

Barkly Regional Council Terms of Reference - Animal Management Advisory Committee

TITLE:	Animal Management Advisory Committee: Terms of Reference		
DIVISON:	Community Development		
ADOPTED BY:	Council		
DATE OF ADOPTION:	February 2024	DATE OF REVIEW:	February 2025
MOTION NUMBER:			
POLICY NUMBER:	NA		
AUTHORISED:	Chief Executive Officer		

INTRODUCTION

The Animal Management Advisory Committee of the Barkly Regional Council has been reinstated following a hiatus. Its reconvening signifies a commitment to addressing animal management issues across the region. The committee will remain active until the development and adoption of the 2024-27 Barkly Region Animal Management Plan by the Council, after a period of community consultations.

PURPOSE

The primary objective of the committee is to devise a comprehensive strategy for animal management across the Barkly Regional Council area. This strategy will encompass a specific focus on the delivery of veterinary services along with the provision of community information and education programs. Furthermore, the committee will initiate community consultations for feedback on the proposed strategy. Concurrently, an evaluation of the current animal management program will be conducted to inform future operational decisions and allocation of resources.

Additionally, the committee is tasked with developing an Animal Management Plan specifically tailored for Tennant Creek and the surrounding town camps (urban community living areas). Upon completion, this plan will undergo extensive community consultation to ensure inclusivity and effectiveness in addressing local needs and concerns.

LEGISLATION

The formation of an Animal Management Advisory Committee acknowledges the significant impact of animal management issues across the Barkly region and the need to monitor animal health and populations. Therefore, the Council is committed to establishing a structured mechanism that incorporates stakeholder perspectives in the planning, implementation, and oversight of its animal management efforts. This will be guided by the following regulatory framework.

- NT Animal Protection Regulations 2022
- NT Animal Protection Act 2018
- NT Tennant Creek (Control of Dogs) By-Laws 1992

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MEMBERSHIP

AMAC membership will comprise:

- BRC Mayor or elected delegate
- BRC CEO or delegate/s
- BRC Director Community Development
- BRC Local Laws Ranger Manager
- NT Government (Barkly Region representative)
- AMRRIC (Animal Management in Rural & Remote Indigenous Communities)
- Animal Welfare organisations representative
- Barkly Veterinary Service representative
- Urban and remote community representative/s

Community CONSULTATION

- Patta Traditional Owners
- Local Authority representatives – representatives through Local Authority meetings
- Julalikari Council Aboriginal Corporation
- Anyinginyi Health Aboriginal Corporation
- NT Government representatives (Health, Education, Chief Minister and Cabinet)

Chairperson

A member appointed by Barkly Regional Council will Chair Advisory Committee Meetings.

New members and participants on the Advisory Committee will be provided with this Terms of Reference to assist them to understand their role and meet their committee responsibilities.

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AUTHORITY

The Animal Management Advisory Committee has no delegated authority to make decisions on behalf of Council.

The Committee's role is to provide advice that will assist Council in its decision-making processes.

ROLES AND RESPONSIBILITIES

Planning

The Committee plays a central role in assisting the Council in effectively planning animal management activities throughout the Barkly region. Responsibilities entail sharing up-to-date information from professional members and from community members own animal management experiences to inform planning processes.

Resourcing

The Committee contributes to helping the Council prioritise the allocation of available resources to best support the achievement of animal management objectives across the Barkly region. Members may propose ideas to enhance resource availability for consideration by the Committee.

Implementation

The Committee is responsible for identifying and securing the involvement of external stakeholders in collaborating with the Council to implement agreed-upon animal management activities outlined in the Council's adopted Animal Management Plan. Responsibilities include active participation in collaborations and contributing associated resources in accordance with any agreed Memoranda of Understanding and the Council's adopted Animal Management Plan.

Review

The Committee plays a significant role in supporting the Council's review of the progress and performance of its adopted Animal Management Plan in achieving objectives across the Barkly region. Responsibilities encompass sharing contemporary information from members' own animal management activities within the Barkly to inform review and reporting processes. Additionally, the Committee facilitates the process for community consultation, ensuring that stakeholders' voices are heard and considered in the evaluation of the Animal Management Plan's effectiveness.

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MEETINGS

The Animal Management Advisory Committee will meet at least four times each year.

From time-to-time additional meetings may be called to support particular animal management activities.

Meetings will be primarily held in Tennant Creek as face-to-face meetings, with the option of video-conference attendance for those who require it.

All members of the Advisory Committee are entitled to equal participation in meetings, with decisions to be made by consensus wherever possible.

Two weeks' notice will be given for each meeting wherever possible.

Agendas and associated reading material will be circulated to Committee Members at least one week prior to the scheduled meeting date.

A record of each meeting will be prepared and circulated to participants within one week of the meeting date.

The committee will remain current for a period of 18 months.

QUORUM

A quorum for this Advisory Committee is having a majority of members present and must include the Chair or their delegate.

ABSENCES/APOLOGIES

Advisory Committee members should advise Council if they are unable to attend a scheduled meeting.

Advisory Committee members are encouraged to submit in writing any feedback or other contributions they would like considered by the meeting in relation to the circulated agenda discussion.

ADMINISTRATIVE SUPPORT

The Chief Executive Officer will ensure a BRC officer is available to provide administrative support to the Advisory Committee.

REPORTING

Following each meeting of the Advisory Committee, the meeting minutes will be provided to Council providing information on the meeting and its outcomes and recommendations.

The Chairperson of the Advisory Committee (or their delegate) shall prepare and provide an annual report on the Committee's activities to Council, which may also be included in Council's Annual Report to the community.

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CONFLICT OF INTEREST

In accordance with s115(1) of the *Local Government Act*, Committee members will be required to disclose conflicts of interest at the commencement of each meeting.

Where members at Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

MEETING SITTING FEE

Sitting fees will be payable to eligible Advisory Committee members.

COMMITTEE REVIEW

Council will review (with the Advisory Committee) this Terms of Reference and the Committee's activities on an annual basis to confirm the Committee is continuing to serve its primary objective of supporting Council to achieve effective animal management across the Barkly region.

The review may be conducted as a self-assessment and will be coordinated by the Chairperson. The assessment may also seek input from other animal management stakeholders.