Strategic Urban Animal Management Plan (UAMP) 2016 - 2020
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1. Mission Statement

To create an environment which encourages responsible pet ownership, where people and pets integrate safely and harmoniously within the Charles Sturt community.

2. Executive Summary

2.1 Background

This plan’s mission is to build on the foundation established through the implementation of previous plans and create an environment which encourages responsible pet ownership, where people and pets integrate safely and harmoniously within the Charles Sturt community.

Council’s 2016-2020 plan sets the direction for the management of urban animals within our community for the next 5 years as required under the Act.

The plan itself contains recommendations for a wide range of actions to be undertaken by the Council to achieve its strategic objectives (as listed on Page 4 of this plan) and provides a sound basis and direction from which it can plan and make future decisions over the next five years, relating back to the wider Council policy context. While some long term planning (5 years) is appropriate and it is not anticipated that there will be any significant changes in the direction that this plan sets out, the plan will be routinely reviewed, to ensure its alignment to Council’s strategic directions over the life of the plan.

Education, prevention, encouragement and enforcement is a proactive combination emphasised within this plan set to achieve Council’s objectives. Education and promotion are key priorities in changing attitudes to result in an increase in responsible pet ownership in the future. At the same time Council must be proactive in investigating and implementing preventative measures where possible and by providing encouragement to members of our community to comply with our policies and regulations.

Although it is expected that there will be a progressive decline in complaints and less reliance on enforcement, this will occur over the long term. At the same time there may be a counter balancing effect due to increasing community expectation, increased profile on the Community Safety team and its services and encouragement of reporting.
3. Strategic Objectives

This plan has adopted three strategic objectives outlining the responsibility of the pet owner, the community and the Council to ensure a collaborative approach to Urban Animal Management.

1. **To develop innovative, proactive and educational approaches to urban animal management**
   ▪ Council aims to provide a variety of approaches to ensure support and guidance for all pet owners.

2. **Promoting a healthy pet population**
   ▪ Promoting healthy and happy pet strategies.

3. **Engaged community**
   ▪ Promoting and engaging responsible animal ownership within the community.
There are a series of fundamental principals which underline all our animal management strategies:

1. We believe our strategies should encourage the Charles Sturt community to take ownership of issues and we should wherever possible facilitate self help strategies for the community.

2. We acknowledge the potential to build significant social capital within our community by implementing our strategies and will take every opportunity to maximise this.

3. We recognise the importance of community consultation and will seek feedback wherever possible. We also realise the benefits of educating the younger members of the community and engaging them in our campaign towards willing compliance.

4. We need to continually seek out innovations and technological advancements that will assist us to achieve our aims and objectives.

5. We will look for opportunities to work collaboratively with our neighbouring Councils and State bodies to maximise the effectiveness of our strategies.
4. Action Plans and Strategies

4.1 Action Plan and Strategies

**Strategy 1. To develop innovative and proactive approaches to urban animal management**

- Community Plan:
  - **Objective** - Create a safe, healthy and supportive community which encourages participation, creativity and diversity.
  - **Objective** - Build healthy, functional and attractive neighbourhoods.
  - **Objective** - Protect our environment and minimise our ecological footprint.
  - **Objective** - Demonstrate effective leadership with strong community collaboration.

- Corporate Values: **Innovation, Achievement, Encouragement**

<table>
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<tr>
<th>Aim</th>
<th>Action</th>
<th>Responsibility</th>
<th>Performance Measure</th>
</tr>
</thead>
</table>
| 1.1 | Plan for growth of pet population within new developments and urban dense environments | - Team Leader Community Safety  
- Project Officer Public Health and Safety  
- Community Safety Officers | 5% annual Reduction of barking dog complaints  
- Guidelines for assessment of future dog park locations developed  
- New dog park location identified  
- Super Dog Park developed  
- 10% decrease in excess dog ownership complaints  
- Embellishment guidelines developed for dog park development | Performance measured by way of internal complaints management system including Customer request management and complaints received in TRIM-Improvements identified and implemented |
| 1.1.1 | Effective use of local statistics and demographics where appropriate when making decisions and influencing policy directions. |  |  |
| 1.1.2 | In the case where a sensitive ecological environment is restricted, ensure alternative opportunities are investigated for pet owners. |  |  |
| 1.1.3 | Liaise with Open Space about giving consideration to provide adequate dog exercise areas to new development. |  |  |
| 1.1.4 | Develop strategic guidelines to assess the suitability of any future proposed dog park locations |  |  |
| 1.1.5 | Identify future locations for more dog parks including the provisions of Super Parks. |  |  |
| 1.1.6 | Establish embellishment guidelines for use during construction or revamping of all dog parks. |  |  |
| 1.1.7 | Review noise complaint procedures to ensure that they are suitable to deal with issues in built up areas. |  |  |
| 1.1.8 | Review our processes to ensure they are in line with the new By-Law requirements in relation to limits of animals at residential properties within built up areas. |  |  |
| 1.1.9 | Develop education strategies to promote the limit of pets allowable within high density dwellings. |  |  |
### 1.2 To educate the community on ‘best’ or ‘recommended’ urban animal management practices

| 1.2.1 | Continue to research ‘best practice’ methodology for dealing with urban animal management issues. |
| 1.2.2 | Continue the Beach Education Officer position to promote educating the community on responsible animal management along our foreshore |
| 1.2.3 | Utilise the Variable Message Sign trailer at strategic locations around the City to remind dog owners of topical issues |
| 1.2.4 | Effective use of statistics when making decisions and influence policy directions. |
| 1.2.5 | Summarise and present our data to Council’s other business units and community groups for information and consideration. |
| 1.2.6 | Trial new initiatives focusing on educational approaches to animal management. |
| 1.2.7 | Continue where appropriate Council’s Animal Management Reference Groups to identify issues and make recommendations for effective animal management. |
| 1.2.8 | Distribution of educational material at Veterinary Clinics, Pet Shops, Council libraries and Community Centres. |
| 1.2.9 | Contribute to stakeholder newsletters such as the Woodville Dog Obedience club and participate in open day events. |
| 1.2.10 | All staff to take ownership of an education and promotion approach to their day to day interactions within the community. |
| 1.2.11 | Work across divisions of Council and neighbouring Council’s to jointly address animal management issues and participate in a variety of field days i.e., careers day, youth events, LGA Raise the Roof, Community Events. |
| 1.2.12 | Liaise with other Local Government Authorities to share resources related to “Animal Promotional” Campaigns |
| 1.2.13 | Train residents to be "Responsible Pet Advocates" as part of Animal Management Volunteering |

**Team Leader**
- Community Safety
- Project Officer Public Health and Safety
- Community Safety Officers

- 10% increase in foreshore officer presence
- 10% decrease in the number of foreshore dog complaints in the first 3 years and a further 10% in the following 2
- Best practice methodology identified and shared with Officers and other Business Units of Council
- Beach Educational Officer continued over the summer period
- Ongoing review of promotional material including Dog and Cat Management Board material.
- Links on Council’s website to other appropriate websites, including the Dog and Cat Management Board, Pet care, Animal Welfare League, Select An Owner and newsletters from Dog Association and Obedience Clubs
- 200 Education packs distributed annually
- Officers will participate in a minimum of 2 events a year
- Implement Responsible Pet Advocates as part of Animal Management Volunteering

### 1.3 To increase public safety through the reduction of public and environmental nuisance caused by animals

| 1.3.1 | Increase the active promotions of “dogs on leash on streets, roads and footpath” as stated within The Act. |
| 1.3.2 | Reduce the number of dogs wandering at large to minimise public nuisance and increase public safety. |
| 1.3.3 | Explore ways to reduce the instances of dog attacks/ harassments. |
| 1.3.4 | Investigate high public use areas linear park/coast park/foreshore etc for off lead/on lead suitability |
| 1.3.5 | Look at ways to provide further clarification on the meaning of “effective control” |

**Team Leader**
- Community Safety
- Project Officer Public Health and Safety
- Community Safety Officers

- 5% annual Reduction of barking dog complaints
- 5% annual Reduction in dog harassment / nuisance complaints.
- 5% annual Reduction of number of dogs wandering at large
- 5% annual Reduction in dog attacks
| 1.4 Reduce dogs wandering at large | 1.4.1 Encourage pet owners to confine their pets during fireworks events and thunderstorm warnings. |
| 1.4.2 Ensure officers have access to dog registration details to enable return of the dog to the owner to avoid surrender to the AWL. |
| 1.4.3 Establish and promote Council’s Lost & Found web site with links to other similar sites. |
| 1.4.4 Promote lawful requirement of identification. |
| 1.4.5 Build into Community Safety Officer’s work procedures all possible options for attempting to return wandering dogs back to their owners before they are impounded. |
| 1.4.6 Promote the consequences of dogs wandering at large. |

| 1.4.7 Team Leader Community Safety |
| 1.4.8 Project Officer Public Health and Safety |
| 1.4.9 Community Safety Officers |

- Education campaign implemented for promoting the consequences of dogs wandering at large
- Council’s Lost and Found website implemented and shared to 3 other sites
- Notification developed for fireworks and thunderstorms
- Ensure all officers have access to dog registration database on the road
- 5% annual Reduction of number of dogs wandering at large

| 1.5 Continue to promote the professional image of the Community Safety Officers | 1.5.1 Community Safety Officers to attend Community, Council and Conference events where possible. |
| 1.5.2 Increase involvement with network relationships. |
| 1.5.3 Foster an environment whereby pet owners are comfortable in approaching ‘Community Safety Officer’s. |
| 1.5.4 Actively Promote Community Safety Officers and their role. |
| 1.5.5 Customer Service Staff training on procedures, standard responses and educational material, recognition of opportunities to reach dog and cat owners and dispensing accurate basic information. |
| 1.5.6 Identify training needs through staff personal development programs. |
| 1.5.7 Participation from Community Safety Officers taking partial ownership and involvement in the implementation and monitoring of initiatives and recommendations in the plan. |
| 1.5.8 Continue to focus on customer service training for all Community Safety Officer’s. |
| 1.5.9 Encourage mediation skill development for all Officers |
| 1.5.10 Community Safety Officers to undertake Domestic Violence awareness training to assist them with their duties. |
| 1.5.11 Council Officers to develop Emergency Management Protocol for animal management to be utilised on Emergency Management situations. |

| 1.5.12 Team Leader Community Safety |
| 1.5.13 Project Officer Public Health and Safety |
| 1.5.14 Animal Management Officers |

- At least one event attended yearly, Network/relationships established
- Active community Officer Promotion undertaken to clarify the officers role and community image
- PDA’s completed and training identified and undertaken
- Officers actively consulted and taking ownership in identified actions in the plan.
- SOP’s reviewed and updated
- Domestic Violence awareness training undertaken by all officers
- Emergency Management Protocol for animal management developed

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### Strategy 2. Promoting a Healthy Pet Population - Objective links within the following corporate documents;

- **Community Plan:**
  - **Objective** – *Create a Safe, healthy and supportive community which encourages participation, creativity and diversity.*
- **Corporate Values:** *Innovation, Achievement*

<table>
<thead>
<tr>
<th>Aim</th>
<th>Action</th>
<th>Responsibility</th>
<th>Performance Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2.1 To have healthy active pets and owners in our City</strong></td>
<td>2.1.1 Actively promote local vets and benefits of regular vet visits</td>
<td>- Team Leader Community Safety</td>
<td>Active promotion undertaken through all Council media</td>
</tr>
<tr>
<td></td>
<td>2.1.2 Promote dog and cat nutrition through Council media including website, pamphlets etc</td>
<td>- Project Officer Public Health and Safety</td>
<td>Work with local vets to actively promote healthy pets in Charles Sturt</td>
</tr>
<tr>
<td></td>
<td>2.1.3 Promote the benefits of exercise for both dogs and their owner.</td>
<td>- Community Safety Officers</td>
<td>Implement one Responsible Pet Owner information session annually</td>
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<td></td>
<td>2.1.4 Consider the introduction of free ‘Responsible Pet Owner’ information sessions, to cover issues like prevention versus cure. These sessions should be conducted in partnership (where appropriate) with other animal related stakeholders. These may include Environmental Health to assist with correct faeces management.</td>
<td></td>
<td>Establish community dog walking groups</td>
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<td>2.1.5 Encourage and promote the use of public facilities suitable for dogs ie shared paths/dog parks/foreshore</td>
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<td></td>
<td>2.1.6 Investigate partnering with community centres to establish dog walking groups and appropriate routes</td>
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<tr>
<td><strong>2.2 Maximise desexing, registration and identification of urban animals</strong></td>
<td><strong>Desexing</strong></td>
<td>- Team Leader Community Safety</td>
<td>Implement one educational microchipping/ registration days annually</td>
</tr>
<tr>
<td></td>
<td>2.2.1 Encourage desexing and microchipping.</td>
<td>- Project Officer Public Health and Safety</td>
<td>A 5% Increase of desexed, microchipped and registered dogs annually</td>
</tr>
<tr>
<td></td>
<td>2.2.2 Promote the welfare benefits of desexing for dogs and cats in the community.</td>
<td>- Community Safety Officers</td>
<td>A 10% reduction of un-registered dogs annually</td>
</tr>
<tr>
<td></td>
<td>2.2.3 Promote low cost desexing</td>
<td></td>
<td>A 10% increase in the number of dogs found WAL reunited with their owners</td>
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<tr>
<td><strong>Registration</strong></td>
<td>2.2.3 Provide free dog registration for the first year for all dogs obtained from authorised charity organisations..</td>
<td></td>
<td>A 5% annual increase in number of payments received on line for dog registration renewals</td>
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<td></td>
<td>2.2.4 Obtain maximum registration and identification, re-uniting pets to owners where possible.</td>
<td></td>
<td>Dog registration door knock program implemented yearly</td>
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<td>2.2.5 Promote Council’s on-line payment option as a convenient way to complete this transaction.</td>
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<td></td>
<td>2.2.6 Investigate opportunity of offering a future rebate for dog registration renewals paid prior to the due date with the intention of providing an added incentive to re-register.</td>
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<td></td>
<td>2.2.7 Investigate offering mobile dog registration and renewal service by utilising social media to advise of daily/weekly location.</td>
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<td></td>
<td>2.2.8 Investigate the implementation of online dog registration and incorporate an educational video or checklist to define minimal required standards for responsible dog ownership.</td>
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</tbody>
</table>
### Identification

| 2.2.8 | Encourage keeping cats inside at night, desexing and identification and increase the awareness of the impacts of cat ownership on the community. |
| 2.2.9 | Continue dog registration doorknock programs to maximise dog registration and assist with maintaining accurate data. |
| 2.2.10 | Encourage Community Safety Officers to continue to use their professional discretion and issue cautionary expiation when appropriate. |
| 2.2.11 | Continue to deliver a “pensioner assistance program” to assist pensioners to maximise opportunities to receive concession for their dog including concession for microchipping, desexing, dog obedience, companion dogs and registration. |
| 2.2.12 | Investigate the introduction of a dog status notification card to be sent with renewal notices. |
| 2.2.13 | Promote low cost microchipping. |

### 2.3 Achieve happy dogs through dog socialisation and training

| 2.3.1 | Promote Puppy Pre-School programs |
| 2.3.2 | Support and promote initiatives of Obedience Clubs and Vets. |
| 2.3.3 | Encourage uptake of reference material available in Charles Sturt libraries. |
| 2.3.4 | Continue to work proactively with the Woodville Dog Obedience Club and other partnerships to further their capacity to deliver services to the residents of Charles Sturt such as Dog Training Sessions. |
| 2.3.5 | Continue to and deliver a “pensioner assistance program” that assists pensioners receive concessions for dog obedience and companion dogs. |
| 2.3.6 | Investigate organising a variety of educational and promotional animal events within the council. (This may include events such as a monthly dog walk along the Linear Park situated around the Tedder Reserve Pooch Park or a community education day in conjunction with other agencies promoting positive socialisation between people and dogs.) |
| 2.3.7 | Continue partnership with Community Care to roll out Companion Animal Project which will offer senior members of our community the option of volunteer assistance with their pet. |
| 2.3.8 | Promote Council run events as “pet friendly” where appropriate. |
| 2.3.9 | Investigate partnering with local dog training providers to utilise. |

| 2.3.10 | Team Leader Community Safety |
| 2.3.11 | Project Officer Public Health and Safety |
| 2.3.12 | Community Safety Officers |

#### Indicators

- 5% annual decrease in the number of cat complaints received
- 5% annual increase in trained dogs.
- 5% annual increase in attendance at local dog clubs.
- 5% annual reduction in dog harassment / nuisance complaints.
- Implement annual “dog walk” along linear park/foreshore area.
- Implement an annual animal educational event.
- Implement a dog training event at a suitable dog park.
<table>
<thead>
<tr>
<th>2.4.0</th>
<th>Council reserves to conduct classes at discounted rates to residents – Council assistance with commercial permits and related permit fees. Investigate options for subsidised dog training events to be held at Council’s dog parks.</th>
</tr>
</thead>
</table>
**Strategy 3. Engaged community** - Objective links within the following corporate documents:

- **Community Plan:**
  - **Objective** - Create a safe, healthy and supportive community which encourages participation, creativity and diversity.
  - **Objective** - Protect our environment and minimise our ecological footprint.
  - **Objective** - Demonstrate effective leadership with strong community collaboration.

- **Corporate Values:** *Innovation, Achievement, Encouragement*

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<tr>
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<th>Action</th>
<th>Responsibility</th>
<th>Performance Measure</th>
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<tbody>
<tr>
<td><strong>3.1 To educate and encourage responsible pet ownership.</strong></td>
<td>3.1.1 Continue striving towards a proactive culture using “education, encouragement and enforcement”.</td>
<td>• Team Leader Community Safety</td>
<td>Partner with one agency a year</td>
</tr>
<tr>
<td></td>
<td>3.1.2 Look for opportunities to participate with other agencies and internal departments to educate and encourage responsible pet ownership</td>
<td>• Project Officer Public Health and Safety</td>
<td>Active promote the Dog and Cat Management Board school safety program</td>
</tr>
<tr>
<td></td>
<td>3.1.3 Promote the benefit of registration and identification, re-uniting pets to owners where possible.</td>
<td>• Community Safety Officers</td>
<td>A 5% increase of registered dogs annually</td>
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<td></td>
<td>3.1.4 Recognise and promote the large percentage of responsible pet owners within our community.</td>
<td></td>
<td>Distribute Dog Owner Kits to all new dog registrations processed at Civic Customer Service Centre and Libraries</td>
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<td></td>
<td>3.1.5 Target events to promote responsible pet ownership including dog registration, dog obedience, bite avoidance etc.</td>
<td></td>
<td>Responsible dog owner checklist implemented and actively promoted</td>
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<td></td>
<td>3.1.6 Create and promote an interactive online responsible dog owner checklist</td>
<td></td>
<td>Council policies reviewed</td>
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<td></td>
<td>3.1.7 Council to utilise the following methods to encourage and educate on responsible pet ownership;</td>
<td></td>
<td>5% annual reduction in dog harassment / nuisance complaints</td>
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<tr>
<td></td>
<td>o Corporate brochures,</td>
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<td>Identified audit conducted</td>
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<td></td>
<td>o Website,</td>
<td></td>
<td>Responsible dog owner reward program implemented</td>
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<td></td>
<td>o Social Media</td>
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<td>A 10% reduction of un-registered dogs annually</td>
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<tr>
<td></td>
<td>o Pet information kits,</td>
<td></td>
<td>5% annual reduction of barking dog complaints</td>
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<tr>
<td></td>
<td>o Council’s newsletter ‘Kaleidoscope’</td>
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<td></td>
<td>o Messenger Newsletter,</td>
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<td></td>
<td>o Customer Service Centre,</td>
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<td></td>
<td>o Community Centres,</td>
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<td></td>
<td>o Promotional banners,</td>
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<td></td>
<td>o Magnets and mascots.</td>
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<td></td>
<td>3.1.8 Promotion of ‘Select An Owner’ website to assist in selecting an appropriate breed</td>
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<td></td>
<td>3.1.9 Investigate platform for use of LGA app &quot;My Local&quot; for pet ownership/education/public notice</td>
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<td></td>
<td>3.1.10 Review Council policies concerning all urban animals in our community</td>
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### 3.1.11 Audit of all education material to ensure information is in line with newly introduced By Laws 5 and 6.

### 3.1.12 Gauge outcome of State Governments proposed reforms of Dog and Cat Management Act and pro-actively investigate resource implications and education programs if approved.

### 3.1.13 Review information within “new owner kits” and investigate option of creating Information Sheet “Is your new home pet ready?” referring to pet friendly housing principles.

### 3.2 Manage potential impacts of animals on natural resources and un-owned cats on wildlife

<table>
<thead>
<tr>
<th>Task</th>
<th>Responsibility</th>
<th>Outcome</th>
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<tbody>
<tr>
<td>3.2.1 Harness community volunteers to encourage compliance.</td>
<td>Team Leader Community Safety</td>
<td>A 5% annual decrease in the number of cat complaints received</td>
</tr>
<tr>
<td>3.2.2 Provide assistance and continued support to Animal Management Volunteers with refilling dog waste dispensers.</td>
<td>Project Officer Public Health and Safety</td>
<td>A 5% annual decrease in faeces complaints</td>
</tr>
<tr>
<td>3.2.3 Continue to promote individual packs of degradable dog waste bags and ‘pooch pouches’ for sale to the public and promote owner responsibility.</td>
<td>Community Safety Officers</td>
<td></td>
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<tr>
<td>3.2.4 Investigate cost effectiveness of providing pooch pouches each renewal period v’s dispensers and continual refill.</td>
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<tr>
<td>3.2.5 Educate dog owners on the impact of dog waste on the environment</td>
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<td>3.2.6 Investigate innovative ways of educating dog owners on their responsibility to pick up after their dog to minimise reliance on dog waste dispensers.</td>
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<td>3.2.7 Implement Education, Encouragement, Enforcement program and target areas of concern.</td>
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<td>3.2.8 Provide free cat cage hire and monitor its use to ensure adequate cages are available to residents (refundable deposit applies).</td>
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<tr>
<td>3.2.9 Investigate alternative option of Animal Welfare League providing the service of free cat cage hire to ensure un-owned cats are dealt with humanely.</td>
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<tr>
<td>3.2.10 Investigate potential impact of pets on sensitive ecological environments such as wetlands, rivers and Waterproofing the West projects.</td>
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### 3.3
**To encourage responsible cat ownership and support the desexing of cats as a means of cat control**

<table>
<thead>
<tr>
<th>3.3.1</th>
<th>Educate and encourage responsible cat ownership through various methods.</th>
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<tbody>
<tr>
<td>3.3.2</td>
<td>Encourage cats to be kept inside at night and within the owners’ property.</td>
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<tr>
<td>3.3.3</td>
<td>Encourage use of cat runs as a means of containing cats on private property.</td>
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<tr>
<td>3.3.4</td>
<td>Investigate options of displays being installed at Community Centres and libraries as come and try.</td>
</tr>
<tr>
<td>3.3.5</td>
<td>Assess the impact of proposed changes to Cat laws within the Dog and Cat Management Act.</td>
</tr>
<tr>
<td>3.3.6</td>
<td>If community issues are not adequately addressed by the changes to the Dog and Cat Management Act relating to cat laws investigate the benefits and problems associated with</td>
</tr>
<tr>
<td></td>
<td>• Compulsory cat registration</td>
</tr>
<tr>
<td></td>
<td>• Compulsory cat confinement</td>
</tr>
<tr>
<td></td>
<td>• Compulsory desexing</td>
</tr>
</tbody>
</table>

For later consideration by Council if requested

|   | Team Leader
Community Safety |
|---|-------------------|
|   | Project Officer
Public Health and Safety |
|   | Community Safety Officers |

A 5% annual decrease in the number of cat complaints received
4.2 Risk Management

Risk management is an intrinsic factor in Council operations and has also been identified by the Dog and Cat Management Board as an important issue. The following commitment is given over the life of this plan:

- To undertake risk management analysis where appropriate and address highest risks.
- The continual development and training of Officers to ensure appropriate investigation and action is facilitated.

4.3 Service Levels

Council’s Animal Management area is part of the Community Safety department of the Public Health & Safety Business Unit within the City Services Division of Charles Sturt. The Council’s Customer Service Centre handles general enquiries during office hours and our afterhours service provider manages all other out of office enquiries. The current staffing levels include:

- Manager of Public Health and Safety
- Team Leader Community Safety
- Project Officer Public Health and Safety
- 1 Senior Community Safety Officer
- 5 Fulltime Community Safety Officers
- 3 Administration Officers
- 2 Fulltime equivalents outsourced after hours officers

On road coverage is as follows:

Monday – Thursday all year round 7.00 am to 12 midnight
Weekends – (inc. fri/sat night) 8.00 am to midnight
Sundays and public holidays 8.00 am to 9pm

Two officers work on late shift to provide adequate coverage of the City and response to emergency matters. An authorised officer is available 24 hours for emergencies.
4.4 Other Urban Animals - Roosters, chickens, birds, bees and other animals

While Council predominately manages dog and cat matters within the community, from time to time we also receive complaints relating to ‘other animals’ within our community. All animal owners are required to keep animals in such a way as not to cause a nuisance or a hazard. Section 254 of the Local Government Act 1999 gives Councils the power to issue orders to require animal owners to abate a nuisance or hazard caused by animals. Examples of some circumstances include:

- Keeping an excessive number of insects, birds or other animals.
- Keeping bees in close proximity to another property.
- Keeping animals so as to generate excessive noise, dust or odours, or to attract pests or vermin.
- Failing to deal with a European wasp nest.

Owners who keep animals also have responsibilities under the South Australian Public Health Act 2011 to ensure the property is kept in a clean and in a sanitary condition and not cause a risk to health. Council’s Environmental Health Officers can issue Notices where the keeping of animals is causing an insanitary condition to occur. Examples of insanitary conditions include:

- Offensive odours caused by an accumulation of animal faeces on the property.
- Infestation of rodents as a result of failing to construct and maintain an adequate poultry enclosure.

**Council By-Law No. 6 – Domestic Livestock Management**

This By-Law outlines the management, limits and prescribed standards for the keeping of livestock (if approved by Development) and Poultry and Pigeons.

Under Schedule 3 of the Development Regulations 1993, the keeping of domestic animals is not considered as development. However the keeping of domestic animals for commercial purposes and the keeping of non-domestic animals i.e. horses, sheep, cattle, pigs, goats or other livestock, requires a development application to Council. Public consultation may be sought, taking into consideration any impacts which the proposed development may have beyond the boundaries of a property. Consideration is given to representations received under the public consultation process in determining the appropriateness of the application by Council prior to making a decision.

During the application process consultation may be required with other Council departments such as Animal Management or Environmental Health to identify issues and recommend conditions that may be applied in relation to the keeping of the animal or animal(s). Approval of the application may as a result be subject to conditions determined by Council, under the development process.

Where an application is not approved by Council the applicant has the right of appeal to the Environment, Resources and Development Court. It should be noted that Council is generally reluctant to grant approval for the keeping of non-domestic animals and commercial breeders within metropolitan residential areas.
Horse stables within the City Of Charles Sturt maintain their existing use rights, however the following applies:

**Council By-Law No.3 – Local Government Land**

A person must not, without permission, on any local government land:

4.24 **Horse and Cattle**
Ride, lead, herd, exercise or drive any horse, cattle or sheep, except where the Council has set aside a track or other area for use by or in connection with the animal of that kind;

“**Horses on the Foreshore**” policy requires owners and trainers of horses to apply for a permit to take their horse onto the foreshore.

**Vermin**

The City of Charles Sturt provides a number of services to reduce the prevalence of vermin on private and public land. Council maintains a pest control contract to manage vermin and other pests on Council land. The provisions of limited free rat bait is available through Council’s Civic Centre to assist our residents with the control of vermin on their properties. Council’s Environmental Health Officers also assist performing site inspections and sending general educational material in response to complaints of rats and insanity conditions.

**European Wasps**

Council provides a free service to residents where they identify a European wasp nest of their property. The resident simply contacts Council’s Customer Service Team and once the staff are confident the wasp is a European species, Council’s contractor eradicated the nest within 2 business days. Council’s obtains a small grant to assist in delivering these services through the Local Government Association Equalisation Scheme.
4.5 Community Consultation

The general content and direction of this UAMP has not altered significantly from the 2010 - 2015 UAMP maintaining a mix of ‘education, encouragement and enforcement’. Given this position, opportunities will be provided to Elected Members, stakeholders, members of the original Reference Group, the current reference group, local residents and staff to provide feedback on this draft plan which will then be incorporated into the final UAMP 2016-2020.

4.6 Policy Content & Strategic Drivers

This Strategic Urban Animal Management Plan is in line with Council’s Strategic Drivers and Corporate Plan and is about contributing to a community which is socially, environmentally and economically sustainable in the long term by focussing on responsible animal ownership. The plan clearly outlines the direction to be pursued by Council as well as more specific goals and key actions with regard to animal management.

The development and implementation of the Strategic Urban Animal Management Plan is an integral part of the Compliance Business Plan, which identifies the broader responsibilities and strategies of the entire Compliance Business Unit. This UAMP highlights the team’s key role to ensure compliance with the Dog and Cat Management Act and to encourage and educate pet owners to be responsible, setting a new direction for the management of pets in our society with increased emphasis on responsible ownership.

Other Council Policies which impact on the area of animal management are:

- Appendix 1 Council’s Dog and Cat Management Policy including By-Law No. 5 – Dogs and Cats
- Appendix 2 Council’s By-Law No. 6 – Domestic Livestock Management
- Appendix 3 Council’s Expiation Notice Review Policy
- Appendix 4 Council’s Public Consultation Policy
- Appendix 5 Council’s By-Law No. 3 – Local Government Land

These policies should be read in conjunction with this UAMP 2016-2020.
5. Implementation and Strategies

5.1 Reporting Structure

Performance on achievement of the Strategies and Key Performance Indicators set in this Plan will be reported quarterly to Council via the Public Health and Safety Portfolio’s End of Quarter Reports and a summary report will be developed at the completion of this plan.

5.2 Action Plan

A yearly action plan based on Council’s strategies to achieve our objectives forms part of the Public Health & Safety Business Plan.

5.3 Resources

The funding of this Plan will be in accordance with the Annual Budget of the Council. Section 26 (3) of the Dog and Cat Management Act 1995 requires that “money received by a Council under this Act must be expended in the administration or enforcement of the provisions of this Act relating to dogs”.

Council’s income from the administration and enforcement of the Act is presently derived from four principal sources, i.e. general rate revenue, dog registration, expiation fees and fines for breaches of the Act. Dog registration fees and expiation fees are applied by Regulations under the Act, whilst fines are applied as a result of court action.

5.3 Partnerships

To achieve optimum outcomes, partnerships with existing stakeholders within the community are valued and will be pursued. Stakeholder groups can make a significant contribution to the success of Council’s aims and objectives within this plan and we should continue to work with and assist them to grow and develop.
5.4 Appendices

- Appendix 1 Council’s Dog and Cat Management Policy including By-Law No. 5 – Dogs and Cats
- Appendix 2 Council’s By-Law No. 6 – Domestic Livestock Management
- Appendix 3 Council’s Expiation Notice Review Policy
- Appendix 4 Council’s Public Consultation Policy
- Appendix 5 Council’s By-Law No. 3 – Local Government Land
## Dog and Cat Management Policy

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| Relevant Community Plan Outcome: | - Create a safe, healthy and supportive community which encourages participation, creativity and diversity  
- Build healthy, functional and attractive neighbourhoods  
- Demonstrate effective leadership with strong community collaboration |
| Responsible Officer(s): | Manager Public Health & Safety |
| First Issued/Approved: | June 2009 |
| Minutes Reference: | CoS 2/2/2015, Item 3.11 |
| Last Reviewed:    | February 2015    |
| Next Review Due:  | February 2017    |
| Applicable Legislation: | Dog and Cat Management Act 1995 and Regulations  
Public Health Act Bylaw No. 5 – Dogs and Cats |
| Related Procedures: | Dog Management Procedures |
1. **Purpose**

The City of Charles Sturt recognises the value and pleasure dogs and cats can bring to individuals and families within its community and has developed an Urban Animal Management Plan to address this. However this must be balanced with the need to effectively and efficiently manage dogs and cats within the City to ensure the safety of the general public and to reduce public and environmental nuisance caused by dogs and cats.

The Dog & Cat Management Act 1995 and associated Regulations and Council’s Bylaw No. 5 (refer Appendix A) specifies the legal obligations for Council in this area and sets the framework for Council’s dog and cat management activities.

2. **Scope**

This policy is intended for use by the Community Safety Unit who is responsible for the management and enforcement of animal related matters within the City.

3. **Policy Statement**

The City of Charles Sturt will encourage responsible dog and cat ownership and endeavour to increase public safety through the reduction of public and environmental nuisances that can sometimes be caused by dogs and cats. This includes dogs wandering at large, barking excessively, attacking or harassing people and other animals and defecating in public places and cats wandering, meowing, fighting, and spraying or defecating on both public and private properties.

Council recognises the importance of promoting the welfare of both dogs and cats in our community and will encourage, through education and promotion, owners to desex, microchip and immunise their pets.

4. **Definitions**

Nil.
APPENDIX A

CITY OF CHARLES STURT

By-law made under the Dog and Cat Management Act 1995
and the Local Government Act 1999

DOGS AND CATS BY-LAW 2014

By-Law No. 5 of 2014

For the management and control of dogs and cats within the Council’s area.

Part 1 – Preliminary

1. Short Title

   This by-law may be cited as the Dogs and Cats By-law 2014.

2. Commencement

   This by-law will come into operation four months after the day on which it is published in the Gazette in accordance with Section 249(5) of the Local Government Act 1999.

3. Definitions

   In this by-law unless the contrary intention is clearly indicated:

   3.1 ‘assistant dog’ means a guide dog, hearing dog or disability dog as those terms are defined in the Dog and Cat Management Act 1995

   3.2 ‘approved kennel establishment’ means a building, structure or area approved by the relevant authority, pursuant to the Development Act 1993 for the keeping of dogs or cats on a temporary or permanent basis;

   3.3 ‘cat’ means an animal of the species felis catus over the age of three months;

   3.4 ‘cattery’ means a building, structure, premises or area approved by the relevant authority pursuant to the Development Act 1993 for the keeping of cats on a temporary or permanent basis

   3.5 ‘children’s playground’ means any enclosed area in which there is equipment, apparatus or other installed devices for the purpose of children’s play (or within 5 metres of such devices if there is no enclosed area);

   3.6 ‘control’, in relation to a dog, includes the person having ownership, possession or charge of, or authority over, the dog;

   3.7 ‘dog’ means an animal of the species canis familiaris over the age of three months but does not include a dingo or a cross of a dingo;
3.8 ‘effective control’ means a person exercising effective control of a dog either:
   3.8.1 by means of a physical restraint;
   3.8.2 by command, the dog being in close proximity to the person, and the person being able to see the dog at all times;

3.9 ‘keep’ includes the provision of food or shelter;

3.10 ‘public place’ means a place to which the public has access (whether an admission fee is charged or not);

3.11 ‘small premises’ means a premises comprising any self-contained dwelling where the property, or part thereof (i.e. flat, home unit etc), contains a secured unobstructed yard area of less than 100 square metres.

Part 2 – Dog Management and Control

4. Limit on Dog Numbers
   4.1 The limit on the number of dogs kept:
      4.1.1 in a small premises shall be one dog;
      4.1.2 in premises other than a small premises, where a dog can be effectively contained, the limit shall be two dogs;

   4.2 A person must not, without permission, keep any dog on any premises where the number of dogs on the premises exceeds the limit unless:
      4.2.1 the premises is an approved kennel establishment; or
      4.2.2 the Council has exempted the premises from compliance with this subparagraph.

5. Dog Free Areas
   A person must not in any local government land or public place, to which this paragraph applies, allow a dog in that person’s control to be in, or remain in that place unless the dog is an assistant dog.

6. Dogs on Leash Areas
   A person must not allow a dog under that person’s control to be or remain:
   6.1 on local government land or public place to which the Council has resolved that this subclause applies;
   6.2 on any park or reserve during times when organised sport is being played;
   6.3 within 5 metres of a children’s playground,
   unless the dog is secured by a strong leash not exceeding 2 metres in length which is either tethered securely to a fixed object capable of securing the dog or held by a
person capable of controlling the dog and preventing it from being a nuisance or a
danger to other persons.

7. Dog Exercise Areas

7.1 A person may enter upon any part of local government land or a public place
identified by the Council as a dog exercise area in accordance with paragraph
11 for the purpose of exercising a dog under his or her control.

7.2 Where a person enters upon such land for that purpose, he or she must ensure
that the dog under his or her control remain under effective control while on that
land.

7.3 The Council must erect a sign or signs to denote the local government land or
public places to which this paragraph applies, and information will be provided,
in a manner determined by the Chief Executive Officer of the Council, to inform
the public about such public places.

8. Dog Faeces

A person must not, on local government land or a public place, be in control of a dog,
unless the person has, in his or her possession, a bag or other object for the purpose
of picking up and lawfully disposing of any faeces that the dog may generate while in
that place.

Part 3 – Cat Management and Control

9. Limit on Cat Numbers

9.1 The limit on the number of cats to be kept on any premises is two.

9.2 A person must not, without permission, keep any cat on any premises where
the number of cats on the premises exceeds the limit unless:

9.2.1 the premises is a cattery; or

9.2.2 the Council has exempted the premises from compliance with this
subparagraph.

Part 4 - Miscellaneous

10. Granting of Permits

Prior to the Council granting permission under subparagraph 4.2 or 9.2 the Council
must consider whether:

10.1 an insanitary condition exists or has existed on the premises as a result of the
keeping of animals;

10.2 a nuisance is caused or has been caused to any neighbour as a result of the
keeping of animals on the premises;

10.3 there exists sufficient space, shelter on the premises for the keeping of the
animals;
10.4 the animals can be adequately contained to the premises;

10.5 any order pursuant to Section 254 of the Local Government Act 1999 has been issued in respect of the premises or the applicant for permission.

11. Application of Paragraphs

Any of paragraphs 5, 6.1 and 7.1 of this by-law will apply only in such portion or portions of a public place as the Council may, by resolution, direct, in accordance with Section 246(3)(e) of the Local Government Act 1999.

The foregoing by-law was duly made and passed at a meeting of the Council of the City of Charles Sturt held on the day of 2014 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

Mr Mark Withers
Chief Executive
CITY OF CHARLES STURT

By-law made under the Local Government Act 1999

DOMESTIC LIVESTOCK MANAGEMENT BY-LAW 2014

By-law No. 5 of 2014

For the management, control and regulation of the keeping of livestock on residential premises, and for related purposes.

Part 1 – Preliminary

1. Short Title

This by-law may be cited as the Domestic Livestock Management By-law 2014.

2. Commencement

This by-law will come into operation four months after the day on which it is published in the Gazette in accordance with Section 249(5) of the Local Government Act 1999.

3. Definitions

In this by-law:

3.1 ‘cat’ has the same meaning as in the Dog and Cat Management Act 1995;
3.2 ‘dog’ has the same meaning as in the Dog and Cat Management Act 1995;
3.3 ‘keep’ includes care, feed, control or possess, whether temporary or permanent;
3.4 ‘livestock’ means animals kept or usually kept in a domestic or captive state, including cattle, goats, camels, horses, sheep, swine, birds, poultry, pigeons, bees and fish kept or usually kept in a commercial aquarium or fish farm, but does not include a dog or cat;
3.5 ‘poultry’ includes chickens, roosters, turkeys, ducks and geese;
3.6 ‘prescribed livestock’ means bees, birds, pigeons and fish;
3.7 ‘residential premises’ means a property comprising the use of land for a detached dwelling, group dwelling, multiple dwelling, residential flat building, row dwelling or semi-detached dwelling within the meaning of the Development Regulations 2008; and
3.8 ‘road’ has the same meaning as in the Local Government Act 1999; and

3.9 ‘small premises’ means residential premises where the property, or part thereof, contains a secured unobstructed yard area of less than 100 square metres.

Part 2 – Livestock Management

4. Permission to be Obtained to Keep Livestock in Excess of the Limit

A person must not, without permission, keep or permit to be kept any livestock on residential premises where the number of livestock on the premises exceeds the limit prescribed for any kind of livestock under this by-law.

Note: In addition to requiring permission under this by-law, a person may also require approval under the Development Act 1993 to keep certain livestock on residential premises.

5. Limit on Livestock Numbers

The limit on the number of livestock (other than prescribed livestock and poultry) kept:

5.1 on a small premises is one animal;
5.2 on premises other than a small premises is two animals.

6. Compliance with Prescribed Standards

6.1 The owner of livestock kept on residential premises must ensure that the livestock is kept in a place that complies with the prescribed place standards provided for in Part 4.

6.2 The owner of livestock kept on residential premises in a structure must ensure that the structure complies with the prescribed structure standards provided for in Part 4.

7. Feed Storage

The owner of livestock kept on residential premises must ensure that any food for the livestock is stored in an air-tight, rodent proof container when not in use.
Part 3 – Specific Requirements for Poultry and Pigeons

8. Keeping Poultry

8.1 The limit on the number of poultry kept:
   8.1.1 on a small premises is five birds;
   8.1.2 on premises other than a small premises is 10 birds.

8.2 A person must not, without permission, keep a rooster on residential premises.

8.3 The owner of a poultry kept on residential premises must ensure that all poultry faeces, feathers, refuse and dropped or scattered feed on the premises are removed and disposed of at least twice each week.

9. Keeping Pigeons

9.1 The limit on the number of pigeons kept:
   9.1.1 on a small premises is 15;
   9.1.2 on premises other than a small premises is 50.

9.2 The owner of a pigeon kept on residential premises must ensure that the pigeon is kept in an enclosure that complies with the prescribed enclosure standards provided for in Part 4.

9.3 The owner of a pigeon kept on residential premises must not feed or permit a person to feed the pigeon unless it is inside in the enclosure specified in sub-paragraph 9.2.

9.4 The owner of a pigeon kept on residential premises must ensure that all pigeon faeces, feathers, refuse and dropped or scattered feed on the premises are removed and disposed of at least twice each week.

Part 4 – Prescribed Standards

10. Place Standards

A place complies with the ‘prescribed place standards’ if:

10.1 the livestock may extend its legs, wings or body to their full natural extent;
10.2 the livestock may stand, sit or perch, or the place is otherwise adequate for the needs of the animal;
10.3 the place is in a clean and sanitary condition; and
10.4 the livestock can be adequately contained to the premises.
11. **Structure Standards**

A structure complies with the ‘prescribed structure standards’ if it is:

11.1 located in the rear yard of the premises;
11.2 located not less than 1 metre from the boundary line between the owner’s premises and any abutting premises;
11.3 soundly constructed of durable materials;
11.4 impervious to water;
11.5 constructed of materials that may be readily sanitised;
11.6 maintained in a good state of repair free from cracks, holes, rust and other damage;
11.7 kept in a way that minimises the transfer of pathogenic agents; and
11.8 adequately ventilated for the health and comfort of the livestock.

12. **Enclosure Standards**

An enclosure complies with the ‘prescribed enclosure standards’ if it:

12.1 is adequate for the size and breed of pigeon;
12.2 has its inside walls and ceilings (except walls and ceilings constructed of wire) painted or disinfected at least twice yearly;
12.3 otherwise complies with the prescribed place and shelter standards provided for in paragraphs 10 and 11 of this by-law.

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Part 5 – Miscellaneous

13. **Granting of Permits**

Prior to the Council granting permission under paragraph 4 or 8.2 the Council must (in addition to any other relevant matters) consider whether:

13.1 an insanitary condition exists or has existed on the premises as a result of the keeping of animals;
13.2 a nuisance is caused or has been caused to any neighbour as a result of the keeping of animals on the premises; or is likely to be caused by the keeping of the livestock;
13.3 there exists sufficient space, shelter on the premises for the keeping of the livestock;
13.4 the livestock can be adequately contained to the premises;
13.5 any other animals are kept or proposed to be kept on the premises;
13.6 by order pursuant to Section 254 of the Local Government Act 1999 has been issued in respect of the premises or the applicant for permission.

14. Exemptions
14.1 The restrictions in this by-law do not apply to livestock for which the Council has granted a specific exemption from the restriction.
14.2 The limit prescribed in paragraphs 5, 8.1 and 9.1 does not include any livestock under three months of age.

The foregoing by-law was duly made and passed at a meeting of the Council of the City of Charles Sturt held on the 11th day of August 2014 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

......................................................... Mr Mark Withers- Chief Executive
Expiation Notice Review Policy

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1. **Purpose**

The City of Charles Sturt acknowledges the right of a person, who has been issued with an expiation notice ("the Notice") under the Expiation of Offences Act 1996 (the Act”) by the Council to seek a review of the decision to issue the Notice.

2. **Scope**

This Policy is relevant to all expiation notices issued by Authorised persons or on behalf of the Council.

3. **Policy Statement**

If an expiation fee is fixed under Act, regulation or by law for an alleged offence, an expiation notice may be given to the person alleged to have committed the offence and the alleged offences may be “expiated” by payment of an expiation fee in accordance with the Act. Where the expiation fee is not paid within the specified period the matter may be referred to the Courts for enforcement including recording a conviction for the offence.

A person issued with an expiation notice may elect to be prosecuted at any time before paying the expiation fee.

3.1 Expiation of Offences Act

The Act provides for circumstances in which a person who has been given an expiation notice may apply to the Council for a review of the notice.

Section 8A of the Act enables a person who has been given an expiation notice may apply to the Council for a review of the Notice on the ground that the offence to which the Notice relates is trifling. An alleged offence will, for the purposes of the Act, only be regarded as trifling if the circumstances surrounding the commission of the offence were such that the alleged offender should be excused from being given an expiation notice on the ground that:

- there were compelling humanitarian or safety reasons for the conduct that allegedly constituted the offence; or
- the alleged offender could not in all the circumstances, reasonably have averted committing the offence; or
- the conduct allegedly constituting the offence was merely a technical, trivial or petty instance of a breach of the relevant enactment.

The Council may require additional information from the applicant and will require any information provided to be verified by Statutory Declaration.

3.2 Local Government Act 1999

A person who has been given a Notice may apply to the Council for a review of a decision to issue a Notice on grounds other than those set out at clause 3.1.
A review of the decision and the circumstances leading up to the decision to issue the Notice will be undertaken by the Council or a Council officer, and a determination made.

Factors that may be taken into account in a review are, but are not limited to:

- any errors or omissions of fact;
- any errors or omissions in procedure; and/or
- any extenuating circumstances which may ameliorate the offence and (documentary evidence must be provided where relevant) such circumstances are considered on their individual merits.

3.3 Neither the Council itself nor its Committees will become involved in reviews of expiation notices and will not hear deputations regarding individual expiation notices. This does not take away the right of Council Members to advocate on behalf of community members. However where a request for review is rejected by the initial authorised officers, the expiation recipient may request a second review by another Officer of Council. If the second review is also reject then the only other course of review is the Courts. A person issued with an expiation notice may elect to have the matter referred to the Courts at any time.

A person who advises they have financial hardship may apply to the Registrar through the Fines Payment Unit within the Courts Administration System to make arrangements to pay the expiation fee in instalments or for an extension of time (not exceeding 6 months) within which to pay the expiation fee.

3.4 Applications

Where a person wishes to informally dispute the alleged offence in accordance with this policy they may do so in writing to Council within the 28 days expiation period. (Reviews will not be accepted after the 28 day period unless the person proves that they did not receive the original notice). A review of the circumstances of the notice is carried out by the relevant officer/s and a determination made.

Council has delegated authority for these reviews to the Team Leader Compliance, Team Leader Environmental Health, Manager Public Health and Safety, General Manager City Services and Manager Governance.

4. **Definitions**

Nil
Public Consultation Policy

**Reference Number:** 4.3 12/270272

**Type:** Council

**Category:** Safety and Community

**Relevant Community Plan Outcome:**
- A safe and healthy City that supports vibrant community life
- A local organisation providing progressive leadership, accountable governance and quality services to the community

**Responsible Officer(s):** Coordinator Place Management

**First Issued/Approved:** March 2000

**Minutes Reference:** CoS 4/5/2015, Item 3.30

**Last Reviewed:** May 2015

**Next Review Due:** May 2017

**Applicable Legislation:**
- Local Government Act 1999
- Development Act 1993

**Related Policies:**
- Youth Policy
- Child Safe Environment Policy,
- Cultural Diversity Policy

**Related Procedures:** Public Consultation Implementation Procedures (3)

1. **Purpose**

   The purpose of this policy is to outline a set of guiding principles that underpin Council’s approach to community engagement, with the aim of guiding effective community engagement between Council and community. This Policy will provide the foundation for a coordinated and consistent standard of engagement across the City, articulate and clarify community engagement definitions and ensure Council complies, and where possible exceeds, the requirements of the Local Government Act 1999.

2. **Scope**

   This policy applies to Council Members, staff, contractors and consultants acting on behalf of Council delivering Council’s community engagement and consultation programs and activities.
3. **Policy Statement**

The City of Charles Sturt is committed to delivering effective community engagement to identify and understand community concerns and aspirations, support mutual communication and deliberation, build effective partnerships and encourage an actively engaged citizenry.

The City of Charles Sturt’s framework for community engagement is based on good governance and strong leadership and aides Council to make informed decisions to guide the city’s priorities into the future.

3.1 **Principles**

The following guiding principles underpin the City of Charles Sturt’s Public Consultation Policy and approach to community engagement:

- **Inclusiveness** — Inclusive and accessible engagement processes will provide clearly stated and relevant information that supports mutual deliberation and invites active participation in Council policy development, planning and decision-making.

- **Mutual respect** — Providing respectful and safe engagement spaces, where everyone values, listens and learns from each other’s perspectives which will lead to strengthened mutually beneficial relationships.

- **Representation** — Including diverse and representative perspectives into engagement processes will assist Council to achieve balanced decision-making and advocate on communities behalf.

- **Reaching out** — Providing more effective ways to reach out and involve citizens in planning and decision making processes will allow Council to move beyond established networks to tap into the significant knowledge and expertise residing within communities.

- **Shared responsibility** — Facilitation of genuine partnerships between Council and communities will inspire shared responsibility in resolving complex problems/situations and help achieve shared solutions.

- **Continuous improvement** — Integration of engagement evaluation practice will assist in achieving continuous cycle of improvement within Council policy development, planning and decision making.
3.2 Level of Engagement

The five ascending levels of engagement (referenced from the International Association of Public Participation Spectrum) represent the depth and complexity of the community engagement project.

<table>
<thead>
<tr>
<th></th>
<th>Inform</th>
<th>Consult</th>
<th>Involve</th>
<th>Collaborate</th>
<th>Empower</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council will...</td>
<td>Provide balanced and objective information to assist in developing community understanding on a project or issue.</td>
<td>Provide options for consideration and seek feedback on communities concerns and preferences.</td>
<td>Work with communities through multiple stages of a project to ensure that concerns and aspirations are understood and considered.</td>
<td>Work in partnership with the communities, with project ‘ownership’ shared equally.</td>
<td>Delegate final decision making power to communities.</td>
</tr>
<tr>
<td>Community will...</td>
<td>Listen</td>
<td>Contribute</td>
<td>Participate</td>
<td>Partner</td>
<td>Decide</td>
</tr>
</tbody>
</table>

The level of engagement is determined during the project planning phase of a project and will vary dependant on individual project context with consideration given to: project complexity, levels of community interest, level of impact (economic, environmental, social and cultural), political sensitivity, timelines and resource availability.

The Public Consultation Implementation Procedure provides advice for selecting the appropriate level of engagement.

3.3 Responsibilities

Council Members are responsible for:

- Providing information on project context and assisting in identifying local stakeholders and issues during planning of community engagement approaches.
- Providing feedback and sign off on key consultation project approaches.
- Authorising the establishment of Community Reference Groups on a project only basis with clear terms of reference that define community governance structures, purpose, resourcing, timelines, membership, and responsibilities.
- Working in an advocacy capacity to support consultation project during implementation.
- Advising staff of community sentiment during consultation project implementation.
- Considering the outcomes of community engagement projects and activities.
- Weighing up and deliberating the information, facts and recommendations presented.
- Making final decisions.

In the interests of achieving impartial decision making Council Members will not facilitate Council sanctioned consultation activities.

The Chief Executive Officer, supported by staff and/or external contractors, is responsible for:

- Planning community engagement approaches for all consultation projects in accordance with this policy.
• Recommending to Council the most appropriate community engagement strategy/methodology for each public consultation project.
• Delivering community engagement projects and facilitating activities in accordance with this policy and the Public Consultation Implementation Procedure.
• Managing community engagement consultants and contractors delivering consultation projects and activities on behalf of Council.
• Reporting to Council on the outcomes of community engagement projects as a means of informing decision making.
• Providing feedback to consultation participants on the outcomes of community engagement projects and how their contribution was considered.
• Instigating the regular review and evaluation of this policy.

Council Members and Chief Executive Officer roles in the planning and implementation of community engagement activities are outlined in the Public Consultation Implementation Procedure.

3.4 Local Government Act 1999 Requirements

The following sections of Local Government Act 1999 prescribe a public consultation requirement or make reference to Council’s Public Consultation Policy:
• Access to documents (S.132(3))
• Access to meetings and documents - Code of Practice (S.92(5)(b))
• Alienation of community land by lease or licence (S.202(2))
• Amendment or revocation of management plan (S. 198 (2)(3))
• Annual business plans and budgets (S.123(3))
• Basis of differential rates (S.156(14a))
• Basis of rating (S.151(5))
• Composition and wards (S.12(7))
• Councils to develop policies (S.259(2))
• Passing by-laws (S.249(2))
• Preparation of stormwater management plans by councils (Schedule 1 (S. 13 (2b))
• Principal office (S.45(3))
• Prudential requirements for certain activities (S.48)
• Public consultation (S.223(1))
• Public consultation policies (S.50)
• Public consultation on proposed management plan (S.197(1))
• Revocation of classification of land as community land (S.194(2))
• Status of a council or change of various names (S.13(2))
• Strategic management plans (S.122(6))
• Trees (S.232(b))

In these instances Council must comply with the act and/or follow the steps outlined in the Public Consultation Implementation Procedure.

Where there are legislative requirements for consultations under other legislation, for example the Development Act, then these take precedence over the Public Consultation Policy should there be any inconsistency.
### 4. Definitions

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community</td>
<td>Includes all the people who live, work, study, own property, conduct private or government business, visit or use the services, facilities and public spaces and places of the City of Charles Sturt. The community can be referred to as a stakeholders, or comprise stakeholders.</td>
</tr>
<tr>
<td>Community Consultation</td>
<td>A term used synonymously with ‘community engagement’ (see definition below).</td>
</tr>
<tr>
<td>Community Governance</td>
<td>A form of engagement community management and empowerment where community members and stakeholders participate and assist Council in making a decision via an ongoing process, e.g. an advisory group, community boards or committee.</td>
</tr>
<tr>
<td>Consult</td>
<td>One of the five ascending levels of engagement as per the International Association of Public Participation Spectrum which include: Inform, Consult, Involve, Collaborate and Empower.</td>
</tr>
<tr>
<td>Communication</td>
<td>Generally refers to the exchange of information from Council to the community, and can also include the exchange of information or views from the community to Council.</td>
</tr>
<tr>
<td>Community Engagement</td>
<td>Community engagement is about involving the community in decision making processes, which is critical in the successful development of acceptable policies and decisions in government, the private sector and the community (Local Government Association SA endorsed definition).</td>
</tr>
<tr>
<td>Council</td>
<td>Means the elected member body representing the City of Charles Sturt community or Staff operating under delegated authority. It also includes contractors and consultants with the authority to act on behalf of Council.</td>
</tr>
<tr>
<td>Council Members</td>
<td>Means the elected member body, including the Mayor, representing the City of Charles Sturt community</td>
</tr>
<tr>
<td>Policy</td>
<td>Refers to this Public Consultation Policy.</td>
</tr>
<tr>
<td>Public Participation</td>
<td>A term used synonymously with ‘community engagement’ (see definition above).</td>
</tr>
<tr>
<td>The Act</td>
<td>Refers to the Local Government Act 1999 unless otherwise specified.</td>
</tr>
</tbody>
</table>
CITY OF CHARLES STURT

By-law made under the Local Government Act 1999

LOCAL GOVERNMENT LAND BY-LAW 2014

By-law No. 3 of 2014

For the management and regulation of the use of and access to local government land vested in or under the control of the Council and public places (other than roads), including the prohibition and regulation of particular activities on local government land and in public places.

Part 1 – Preliminary

1. Short Title
   This by-law may be cited as the Local Government Land By-law 2014.

2. Commencement
   This by-law will come into operation four months after the day on which it is published in the Gazette in accordance with Section 249(5) of the Local Government Act 1999.

3. Definitions
   In this by-law:

   3.1 ‘animal’ includes birds, insects and marine creatures;
   3.2 ‘camp’ includes setting up a camp, or cause a tent, caravan or motorhome to remain on the land for the purpose of staying overnight, whether or not any person is in attendance or sleeps on the land;
   3.3 ‘electoral matter’ has the same meaning as in the Electoral Act 1985 provided that such electoral matter is not capable of causing physical damage or injury to any person within its immediate vicinity;
   3.4 ‘emergency vehicle’ has the same meaning as in the Australian Road Rules;
   3.5 ‘liquor’ has the same meaning as defined in the Liquor Licensing Act 1997;
   3.6 ‘local government land’ means land owned by the Council or under the Council’s care, control and management (except roads);
   3.7 ‘motor vehicle’ has the same meaning as in the Road Traffic Act 1961;
   3.8 ‘on water activity’ includes fishing (whether from a boat or other vessel, structure or land), swimming, bathing, diving, rowing or boating;
3.9  ‘open container’ means a container which:

3.9.1  after the contents thereof have been sealed at the time of manufacture; and

3.9.1.1  being a bottle, has had its cap, cork or top removed (whether or not it has since been replaced);

3.9.1.2  being a can, it has been opened or punctured;

3.9.1.3  being a cask, has had its tap placed in a position to allow it to be used;

3.9.1.4  being any form of container, it has been opened, broken, punctured or manipulated in such a way as to allow access to the contents thereof; or

3.9.2  is a flask, glass or mug or other container used for drinking purposes;

3.10  ‘public place’ means a place (including a place on private land) to which the public has access (except a road) but does not include any part of a community parcel divided by a plan of community division under the Community Titles Act 1996.

Part 2 – Management of Local Government Land and Public Places

4.  Activities Requiring Permission

A person must not, without permission, on any local government land:

4.1  Advertising

display any sign for the purpose of advertising;

4.2  Amplification

use an amplifier or other device whether mechanical or electrical for the purpose of amplifying sound;

4.3  Animals

4.3.1  enter in company with any animal that the Council has resolved is prohibited from local government land, except land to which the Council has resolved that such an animal is permitted, and has indicated the same through the erection of a sign or signs;

4.3.2  exercise any animal in such a manner as to endanger the safety of any other person;
4.4 Animals on Foreshore
  4.4.1 allow or suffer any animal under his or her control to swim or bathe in the
      sea or any other open public water to the inconvenience, annoyance, or
      danger of any other person bathing or swimming;
  4.4.2 exercise any horse on the foreshore in such manner as to endanger the
      safety of any other person;

4.5 Animals in Lakes and Ponds
  comprising a pond or lake, to which this subparagraph applies, allow or suffer any
  animal to enter or remain therein;

4.6 Athletic and Ball Sports
  4.6.1 promote, organise or take part in any organised athletic sport;
  4.6.2 to which this subparagraph applies, play or practice the game of golf;

4.7 Attachments
  attach, hang or fix any item to any tree, shrub, plant, tree guard, tree stake, notice
  board, seat, fence, post or other item or structure which is the property of the Council;

4.8 Boat Ramps
  launch or retrieve a boat or other vessel to or from any pond or lake to which this
  subparagraph applies;

4.9 Bridge Jumping
  jump or dive from any bridge;

4.10 Buoys
  place a buoy, cable, chain, hawser, rope or net in, on or across any pond or lake;

4.11 Busking
  sing, busk or play a musical instrument for the purpose of or so as to appear to be for
  the purpose of entertaining others or receiving money;

4.12 Camping
  camp;
4.13 **Canvassing**
convey any advertising, religious or other message to any bystander, passerby or other person;

4.14 **Cemeteries**
comprising a cemetery:
- 4.14.1 bury or inter any human or animal remains;
- 4.14.2 erect any memorial;
- 4.14.3 drive or propel any motor vehicle, except on paths or roads constructed and set aside by the Council for that purpose;

4.15 **Closed Lakes**
comprising a lake or pond, enter, remain in or on, or engage in any on water activity on any part of the lake or pond at any time during which the Council has resolved that it shall be closed to the public and which is indicated by a sign or signs to that effect;

4.16 **Closed Lands**
enter or remain on any part the land:
- 4.16.1 at any time during which the Council has resolved that it shall be closed to the public and which is indicated by a sign or signs to that effect;
- 4.16.2 where the land is enclosed with fences and/or walls, and gates, at any time when the gates have been closed and locked; or
- 4.16.3 where admission charges are payable, to enter without paying those charges;
- 4.16.4 constituting a revegetation area, where a sign or signs indicate that the land is closed for that purpose;

4.17 **Digging Soil**
to which this subparagraph applies, dig the soil for or collect worms, shellfish, grubs or insects;

4.18 **Distribution**
distribute anything to any bystander, passerby or other person;
4.19 Donations
ask for or receive or indicate that he or she desires a donation of money or any other thing;

4.20 Fires
light any fire except:

4.20.1 in a place provided by the Council for that purpose; or
4.20.2 in a portable barbeque, as long as the barbeque is used in an area that is clear of flammable material for a distance of at least four metres;

4.21 Fishing
fish:

4.21.1 in any pond or lake to which this subparagraph applies;
4.21.2 from any place to which this subparagraph applies;
4.21.3 from any bridge or structure;
4.21.4 in any pond or lake where signage indicates that it has been closed for health reasons;

4.22 Flora and Fauna
4.22.1 damage, pick, prune or otherwise interfere with any plant or flower or other vegetation thereon; or,
4.22.2 tease, or cause any harm to any animal, bird or marine creature, unless they are acting in accordance with the provisions of the Native Vegetation Act 1991, National Parks and Wildlife Act 1972 and/or the Crown Lands Management Act 2009 (to the extent applicable);

4.23 Hiring Boats
4.23.1 hire out a boat or vessel or otherwise use it for commercial purposes in any pond or lake; or
4.23.2 hire out a boat or vessel on or from any part of the foreshore;

4.24 Horses and Cattle
ride, lead, herd, exercise or drive any horse, cattle or sheep, except where the Council has set aside a track or other area for use by or in connection with the animal of that kind;
4.25 **Horses on Foreshore**
comprising the foreshore, drive, lead or ride any horse;

4.26 **Interference with Land**
interfere with or alter the land (whether or not such land is a pond or lake) including:

4.26.1 altering the construction or arrangement of the land to permit or facilitate access from an adjacent property;

4.26.2 erecting or installing a structure (including fencing, posts, buildings, pipes, wires, cables, fixtures, fittings and other objects) in, on, across, under or over the land;

4.26.3 changing or interfering with the construction, arrangement or materials of the land;

4.26.4 changing, interfering with or removing a structure (including pipes, wires, cables, fixtures, fittings or other objects) associated with the land;

4.26.5 planting a tree or other vegetation on the land, damaging, picking, pruning or otherwise interfering with the vegetation on the land, or removing vegetation from the land; or

4.26.6 otherwise use the land in a manner contrary to the purpose for which the land was designed to be used;

4.27 **Launching and Retrieval of Motorised Personal Watercraft**
launch or retrieve a motorised personal watercraft from or onto the beach into or from the sea except in any area where the Council has resolved that such an activity is permitted, and has indicated the same through the erection of a sign or signs;

4.28 **Motor Vehicles on Parklands**
comprising a park, garden or reserve:

4.28.1 drive or propel a motor vehicle unless on an area or road constructed or set aside by the Council for the parking, driving or riding of motor vehicles;

4.28.2 take part in any race, test or trial of any kind utilising a motor vehicle except in an area that has been properly constructed or set aside by the Council for that purpose; or

4.28.3 promote or organise any race, test or trial of any kind in which motor vehicles take part unless the race, test or trial is to take place on an area that has been properly constructed or set aside by the Council for that purpose;
4.29 Vehicles on Foreshore
   comprising the foreshore, drive or propel a motor vehicle onto, from or on the
   foreshore except for the purpose of launching or retrieving a boat, so long as the
   vehicle is driven or propelled:
   4.29.1 on an area that is constructed or set aside by the Council for that
          purpose; or
   4.29.2 on an area to which the Council has resolved such an activity is permitted,
          and has indicated the same through the erection of a sign or signs;

4.30 No Liquor
   4.30.1 consume, carry or be in possession or charge of any liquor on any local
          government land to which this subparagraph applies (provided the land
          constitutes a park or reserve);
   4.30.2 excepting sealed containers, consume, carry, be in possession or charge of
          any liquor in an open container on any local government land to which this
          subparagraph applies (provided the land constitutes a park or reserve);

4.31 Picking Fruit
   pick fruit, nuts or berries from any tree or bush;

4.32 Pontoons
   install or maintain a pontoon, fixed floating jetty, or other jetty (whether temporary
   or permanent) in or on any pond or lake to which this subparagraph applies;

4.33 Preaching
   preach or harangue;

4.34 Removing Soil
   carry away or remove any soil, sand, seaweed, timber, stones, pebbles or other organic
   or inorganic materials or any part of the land;

4.35 Swimming
   swim or bathe in any pond or lake to which this subparagraph applies;
4.36 **Toilets**
   In any public convenience on local government land:
   
   4.36.1 urinate other than in a urinal or pan or defecate other than in a pan set apart for that purpose;
   4.36.2 smoke tobacco or any other substance;
   4.36.3 deposit anything in a pan, urinal or drain which is likely to cause a blockage;
   4.36.4 use it for a purpose for which it was not designed or constructed;
   4.36.5 enter any toilet that is set aside for use of the opposite sex except where:
      4.36.5.1 a child under the age of five years accompanied by an adult person of that other sex; and/or
      4.36.5.2 to provide assistance to a disabled person;

4.37 **Use of Boats**
   Use a boat or vessel in any pond or lake to which this subparagraph applies;

4.38 **Vehicles on Boat Ramps**
   4.38.1 launch or retrieve a boat or vessel other than from a boat ramp constructed for that purpose;
   4.38.2 allow any motor vehicle to remain stationary on any boat ramp longer that is necessary to launch or retrieve a boat or vessel;

4.39 **Weddings**
   Comprising a park or reserve, conduct or participate in a marriage ceremony;

4.40 **Working on Vehicles**
   Perform the work of repairing, washing, painting, panel beating or other work of a similar nature on or to any motor vehicle, except for running repairs in the case of breakdown.

5. **Posting of Bills**
   A person must not, on local government land or in a public place, without permission, post any bills, advertisements or other papers or items on a building or structure.

6. **Prohibited Activities**
   A person must not on local government land:
6.1 **Annoyances**

annoy or unreasonably interfere with any other person’s use of the land by making a noise or by creating a disturbance that has not been authorised by the Council;

6.2 **Interference with Permitted Use**

interrupt or disrupt or interfere with any person’s use of a park, reserves or the foreshore for which permission has been granted;

6.3 **Smoking**

to which this subparagraph applies, smoke tobacco or any other substance;

6.4 **Use of Equipment**

use any item of equipment and/or facilities or other Council property other than in the manner and for the purpose for which it was designed or set aside.

Part 3 – Enforcement

7. **Removal of Encroachment or Interference**

Any person who encroaches onto, interferes with, or alters local government land contrary to this by-law must at the request in writing of an authorised person:

7.1 cease the encroachment or interference; and
7.2 remove the source of the encroachment or interference; and
7.3 reinstate the land to the same standard it was prior to the encroachment, interference or alteration.

8. **Council may do work**

If a person fails to remove an encroachment or interference on local government land in accordance with a request of an authorised officer pursuant to paragraph 7 of this bylaw, then an authorised person may:

8.1 undertake the work; and
8.2 recover the cost of doing so from that person.
9. **Directions**

Any person on local government land must comply with any reasonable direction or request from an authorised person relating to:

9.1 that person’s use of the land;
9.2 that person’s conduct and behaviour on the land;
9.3 that person’s safety on the land;
9.4 the safety and enjoyment of the land by other persons.

10. **Removal of Animals**

If any animal is found on local government land in breach of a by-law:

10.1 any person in charge of the animal will remove it on the request of an authorised person; and
10.2 an authorised person may remove the animal if a person fails to comply with the request, or if no person is in charge of the animal.

**Part 4 – Miscellaneous**

11. **Exemptions**

11.1 The restrictions in this by-law do not apply to any Police Officer, Council Officer or Council employee acting in the course and within the scope of that person’s normal duties, or to a contractor while performing work for the Council and while acting under the supervision of a Council Officer, or to an emergency worker when driving an emergency vehicle.

11.2 The restrictions in paragraph 4.7, 4.13 and 4.18 of this by-law do not apply to:

11.2.1 electoral matters authorised by a candidate and which relate to a Commonwealth or State election that occurs during the period commencing on the issue of the writ or writs for the election and ending at the close of polls on polling day; or

11.2.2 electoral matters authorised by a candidate and which relate to an election under the *Local Government Act 1999* or the *Local Government (Elections) Act 1999* that occurs during the period commencing four weeks immediately before the date that has been set (either by or under either Act) for polling day and ending at the close of voting on polling day, or
11.2.3 Matters which relate to, and occur during the course of and for the purpose of a referendum.

12. Application of Paragraphs
   Any of paragraphs 4.5, 4.6.2, 4.8, 4.17, 4.21.1, 4.21.2, 4.30.1, 4.30.2, 4.32, 4.35, 4.37 and 6.3 of this by-law will apply only in such portion or portions of the area as the Council may, by resolution, direct, in accordance with Section 246(3)(e) of the Local Government Act 1999.

The foregoing by-law was duly made and passed at a meeting of the Council of the City of Charles Sturt held on the 11th day of August 2014 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

........................................................................ Mr Mark Withers - Chief Executive
Dog on and off leash areas in Charles Sturt

Foreshore

During the daylight savings period, dogs on the beach must be on leash between 10am and 8pm. Outside of these hours dogs must be under effective control.

During the non-daylight savings period (usually from March to October), dogs on the beach can be off leash but under effective control at all times.

Effective Control
This means that the person in control of the dog must be able to demonstrate voice control of the dog and it must be within close proximity of and within sight of the person in control of the dog.

Dog Parks

Council also have designated fully fenced dog parks for the use and enjoyment of dog owners as follows:

**Pooch Park** - Tedder Reserve, Linear Park on Findon Road, Flinders Park
- Suitable for all dogs
- Extensive agility equipment
- Toilet Facilities
- Off Street Parking
- Public Lighting
- Open all hours

**Puppy Park** - Sam Johnson Reserve, Bollingbroke Avenue, Renown Park
- Constructed for small dogs and puppy’s
- Located within greater Sam Johnson Sports Ground
- Public Lighting
- Open all hours

**New Park** - Albert Greenshields Reserve, Greenshields Place, Brompton
- Two separate fenced areas for Active Dogs and Easy Going Dogs
- Toilet Facilities within Albert Greenshields Reserve
- Off Street Parking
- Public Lighting
- Open all hours
Off Leash

In the City of Charles Sturt, dogs are allowed to be off leash but under effective control (by means of physical restraint; or by command, the dog being in close proximity to the person and the person being able to see the dog at all times) in most parks, gardens and reserves.

Dogs on Leash Areas within the City of Charles Sturt

Currently eleven public parks, gardens and reserves in the City of Charles Sturt have been designated as on leash areas. They are:

- Collins Reserve, Valetta Road, Fulham Gardens
- Nedford Reserve, Nedford Crescent, Fulham Gardens
- Jubilee Park, Bartley Terrace, West Lakes Shore (only during organised sporting activities)
- Parfitt Square, Drayton Street, Brompton
- Nancy Fischer Reserve, Hurcombe Street, West Beach
- Tatura Crescent Reserve, Tatura Crescent, Fulham Gardens
- West Lakes walking path (walkway abutting the lake)
- Port Road median strip area
- Freshwater Lake (Duck Pond), West Lakes Boulevard, West Lakes
- Toledo Reserve, Toledo Avenue, West Beach
- Henley Square

There is currently one public park, gardens and reserves in the City of Charles Sturt which has been designated as dog free area:

- St Clair Recreation Reserve, Woodville Road, Woodville sporting oval.