

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE **AGENDA**

CITY OF PALMERSTON

**Notice of Palmerston Animal Management Advisory Committee Meeting
To be held in Council Chambers
Civic Plaza, Palmerston
on Wednesday 1 May 2019 at 5:00pm.**

1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES

- 3.1 Apologies
- 3.2 Leave of Absence
- 3.3 Leave of Absence Request

4 DECLARATION OF INTEREST

- 4.1 Committee Members
- 4.2 Staff

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

THAT the minutes of the Palmerston Animal Management Advisory Committee Meeting held Wednesday, 27 March 2019, be confirmed.

5.2 Business Arising from Previous Minutes

6 CORRESPONDENCE

7 OFFICER REPORTS

7.1 Receive and Note Reports

Nil.

7.2 Action Reports

7.2.1 Action Report

7.2.2 Membership Drive

7.2.3 Responsible Pet Ownership

PAMAC9/016

PAMAC9/017

PAMAC9/018

8 OTHER BUSINESS

9 NEXT MEETING

10 CLOSURE OF MEETING

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE REPORT

AGENDA ITEM: 7.2.1

REPORT TITLE: Action Report

REPORT NUMBER: PAMAC9/016

MEETING DATE: 1 May 2019

Author: Director Governance and Regulatory Services, Chris Kelly

Approver: Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

PURPOSE

This report seeks to inform the Palmerston Animal Management Advisory Committee on the progress of previous actions.

KEY MESSAGES

-)] Following last month's meeting, two items have been removed.
-)] Two items are recommended for removal as they have been completed.
-)] Two outstanding items are on this month's agenda.

RECOMMENDATION

1. THAT Report Number PAMAC9/016 entitled Action Report be received and noted.
2. THAT the following items be removed from the Action Report:
 -)] PAMRG/0118-Amendments to the Terms of Reference
 -)] PAMAC/0127-Responsible Pet Ownership

BACKGROUND

At the previous meeting of 27 March 2019, the Palmerston Animal Management Advisory Committee made the following decisions:

7.2.1 *Action Report* *PAMAC9/013*

1. *THAT Report Number PAMAC9/013 entitled Action Report be received and noted.*
2. *THAT the following items to be removed from the Action Report:*
 -)] *PAMRG/0100-Animal Management – Options for De-sexing Programs*
 -)] *PAMRG/0128-Cat Trap Hire Scheme*

CARRIED PAMAC9/0143 – 27/03//2019

This report provides an update on the items in Action Report.

DISCUSSION

The table below contains the actions the Palmerston Animal Management Advisory Committee has requested Council staff address or provide further information on.

Action Item No.	Task Date	Decision	Status	Comment
PAMRG/0054	22/11/2018	THAT a report be prepared for February's meeting on cat management.	Underway.	The Community Plan was adopted at the First Ordinary Council Meeting on 2 April 2019. This item has been reviewed by Council staff and a report is being prepared for the next Committee meeting.
PAMRG/0118	28/11/18	Amendments to Palmerston Animal Management Reference Group Terms of Reference	Item completed. Recommended for removal.	The Terms of Reference were adopted, with minor amendments, by Council at the Second Ordinary Meeting on 16 April 2019.
PAMRG/0125	30/01/19	<p>Membership Drive</p> <p>THAT the Palmerston Animal Management Reference Group are to consider and forward to the Chair by 15 February 2019;</p> <ul style="list-style-type: none"> a) Who should be on the group? b) How many community members to be on the group? c) Timing of the meeting and frequency? d) What the current group's purpose is? <p>THAT Council consider as part of this item strategies to attract new members.</p>	Report completed and recommended for endorsement by Council.	Item is on this meeting's agenda.

PAMAC/0127	26/02/2019	THAT Council considers additional strategies to promote key messages about responsible pet ownership	Report completed. No Council decision required so item recommended for removal.	Item is on this meeting's agenda.
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CONSULTATION PROCESS

There was no consultation required during the preparation of this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There are no risk, legal and legislative implications relating to this report.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

There are no attachments for this report.

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE REPORT

AGENDA ITEM:	7.2.2
REPORT TITLE:	Membership Drive
REPORT NUMBER:	PAMAC9/017
MEETING DATE:	1 May 2019
Author:	Director Governance and Regulatory Services, Chris Kelly
Approver:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report recommends to Council that Council undertake seek nominations to fill vacancies on the Palmerston Animal Management Advisory Committee.

KEY MESSAGES

-] Item PAMRG/0125 in the Action Report requests a Membership Drive, including strategies to attract new members.
-] Council has reviewed the Terms of Reference and following finalisation of PAMAC membership identified vacancies.
-] These vacancies include members who have failed to attend the last three meetings without providing apologies as they have been considered to have resigned their membership.
-] It is recommended that Council seek nominations to fill vacancies.
-] It is also recommended that Council contact Territory Housing to seek a representative to regularly attend meetings.

RECOMMENDATION

THAT the Palmerston Animal Management Advisory Committee recommend to the Council:

1. THAT Report Number PAMAC9/017 entitled Membership Drive be received and noted.
2. THAT Council commence a recruitment campaign to fill vacancies on the Palmerston Animal Management Advisory Committee as detailed in Report Number PAMAC9/017 entitled Membership Drive.
3. THAT Council write to the Department of Local Government, Housing and Community Development seeking a representative to be a member of the Palmerston Animal Management Advisory Committee.

BACKGROUND

In Action Item PAMRG/0125 in the Action Report, the Committee requested the following:

" THAT the Palmerston Animal Management Reference Group are to consider and forward to the Chair by 15 February 2019;

- a) Who should be on the group?*
- b) How many community members to be on the group?*
- c) Timing of the meeting and frequency?*
- d) What the current group's purpose is?*

THAT Council consider as part of this item strategies to attract new members."

At the Second Ordinary Council Meeting on 16 April 2019, Council accepted the revised Terms of Reference for the Palmerston Animal Management Advisory Committee. These were informed by the responses from Committee members on the four questions above.

The adopted outcomes were as follows:

Who should be on the group?

Section 2.1 states that PAMAC membership will comprise of:

-) Chairperson
-) Elected Member of Council endorsed by Council
-) Mayor as an ex-officio member
-) A representative from Territory Housing
-) Animal welfare and veterinary specialists
-) A maximum of 3 community representatives.

How many community members should be on the group?

As mentioned above, a maximum of 3 community representatives.

Time of the meeting and frequency?

Clause 4.3 states that meetings will be held bi-monthly, however the committee may meet more regularly as required. The Terms of Reference are silent on a meeting time, and this is at the discretion of the committee.

What the current group's purpose is?

Section 1 of the Terms of Reference state that the objective of the PAMAC are:

-) To facilitate consultation and co-operation between Council and the community towards ensuring that Council meets its Community Plan objective of a safe and family friendly community where everybody belongs.
-) To create, implement and provide ongoing review of an Animal Management Plan.
-) To review and make recommendations to Council on the creation of, or amendments to; rules, procedures and policies relating to responsible animal management.
-) To support Council in the promotion of responsible animal management and ownership.
-) To monitor and assess Council's response to action requests from PAMAC.

As these questions have been resolved, this report considers a recruitment campaign to fill vacancies.

DISCUSSION

Council welcomes new members to the PAMAC, however, has not been proactively seeking membership. With the Terms of Reference finalised, it is recommended that Council now seek nominations for new members.

Council has conducted an audit of the membership list to identify vacancies. This audit included determining that any member who has failed to attend the last three meetings without providing apologies is considered to have resigned their membership. This is consistent with section 2.7 of the Terms of Reference. Prior to any advertising, former members will be contacted to advise them of this outcome.

The vacancies that exist are:

-) A representative from Territory Housing;
-) A veterinary specialist; and
-) A community representative.

The Terms of Reference are silent on term lengths. Existing active members are asked to continue their membership and a determination on tenure will be made when the Terms of Reference are next reviewed.

It is proposed that Council undertake the following strategies to seek nominations:

-) Newspaper advertising;
-) Social media;
-) Media release;
-) Council's website; and
-) Mayor's column and radio interviews.

It is also recommended that Council write to the Department of Local Government, Housing and Community Development (the Department) to seek a representative from Territory Housing to attend meetings and provide information on behalf of the Department. This will add to the existing operational relationship between Council Rangers and Territory Housing that assists in managing feral cats, dog ownership and long grass complaints on Territory Housing properties.

Determination on membership will be made by Council, following recommendations from Council staff. The nominee from the Department will be accepted upon recommendation from the Department, however other nominees will be asked to complete a written application providing their details, reasons for nominating, and their interest in the objectives of PAMAC. The community representative will need to be a resident of Palmerston, however the veterinary specialist does not.

CONSULTATION PROCESS

The following City of Palmerston staff were consulted in preparing this report:

-) Manager Ranger Services

It is recommended that Council advertise for 2 representatives, namely a veterinary specialist and a community representative, and write to the Department for a representative from Territory Housing.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

There will be a minimal advertising cost which will be met from within the existing operational budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The Terms of Reference do not have a limitation on the length of terms for members. To encourage good governance and ensure turnover so a variety of views, experiences and knowledge are incorporated into PAMAC recommendations to Council, term limits will be recommended when the Terms of Reference are next reviewed.

Existing members are asked to continue their membership. Further information on the turnover of membership, including current members, will be provided when Terms of Reference are reviewed.

There is a risk that Council may not receive applicants. In this case, Council will leave vacancies open and accept nominations at any time. Conversely, Council may have vacancies oversubscribed, in which case, Council staff will assess the nominations and make a recommendation to Council.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

There are no attachments for this report.

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE REPORT

AGENDA ITEM:	7.2.3
REPORT TITLE:	Promoting Responsible Pet Ownership
REPORT NUMBER:	PAMAC9/018
MEETING DATE:	1 May 2019
Author:	Director Governance and Regulatory Services, Chris Kelly
Approver:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report informs the Palmerston Animal Management Advisory Committee on additional strategies to promote key messages about responsible pet ownership.

KEY MESSAGES

-)] Council proactively undertake several initiatives to promote responsible pet ownership.
-)] These have been successful with an increase in the level of registered dogs with microchips from 25% to 75%.
-)] Council will increase the level of education this coming year through:
 - o common annual registration dates;
 - o free reciprocal registration;
 - o alignment of registration categories;
 - o animal education marketing campaign;
 - o additional resources for animal education;
 - o new dog off-leash facilities; and
 - o increase in proactive patrols.

RECOMMENDATION

THAT Report Number PAMAC9/018 entitled Promoting Responsible Pet Ownership be received and noted.

BACKGROUND

Action Report Item PAMAC/0127 requests that Council considers additional strategies to promote key messages about responsible pet ownership. This report is provided for the Committee's consideration.

Council is committed to proactive initiatives to promote responsible animal management in the City of Palmerston area. Some of the most effective methods used are outreach activities that sees Council staff and Elected Members attending major community events and promoting key messages around dog registration and microchipping. This includes offering free microchipping, the distribution of promotional merchandise such as dog leads and toys, and community information campaigns. These activities are not just in Palmerston, but across the Top End as Council recognises that members of the Palmerston

community attend events outside the municipality, and also people outside the municipality may be moving into Palmerston. This has increased in the last 12 months, with Council having a presence at the Royal Darwin Show, Australian Army Open Day, COTA Senior's Expo and the upcoming Fred's Pass Show. This work has been successful, with Council seeing an increase in the level of registered dogs with microchips from 25% to 75%.

Council remains committed to its two major initiatives; "Brekkie in the Park" which offers free microchipping and free registration to new dogs in Palmerston, and assistance with the dog health program at Palmerston Indigenous Village (PIV) in partnership with Ark Animal Hospital and Animal Management in Rural and Remote Indigenous Communities (AMRRIC).

Council will continue this promotion over the coming months, with a presence the upcoming Brekkie at the Park, Freds Pass Show, Royal Darwin Show and PAWS Open Day. Council welcomes suggestions from the Elected Members or the community for additional opportunities.

Council also offers registration concessions for dogs that are trained and microchipped. For a trained and microchipped dog, these concessions can be up to 60% of the registration fee. Council also offers a lower fee for releasing a registered dog from the Pound. Pensioner concessions are also offered to encourage those on concessions to register dogs.

DISCUSSION

Whilst the initiative outlined above are popular within the community and have achieved good results, Council is committed to doing more.

Council is collaborating with its local government partners in the Top End Regional Organisation of Councils on several initiatives to streamline ownership requirements. These include:

-) Common annual registration dates-this will reduce confusion and support joint marketing on registration renewals across the Top End.
-) Free reciprocal registration-this will effectively allow free transfer of registration between municipalities in the Top End to encourage registration, improve data accuracy and improved dangerous dog tracking.
-) Alignment of registration categories-this will reduce confusion and allow for improved communication and advertising through consistent language and clarity.
-) Animal education marketing campaign-a joint campaign, capitalising on the cooperation outlined above, will share costs among Councils and increase opportunities to promote responsible animal ownership.

As part of the 2019/20 Municipal Plan and Budget, Council is seeking additional resources to undertake animal education. This will provide additional support to assist in the activities outlined above but will also enable Council to expand its animal education activities. This could include engagement with schools to target key messages at children to embed life-long learning about responsible animal ownership. Council will also be able to be more proactively engage with community groups and its network of advisory groups and committees.

Council has also commenced planning for a new dog park. Currently Palmerston has one dog park located at Marlow Lagoon, however due to the growth in the municipality a second dog park is recommended. Dog parks promote safety because animals are not being walked on busy streets and dogs can run free without penalty to owners to damage to private property. They also allow dogs to get enough exercise and social activity with other animals. This will reduce the level of boredom and troublesome behaviour from animals. Council is also looking at using other under-utilised spaces for dog-off leash areas.

Council will also continue proactive patrols by Council Rangers in areas where there is high usage by dog owners and/or reported non-compliance with Council By-Laws. Rangers will engage with the community to educate and where necessary infringe for offences committed.

Council encourages members of the committee to identify further opportunities to promote key messages and increase education.

CONSULTATION PROCESS

The following City of Palmerston staff were consulted in preparing this report:

) Ranger Services Manager

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

All activities and initiatives are undertaken within approved budgets.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The risk of not undertaking education in the community about responsible pet ownership is an increase in unwanted and stray animals, and a reduction in community safety due to increased dog attacks.

Increased promotion of key messages in the community will increase compliance with Council By-Laws and also improve the service level by Council for the community.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

ATTACHMENTS

There are no attachments for this report.