

PROGRAM POLICY & PROCEDURE FOR PETS

Policy number	PP001	Version	Final
Endorsed by	Policy Advisory Committee	Approved by CEHL Board	November 2015
Responsible person	Clive Summers	Scheduled review date	November 2017

This Policy and Procedure was noted by the Co-op members at a

Special General Meeting on ____/____/____

Signed Director -

Signed Director -

INTENT

To ensure that there is an understanding of this Co-operative's responsibility in relation to pet ownership with a clear process in managing relevant pet related issues.

POLICY

This Co-operative acknowledges the value of pet ownership in its potential to provide members with social and health benefits. This Co-operative will approach pet ownership in a fair and consistent manner within the jurisdiction of the Residential Tenancies Act (RTA) 1997 and the Owners Corporation (OC) Act 2006. The keeping of animals can be prohibited in the Rules of an OC except for those pets that adhere to the Companion Animals Act 1998.

This Co-operative requires that all members wishing to keep animals adhere to the relevant local/ state/ federal bylaws, licenses and restrictions.

This Co-operative will take prompt and timely action to recover costs for any property damage caused by pets.

PROCEDURE

<i>Legal Requirements</i>	<i>Program Requirements</i>	<i>Co-op Policy</i>
<p>It is the member's responsibility under the Residential Tenancies Act 1997 (RTA) to ensure:</p> <ul style="list-style-type: none"> • The reasonable peace and comfort of their neighbours is maintained as per Section 60 of the RTA; • There is no damage to any part of the premises or common areas as per Section 61 of the RTA, and if so is repaired by the member at their own expense to a professional standard after informing the Cooperative as soon as is possible; • Cleanliness of the property is maintained to a reasonable standard as per Section 63 of the RTA. <p>Non-compliance with the responsibilities above may result in the Co-op being required to undertake VCAT action.</p>	<p>If complaints are received by CEHL or the Co-op, the Co-op will:</p> <ul style="list-style-type: none"> • Follow the "Guide to Handling Complaints from Neighbours" listed on the CEHL website for all neighbour complaints; • Ensure that reports of non-compliance are verified; • Upon verification, will decide on an appropriate course of action that is fair and reasonable and in accordance with the legal and program obligations as a landlord and a Co-op. An informal approach in the first instance may be most appropriate. Any efforts made should be documented. <p>If an informal approach is found to be ineffective, this Co-operative should seek the assistance and advice of their Co-operative Development Co-ordinator.</p>	<p>Members may choose to have pets, providing Council regulations and Owners Corporation Rules are being met.</p> <p>Permission is not required from the Co-op for members to keep a pet.</p>