# Strathbogie Shire Council

# Emergency Animal Welfare Plan

A complementary plan to the Municipal Emergency Management Plan

May 2022

# STRATHBOGIE SHIRE
# EMERGENCY ANIMAL WELFARE PLAN

# A COMPLEMENTARY PLAN TO THE STRATHBOGIE SHIRE MUNICIPAL EMERGENCY MANAGEMENT PLAN

This plan was adopted by the Strathbogie Municipal Emergency Management Planning Committee at their meeting on 19 May 2022

Signed ……………………

**David Roff**
Chairperson
Strathbogie Shire Municipal Emergency Management Planning Committee

## Version Control Table

| Version number | Date of issue | Author(s) | Brief description of change |
|---|---|---|---|
| 1.0 | 19 May 2022 | M Leitinger/MEMPC | New Edition |

# Contents

# 1. Purpose

This Municipal Emergency Animal Plan has been produced pursuant to Section 20 (1) of the Emergency Management Act 1986 and assists in the management of animal welfare during an emergency. The Plan has been developed with reference given to the Victorian Emergency Animal Welfare Plan.

# 2. Scope

Drought, flood, fire and emergency animal disease have been identified in Municipal Emergency Management Plan's risk register as having a high or medium risk that could affect the welfare of companion animals, livestock and wildlife within the municipality. Consequently, this plan has been developed to guide local emergency animal welfare arrangements for these risks with emphasis given to:

- Identification of affected animals
- Management of evacuated animals at Emergency Relief Centres
- Management of stray or roaming animals
- Animal welfare assessment
- Veterinary treatment and triage
- Humane destruction or salvage slaughter
- Carcass disposal
- Provision of emergency pet food, livestock fodder and water
- Provision of relief to wildlife
- Coordination of donations and offers of assistance

The Strathbogie Shire is known for its extensive thoroughbred horse industry establishments and it is expected that each establishment has developed its own emergency management planning arrangements, given that the Council has very limited facilities available to accommodate these animals (eg Euroa Saleyards).

The Hume region is responsible for 40% of the state's thoroughbred breeding (1,800 foals out of a total 4,660 in 2017/2018) with a substantial number of large studs established within the Strathbogie Shire which supports the designation of Strathbogie Shire as the Horse Capital of Victoria. (from consultant report *"Size and Scope of the* Victorian Racing Industry – September 2018)

Strathbogie Shire is part of the Goulburn Broken Natural Resource Management Region. According to the ABS as at 30 June 2020 there was a total of 1,064,104 Ha in the region with about 1,000,000 Ha developed for agricultural purposes with 2/3rds for grazing and 1/3$^{rd}$ in cropping.

There were 250,000 beef cattle, 1.7M chickens, 104,000 pigs, 143,000 dairy cows and 1.6M sheep and lambs reported in the Goulburn Broken NRM Region.

There are a total of 2,039 registered dogs and 475 registered cats within the Strathbogie Shire.

The Victorian Bushfire's Royal Commission (VBRC) noted that the bonds people had with their pets and stock directly impacted upon their decision making and as a direct result their safety during emergencies.

The VBRC stated:

> "*There were also a small number of cases in which people died after refusing to leave without their pets and animals or delaying their departure for too long because of concern for their animals. Evidence demonstrates that the strong ties people have with their homes and their animals have a big impact on their decision making.*"(Extract from the 2009 Victorian Bushfires Royal Commission: Fire Preparation, Response and Recovery, Final Report Volume II)

> Further, the Commission noted "*There does not appear to be a coordinated approach to animal welfare during relief operations. Improving agency coordination would help to provide more effective relief to all animals regardless of whether they are wildlife, stock, domestic animals or pets. There is a good argument to address the welfare of all animals holistically in the Emergency Management Manual Victoria*". (Bushfires Royal Commission- final report - Vol 2, Ch 8 pp 345).

## 3.  Audit

This Municipal Emergency Animal Welfare Plan is a complementary of the Municipal Emergency Plan and as such is not required to be submitted to a three yearly formal assurance process under Section 60AN of the Emergency Management Act.

The MEMPC will schedule periodic reviews of the Emergency Animal Welfare Plan.

# 4.  Plan Development, Endorsement, Testing and Review

The Municipal Emergency Management Planning Committee (MEMPC) has developed the Strathbogie Emergency Animal Welfare Plan (SEAWP). This plan is a complementary plan to the Strathbogie Municipal Emergency Management Plan (MEMP).

This Plan exists and operates within the context of Commonwealth, State and Municipal emergency management arrangements.  The Plan should be read in conjunction with the Municipal Emergency Management Plan (MEMP) and the State Emergency Management Plan (SEMP)..

Officers with roles and responsibilities in municipal emergencies should have a comprehensive knowledge of these Plans prior to an emergency.

The Plan will be reviewed as follows:

- Following any emergency event involving activation of the Plan or
- Following a briefing or exercise that identifies issues in the Plan or
- As part of the periodic review process as determined by the MEMPC.

A record of amendments and/or version control will be maintained.

# 5.  Aim and Objectives and Principles

The aims of this Plan are to:

- Contribute to enhanced public safety and community resilience through effective planning and management of animals in emergencies, and
- Ensure animals are better considered and protected from suffering during and following emergencies.

To achieve these aims, this Plan will:
- Support and assist the Municipal Emergency Management Plan
- Define the roles and responsibilities of key agencies and stakeholders
- Identify triggers for activation
- Co-ordinate Local Laws functions and animal rescue and/or shelter during an emergency
- Encourage and facilitate community awareness about the need for self-managed animal plans during an emergency
- Increase community knowledge and confidence that animal welfare will be considered and managed during an emergency
- Identify and prioritise the requirements of groups at risk during emergencies
- Facilitate the hygienic and bio-secure management and disposal of animal waste and carcasses in an emergency event
- Consider immediate animal welfare assistance at Emergency Relief Centres
- Provide direction to the Animal Welfare Team

In implementing this Plan, the following principles also apply:

- The safety and welfare of all people is always the overarching priority.
- The responsibility for the welfare of animals always remains with the owner or person in charge of an animal.
- Emergency arrangements for animal welfare do not override normal legislative requirements, however the circumstances may call for discretion.
- This Plan does not replace animal welfare arrangements described in existing emergency plans (ie. AUSVETPLAN).
- While arrangements described in this Plan are typical, it is recognised that a Control Agency may recommend additional or alternative actions at the incident, regional or state level to meet the needs of the emergency.
- Upon activation of the Plan, an Animal Welfare Team, (a combination of appropriate Agency personnel, Rangers, Administrative Support staff and/or skilled animal handlers, led by the Municipal Animal Welfare Coordinator) will be considered to deal with the animal welfare component of the emergency.

# 6. Plan Deployment

This Plan may be activated:
- at the request of the Municipal Emergency Management Officer (MEMO) (via MERC)
- at the request of the Municipal Recovery Manager (MRM) (via MERC)
- when an Emergency Relief Centre is opened
- when a need for carcass disposal is identified
- when there is a need to co-ordinate a livestock water supply or donated fodder, supplies, etc

Upon activation of this Plan the Manager Community Safety will take on the role of Municipal Animal Welfare Coordinator and engage Agency personnel, Local Laws Officers (Rangers) and Administration Staff appropriate to the emergency.

# 7. Animal and Stock Welfare Management Responsibilities
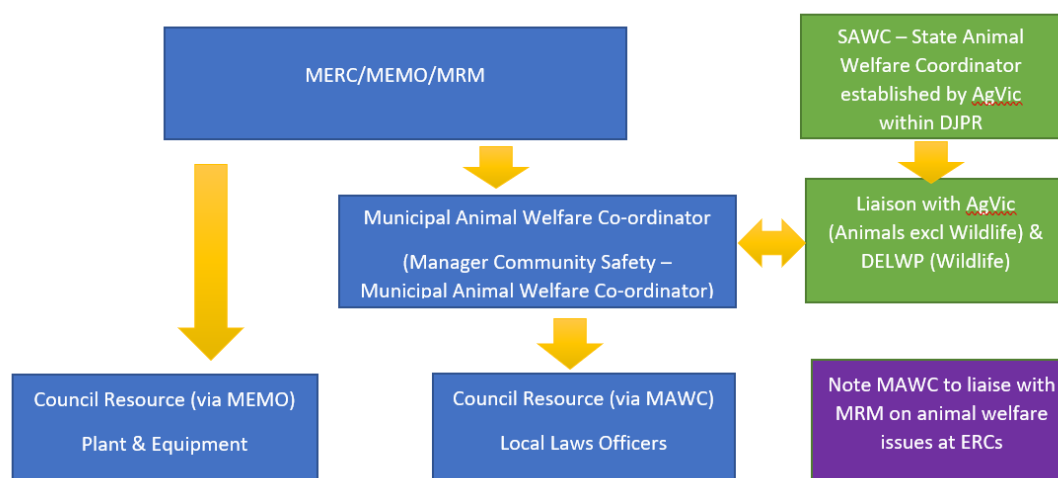


**Figure 1: Incident Management and Response Structure**

Planning prior to an emergency event ensures best practice is achieved. A person in charge of an animal has primary responsibility (duty of care) to ensure it is protected from unnecessary pain or suffering.

For those in charge of animals, including domestic animal owners, livestock owners and wildlife shelter operators and foster carers, planning for emergencies is critical. Personal safety plans and household or property plans should include contingencies for animals that will either remain on the property or be evacuated during an emergency.

It is acknowledged that in the event of an emergency, standards of animal care may be compromised. Those in charge of animals may have to evacuate quickly, potentially leaving animals behind and may be restricted in their ability to care for animals.

For this reason, the underpinning principle in addressing animal welfare in an emergency is for those in charge to take pre-emptive action by planning for animal needs and leaving early so that welfare problems can be avoided or minimised.

DJPR ensure consistency of animal welfare arrangements within the various tiers of emergency management plans, including the *State Emergency Relief and Recovery Plan* and the *State Emergency Relief Handbook*.

## 7.1 Notification

In most emergency events the MEMO, upon advice from the MERC will notify the Municipal Animal Welfare Coordinator (MAWC) of an unfolding event.

The Municipal Animal Welfare Coordinator will contact the DJPR (AgVic) EMLO (Emergency Management Liaison Officer) and the local laws officers (Rangers) to advise of potential activation or activation of the Plan.

## 7.2 Animal Owner or Person In Charge of Animal or Livestock

The animal owner or the person in charge of the animal ultimately has responsibility for the welfare of that animal. This includes providing proper and enough food, water and shelter for every animal under their care.

Consideration needs to be given to people who are under great stress and may have been displaced from their homes or property. Assistance and guidance of what is needed to care for their animals during and after the emergency may be needed for many animal owners, depending on the extent of the emergency.

Planning for an emergency should include arrangements for animals, and personal safety plans and property plans should be developed, practised and implemented.

Animal considerations include:
- Animal identification – microchip or collar (dogs, cats, horses), ear tags (livestock)
- Evacuating or relocating animals early – identification, health records, food and water, transport, agistment and boarding options
- Needs of animals remaining on property – refuge area, containment, feed and water supply (including planning for loss of electricity)
- Needs of surviving animals – treatment, containment, feed and water supply
- Contact numbers for animal welfare – local vets, DJPR, Council

## 7.3 Roles and Responsibilities for Key Officers

The Incident Controller will liaise with the DJPR (AgVic) EMLO and the local MEMO to establish a Common Operating Picture (COP) with respect to animal welfare.

Level 1 Incidents: These incidents are usually small and of short duration and result in only limited and localised animal welfare impacts that can be readily addressed through local DJPR and DELWP staff liaising with control agency staff as part of the EMT. In these incidents, it is expected that issues will primarily be resolved by local personnel.

Level 2 & 3 Incidents: In level 2 or 3 incidents with significant animal welfare impacts, an Incident DJPR (AgVic) EMLO may be appointed to lead DJPR animal welfare operations and coordinate animal welfare activities for the incident. In the case where there is potential to impact wildlife welfare a common operating picture with respect to wildlife welfare will also be established, with the involvement of the Principal Officer Wildlife Emergencies.

The following range of functions represents the respective roles that may need to be performed in an emergency.

### 7.3.1 MERC

Liaise with Incident Control Centres, DJPR (AgVic) EMLO, and MEMO regarding known and anticipated animal welfare needs in the Municipality.

### 7.3.2 MEMO

Liaise with MERC, MRM, MAWC and DJPR (AgVic) EMLO regarding known and anticipated animal welfare needs in the Municipality.

### 7.3.3 MRM

Liaise with the MEMO/MERC regarding activation and functionality of Emergency Relief Centres.

### 7.3.4 DJPR (AgVic) EMLOs & DELWP Wildlife Officers

Provide advice to Animal Welfare Coordinator or relevant emergency Council personnel regarding extent of impact on animal welfare, including anticipated needs for carcass disposal, recovery efforts, etc.

Inform Municipality regarding DJPR's and DELWP's arrangements to assist with local animal welfare assessments, including DJPR/DELWP Animal Health staff, RSPCA, DELWP Wildlife officers, Australian Veterinary Association, Wildlife carers, etc.

Provide advice to Municipality regarding livestock carcass disposal guidelines.

Inform MEMO regarding DJPR's arrangements regarding coordinating donated fodder for livestock (including Victorian Farmers Federation (VFF) fodder drives), and other donated goods and services.

### 7.3.5 DJPR Animal Health Staff

Immediately after the incident, DJPR Animal Health staff will conduct rapid impact assessments to capture the nature and scale of the animal welfare needs of livestock, companion animals and wildlife. They will enter the impacted area as soon as the Incident Controller has declared the area safe to do so.

DJPR Animal Health staff, being District Veterinary Officers and Animal Health Officers, will perform livestock animal welfare assessments and perform euthanasia as required. They can also assist with facilitating emergency transport and salvage slaughter of affected livestock.

### 7.3.6 Municipal Animal Welfare Co-ordinator

This role is the responsibility of the Manager Community Safety or their delegate.

The MAWC co-ordinates the Municipal animal welfare response as per this Plan, including directing Municipal staff and physical resources, under direction from the MEMO or MRM.

Facilitate information sharing of ratepayers' details to other emergency services to enable an efficient and comprehensive assessment of animal welfare needs following an emergency, in line with section 8.4 of this Plan and the *Information Privacy Act, 2000*.

It is the responsibility of the Municipal Animal Welfare Coordinator to;
- Maintain up-to-date contact and resource lists for this Plan (Appendix's A & B). Revised every 12 months.

- determine the priorities of the Local Laws resources in an emergency
- deploy resources in consultation with the MEMO, including Local Laws officers/rangers, support agencies and other officers to conduct field assessments, manage and control animal and stock welfare incidents and/or risks, in accordance with briefings and relevant SOPs
- remain in communication with the MEMO and attend any briefings.
- liaise with the DJPR (AgVic) EMLO
- advise the MEMO of any staff deployed to the field
- remain in contact with deployed officers, manage tasks, communicate new information, monitor resources and monitor officers' wellbeing
- communicate with officers and agencies who have been placed on alert and/or standby, to keep them informed of the current situation, manage rosters, stand-down of officers and activation of others, as required
- purchase additional supplies (as required) for the emergency. This will be done in accordance with procedures established by the MEMO, including the keeping of financial records
- arrange for additional resources (including requesting resources from support agencies) and further escalation of emergency arrangements, if required in discussion with the MEMO
- facilitate communication of appropriate information to the public via Council's emergency communications procedures
- constantly assess available information on the situation, to ensure that the response to the emergency and/or recovery activity is appropriate
- The MAWC will liaise with the MEMO and the MRM regarding the need for additional resources
- Liaise with the MRM on animal welfare matters at ERCs
- develop, review and approve SOPs
- provision for work guidelines / practice notes

### 7.3.7  Animal Welfare Team

The Animal Welfare Team (a combination of appropriate Agency personnel, Rangers, Administrative Support staff and/or skilled animal handlers, led by the Municipal Animal Welfare Coordinator) is responsible for dealing with the local animal welfare component of the emergency.

## 7.4    Strathbogie Shire Council

The role of the Council Animal Welfare Team, through the Municipal Animal Welfare Coordinator, will be to respond to animal welfare matters and to maintain orderly animal management;

**(a) At Relief Centres by:**

- Liaising directly with the MRM & DJPR (AgVic) EMLO as to their requirements involving animals
- Responding to requests for service
- Ensuring that animals are properly contained and/or secured at relief centres
- Re-directing large animals (horses, cattle, alpacas etc.) to sites more appropriate for livestock, such as saleyards, showgrounds etc. (refer Appendix A)
- Providing information and advice to pet owners about emergency food supplies, water and/or animal care
- Facilitating assistance from people and/or organisations with skills or capacity in the field of animal welfare
- Arranging and coordinating appropriate resources for the management, removal, diversion, relocation or transport of animals
- Ensuring that livestock are adequately supplied with food and water
- Facilitate the efficient removal or disposal of dead animals and animal waste to prevent the possibility of contamination or disease
- Investigating complaints of wandering animals or animal attacks occurring at the Relief Centres or other places
- Liaising with official or volunteer animal specialists to ensure consistency of focus and advice to attendees regarding animals and their care
- Maintaining a record of animals presented at a Relief Centre
- Communicate with other involved agencies

**(b) In other areas**

- Liaise closely with the MEMO, MRM and DJPR (AgVic) EMLO regarding animal welfare needs
- Refer all animal welfare reports, to DJPR (AgVic) EMLO for action
- Facilitate clean stock drinking water for owners to access eg. standpipes (refer section 10.6)
- Manage wandering stock and domestic pets on roads and public spaces under Council control
- Manage dangerous stock and domestic pets posing risk to the public
- Clear roads of dead stock to maintain safe passage of vehicles. May require removal of carcasses in built up areas
- Assist DJPR with disposal of dead stock or animals through provision of plant and resources for loading or burying carcasses.
- Communicate with other involved agencies
- Provide the community with information and advice in conjunction with or utilising DJPR in accordance with Council's communications protocols
- Conduct post-impact assessment of animal and stock welfare risks in the community in conjunction with DJPR

### 7.4.1 Business Continuity

During an emergency event, it is important for the Strathbogie Shire Council to maintain services as far as possible to meet the requirements of residents. However, during an emergency, animal welfare services will take priority over other Local Laws functions unless public safety is otherwise compromised. Assistance will be sought in the instance of an excessive case load to maintain business continuity.

If a large and complex emergency event occurs within the shire, the Municipal Animal Welfare Coordinator can request additional help, in consultation with the MEMO and MRM, from other councils to deal with the emergency situation allowing the local rangers to deal with normal animal welfare and other Local Laws services.

## 7.5 Provision of Municipal Resources

The Council is a signatory to the MAV Resource Sharing Protocol which allows the Council to request assistance from other Victorian councils in the form of personnel or equipment in an emergency event.

## 7.6 Department of Jobs, Precincts and Regions

DJPR is the lead agency for the provision of livestock and companion animal welfare support services in an emergency. DJPR will assess and assist rural landholders with livestock needs and co-ordinate other agencies (such as RSPCA, Australian Veterinary Association and associated volunteer organisations) to assess and assist with companion animals.

The role of DJPR is to:
- Identify critical animal and stock welfare risks
- Take appropriate immediate action to manage and control critical animal and stock welfare risks
- Conduct post-impact assessment of animal and stock welfare risks in the community
- Provide the community with information and advice
- Liaise closely with local Vets and RSPCA
- Advise and ensure appropriate PPE is utilised
- Liaise with the ICC and other coordination centres during an emergency
- Advise Council of containment needs of stray animals and disposal needs of dead or injured animals (location, number and type of animals)
- Coordinate other support agencies, including RSPCA and volunteer or community groups wanting to help
- Assess and report to government on the losses and damage to agricultural assets and animals, and the needs of affected persons and communities
- Manage the distribution of donated fodder and animal welfare goods
- Liaise with the MAWC regarding DJPR's arrangements with coordinating donated fodder for livestock (including Victorian Farmers Federation (VFF) fodder drives), and other donated goods and services

## 7.7    Department of Jobs, Precincts and Regions

DELWP is the lead agency Wildlife welfare arising from emergency events. The role of DELWP is to;

- Develop of policy, programs and training for responding to wildlife welfare during emergencies
- Develop partnerships and agreements with key organisations to support DELWP in responding to emergency events on wildlife welfare
- Engage with DJPR on the delivery of the Victorian Emergency Animal Welfare Plan
- Relief Coordinating Agency (RelCA) for animal welfare, including Relief Lead Agency (RelLA) to coordinate response and respond to wildlife welfare arising from emergencies
- Ensure the veterinary assessment and treatment of wildlife taken into care
- Provide advice to government and emergency agencies regarding impacts of animal welfare for wildlife
- Provide advice on appropriate management and release of wildlife from rehabilitation
- Rehabilitate wildlife following veterinary assessment and work in conjunction with rehabilitator
- Recovery Lead Agency (RecLA) for monitoring the rehabilitation of injured wildlife

## 7.8    RSPCA

RSPCA is responsible for prevention of cruelty to animals by actively promoting their care and protection. The role of RSPCA during an emergency is to:

- Assess animal welfare status
- Provide advice to pet and livestock owners on issues relating to animal welfare

## 7.9    Veterinarians

Veterinarians have the capacity to treat some animals in the field, clinic or triage centres. The role for veterinarians by agreement is to:

- Provide service as required by animal owners
- Provide service as advised by assessment teams ie RSPCA and DJPR
- Assist in post-impact assessment of animal and stock welfare
- Provide advice to agencies
- Liaise with DJPR and/or the Australian Veterinary Association as to their requirements or offers to assist

## 7.10  Risk Management / Occupational Health & Safety

Many of the risks associated with this Plan have been assessed and documented in Standard Operating Procedures (attached to this Plan).

As per the Council's risk management policy and procedures, officers will be required to further identify and assess any perceived or actual risks as required.

Some foreseeable risks are listed below;
- Diseases from dead animals
- Injured or wild animals that need to be impounded
- Working in extreme weather conditions
- Working with inadequate facilities (e.g. burnt stockyards, temporary fencing, etc)
- Working in isolation
- Emotional impact of dealing with injured, burnt or dead animals

A variety of processes and controls to manage risk associated with personal safety must be implemented based on the risk management process. As an example, where appropriate, personnel may need expertise in handling animals or operating plant and equipment, immunisation against tetanus, and communications systems if working in isolation.

All Personal Protective Equipment (PPE) appropriate to the risk is to be used when necessary by personnel exposed to the risk. It is the responsibility of each agency to provide PPE for their own staff.
Councils OHS policy and procedures must always be followed. Every person, whether acting on behalf of an agency or on their own behalf, is responsible for their own safety.

## 7.11  External agencies

- Department of Jobs, Precincts and Regions (AgVic) (stock)
- Department of Land, Water and Planning (wildlife)
- RSPCA and other animal welfare agencies
- Victoria Police
- Local Veterinarians
- Australian Veterinary Association

# 8.    Communication Management

## 8.1    Briefings

DJPR will arrange a handover briefing(s) as soon as possible, once the most immediate facts are available.  Initially, only limited information may be available, but ongoing briefings will take place during the emergency.

Animal and stock welfare briefings will include:
- a situation report, including the nature of the emergency, its location and severity
- emergency management arrangements, including which agency is the control agency for the emergency and which support agencies are known to be deployed
- the nature and extent of animal and stock welfare risks
- how the animal and stock welfare risks are to be managed
- details of any resource providers on alert, to provide support if required
- operational roles and responsibilities of the officers, including:
  - key tasks to be performed by each officer
  - SOPs to apply
  - task locations
  - key timings
  - resources and supplies to be utilised, including personal protective equipment
  - arrangements to ensure the officers remain in contact

## 8.2    Debriefings

The purpose of an emergency operational debrief is to highlight effective actions and any issues that arose during the emergency.

Officers in the field will be debriefed at the end of each shift by the Municipal Animal Welfare Coordinator or delegate to ensure that all pertinent information is collected and to monitor staff welfare.

At the conclusion of an emergency event, the Municipal Animal Welfare Coordinator will debrief all Local Laws/Ranger staff involved in the emergency.

The Municipal Animal Welfare Coordinator should then attend and contribute to a multi-agency debrief.

## 8.3　Liaison

The Municipal Animal Welfare Coordinator or delegate will liaise with the MEMO, MRM, DJPR (AgVic) EMLO in the implementation of actions as identified in this plan. The Municipal Animal Welfare Coordinator will keep the Council's Incident Management Team informed through the MEMO and may be requested to attend CIMT as required to brief the meeting on;

- Assessments on animal and stock welfare risks
- information required by emergency management personnel and external agencies
- requested support
- updates

## 8.4　Information management

During an emergency, tasks and activities must be accurately documented to ensure that all animal and stock welfare emergency issues and tasks are identified and attended to appropriately.

Records of animal welfare needs, ie. requests for service and action taken will be recorded on the Crisisworks database. Crisisworks allows multi agency access to information via login to https://strathbogie.crisisworks.com  A Username and Password is required and available through the EMO.

All reports received of animals requiring services will be passed onto the Municipal Animal Welfare Coordinator or relevant external agency as soon as practicable.

Any information, either received or provided to external agencies, will be treated in accordance with the Information Privacy Act 2000. These records will assist in the evaluation and review of the Plan.

# 9.    Disseminating information and warnings

Warnings should be used under specific circumstances where community action is necessary to protect lives, property or the environment.

The Municipal Animal Welfare Coordinator will liaise with the MRM and/or the control agency (eg DJPR (AgVic) EMLO ) and may assist with the development and distribution of public warnings regarding the animal welfare of domestic animals (pets), livestock and wildlife.

Any media and communications to the public will be in accordance with Municipal Emergency Management Plan and Council's Communications policy which means that all communication must be through the office of the CEO or delegate.

Contact details for further information should be supplied with any distributed public information.

Various public information formats may be useful for distributing approved information and advice to the community, including Council's website [www.strathbogie.vic.gov.au](www.strathbogie.vic.gov.au) , printed information handouts, community meetings and radio or television interviews.

## 9.1    Public Information Resources

The Strathbogie Emergency Animal Welfare Plan is available to the public via Council's website   [Home - Strathbogie Shire Council](Home - Strathbogie Shire Council) .

Public information resources can help to address the range of identified animal welfare risks.

# 10    Emergency Animal Welfare Services

## 10.1  Emergency Relief Centres

Potential Emergency Relief Centres have been identified at various locations throughout the Shire and are detailed in the Strathbogie MEMP.
Selection of an Emergency Relief Centre will depend on the location, size and type of emergency and facilities available at or near the ERC.

The MRM in consultation with the Municipal Animal Welfare Coordinator, the MERC and the MEMO will nominate and activate appropriate Relief Centre(s)
Refer Appendix C for Relief Centre listing for locations within the Strathbogie Shire.

Note that depending on the emergency threat ERCs may need to be established in adjoining municipalities.

## 10.2  Identification of Affected Animals

In an emergency event, information regarding affected animals will be recorded on a register (see Appendix E – Emergency Relief Centre Animal Registration Form).
This will allow the tracking of affected animals and the effort required to address animal welfare issues.

Council (domestic animals) and DJPR (livestock) can assist in the identification of affected animals that are registered, microchipped or identified through the National Livestock Identification System (NLIS - see livestock below).

### Dogs and cats

Information regarding dogs and cats will be recorded at relief centres. Microchip numbers and Council registration numbers will be recorded as part of this process.

Victorian law requires that dogs and cats are registered with their local council and are microchipped to ensure they are permanently identified. Registering or microchipping assists in domestic animal identification in situations where they stray or are evacuated as a result of an emergency and require reuniting with their owner.

### Livestock

The National Livestock Identification System (NLIS) is Australia's system for identifying and tracking beef and dairy cattle, sheep and goats from their property of birth to slaughter. Livestock owners involved in the sale of animals are required to register animals under this scheme, which can be used in an emergency event to assist in the identification of evacuated or stray animals.

While it is advised that horses are identified using a microchip, this is not a legal requirement. However, owners are strongly encouraged to have horses' microchipped and registered on a licensed animal registry.

### Native Animals

There is no recognised system for identification of individual native animals. Where possible, the Animal Welfare Coordinator will work with DELWP in the management of affected native wildlife.

## 10.3  Management of Displaced Animals

### Animals Presenting at Emergency Relief Centres

This Plan has made efforts to have animal relief facilities located throughout the shire that may house a variety of affected animals for short term periods.
People transporting animals to an Emergency Relief Centre may be directed to a nominated area or animal relief facility. Owners may be requested to keep their animals contained at one of the identified facilities, or to find suitable agistment or boarding themselves.

Non-government animal welfare organisations, including the RSPCA, may have resources to support evacuated animals at relief and other centres.

Contacts for management of displaced animals are listed in Appendix A.

### Emergency Containment of Displaced/Unconfined Animals

Unconfined animals (domestic or stock) can pose a danger to the public and should be restrained as soon as possible. The *Impounding of Livestock Act 1994* and the *Domestic Animals Act 1994* detail the powers and requirements of land owners or

occupiers and agencies in relation to impounding activities as well as conditions under which animals must be kept to ensure welfare needs are met and future welfare problems avoided (eg. food, water and shelter requirements). Agencies involved in impounding animals may vary depending on the type and location of the animal. If uncontained animals are detected, you should contact Strathbogie Shire Council immediately (5795 0000).

## 10.4  Animal Welfare Needs Assessment

DJPR is the lead agency for animal welfare in emergencies. DJPR staff will assess the needs of livestock and wildlife and co-ordinate the appropriate support agencies to assist with the needs of animal welfare assessments. Support agencies may include the RSPCA, private veterinarians, the Australian Veterinary Association, Parks Victoria and registered wildlife groups.

Livestock and domestic animal welfare assessment needs on private property will be reported to DJPR for actioning. In smaller scale incidents, reports can be sent to the DJPR (AgVic) EMLO . DJPR will liaise with council officers, the RSPCA and other support agencies to ensure a coordinated and appropriate response.

## 10.5  Veterinary Treatment

In most instances the treatment of animals will ideally be organised by owners in conjunction with their private veterinarian.  However, in a large-scale event, local veterinary practices may be overwhelmed or inaccessible.

When veterinary treatment of animals is required, animal owners and carers will normally be advised by assessment teams to seek veterinary advice from a private veterinarian. In large-scale emergencies, when private veterinarians may be operating beyond capacity, additional triage sites may be established to treat (or euthanize if necessary) animals impacted by the emergency.

Additional support may be required, including animal triage sites, treatment facilities, voluntary veterinarians and vet nurses or veterinary supplies. These will be co-ordinated by DJPR, and facilitated by the Australian Veterinary Association (AVA). Other assistance may be sourced from the RSPCA, private veterinary clinics, etc.

The need for additional triage sites may be identified by local government, DJPR or local veterinary practitioners.

When triage sites have been established, animal welfare assessment teams managed by DJPR will make owners and carers aware of these sites.

DELWP managed Wildlife Rescue Teams will arrange for the rescue and transport of injured wildlife to local vet clinics, authorised wildlife rehabilitators, or established triage sites for treatment, depending on the scale of the emergency.

### *Humane destruction or salvage slaughter*

It is the responsibility of the person in charge of the animal to arrange for the humane destruction or salvage slaughter of emergency affected animals where the animals will continue to suffer if they remain alive, or where the animals have little or no chance of survival. DJPR can assist in the humane destruction or salvage slaughter

of animals when the person in charge cannot (or will not) perform the necessary actions to alleviate the suffering of their animals. Destruction of animals is restricted to VicPol, DJPR and authorised officers under POCTAA.

Other POCTAA authorised officers, with the appropriate training and equipment (eg. from the RSPCA or some local governments) may also assist.

Wherever possible, destruction activities will take place in consultation with the person in charge of affected animals. In situations where owners cannot be found, indemnity for immediate destruction in their absence is provided by Section 21(ii) of POCTAA.

Methods of destruction of animals must be consistent with the relevant Code of Practice, such as the *Codes of Accepted Farming Practice for the Welfare of Animals* (species specific in the case of livestock), *Code of Practice for the Welfare of Horses*, and *Code of Practice for the Welfare of Wildlife During Rehabilitation.*

### *Disposal*

The timing of animal carcass disposal is critical since any delay not only poses a risk to human health and the environment, but also the morale of emergency personnel and the affected community. It is critical that approved methods of carcass disposal are utilised and procedures are followed to minimise inherent risks of disposal, including biosecurity, environmental contamination or the spread of disease.

Several on-farm and off-farm options exist for the disposal of animal carcasses resulting from an emergency, including licensed landfills, knackeries and rendering facilities, and high temperature incineration. Disposal on private land and government owned sites such as unlicensed or decommissioned landfill sites may be allowed subject to section 30A *(Environment Protection Act)* approval from the EPA and will require the development of a site management plan.

Under the State Emergency Management Plan (SEMP) DJPR is the Lead Relief Agency for animal welfare (DELWP for wildlife) and the local municipal council is a nominated as a support relief agency along with the RSPCA and the VFF.

Council is responsible for the coordination of cleanup activities in an emergency, including disposal of dead animals (livestock and wildlife). DJPR provides advice regarding the disposal of dead or maimed animals, including location, type and number of animals to be disposed.

The DJPR (AgVic) EMLO will liaise with Council regarding the carcass disposal needs of livestock and domestic animals, and with the advice from the EPA, can assist Council to identify suitable sites for disposal.

## 10.6 Provision of Emergency Pet Food, Livestock Fodder and Water

In emergency situations, allocation of feed and water will likely be based on meeting the basic needs to ensure survival. It is the responsibility of the person in charge of the animal (see section 7.2) to plan for and provide feed and water for impacted animals.

However, some people may need assistance in some cases to be able to make decisions about their animals, due to their personal trauma over the incident.

In large-scale emergencies, pet food and fodder may be donated, leading to the establishment of distribution points. DJPR has established arrangements for the distribution of fodder with the VFF.

Animals require access to clean drinking water. Emergencies may impact on water quality or supply, leading to the need to supply alternative water sources.

Drought relief bores and water tanks have been installed and maintained by Council (refer to BCS Doc ID 764257) to provide water for stock when required. These water sources will be available during periods of declared drought for animal welfare during activation of this Plan as required.

*Refer also to; https://www.water.vic.gov.au/groundwater/emergency-water-supply-points*

## 10.7 Coordination of Donations and Offers of Assistance

***Material animal aid including fodder and pet food***

DJPR have arrangements in place for the coordination of donations of material animal aid. The Animal Welfare Team or personnel on site at a relief centre will refer offers and donations of fodder, pet food and other material aid to the DJPR (AgVic) EMLO.

Offers of food or assistance should be recorded on Crisisworks and referred to DJPR.

All equipment and resources required to assess and care for injured wildlife in the field and at triage units are sourced and managed by the Incident Management Teams through standard incident response arrangements.

Provision of food for impacted wildlife will rarely be undertaken post fire. If it occurs, it will be a targeted program focused on specific and localised species. The need for targeted feeding will be based on intelligence from the fireground, consultation with wildlife specialists and scientific advice.

Wildlife shelters and carers (including Wildlife Victoria) will aid in wildlife rescue and relief operations. Where appropriately authorised, they will provide treatment and rehabilitation of wildlife affected by emergencies with the intent to release to the wild once rehabilitation is complete.

*Volunteers*

Volunteer groups with an interest in livestock and domestic animal welfare can pre-register their services with DJPR's Bureau of Animal Welfare. Wildlife volunteers are generally organised via the existing network of wildlife foster carers and shelter operators that are licenced by DELWP. Volunteer veterinarians and veterinary nurses can register their interest through the AVA.

DJPR and the Strathbogie Shire Council may proactively contact volunteer groups based on advice from an Incident Controller, or requests for assistance.

Delivery of animal services by volunteers may include support of triage sites, management of animals at emergency relief centres, and the distribution of fodder to areas declared safe to enter. Volunteers will not be used for livestock and domestic animal welfare assessment activities due to safety and authorisation requirements under POCTAA.

Volunteers are required to work within established emergency management structures to ensure personal safety, prevent duplication and ensure the efficient and effective use of resources. For these reasons, volunteers will be required to abide by established volunteer management processes which may include pre-requisite training and accreditation needs, registration, communication and reporting procedures, personal protective equipment needs and other safety measures.

## 10.8  Long Term Recovery Needs

Information collected on animal impacts during significant emergency events will be forwarded to DJPR to inform government rehabilitation or recovery projects.

In the case of livestock, consideration should be given to fencing (for safe ongoing containment), feed planning and pasture management, water supplies including dam management, and animal health considerations, which will vary depending on the incident type (eg. flystrike, burnt feet or udders).

# 11.  Definitions

| | |
|---|---|
| **Agency** | A Government agency, including Commonwealth, State or local government authority. |
| **Animal** | Domestic animals, livestock including horses and poultry, wildlife, birds and fish [Protection of Cruelty to Animals Act, 1986]. |
| **Animal welfare** | How an animal is coping with the conditions in which it lives. An animal is in a good state of welfare if (as indicated by scientific evidence) it is healthy, comfortable, well nourished, safe, able to express innate behaviour, and if it is not suffering from unpleasant states such as pain, fear, and distress. Good animal welfare requires disease prevention and veterinary treatment, appropriate shelter, management, nutrition, humane handling and humane slaughter/killing. Animal welfare refers to the state of the animal; the treatment that an animal receives is covered by other terms such as animal care, animal husbandry, and humane treatment. [OIE May 2008 - International Office of Animal Health]. |
| **Animal Welfare Team** | A Council team comprising the Animal Welfare Coordinator, Local Laws officers, administration support staff and relevant external agency staff (eg DJPR (AgVic) EMLO). |
| **Biosecurity** | The protection of the economy, the environment, social amenity or human health from negative impacts associated with the entry, establishment or spread of animal or plant pests and disease, or invasive plant and animal species. |
| **Command** | The direction of personnel and resources of an agency in the performance of that organisation's role and tasks. Authority to command is established in legislation or by agreement within an agency |
| **Control** | The overall direction of response activities in an emergency. Authority for control is established in legislation or in an emergency response plan and carries with it the responsibility for tasking other agencies in accordance with the needs of the situation. Control relates to situations and operates horizontally across agencies. |
| **Control agency** | An agency nominated to control the response activities for a specified type of emergency (refer SEMP) |
| **Coordination** | Co-ordination involves the bringing together of agencies and resources to ensure effective response to and recovery from emergencies. The main functions of co-ordination are:<br><br>• In relation to response, ensuring that effective control has been established and maintained, and<br><br>• The systematic acquisition and allocation of resources in accordance with the requirements imposed by emergencies.<br><br>Co-ordination operates throughout the management of response and recovery activities. Victoria Police is the co-ordination |

agency for response and the Department of Families Fairness and Housing is the co-ordination agency for recovery.

| | |
|---|---|
| **DJPR (AgVic) EMLO** | A role established by DJPR when an emergency requires coordination of animal welfare services |
| **Domestic animal** | Any non-human vertebrate animal kept for the purpose of domesticship, recreation, protection or work with the following exclusions:<br>a) animals kept exclusively for agricultural production on premises legally zoned or licensed for agricultural activities,<br>b) horses kept solely for racing purposes (under Racing Act provisions), or<br>c) any class, group, type or species declared by Governor in Council as being exempt.<br><br>(Victorian Parliament Social Development Committee May 1989' 'Inquiry into the Role and Welfare of Domestic Animals in Society'). |
| **Emergency** | An emergency due to the actual or imminent occurrence of an event which in any way endangers or threatens to endanger the safety or health of any person in Victoria or which destroys or damages, or threatens to destroy or damage, any property in Victoria, or endangers or threatens to endanger the environment or an element of the environment in Victoria . |
| **Emergency Animal Welfare Coordinator** | Refer to State Emergency Animal Welfare Coordinator. |
| **Emergency Relief** | The provision of life support and essential needs to persons affected by an emergency . |
| **Emergency Relief Centre** | A building or place established to provide life support and essential needs to persons affected by an emergency (including evacuees). Emergency relief centres are established on a temporary basis to cope with the immediate needs of those affected during the initial response to the emergency. They do not imply any longer-term use of facilities as a location for recovery services. |
| **Emergency Response Coordinator** | A member of the Victoria Police appointed as state, regional, municipal or field emergency response co-ordinator, whose role is to co-ordinate the response to an emergency. Included in this role is arranging for the provision of resources requested by control and support agencies. A Municipal Emergency Response Coordinator (MERC) will advise the Regional Emergency Response Coordinator of the potential need for supplementary resources. The Regional Emergency Response Coordinator (RERC) will arrange to provide regional resources requested by |

a MERC, or if necessary, elevate the resource request to the State Emergency Response Coordinator (SERC).

| | |
|---|---|
| **Evacuation** | The planned relocation of persons from dangerous or potentially dangerous areas to safer areas and eventual return'. 'Evacuation may be undertaken on their own volition and independent of any advice, or it may be after an assessment of information provided by a control agency |
| **Fodder** | Feed for livestock such as hay, or pre-prepared feedstuffs designed specifically for livestock. |
| **Livestock** | (a) Any animal kept for the purposes of primary production, including cattle, sheep, pigs, poultry, ratites, buffalo, camels, alpacas, goats and deer; or (b) horses, including where used for recreation; or (c) any animals prescribed as livestock (Livestock Management Act, 2010). |
| **Municipal Animal Welfare Coordinator** | A Council role designated for coordinating animal welfare during an emergency. This role is held by Manager Community Safety or their delegate. |
| **Organisation** | Any non-government or not for profit entity, company or authority. |
| **Persons in charge of animals** | A person who is the owner or has the animal in their possession or custody, or under the person's care, control or supervision: and any employee or agent of the owner of the animal. |
| **Recovery** | The assisting of persons and communities affected by emergencies to achieve a proper and effective level of functioning . |
| **Salvage slaughter** | The processing of animals through an abattoir. Livestock impacted by an emergency, suitable for salvage slaughter are those that do not show signs of distress and are fit enough to be transported. |
| **State Emergency Animal Welfare Coordinator** | A role established by DJPR when an emergency requires state-wide coordination of animal welfare service arrangements across multiple agencies and organisations. The SEAWC manages the State Emergency Animal Welfare Unit when activated. |
| **State Emergency Animal Welfare Unit** | A unit established by DJPR to assist in the state-wide coordination of animal welfare services and resources. The unit will operate within a DJPR state level incident management structure (when in place) or that of a control agency. |
| **Support agency** | An agency which provides services, personnel, or material to support or assist a control agency or affected persons. |

| | |
|---|---|
| | DJPR is the primary Agency for domestic animal and livestock welfare support services. |
| | DELWP is the primary Agency for wildlife welfare support services. |
| **Triage** | The process of determining the priority of veterinary treatment based on the severity of an animal's condition. This rations veterinary treatment efficiently when resources are insufficient for all to be treated immediately. |
| **Victorian Emergency Animal Welfare Committee** | A consultative forum that provides ongoing leadership and oversight in the development and review of plans and policies relating to emergency animal welfare management. Membership includes DJPR (chair), RSPCA, MAV, local government and AVA |
| **Wildlife** | Any vertebrate animal indigenous to Australia, some non-indigenous vertebrates (deer and game birds declared to be wildlife under the Wildlife Act, 1975), any terrestrial invertebrates listed as threatened under the Flora and Fauna Guarantee Act, 1988, and does not include fish within the meaning of the Fisheries Act, 1995. |

# 12. Acronyms

| | |
|---|---|
| **AVA** | Australian Veterinary Association (Victorian Division) |
| **CFA** | Country Fire Authority |
| **DFFH** | Department of Families Fairness and Housing |
| **DJPR** | Department of Jobs, Precincts and Regions |
| **DELWP** | Department of Environment Land Water and Planning |
| **IC** | Incident Controller |
| **ICC** | Incident Control Centre |
| **IMT** | Incident Management Team |
| **IMS** | Incident Management System |
| **LGO** | Local Government Officer |
| **LLO** | Local Laws Officer |
| **MAV** | Municipal Association of Victoria |
| **MAWC** | Municipal Animal Welfare Co-ordinator |
| **MERC** | Municipal Emergency Response Co-ordinator (VicPol) |
| **MEMO** | Municipal Emergency Management Officer |
| **MRM** | Municipal Recovery Manager |
| **POCTAA** | *Prevention of Cruelty to Animals Act*, 1986 |

| | |
|---|---|
| **PV** | Parks Victoria |
| **RSPCA** | Royal Society for the Prevention of Cruelty to Animals |
| **SEAWC** | State Emergency Animal Welfare Coordinator |
| **SCC** | State Control Centre |
| **SERCC** | State Emergency Response Co-ordination Centre |
| **SERO** | State Emergency Response Officer of Victoria Police |
| **SES** | State Emergency Service |
| **VicPol** | Victoria Police |
| **VFF** | Victorian Farmers Federation |

# 13.  STANDARD OPERATING PROCEDURES

Ongoing development of SOPs will take place to ensure that all identified animal and stock welfare risks are appropriately addressed.

The Municipal Animal Welfare Coordinator will be responsible for the:

- development, review and approval of SOPs
- provision for work guidelines/practice notes

## SOP 1- Animal Welfare at Relief Centres

**Purpose**
This procedure outlines the process for the Animal Welfare Team of Strathbogie Shire Council to manage the welfare of animals at Emergency Relief Centres.

**Scope**
This SOP is applicable to the activation of the Strathbogie Animal Emergency Welfare Plan. It applies to all Strathbogie Shire Council staff or agents involved with animal welfare matters.

**Acronyms**
**MRM**   Municipal Recovery Manager
**MEMO** Municipal Emergency Management Officer
**MERC** Municipal Emergency Response Coordinator
**MAWC** Municipal Animal Welfare Coordinator
**AWT**   Animal Welfare Team

**Roles and Responsibilities**

Municipal Recovery Manager
The MRM is responsible for:

- Ensuring that a review of all designated Emergency Relief Centres is undertaken annually.

- in conjunction with the MEMO and MERC, ensure the appropriate activation of the Animal Welfare Team once the need is determined.

Municipal Animal Welfare Coordinator
The MAWC is responsible for:

- Liaising annually with the MRM to review all designated Emergency Relief Centres regarding animal welfare capabilities

- Making recommendations to the MRM and MEMO regarding any improvement required to Emergency Relief Centres

- Ensure all equipment held by the Animal Welfare Team for the welfare of animals is maintained and available

- Maintaining a contact list and equipment available from pet shops, veterinarians and animal welfare agencies (refer Appendix A)

- Liaise with DJPR regarding animal welfare

- In the event of an emergency liaise with the MRM and MEMO regarding the need to deploy Local Laws officers to attend the Emergency Relief Centre/s

- In the event of an emergency ensuring that Local Laws officers have been briefed on the type of incident and the location and all safety issues and the location of the Emergency Relief Centre/s

**Procedure**

People relocating to Emergency Relief Centres may bring their pets and animals with them and this will require adequate facilities to ensure their welfare.

Activation

The MAWC will liaise with the MEMO and MRM on becoming aware of an emergency.

Operational activities in this SOP will be initiated by the MAWC at the request of, or following consultation with the MEMO and/or MRM

The alert, standby and deployment phases may occur concurrently.

Alert

Once the MAWC is notified or alerted to the emergency, he/she will:

- Liaise with the MRM (if required)

- Assess emergency information

- Alert and brief relevant Local Laws officers (and other officers and support staff as appropriate)

- Alert and brief neighbouring municipalities and any partners (if necessary)

Standby

The MAWC will:

- Receive and assess information indicating that animal/stock welfare emergency management at Emergency Relief Centres may be required

- Brief relevant Local Laws officers and other officers and place them on standby

- Keep officers and stakeholders on alert to keep them informed of the current situation

- Receive and conduct updated briefings with relevant officers

- Review resource requirements as situation reports are received

Officers placed on standby may be asked to report to a central location such as a coordination centre, depending on the situation.

Officers on standby will prepare themselves and make ready all resources required and be capable of immediate response.

Deployment

The MAWC will in liaison with the MRM:

- Deploy Local Laws officers at Emergency Relief Centre/s

- Remain in communication with the MRM and DJPR (AgVic) EMLO and attend any briefings.  The MRM will be advised of any staff deployed to the field

- Remain in contact with deployed officers, manage tasks, communicate new information, monitor resources and monitor officers' wellbeing

- Communicate with officers and agencies who have been placed on alert and/or standby, to keep them informed of the current situation

- Manage rosters, stand-down of officers and deployment of others, as required

- Purchase additional supplies (as required) for the emergency.  This will be done in accordance with procedures established by the MRM, including the keeping of financial records

- Facilitate communication of appropriate information to the public

Escalation
- Where the resources required to satisfactorily complete a task are beyond the municipality's capacity, the MAWC will liaise with the MRM and the DJPR (AgVic) EMLO regarding the need for additional resources.

- In liaison with the MRM the MAWC can arrange for additional human resources (including requesting resources from support agencies and through the MAV Resource Sharing Protocol) and further escalation of emergency arrangements, if required.

**Considerations**
- The types and numbers of animals expected to be housed at the Emergency Relief Centre

- Equipment required to care for, house, separate and secure animals at the Emergency Relief Centre. (i.e. cages, temporary fencing, leads)

- Ensure adequate availability of water and food

- Other safe and secure locations for housing animals (pound, animal welfare organisations)

- Safety of people attending the Emergency Relief Centre

- Other animal/stock welfare tasks required to be undertaken

- Organising other arrangements for animal shelter if the period of staying at the Emergency Relief Centre is more than two days

**Logging Animals at an Emergency Relief Centre**
Local Laws officers will log animals that are at Emergency Relief Centres to ensure that animals are reunited with their owners (refer Appendix E).

**Safety**
All staff and volunteers who are deployed to attend an Emergency Relief Centre are responsible for their own safety. No task will be performed unless the risks have been assessed and suitable controls implemented.

Special consideration must be given to:

- Injuries animals may inflict on people

- Personal hydration

- Adequate food intake

- Adequate rest

- Report any staff welfare or wellbeing issues to the MRM

**Review**
The Municipal Animal Welfare Coordinator will ensure a review of this SOP annually or following an emergency where the EAWP has been activated.

# SOP 2- Removal/Disposal of Dead Animals/Stock

**Purpose**
This procedure outlines the process for the Animal Welfare Team and Operations staff of Strathbogie Shire Council to conduct the removal and disposal of dead animals or livestock as a result of an emergency.

**Scope**
This SOP is applicable to the activation of the Strathbogie Emergency Animal Welfare Plan. It applies to all Strathbogie Shire Council staff or agents involved with the removal/disposal of dead animals/stock.

**Acronyms**
**MRM**   Municipal Recovery Manager
**MEMO** Municipal Emergency Management Officer
**MERC** Municipal Emergency Response Coordinator
**MAWC** Municipal Animal Welfare Coordinator
**AWT**   Animal Welfare Team
**LLO**   Local Laws Officer

**Roles and Responsibilities**

Municipal Emergency Management Officer

The MEMO is responsible for:

- Ensuring the Municipal Animal Welfare Coordinator is briefed when an emergency is developing which is likely to require a response from the Animal Welfare Team

- Activation of the Animal Welfare Team once the need is determined in conjunction with the MERC and the MEMO and/or MRM

- Tasking the MAWC to ascertain the extent of loss of stock/animals as reported by the DJPR (AgVic) EMLO and the need to remove/dispose of the dead animals/stock

- Ensuring in liaison with the MAWC that adequate resources are available to perform their functions in accordance with this SOP

Municipal Animal Welfare Coordinator

The MAWC is responsible for:

- Liaison with the DJPR (AgVic) EMLO and MEMO regarding the need to deploy LLO's to assess stock/animal losses

- In the event of an emergency ensuring that LLO's have been briefed on the type of incident and the location and all safety issues

- Maintaining liaison with the Environmental Health Unit regarding dead stock/animal health risks and the EPA in relation to disposal of dead stock as required

- Liaise with the DJPR (AgVic) EMLO , MEMO and Local Laws personnel to review and maintain this SOP

- Maintaining a contact list and equipment available for removal of dead stock/animals (refer Appendix B)

Council Operational Staff/Contractors

Council Operational Staff or engaged contractors are responsible for:

- Assisting the Municipal Animal Welfare Coordinator with the removal/disposal of dead animals/stock under the direction and guidelines of DJPR as required

**Procedure**

Alert
The Municipal Animal Welfare Coordinator will liaise DJPR (AgVic) EMLO and the MEMO on being advised of an emergency by the MEMO.

The alert and deployment phases may occur concurrently.

Deployment
On notification of dead stock or animals the Municipal Animal Welfare Coordinator will:

- Notify the MEMO

- Liaise with the DJPR (AgVic) EMLO

- Liaise with the EPA and landowners on suitable locations for burial pits

- Arrange Council Operations staff/contractors to collect/remove/dispose of animals if they are in built up areas. Specialised service providers eg knackeries may be required to carry out this task.

- Record Information on dead animals or stock that require removal/disposal on Crisisworks

- Alert and brief neighbouring municipalities and any partners (as required).

- Remain in contact with deployed officers, manage tasks, communicate new information, monitor resources and monitor officers' wellbeing

- In consultation with the MEMO and DJPR (AgVic) EMLO , facilitate communication of appropriate information to the public in accordance with Council protocols (refer MEMP)

Escalation
- Where the resources required to satisfactorily complete a task are beyond the municipality's capacity, the MAWC will liaise with the MEMO and the DJPR (AgVic) EMLO regarding the need for additional resources.

- In liaison with the MEMO the MAWC can arrange for additional human resources (including requesting resources from support agencies and through the MAV Resource Sharing Protocol) and further escalation of emergency arrangements, if required

- Supplies and services will be purchased in accordance with arrangements established by the MEMO, including the keeping of appropriate financial records.

**Considerations**

- All requests for stock removal should be recorded on Crisisworks

- The number and species of animals that are dead and need disposal as notified by the relevant agencies and property owners

- The size and weight of the animals to be disposed

- The optimum timeframe required for disposal

- The quantity of animal and associated waste material to be disposed – i.e. poultry litter, eggs, fodder and fittings

- Consultation with the Environment Protection Authority as to suitable disposal sites

- Location of potential site/s in relation to affected area i.e. transport requirements

- Availability and location of suitable machinery and staff for disposal

**Safety**

All staff are responsible for their own safety.

While undertaking the activity of removing and disposing of dead animals, special considerations are:

- Wear suitable personal protective equipment (PPE)

- Work in pairs and have rescue equipment on hand

- Awareness of the Zoonotic disease potential of the animals involved i.e. Avian Influenza (birds); Hendra Virus (horses); Salmonella, E Coli, Listeria, etc (livestock)

- Are vaccinated against influenza, Q Fever and Tetanus where possible

- Ensure caution when around machinery and firearms

- Keep well hydrated and take regular breaks

- Have access to a first aid kit

- Report any staff welfare issues or incidents to the MEMO and site supervisor

**No task will be performed unless the risks have been assessed and suitable controls implemented.**

**Recommended PPE**

The MAWC in liaison with the MRM is responsible for ensuring adequate stocks of PPE are available for the Animal Welfare Team. Refer also to Appendix F.

- Overalls

- Wet weather jacket and pants

- Work boots/gumboots

- Hardhat/sun hat

- Eye protection

- Hearing protection

- Leather gloves/disposable latex gloves

- Dusk mask/P2 mask/P3 mask with specific filters

- Identifying safety tabard

- Sunscreen


**Equipment available within Strathbogie Shire Council Operations Department**
Refer to Appendix D

**Review**
The Municipal Animal Welfare Coordinator will ensure a review of this SOP annually or following an emergency where the EAWP has been activated.


**Further DJPR Publications, available at  [www.agriculture.vic.gov.au](www.agriculture.vic.gov.au)**

# 14. APPENDICES

## Appendix A - Contact Database

### Agencies

| | | |
|---|---|---|
| AgVic – Lachlan King | Benalla | 0417 115 799 |
| AgVic 24/7 | Benalla | 1800 675 888 |
| EPA | Wangaratta | 1300 372 842 |
| EPA – urgent site attendance 24 hrs | Wangaratta | 9483 8036 quote pager 219013 |

### Veterinarians

| | | |
|---|---|---|
| **Strathbogie Vet Clinic** | **Euroa** | **5795 2811** |
| ACE Vet Hospital | Euroa | 5795 2888 |
| Seven Creeks Equine Vet Clinic | Euroa | 0437 870 507 |
| Victorian Central veterinary Group | Nagambie | 4701 1800 |
| Nagambie Branch Practice | Nagambie | 5799 1922 |
| Avenel Equine Hospital | Avenel | 5796 2468 |

### Pet Supplies

| | | |
|---|---|---|
| Northern Country Pet Supplies | Nagambie | 0429 334 339 |
| Strathbogie Ag, Horse and Pet | Violet Town | 5798 1377 |
| WB Hunter Rural | Euroa | 5795 3618 |
| Boadles Chaff | Euroa | 5795 3044 |

### Animal Processing

| | | |
|---|---|---|
| **Wangaratta Abattoirs** | Wangaratta | 5721 4433 |
| Bendigo and District Stock Removals | Stanhope | 5857 2683 |
| Ralphs Meat Company | Seymour | 5735 0700 |

## Appendix B – Contractor Contacts

*Carriers*

| | |
|---|---|
| **Drymarsh Livestock** | **03 5795 3363** |
| **Max Burles** | **0428 966 760** |
| **Allen, Brian** | **03 5795 1840** |
| **Beer, John** | **03 5789 1352** |
| **Smith, Doug** | **0408 576 109** |
| **Hill, Ian** | **03 5790 5320** |
| **Stafford, David** | **03 5762 6479** |
| **Roche Transport** | **03 5727 1203** |
| -    **Chris Roche** | **0427 271 413** |
| -    **Larry Roche** | **0427 573 060** |
| -    **Shane Roche** | **0427 573 034** |
| -    **Michael Roche** | **0412 573 044** |

*Contractors - Earthmoving*

| | | | | |
|---|---|---|---|---|
| **Fraser Earthmoving** | Bruce & Karen Fraser | 1 | Loader | 5795 1228 (AH)  0418 570 776 |
| | | 2 | Bull dozers (D6D) | |
| | | 1 | Water Cart | |
| | | 5 | Excavators (16-35tonne tracked) | |
| | | 2 | Graders (Komatsu 670 Caterpillar 140) | |
| | | 2 | Tip Trucks (1 with dog) | |
| | | 1 | Scraper | |
| | | 1 | Tractor with slasher | |
| **RW & KA Newnham** | Rod Newnham | 4 | Excavators (tracked) 13-22 Tonne | 5795 2632 (BH)  0408 575 499 |
| | | 4 | Bull dozers | |
| | | 2 | Scrapers | |
| | | 1 | Water Truck | |
| | | 3 | Tipper&Dog Trailers | |
| | | 1 | Low Loader | |
| | | 2 | Dump trucks | |
| | | 2 | Grader | |
| | | 2 | Front End Loaders | |
| **WA & CA Crosbie** | Warren Crosbie | 1 | Backhoe | 5795 3370 (AH)  0427 352 621 |
| | | 1 | Tip Truck (10m$^3$) | |

| | | | | |
|---|---|---|---|---|
| **J & C Furlanetto** | John and Colleen | 1 | Excavator and other equipment | 0427 344 956 5795 3435 |
| **VicCivil Avenel** | Jason Stirling | 1 | Excavator Grader, Loader Backhoe | 0419 538 561 |
| **AW & LM Combrink** <br> **not wildfire trained** | Alby Combrink | 1 | Grader 670B | 5798 1504 (AH) 0428 981 504 |
| | | 1 | Water Tanker (6800 litre) | |
| | | 1 | Back Hoe | |
| | | 1 | Tip Truck | |
| **David Fitzgibbon Earthmoving** | David Fitzgibbon | 1 | Tip truck (10m$^3$) | 5794 2881 (AH) 0407 099 744 |
| | | 1 | Truck & Trailer | |
| | | 1 | Loader | |
| **MD & JG Perry** <br> **not wildfire trained** | John Perry | 1 | Bull Dozer | 5794 2271 (AH) 0407 042 740 |
| | | 1 | Excavator (tracked) | |
| | | 1 | Float | |

## Appendix C - Emergency Relief Centre Locations

**Relief Centres are located at:**

- Euroa Showgrounds
- Brian Hayes Pavilion – Violet Town
- Longwood Recreation Reserve
- Avenel Memorial Hall
- Nagambie Regatta Centre

**Note ERCs are not activated and operational <u>UNLESS</u> they have been requested or agreed to be opened by the MERC in discussion with the MEMO and /or MRM.**

# Appendix D - Strathbogie Shire Council Plant Equipment

| Registration | Asset Name | Asset Location |
|---|---|---|
| XAG991 | XAG991 New Holland TD70D 4WD Cab Tractor | Euroa |
| YHG639 | YHG639 Kubota M135 Cab Tractor | Euroa - Slasher |
| FEO310 | FEO310 LOADER (VOLVO FEL'93) | Euroa |
| XV75RW | XV75RW CATERPILLAR 432D BACKHOE LOADER | Euroa |
| 1BK3JV | 1BK3JV: Catepillar 12M Grader Leased | Euroa |
| 1EQ7EZ | 1EQ7EZ Noram Grader 2nd Hand | Euroa |
| XV77MD | XV77MD : Catepillar 12M Grader Leased | Euroa |
| WWM995 | WWM995 Isuzu FRR500 Truck with Tipping Body & Hoist | Euroa |
| UAO990 | UAO990 INT 9200 EAGLE TIP TRUCK REG | Euroa |
| UAO990 | INTERNATIONAL (PRIME MOVER)   REGO UAO 990 | Euroa |
| UAO990 | INTER. P/MOVER UAO990 & WATER CART | Euroa |
| UAO990 | INTER. P/MOVER & FLOAT REG. UAO990 | Euroa |
| 70400SF | 70400SF: 1970 Fruehf Trailer Float | Euroa |
| XV96PU | XV96PU Truck Fuso Fighter 11124 Auto with Body tipper | Euroa |
| XSX118 | XSX118 2005 Isuzu International Compactor | **Euroa** |
| 1OG1HC | 1OG1HC John Deere 5085M Tractor | **Nagambie** |
| XV74TZ | Kubota M7152 Tractor | Nagambie |
| XV24BI | XV24BI Backhoe Cat 432F | **Nagambie** |
| XV77MN | Komatsu GD6555-5 Grader | **Nagambie** |
| WUQ274 | WUQ274 Hino 700 Series Truck | **Nagambie** |
| XCT986 | XCT986  Isuzu FRR500 Tipping Truck | **Nagambie** |
| 99779S | 99779S:1994 Tieman Tanker | **Nagambie** |
| XV97PU | XV97PU Truck Fuso Fighter 11124 Auto with tipper, borer & crane | **Nagambie** |
| XV64FK | XV64FK Truck Fuso Fighter 1024 | Strathbogie |
| YFZ267 | YFZ267: Caterpillar 432E Backhoe | **Violet Town** |
| XV65FK | XV65FK Truck Fuso Fighter 1024 | **Violet Town** |
| 1FM6ER | 1FM6ER: Rigid Tipper Truck 1024 Fuso | **Nagambie/Avenel** |