapping and fumigation program was instigated by the Board. The Board engaged Feral Fix Pest Control (the Contractor) to undertake the project. A report entitled *Report for 2013, Coastal Fox den and Rabbit warren mapping and fumigation* (the Ferel Fix Report) was prepared by the Contractor for the Board. Council Administration was also supplied with a copy of the report (Attachment 2).

The Contractors report made the following comments and recommendations:

- At Parham, Webb Beach and Thompsons Beach, rabbit numbers are high and very active
- At Port Prime medium level rabbit activity is evident
- It is recommended that ongoing monitoring and fumigation on active hole/warrens is undertaken and the introduction of baiting stations with Pindone be put in place. These have been used with success in reducing rabbit populations and are a safer alternative to 1080 baiting within areas of the public.

**Discussion**

Grazing by rabbits can lead to erosion, loss of vegetation cover, diminished biodiversity and diminished ecological value.

Pursuant to Section 182(1) *Natural Resources Management Act 2004* (the Act) Council, as land owner has an obligation to destroy controlled animals e.g. rabbits. In the event that Council neglects to full fill this obligation the Minister for Sustainability, Environment and Conservation Environment may issue Council with a Notice to prepare and action plan to address the breach in accordance with Section 183(1) of the Act. A failure to comply with this direction may impose a penalty not exceeding $20,000 in accordance with 183(9) (c) of the Act.

It is common practice to use a combined pest control program when attempting to reduce rabbit numbers in an area. Commonly a fumigations program using Phosphorine Fumigation tablets followed by a baiting program is undertaken. In urban areas Pindone baits are preferred over 1080 baits due to likely exposure to the baits by domestic dogs.

As a result of the recommendations in the Contractors report to use Pindone, a rabbit control baiting program using Pindone was proposed by the Coast, Estuary and Marine Officer (the CEM Officer) in accordance with the aforementioned Service Agreement.

The proposed baiting program was included in the Project Workplan developed by the Board. Council Administration countersigned the workplan as per normal practice.

The proposed baiting program was to be undertaken on Council owned land and Crown land (in the care and control of Council). In designing the proposed program, the findings of the PIRSA investigation undertaken in 2010 and the recommendations described in the Ferel Fix report were considered. As highlighted previously, the Ferel Fix report recommends the use of Pindone baits.

An oversight occurred in the Council resolution to not undertake rabbit baiting on Council land. Staff were, however, aware of the investigation and subsequent recommendations from the PIRSA report.
Rationale for the Proposed Rabbit Baiting Methodology

When undertaking chemical means of rabbit control, trail baiting is generally the widely applied option. The methodology comprises of running a line of baits out for target species (rabbits) to feed on. This method poses a risk of primary poisoning to non-target animals such as birds, native rodents, and macropods (kangaroos).

The trail bait method was used in the 2010 program.

Administration has deemed it inappropriate to use the trail bait method on Council owned land given the 2010 incident and therefore is in agreement to use a bait station method instead. Administration are also of the view that, despite the fact the area is not commonly frequented by macropods, the use of a covered bait station would minimise the possibility of primary poisoning of other non-target animals. Fencing around the stations provides an additional deterrence by non-target animals.

Further to this, Administrations are aware of a review of the uses of Pindone in 2002 by the National Registration Authority for Agricultural and Veterinary Chemicals. The review recommended:

“Where a significant risk of non-target exposure is deemed to exist or identified via assessment, measures need to be taken to minimise this risk. Such measures should include the judicious use of bait stations or enclosures to restrict access to the baits by non-target animals, fencing to exclude larger species such as macropods, and avoidance of baiting near areas of native animal habitat that may harbour small non-target mammals (such as bandicoots).”

Administration has ascertained that a bait station method is used by other councils such as the City of Victor Harbour and the City of Salisbury. However, neither of these councils use covered bait stations nor fence the bait stations as detailed in the procedure developed by Administration.

Proposed Pindone Baiting Program

The Rabbit Control Pindone Baiting on Council Owned Land Procedure (Attachment 3) details the methodology proposed by Administration. Administration has undertaken a Risk Assessment of the use of Pindone baits on Council owned land using the bait station method (Attachment 4). The Rabbit Control Pindone Baiting on Council Owned Land Procedure incorporates the recommendations of the PIRSA investigations report and addresses the risks identified in the Risk Assessment. Administration is seeking endorsement of the procedure.

The intent of the procedure is that it is for implementation on Council owned land or land in the care and control of Council e.g. Crown land. It will be at the discretion of the Board as to whether or not it is implemented on private land or land not owned, or not in the control of, Council. Administration has forwarded a copy of the procedure to the Board for comment.

An integral part of the methodology proposed by Council Administration is the Pre-baiting Biological Survey. The Pre-baiting Biological Survey is undertaken three (3) weeks prior to the scheduled baiting program. During this stage of the methodology the bait stations are located at the treatment site and fencing is erected around each of the bait stations to deter non-target animals. Rabbit feed (free of Pindone) is added to each of the bait station.

Over a period of three weeks, a Biological Survey around each of the baiting stations will be undertaken to determine the presence of rabbits and non-target animals. The Biological Survey will consist of observations of animal activity such as amount of feed taken, the presence and volume of scats (droppings), presence and number of animal tracks, or other evidence (fur, feathers, skin) of animal activity. Animals frequenting the site will be identified from droppings and tracks.
In the event that the species of animal frequenting the site cannot be determined, CTV cameras will be installed. All observations will be recorded. A Biological Survey Report detailing the findings will be prepared.

In the event that it can be determined that rabbits are accessing the baiting stations and there is minimal access by non-target animals, Council Administration will seek authorisation from the Chief Executive Officer to undertake rabbit control baiting as described in the *Rabbit Control Baiting on Council Owned Land Procedure.*

**Summary**

Council is obliged to manage its declared pest plants and animals under the *Natural Resource Management Act 2004*. To achieve this, Council Administration need a variety of different methods to effectively control rabbits and this includes the use of baits such as Pindone.

Pindone has potential to harm native birds, native fauna and domestic pets, if not used carefully and appropriately. The National Registration Authority for Agricultural and Veterinary Chemicals recommends the use of baiting stations to reduce off target poisoning. The use of bait station and the procedure recommended is considered best practice and helps to alleviate the risk of secondary poisoning.

Rabbit grazing has an impact on the natural food supplies and habitats of native birds and other wildlife. A baiting program with all its safety checks needs to be considered to help shift the balance in favour of our native species.
REPORT TO: 1. ADELAIDE & MT LOFTY RANGES NRM BOARD
2. DISTRICT COUNCIL OF MALLALA
FROM: PIRSA BIOSECURITY – RURAL CHEMICALS
SUBJECT: PINDONE USE AT THOMPSON BEACH

SUMMARY
PIRSA Biosecurity – Rural Chemicals has investigated a complaint about use of pindone for rabbit control at Thompson Beach. PIRSA’s investigation focused on whether the pindone use complied with directions, particularly the mandatory instructions, on the product label. A copy of the investigation report is provided.

PIRSA is satisfied that the licensed contractor who carried out the baiting program took reasonable and practicable measures to prevent actual or potential harm to human health and the environment. There was a degree of non-compliance with label instructions but PIRSA considers that it was not wilful or reckless.

AGRICULTURAL AND VETERINARY PRODUCTS (CONTROL OF USE) ACT 2002
PIRSA administers this legislation, which is the main instrument to control the use of agricultural and veterinary chemicals in South Australia. The two sections of the Act most relevant to this incident are:
• Section 5 (General duty), and
• Section 7 (Compliance with a mandatory instruction on the label).

General duty
5.(1) A person must in using or disposing of an agricultural chemical product take all reasonable and practicable measures to prevent or minimise –
(a) actual or potential contamination of land, animals or plants outside the target area that is not trivial; or
(b) actual or potential harm to the health or safety of human beings within or outside the target area that is not trivial; or
(c) other unintended actual or potential environmental harm within or outside the target area that is not trivial.

Mandatory instruction on approved label for registered agricultural chemical product
7. A person must not use or dispose of a registered agricultural chemical product in contravention of a mandatory instruction except as authorised by a permit.

The Agricultural and Veterinary Products (Control of Use) Regulations 2004 define a mandatory instruction as one that –
(a) uses the words “must”, “must not”, “may not”, “do not”, “not to be used”, “not for use” or “use only”
(b) contains a statement that the product is for use only by a person who has specified qualifications.
PIRSA did not attempt to establish whether the rabbit baiting program was justified or whether it was effective. It focused on actions at Thompson Beach only. The rabbit baiting program using pindone was carried out between St Kilda and Port Parham but, as far as PIRSA is aware, there were no other formal complaints about the program from any other locations and no other reports of off-target poisoning of birds and animals.

The main intent of PIRSA's investigation was to determine whether the pindone baiting was carried out in accordance with the label directions, particularly the mandatory instructions on the label, and whether the contractor exercised a general duty of care. Furthermore, PIRSA did not necessarily attempt to determine how the kangaroo might have died. PIRSA's focus was to determine whether or not there was any misuse of pindone that would contravene its control of use legislation, regardless of the consequences.

**POISONS FOR RABBIT CONTROL**

The two poisons used for rabbit control in SA are sodium fluoroacetate (1080) and pindone. 1080 oat bait is the most widely used poison for rabbit control and can only be obtained from authorised officers employed by the Regional Natural Resource Management Boards. The use of 1080 is highly regulated, largely because there is significant concern about the potential risk of off-target poisoning of domestic dogs, and lesser concern about cats. Dogs are perhaps unlikely to consume 1080 oat bait directly but there is risk of secondary poisoning if they consume a rabbit that has been killed by 1080.

Pindone is an anticoagulant poison that works by blocking the blood clotting system in the animal. Rabbits are more susceptible to pindone than many other species. Pindone is often used for rabbit control in areas where the use of 1080 is impractical or unsuitable. Rabbait® Pindone Oat Bait can be purchased from rural merchandisers. Various native birds and mammals have some susceptibility to pindone. Caution should always be used when applying baits so that no other animals, including stock or wildlife, have direct access to bait.

In situations that are not urban or closely settled, 1080 could possibly be used instead of pindone if accidental poisoning of dogs is assessed as a low risk. 1080 oat bait for rabbit control can be laid at distances greater than 150 m from a dwelling or public building. Pindone is undoubtedly safer than 1080 for dogs but is probably a greater risk for native mammals.

- **Recommendations.** Use pindone rabbit bait only for the situations described on the product label. Consider the use of 1080 for rabbit control in situations where pindone might be unsuitable. Complete a risk assessment prior to using either poison. Do not bait if risks are considered to be unacceptable.
Mandatory instructions
The contractor’s compliance with mandatory instructions on the product label is discussed in the investigation report. Additional comments are provided here.

1. Do not heap bait.
PIRSA is satisfied that the contractor did not heap the pindone oat bait but the heavier application at the burrow entrances was perhaps unnecessary. A leaflet produced by the manufacturer of Rabbait® Pindone Oat Bait and information on the Tasmanian Department of Primary Industries, Parks, Water and Environment website perhaps gives the impression that heaping of the bait is acceptable. PIRSA warns that advice about pindone in supplementary documents or on the internet does not override directions on the current registered label, and can potentially create confusion if it conflicts with the label directions.

2. Bait must be laid in the evening through rabbit feeding areas at a low enough rate to ensure overnight consumption of most bait by rabbits.
This statement appears on the product label in the Critical Comments amongst advisory statements and it is only use of the word “must” that defines it as a mandatory instruction. At the meeting on 19 March 2010 the contractor appeared to be unaware that this label direction was a mandatory instruction.

- **Corrective action.** Lay bait in the evening, in accordance with the mandatory instruction on the product label. Observe the additional advisory instructions about free feeding prior to the application of poison baits. Use observations about the amount of bait, if any, remaining after each poisoned feed to adjust the rate and placement of the next poisoned feed.

3. **DO NOT place baits in locations that are accessible to children.**
Strict interpretation of this mandatory instruction would make it extremely difficult to use pindone in any public areas, unless the public can be excluded for the duration of the baiting program. The need for this statement on the label could be questioned and PIRSA will bring this issue to the attention of the Australian Pesticides and Veterinary Medicines Authority (APVMA) for possible review. Pindone is a Schedule 6 poison that has a moderate potential for causing harm. Pindone-treated oat bait represents a low risk to human health. The Material Safety Data Sheet states that prolonged ingestion can cause serious damage to health, but prolonged ingestion of oat bait by humans would be an extremely unlikely event. Effects are cumulative and delayed in action and Vitamin K<sub>1</sub> can be used as an antidote if a person shows any sign of anticoagulant poisoning.

- **Corrective action.** Consider the likelihood of public access, especially by children, before baiting in any public areas. Restrict or prohibit public access, if possible, for the duration of the baiting period.

**SIGNS, NOTIFICATION AND CONSULTATION**
Currently, there is no requirement for users of pindone in SA to notify neighbours. This requirement applies in NSW only. There is a label requirement for landholders to display notices (signs) but PIRSA considers that the placement and wording of the instruction is potentially confusing. PIRSA will negotiate with APVMA about an amendment to the label.
Tony Flaherty and Aleisa Lamanna said at the meeting on 19 March 2010 that the Department for Environment and Heritage had prepared the grant funding application that obtained the funds for the coastal baiting program. Most of the AMLR NRM Board’s consultation about the program was with Mallala Council staff. Tony and Aleisa said that Mallala Council was aware of the program before it started and Aleisa’s Council line manager signed off on it. Neither Mallala Council nor the AMLR NRM Board formally notified residents before the rabbit baiting program started along the Gulf St Vincent coast.

PIRSA found Minutes on the District Council of Mallala website for the Coastal Management Advisory Committee (CMAC) meeting held Tuesday 19 January 2010. Under the heading Port Gawler Conservation Park the Minutes state that “A discussion ensued regarding deer management, fox and rabbit baiting and feral cats amongst members with particular concern on the amount of pindone used for rabbit control and the effect on native fauna. A Lamanna advised members that pindone was the safest control method. Resolved that A Lamanna contact local NRM Officer (Phil Elson) regarding the rabbit baiting, use of pindone and its effect on native fauna”.

PIRSA has confirmed that Aleisa contacted Phil Elson as requested and presumably reported back to CMAC.

The complainant believed that the Thompson Beach residents should have been consulted about the baiting program before it was implemented. He said that he and his wife are both on the Mallala Council’s Foreshore Advisory Committee. Aleisa Lamanna said at the meeting on 19 March 2010 that this was a group of community members living on the coast who are concerned about foreshore issues. It used to be a Council Group but is not now. Aleisa said that she attends their meetings regularly and would have mentioned the pindone baiting program, but it might have been in the general context of rabbit control. No concerns were raised at the time. Minutes of these meetings are not likely to be kept.

Subsequent objections to the rabbit baiting program at Thompson Beach might have been reduced or averted if Mallala Council and/or the AMLR NRM Board had displayed signs, and voluntarily consulted with residents and notified neighbours. These actions should be considered for any future pindone baiting programs.

APPENDICES
- Rabbait® Pindone Oat Bait label and Material Safety Data Sheet
- Gawler “Bunyip” article, 11 March 2010

Michael McManus
Manager Rural Chemical Operations
PIRSA Biosecurity

30 June 2010
1. IDENTIFICATION OF THE MATERIAL AND SUPPLIER

Product Name: RABBAIT® Pindone Oat Bait

Recommended Use: For the control of rabbits
To be used in accordance with label instructions and the relevant state of territory government department legislation. Not to be used for the control of hares.

Supplier Details
Company: Animal Control Technologies (Australia) Pty Ltd
Address: 46-50 Freight Drive Somerton Vic 3062, Australia
Telephone number: 03 9308 9688 (Monday to Friday, 8:00a.m. – 5:00p.m. EST)
Emergency telephone number: Poisons Information Centre 13 11 26 (24 hours)

2. HAZARDS IDENTIFICATION

Hazard classification: Not classified as a hazardous substance according to the criteria of NOHSC. Not classified as a dangerous good according to the criteria of the Australian Dangerous Goods Code.

Risk phrase(s): Harmful: danger of serious damage to health by prolonged exposure if swallowed.

Safety phrase(s): Keep locked up and out of reach of children. Wear suitable gloves. In case of accident or if you feel unwell, seek medical advice immediately (show label where possible).

Poisons schedule number: S6

3. COMPOSITION/INFORMATION ON INGREDIENTS

Ingredients
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<th>CAS Number</th>
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<td>Other ingredients not determined to be hazardous</td>
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4. FIRST AID MEASURES

First aid: If poisoning occurs, contact a doctor or Poisons Information Centre. Have this MSDS and or the label with you.

Swallowed: Hazardous, seek medical attention. Effects are cumulative and delayed in action.

Eye: Unlikely to cause intoxication, may cause irritation, flush with flowing water for 5min or until product is removed.

Skin: Remove contaminated clothing. Rinse and wash skin with soapy water.

Inhaled: There is no inhalation risk with this product

Advice to doctor: Vitamin K$_1$ (phytomenadione) only, can be used as an antidote if patient shows signs of anticoagulant poisoning (bleeding, haemorrhage). Repeat as necessary based on monitoring of prothrombin times. It is important to ascertain the route of exposure and the quantity of bait exposed to. Prolonged (PT) times may not be evident until 48h after exposure but are
usually prolonged at 24h. PT times generally reach a maximum at 36-72h after exposure. Symptoms include anaemia, shortness of breath during exertion, fatigue, excessive bleeding from minor cuts, nose bleeds and bleeding from the gums. Life threatening symptoms include complications from massive gastrointestinal bleeding and intracranial haemorrhage.

5. FIRE FIGHTING MEASURES

Fire & explosion hazards: The bait is not flammable and will not auto-ignite.
Suitable extinguishing media: Water spray, foam, carbon dioxide, dry chemical powder.
Hazard from combustion: In case of fire do not inhale fumes. Wear mask and gloves.
Special protective equipment: Use individual respiratory equipment to protect from fumes.

6. ACCIDENTAL RELEASE MEASURES

Spills and Disposal: While wearing rubber gloves, sweep-up spilt bait using a broom and shovel. Dispose of bait by burial below 50 cm. Rinse away residue with excess water.

7. HANDLING AND STORAGE

Precautions for safe handling: To avoid risks for man and environment the instructions for use are to be followed. Avoid all unnecessary contact with the product. Wear suitable gloves when handling this product.
Conditions for safe storage: Store in the closed, original container in a dry, cool, well ventilated area out of direct sunlight. Store in a locked room or place away from children, animals, food, feedstuffs, seed and fertilisers.

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

National exposure standards: No exposure standard allocated.
Biological limit values: No biological limit allocated.
Engineering controls: The product formulation dilutes the concentration of Pindone and adheres the poison to the husk of the grain.
Personal protective equipment: When opening the container and using baits wear elbow-length PVC gloves.

9. PHYSICAL AND CHEMICAL PROPERTIES

Appearance: Oats coloured with a green dye.
P H: Not available
Vapour pressure: Not applicable
Vapour density: Not applicable
Boiling point / range: Not applicable
Freezing / melting point: Not available
Solubility in water: The oat bait is not soluble in water.

10. STABILITY AND REACTIVITY

Chemical stability: Stable under normal storage and handling conditions.
Incompatible materials: None applicable
Hazardous decomposition products: No specific data
11. **TOXICOLOGICAL INFORMATION**

**Acute:** Pindone causes a depression in the liver function to activate vitamin K. This in turn causes a decrease in blood clotting factors (II, VII, IX and X) causing an antithrombin effect (the inability for the blood to clot). Large single doses can cause acute poisoning. Pindone has a cumulative effect, causing anticoagulation poisoning with a long latent period between ingestion and symptoms. Anticoagulant effects may persist for days or weeks depending on the dose consumed. Patients with hepatic dysfunction, malnutrition or a bleeding diathesis are at greater risk.

Swallowed: Poisonous if swallowed. Symptoms include bleeding from nose, gums, blood in stool, blood in urine, anaemia, bruising, fatigue and shortness of breath during exertion.

Eye: Avoid contact with eyes. No specific data available.

Skin: Avoid contact with skin. No specific data available.

Inhaled: May be irritating or dangerous if inhaled. Risk minimised due to product formulation.

**Chronic:** Repeated minor exposure may cause anticoagulant effects.

12. **ECOLOGICAL INFORMATION**

Ecotoxicity: Do not contaminate streams, rivers or waterways with the chemical or used containers.

Persistence and degradability: The product is biologically degradable and will not accumulate in soil or water.

13. **DISPOSAL CONSIDERATIONS**

Break, crush or puncture and dispose of empty containers in a local authority landfill. If no landfill is available, bury the containers below 500 mm in a disposal pit specifically marked and set up for this purpose clear of waterways, desirable vegetation and tree roots. Empty containers and product should not be burnt.

14. **TRANSPORT INFORMATION**

This product is not classified as a dangerous good according to the Australian Dangerous Goods Code 6th Edn. (1998).

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Poisons schedule number: **S6**
16. OTHER INFORMATION

Date of Preparation of this MSDS: 1 June 2008

This Material Safety Data Sheet (MSDS) has been developed using the following references:
EPS Office of Pesticides Programs, Washington D.C.

The physical values and properties described in this MSDS are typical values based on scientific literature and
material produced to date, and are believed to be reliable. Animal Control Technologies provides no warranties,
either expressed or implied and assumes no responsibility for the accuracy or completeness of the data contained
herein. The information is supplied upon the condition that the persons receiving information will make their
own determination as to the suitability for their purposes prior to use of this product. Due care should be taken
to ensure that the use of this product and its disposal is in compliance with all relevant Federal, State and Local
Government regulations.

End of MSDS
Rabbit bait under investigation

PEOPLE, wildlife and pets have been put at risk after deadly rabbit bait was 'recklessly' laid along the Samphire coastline, in a case being investigated by authorities.

Thompson Beach resident Lionel Miller provided The Bunyip photos of the poison that was scattered along Third Creek Reserve opposite his house.

Locals were outraged by the incident, saying the reserve, which has bike and walking tracks, is widely used by locals and tourists and as a haven for wildlife.

"A lot of people come through there – kids could have picked it up," Mr. Miller said.

He showed The Bunyip a photo of a dead kangaroo he believed was killed by the bait.

"There are no signs of it being shot," Mr. Miller said.

"We see them hopping out there and it’s nice to see. We don't want them to disappear.

"What we’ve also noticed is there are no birds in the morning. “We used to hear the birds in the morning – we don’t hear them any-\more.”

The poison, Pindone Oat Bait was distributed in mid-January by a Natural Resources Management Board contractor to kill rabbits, believed to be pests, along the Samphire coastline.

Mallala councillor Steve Jones said warning signs were not displayed and has described the act as "reckless" and "unsafe".

"They haven’t used the correct process – it puts people’s lives at risk and animals at risk," Mr. Jones said.

"You’re supposed to notify neighbours and they didn't notify anybody." Photos show the bait was laid thickly, strewn across the ground. Mr. Miller claimed poisoned rabbits were left scattered in the reserve.

Pindone instructions warn the poison should not be applied in areas easily accessed by native animals and instructs users to pour the bait in a thin line.

It states wildlife such as kangaroos are at risk if they consume the poison, birds are in danger if they eat poisoned rabbits, warning signs are compulsory and advises to burn or bury dead rabbits.

Mallala councillor Terry Keen said rabbits posed no danger along the coastline and other pests including foxes should have been targeted instead.

"Rabbits are not a problem – along the coast they are not a problem," Ms Keen said.

"Foxes have more of an impact on native wildlife and plant life (than rabbits)." A spokesperson for Adelaide and Mount Lofty Natural Resources Management Board said the contractor who carried out the baiting was being investigated by the Department of Primary Industries and Resources South Australia (PIRSA), Rural Chemicals.

"Whether the contractor’s actions were appropriate or not, have yet to be determined," the spokesperson said.

A PIRSA spokesperson said the matter was being investigated under the Agricultural and Veterinary Products Acts.

"We will have a result as soon as we can and try and determine if there was a problem," they said.

The RSPCA was unable to comment because it was also investigating.

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Mallala councillors Terry Keen and Steve Jones with Lionel Miller at Third Creek Reserve, Thompson Beach, where the deadly rabbit bait was laid.

24/02/2014

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Ref: 66077714
Report for-
2013 Coastal Fox den and Rabbit warren mapping and fumigation.

Prepared for- Natural Resources, Adelaide and Mt. Lofty Ranges.

By Phil Johns

This project is supported by Natural Resources Adelaide and Mount Lofty Ranges, through funding from the Australian Government.
Prepared By:
Phil Johns
Pest Control Technician, Feral Fix Pest Control
M 0408431750
Email: feralfix@westnet.com.au

Disclaimer
The environment is inherently dynamic and can change without warning. No responsibility is taken for changes in circumstances that render the distribution, abundance, movement or behaviour of species different to that at the time of controls, writing, providing advice in preparing this document.
Introduction

Feral Fix Pest Control was engaged by the Adelaide & Mount Lofty Ranges Natural Resources Management Board to undertake mapping of fox dens and rabbit warrens along the coastal zone. The mapping was to include identifying, using a GPS to record waypoints, any evidence of pest animals, including fox prints and sightings along with rabbit buck mounds, scratching and diggings. Further any active fox or rabbit holes were to be treated by fumigation using Phosphine Fumigation tablets.

Outcome

Approximately 184 waypoints were recorded including 77 active fox/rabbit holes treated by fumigation. (Phosphine Fumigation tablets)

There were also 4 direct sightings of foxes while in the field.

Recommendations-

1. Areas that were treated (fumigated) should be monitored and revisited within a few weeks after treatment.
2. Any holes that have become active again should be re-treated asap.
3. Areas should then be revisited for follow up monitoring periodically (every 6 months)

Rabbits- At Parham, Webb Beach and Thompsons Beach, rabbit numbers are high and very active and Pt Prime showed signs of medium level activity. It is recommended that ongoing monitoring and fumigation on active hole/warrens is undertaken and the introduction of baiting stations with Pindone be put in place. These have been used with success in reducing rabbit populations and are a safer alternative to 1080 baiting within areas of the public.

Foxes- Fox’s were present in all areas from the evidence found except Parham. It is recommended that ongoing monitoring and fumigation of active dens and also a trapping program could be introduced. Trapping involves the use of soft jaw traps (non-target can be released unharmed) in areas where foxes are active and where their dens cannot be located for treatment.

The use of 1080 baiting is of high risk in these areas to domestic dogs.
Parham
There were areas of high activity scattered throughout the Parham area, particularly the block to the east of the beach, where numerous sightings and evidence of rabbit activity was present.
Only one hole was fumigated as evidence would suggest that rabbits are living in the thick growth above ground and/or have burrows not visible.
Further controls and monitoring should be undertaken as outlined in recommendations.

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Parham- Buck mound

Parham -Scratching/digging site
Webb Beach
Webb beach area had areas of rabbit evidence with fox evidence also present.
Eleven (11) holes were fumigated.
Further controls and monitoring should be undertaken as outlined in recommendations.

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Control locations

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Webb Beach- Diggings

Webb Beach- Active hole (WPt 4)
Thompson Beach
This area had rabbit evidence throughout the area. Fox activity was present with two sightings of foxes along with prints in the northern area.
Further controls and monitoring should be undertaken as outlined in recommendations.

Thompson Beach North

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Thompson Beach Central

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## Control locations

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24/02/2014
Thompson Beach North/Central- Fumigation and Fox sightings
Thompson Beach South - Fumigation
Thompson Beach- Buck mound

Thompson Beach North - Fox sighting
Port Prime
Rabbit warrens were active but isolated to these immediate areas. Fox evidence was found in several locations but no den was found. Further controls and monitoring should be undertaken as outlined in recommendations.

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Port Prime- Active Hole

Port Prime- Active Hole
**Light Beach**

Rabbit evidence was very minimal and would suggest they are very isolated if present at all.

One fox was sighted and den located.

Further controls and monitoring should be undertaken as outlined in recommendations.

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**Control location**

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<td>Wpt 33</td>
<td>LB</td>
<td>0256641</td>
<td>6174551</td>
<td>1 Hole Treated</td>
</tr>
</tbody>
</table>
Light Beach - Fumigation and fox sighting
Light Beach- Fox den.
Pt Gawler
Some evidence of rabbit activity but more fox activity was present around the holes.
Foxes were sighted at two locations (within a hundred meters of each other) and would suggest they are active in the area.
Further controls and monitoring should be undertaken as outlined in recommendations.

<table>
<thead>
<tr>
<th>ID</th>
<th>Location</th>
<th>Easting</th>
<th>Northing</th>
<th>Animal</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pt Gawler</td>
<td>0266079</td>
<td>6162267</td>
<td>Fox</td>
<td>Sighted</td>
</tr>
<tr>
<td></td>
<td></td>
<td>0266004</td>
<td>6162784</td>
<td>Fox</td>
<td>Sighted</td>
</tr>
<tr>
<td></td>
<td></td>
<td>0263644</td>
<td>6166317</td>
<td>Rabbit</td>
<td>Abandoned rabbit warren?</td>
</tr>
<tr>
<td></td>
<td></td>
<td>0263615</td>
<td>6166486</td>
<td>Rabbit</td>
<td>Old Warren</td>
</tr>
</tbody>
</table>

Control location

<table>
<thead>
<tr>
<th>Location</th>
<th>Easting</th>
<th>Northing</th>
<th>Animal</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wpt 31</td>
<td>0266080</td>
<td>6162261</td>
<td>Rabbit/fox</td>
<td>Fox prints at entrances/ 5 Holes Treated</td>
</tr>
<tr>
<td>Wpt 32</td>
<td>0266042</td>
<td>6162659</td>
<td>Rabbit?</td>
<td>1 Hole treated</td>
</tr>
<tr>
<td>Wpt 38</td>
<td>0265989</td>
<td>6162331</td>
<td>Rabbit?</td>
<td>1 Hole treated</td>
</tr>
<tr>
<td>Wpt 39</td>
<td>0266063</td>
<td>6162231</td>
<td>Rabbit?</td>
<td>1 Hole treated</td>
</tr>
<tr>
<td>Wpt 40</td>
<td>0266080</td>
<td>6162249</td>
<td>Rabbit?</td>
<td>1 Hole treated</td>
</tr>
<tr>
<td>Wpt 36</td>
<td>0264660</td>
<td>6164991</td>
<td>Fox</td>
<td>2 Holes Treated</td>
</tr>
<tr>
<td>Wpt 37</td>
<td>0264698</td>
<td>6165022</td>
<td>Fox</td>
<td>1 Hole treated</td>
</tr>
</tbody>
</table>
Pt Gawler - Fumigation and fox sightings.
Pt Gawler- Active hole

Pt Gawler- Active hole
Locations from previous works (2010/2011 mapping)) in the area. These coordinates were logged and checked, results were documented as per table below.

<table>
<thead>
<tr>
<th>ID</th>
<th>Location</th>
<th>Easting</th>
<th>Northing</th>
<th>Animal</th>
<th>Comment</th>
<th>Review</th>
</tr>
</thead>
<tbody>
<tr>
<td>V12</td>
<td>Port Parham</td>
<td>247620</td>
<td>6187651</td>
<td>Rabbit</td>
<td>Single hole</td>
<td>Near Wpt 17?</td>
</tr>
<tr>
<td>V34</td>
<td>Port Parham</td>
<td>248251</td>
<td>6187279</td>
<td>Rabbit</td>
<td>Single hole under bush</td>
<td>Not Found</td>
</tr>
<tr>
<td>VA2</td>
<td>Port Parham</td>
<td>248279</td>
<td>6185876</td>
<td>Rabbit</td>
<td>Single hole</td>
<td>inactive</td>
</tr>
<tr>
<td>VA17</td>
<td>Port Parham east</td>
<td>248694</td>
<td>6186708</td>
<td>Fox</td>
<td>Bird kill, fox sighting, den not found but suspected</td>
<td>Area searched- no evidence</td>
</tr>
<tr>
<td>VA19</td>
<td>Port Parham</td>
<td>248702</td>
<td>6186764</td>
<td>Rabbit</td>
<td>Large warren near borrow pit</td>
<td>East of town-out of area</td>
</tr>
<tr>
<td>VA21</td>
<td>Port Parham</td>
<td>248386</td>
<td>6187299</td>
<td>Rabbit</td>
<td>5+ holes</td>
<td>East of town-out of area</td>
</tr>
<tr>
<td>VA26</td>
<td>Webb Beach</td>
<td>248330</td>
<td>6184987</td>
<td>Rabbit</td>
<td>2 active holes</td>
<td>Inactive</td>
</tr>
<tr>
<td>116</td>
<td>Port Prime</td>
<td>253828</td>
<td>6178130</td>
<td>Rabbit</td>
<td>Active Warren</td>
<td>Wpt 26</td>
</tr>
<tr>
<td>V68</td>
<td>Port Prime</td>
<td>253193</td>
<td>6178206</td>
<td>Rabbit</td>
<td>Around 14 holes</td>
<td>Wpt 29</td>
</tr>
<tr>
<td>V74</td>
<td>Port Prime</td>
<td>253793</td>
<td>6178172</td>
<td>Fox</td>
<td>Several bird kills</td>
<td>Area searched- no evidence</td>
</tr>
<tr>
<td>VB9</td>
<td>Light Beach</td>
<td>256586</td>
<td>6174346</td>
<td>Fox</td>
<td>Single hole – unsure if fox</td>
<td>Not Found</td>
</tr>
<tr>
<td>VB3</td>
<td>Port Gawler south</td>
<td>266079</td>
<td>6162265</td>
<td>Fox</td>
<td>Large den</td>
<td>Active-Wpt 31</td>
</tr>
<tr>
<td>VB8</td>
<td>Port Gawler south</td>
<td>266232</td>
<td>6162808</td>
<td>Fox</td>
<td>2 holes actively used</td>
<td>Under water</td>
</tr>
<tr>
<td>V4</td>
<td>Port Gawler</td>
<td>265972</td>
<td>6162327</td>
<td>Fox</td>
<td>Near the track</td>
<td>Not Found</td>
</tr>
</tbody>
</table>
Introduction

In accordance with Council’s policy to ensure the safety and health of employees, the community and the environment the following procedure has been developed to ensure Rabbit Control Baiting Program on Council owned land are undertaken responsibly and with minimal adverse impact on the environment.

Procedure

This procedure specifies the precautions to be taken prior, during and after undertaking a rabbit baiting program on Council owned land using Pindone baits.

A. Preparation and Planning

1. **Undertake a Pre-Baiting Biological Survey**

   The Pre-baiting Biological Survey shall be undertaken three (3) weeks prior to the scheduled baiting program.

   1.1 Pre-baiting Stations are to be installed at the treatment site in locations of suspected rabbit activity.

   1.2 Pre-Bait Stations are to consist of 44 gallon drums, cut in half. The cut section of the drum to be buried a depth of 25mm to ensure the drum remains in position.

   1.3 A small amount of bait free rabbit feed (free of Pindone) shall be inserted into the bait station. The volume of the feed placed into the bait station must be recorded.

   1.4 A sign identifying the Pre-Bait Station, the identification number of the Pre-Bait Station, date of installation and Council contact details must be posted on each Pre-Bait Station.

   1.5 Ring-lock fencing to deter non-target animals fencing will erected around each of the bait stations to deter non-target animals.

   1.6 The GPS Co-ordinates of each Pre-Bait Station shall be recorded.

   1.7 Over a period of three (3) weeks observations of animal activity such as amount of feed taken, the presence and volume of scats (droppings), presence and number of animals tracks, or other evidence (fur, feathers, skin) of animal activity shall be undertaken every 48 hours.

   In the event that the species of animal frequenting the site cannot be determined, CTV cameras shall be installed for a period of 3 days.
1.8 A Biological Survey Report detailing the findings shall be prepared.

NB In the event that rabbit activity is determined and the presence of non-target animals is absent, authorisation to proceed with the Rabbit Baiting Program MUST be sought from the Chief Executive Officer.

2. Notification Prior to Treatment

2.1 In accordance with Council’s Community Consultation Policy, the community shall be informed of the location and timing of the proposed baiting program, methods to be employed and any other relevant information pertaining to secondary poisoning of domestic animals.

2.2 The local veterinarian(s) shall be informed of the impending program and the type of the bait to be used.

2.3 The Adelaide and Mount Lofty Ranges Natural Resources Management Board shall be informed of the location and timing of the proposed baiting program, methods to be employed prior to the poison bait being laid, erect signs at access points and within the vicinity of the control program.

NB Baiting programs MUST NOT occur during school holiday periods.

B. Pindone Baiting Procedure

1. Application of Pindone Baits in Bait Stations

1.1 Poisoned baits shall be placed within bait stations on a pan so that bait spreading is minimised and any excess at the end of the program can easily be removed.

1.2 The volume of the feed placed into the bait station must be recorded.

1.3 Baits must be applied late in the afternoon.

1.4 A sign identifying the Bait Station, the identification number of the Bait Station, date of installation and Council contact details must be posted on each Bait Station.

1.5 The GPS Co-ordinates of each Bait Station shall be recorded

1.6 The integrity of the ring-lock fencing shall be checked to ensure access to the bait station from non-target animals can be mitigated.

2. Monitoring of Bait Stations

2.1 Every two days the bait stations are to be checked for rabbit activity and access by non-target animals.

2.2 The amount of baited feed remaining in the bait station shall be recorded.

2.3 In the event that baited feed has been removed, additional pre-weighted baited feed may be added.

2.4 All dead rabbits found during the program shall be recorded, collected and disposed of ensure that any possible secondary poisoning of domestic animals or non-target is minimised.

2.5 The Chief Executive Officer MUST be immediately notified if any dead non-target animals are found in or within the vicinity of the treatment areas.

NB The program must not last for more than 4 weeks. If further baiting is needed then the station is to be left empty for 7 days and then the procedure repeated.
3. Following the Baiting Program

3.1 All unused baits are to be picked up, removed and disposed of in accordance with the instructions on the material packaging.

3.2 The baiting area shall be monitored for two (2) weeks after the last baiting day and any dead rabbits found are to be recorded, collected and removed and disposed of.

3.3 A Rabbit Baiting Program Report shall be prepared detailing the dates of the baiting program, methodology used and program results.

Definitions

For the purposes of this procedure, the following definitions apply:

**Treatment Site**

The location in which Rabbit Baiting Stations are installed, for the purpose of reducing rabbit numbers.

**Risk Assessment**

Managers of employees performing rabbit baiting on Council land shall ensure employees conduct a risk assessment prior to the work being undertaken at the worksite. Risk assessments shall be conducted in consultation with employees performing rabbit baiting. Risk assessments must be reviewed and revised in the following circumstances:

- The original assessment is no longer valid or older than five (5) years
- An injury / illness / property damage occurs
- A significant change is proposed baiting location, or methodology to which the assessment relates.

**Risk Controls**

Managers of employees performing Rabbit Baiting on Council owned land shall ensure all risks identified and assessed through the risk assessment process are required to be eliminated or minimised to as low as reasonably practical through the introduction of risk control measures. Risk control measures shall be implemented in accordance with the hierarchy of controls. Where risk controls are conducted by a contractor a copy must be provided to the Council before work commences.

The following risk control measures shall be undertaken where practicable:

- Signage shall be erected at all designated treatment site
- Safe access shall be provided to the treatment site
- Public access shall be impeded.

**Personal Protective Equipment (PPE)**

PPE shall be provided by management and worn by employees and contractors who are required to Rabbit Baiting. Fit for purpose PPE as prescribed in the risk assessment shall be available and:

- Meet the appropriate Australian Standard
- Be appropriate for the person performing the task
- Be used as per the manufactures instructions
- Be inspected regularly and before each use for wear, damage and use by dates.
Designated Treatment Area

Treatment Areas shall:
- clearly identified and signposted
- be free from water and damp conditions
- located away from areas known to be frequented by non-target animals.

Records

Records related to hot work shall be maintained. The list includes, but is not limited to:
- Risk assessments – review after five (5) years or when legislation or activities change
- Training records – destroy thirty (30) years after last action.

Legislation

Natural Resources Management Act 2004
Agriculture and Veterinary Products (Control of Use) Act 2002

Review

This Rabbit Control Pindone Baiting on Council Land Procedure shall be reviewed periodically and in accordance with the Natural Resources Management Act 2004 and the Agriculture and Veterinary Products (Control of Use) Act 2002 ensuring legislative compliance and that it continues to meet the requirements of Council.

Further Information

Any interested party may inspect this Rabbit Control Pindone Baiting on Council Land Procedure on Council’s website at www.mallala.sa.gov.au

Any queries in relation to this Rabbit Control Pindone Baiting on Council Land Procedure may be directed to Council’s Strategic Projects Coordinator.
Task, Plant, Risk Assessment & Safe Operating Procedure Document

Note 1: This document may only be completed with the involvement of an Employee / Manager / Supervisor who has received training in the last two (2) years in the Hazard Identification / Risk Assessment process.

Note 2: The Safe Operating Procedure component of this document may only be completed once the risk assessment component has been completed and identified corrective actions have been addressed.

Name of Assessors: Warrick Barnes - Coast Estuary and Marine Officer

D14/3747 Rabbit Control Baiting on Council Owned Land Procedure

- Desktop, and field observations

Date of Adoption: 18 February 2014

Location: District Council of Mallala – Coastal areas.

Reference Documents:
(Aust Standards, Regs, Internal documents, etc)
- Work health and Safety Act 2012
- PIRSA Biosecurity and Rural Chemicals Investigation Report- Pindone use at Thompson Beach 2010
- The NRA Review of PINDONE May 2002, NRA Review Series National Registration Authority For Agricultural and Veterinary Chemicals

Note 2:
The Safe Operating Procedure component of this document may only be completed once the risk assessment component has been completed and identified corrective actions have been addressed.

Training required for the task :-
Handling of Pindone poisoned baits should be undertaken by those with current Chemical Handling Certificate

Risk Calculator

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Permanent Incapacity</td>
<td>C1. Major Injury</td>
<td>High</td>
<td>High</td>
<td>High</td>
<td>Medium</td>
</tr>
<tr>
<td>Major Medical/Veterinary Treatment</td>
<td>C2. Severe Injury</td>
<td>High</td>
<td>High</td>
<td>Medium</td>
<td>Low</td>
</tr>
<tr>
<td>Minor Medical/Veterinary Treatment</td>
<td>C3. Minor Injury</td>
<td>High</td>
<td>Medium</td>
<td>Low</td>
<td>Low</td>
</tr>
<tr>
<td>Short Term Discomfort</td>
<td>C4. Negligible Injury</td>
<td>Medium</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
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</table>

Level Descriptor Description

<table>
<thead>
<tr>
<th>Level</th>
<th>Descriptor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>L1</td>
<td>Very Likely</td>
<td>Is expected to occur in most circumstances</td>
</tr>
<tr>
<td>L2</td>
<td>Likely</td>
<td>Will probably occur in most circumstances</td>
</tr>
<tr>
<td>L3</td>
<td>Unlikely</td>
<td>Might occur at some time</td>
</tr>
<tr>
<td>L4</td>
<td>Highly Unlikely</td>
<td>May occur only in exceptional circumstances</td>
</tr>
</tbody>
</table>

Hierarchy of Hazard Control

1. Eliminate
2. Substitute
3. Engineering Controls
4. Administrative Controls
5. Personal Protective Equipment (PPE)

High: Operation of item or undertaking the activity should not be allowed to continue until the risk level has been reduced; Will commonly be an unacceptable level of risk May include both short term and long term control measures

Medium: Should only be an acceptable level of risk for 'Major' (C1) or 'Severe' (C2) consequences

Low: Commonly an acceptable level of risk
### Pindone Rabbit Baiting Mallala Council Area

<table>
<thead>
<tr>
<th>No.</th>
<th>Basic Job / Steps</th>
<th>Hazards &amp; Potential Accidents (refer appendix1 for direction)</th>
<th>Likelihood</th>
<th>Severity</th>
<th>Risk Rating</th>
<th>Current Controls</th>
<th>Likelihood</th>
<th>Severity</th>
<th>Risk Rating</th>
<th>Additional Identified Required Controls</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Bait storage, transport &amp; containers</td>
<td>Poisoned baits spilt</td>
<td>L3</td>
<td>C3</td>
<td>Low</td>
<td>Ensure bait is transported and stored in accordance with manufacturers instructions. Any poisoned baits that are split are to be picked up immediately.</td>
<td>L3</td>
<td>C3</td>
<td>Low</td>
<td>Extra control not needed</td>
</tr>
<tr>
<td>2.</td>
<td>Administration of baits</td>
<td>Primary poisoning of domestic animals or off target species</td>
<td>L3</td>
<td>C2</td>
<td>Medium</td>
<td>Baits will be placed in covered bait stations. Bait stations will be surrounded by ring lock fencing which will prevent access by domestic animals and large non-target animals. Nearby residents will be advised not to allow pets and children to enter the bait station enclosures. Baits will be laid within bait station and monitored to ensure that non target animals aren't accessing baits If the contractor isn't positive that rabbits are accessing the baits motion sensitive cameras can be used to help monitor activity.</td>
<td>L4</td>
<td>C2</td>
<td>Low</td>
<td>Prior to administration of Pindone into the Bait Stations a Biological Survey will be undertaken to ascertain the frequency of non-target animals in the treatment area. it cannot be determined that only rabbits are eating the baits, poison baits will not be laid</td>
</tr>
<tr>
<td></td>
<td>Secondary poisoning of domestic animals and non-target animals</td>
<td></td>
<td>L3</td>
<td>C2</td>
<td>Medium</td>
<td>Dead rabbits found will be removed and disposed of appropriately Local Vets will be contacted prior to the program. Unused baits will be collected and disposed of correctly according to regulations</td>
<td>L4</td>
<td>C2</td>
<td>Low</td>
<td>All instances of secondary poisoning will be recorded and investigated. If frequency of secondary poisoning is high program will be suspended. The baiting area will be monitored for 2 weeks after the end of the control program and any dead rabbits found will be</td>
</tr>
<tr>
<td>Task</td>
<td>Notes</td>
<td>Risk</td>
<td>Significance</td>
<td>Action</td>
<td>24/02/2014</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>-----------------------------</td>
<td>-----------------------------------------------------------------------</td>
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<td>------------</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Baiting Program</td>
<td>Public Access to the Baits</td>
<td>L4</td>
<td>C2</td>
<td>Low</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Signage to be installed and fencing erected around each bait station</td>
<td></td>
<td></td>
<td>so members of the public can’t access stations.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A letter drop to surrounding residents informing them of the program</td>
<td></td>
<td></td>
<td>also to be undertaken</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>L4</td>
<td></td>
<td>C2</td>
<td>Low</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Extra control not needed</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Record Keeping</td>
<td>Potential litigation from baiting program</td>
<td>L3</td>
<td>C3</td>
<td>Low</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dates of the program and locations of bait stations are to be recorded</td>
<td></td>
<td></td>
<td>with the amount of free feed and poisoned baits used.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>If any secondary poisoning has occurred, all the details should be</td>
<td></td>
<td></td>
<td>recorded and reported to the land manager, council staff and the NRM</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dates and times of when the area was checked for dead rabbits will be</td>
<td></td>
<td></td>
<td>Board</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Local vets will be contacted to see if any domestic animals from the</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>baiting area were treated during and immediately after the baiting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>program</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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</tbody>
</table>
## Safe Operating Procedure (SOP)

<table>
<thead>
<tr>
<th>Work Group:</th>
<th>Strategic Projects Team</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coordinator/ Senior Officer:</td>
<td>Carol Muzyk</td>
</tr>
<tr>
<td>General Manager:</td>
<td>Gary Mavrinac</td>
</tr>
<tr>
<td>Job Details:</td>
<td>Rabbit Control Pindone Baiting on Council Owned Land using bait stations</td>
</tr>
<tr>
<td>Task</td>
<td>Rabbit Control Baiting</td>
</tr>
</tbody>
</table>
Method
(Agreed steps to undertake the task)

Preparation and Planning
- Assess numbers of Rabbits, location and amount of baits/free feed needed through on ground survey
- Speak to neighbours about the intention to bait, and discuss rationale behind the need to undertake a control program. This can be undertaken through a letter drop and encouraging people to contact you if they have concerns
- Review alternative options other than baiting and ensure that baiting is the most cost effective and appropriate method
- Organise enclosures to be erected throughout the treatment area,
- Permission will be gained to undertake a baiting program from the land manager. NRM officers will be notified of the program

Notification Prior to Treatment
- Provide residents with written notice of the program a minimum 7 days prior to the program being undertaken, containing the dates of the program, methods used and any other relevant information on the off chance of secondary poisoning
- Contact closest vet of the program and of the poison to be used
- Prior to the poison bait being laid, erect signs at access points and within the vicinity of the control program

Bait storage and transport
- Ensure bait is transported and stored appropriately, when placing baits ensure that public access to the baits is avoided

Baiting Procedure
- Install bait stations which restrict access through the use of ring lock fencing and consist of a 44 gallon drum cut in half with the ends removed.
- Free feeds will be placed within the bait station to encourage rabbits to feed on the baits. This free feed will continue until enough free feed is consumed to warrant laying poisoned baits. Poisoned baiting will not go ahead if un-poisoned baits aren’t being eaten or it is determined that off target species are accessing the bait
- If the contractor laying the free feeds isn’t confident that it is rabbits eating the free feeds a wildlife camera will be placed to monitor the activity of the bait station.
- The laying of poisoned baits will not be done during school holidays.
- Poisoned baits will be placed within bait stations underneath the 44 gallon drum. No Poisoned baits will be left on site at the conclusion of the program.
- All dead rabbits found during the program will be collected and disposed of correctly to ensure that any possible secondary poisoning of domestic animals or raptors is minimised.

Following the Baiting Program
- All unused baits are to be picked up, removed and disposed of in an appropriate way
- The baiting area should be monitored for 2 weeks after the last baiting day and any dead rabbits found are to be removed and disposed of in a way eliminates any secondary poisoning
### Record Keeping

- Dates of the program and locations of bait stations are to be recorded along with the amount of free feed and poisoned baits used. If any secondary poisoning has occurred, all the details should be recorded and reported to the land manager, council staff and the NRM Board.
- Dates and times of when the area was checked for dead rabbits will be recorded.
- Local vets will be contacted to see if any domestic animals from the baiting area were treated during and immediately after the baiting program.
Identify below the Personal Protective Equipment (PPE) which may be required to complete the above (Agreed steps to undertake the task).

Note: PPE must not be used as a substitute to requirements identified as part of the Hierarchy of Controls process and all other methods should be considered prior to the decision to use PPE.

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Assessor/s Comments:
__________________________________________________________________________________________________________________________________________
__________________________________________________________________________________________________________________________________________

Signature:     Date: / /

General Manager / Coordinator Comments: ____________________________________________________________________________________________________
_________________________________________________________________________________________________________________________________________

Signature:     Date: / /

Review Comments: (to be tabled at _____________________________ Meeting Yes ☐ No ☐) Date: ____/____/____

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24/02/2014

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## Appendix 1

### Occupational Health and Safety Hazard Checklist

<table>
<thead>
<tr>
<th>Hazard Category</th>
<th>Related Hazard</th>
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<tbody>
<tr>
<td>Access &amp; Egress</td>
<td>Machine / Plant Guarding</td>
</tr>
<tr>
<td>Asbestos</td>
<td>Manual Handling (lifting or twisting)</td>
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<tr>
<td>Biological / Bacteria</td>
<td>Materials Handling (forklift/other)</td>
</tr>
<tr>
<td>Compressed Air / Vacuum</td>
<td>Moving Plant / Traffic</td>
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<tr>
<td>Confined Spaces</td>
<td>Needle Stick</td>
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<tr>
<td>Dangerous Goods / Substances</td>
<td>Noise (hearing)</td>
</tr>
<tr>
<td>Demolition</td>
<td>Plant Operation</td>
</tr>
<tr>
<td>Electricity (power tools / other)</td>
<td>Public Traffic / Access</td>
</tr>
<tr>
<td>Ergonomics / Workplace Design</td>
<td>Services / Utilities (underground/overhead)</td>
</tr>
<tr>
<td>Explosive /Pneumatic Power Tools</td>
<td>Soil Contamination</td>
</tr>
<tr>
<td>Fatigue</td>
<td>Structural Alterations / Support</td>
</tr>
<tr>
<td>Fire / explosion (inc. Bushfire)</td>
<td>Trenching / Excavation</td>
</tr>
<tr>
<td>Flying / Falling Objects / Debris</td>
<td>Ultra Violet Light (sunlight)</td>
</tr>
<tr>
<td>Formwork Erection / Dismantling</td>
<td>Vehicle Related Incident</td>
</tr>
<tr>
<td>Fumes / Gas</td>
<td>Verbally / Physically Aggressive Person/s</td>
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<tr>
<td>Hazardous Substances / Contamination</td>
<td>Wildlife, bees, snakes, spiders, etc</td>
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<tr>
<td>Falls / Slips / Trips</td>
<td>Working Alone</td>
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<tr>
<td>Ground Subsidence</td>
<td>Work near/over Water</td>
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<tr>
<td>Hot Work (cutting/welding/grinding)</td>
<td>Work Related Stress</td>
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<tr>
<td>Inclement Weather (Hot / Wet / Dusty etc)</td>
<td>Working at Heights</td>
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<tr>
<td>Lasers</td>
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<td>Lighting</td>
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### Environment

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<thead>
<tr>
<th>Hazard Category</th>
<th>Related Hazard</th>
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<tbody>
<tr>
<td>Air quality (dust/emissions)</td>
<td>Bulk Excavation / Spoil</td>
</tr>
<tr>
<td>Concrete or paint wastes</td>
<td>Contaminated Soil / Water</td>
</tr>
<tr>
<td>Dewatering/pump out</td>
<td>Native Vegetation (protected flora/fauna)</td>
</tr>
<tr>
<td>Heritage</td>
<td>Noise or Vibration</td>
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<tr>
<td>Noisy Work</td>
<td>Spills &amp; Response</td>
</tr>
<tr>
<td>Slurry or other Discharges</td>
<td>Workzone Traffic Management</td>
</tr>
<tr>
<td>Hazardous Waste (paint sludge, synthetic min fibre, asbestos/other)</td>
<td>Other</td>
</tr>
<tr>
<td>Stormwater / Sediment Control</td>
<td>Other</td>
</tr>
<tr>
<td>Waste Disposal</td>
<td>Other</td>
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</tbody>
</table>
Items:

16.1 CEO Appraisal Panel Meeting – Confidential
16.2 Code of Conduct Investigations – Local Government Governance Panel Response – Confidential (CON12/547)