



ANIMAL WELFARE ADVISORY COMMITTEE
AUSTRALIAN CAPITAL TERRITORY

COMMITTEE VACANCIES

About the Committee

The [Animal Welfare Advisory Committee](#) (AWAC) is a statutory body established under the *Animal Welfare Act 1992* as a Ministerial advisory committee representing community views on animal welfare in the ACT.

The AWAC's purpose is to facilitate the development of a balanced and coordinated approach to animal welfare matters and to provide advice to the Minister on animal welfare issues.

The specific functions of the Committee will be:

- to advise the Minister on any matter relating to existing or proposed legislation affecting the welfare of animals;
- to investigate and advise the Minister on any matter, policy or practice affecting the welfare of animals;
- to participate, in conjunction with the Animal Welfare Authority, in the development of codes of practice relating to animals and their welfare and to review and recommend existing codes where appropriate;
- to provide advice to government and non-government bodies on programs to improve community awareness about animals and their humane treatment; and
- to provide the Directorate with a copy of the minutes of each AWAC meeting and to report annually to the Minister on the activities and achievements of the Committee.

The Committee has an annual work plan that it delivers in agreement with the Minister for City Services, with a focus on developing Codes of Practice and providing advice on relevant and emerging issues.

Committee Membership

The membership of the AWAC will be representative of the major interests in animals and animal welfare in the ACT.

New appointments to the Committee are by Disallowable Instrument signed by the Minister, approved by Cabinet and referred to a Legislative Assembly Standing Committee.

The membership of the Committee include, but not be limited to, the following:

- a. a chair who is not affiliated with an animal welfare or animal user group;
- b. a person who is an authorised officer under the *Animal Welfare Act 1992*;
- c. a person nominated by the RSPCA ACT;
- d. a person nominated by the Australian Veterinary Association;
- e. a person nominated by the ACT Rural Lessees Association;
- f. a person, with experience in teaching or research in the field of animal sciences, nominated by—
 - i. the Commonwealth Scientific and Industrial Research Organisation (the CSIRO); or
 - ii. an ACT tertiary institution;
- g. a person nominated by a community-based organisation involved in animal welfare, other than the RSPCA ACT;
- h. a person nominated by a community-based organisation involved in native wildlife matters;
- i. a person nominated by an organisation involved in the commercial use of companion animals;
- j. a person nominated by an organisation involved in the recreational or sporting use of animals; and
- k. a person nominated by the administrative unit with responsibility for the *Nature Conservation Act 2014*.

The term of each appointment will be for a period not exceeding three years. Individual representatives may be reappointed.

Committee Meetings

Committee meetings are held monthly, with a combination of face-to-face and virtual meetings, with no meeting held in January.

The Committee's deliberations, information received by it and recommendations made to the Minister are to be treated as confidential at all times, noting that there will be circumstances where some members are appointed as an organisation representative and it may be appropriate to seek the views of their member organisation. All non-government Committee members must sign Code of Conduct and Conflict of Interest Declaration form prior to commencing duty.

Committee members are expected to contribute to the review and development of Codes of Practice, Standards and Guidelines, and other AWAC business outside of scheduled meetings in order to meet the obligations and functions of the Committee. This includes

leading or joining subcommittees to focus on specific animal welfare issues and drafting or reviewing accompanying documentation, including codes of practice and position statements. Committee members are expected to contribute to meetings and deliberations, and the overall good governance of the Committee.

Committee members are remunerated under section 10 of the *Remuneration Tribunal Act 1995* in accordance with [Determination 18 of 2023](#) at a rate of \$615 per diem for the Chair and \$525 per diem for members.

Vacancy

A vacancy has become available for the category of:

- g. a person nominated by a community-based organisation involved in animal welfare, other than the RSPCA ACT.**

The above-mentioned position is an expected vacancy commencing in August 2024, with the successful candidate to be appointed for a period of up to three years.

Members are expected to bring relevant experience to Committee discussions and decisions to support the Committee in equitably carrying out the function of the committee. While Committee members are expected to share their expertise, they must also be respectful of other members with differing viewpoints. The successful candidate will be expected to comply with the ACTPS Code of Conduct, Integrity Framework and other good governance principles.

Applications

Expressions of interest, of no more than two A4 pages, together with a current resume can be submitted to the Director, Boards and Committees via email to TCCS_GMSBoards-Committees@act.gov.au.

Applications should clearly identify the position you are applying for and state relevant experience and/or skills that you could bring to the Committee. The closing date for applications is Friday, 5 April 2024.