



# **ENVIRONMENTAL SUSTAINABILITY POLICY COMMITTEE**

## **AGENDA**

**5 AUGUST 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ENVIRONMENTAL SUSTAINABILITY POLICY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, BYNG STREET, ORANGE** on **Tuesday, 5 August 2025**.

David Waddell

**CHIEF EXECUTIVE OFFICER**

For apologies please contact Executive Support on 6393 8391.

AGENDA

EVACUATION PROCEDURE

In the event of an emergency, the building may be evacuated. You will be required to vacate the building by the rear entrance and gather at the entrance to the car park. This is Council's designated emergency muster point.

Under no circumstances is anyone permitted to re-enter the building until the all clear has been given and the area deemed safe by authorised personnel.

In the event of an evacuation, a member of Council staff will assist any member of the public with a disability to vacate the building.

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## **1 INTRODUCTION**

### **1.1 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS**

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons given for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussion or voting on that matter, and requires that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

### **RECOMMENDATION**

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Environmental Sustainability Policy Committee at this meeting.



## **2 COMMITTEE MINUTES**

### **2.1 COMPANION ANIMALS COMMUNITY COMMITTEE MINUTES OF 5 JUNE 2025**

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RECORD NUMBER: 2025/1577

AUTHOR: Lisa Frost, Pound Administration Officer

#### **EXECUTIVE SUMMARY**

The Minutes of the Companion Animals Community Committee held on 5 June 2025 are provided to the Environmental Sustainability Policy Committee for adoption.

#### **LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy “13.3 Provide opportunities for widespread and quality engagement and, where appropriate, shared decision making”.

#### **FINANCIAL IMPLICATIONS**

Within the Companion Animals Community Committee Budget for 2025-2026.

#### **POLICY AND GOVERNANCE IMPLICATIONS**

Nil

#### **RECOMMENDATION**

- 1 That Council acknowledge the reports presented to the Companion Animals Community Committee at its meeting held on 5 June 2025.**
- 2 That the minutes of the Companion Animal Community Committee at its meeting held on 5 June 2025 be adopted.**

#### **FURTHER INFORMATION**

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

#### **ATTACHMENTS**

- 1 CACC 5 June 2025 Minutes
- 2 CACC 5 June 2025 Agenda, D25/88762 [↓](#)

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# ORANGE CITY COUNCIL

## MINUTES OF THE COMPANION ANIMALS COMMUNITY COMMITTEE

HELD IN COUNCILLORS' WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE

ON 5 JUNE 2025

COMMENCING AT 12:30 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr David Mallard (Chairperson), Cr Marea Ruddy, Pam Davis, Neil Jones, Susan Sanders, Danielle Haase, Anne Reith, Rosie Rowse, Acting Manager Compliance, Pound Supervisor, Pound Administration Officer.

Observers: Katie Rogers (AWL Volunteer), Jenna Martin (AWL Inspector)

#### 1.1 Apologies and Leave of Absence

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##### RESOLVED

**Member A Reith/Member D Haase**

1. That apologies be accepted from the Director Development Services and Nadine Sweeney for the Companion Animals Community Committee meeting on 5 June 2025.
2. That a correction to the previous Minutes dated 10 April 2025 be accepted, it was noted in the Minutes that Pam Davis was in attendance. Pam Davis was not in attendance and sent her apologies.

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

#### 1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

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Nil.

## 2 PREVIOUS MINUTES

**RESOLVED****Member D Haase/Member A Reith**

That the Minutes of the Meeting of the Companion Animals Community Committee held on 10 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Companion Animals Community Committee meeting held on 10 April 2025.

## 3 PRESENTATIONS

### 3.1 COMPANION ANIMALS COMMUNITY COMMITTEE - COUNCIL SUBMISSION TO REVIEW OF THE COMPANION ANIMALS ACT 1998.

TRIM REFERENCE: 2025/978

The Acting Manager Compliance had emailed the Committee the Council Submission of Review of the Companion Animal Act 1998 before the meeting. There was positive feedback from all the Committee, very well written and very happy with the summary and recommendations. Danielle Haase advised that over 3,600 submissions has been received.

**RECOMMENDATION****Member N Jones/Member R Rowse**

That the Committee acknowledge the Submission and thank the writer, former Manager Compliance.

### 3.2 COMPANION ANIMALS COMMUNITY COMMITTEE - REVIEW OF POLICY FOR OFF-LEASH DOG PARKS

TRIM REFERENCE: 2025/979

Neil Jones has received a lot of feedback from the community regarding the dog parks. Neil suggested that the Committee put together a submission for Council to consider for inclusions into new sub-divisions that they have Off-Leash Dog Parks. Neil queried whether Council even have a policy for Off-Leash Dog Parks, as each dog park is different and who is responsible in relation to establishing/funding/maintenance of the dog parks. Neil has asked for clarification. Chairperson Cr Mallard advised the Committee that there was a consultation survey for the Open Space and Recreation Strategy open now and encouraged them to complete it.

The Acting Manager Compliance advised that he has a meeting with the Manager City Presentation this afternoon and will clarify the roles of each section regarding dog parks and advise the Committee before the next meeting.

**RECOMMENDATION****Member D Haase/Member R Rowse**

1. That the Committee acknowledge that Acting Manager Compliance will follow up whose roles/responsibilities for Off-Leash Dog Parks.
2. That the Committee complete the Open Space and Recreational Strategy survey.

### 3.3 COMPANION ANIMALS COMMUNITY COMMITTEE - CWA STATE CONFERENCE REVIEW

TRIM REFERENCE: 2025/980

Danielle Haase attended the Country Women's Association State Conference in Wagga Wagga in May. The CWA had a very strong view on cats, with their preference being for containment and desexing. The 25/26 CWA State Executive approved the key policy – supporting 24 submissions in the Companion Animals Review.

#### RECOMMENDATION

**Member S Sanders/Member A Reith**

That the Committee acknowledge and congratulate Danielle Haase for attending and assisting in getting the support to pass the submissions for the Companion Animals Review.

### 3.4 CHAIRPERSON PRESENTATION - ENVIRONMENTAL SUSTAINABILITY POLICY COMMITTEE 6 MAY 2025

TRIM REFERENCE: 2025/981

Chairperson Cr Mallard explained that this presentation will be in all meetings moving forward to update the Committee on Council meeting outcomes.

The changes to the Charter were adopted unanimously.

Chairperson Cr Mallard spoke at the Council meeting about there being only one Councillor on the Committee. Cr Marea Ruddy generously offered her time to join the Committee. She was warmly welcomed into the Committee by everyone.

With the former Manager Compliance departure, the letters discussed at the last meeting requesting other organisations to join the Committee, Department of Primary Industries and RSPCA had not been completed. The Acting Manager Compliance will draft a letter for Chairperson Cr Mallard to these organisations asking for some representation on the Committee.

Chairperson Cr Mallard advised the Committee that the RSPCA will be closing from 12 June 2025. The RSPCA will be meeting with Council on 20 June 2025 to discuss the closure and how the RSPCA will be helping the community now they have closed.

Danielle Haase asked why the Council Pound is not run along the same lines as Bathurst Animal Rehoming Centre (BARC), as they work as both a Pound and Rehoming Organisation. Now that the RSPCA had closed, there would be no place for adopting stray/surrendered animals. There was discussion of the amount of time it takes for adoption versus sending them to a rehoming organisation. The Acting Manager Compliance will contact neighbouring Councils about their pound facility scope and services offered (stray/seized only or welfare matters as well).

#### RECOMMENDATION

**Member N Jones/Member D Haase**

1. That the Acting Manager Compliance draft a letter to the Department of Primary Industries and RSPCA asking for representation on the Committee.
2. That the Acting Manager Compliance contact neighbouring Councils about their pound facility scope and services offered (stray/seized only or welfare matters as well).



## 4 GENERAL REPORTS

### 4.1 COMPANION ANIMALS COMMUNITY COMMITTEE - CUSTOMER REQUEST STATISTICS

TRIM REFERENCE: 2025/977

**RECOMMENDATION****Member S Sanders/Member R Rowse**

That the Companion Animals Community Committee notes the report on Customer Request Statistics and figures from the Orange City Pound.

### 4.2 COMPANION ANIMAL COMMUNITY COMMITTEE ACTION PLAN

TRIM REFERENCE: 2025/1008

**RECOMMENDATION****Member D Haase/Member R Rowse**

That the Companion Animal Community Committee Action Plan be updated with discussion and recommendations from this meeting.

**GENERAL DISCUSSION**

Animal Welfare League will be opening a shop front in Lords Place, Orange. They will not be accepting animals at the site.

**THE MEETING CLOSED AT 2.05PM.**



## **COMPANION ANIMALS COMMUNITY COMMITTEE**

# **AGENDA**

**5 JUNE 2025**

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **COMPANION ANIMALS COMMUNITY COMMITTEE MEETING of ORANGE CITY COUNCIL** will be held in the **COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE** on **Thursday, 5 June 2025** commencing at **12:30 PM**.

David Waddell  
**CHIEF EXECUTIVE OFFICER**

For apologies please contact Lisa Frost on 6393 8992.

COMPANION ANIMALS COMMUNITY COMMITTEE

5 JUNE 2025

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**AGENDA**

**EVACUATION PROCEDURE**

In the event of an emergency, the building may be evacuated. You will be required to vacate the building. The Committee Clerk will now identify the emergency muster point.

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COMPANION ANIMALS COMMUNITY COMMITTEE

5 JUNE 2025

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## 1 INTRODUCTION

### MEMBERS

Cr David Mallard (Chairperson), Pam Davis, Neil Jones, Susan Sanders, Danielle Haase, Anne Reith, Rosie Rowse, Nadine Sweeney, Director Development Services, Manager Compliance, Pound Officer, Companion Animal Registrar, Pound Administration Officer

#### 1.1 APOLOGIES AND LEAVE OF ABSENCE

#### 1.2 ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Traditional Custodians of the land on which we meet today, the people of the Wiradjuri Nation. I pay my respects to Elders past and present, and extend those respects to Aboriginal Peoples of Orange and surrounds, and Aboriginal people here with us today.

#### 1.3 DECLARATION OF PECUNIARY INTERESTS, SIGNIFICANT NON-PECUNIARY INTERESTS AND LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 (the Act) regulate the way in which Councillors and designated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public role.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons given for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussion or voting on that matter, and requires that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code of Conduct also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

### RECOMMENDATION

It is recommended that Committee Members now disclose any conflicts of interest in matters under consideration by the Companion Animals Community Committee at this meeting.

**COMPANION ANIMALS COMMUNITY COMMITTEE**

**5 JUNE 2025**

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**2 PREVIOUS MINUTES**

**RECOMMENDATION**

That the Minutes of the Meeting of the Companion Animals Community Committee held on 10 April 2025 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate records of the proceedings of the Companion Animals Community Committee meeting held on 10 April 2025.

**ATTACHMENTS**

- 1 Minutes of the Meeting of the Companion Animals Community Committee held on 10 April 2025

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## ORANGE CITY COUNCIL

MINUTES OF THE  
**COMPANION ANIMALS COMMUNITY COMMITTEE**  
HELD IN COUNCILLORS WORKROOM, CIVIC CENTRE, BYNG STREET, ORANGE  
ON 10 APRIL 2025  
COMMENCING AT 12:35 PM

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### 1 INTRODUCTION

#### ATTENDANCE

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Cr David Mallard (Chairperson), Pam Davis, Neil Jones, Susan Sanders, Danielle Haase, Anne Reith, Rosie Rowse, Nadine Sweeney, Director Development Services, Manager Compliance, Pound Officer, Companion Animal Registrar, Pound Administration Officer

#### 1.1 Apologies and Leave of Absence

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<b>RESOLVED</b>	<b>Member D Haase/Member A Reith</b>
That the apologies be accepted from Director Development Services and Pam Davis for the Companion Animals Community Committee meeting on 10 April 2025.	

#### 1.2 Acknowledgement of Country

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The Chairperson conducted an Acknowledgement of Country.

#### 1.3 Declaration of pecuniary interests, significant non-pecuniary interests and less than significant non-pecuniary interests

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Nil.

### 2 PREVIOUS MINUTES

<b>RESOLVED</b>	<b>Member N Jones/Member A Reith</b>
That the Minutes of the Meeting of the Companion Animals Community Committee held on 6 June 2024 (copies of which were circulated to all members) be and are hereby confirmed as a true and accurate record of the proceedings of the Companion Animals Community Committee meeting held on 6 June 2024.	

MINUTES OF COMPANION ANIMALS COMMUNITY COMMITTEE

10 APRIL 2025

**3 GENERAL REPORTS**

**3.1 COMPANION ANIMAL COMMUNITY COMMITTEE - CODE OF CONDUCT**

TRIM REFERENCE: 2025/571

**RECOMMENDATION**

**Member D Haase/Member S Sanders**

That the Companion Animals Community Committee acknowledge the requirements set by the Code of Conduct, and members commit to act in accordance with the Code of Conduct at all times while on Committee/Council business.

**3.2 COMPANION ANIMAL COMMUNITY COMMITTEE - CHARTER**

TRIM REFERENCE: 2025/572

Discussion was held regarding the composition of the Companion Animal Community Committee. Currently, Cr Mallard serves as the sole Councillor and Chair of the Committee. It was noted that if Cr Mallard is unable to attend a meeting, it would need to be cancelled or rescheduled. It was noted that increased community representation on the Companion Animal Community Committee is needed. Suggested organisations include the Department of Primary Industries, the Animal Welfare League and the RSPCA. It was suggested that a letter of invitation be sent to these organisations to invite their participation on the committee.

**RECOMMENDATION**

**Member A Reith/Member D Haase**

1. That the Charter for the Companion Animal Community Committee be adopted with the following amendment:
  - Wording in *Purpose* section to include \* Desexing programs.
  - Quorum of one Councillor and four community members.
2. That Cr Mallard discuss with the Environmental Sustainability Policy Committee the need for more Councillor representation on the Companion Animal Community Committee.

**3.3 COMPANION ANIMAL COMMUNITY COMMITTEE - 2025 MEETING DATES & TIMES**

TRIM REFERENCE: 2025/574

The following meeting dates and times for four (4) Companion Animal Community Committee were discussed and agreed upon:

- Thursday, 5 June 2025 at 12.30pm
- Thursday, 4 September 2025 at 12.30pm
- Thursday, 4 December 2025 at 12.30pm
- Thursday, 5 March 2025 at 12.30pm

**RECOMMENDATION**

**Member D Haase/Member R Rowse**

That the Companion Animal Community Committee set meeting dates, times and locations for the remainder of 2025.

MINUTES OF COMPANION ANIMALS COMMUNITY COMMITTEE

10 APRIL 2025

**3.4 CUSTOMER REQUEST STATISTICS**

TRIM REFERENCE: 2025/569

Neil Jones queried whether the Rangers check whether the animal is registered when they take the animal back to the owners. The Manager Compliance advised that the role of the Rangers is an educational one and informed them of the requirements as per the Companion Animals Act. Danielle Hasse requested more data, ie how many dogs are registered, microchipped from the Rangers. The Manager Compliance will follow up and bring to the next meeting.

Danielle Haase requested that the Pound figures are presented in graphs as per the Customer Request Statistics as they are easier to read.

**RECOMMENDATION**

**Member N Jones/Member D Haase**

1. That the Committee notes the report on Customer Request Statistics and figures from the Orange City Pound.
2. That the Manager Compliance provide an update on numbers of dogs registered and microchipped.
3. That the Pound Statistics be presented as graphs in future reports.

**3.5 REVIEW OF THE NSW COMPANION ANIMALS LAWS - DISCUSSION PAPER AND SURVEY**

TRIM REFERENCE: 2025/559

The Manager Compliance requested that the Committee return the survey to by 4 May 2025. The responses will be used in his Draft Submission for the Review of the NSW Companion Animals. Danielle Haase requested that the Committee be circulated for review prior to the formal Submission.

The Manager Compliance advised he has been working on the draft Submission and requested input from the Committee. He also noted that individual submissions can also be made. The Manager Compliance will provide each Committee member with a link for the portal submission.

**RECOMMENDATION**

**Member D Haase/Member A Reith**

That the committee notes the discussion paper and completes the attached survey, which will inform the committee's input into Council's submission on the review of the Companion Animals Act 1998.

**3.6 COMPANION ANIMAL COMMUNITY COMMITTEE ACTION PLAN**

TRIM REFERENCE: 2025/575

**RECOMMENDATION**

**Member S Sanders/Member N Jones**

That the Companion Animal Community Committee consider and discuss items to be included on the New Action Plan.



**MINUTES OF COMPANION ANIMALS COMMUNITY COMMITTEE**

**10 APRIL 2025**

**GENERAL DISCUSSION**

Danielle Haase requested that the Committee be provided with a copy of the Meeting Minutes once they have been approved, rather than waiting until the next Agenda is issue. The Manager Compliance will follow up this request.

Danielle Haase – discussed the pilot program she is currently developing, as suggested by Mayor Mileto. This will focus on dogs only and she is seeking support through a Government grant, local businesses and Council. A survey was put onto her Facebook account and received 500 responses in two weeks which will be used as a base for the pilot program. This initiative will be added to the Committee's Action Plan.

**THE MEETING CLOSED AT 2.37PM.**

**COMPANION ANIMALS COMMUNITY COMMITTEE**

**5 JUNE 2025**

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**3 PRESENTATIONS**

**3.1 COMPANION ANIMALS COMMUNITY COMMITTEE - COUNCIL SUBMISSION TO REVIEW OF THE COMPANION ANIMALS ACT 1998.**

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Committee Member, Neil Jones, has requested to discuss the Council Submission to Review of the Companion Animals Act 1998.

**3.2 COMPANION ANIMALS COMMUNITY COMMITTEE - REVIEW OF POLICY FOR OFF-LEASH DOG PARKS**

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Committee Member, Neil Jones, has requested to discuss a Review of Policy for Off-Leash Dog Parks in Orange City Council area.

**3.3 COMPANION ANIMALS COMMUNITY COMMITTEE - CWA STATE CONFERENCE REVIEW**

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Committee Member, Danielle Haase, has requested to discuss and update her speaking engagement at the CWA State Conference.

**3.4 CHAIRPERSON PRESENTATION - ENVIRONMENTAL SUSTAINABILITY POLICY COMMITTEE 6 MAY 2025**

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The Chairperson, Cr Mallard will provide an update to the Committee on the Environmental Sustainability Policy Committee of 6 May 2025 when the last Community Committee minutes were presented to Council for adoption.

COMPANION ANIMALS COMMUNITY COMMITTEE

5 JUNE 2025

## 4 GENERAL REPORTS

### 4.1 COMPANION ANIMALS COMMUNITY COMMITTEE - CUSTOMER REQUEST STATISTICS

RECORD NUMBER: 2025/977

AUTHOR: Lisa Frost, Pound Administration Officer

#### EXECUTIVE SUMMARY

Customer Request Statistics including a breakdown of dog attacks over the past nine months are outlined below. Additionally, separate figures from the Orange City Pound for the same nine-month period are also provided.

#### LINK TO DELIVERY/OPERATIONAL PLAN

The recommendation in this report relates to the Delivery/Operational Plan strategy “6.2. Deliver education and services relating to animal health and wellbeing”.

#### FINANCIAL IMPLICATIONS

Nil.

#### POLICY AND GOVERNANCE IMPLICATIONS

Nil.

#### RECOMMENDATION

That the Companion Animals Community Committee notes the report on Customer Request Statistics and figures from the Orange City Pound.

#### FURTHER CONSIDERATIONS

Consideration has been given to the recommendation’s impact on Council’s service delivery; image and reputation; political; environmental; health and safety; employees; stakeholders and project management; and no further implications or risks have been identified.

#### SUPPORTING INFORMATION

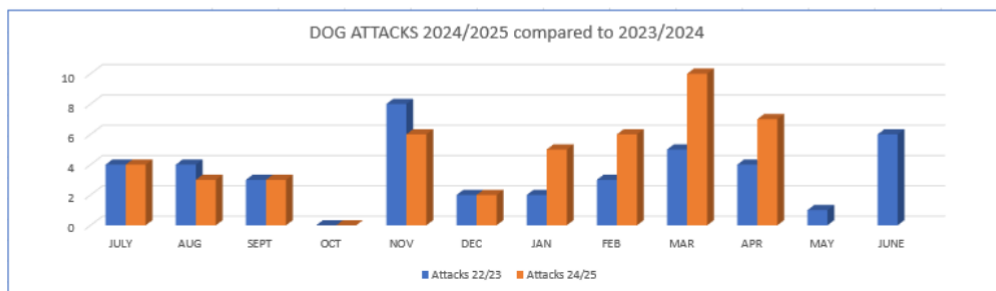
2024-2025 Customer Request Statistics (with 2023-2024 comparisons)

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Attacks 23/24	0	6	4	7	5	5	0	6	2	4	1	6
Attacks 24/25	4	3	3	0	6	2	5	6	10	7		
Barking /Noise 23/24	46	41	28	30	44	29	50	37	56	54	42	57
Barking /Noise 24/25	35	47	42	46	32	33	35	36	26	39		
Stray 23/24	26	38	33	41	46	15	42	52	37	34	40	35
Stray 24/25	47	41	41	46	47	42	46	60	37	39		

COMPANION ANIMALS COMMUNITY COMMITTEE

5 JUNE 2025

**Dog Attack Activity**



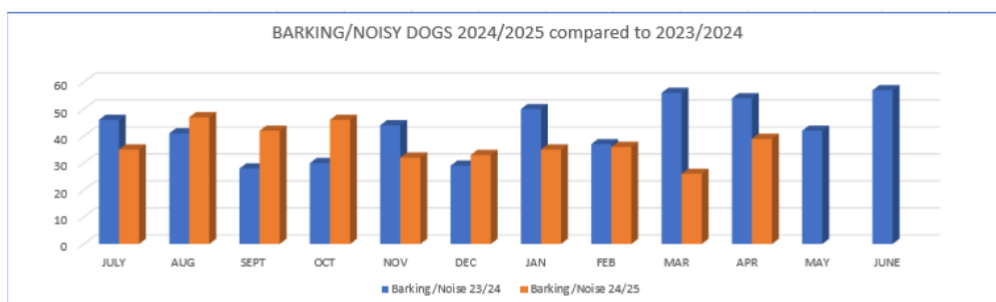
*March 2025*

- 10 attacks involving 16 dogs
- 14 human victims
- 12 animal victims
- 6 attacking dogs on private property
- 3 attacking dogs in a public place
- 7 attacking dogs on a public road

*April 2025*

- 7 attacks involving 8 dogs
- 4 human victims
- 6 animal victims
- 4 attacking dogs on private property
- 2 attacking dogs – outside of dogs residence
- 2 attacking dogs on a public road/footpath

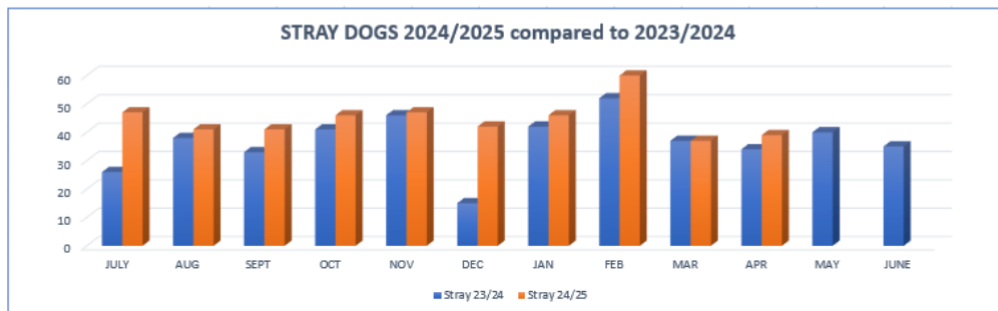
**Barking Dog Activity**



COMPANION ANIMALS COMMUNITY COMMITTEE

5 JUNE 2025

**Stray Dogs**



**Council Ranger and Pound Activity Dogs**

Comparison graphs for Ranger and Pound Activity over time are being developed and will be available at the next meeting.

*March 2025*

- 26 were returned home by the Rangers
- 21 dogs arrived at the Pound
- 5 were returned to the owner
- 6 were transferred to rescue organisations
- 2 were adopted
- 7 were euthanised

*April 2025*

- 22 were returned home by the Rangers
- 27 dogs arrived at the Pound
- 13 were returned to their owner
- 9 transferred to rescue organisations
- 1 was adopted
- 4 were euthanised

**Council Ranger and Pound Activity Cats**

*March 2025*

- 27 cats arrived at the Pound
- 4 were returned to the owner
- 9 were transferred to rescue organisations
- 2 were adopted
- 4 were euthanised

*April 2025*

- 55 cats arrived at the Pound
- 7 were returned to the owner
- 18 were transferred to rescue organisations
- 1 was adopted
- 9 were euthanised

**COMPANION ANIMALS COMMUNITY COMMITTEE**

**5 JUNE 2025**

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**4.2 COMPANION ANIMAL COMMUNITY COMMITTEE ACTION PLAN**

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RECORD NUMBER: 2025/1008

AUTHOR: Lisa Frost, Pound Administration Officer

**EXECUTIVE SUMMARY**

Council has noted the important role that Community Committees play in providing feedback and input into Council's operations. Committees can also offer ideas and suggestions to be considered as part of Council's Integrated Planning and Reporting framework, and related annual budget.

As a means of recording ideas, suggestions and activities made and undertaken by members, each Committee will develop and review on an ongoing basis an Action Plan.

This report provides the opportunity for the Committee to review the outgoing Committee's Action Plan and consider items to be added to the new Action Plan.

The Action Plans Review and Update will be a standard item at each meeting.

**LINK TO DELIVERY/OPERATIONAL PLAN**

The recommendation in this report relates to the Delivery/Operational Plan strategy "15.3. Provide opportunities for widespread and quality engagement, and where appropriate, shared decision making".

**FINANCIAL IMPLICATIONS**

Items on the Action Plan will not necessarily be put into Council's program of works or budget. Rather, the Action Plan will be used by the Committee and staff to provide suggestions for Council's consideration and track specific tasks, projects or requests of the Committee.

Items may short-term or long-term goals or activities that can be worked on over time.

**POLICY AND GOVERNANCE IMPLICATIONS**

Nil

**RECOMMENDATION**

**That the Companion Animal Community Committee consider and discuss items to be included on the Action Plan.**

**SUPPORTING INFORMATION**

An update to the Committee's Action Plan will be a standard item on every agenda for discussion and review.

The Committee Clerk will ensure the Action Plan identifies possible budget and resourcing implications, and also how an item links to Council's Delivery/Operational Plan, or could be proposed for future Delivery/Operational Plans.

**ATTACHMENTS**

1 CACC Action Plan 2025, D25/58859



COMMUNITY COMMITTEE ACTION PLAN

COMMITTEE NAME

D24/111441

ACTION OR PROJECT	COMMUNITY STRATEGIC PLAN REFERENCE	TASKS	RESPONSIBILITY OF	COST IMPLICATIONS	START DATE	END DATE	COMMENTS/PROGRESS	UPDATED
Pilot Program – Dog Desexing			Danielle Haase		TBA			
Dog Park Naming			CACC		TBA			

## COMPANION ANIMALS COMMUNITY COMMITTEE

5 JUNE 2025

Attachment 1 CACC Action Plan 2025

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D24/111441**SUPPORTING INFORMATION ON COMPLETING AND UPDATING THE ACTION PLAN**

The Community Committee Action Plan outlines what the committee will contribute during the Council term. It should be **updated at least after each meeting**, and otherwise as required.

This template is provided to assist in developing the action plan, and to provide consistency across all community committees.

**Action/Project:** The general activity or project that the committee is providing advice and information on for Council, or is going to undertake themselves.

**Community Strategic Plan Reference:** The Community Strategic Plan is Council's chief planning document. It outlines the aspirations and needs of the Orange community and is a 10-year plan to guide Council and community activity. Linking activities to the goals outlined in this plan helps keep everyone working toward the same vision.

**Tasks:** These are the individual tasks that need to be undertaken to complete the action or project successfully. There may only be one task, or there may be several tasks included in a project.

**Responsibility of:** Is this an action or project that Council and its staff are responsible for, or is this something the community committee is going to undertake?

**Cost Implications:** Are there any costs involved with the project? If any recommendations are being made that impact the already approved Council budget, this needs to go to a full general Council meeting for discussion and resolution.

**Start and End Dates:** Some activities will be short term activities, some will be for a much longer period, perhaps even across the entire Council term. Providing start and end dates gives the committee (and Council) a timeline and targets to work towards. Dates can always be adjusted as needed.

**Comments/Progress:** Any time there is movement or progress regarding an action or project, it is recorded to keep track of where it is up to and what needs to happen next.

**Updated:** Record the date of when the last changes to an activity or project were made. This will help identify any projects or initiatives that may have stalled and need action to be moved along.

{Name} Community Committee - Action Plan

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