



## **Appendix 7**

# **Shire of Waroona Animal Emergency Relief and Support Plan**

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## Animal Emergency Relief and Support Plan Authority

The Shire of Waroona Animal Emergency Relief and Support Plan (AERSP) has been prepared and endorsed by the Shire's Local Emergency Management Committee (LEMC) pursuant to Section 41(4) of the *Emergency Management Act 2005* and forms one part of the suite of documents referred to as the Local Emergency Management Arrangements (LEMA).

The AERSP has been produced in accordance with the Department of Primary Industries and Regional Development (DPIRD) Local Plan for Animal Emergency Relief and Support in Emergencies Guide and Template.


A copy was distributed to the District Emergency Management Committee - South Metropolitan (DEMC – South Metro) for comment and feedback during the drafting of the LEMA and the documents included in it. A copy has been submitted to the State Emergency Management Committee (SEMC) for noting pursuant to section 41(5) of the *Emergency Management Act 2005*.

Chairperson/Shire President

Date

Shire of Waroona LEMC

Cr. Mike Walmsley

  
.....

01/07/2024

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## Distribution List

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Manager Recreation Services	Electronic	1
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Manager Development Services	Electronic	1
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Chief Bush Fire Control Officer (CBFCO)	Electronic	1
Volunteer Bush Fire Brigades (VBFB)	Electronic	1
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Alcoa World Alumina – Refinery and Mine Site Managers	Electronic	1
Rotary Club – Pinjarra Branch	Electronic	1
Salvation Army – Mandurah	Electronic	1
Murray District Hospital	Electronic	1
DEMC – South Metro	Electronic	1
State Emergency Management Committee (SEMC)	Electronic	1

## Amendment Record

Suggestions and comments from the community and stakeholders can help improve the plan and subsequent amendments.

Feedback can include:

- What you do and don't like about the plan,
- Unclear or incorrect expression,
- Out-of-date information or practises,
- Inadequacies; and,
- Errors, omissions or suggested improvements.

To forward feedback copy the relevant section, mark the proposed changes, and forward it to the Coordinator Rangers and Community Safety:

### Shire of Waroona

**Post**

PO Box 20  
WAROONA WA 6215

**Email**

[warshire@waroona.wa.gov.au](mailto:warshire@waroona.wa.gov.au)

Any suggestions and/or comments will be referred to the LEMC for consideration. Amendments promulgated are to be certified in the following table when entered.

N <sup>o</sup>	Amendment/ Adoption Date	Details	Resolution Number	Amended by (Initials)
1	8 August 2022	Original Document – LEMC endorsed	LEMC22/004	
2	23 August 2022	Original Document – Shire of Waroona endorsed	OCM22/08/104	
3	25 August 2022	Original Document – Shire of Murray endorsed	OCM22/096	
4	01 July 2024	Full Review – Conversion to Shire of Waroona LEMC Document	OCM24/11/175	

## Review

The Animal Emergency Relief and Support Plan will be reviewed:

1. After an emergency event or incident that requires the activation of the Animal Emergency Relief and Support Plan
2. After training or exercise that exercises this Animal Emergency Relief and Support Plan
3. Every (5) years
4. Any other time the LEMC considers appropriate
5. Contact lists are updated quarterly

## Document Availability

Copies of the Animal Emergency Relief and Support Plan are available for inspection, free of charge, by members of the public during office hours and can be found at:

- Shire of Waroona Administration Building, 52 Hesse Street, Waroona
- Waroona Library, Corner Thatcher Street and Hesse Street, Waroona
- Waroona Visitor Centre, 37 South Western Highway, Waroona.

or alternatively online at: [www.waroona.wa.gov.au](http://www.waroona.wa.gov.au)

All information relating to the LEMA, and associated documents, will be recorded on the Shire of Waroona record-keeping system to ensure that all records are recorded, registered, maintained and stored. This will allow for efficient retrieval of information.

### SoW Synergysoft – Emergency Management Files

Local Emergency Management Committee (LEMC)

ES.2

## Acknowledgements

The LEMC would like to acknowledge the State Emergency Management Committee (SEMC) All West Australian's Reducing Emergencies (AWARE) Program for providing their assistance for the development of the LEMA together with the Animal Emergency Relief and Support Plan.

The quality of the information in this plan is directly attributed to the voluntary input of a wide range of organisations involved in animal management. The Shire's LEMC would also like to acknowledge assistance from employees at the following agencies whose input was critical to the development of the Animal Emergency Relief and Support Plan. These include representatives from:

- Shire of Waroona
- Department of Primary Industries and Regional Development (DPIRD)

## Part 1 – Introduction

**This document is an Appendix to and should be read in conjunction with, the Local Emergency Management Arrangements (LEMA).**

The LEMA is available at [www.waroona.wa.gov.au](http://www.waroona.wa.gov.au)

### LEMA and Associated Documents

- Local Emergency Management Arrangements
  - Local Recovery Plan
    - Local Recovery Resource Manual
  - Emergency Evacuation Plan
  - Animal Emergency Relief and Support Plan
  - Communication Plan
  - Local Emergency Emergency Relief and Support Plan – Peel Region (Department of Communities)

### Associated Legislation

- State Emergency Management Policy section 5.9.7
- *Dog Act 1976* and subsidiary legislation
- *Cat Act 2011* and subsidiary legislation
- *Animal Welfare Act 2002* and subsidiary legislation
- *Local Government (Miscellaneous Provisions) Act 1960* and subsidiary legislation
- *Biodiversity Conservation Act 2016*

### Purpose

The purpose of the Animal Emergency Relief and Support Plan is to provide clear guidance to Shire employees, Hazard Management Agencies and Supporting Agencies to assist with the care and management of domestic and native animals during an emergency event within the Shire of Waroona.

## Objectives

The objectives of the AERSP are to:

- Provide support and assistance to the LEMA
- Provide guidance in relation to roles and responsibilities in the event of an emergency
- Identify emergency management arrangements between stakeholders to ensure adequate and effective actions for preventative, preparedness, response and recovery arrangements
- Enhance public safety and community resilience through effective planning and management of animals during an emergency event, and ensure the protection of animal suffering during and immediately following an emergency event
- Provide the community and stakeholders with a reference document outlining the response and provision of animal emergency relief and support during an emergency event

## Roles and Responsibilities

### Animal Owner / Carer

Individual animal owners and/or carers are responsible for the emergency relief and support and preparedness of their animal/s prior and during any emergency event. This includes the response to and recovery from an emergency or disaster event.

### Local Government

**Animal Emergency Relief and Support Liaison Officer** – The Liaison Officer is the Senior Ranger or other employee determined by the SoW Chief Executive Officer. Roles include;

- Activate Ranger Services or other Local Government employees as required and according to their roles and responsibilities outlined in this AERSP;
- Provide information to the SoW CEO as applicable;
- Liaise between the Controlling Agency and the AERSC;
- Provide information to SoW Executive Assistant to the CEO for public release;
- Liaise with other SoW departments regarding rescue, transport and/or relocation of animals;
- Authorise and allocate necessary expenditure for animal emergency relief and support requirements
- Liaise with DPIRD, WALGA, CAERSE and the SAERSC as required.

**Animal Emergency Relief and Support Co-ordinator (AERSC)** – The AERSC is an on-duty Ranger who reports to and takes direction from the AERSLO. Roles include;

- Coordinating the delivery of animal emergency relief and support for HMA;

- Managing the Animal Emergency Relief and Support Team (AERST) and equipment outlined in this AERSP;
- Request assistance for community organisations, individuals or businesses that have the skills and resources to support the animal emergency relief and support team;
- Appoint a “Person in Charge” of the shelter from the AERST.

**Animal Emergency Relief and Support Team (AERST)** – The AERST shall be made up of Ranger Services or other Local Government employees and supporting local animal business employees, as required. The AERST works under direction from the AERSC. Roles include;

- Keep an “Animal Register” ([Appendix 1](#)) for all animals brought in the designated or existing location serving as a temporary animal management facility;
- Ensure completion of “Individual Animal Registration Form” (**Appendix 2**) for all animals taken in the SoW’s care during an emergency;
- Provide each animal with a tag that has a number corresponding to the “Animal Registration Log”;
- Ensure that animals are secure and confined in an area where they are not likely to injure or be injured by other animals;
- Ensure that animals are fed and watered, and that the facilities are regularly cleaned;
- Report any apparent injury and/or illness to a Veterinarian and if necessary transport animals requiring treatment, or if necessary euthanasia, to a designated facility;
- Record the details of owners including time of release on the “Animal Register” and ensure that the “Individual Animal Registration Form” (**Appendix 2**) is filled out when animals are released;
- Consult with the AERSC regarding possible alternative locations for the animal management facility (AMF) when damage, overcrowding or other circumstances exist at the current AMF.

**Operations Officer** - The Operations Officer is the Ranger Services Support Officer, or another designated Local Government employee, who works under the direction of the AERSC. Roles include;

- Undertake administration duties required for the collection and maintenance of animal data, animal record management and triage of lost animal reports. A “Lost Animal Report” (**Appendix 3**) is to be completed;
- Assist with the management of additional employees and volunteers assisting with the emergency event;
- Complete the “Found Animal Report” (**Appendix 4**) and display at the Evacuation Centre/s and/or the Temporary Animal Management Facilities.

**Field Officers** – are employees from the Ranger Services and/or other Local Government employees, as required. Direction to Field Officers is provided by the AERSC. Entry to emergency area by Field Officer is subject to direction from the Controlling Agency. Field Officer roles include;

- Assessment of the emergency area to identify, capture and contain any animals that have escaped, released or straying;
  - Identify animals requiring veterinarian assessment, treatment, care or euthanasia, as well as those deceased animals requiring disposal
  - Complete the “Escaped, Released or Stray Animal Information Sheet” (**Appendix 5**)
  - Relocate animals to an existing or designated temporary animal management facility
  - Assist with the supply of food and water to animals within the emergency area where the owners/carers have not been identified or are not present
  - Complete an Animal Needing Emergency Relief and Support Data Sheet (**Appendix 6**) for those animals identified and not evacuated from the emergency area
- **Western Australian Local Government Association (WALGA)** – WALGA represents the SoW on the Committee for Animal Emergency Relief and Support in Emergencies (CAERSE) and may be requested by DPIRD to join the Animal Emergency Relief and Support Group (AERSG) during an emergency event.
  - **Department of Primary Industries and Regional Development (DPIRD)** – Activation of the State Support Plan for Animal Emergency Relief and Support in Emergencies at the request of the Controlling Agency. Coordination and management of the CAERSE and authority to request members of CAERSE to join the Animal Emergency Relief and Support Group (AERSG) to facilitate coordinated support for animal emergency relief and support during an emergency. The trigger for activating the DPIRD Animal Emergency Relief and Support Group is determined by the AERSLO dependant on the scope of the emergency incident.
  - **Department of Fire and Emergency Services (DFES)** – assist with animal evacuation through the State Emergency Services (SES) – Mounted Division and provide representation on the CAERSE.
  - **Western Australia Police (WA Police)** – assist with animal evacuation through the Police Mounted Division and provide representation on the CAERSE.
  - **Department of Biodiversity, Conservation and Attractions (DBCA)** - Native wildlife management and provides representation on the CAERSE.
  - **Royal Society for the Protection of Cruelty to Animals (RSPCA)** – Animal Emergency Relief and Support through the care for those who are lost or abandoned and need rehabilitation and longer care treatment. Provide representation on the CAERSE.
  - **Department of Communities (Communities)** – Provide information to the public regarding animal housing arrangements including those people and people with animals in evacuation centres. Provide information from DPIRD regarding animal emergency and relief and support to people in evacuation centres and liaise with DPIRD regarding the reunification of owners/carers with their animals.
  - **Australia Red Cross and Salvation Army** – Provide support to people and people with animals in evacuation centres and provide mental health and wellbeing support to those that have been separated from their animals and/or have been advised that their animals are deceased or have been euthanised.
  - **Memorandum of Understanding (MoU)** – Emergency Management MoU (**LEMA Appendix 10**) between City of Mandurah, City of Rockingham, Shire of Murray, Shire of Waroona and Shire of Serpentine-Jarrahdale formalises the cooperative arrangements promoting the sharing of

resources during emergencies and during post incident recovery which affects one or more of the partnering local governments.

## Part 2 - Scope

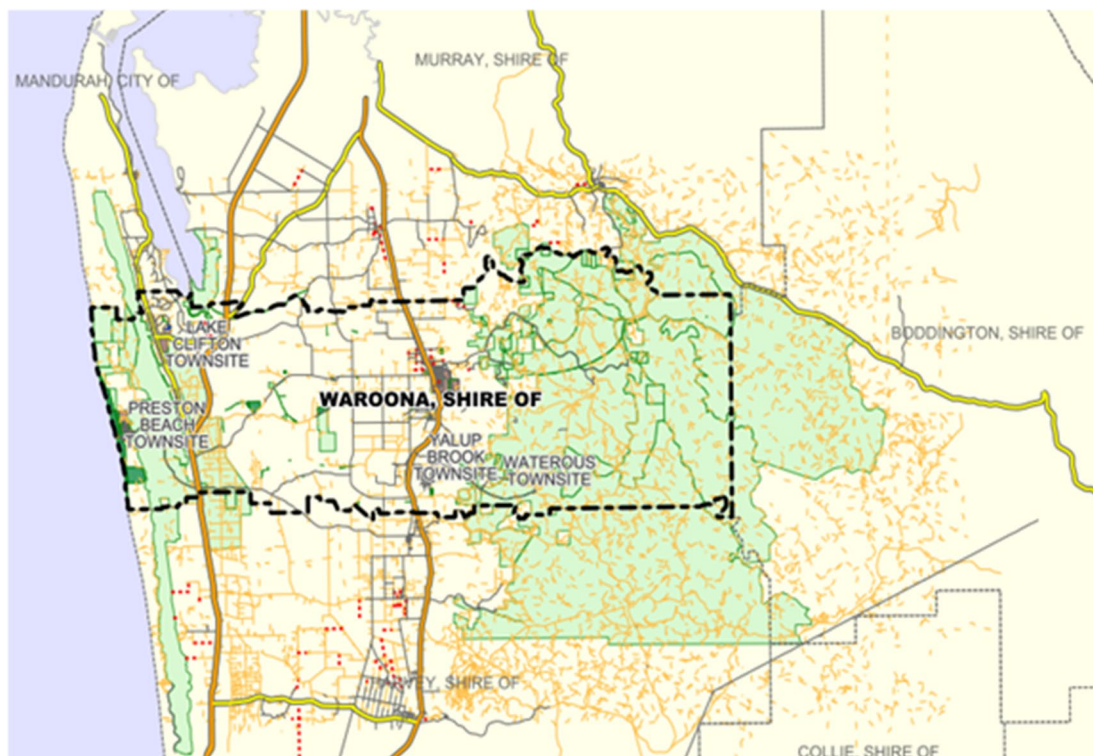
This Animal Emergency Relief and Support Plan is limited to the boundaries of the SoW and forms a part of the LEMA.

The SoW consists of the following localities;

Hamel  
Preston Beach

Lake Clifton  
Wagerup

Nanga Brook  
Waroona



The AERSP covers arrangements for all non-native species within the Shires boundaries. This would include any non-native transient animals that may be located within Shire boundaries during an emergency event. The following type of animals are outside the scope of this Plan:

- Wildlife
- Feral animals
- Privately owned animals in wildlife parks or zoos

The AERSP also outlines the care of animals at evacuation centres, temporary animal management facilities and any longer-term animal arrangements deemed suitable by the SoW during an emergency event.

### Part 3 - Cost / Financial Arrangements

The SoW recognises State EM Policy 5.12 – "Funding for Emergency Responses", which outlines financial arrangements in meeting costs associated with an emergency.

The Emergency Management Agency with operational control of any resource is responsible for payment for all related expenses associated with its operation during emergencies, unless other arrangements are established. Agencies that have assisted in responses may be eligible for reimbursement of some expenses.

Special arrangements may be required in relation to financial expenditure during an emergency. Such arrangements must be in accordance with the financial management provisions of the *Local Government Act 1995*.

Normal fees for caring of animals during an emergency will be waived by the SoW, provided that animals are collected within two (2) weeks after the emergency has passed.

Animals must be collected within a reasonable time frame, as deemed by the AERSC, following the conclusion of the emergency incident unless prior satisfactory arrangements have been made.

Any costs for transport, shelter, unusual feed supplies and veterinarian treatment are to be borne by the animal owner/carer for animals that are being cared for during an emergency event.

Arrangements for the return of animals shall be made at the time of entry into the AMF. The owner contact details shall be recorded on the "Individual Animal Registration Form" (**Appendix 2**).

## Part 4 - Preparedness

As part of the LEMA, the Shire has developed this AERSP to assist with supporting the community to develop preparedness, and to provide education to animal owners and carers on their responsibility for their animals during an emergency event.

Equipment and supplies will be available during emergencies to support animal emergency relief and support and provisions will be made available at evacuation centres, temporary animal management facilities and any longer-term animal facilities during an emergency event.

The following risks have been identified through the SEMC State Risk Project as 'priority hazards' within the SoW:

- Bushfire
- Chemical Substance (HAZMAT)
- Cyclone
- Earthquake
- Flood
- Heatwave
- Storm

### Community Preparedness

At all times, and including during an emergency event, animal owners/carers have the responsibility for the wellbeing and safety of their animals. This includes livestock, horses, companion animals and wildlife under their direct care.

The best form of preparedness is to have an emergency plan that include details regarding:

- Which animals are to be evacuated and which are to remain onsite?
- What transport options are available for both large and small animals?
- What are the evacuation routes from our property for different types of hazards?
- What are the triggers for implementing evacuation or relocating animals to a safer area?
- What are the safest, low risk areas to relocate animals to if they can't be evacuated?
- Are there adequate provisions available (food, water access) for those animals remaining on property?
- Are animals able to be identified (microchipping, National Livestock Identification System, registration of dogs and cats)?
- What other options are available to temporarily house my animals in the event of an emergency (family, friends, animal emergency relief and support shelters, boarding kennels, agistment centres etc)

Further information is available from the DPIRD website Animal Emergency Relief and Support in Emergencies.

Animal owners/carers are responsible for the costs associated with the provision of private services such as, but not limited to, veterinary clinics, private shelters, food suppliers etc.

Community preparedness strategies to be implemented by SoW in the leadup to an emergency event and prior to formal incident activation include:

- Community messaging via Social Media, SMS, LED signage and Emergency WA
- Ensure that employees have received pre-training in animal handling
- Ensure that resource pre-positioning have been undertaken which includes pre-planned teams, access to suitable animal shelters, access to adequate food and water supplies, and access to transport services. Details of resources can be found in the **LEMA – Part 10 – Resource and Asset Register**

## Part 5 - Response

### Activation

In the event of an emergency event, the decision to evacuate and the type of evacuation, is made by the Incident Controller under State Emergency Management (EM) Policy Section 5.7 and State EM Plan Section 5.3.2.

Where a decision for an evacuation, the SoW may determine that the activation of this AERSP is required.

The scale of activation will be dependent on the emergency event.

### Situation and Intelligence

The AERSP will be provided to all members of the LEMC and all individuals, businesses and organisations on the LEMA distribution list.

Templates to assist with the emergency relief and support of animals in emergency events have been developed and will be used to capture information and accurately report.

### Public Information

In the event of an emergency event, the HMA is responsible for the management of public information as outlined in **LEMA Part 4 – Response – Media Management and Public Information**.

Following the activation of the State Support Plan for Animal Emergency Relief and Support in Emergencies the SoW Executive Assistant to the CEO will liaise with the HMA to provide local information that may include:

- Information for persons evacuating with animals including what resources are available and how they are able to request assistance
- The state of the general emergency relief and support of animals involved in the emergency
- The location/s of animals
- Information to enable owners to find and reunite with the animals
- Information regarding public donations

### Response Activities

- **Transportation and Evacuation Route Options**

The Animal Emergency Relief and Support Liaison Officer (AERSLO) will liaise with DPIRD and the HMA to provide information regarding local resources and advice regarding the evacuation of people with animals and the evacuation of animals.

This may include:

- Road closures, safe route alternatives and route suitability for traffic
- Consideration of early evacuation for those travelling with large animal carriers
- Possible transport options and details of volunteers available to assist

- **Temporary Evacuation Centres/Shelters**

Animals are not permitted in Evacuation Centres or Shelters with the exception being assistance/service dogs. The SoW will provide alternative options for animals to be temporarily accommodated, and where possible will be within the vicinity of the Evacuation Centres (refer **LEMA - Part 11 – Evacuation and Emergency Relief and Support Centres**).

The approved SoW temporary animal management facilities are:

- Domestic – Shire of Harvey Animal Management Facility, 1 Wallam Road, Harvey
- Livestock - Murray Regional Equestrian Centre, 42 Murray Street, Coolup

Other nominated temporary shelters may be required depending on the number of animals involved in the emergency. Refer to **LEMA Appendix 2.12 Identified Alternative Temporary Animal Facilities**.

The movement of livestock is to be undertaken in accordance with the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*.

- **Stray Animals**

During an emergency animals often escape, be released or stray, and may pose additional risk to emergency services personnel, their vehicles or the public in general.

When directed by the HMA that the emergency area is safe to re-enter, the SoW AERSC will arrange for employees to undertake the roles and responsibilities as outlined in the section within this document titled 'Local Government'.

- **Access to Properties**

In an emergency event, entry into areas may be restricted and road closures may be established to delay people returning to their properties and animals on their properties. This is a requirement to ensure community safety, and SoW employees will provide emergency relief and support as outlined in the section within this document titled 'Local Government'.

- **Animal Emergency Relief and Support Assessment, Triage and Treatment**

All concerns regarding animal emergency relief and support during an emergency should be directed to the AERSC and on ground assessments can only begin once authorisation has been provided to re-enter the affected area by the controlling HMA. The team authorised to undertake these assessments include officers from relevant agencies including SoW, DFES, DBCA, DPIRD, WAPS and RSPCA.

Activities will include;

- Assessment of impacted animals
- Prioritisation of (triage) the emergency relief and support needs of animals
- Provision of emergency relief and support assessment to assist the controlling agency or HMA to include animal emergency relief and support considerations in ongoing response and recovery operations.

Wildlife animal emergency relief and support needs are to be determined of the DBCA, and they will determine if any intervention or treatment is required for any affected wildlife.

- **Euthanasia and Disposal**

If it is determined that an animal requires immediate euthanasia, every effort will be made to identify or contact the owner or carer of the animal. If the owner or carer cannot be identified or contacted, immediate humane euthanasia of the animal is permissible in accordance with the *Animal Welfare Act 2002*.

Where possible, the animal owner or carer should be notified that their animal has been euthanised or is deceased prior to them returning back to their property.

The disposal of animals is primarily the responsibility of the animal owner or carer but where possible Shire employees and DPIRD are able to provide advice and assistance regarding appropriate timing and disposal of carcasses. DPIRD is only to be consulted following the activation of the State Support Plan for Animal Emergency Relief and Support in Emergencies.

Where this relates to wildlife, DPIRD will consult with DBCA following the activation of the State Support Plan for Animals Emergency Relief and Support in Emergencies.

- **Emergency Supplies**

Emergency events within the SoW may impact on the availability of water, pastures and other sources of food that are usually available to animals. This can have severe impact on non-evacuated animals within the emergency area as well as those in large numbers or at livestock facilities. Shire employees, in coordination with the HMA and DPIRD (only following the activation of the State Support Plan for Animal Emergency Relief and Support in Emergencies), will determine the following;

- Identify animals requiring access to food and water as part of the Emergency Relief and Support assessment within the emergency area;
- Assist with the identification of evacuated animals that require access to emergency water and food. Refer to the **LEMA – Part 10 Resource and Asset Register – Animal Food Suppliers**;
- Identify potential sources of food and water including depots, distribution centres and water;
- Donations of non-perishable food for the immediate care of animals will be accepted through prior arrangement with the AERSC and DPIRD (only following the activation of the State Support Plan for Animal Emergency Relief and Support in Emergencies).

- **Reunite**

The AERSC, AERST and designated Shire employees will endeavour to capture and record as much information as possible in order to reunite animals with their owner and/or carer. The process will include;

- Completion of a Lost Animal Report (**Appendix 3**)
- Identification of animals via the National Livestock Identification System (NLIS) and microchipping
- Liaise with Communities to reunite animals with their owners or carers that are in evacuation centres
- Tagging of escaped, released and stray animals captured following the emergency event

## Volunteers and Donations

During emergencies, the management of volunteers and donations will be undertaken by DPIRD (only following the activation of the State Support Plan for Animal Emergency Relief and Support in Emergencies), and they will coordinate arrangements to best utilise resources and services as they are required. DBCA will be consulted where donations and volunteers relate to the Emergency Relief and Support of wildlife.

## Other Considerations / Challenges

During an emergency event, there are a number of other considerations that may impact on the response activities outlined above. These may include:

- **Impacts from Utility Outages**

In the event of a power outage during an emergency event, consideration must be given to the impact to windmills, bores, water pumps and reticulation systems used for watering animals and livestock. Access to properties may also be impacted in regard to electric gates, as well as the ability to secure stock by way of electric fencing.

- **Rescue Requirements**

A list of the available rescue resources and equipment is included in the LEMA in the following sections:

- Part 9 – Emergency Contacts Directory
- Part 10 – Resource and Asset Register

- **Decontamination**

In the event of a flood, decontamination may be required when animals are exposed to contaminated water which may include asbestos and other hazardous materials. If decontamination is required, direction is to be given by the HMA.

If the animals have remained with their owners/carers, all possible risks are to be communicated, and relevant information provided to the owners or carers.

- **Biosecurity**

Any biosecurity concerns are to be reported to DPIRD, and if biosecurity hazards are present then DPIRD is the HMA and will implement the State Hazard Plan – Animal and Plant Biosecurity.

In an effort to reduce the risk of disease and pest spread, the Animal Emergency Relief and Support Team and designated Field Officers will record the movement and housing of animals, record ownership and identification details of animals, note any known relevant vaccination records or medical history and record details regarding the source of any animal feed supplies or donations.

Cleaning and maintenance of SoW AMF is in accordance with normal procedures.

Other known biosecurity hazards are the six priority declared weeds as declared by the Peel Harvey Biosecurity Group which are present within the Peel Harvey Biosecurity Group - Weeds ([phbg.org](http://phbg.org))

- **Zoonotic Disease**

To manage potential disease, reduce spread and prevent outbreaks within temporary AMF, standard procedures for cleaning and maintenance are to be applied.

- **Mental Wellbeing Support**

The SoW will collaborate with Red Cross to support animal owners, carers and employees. Services include mental health support services delivered through trained personnel. Information regarding emergency relief and support assistance is also available on the Communities website - Disaster and emergency support services ([www.wa.gov.au](http://www.wa.gov.au))

SoW employees are able to access an Employee Assistance Program as well as Shire employees undertaking regular debriefing meetings to provide support of wellbeing within the team.

## Part 6 - Recovery

### Responsibility

The SoW is responsible for managing the recovery phase following an emergency that has affected the district under section 36(b) of the *Emergency Management Act 2005*.

The Local Recovery Coordinator, in collaboration with the State Recovery Coordinator (if appointed), are responsible for the implementation of the recovery phase once it has been declared by the Incident Controller.

### Transition to Recovery

The LRP forms part of the LEMA and will be used to ensure animal emergency relief and support into the recovery phase of an emergency event. Many of the Part 5 – Response activities will continue into the recovery phase and during this time DPIRD will transition the responsibility of ongoing animal emergency relief and support activities back to the Shire and the owners and/or carers of the animals.

Prior to animals being moved back into an emergency affected area, the area needs to be inspected to ensure that it is safe for the return of animals. This inspection will be undertaken by the SoW employees in conjunction with supporting agencies, and factors to consider include, but are not limited to:

- The emergency area has been declared safe to the return of people and animals;
- The perimeter fencing of relevant properties has been inspected and deemed adequate for the return of animals;
- If the animal's owner or carer is not present, then animals are returning to a safe and liveable environment with provisions supplied for their wellbeing;
- Any stranded or lost animals within the emergency area have been secured and where possible their owners or carers are identified and the animals returned to their rightful owners;
- Biosecurity issues regarding the movement of animals within the emergency area have been considered and any possibility of the transmission of disease from live and deceased animals has been addressed;
- Animals' emergency relief and support and wellbeing has been considered in relation to the trauma and stress on the animals as a result of the emergency event;
- The emergency relief and support and wellbeing of animal owners and carers has been considered with regard to additional trauma and stress experienced if their animals have been lost, injured or are deceased as a result of the emergency event.



Appendix 2 – ‘Individual Animal Registration Form’

**Incident Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Part A – Animal Owner							
Name:						Phone:	
Address:						Mobile:	
Alternative contact details:							
Part B – Animal Details							
Nº	Animal Name	Type dog, horse, etc	Breed	Description, colour, etc	Collar, tag, etc	Brand, Tag Nº	Comments
1							
2							
3							
<b>Signature:</b>						<b>Date:</b>	
Part C – Officer Actions							
Part D – Animal Shelter							
<b>Location:</b>						<b>Animal Shelter Register Nº:</b>	
<b>Person in Charge:</b>						<b>Date:</b>	
Part E – Animal Relocation							
Relocated to (Name):						Phone:	
Address:						Mobile:	
<b>Signature:</b>						<b>Date:</b>	
Part F – Return or Collection Details							
Name:						Phone:	
Address:						Mobile:	
<b>Signature:</b>						<b>Date:</b>	

Appendix 3 – ‘Lost Animal Report’

**Incident Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Part A – Animal Owner**

Name:	Phone:
Address:	Mobile:

Alternative contact details:

**Part B – Animal Details**

Nº	Animal Name	Type dog, horse, etc	Breed	Description, colour, etc	Collar, tag, etc	Brand, Tag Nº	Microchip number (if available)
1							
2							
3							
4							
5							

Location and time last seen:

Comments:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Part C – Officer Actions**

**Part F – Return or Collection Details**

Name:	Phone:
Address:	Mobile:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **am/pm**

Appendix 4 – ‘Found Animal Report’ – PUBLIC NOTICE

Incident Name: \_\_\_\_\_

Date: \_\_\_\_\_

Animal Details					
Nº	Type of animal	Breed (if known)	Description/colour/sex (if known)	Collar, Registration tag, NILS or microchip details (if known)	Location and time found
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					



Appendix 5 – ‘Escaped, Released or Stray Animal Information Sheet’

**Incident Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Animal Details			
Type of animal/s			
How many			
Location			
Breed (if known)			
Description, colour, sex (if known)			
Owner details (if known)			
Reported by	Name:	Telephone:	
	Address:	Email:	
Officer Actions:			
Details if animal/s returned to owner/carer or relocated (include date and time)			
Officer name			
	Date:		Time: _____



Appendix 6 – ‘Animal Needing Emergency Relief and Support Data Sheet’

**Incident Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Animal Details			
Type of animal/s			
How many			
Breed (if known)			
Description, colour, sex (if known)			
Location of animal/s			
Emergency Relief and Support required			
Owner details (if known)			
Reported by	Name:	Telephone:	
	Address:	Email:	
Officer Actions:			
<ul style="list-style-type: none"> <li>• Food</li> <li>• Water</li> <li>• Veterinarian</li> <li>• Euthanasia</li> <li>• Other</li> </ul>			
Officer name			
	Date:	Time:	



## Appendix 7 – Glossary of Terms

**Agency** – A Government agency, including Commonwealth, State or Local Government Authority

**Animal** – Under the Animal Welfare Act, an animal is defined as a live vertebrate; or a live vertebrate of a prescribed kind, other than a human or a fish (as defined in the *Fish Resources*)

**Biosecurity** – The protection of primary industries, the environment, economy and human health from the risks posed by harmful organisms including any animal or plant pest or disease through exclusion, containment, eradication and management.

**Companion Animal** – Any animals other than horses kept primarily for companionship, hobbies, sport or work.

**Controlling Agency** – an agency nominated to control the response activities to a specified type of emergency.

**Emergency** – the occurrence or imminent occurrence of a hazard which is of such a nature or magnitude that it requires a significant and coordinated response.

Note: The terms "emergency" and "disaster" are used nationally and internationally to describe events which require special arrangements to manage the situation. "Emergencies" or "disasters" are characterised by the need to deal with the hazard and its impact on the community.

The term "emergency" is used on the understanding that it also includes any meaning of the word "disaster".

**Hazard Management Agency** – a public authority, or other person, prescribed by the *Emergency Management Regulations 2006* to be a hazard management agency for emergency management, or an aspect of emergency management, of a hazard.

**Horse** – Any horse or equine hybrid (*Equus caballus*; *Equus asinus*)

**Livestock** – Has the meaning of Stock as defined in regulation 4 of the *Biosecurity and Agriculture Management Regulations 2013*, including the following:

- Buffalo including buffalo cattle hybrids
- Camel
- South American Camelids
- Cattle including cattle buffalo hybrids
- Deer and any hybrids
- Emu
- Goat
- Ostrich



- Pig
- Poultry and any hybrids
- Sheep

**Organisation** – Includes government agencies, non-government agencies, volunteer organisations and private sector organisations.

**Owner or Carer** – Has the meaning of ‘person in charge’ in the *Animal Welfare Act 2002*. “Person in charge, in relation to an animal, means –

- a) The owner of the animal;
- b) A person who has actual physical custody or control of the animal;
- c) If the person referred to in paragraph (b) is a member of staff of another person, that other person; or
- d) The owner or occupier of the place or vehicle where the animal is or was at the relevant time”

**Restricted Area** – A declared area in which defined rigorous conditions apply to the movement into, out of, and within, of specified animals, person or things.

**Support Organisation** – a public authority, or other person, prescribed by the Regulations to be a support organisation for the purposes of the *Emergency Management Act 2005* because of the agency’s functions under any written law or specialised knowledge, expertise and resources, and is responsible for providing support functions prescribed by the Regulations in relation to that organisation.

**Triage** – The process by which animals are sorted and prioritized according to their need for care, veterinary treatment or euthanasia.

**Wildlife** – An animal that is indigenous to Australia’s land or waters, living without regular human intervention or support and having the meaning of fauna, as defined within the *Biodiversity Conservation Act 2016*.

**Zoonotic diseases** – is an infectious disease caused by a pathogen (an infectious agent, such as a bacterium, virus, parasite or prion) that has jumped from a non-human animal (usually a vertebrate) to a human.



## Appendix 8 – Acronyms

The following acronyms are used throughout the Animal Welfare Plan:

Act	<i>Emergency Management Act 2005</i>
AMF	Animal Management Facility
AERSC	Animal Emergency Relief and Support Coordinator
AERSEG	Animal Emergency Relief and Support Group
AERSLO	Animal Emergency Relief and Support Liaison Officer
AERSP	Animal Emergency Relief and Support Plan
AERST	Animal Emergency Relief and Support Team
CAERSE	Committee for Animal Emergency Relief and Support in Emergencies
CEO	Chief Executive Officer
CP	Communication Plan
DBCA	Department of Biodiversity, Conservation and Attractions
DEMC	District Emergency Management Committee - South Metropolitan
DFES	Department of Fire and Emergency Services
Communities	Department of Communities
DPIRD	Department of Primary Industries and Regional Development
EM	Emergency Management
EEP	Emergency Evacuation Plan
HMA	Hazard Management Agency
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRP	Local Recovery Plan
LRRM	Local Recovery Resource Manual
RSPCA	Royal Society for the Protection of Cruelty to Animals



- SAERSEC      State Animal Emergency Relief and Support Emergency Coordinator
- SEMC        State Emergency Management Committee
- SES         State Emergency Services
- SoW         Shire of Waroona
- WALGA      Western Australian Local Government Association