

EMERGENCY ANIMAL WELFARE PLAN

 @ShireofQuairading

 @QuairadingCaravanPark

 @shireofquairading



Endorsed 29th September 2022

Resolution 68 – 22/23

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ABBREVIATIONS AND DEFINITIONS

AEC	Animal Evacuation Coordinator
Animal	Will include all animal and bird species
AOC	Animal Operations Centre
APS	Animal Protection Society
AWC	Animal Welfare Coordinator
AWP	Animal Welfare Plan
AWT	Animal Welfare Team
DAFF	Department of Agriculture and Food
DFES	Department of Fire & Emergency Services
IC	Incident Controller
ICC	Incident Control Centre
HMA	Hazard Management Agency
IMT	Incident Management team
Intensive Agriculture	A recognized agricultural activity when a substantial number of animals are kept in a limited or confined area.
LAS	Livestock Animal Shelter
LGA	The Local Government Authority, being the Shire of Quairading
LEMC	The Local Emergency Management Committee of the Shire of Quairading
LEMA	Local Emergency Management Arrangements
Livestock	Animals not normally contained or permitted inside a family residence and would normally stay outside on the property. Includes: horses, cattle, sheep, pigs, goats, and poultry.
PAS	Pet Animal Shelter
Pets	Small, domesticated animals who are portable and would normally accompany the family when they leave the property. Includes: dogs, cats, rabbits, rodents, fish, and tame birds.
RSPCA (WA)	Royal Society for the Prevention of Cruelty to Animals
WESTPLAN	State Emergency Management Plans
Wildlife	Will include all native species of animals and birds

SECTION ONE: INTRODUCTION

1.1 Aim and Objectives

The aim of the Animal Welfare Plan (AWP) is to:

Detail emergency management arrangements relating to the Welfare of Animals during emergencies throughout the Shire of Quairading.

The objectives of the AWP are to:

- Detail actions, roles and responsibilities for preventative, preparedness, response and recovery arrangements within the Shire of Quairading;
- Identify emergency management arrangements between stakeholders to ensure an adequate and effective response to, and recovery from, an emergency incident within the Shire of Quairading;
- Provide an interface to enable integration with other emergency plans within the Shire of Quairading and the State; and
- Provide a reference for those required to respond to Emergency Incidents within the Shire of Quairading.

1.2 Scope

This Plan covers the Shire of Quairading Emergency Management arrangements that apply to responders and stakeholders who may become involved with management and response to emergency incidents within the Shire of Quairading.

1.3 Hazard Definition

The hazard is defined by the nature of the emergency or incident, the cause and effect of the incident and the incident has, threatened or is likely to cause injury, damage or loss of life, damage to or loss of property, goods or materials, or may cause considerable financial impact on a person, persons, community or area, and requires a response under existing threat plans or strategies.

1.4 Authority to Plan

This Plan has been prepared at the direction of the Local Emergency Management Committee (LEMC) acting under the relevant provisions of the *Emergency Management Act 2005*.

1.5 Plan Responsibilities

The development, implementation and revision of the AWP is the responsibility of the Shire of Quairading in consultation with key stakeholders, combat agencies and other support organisations in accordance with the related Emergency Management and other related Legislation.

1.6 Organisational Roles and Responsibilities

Organisations with responsibilities identified under this Plan are listed in the following table. Participating organisations will be required to provide assistance under this Plan in the event of an emergency, which will, or may impact on any animal, directly or indirectly, being domestic, wildlife, rural, kept for primary production or for recreational purposes which requires resources beyond the capacity of the owner or carer of the affected animals.

Agency / Authority	Roles / Responsibilities
Department of Fire and Emergency Services (DFES)	<ul style="list-style-type: none"> i Hazard Management Authority ii Animal Evacuation Coordination (SES - Mounted Section) iii Support Agency
Department of Agriculture and Food, WA (DAFWA)	<ul style="list-style-type: none"> iv Livestock Authority v Drought Management vi Disease Management vii Animal Welfare
Western Australia Police (WAPOL)	<ul style="list-style-type: none"> i Hazard Management Authority ii Traffic Management iii Investigation and Enforcement
Department of Parks and Wildlife	<ul style="list-style-type: none"> i Hazard Management Authority ii Wildlife Management
Shire of Quairading (Local Government Authority)	<ul style="list-style-type: none"> i Hazard Management Authority ii Support Agency iii Information Technology
RSPCA (WA)	<ul style="list-style-type: none"> i Animal Welfare ii Support Agency
Dept of Health WA	Lead agency in relation to Human Health & Disease Management
Main Roads WA	<ul style="list-style-type: none"> i Road Closures ii Traffic Management Support iii Vehicle Permits
Bureau of Meteorology	Information Technology

Agency / Authority	Roles / Responsibilities
Australian Red Cross & Salvation Army	i Support agency ii Key Welfare Agencies iii Counselling Services
Water Corporation of WA	i Water Supply Management ii Support Agency
Western Power	Electrical Supply Management
Department of Health WA HMA	WESTPLAN Human Epidemic

SECTION TWO: PREVENTION AND MITIGATION

2.1 Responsibility for Prevention, Mitigation and Prevention Strategies

The responsibility for threat or hazard reduction and prevention, and the threat or hazard mitigation and strategies are covered in relevant threat or hazard plan within:

- The content of the Local Emergency Management Plan, Westplan and other relevant Agency and Authority Plans;
- Various State and Federal statutes and legislation as defined by the nature of the hazard or threat.

2.2 Legislation and Codes

There are various Acts and Statutes which relate to specific hazards and threats, which are identified and detailed in the relevant sections of the Local Emergency Management Plan. The legislation and codes relevant to Animal Welfare and the movement of livestock are as follows, but not limited to:

- *Animal Welfare Act 2006*
- *Biosecurity and Agriculture Management Act 2007*
- Dept. of Agriculture and Food (codes of conduct and operating codes)
- RSPCA (WA) Codes of Conduct
- *Emergency Management Act 2005*

SECTION THREE: PREPAREDNESS

3.1 Responsibility and Preparedness

The provision of information to the public regarding animals in emergencies must be easily accessible, easy to interpret, deliberate, planned and sustained.

Preparedness Actions: Local Emergency Management Committee and the Shire of Quairading

- Conduct a public information session to launch the Animal Emergency Welfare Plan;
- Arrange training, liaison and agreements with related organisations, agencies, authorities, key stakeholders, service providers and contractors;
- Provide on-going animals in emergency preparation information to residents; and
- Establish and utilise printed and electronic media to educate and prepare animal owners and animal facilities for emergency incidents.

Preparedness Actions: Animal Owners and Animal Facilities

- Prepare an Emergency Animal Management Plan
- Prepare an Emergency Animal Management Pack
- Establish an “assistance group”
- Carry out risk management and risk reduction activities within the property or premises

3.2 Planning for Evacuation

3.2.1 Local Government responsibilities

The responsibilities of the Shire of Quairading are to prepare, plan for and to determine and document evacuation considerations:

- The threats hazards and risks;
- The predicted threat or hazard behaviour;
- Determine what is at risk;
- Assess the practicality of a large scale evacuation during a response;
- Assess and determine transport routes;
- Determine and document the evacuation points;
- Identify and document safe havens, locations and facilities;
- Identify and document required, available resources required to enable structured and safe evacuation of animals from areas under threat.

3.2.2 Animal Owner responsibilities

Deciding which animals may need to be moved, where they will be taken and how they will be transported are important considerations when preparing for any evacuation. The plan should detail arrangements and establish procedures for moving animals to safe and secure holding facilities away from danger zones during a threat. If owners do not possess their own transport

for animals, they should make prior alternative arrangements with neighbours and local transporters.

Identification is important in case any animals become lost or mixed with others during an evacuation. Owners should make sure that they can list and identify all animals in their care. Records should be kept to verify ownership or status as a carer. Methods may involve identification tags, photographs, microchip numbers, tattoos, colours and markings.

Any problem animals should be identified, such as those most at risk and those that are difficult to manage or dangerous, and a procedure should be established for dealing with them in an emergency.

An effective evacuation plan will also take into account:

- The availability of safe evacuation routes, considering the surrounding vegetation, fire fuel loadings, topography, watercourses and the possibility of road closures;
- The proximity of and anticipated response times by local emergency agencies;
- The time required to vacate the property, including time to gather, identify and load animals;
- Owners' need for backup power supply should the mains power fail, especially during a night-time evacuation;
- Owners' requirements for effective internal and external emergency communications; and
- The need for additional assistance in handling of your animals in an emergency.

The animal owner will need to consider what handling equipment will be needed for moving animals and where it should be stored for emergency use.

- Torch, radio and spare batteries;
- Mobile phone and contact phone numbers;
- Buckets and bowls for food and water;
- Cotton lead ropes, leather collars, halters or chains;
- Wire cutters (pliers) and a knife;
- First-aid items (discuss with your local veterinarian);
- Suitable cages, bags, containers; and
- Towels to cover cages.

If assistance to evacuate animals is required, owners need to plan to notify emergency agencies early with details of:

- The location of animals;
- Type and number of animals;
- Handling facilities and equipment, leads, halters, etc.;
- Problem animals that may be hard to manage or need special care or medication;
- A contact person (short and long term);
- Whether owners are able to transport some of the animals to a designated safe area or refuge;
- Whether owners have alternative accommodation for their animals after the immediate danger period or evacuation; and
- Alternative contact information.

3.3 Arrangements for Assistance

Arrangements and requests for assistance will be made to the Incident Management Team and coordinated through the Animal Welfare Coordinator.

SECTION FOUR: RESPONSE

4.1 Responsibility for Response

The responsibility to activate this plan and to determine the extent of the response and the requirement to evacuate will be made by the Incident Controller using all available threat information and predictions. The Incident Controller will appoint an Animal Welfare Coordinator to oversee the aspects of this Plan.

4.2 Notification and Communications

The notification of the response and an appropriate communications plan will be determined and activated by the Animal Welfare Coordinator.

4.3 Levels of Response

The level of response and the response action plan will be determined and implemented by the Incident Operations Officer and the Animal Welfare Coordinator.

4.4 Intensive Agriculture Activities – response aspects of this plan

The Shire of Quairading do not have Intensive Agricultural Activities at the time of this publication.

4.5 Evacuation Arrangements

4.5.1 Incident Management responsibilities

The roles and responsibilities of the Incident Management Group are to determine the need for evacuation taking into consideration:

- The threats hazards and risks;
- The predicted path of the threat;
- Determine what is at risk;
- Assess the practicality of a large scale evacuation during a response;
- Assess and determine transport routes;
- Determine the evacuation points;
- Communicate the plan and intentions at the earliest possible time; and
- Ensure accurate records are kept (see annexures to this plan).

4.5.2 Animal Owner responsibilities

The responsibility of the animal owner is to:

- Make the decision to stay or evacuate early, before the property is directly affected by the incident;
- Implement the required aspects of the (animal owners) evacuation plan; and
- Ensure that all animals are identifiable.

4.6 Traffic Management and Road Closures

Will be coordinated through the Incident Management Centre.

4.7 Financial Arrangements for Response

All financial arrangements will be coordinated by the Incident Management Centre. All matters relating to the financial management and arrangements relating to Animal Welfare are to be recorded and documented using the forms provided Animal Emergency Expenditure (Annexure 9) of AWP Plan.

SECTION FIVE: RECOVERY

5.1 Responsibility for Recovery

The responsibility for the:

- Declaration of the “recovery phase” will be made by the Incident Controller once the “Response Phase” of the Incident is under control or at a time determined by the Incident Controller.
- Implementation of the “recovery phase” of an incident will be the responsibility of the “Recovery Controller” as detailed by the respective Hazard Management Authority.

5.2 Transition to Recovery

Prior to approving or supporting the movement of animals back on to an incident affected property, the area needs to be declared fire safe, which will include, but is not limited to:

- Hot spots which may flare up without warning;
- Downed power lines and burnt-out trees;
- Partially burned structures and trees may be unstable;
- Falling limbs from fire affected trees; and
- Surrounds need to be checked for hazards such as ash pits and dangerous debris.

After a flood, safety precautions need to be adopted to prevent further damage or injury, these include, but are not limited to:

- Before entering buildings check for structural damage, make sure the power is turned off and try not to use any electricity until checked for safety;
- Check any animals that may have been standing in mud or water for extended periods as they can develop health problems and or diseases; and
- Be wary of venomous snakes or wildlife that may be trapped inside buildings or disturbed by the flood.

In general:

- Before animals are returned to a facility or property ensure all perimeter fences are intact;
- The facility or property is secure;
- That the animals are returning to a safe and liveable environment; and
- That there is an adequate supply of clean feed and water.

Always remember: Animals may also be traumatised and stressed from a significant incident or a major change in their environment.

ANNEXURE ONE: CONTACT LIST

Vet (All Animals)	Heartlands – York	9641 1383 or 0418264423
	Narrogin Veterinary Services	9881 5417
	Hearld Street Vet Clinic Narrogin	9881 6444
Vet (Small)	Ark Vet Hospital – Kelmscott	9495 1226
	Roleystone Animal Hospital	9390 4026
Shire of Quairading Ranger	Matt Sharpe WA Contract Ranger Service	0459 678 154
Animal Health SES	Department of Agriculture (Diseases)	1800 084 881
Animal Welfare	RSPCA	9209 9300
	Department of Agriculture	9368 3333
Wildlife	Wildcare	9474 9055
	Parks and Wildlife (Wildlife Section)	9334 0333
	Kanyana Wildlife Rehabilitation Centre	9291 3900
	Phyllis Facey (Beverley)	0437 483 175
Rail	Brookfield Rail – Administration	9622 4631
	Northam Control	9622 4690 or 9622 4627
Main Roads WA	Narrogin Office	9881 0524
	After Hours Emergency Response	138 138 or 0408 310 989
Western Power		13 13 51
Water Corporation		13 13 75
Environmental Protection Authority		9222 7000
Department of Environment	Pollution Emergency	1300 784 782
Dept of Primary Industries & Regional Development		9881 0222
<u>Shire of Quairading Contacts</u>		
Nicole Gibbs – Chief Executive Officer.....		0429 451 001
Leah Horton – Executive Manager Corporate Services.....		0428 451 001
Sarah Caporn – Executive Manager Works & Services.....		0427 451 001
TBD – Community Emergency Services Manager.....		0448 008 653
Executive Officer – Britt Hadlow.....		0428 925 650
<u>Quairading Police Station</u> – Sgt Annette Herod.....		0436 861 575

* Refer to LEMC contact lists

ANNEXURE TWO: ANIMAL RESCUE FORM

Name of Incident	
Rescue ID	
Incident Number	

Emergency Rescue Information			
Date/Time:		Hazard:	<input type="checkbox"/> Fire <input type="checkbox"/> Flood <input type="checkbox"/> Storm <input type="checkbox"/> Other.....
Rescue Location:		Officer:	
Holding Location:		Agency:	
PEN N^o:		Reason:	<input type="checkbox"/> Evacuated <input type="checkbox"/> Roaming
Animal Description			
Species:	<input type="checkbox"/> Dog <input type="checkbox"/> Cat <input type="checkbox"/> Other.....	Sex:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Breed:		Sterilized:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Colour:		Microchip:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Markings:		Vaccination:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Age:	<input type="checkbox"/> <6mths <input type="checkbox"/> 6mths – 3yrs <input type="checkbox"/> 3yrs+ <input type="checkbox"/> Elderley or Age:	ID/Registration:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Number:	Council:
		Collar:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Owner Information			
Name:			
Address:			
Phone (Home):	Mobile:	Work:	
Email:			

ANNEXURE THREE: ANIMAL WLEFARE COORDINATOR (AWC) ROLES

Name of Incident	
Incident Number	

Considerations	Date/Time	Signature
What is the threat:		
Who is the AWC:		
AWC appointed by: Date/Time:		
Is AOC required? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Does this event cross council boundaries: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Where is the nominated AOC:		
Is an AWT required: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Members of the AWT first 24 hours: Name: Agency: In: Out:		
Priority or high risk residents?		
Prepare written brief on daily operations of AWT/PAS/LAS		
Prepare written report on financial expenditure during emergency		
Debrief conducted		

ANNEXURE FOUR: ANIMAL WELFARE TEAM (AWT) FORM

Name of Incident	
Incident Number	

Considerations	Date/Time	Signature
What is the threat:		
Who is the AWC:		
Location of primary PAS:		
Location of LAS (if required):		
Members of the AWT first 24 hours: Name: Agency: In: Out:		
Number of dogs rescued/assisted:		
Number of cats rescued/assisted:		
Number of livestock and other rescued/assisted:		
Notes to AWC:		

ANNEXURE FIVE: FUNCTION OF PAS

Functions of PAS	Signed
Identify each assisted/rescued animal with an ID number	
Keep records of all animals in shelter or temporary transit by completion of the Animal Rescue Form	
Ensure animals have fresh water daily	
Ensure animals are fed at least once daily	
Ensure animals are exercised at least once daily	
Secure animals safely in a pen/crate or enclosed location	
Facilitate the rapid reunion between animal and owner	
Who is responsible for PAS security:	
Ensure the animal Rescue Display list is displayed outside PAS for 24 hour access	
Ensure the Animal Rescue Display list is sent to communications officer at Shire of Quairading	

**FLOW OF AUTHORITY IN AN
ANIMAL EMERGENCY IN THE SHIRE OF QUAIRADING**

