

AGM – Other Business – Updates

#	AGM – Other Business – Updates 09/11/2021 Prepared in advance by the Acting General Manager, Rebecca Beare
<u>1</u>	Shelter Relocation Plan <p>The SDCH premises at Carlton has been on an ongoing month to month lease for several years. That site has recently been sold to a property developer, with settlement due on 11th February 2022.</p> <p>Prior to February 2022, we plan to relocate as much as possible of our shelter operations to our Strathfield site temporarily while we secure funding to implement the Kurnell animal shelter construction project. Relocation plans are currently being developed to exit Carlton. Building works at the Strathfield are due to commence next week to modify some of the internal spaces to suit our future needs better.</p> <p>The Strathfield Vet Clinic will not provide sufficient space to accommodate all our shelter operations and staff. Recently alternative options were investigated via an Expression of Interest project scope with a view to some animal housing being leased from a third party to accommodate dogs and some adoption cats. Offsite storage arrangements are being considered at Kurnell and near the vet clinic. It also seems likely that arrangements will need to be made for some staff to continue to work from home and/or from another location.</p> <p>To provide boarding facilities to the animals in our care during this transition period, we will be leasing part of an existing boarding facility where we can house and care for our animals. This will require a daily transfer routine between the Strathfield Vet Clinic and the boarding premises. It is anticipated that the SDCH vehicle will be utilised for some of these trips; however, additional transport may need to be outsourced. There are still many logistical considerations to be resolved around council drop-offs and pick-ups, out of hours access, reclaims, adoptions and so forth.</p> <p>Our Strathfield transition plan will provide in-house veterinary services to ensure that we complete all shelter animal care work.</p> <p>Transition arrangements will be in place until the Stage 1 Kurnell Animal Shelter is built and certified for occupancy.</p> <p>We are in the process of consulting with staff about who will be relocating where. The plan for future volunteer opportunities will be developed soon.</p>
<u>2</u>	Interim Animal Boarding Options <p>After a tender process to find a suitable Animal Boarding option for the interim period when we vacate our Carlton site, we have confirmed interest in a suitable option for temporary dog and cat housing once we move out of Carlton. The Board have approved this option; however, a final contract has not yet been signed. Once the agreement has been signed off, the Councils will be informed of the arrangements as will the members and volunteers. We hope that this will be in the next few weeks as there is much to do.</p> <p><u>Staff & Animal Location Plan</u></p>

	<p>The suggested staff location plan is currently being developed in consultation with the staff team as follows:</p> <ul style="list-style-type: none"> • Dogs and some adoption cats will be housed at the animal boarding facilities. The facility has 25 large kennels (including 4 kennels for overnight drop-offs), a large grass yard for our exclusive use and 2 rooms for cats or storage. There is also a separate bathroom, laundry, kitchenette and admin space for our use. • Vet team, reception team, adoption cats, stray cats, pocket pets will be based at our Strathfield vet clinic. • Operations team and the Fundraising & Marketing team, will work from home, visiting all sites as required with access to regular in person team meetings at ad-hoc hired co-working sites and meeting rooms. <p><u>Volunteer Location Plan</u></p> <ul style="list-style-type: none"> • We are still developing a Volunteer Plan and will provide further updates as they become available.
<p><u>3</u></p>	<p>Covid Safety Plan and Volunteers on Site Update</p> <p>We know that you are all keen to get back to business as usual; your cooperation during this time has been really appreciated, and we are aware it hasn't been easy.</p> <p>The Leadership Team aims to merge back to one staff team as soon as possible, later this month. However, we still intend to maintain two volunteer teams that will provide the potential of more accessible access to the shelter for shifts while carefully considering Covid Safety and social distancing requirements. We are currently completing the design of our Business Contingency Plan to make this happen. Despite the easing of restrictions, we are still in the risky position of closing the shelter if we have a positive case and need to make sure we have a plan B to avoid this.</p> <p>We will provide an update as soon as this plan is finalised and ready for implementation. But for now, we have sent out the ACT and Volunteer roster for the first few weeks of November with the same team split still in place.</p> <p><u>Covid Safety Plan:</u></p> <ul style="list-style-type: none"> • Please download our most recent Covid Safety Plan for further information. Link found in the Members Update email. <p>This plan has been developed in consultation with our staff team and Employsure. We warmly welcome any feedback for this plan which is updated monthly or as required.</p>
<p><u>4</u></p>	<p>Town Hall – Sydney Dogs & Cats Home – Internal Stakeholders</p> <p>An email will follow shortly after the AGM.</p> <p>SAVE THE DATE: Tuesday 30th November @7pm – 9pm via Zoom</p> <p>INVITATION: Staff, Volunteers Members</p>

PURPOSE: with so much going on, including staff and board changes and the implementation of the upcoming relocation and interim plan after we exit Carlton, the purpose of this town hall is to check in with staff, volunteers, and members with the aim to give all internal stakeholders an update and to provide a chance for any queries or concerns to be aired.

TOWN HALL AGENDA:

- Meet new Board members
- New Strategic Plan
- Relocation Plan
- Intermit Plan
- Kurnell Project Update
- Capital Campaign Update
- Volunteer Opportunities

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