



LOCAL EMERGENCY MANAGEMENT PLANS

ANIMAL WELFARE PLAN



2015

Public Version

Restricted Version

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Distribution List

Organisation	Officer/ Department	Copies	
		Hardcopy	Electronic
City of Mandurah	Mayor	1	
	CEO	1	
	Emergency Management	1	
	Records	1	
	Administration Centre	1 Public version	
	Falcon Library	1 Public version	
	Mandurah Library	1 Public version	
	All Staff		Intranet Public version
	Website		Public version
Mandurah LEMC	All members (Refer to General Plan Appendix 1)	1	1

Contact & Document Availability

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This plan is available on the City of Mandurah website www.mandurah.wa.gov.au and is available for viewing at the City facilities outlined above.

Amendment Record

Amendment		Details	Amended By
No.	Date		
1	April 2015	First issue	M Giardini
2	September 2015	Wording amendments	N Dekker
3	September 2016	Align to SEMC documents	N Dekker
4	May 2017	Inclusion of Equi-Evac information	N Dekker
5	August 2017	Update Department of Communities information (formerly CPFS)	S Edwards
6			
7			
8			
9			
10			
11			
12			

Acronyms & Definitions

Refer to the General Plan and current Australian Emergency Management Glossary for full list of terms and definitions

AWC	Animal Welfare Controller
AWOC	Animal Welfare Operations Centre
AWT	Animal Welfare Team
CEO	Chief Executive Officer
COM	City of Mandurah
DFES	Department of Fire & Emergency Services
Domestic Animals	Both pets and livestock (see individual definitions below)
DAFWA	Department of Agriculture & Food
DPaW	Department of Parks and Wildlife
HMA	Hazard Management Agency
IC	Incident Controller
ISG	Incident Support Group
LEMC	Local Emergency Management Committee
LEMP	Local Emergency Management Plans
Livestock	Domestic animals usually contained outside a family residence or on rural property, often for human consumption or use other than companionship i.e. horses, cattle, pigs, poultry, goats.
MAWP	Mandurah Animal Welfare Plan
Pets	Domestic animals, primarily kept for companionship and which usually accompany the family when they leave the property i.e. dogs, cats, rabbits, rodents, fish, birds.
Wildlife	All native and introduced animals that live without regular human intervention or support. Does not include stray domestic animals.

1. Introduction

1.1 Authority

The Mandurah Animal Welfare Plan (MAWP) has been prepared in accordance with Section 41 (4) of the Emergency Management Act 2005 and forms a part of the Local Emergency Management Plans for the City of Mandurah. This plan has been endorsed by the Mandurah Local Emergency Management Committee and approved by the City of Mandurah.

1.2 Purpose

The purpose of this plan is to assist the community with the care and management of domestic animals during an emergency.

1.3 Objectives

- Coordinate the function and outline the management structure of animal welfare arrangements.
- Assist the community in providing immediate care and shelter to distressed animals.
- Reunite owners with lost animals during and after an emergency.
- Ensure straying animals are impounded for their safety and the safety of the community, road users and emergency services.
- Assure the community that animals will be considered during an emergency.

1.4 Scope

The scope of this animal welfare plan is limited to the care of domestic animals residing within the City of Mandurah municipal boundaries, during an emergency or disaster. It does not include the routine management of animal welfare during non-emergencies. It does not include emergency arrangements for wildlife, DPaW is responsible for these types of animals.

1.5 Related Documents

This animal welfare plan forms a part of the *Mandurah Local Emergency Management Plans* (LEMP's) and should be read in conjunction with these plans and its related documents. They also interface with other hazard specific, emergency management and animal plans at District and State levels.

2. Overview of Animal Welfare

Animals are a valued part of the Mandurah lifestyle, providing companionship, recreation, sport and income to community members. Within the rural and suburban areas, the Mandurah district contains many types of pets and livestock, all of which may have varying needs during an emergency.

Animal owners are responsible for the welfare of their pets and livestock at all times, including disaster situations. However the City of Mandurah acknowledges that disasters are complex events, often limiting the ability of people to fulfil these obligations. Furthermore, their inability to care for their animals can lead to significant distress in already trying situations.

According to the *National Planning Principles for Animals in Disaster*, published by the Australian Animal Advisory Committee animals should be integrated into emergency planning because:

- They have intrinsic value
- They contribute to humans health and wellbeing
- They have economic value
- Failure to account for animals puts human life at risk

Findings from the 2009 Bushfire Royal Commission noted that some residents refused to evacuate without their animals, their evacuation plans were delayed because of their animals, or they attempted to re-enter the fire ground to rescue their animals. The death of several civilians has been accounted to these situations.

Priority shall be given to assistance animals (i.e. guide dogs), services animals (i.e. police dogs) or companion animals of vulnerable community groups (i.e. disabled, elderly).

It is important to note that whilst every effort should be made to protect and care for animals, human life and safety should always take precedence over animal welfare.

3. Key Roles, Responsibilities and Tasks

3.1 Animal Welfare Coordinator

The appointed Animal Welfare Coordinator (AWC) is the Coordinator Ranger Services.

Depending on the size and nature of the emergency event, the Coordinator Ranger Services may choose to delegate this position to another suitably qualified officer.

3.2 Animal Welfare Team

Depending on the nature and size of the event, the AWC may require further assistance. This shall be granted by the appointment of an Animal Welfare Team (AWT).

The membership of this team is to be decided by the AWC, but may include officers and/or representatives from:

- Rangers
- RSPCA and other animal welfare agencies
- Department of Agriculture & Food
- Department of Parks & Wildlife
- Veterinarians
- Local animal groups

3.3 Plan Activation

The activation of the MAWSP will be determined by the IC of the relevant HMA. This will be in consultation with the:

- ISG
- Welfare Agencies
- City of Mandurah (primarily Ranger Services)

3.4 Withdrawal

The AWT structure shall be gradually stood down as assistance is no longer required and the capability of local resources improves. The decision to conclude the MAWSP and withdraw additional resources shall be determined by the AWC in consultation with the Recovery Coordinator/Committee.

4. Facilities and Resources

4.1 Animal Welfare Operations Centre

The City of Mandurah Ranger Services facility is appointed as the Animal Welfare Operations Centre.

Where this facility is not suitable, the AWC is to nominate an alternate location.

The AWOC is to be a central location for the management of all animal welfare efforts and its functions include:

- Record, register and prioritise all requests for assistance
- Task the AWT
- Record and register all lost, found, rescued and impounded animals
- Assist with the logistics of caring for all impounded animals
- Maintain all financial and administrative records

4.2 Animal Sheltering Facilities

Animal sheltering facilities are to provide short term housing and welfare for rescued, roaming and impounded animals. Animals are not allowed inside an evacuation centre, with the exception of assistance animals (i.e. guide dogs). Whilst animals may be kept outside evacuation centres, the nature of the disaster may not allow this. Residents are to be urged to seek shelter for their animals with friends or families that have not been affected by the emergency event prior to utilising the services of an animal sheltering facility.

4.2.1 Pets & Small Livestock

The City of Mandurah pound has been appointed as the primary pet sheltering facility.

Where this facility is not suitable, the AWC is to nominate an alternate or additional location. These facilities will not be able to cater for the needs of large livestock, however small livestock (i.e. poultry) may be permitted.

Other locations may include (but are not limited to):

- Mandurah Greyhound Track
- Local Boarding Kennels and Catteries
- Veterinary facilities

See Appendix 6 for contact details for boarding kennels, catteries, and vets within the Mandurah area.

4.2.2 Large Livestock

Livestock are to be contained within the closest safe paddock. All attempts should be made to restrict their access to road ways, ensure they have access to feed and water, and have room to exercise. When resources become available all attempts should be made to identify and contact the owners. Where livestock are not claimed, arrangements may have to be made to relocate the animals to a more permanent holding facility.

The City's Coordinator Ranger Services will assist by approaching land holders of suitable properties and arranging for appropriate management of the animals that are housed within the facility.

4.2.3 Horses

In addition to 4.2.2, there are a range of avenues available for the short term relocation and welfare of horses. Recommended in the following priority order:

1. Encourage community members to seek private arrangements with family and friends.
2. Encourage community members to seek private arrangements with other community members (the databases and social media pages listed below may be of assistance).
3. The City requests the use of a public equestrian facility (approval required).
4. The City requests the use of public open space (approval required).

Online Databases & Social Media

Name & Type	Web Link	Other contact details
WA Horse Emergency Database Website - registration required	http://wahorsecouncil.com.au/horse-emergency.html	This information has been intentionally removed
NED Database (National) Website - publically accessible	https://www.tepscon.community/NEDmap	
EASE WA Facebook - Public Page	https://www.facebook.com/EASE-WA-1524612297864243/	
Mandurah Horse Community Facebook - Public Group	https://www.facebook.com/groups/899994486703176/	
South West Horse People Facebook - Public Group	https://www.facebook.com/groups/SouthWestHorsePlay/	

Public Equestrian Facilities

There are no public equestrian facilities (i.e. Pony Club grounds) with loose yards located in Mandurah, however there is one in the Coolup and one in Baldivis. Refer to Appendix 6 for details and contacts. The following should be considered prior to making this option available:

- Approval and management processes of the respective LG and the facility
- Distance and travel arrangements
- Staffing or volunteer arrangements for the management of the facility
- Limitations of human welfare services able to be provided at the facility
- Clear route of access to DC Evacuation Centre (to provide the above)
- Potential threat or risk to the facility from the incident or another hazard

There are also a number of racing facilities and veterinary complexes in the Peel region (not listed) that may be used in some capacity:

- Racing facilities are only suitable to shelter displaced animals for short periods of times (- 8hrs) or as transfer points, due to the restrictive yarding type (cross ties)
- Veterinary complexes have limited space and should be reserved for injured, rather than displaced animals

Public Open Space:

If none of the above are available or suitable, the City may consider using public open space (i.e. ovals and parks). The following should be considered prior to making this option available:

- Secure gated perimeter fencing
- Access to water and amenities
- Damage likely to be caused to the ground surface by animals and vehicles
- Waste management
- Lack of established yarding at these types of facilities (Note: not all horse owners have float yards and some have more animals than they can transport in one trip)

4.3 Equipment

The City of Mandurah Rangers Services has an established supply of animal equipment including emergency supplies of animal cages and water/food bowls. Where possible animals owners are to be encouraged to supply equipment when impounding their animal.

Any purchase of additional equipment or food supplies shall be made using the dedicated emergency account number and recorded appropriately for incident reporting purposes. See Appendix 6 for the City of Mandurah equipment and resource register.

4.4 Food

The City's preferred supplier for animal food is the Mandurah Stockfeeders. However depending on the nature and extent of the disaster, other suppliers may be required. Contact details for additional animal food and supplies in the Mandurah area can be found in Appendix 6.

4.5 Fees & Charges

Where possible the City will endeavour to assist the community in caring for their animals, by the waiving of selected fees and charges. Only the AWC has the delegated authority to waive, amend or impose fees and charges as deemed appropriate.

To ensure there is a consistent approach to the waiver of fees, the following points for consideration are to be clarified by the AWC and AWT as early as practicable:

- Length of impoundment fee waiving period (i.e. 7 days)
- Fees for the use of alternate animal sheltering facilities (i.e. boarding kennels)
- Fees for the extended impoundment of existing boarded or impounded animals due to emergency controls (i.e. road blocks)
- Veterinary costs related to impoundment period
- Fees for surrendering animals for destruction or rehoming
- Extension period for micro chipping or registration fees

4.6 Exotic animal diseases & biosecurity

The City of Mandurah has a limited agricultural industry within its boundaries, however any significant outbreak of disease is still likely to have an impact on the community.

The Department of Agriculture and Food Western Australia (DAFWA) is the HMA for Animal and Plant Pests and Diseases. The City may be requested to provide community level resources and assistance to comply with their incident management, and is responsible for recovery efforts.

Refer to WESTPLAN- Animal & Plant Biosecurity for further information.

5. Administration & Public Information

5.1 Request for Assistance

All incoming requests for assistance from the public in regards to animal welfare (i.e. rescues, roaming, lost and found) shall be recorded using the CRM system. Where these online services are not available the *Request for Assistance* form seen in Appendix 1 shall be used. These forms are available in each of the welfare centre activation kits

5.2 Offers of Assistance

All public offers of assistance, such as donations of services and accommodation are to be recorded on the DC *Offers of Assistance* form (see Appendix 2) and be made available for public viewing (i.e. public notice board). Whilst DC and the City of Mandurah may facilitate this process they will not endorse any service providers or be held accountable for the quality of assistance provided.

5.3 Impounded Animals

All impounded animals are to be registered on the *Pin Force CityWide* system. When this online service is not available, these animals are to be registered on the *Impound Form* found in Appendix 3.

Where there is more than one animal sheltering facility, it is to be clearly noted on the *Impound Form* where the animal is located.

5.4 Lost & Found Animals

All records of lost and found animals are documented via the electronic CRM system. When this online service are not available, these records are to be listed on the *Lost & Found Register* in Appendix 5.

All found/impounded animals are to be listed in the *Impound Register* on the Rangers website for public viewing. Where this online service is not available a physical list of animals is to be displayed at an appropriate venue (i.e. evacuation centre or recovery coordination centre) using the *Found Animal Register (public display)* as in Appendix 4

All forms listed above can be found in the Welfare Centre Activation Kits, located at the HHRC, MARC and CoM Admin Building.

Appendix 1- Request for Assistance Form

00000

Customer Service Request Form



Officer Name _____ Time _____ Date _____

Customer Name _____

Address _____ Email _____

Mobile # _____ Home/Work # _____

LOCATION OF ISSUE _____

Nearest cross road/Reserve/City asset _____

Council Property OR Private Property

Nature of Request (tick)

<input type="checkbox"/>	Dog/Cat/Horse etc	<input type="checkbox"/>	Roads/Paths/Drainage	<input type="checkbox"/>	Systems/IT Access
<input type="checkbox"/>	Trees/Verges/Mowing	<input type="checkbox"/>	Reserves/Gardens/Access Ways	<input type="checkbox"/>	Building Maintenance
<input type="checkbox"/>	Street Sweeper	<input type="checkbox"/>	Waste/Bins	<input type="checkbox"/>	Fencing
<input type="checkbox"/>	Street Lighting	<input type="checkbox"/>	Marina/Waterways/Beaches	<input type="checkbox"/>	Other

Description

Priority rating:

LOW (weeks/months)

MEDIUM (days)

HIGH (hours)

Other agencies involved/required:

Police

SES

DFES

Other _____

ACTION TAKEN

Emailed/Phoned/SMS/Handed to (circle): _____

Officer Name _____ Time _____ Date _____

Officer Notes _____ Job duration _____

Sign _____

CRM issued # _____ CRM Closed (date) _____

This form is intended to assist officers in recording service requests in the event of a power outage or lack of IT mobility access.

Appendix 2- Offers of Assistance Form



Government of Western Australia
Department for Child Protection
and Family Support



Offers of Assistance

THIS FORM IS FOR THE COLLECTION OF INFORMATION ONLY

The Department for Child Protection and Family Support has not screened this information, and is not responsible for the delivery of services, donated goods or accommodation offered on this form.

All agreements on the delivery of services, donated goods and accommodation offered will be agreed upon between the private parties without the assistance of the Department, ADRA Australia or Volunteering WA.

By filling out this form I (You) agree to the information being forwarded on to impacted persons and/or relevant services/organisations.

Type of Assistance

Accommodation Service Donation Other

*Please fill out a separate form for each type of assistance offered.

Name: _____
Address: _____
Phone Number (Best number to reach you on): _____
Email: _____

Accommodation

House Granny Flat Caravan Other

Accommodation Address: _____

Availability:

Immediate Short term Long term

Information on Accommodation, Service, Donation and Other

Eg:

Accommodation – Availability dates, Size, Exclusions, Children, Pets, etc.

Service – Availability dates, Skills, Health and medical issues. Are you currently with a volunteering agency, etc.

Donations of goods and services – What you wish to donate, etc.

Other – please describe.

Signature _____

Date: _____

Time: _____

Thank you

Appendix 3- Impound Form

CITY OF MANDURAH ANIMAL POUND REGISTER		No: _____
Impounding Details		
Date _____	Time _____	
Investigation Number _____	Impounding Officer _____	
Road/Locality Where Animal was Found _____		
Reason for impoundment		
Wandering at large <input type="checkbox"/>	Request for Destruction <input type="checkbox"/>	Attack <input type="checkbox"/> Other <input type="checkbox"/>
Description of Animal		
Colour _____	Breed _____	
SIZE Small <input type="checkbox"/> Medium <input type="checkbox"/> Large <input type="checkbox"/>	SEX Male <input type="checkbox"/>	Female <input type="checkbox"/> Sterilised <input type="checkbox"/>
Identification (if any)		
Collar <input type="checkbox"/>	Chain <input type="checkbox"/>	Leather <input type="checkbox"/> Webbed <input type="checkbox"/> Colour _____
Registration Tag No. _____	Chip No. _____	
Owner's Details _____		
Destiny		
Collected Date _____	Time _____	
Vet <input type="checkbox"/>	Relocated <input type="checkbox"/>	Rescue Group <input type="checkbox"/> K9 Rescue <input type="checkbox"/>
If Claimed or New Owner		
Name _____	Date of Birth _____ Phone No _____	
Address _____		
Agent		
Name _____	Date of Birth _____ Phone No _____	
Address _____		
Explanation		
Storm <input type="checkbox"/>	Fireworks <input type="checkbox"/>	Gate Open <input type="checkbox"/> Fence Damaged <input type="checkbox"/> Ran Away <input type="checkbox"/>
Jumped Fence <input type="checkbox"/>	Unlawful Entry <input type="checkbox"/>	Other <input type="checkbox"/>
Explanation Summary		

Infringement No _____	Issued for _____	
Pound Keepers Fees		
Poundage \$ _____	Sustenance \$ _____	Total \$ _____ Receipt No _____
Reg on Release <input type="checkbox"/>	Amount \$ _____	Receipt No _____
Req to Reg Issued <input type="checkbox"/>	Req to Reg # _____	To be Registered by ____/____/____
The above information is true and correct to the best of my knowledge		
Owner/Agent Signature _____	Date _____	
Pound Attendant Signature _____	Date _____	

Appendix 4- Found Animal Register (Public Version)

FOR PUBLIC DISPLAY
OFFICER INPUT ONLY

FOUND ANIMAL REGISTER
The animals listed below have been found and reported to Rangers Services
For further information contact _____



Rescue Date / Time	Rescue Location	ID #	Quantity <small>(refers to livestock)</small>	Type / Breed	Description / Comments

Appendix 5- Lost & Found Register

LOST & FOUND ANIMALS

Officer:		Contact:
Date:	Time:	
Animals Name:		Address:
Breed:		
Colour:		
Male	Female	
Collar:		Home:
ID Yes / No		Mobile:
Age:	Sterilised: Yes No	Work:
Last Seen/ Distinguishing Marks		
		Date Found:
		By Owner / Dead / Still Missing/ Office

LOST & FOUND ANIMALS

Officer:		Contact:
Date:	Time:	
Animals Name:		Address:
Breed:		
Colour:		
Male	Female	
Collar:		Home:
ID Yes / No		Mobile:
Age:	Sterilised: Yes No	Work:
Last Seen/ Distinguishing Marks		
		Date Found:
		By Owner / Dead / Still Missing/ Office

Appendix 6- Contact & Resource List

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