



Terms of Reference

Cat Management Strategy Steering Committee

PREAMBLE: The steering committee will oversee a project involving the preparation of a statewide cat management strategy (the strategy) for South Australia to protect and manage all cats with consideration of the social, environmental and economic impact caused by cats.

The strategy will be a framework for the state-wide management of owned, unowned and feral cats.

Role

The Cat Management Strategy (CMS) Steering Committee provides the direction and leadership required for developing a state-wide cat management strategy for South Australia.

The CMS Steering Committee will:

- Establish and manage effective project governance arrangement.
- Ensure internal and external consultation achieves the project objective.
- Reviews and endorses policy options to deliver a CMS.
- Recommends the resources required to develop and implement the strategy.

Scope

The CMS Steering Committee will:

- Ensure project outcomes align with the government's election commitments.
- Endorse project plans for the Executive Director's approval.
- Ensure members provide timely input into quality decision-making, briefings and submissions.
- Maintain and monitor a risk register.
- Assist with project blockages and provide influence to progress and overcome any obstacles.
- Maintain and monitor project progress reports.
- Monitor budget allocations.
- Ensure DEW staff, other government departments, external stakeholders and the public are appropriately engaged and consulted.
- Communicate project progress to key staff.

The CMS Steering Committee Chair will provide advice to the Chief Executive DEW on matters associated with management strategy, including its progress, engagement, budget, schedules, risks and issues, and approvals.

Meetings

The CMS Steering Committee will meet on a monthly basis, or as agreed, until the strategy has been completed and submitted for approval by the Minister for Climate, Environment and Water.

The Chair will collaboratively prepare the meeting agenda with support from within DEW; collate and circulate relevant documents prior to the meeting; and take and circulate meeting minutes.

Relevant documents will be distributed to CMS Steering Committee members at least two days prior to a scheduled meeting.



If necessary, urgent matters may be resolved out of session. This may include email approvals or other communication means.

Decision making

All efforts should be made to achieve decisions by consensus, working through any differences of opinion by respectful discussion of the facts.

Unresolved disputes will be escalated to the Chief Executive, by the CMS Steering Committee Chair for consideration and direction.

Membership

The CMS Steering Committee will consist of:

- Executive Director, Environment, Heritage and Sustainability (Chair)
- Director, Planning, Heritage and Dog and Cat Management (Deputy Chair)
- Director, Conservation and Wildlife
- Director, Native Vegetation, Pastoral Land Management and Landscape Services
- Landscape Board representative
- Manager, Dog and Cat Management
- PIRSA representative
- Local Government Association of South Australia
- Dog and Cat Management Board Chair

CMS Steering Committee Executive Support

- Project Officer Compliance from Dog and Cat Management
 - Meeting minutes
- Executive Assistant for Director Planning, Heritage and Dog and Cat Management
 - Meeting organisation

Other representatives (including subject matter experts and regional representatives) may be invited to attend on an as-needs basis.

Hon Susan Close

Minister for Climate Environment and Water

Date: 21 / 3 / 2025

Review date: 2025