



Municipal Emergency Animal Welfare Plan



September 2019



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1. Purpose

This Municipal Emergency Animal Plan has been produced pursuant to Section 20 (1) of the Emergency Management Act 1986 and 2013 to assist in the organisation of emergency management arrangements relating to animal welfare. This plan has been developed to address domestic (companion animals and livestock) and wildlife welfare arrangements during emergencies.

Hume City Council has a large number of hobby farms and registered animals. The Community risk Register identified several risks (e.g. grassfire, floods, severe storms, hazardous material incidents) which could affect domestic and wildlife welfare requiring particular management and, in some instances, disposal.

Animal welfare management during emergencies may arise in the following situations:

- displacement of animals and requirement for temporary housing and sustenance
- stray or abandoned animals requiring capture
- rescue or provision of feed for stranded animals
- injured/sick animals requiring essential veterinary treatment or euthanasia
- animals requiring relocation (transport)
- animals at Emergency Relief Centres (ERCs)

2. Scope

Emergency planning is undertaken at the state, regional and local level- this plan pertains to the local level only. The Plan details stakeholder roles and responsibilities and operational procedures relating to animal welfare during the response, relief and recovery phases of an emergency. Operational procedures include the assessment, treatment and/or relation of affected animals, and the effect disposal of stock.

The Hume City Emergency Animal Welfare Plan is a Sub Plan of both the Domestic Animal Management Plan (DAMPlan) and the Municipal Emergency Management Plan (MEMPlan). This Plan is linked with the North West Metropolitan Emergency Relief Centre Standard Operating Guidelines which details standard operating procedures to be utilised at an Emergency Relief Centre (ERC).

3. Audit

This *Municipal Emergency Animal Welfare Plan* is a sub-plan of the Hume City Municipal Emergency Management Plan prepared under Section 20 (1) of the Emergency Management Act 1986 and 2013 and as such is a subject to the audit provision as detailed in Section 20A of the Emergency Management Act 196.

Scope

The Municipal Emergency Management Planning Committee has identified grass, flooding and extreme weather events as having a high to extreme risk that could impact upon the welfare of companion animals and livestock within the municipality.

4. Plan development, endorsement, testing and review

The Hume City Emergency Animal Welfare Plan has been developed in consultation with the Hume City Emergency Management Planning Committee (MEMPC) and other internal and external stakeholders with roles and responsibilities for local emergency management. The Plan has been adopted by the MEMPC and is subject to review prior the next MEMPlan review, and updated:

- at least once every three years
- following any emergency event including activation of Hume City Emergency Animal Welfare plan/or
- following a briefing or exercise that identified issues in the Hume City Emergency Animal Welfare Plan

A record of amendments and version control will be maintained, as per the MEMPlan. The Hume City Emergency Animal Welfare Plan sub working group membership consists of the following agencies and organisations:

- Department of Environment, Land, Water & Planning (DEWLP)
- Department of Jobs, Precinct and Regions (DJPR)
- Victoria Police

5. Aims and Objectives

The aim of the Plan is to define the arrangements for the management of emergency animal welfare within the Municipality including:

- roles and responsibilities of key agencies and stakeholders
- operational interactions between key agencies and stakeholders
- resources (personal, facilities, equipment and services) to be used in the delivery of animal welfare services

The overarching objectives of the Plan are to:

- contribute to enhanced public safety and community resilience within the municipality through the effective planning and management of animals in emergencies
- ensure animals within the municipality are protected from suffering during and immediately following emergencies

6. Plan Activation

The Municipal Emergency Resource Officer (MERO) will activate the Plan following advice from the Municipal Emergency Response Coordinator (MERC, Victoria Police) or DJPR, Triggers for plan activation may include:

- activation of a Municipal Emergency Relief Centre (ERC)
- requests for carcass disposal
- requests for donated fodder or stock water supply

In large scale emergencies, the role of the Coordinator, City Laws will oversee the implementation of the plan in consultation with the DJPR Animal Welfare Liaison Officer assisted to the emergency.

7. Business Continuity

Prioritise responses will be in line with the Victorian Animal Welfare Plan Three classification of incident are recognised in the Plan. Incident Classification Characteristics are as follows:

- Level 1:** Small scale incident that are generally resolved through the use of local or initial response resources only. Impacts are localised and generally routine and expected.
- Level 2:** More complex incidents in either size, resources or risk. They are characterised by deployment of resources beyond initial response and/or sectorisation of the emergency and/or establishment of functional section due to levels of complexity. Impacts are often more substantial with some medium-term implications.
- Level 3:** Characterised by degrees of complexity that required a more substantial establishment for management of the situation. The Incident Controller will usually delegate all functions other than control. Impacts to the community, infrastructure and the environment are often major with significant long-term implications.

8. Roles and Responsibilities

Emergency management is a shared responsibility. Hume City animal owners or persons in charge of animals or livestock are responsible for:

- ensuring animals are inoculated
- property identifying and registering their pets or livestock
- considering their animals when developing their household/property emergency plans (this includes identification, safeguarding health records, access to medication, bedding, feed, water, transportation, agistment, enclosures, boarding options and maintain contact details of relevant local vets, DJPR, council).

9. Australian Veterinary Association

As per the prearrangements outlines in the Victorian Animal Emergency Welfare Plan, in relief and recovery the Victorian division of the Australian Veterinary Association, under instructions from the Control Agency is responsible for:

- assisting with identifying capacity of local veterinary clinics
- supporting DJPR/DEWLP with volunteer veterinary resources as requested, including provision of drugs, treatment and assessment of animals
- maintain a database of veterinarians and veterinary nurses and providing this list to the Control Agency to support operations
- Locums provided to local vets would be covered under the vet's insurance
- Private vets requested by owners to attend properties for assessment for treatment of animals must make arrangement through the incident controller to obtain entry.

10. Department of Jobs, Precinct and Regions (DJPR)

DJPR is the primary agency for animal welfare. As the Control Agency in the event of an Emergency Animal Disease event or the support agency in an Emergency Natural Disaster event, DJPR is responsible for:

- rapid assessments of animal's welfare impact and needs (including rural loss/damage)
- determining appropriate stock disposal options, and arrangements in consultation with various agencies, (EPA, CFA) including obtaining relevant approvals where necessary
- coordinating animal welfare assessment of affected livestock and domestic pets
- release of information and liaison with veterinary practitioners
- providing advice to owners and Hume City Council on selection of disposal sites and supervision of disposal, in consultation with the EPA
- monitoring of affected livestock numbers in the area
- in an Emergency Animal Disease event operating the Local Disease Control Centre (LDCC) for coordination of animal welfare and disposal activities.
- managing media and public awareness around animal welfare
- identifying suitable disposal sites
- In relief and recovery, responsible for the rescue, treatment and rehabilitation of animals affected by a fire (including fodder, fending)

11. Department of Environment, Land Water and Planning (DEWLP)

The role of DEWLP in emergencies is to:

- provide technical advice to support council during incident involving wildlife
- respond to manage burnt wildlife as a result of bushfire
- authorise and regulate wildlife shelters under the Wildlife Act 1975.

12. Environment Protection Authority (EPA)

The EPA is responsible for ensuring that appropriate disposal methods are adopted for waste resulting from response activities and determining practical measures to protect the environment. The EPA, in consultation with the Control Agency, will approve the appropriate disposal sites.

13. Hume City Council

The Hume City Council is responsible for:

- ensuring the maintenance, review and development of this sub plan
- coordination of municipal resources in an emergency
- assigning a person to undertake the role of Animal Welfare Coordinator (refer to Animal Welfare Coordinator Position Description in Appendix F- Position statement)
- assisting in the identification of suitable carcass disposal sites, as required by the Control Agency
- assisting in the development and dissemination of information for the public and media relating to the management of animals impacted by the emergency (domestic, livestock and wildlife) for release through the Incident Controller
- ensuring that stray or wandering animals are impounded or placed in a secure location if such animals present a danger to members of the public or the environment
- managing companion animals presented at an ERC. If this activity exceeds Councils capabilities, DJPR will be contacted to arrange for translocation of animals to an identified shelter for safe containment and care
- environmental health management-including disposal of dead animal (domestic, native and feral). This means DJPR will provide technical expertise in relation to decision making and Council will undertake on-site work to dispose of dead animals

14. Hume City Council Animal Shelter

Overnight and short stay accommodation for pets in the emergency affected area may be available at:

- HCC Maffra Street Depot (domestic animals)
- 325 Konagaderra road Oakland Junction (live stock)

15. RSPCA

The RSPCA provides a range of generic support services during emergency response in wildlife welfare the RSPCA is a secondary support to DJPR. In relief and recovery, the RSPCA is responsible for:

- supporting the Hume City Council in animal welfare (companion animals)
- supporting DJPR in assisting primary produces and rural land managers in the provision of emergency fodder and water for animals and animal welfare (livestock)
- Secondary Impact Assessment for animal welfare
- Triage for injured and sick animals in conjunction with Council (separate from ERC), managed with RSPCA vets
- Can assist with accommodation at RSPCA shelters – if capacity is available

16. Victorian Farmers Federation

The role of the Victorian Farmers Federation during emergencies is:

- coordinate the provision of fodder under the direction of DJPR
- liaise with VFF members – to connect them to support agencies
- advocate for funding to support relief actions
- see State Animal Welfare Plan

17. Victoria Police

Victoria Police has responsibility for the effective coordination of resources or services in response to emergencies. Victoria Police is also responsible for evacuation – in consultation with the Control Agency and other expert advice. It is Hume City Council policy that no domestic animal be allowed in any public Council building during evacuation situation. In adherence to this policy, a dedicated area will be organised by Council's Animal Welfare Coordinator so that pet owners remain in close contact with their pets. These dedicated areas are identified in the Emergency Relief Centre site maps.

18. Volunteer Organisations Providing Additional Assistance

There is a comprehensive list of local volunteer organisations which can provide assistance with sick, injured and orphaned wildlife and animals see Appendix A.

19. Operational Arrangements

Preparation (Before)

Part 7 of the EMMV Defines DJPR as the primary agency for coordinating animal welfare relief and recovery services following an emergency and a key support agency for providing animal welfare responses. These roles are consistent with the Department's responsibility for the administration of the Prevention of Cruelty for Animals Act 1986 (POCTA ACT).

DJPR developed and maintain the VEAWP following extensive consultation with emergency management and animal welfare stakeholders including the Victorian Animal Welfare Committee. It has been developed in line with the National Planning Principles established by the National Advisory Committee for Animals in Emergencies.

The Plan confirms that:

- DJPR is the primary State agency for the provision of welfare support for all animals other than wildlife in emergencies
- DJPR is the primary State agencies for the provision of welfare support for all wildlife in emergency – consistent with DEWLP's responsibility for administration of the Wildlife Act 1975 and the Flora and Fauna Guarantee Act 1988.

VEAWP acknowledges that as the closest level of government to the affected community in an emergency, local government also has a key role in supporting emergency animal welfare activities.

The Plan also acknowledges that numerous non-government organisations assist in the management of animal welfare, with RSPCA, the Australian Veterinary Association (AVA) and the Victorian Farmers Federation (VFF) having special capability to assist.

Council

Develop and maintain the Municipal Emergency Animal Welfare Plan (MEAWP)

- Under direction from Emergency Management Victoria (EMV), each municipality is to prepare a Municipal Emergency Animal Welfare Plan to describe the emergency risks to animal welfare in their municipality.
- Appendix 1 and contains municipal animal population data and operational procedures.

Build and maintain animal welfare relationships:

- Planning and updating the regional and municipal plans in partnership with organisations, agencies and community animal welfare groups with a role in emergency animal welfare assists in maintaining essential relationships that can be utilised during an emergency and can promote more efficient emergency response.
- To ensure resources required to manage animals are quickly and easily accessible during an emergency, the contact directory is maintained for the entire MEMPlan, and can be found in Appendix B- Contact List- Confidential

Promote emergency animal welfare preparedness within the community:

- In addition to promoting general community emergency preparedness and resilience, Council also has a role in encouraging the community to manage their animal welfare during an emergency
- Councils can provide information on their website, or link to external sites, to encourage the community to learn about their responsibility to care for their animal's welfare during and after emergencies

Plan for the animal welfare relief requirements that the community may have following an emergency:

- Part two of this plan contains a municipal operational plan which provides guidance for the effective management of animals at an ERC

Regularly update the Regional and Municipal Emergency Animal Welfare Plans:

- Hume City Council Emergency Management staff in partnership with Hume City Council Animal Management staff will continue to maintain this Plan to ensure that Council is adequately prepared to manage animal management and animal welfare in an emergency
- The Plan will undergo practical exercising at least once every two years (an exercise record can be found in the Hume City Council MEMPlan Section E)
- This Plan should be reviewed at least once every three years

Response (during)

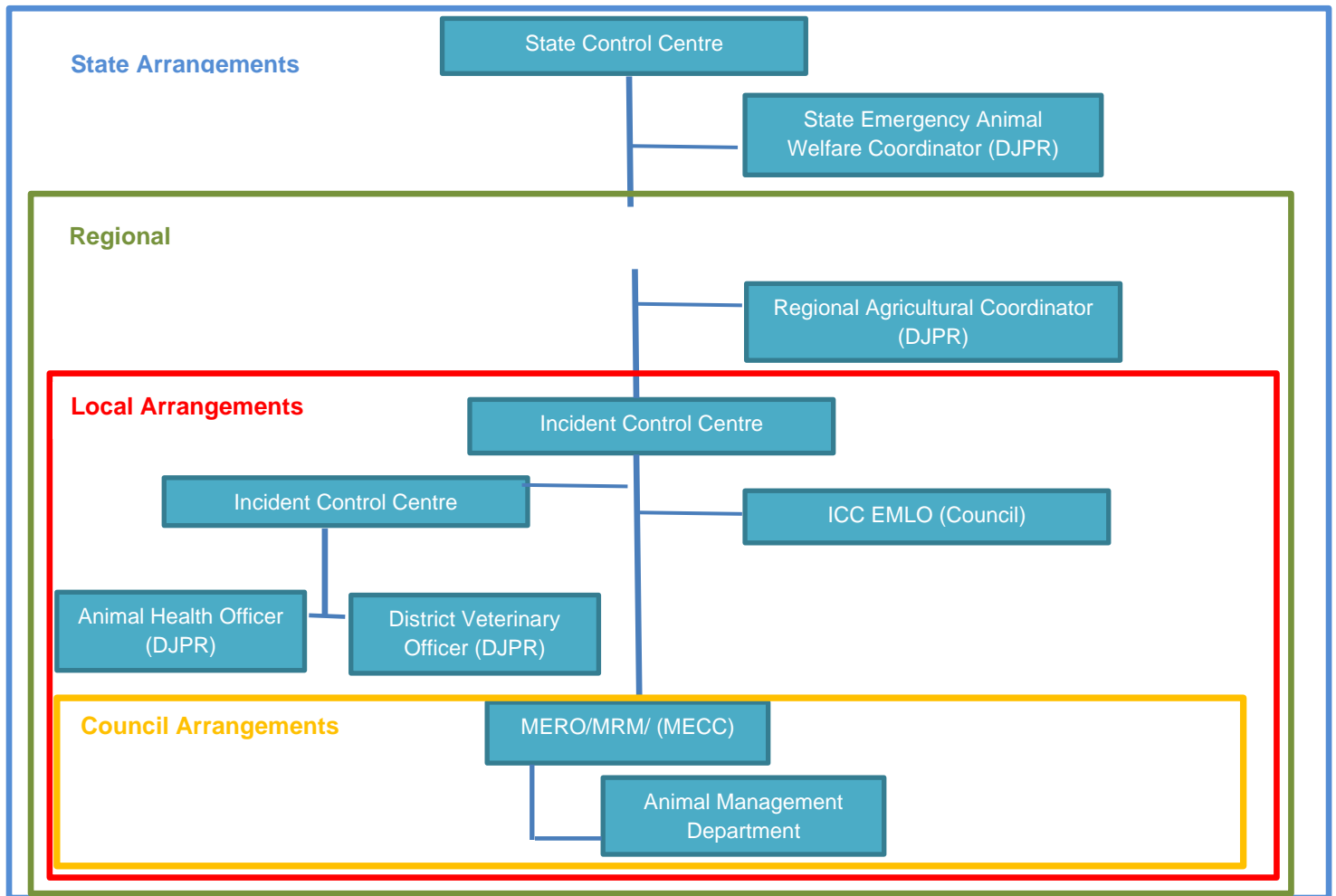
Department of Jobs, Precinct and Regions

As the lead agency for coordinating animal welfare in Victoria, DJPR will undertake initial emergency response to all emergencies involving animal welfare. This will include initial impact assessment (IIA), which will occur dependent of council staff.

If DJPR require the assistance of Council (e.g. to request that Council remove or dispose of dead animal carcasses) they will send referrals through the incident Management Team (IMT) in the Incident Control Centre (ICC). If appropriate, DJPR may also send referrals to councils directly through the MERO or Animal Management Team.

Council can contact DJPR to request an escalated level of assistance; however, in the first instance Council should request assistance from local community sources and businesses.

DJPR conduct field assessments only and will not attend the ERC except in a regulatory role to enforce POCTA



When a significant emergency occurs in Victoria, the State Control Centre will be activated to manage resources across the State. The State Emergency Animal Welfare Coordinator will assess the animal welfare situation throughout Victorian and direct DJPR resources accordingly. The DJPR Animal Health Officer/s will provide situation reports to the ICC via the IIA process and these will inform the prioritisation of animal relief across the region or state.

Council

As a support agency for animal welfare Council's primary focus is on providing relief to the community. Councils are also primarily responsible for timely carcass disposal.

ERC Animal Management Area

Hume City Council Animal Management Officers will assess the need to open an Animal Management Area at an ERC. Their decision will consider a range of factors including the number and type of animals requiring shelter and availability and capacity of council's resources. Animals presenting at the ERC may be relocated to the Councils identified Animal Shelter area, contained at the site or directed to an alternative location situated away from the emergency. Animals accepted into the animal management area should have access to urgent basic animal welfare provisions. If possible, Council may provide animals with emergency shelter, food or fodder and veterinary services. Details of how officers staffing the Animal Management Area of the ERC are located in North West Collaboration ERC Guidelines.

Animal Management Officers will advise owners of animals contained at the ERC or other temporary accommodation that they can return home once the area is declared safe by the Control Agency.

Owners of animals that are not able to be collected will be referred to the Manager of Animal Management on a case by case basis to come to an arrangement. In some instances, Animal Management Officers may assist in animal (cats and dogs) transport but this will be assessed on a case by case basis.

Carcass Disposal

Small animal carcasses up to the size of a kangaroo will be taken to landfill sites. Larger animals such as cows will be buried on associated private land (particularly if they pose a biosecurity hazard). The Environment Protection Authority (EPA) can provide direction on other stock disposal sites and must approve any sites to be used as burial sites for animals. Alternatively, carcasses may go to knackeries, rendering facilities or high temperature incineration. Animal carcasses should be disposed of as soon as practicable to reduce the risk to human health and the environment. See contact director in Section B- Contact Lis Confidential.

Fodder/Food distribution sites

Fodder and food may be donated by the community and business during an emergency. Council may arrange for a distribution/collection point for emergency affected people to collect goods.

Field Staff

In non-emergency affected parts of the municipality, Animal Management Officers will operate business as usual practices. However, it is likely most officers will be prioritised to emergency animal management.

If officers are required to enter an exclusion zone, they will need to gain permission and be briefed by Victoria Police prior to accessing the area. Council staff must not enter any properties that have been declared a crime scene or are considered unsafe.

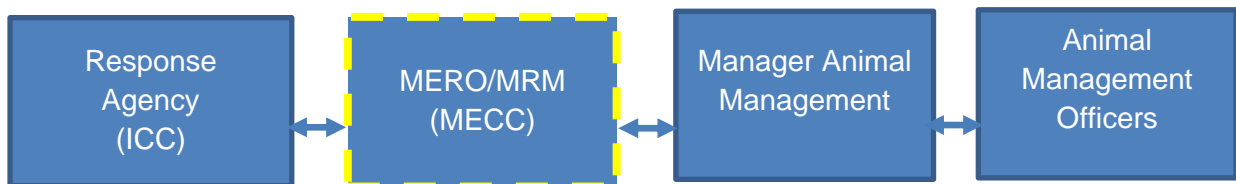
Local Emergency Animal Welfare Activation

Small Scale



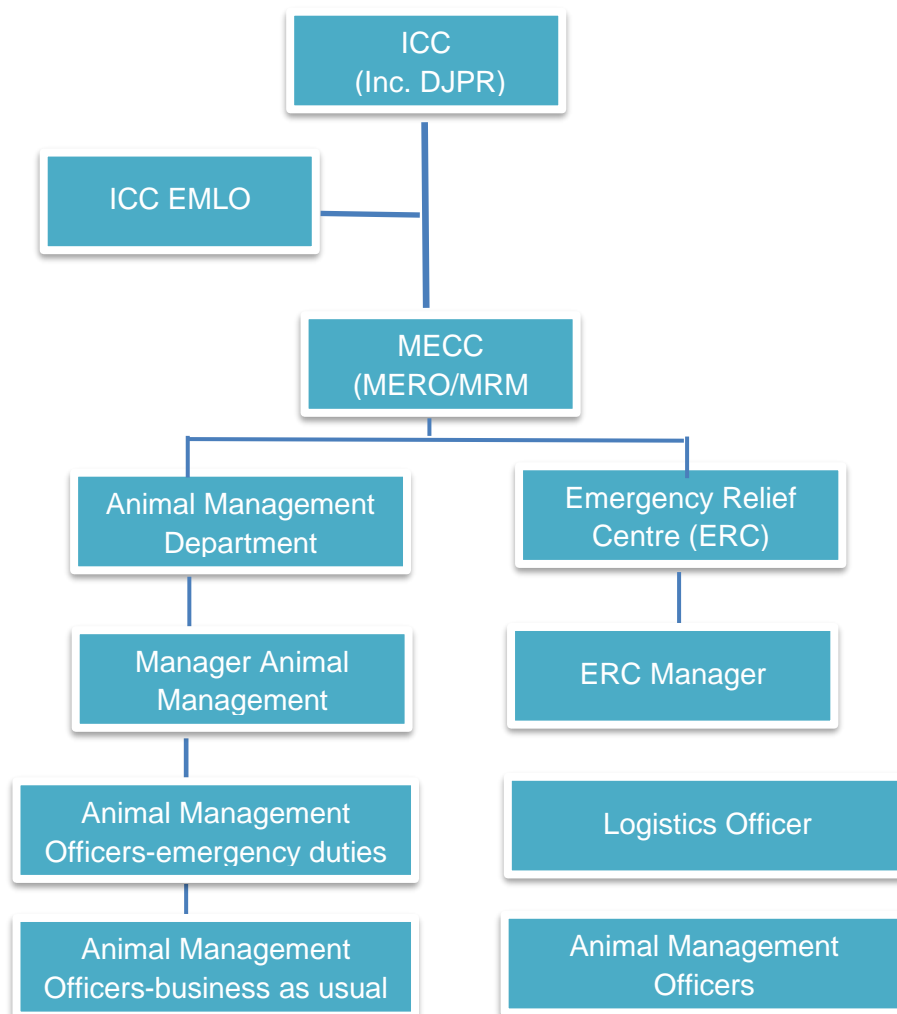
In a small-scale incident such as a single house fire or minor Police incident, there will be a few people affected. Response agencies will generally engage Council's Animal Management Department directly if assistance is required. In circumstances in which there is a need to coordinate relief for the affected people, the response agency should contact the Municipal Emergency Resource Officer (MERO) who will activate the Municipal Recovery Manager (MRM).

Medium Scale



A medium scale incident, such as a small grassfire or the flooding of houses in one street, can affect a larger number of people. Depending on the level of coordination required an ICC and/or Municipal Emergency Coordination Centre (MECC) may be activated. The MERO and MRM will liaise with the response agency (in an ICC if activated). Any animal related requests from the response agency to council will be recorded and forwarded from the MERO to the Manager of Animal Management for action.

Large Scale



Large scale emergencies can have a significant effect on a municipality and possibly neighbouring municipalities. In this type of emergency, an ICC will be activated and a MECC is likely to be activated depending on the level of coordination required by Council.

DJPR is the lead agency for coordination of animal welfare during the response stage of an emergency. After initial impact assessment operations, DJPR may send referrals or requests for assistance through the ICC to the Municipal Emergency Response Coordinator (MERC) or MERO at council either directly or through the council ICC Emergency Management Liaison Officer (EMLO) (if deployed to the ICC). The MERO/MERC will record the requests then contact the Manager of Animal Management to action animal welfare requests in the emergency affected area.

In lieu of animal welfare requests from the ICC, Animal Management Officers may be locally activated to manage animals affected by the emergency. Officers will refer any instances of the need for animal welfare assessments involving livestock and companion animals on private land to the MERO to report to the ICC, to forward to DJPR or to the relevant animal welfare agency for action. Animal Management Officers may also liaise directly with DJPR's Animal Welfare Officer/s but all correspondence/requests must be relayed to the MECC/MERO and recorded.

If the ERC is activated, Animal Management Officers may be required to staff its Animal Management Area. The MRM will coordinate the activation of Animal Management staff to the ERC. Animal Management Officers will work with ERC Emergency Support Staff, specifically the ERC Logistics Officer who will liaise with the MRM to obtain extra equipment for the animal management area. Officers will communicate with the Manager of Animal Management for human resources needs (e.g. rostering arrangements).

Royal Society for the Prevention of Cruelty to Animals (RSPCA)

The RSPCA is the lead agency for companion animals (including horses) and a support agency to DJPR for large animals. Depending on operational capacity RSPCA may respond to animal welfare referrals from DJPR during an emergency. They may also:

- contain animals at any of the 9 shelters across the state. The closest shelter to the Hume City Council is 20 Companion Pl, Epping VIC 3076
- destroy domestic/companion animals that are suffering (e.g. horses, cats and dogs) if a local vet is unavailable (full or part-time RSPCA officers approved as a general POCTA inspector only)
- provide cat and dog containment crates/boxes and blankets (dependent on resources availability) to animal owners or Council
- manage and distribute material and monetary donations to emergency affected animal owners
- provide mobile stockyards

Department of Environment, Land Water and Planning (DEWLP)

DEWLP is the primary agency for wildlife welfare during an emergency. Upon responding to an emergency, animal welfare needs are determined by wildlife rescue teams (frequently including volunteers) under the direction of DEWLP. They will determine whether affected wildlife require any intervention or treatment. On-ground assessment and rescue activities can commence once authorisation to enter impacted area has been given by the Lead Agency. Depending on the scale of the emergency, wildlife rescue teams will deploy to rescue, and transport injured wildlife to local vet clinics, authorised wildlife rehabilitators, or established triage sites for treatments. Ongoing care and rehabilitation will be coordinated by existing wildlife care organisations.

Victoria Police

All Police Officers are authorised as general inspectors under POCTA and maybe requested by council or another agency to destroy a diseased or distressed animal as per Section 24Z of POCTA.

Victorian Farmers Federation

In response to an emergency, the VFF may activate their emergency Fodder Relief Program to provide fodder to emergency-affected residents with livestock for four weeks following an emergency. This period may vary depending on the seriousness of the situation. Their priority is to rural farmers in Country Victoria however they will assist Hume City Council residents if they have resourcing capability. As part of this program VFF may:

- coordinate its response with DJPR
- set up fodder depots in consultation with Council and local agencies
- manage donated fodder at the fodder depot
- manage transport of fodder to depots and/or farms. This mainly applies to larger farms where a large volume is required, small farms may have the capacity to transport their own fodder
- manage volunteers to assist at the fodder depots and on farms. This is coordinated with their member, DJPR, local organisations and council
- provide services to members as well as non-members
- promote Relief and Recovery on their website/social media as well as support their members and the community through phone calls and direct contact/ follow up.

Australian Veterinary Association

The AVA will facilitate additional support (voluntary veterinarians, vet nurses or veterinarian supplies) for local veterinary practices. In large scale emergencies, when private veterinarians may be operating beyond capacity, additional triage sites maybe established by DJPR/DEWLP to treat (or euthanasia) animals as documented din the Victorian Emergency Animal Welfare Plan

Recovery (After)

Department of Economic Development, Jobs, Transport and Resources

Recovery of livestock and companion animals will be coordinated by DJPR in collaboration with council, the RSPCA, AVA and accredited volunteer groups. DJPR may conduct rural property assessments, working with owners to assess emergency fodder/food and water needs of animals. This information will inform recovery projects. Recovery efforts could focus on fencing (containment), feed planning and pasture management, water supplies including dam management and animal health considerations. The EMMV states that the Victorian Government will pay 100 per cent of the restoration costs for fences damaged on private land as a result of machinery used by fire agencies to control bushfires and 50 per cent of materials to replace or repair fencing between private land and all national parks, state parks and state forests.

When primary production is affected following a significant event, DJPR may establish a rural recovery program to support the community's wellbeing, revitalise their economy through reestablishment of agricultural enterprises and rehabilitate productive land and the surround environment. Council's MRM will liaise with DJPR on a case management level.

Council

Once the response phase of the emergency is over, Council's priorities shift to recovery. The MRM will coordinate recovery with the community for as long as deemed necessary by the Recovery Planning Committee. Council will work with DJPR, VF, BlazeAid and local contacts to manage the provision donated fodder.

Once the affected area has been declared safe by the Control Agency animal owners may return to their properties. Local Law Officers will contact all owners of animals contained at the ERC or Community Shelter to advise owners to collect their animals. In some circumstances Animal Management Officers may assist dog and cat owners with transport of animals (this will be assessed on a case by case basis).

If a person is unable to return home on their home is uninhabitable then the person should contact council's MRM to access recovery services, including accommodation for themselves and their animal(s).

The Manager of Animal Management will coordinate animal recovery in consultation with the MRM until the need ceases and Animal Management Officers can return to business as usual operations.

Department of Environment, Land, Water and Planning

Recovery of wildlife will be coordinated by DEWLP in collaboration with wildlife shelters.

Royal Society for the Prevention of Cruelty to Animals

It is recommended that offers of food/fodder donations or pet/animal supplies are not accepted by Council. Accepting goods may be resource intensive and Council may instead consider directing donors to the RSPCA. The RSPCA will manage and coordinate donated goods. Council may open fodder/food distribution points as requested by the RSPCA.

The AVA will direct donations of veterinary supplies to local practices or triage sites.

Volunteering Victoria

During an emergency, spontaneous volunteers may be coordinated by Volunteering Victoria in collaboration with Council.

The MRM or Recovery Committee will identify opportunities that volunteers can be involved in. Volunteering Victoria will train Managers of Spontaneous Emergency Volunteers (MSEV) prior to an emergency so they can be deployed to volunteering opportunities in an emergency. Councils may consider utilising MSEV's to staff the animal resignation table at the Animal Management Area at the ERC.

Volunteers Victoria

During an emergency, spontaneous volunteers can find volunteering opportunities in the Volunteers Victoria website. Opportunities may be listed at www.volunteer.vic.gov.au

20. Emergency Animal Welfare Services

20.1 Emergency Relief Centres

Potential Emergency Relief Centres have been identified at various locations throughout the Municipality and are detailed in the Hume City Council MEMPlan Section I Relief. Selection of a Relief Centre will depend on the location, size and type of emergency and the facilities available at or near the site. The MRM in consultation with the Animal Welfare Coordinator and the MERO will nominate and activate appropriate Relief Centre(s).

Management of Companion Animals at Emergency Relief Centres	
1.	Emergency Relief Centres can house animals for short-term relief only (under 12 hours).
2.	If the emergency displaces people for a period of longer than 12 hours, residents will be encouraged to make other arrangements for animals if possible. If this is not possible, companion animals must be transferred to Council's contract pound facility or to nearby boarding facilities that have an MOU with Council.
3.	City Laws Officers will be responsible for the management of companion animals at Relief Centres. See Appendix D for the process when registering animals at an ERC.
4.	Advertise suitable alternative and short-term accommodation options to encourage owners to plan in advance.
5.	<p>Council will not accept:</p> <ul style="list-style-type: none"> ○ Aggressive dogs ○ Declared Dangerous Dogs ○ Guard Dogs ○ Uncontained cats <p>If required, these animals may be transported to Councils Pound Facility, but they will not be held at an ERC.</p>

20.2 Identification of Affected Animals

In an emergency event, information regarding affected animals will be recorded on a register (see Appendix Three- Register of affected animals form). This will allow the tracking of affected animals and the effort to address animal welfare issues. Local government (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 (see livestock below).

Identifying affected animals	
1.	Council will work with DJPR in the identification of impacted livestock (DJPR) and companion animal (council) populations through the DJPR Animal Welfare Liaison Officer. In smaller scale incidents where these roles have not been activated, Council and/or DELWP/Parks Victoria will work with the DJPR Animal Welfare Officer.
2.	Council will have a Liaison Officer at the Incident Control Centre
3.	Council may conduct Municipal Secondary Impact Assessments (MSIA) of affected properties, and a City Laws Officer will be part of the MSIA team to assess any animal welfare requirements
4.	Any Animal Welfare needs identified will be recorded through Council's Customer Request Management System, MERIT, as well as through the Emergency Management recording system Crisisworks.
5.	Council operates a 24-hour emergency telephone service that residents can make reports to.

20.3 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 because of an emergency and require reuniting with their owner.

20.4 Livestock

The National 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 identify 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.

20.5 Native Animals

There is no recognised system for identification of individual native animals. Where possible, the Animal Welfare Coordinator will work with DJPR in the management of affected native wildlife. Appendix B- Contact List- Confidential includes contacts for local Native Animal Rescue Services.

20.6 Management of Displaced Animals

Animals Presenting at Emergency Relief Centres

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 accommodation themselves.

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

Walking Forward Disaster Relief Team (WFDRT) – National Equine Database (NED)
WFDRT provides a secure database networking system for Equine and pet owners across Australia. The database provides users with options to relocate their pets to a safer place and aid in better decision-making prior to emergencies and disasters. This database can be found online at www.tepscon.community/NEDmap

20.7 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 1984 and the Domestic Animal Act 1994 details 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 ensuring welfare needs are met and future welfare problems avoided (e.g. Food, water and shelter requirements). Agencies involved in impounding animals may vary depending on the type and location of the animal. If unconfined animals are detected, you should contact Hume City Council immediately 9205 2200. Animal Welfare Needs Assessment

Management of Unconfined Livestock	
1.	Council will receive reports from the public or emergency services regarding unconfined animals. Reports will be logged via MERIT and Crisisworks.
2.	Council Officers will only attend to unconfined wandering animals once the Incident Controller has declared it is safe for Council Officers to enter.
3.	Council Officers will check all unconfined domestic animals for a microchip or registration tag, and if possible attempt to contact the owner.
3.	Where possible, animals will be returned to the property they have escaped from. This may only be done if Officers are sure that the animals belong to that property, and if they are able to be contained safely on that property
4.	If animals are unable to be identified, Council officers will impound them at a suitable contracted Pound facility.
5.	Procedure in Appendix G to be followed as closely as possible.
6.	Council Officer will check all livestock for NLIS tags that may identify the owner.
7.	All animals, with or without identification, will be held for at least 10 days to allow reunification with owner.
8.	Upon identifying the owner, Council will attempt to contact them via phone and post with instructions on how to collect the animals.
9.	If the owner is unable to be found, Council will dispose of the animals at auction as required by the Impounding of Livestock Act 1994.
10.	All livestock impounded by Council will be recorded in the Pound keepers Book as per the Impounding of Livestock Act 1994.
11.	No infringements will be issued as a result of animals that were unconfined due to an emergency.

20.8 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 assessment. 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 Animal Welfare Officer. DJPR will liaise with council officers, the RSPCA and other support agencies to ensure a coordinated and appropriate response.

Animal Welfare Needs Assessment	
1.	<p>Large scale incidents Livestock and companion animal welfare assessment needs on private property will be reported to DJPR for actioning through the DJPR Liaison Officer at the Municipal Emergency Coordination Centre or Incident Control Centre, or the DJPR Animal Welfare Liaison Officer.</p> <p>Small scale Incidents Reports should be sent to the DJPR Animal Welfare Officer listed in this Plan. DJPR will liaise with both council officers and RSPCA to ensure a coordinated and appropriate response.</p>
2.	Wildlife welfare assessment needs will be reported to the Incident Controller
3.	Planning Officer in the Incident Management Team, or Wildlife Welfare Officer (if activated) more so in smaller scale incidents will report to DELWP/Parks Victoria contact as per contact list in plan.
4.	Council will, upon request, supply two (2) City Laws Officers who have a current Firearms license and are authorised under section s24 of the POCTAA. These officers will assist in destroying animals that have been assessed by a Veterinarian or DJPR officer as in need of humane destruction.
5.	Council Officers who use firearms in this capacity will be provided with suitable PPE and will only discharge the firearm if they believe it is safe to do so.

20.9 Veterinary Treatment

In most instances the treatment of animals is ideally organised by owners in conjunction with their private veterinarian. However, in a large-scale event, local veterinary practise may be overwhelmed or inaccessible. When veterinary treatment of animal sis 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 maybe established. To treat (or euthanase if necessary) animals impacted by the emergency. Additional support maybe required, including animal triage sites, treatment facilities, voluntary veterinarians and vet nurses or veterinary supplies. These will be coordinated by DJPR and facilitated by the Australian Veterinary Association (AVA). Other assistance maybe sourced from the RSPCA, private Veterinary Clinics, etc.

The need for additional triage sites maybe 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. DJPR 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.

Veterinary Treatment	
1.	If possible, animal owners will be advised to seek veterinary treatment for their own animals.
2.	If vets local to the emergency are overwhelmed or inaccessible, a list of other practitioners has been included in the contact list of this plan, including a 24-hour emergency vet (see Appendix A)

20.10 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 animals will continue to suffer if they remain alive, or where 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 the owner, Victoria Police, DJPR and authorised officer under POCTAA. Other POCTAA authorised officers, with the appropriate training and equipment (e.g. 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. The Hume City Council has four (4) authorised officers under POCTAA.

20.11 Disposal

The timing of animal carcass disposal is critical since delay not only poses a risk to human health and the environment, but also the morale of emergency personnel and the affected owner/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.

A number of 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.

Department of Transport (previously known as VicRoads) may assist with the disposal of carcasses on Department of Transport managed roads. Under the EMMV the local municipal council is responsible for the coordination of clean-up activities in an emergency, including disposal of dead animals (livestock and wildlife).

The EMMV lists DJPR as the provider of advice regarding the disposal of dead or maimed animals, including location, type and number of animals to be disposed. The Environment Protection Authority (EPA) is listed in the EMMV to ensure that appropriate disposal methods are adopted for wastes resulting from response activities. The DJPR Animal Welfare Liaison Officer will liaise with Council regarding the carcass disposal needs of livestock and domestic animals, and with the assistance of the EPA, can assist Council to identify suitable sites for disposal.

Coordination of Carcass Disposal	
1.	To assist council for biosecurity purposes, DJPR will provide any information it has on carcass disposal needs such as: <ul style="list-style-type: none"> • Number • Type of animals • Location
2.	Officers should in the first instance dispose of carcasses on the affected property. Where this is not practically possible, council will call upon the following options: <ul style="list-style-type: none"> • Wollert Landfill: Able to accept large numbers of carcasses. Preferred landfill site. • Riddell Rd Landfill: Able to accept small numbers of small animals such as sheep and goats)
3.	The City Laws Coordinator and Sustainable Infrastructure – Technical Services Coordinator will liaise to organise burial or disposal of carcasses. (See Appendix H)

20.12 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 to plan for the provide feed and water for impacted animals.** However, due to personal trauma over the incident, some people may require assistance to make decisions about their animals. Through the MRM in conjunction with DJPR, Council may need to assist with longer term care or agistment arrangements. In large scale emergencies, pet food and fodder may be donated, leading to the establishment of distribution points.

The contact directory in *Sections B&C- Contact List- Confidential* provides a list of local feed suppliers. Animal require access to clean drinking water. Emergencies may impact on water quality or supply leading to the need to supply alternative water sources. These water sources will be available for animal welfare during activation of this Plan. Also see link: <http://www.ourwater.vic.gov.au/saving/farms/emergency-supply/types>

Longer term fodder and water supplies are the responsibility of the person in charge of the animal however DJPR may coordinate and distribute long term fodder supply. In situation where the minimum needs of animals are unlikely to be met, consideration will need to be given to sale, agistment, laughter or humane destruction of animals. Where the delivery of basic services for animals is not possible, the Animal Welfare Team will correspond with DJPR, who will report any transport assistance needs to the MERO.

20.13 Emergency Fodder

Fodder	
1.	DJPR will work with the VFF or council in the establishment of distribution sites. Suitable sites within the municipality include: <ul style="list-style-type: none"> • Sunbury Depot • Maffra St Depot
2.	Council may provide food to animals at relief centres, or large animal evacuation points. Possible suppliers are listed in Appendix B.

20.14 Emergency Water

Water	
1.	In the event emergency water supplies are needed for livestock (due to contamination of private supplies), Council may be able to deliver water.
2.	Residents in need of water will be identified through the DEDJTR Liaison Officer, Municipal Secondary Impact Assessments or through reports from affected residents.
3.	Requests will be logged via MERIT and Emergency Management Database Crisisworks.

20.15 Coordination of Donation and Offers of Assistance

Material animal aid including fodder and pet food

Donations of material animal aid in addition to pet food, fodder and veterinary supplies may also be made in large scale emergencies. 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 established distribution points. The DJPR Animal Welfare Liaison Officer can assist with the co-ordination of donated food, fodder and supplies. Offer of food or assistance should be recorded on Crisisworks.

Volunteers

Volunteers 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 known to DJPR. Volunteer veterinarians and veterinary nurses can register interest through the AVA. DJPR and the Municipality may proactively contact volunteer groups-based n advice from an Incident Controller, or requests for assistance. Delivery of animal services by volunteers may include support of triage, 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 a 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.

Material Donation and Volunteer Management	
1.	Council will not accept material donations. Material donations should instead be directed to the Lost Dogs Home or the RSPCA.
2.	Volunteers should be directed to the Volunteer Manager whose contact details are listed in this Plan Appendix B

20.15 Single Incidents Response

Hume City Council has several arterials within the Municipality as outlined below:

- Western Ring road and Metropolitan Ring road which is an urban freeway corridor in Melbourne. It connects the northern suburbs and western suburbs to other Victorian urban and rural freeways.
- The Hume Highway also known as the Hume Freeway/Motorway is one of Australian's major inter-city highways, running for 807 kilometres between Melbourne and Sydney which pass through the City of Hume
- Calder Freeway is a pass-through Sunbury; this freeway links Melbourne to the outskirts of Bendigo in Victoria, superseding sections of the Calder Highway. Access to the Calder is either via the City Link section of the Tullamarine Freeway or the Western Ring Road (M80)
- Tullamarine Freeway is a major urban freeway that also sits within the City of Hume linking Melbourne Airport to the central business district which carries up to 200,000 vehicles per day and is on one of Australia's busiest freeways.

Livestock is often transported in vehicles using these arterials. In the event that there is an accident which involves a truck rollover containing livestock this is treated as a single incident and council officers are to follow procedures outlined below:

Response to Single Incident	
1.	MERO must be contacted to report Single Incidents which also include livestock truck rollovers etc.
2.	MERO will activate Council Officers if required to assess the incident and determine a DJPR needs to be contacted to conduct an assessment on or destroy livestock.
3.	MERO will contact DJPR Animal Health staff if required by contacting the Emergency Animal Welfare Agency Hotline Ph (03) 5430 4525 (all hours) .

20.16 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 consideration, which will vary depending on the incident type (e.g. flystrike, foot rot). In the case of wildlife, rehabilitation plans for high significance flora and fauna maybe developed.

20.17 Information sharing

To ensure comprehensive assessment of animals impacted by an emergency, animal owner/carer details may need to be provided to animal welfare support agencies or organisations. This enables the delivery of urgent services to affected individuals and their animals. Council agrees to manage and share information in accordance with the principles of the Information Privacy Act 2000, their own privacy policies and guidelines provided by the Office of the Victorian Privacy Commissioner (info Sheet 02.10). Where information is disclosed, council will have a written note to the relevant files as to why the information was released as a secondary purpose and to whom.

21 Processes for requesting additional resources

Council may draw on resources from the following municipalities and organisations in the delivery of animal welfare services:

- North West Metropolitan Collaboration
- Signatories to the MAV Resources Sharing Agreement

Additional resources to enable the effective delivery of animal welfare services will be discussed with the DPJR Animal Welfare Liaison Officer.

Requests for supplementary resources will be consistent with the principles described in the State Emergency Response Plan or the Municipal Emergency Management Plan.

22 Contact Information

For a list of contacts, phone numbers and email addresses see Section B- Contact List Confidential of the MEMP.

23 Emergency Relief Centres and Animal Welfare Processes

For ERC Site Maps and further information see “North West Metropolitan Collaboration Emergency Relief Centre Standard Operating Guidelines – facility template.

- Site maps of centres and associated holding/housing facilities
- Dangerous dogs will not be admitted under any circumstances. Animals that are not vaccinated will be admitted. Assistance dogs to remain with their owners.
- Admission flow charts
- Checklist for items required in the management of animals at Emergency Relief Centres
- Templates for record keeping

23.1 Establish animal admission facilities at ERC

At the onset of an emergency, Council may establish animal admission facilities in conjunction with the emergency relief centre (ERC). The MEMPlan contains information as to the staffing, set up and logistical support of the ERC. The roles of city laws personnel staffing an animal admission facility will be to:

- Identify and record details of animals presented
- Identify menacing, dangerous or restricted breeds and redirect to the pound or other facility designed to hold this type of animal
- Contain animal/s
- Separate animals as appropriate to ensure their safety and welfare
- Assess all animals presented, whether or not they are owned
- Arrange or administer first aid
- Arrange transfer of animals which require ongoing care or significant treatment to an external veterinarian, in consultation with the owner where possible.

If an animal is assessed as being fit and health, it maybe:

- Retained on site in the care of the owner in facilities arranged by the council
- Transferred to accommodation of the owner/s choice; or
- If the owner is not present or does not have a preference, to a facility which can care for the animal. (if possible, this will be to a shelter with which the council has pre-existing arrangements for the provision of such services)

The following conditions apply in relation to animals brought to an emergency relief centre:

- All animals are held at the owner’s risk
- Owners are required to feed the animals
- Water will be provided for the animals
- Housing is only short term. Animals that remain at the shelter after three days may be processed as un-owned animals
- Animals must be confined or on a leash at all times
- Animals with special needs will need to be managed by the owner to ensure they do not cause harm or discomfort to other animals or people

- Animals must be moved from their designated crate/pen without notification to the person in charge of the animal shelter

23.2 Setting up emergency animal shelter at an ERC

Animals cannot be loose within an emergency animal shelter. Personnel engaged in animal welfare roles at an ERC or an emergency shelter should use cages, crates, tethers, fencing and other appropriate methods of restraint to house all animals on site. Animals should be protected from the weather. Animal housing should be removed from public area to help reduce the amount of stress that they are subjected to. Separate areas should be designated for dogs, cats and other animals. Owned animals may be housed apart from stray animals. Ideally each group of animals should be contained within a larger area to ensure that if an animal gets loose it cannot escape.

An area will be required for animal food. The animal food staging, distribution and preparation area would be in a location where the food is protected from vermin and will not get wet. The animal food preparation area will require food utensils.

Animal supplies and other resources including food dishes, litter boxed, cat litter, scoops, cages, toys, leashes, collars, muzzles, flea treatment, brushes, newspaper, towels and blankets must be stored securely so they will not get wet and are available as needed.

A water storage area will be needed when normal water resources are not operating, or the tap water is not suitable for drinking. The water storage should be in a central location within the facility, with easy access for delivery trucks.

An animal's crate, box or pen should be cleaned daily. These should be washed in the food preparation area. The animal case cleaning area needs to be set up near a water source and not somewhere that the runoff will cause other parts of the facility to flood or contaminate ground being used by humans for accommodation.

Staff health must be protected. Staff and volunteers dealing with animals must have or be provided with:

- Properly fitting personal protective clothing
- Washing facilities with disinfectant soap
- Adequate information and training on health, hygiene and safety and
- Arrangements for washing personal protective clothing; and
- Tetanus immunisation

All staff All staff involved in the handling of animals are to be outfitted with the necessary PPE, including:

1. Leads and collars	6. Catch Pole
2. Snappy Snare	7. Cat Gloves
3. Towels	8. Microchip Scanner
4. Cat Cages	9. Cat Tongs
5. Muzzles	10. First Aid Kit

24. Financial measures

When the Municipal Emergency Management Plan is activated, emergency finance arrangements are also activated. The MERO will request Finance to create a new incident

ledger and provide this ledger number to the MECC or the relevant staff who will be involved ordering or purchasing resources. All costs incurred through the response and the recovery are to be charged to the created ledger.

All requests and resources are to be logged via the Emergency Management Crisisworks system to allow cost data to be reported for reimbursement under the NDRRA. If staff are having difficulties accessing Crisisworks and email is to be sent to the dedicated mero@hume.vic.gov.au email outlining the following information:

1. Requesting Officer's name	Should be a key agency role (IC, MERC, MERO)
2. Requesting Officers position and agency	e.g. Incident Controller, Commander -CFA, MFB, Vicpol
3. Date of the Request	
4. Description of what was requested	If you know what it will be used for, also provide this detail
5. Cost	Forward copy of purchase order and invoices to be uploaded onto Crisisworks as a record

25. Positions

25.1 Hume City Council Municipal Roles & Responsibilities

Role	Duties
City Laws Coordinator	<ul style="list-style-type: none">• Maintain & Implement Plan• Ensure all City laws Staff are familiar with Plan and sufficiently trained
City Laws Team Leader	<ul style="list-style-type: none">• Coordinate City Laws and contractor staff on the ground
City Laws Officers	<ul style="list-style-type: none">• Containing companion animals and livestock that are wandering at large• Transporting animals• Managing the identification & containment of animals at an ERC• Assisting with the euthanasia of injured animals
ERC Precinct Team Leader	<ul style="list-style-type: none">• Overseeing the management of animals at an Emergency Relief Centre
Contracted Animal Management Staff	<ul style="list-style-type: none">• Transferring animals to contracted pound
Emergency Transport & Resources	<ul style="list-style-type: none">• Disposal of Carcasses
Municipal Emergency Resource Officer	<ul style="list-style-type: none">• Arrange for the provision of water and fodder if required• Establish distribution points for donated materials if required

25.2 DJPR Roles and Responsibilities

Role	Duties
DEDJTR	<ul style="list-style-type: none">• Animal Welfare Assessments• Provide advice on carcass disposal• Destruction of animals if required

25.3 RSPCA Roles and Responsibilities

Role	Duties
RSPCA	<ul style="list-style-type: none">• Animal Welfare Assessments• Destruction of Animals if required

25.4 Wildlife Victoria Roles and Responsibilities

Role	Duties
Wildlife Victoria	<ul style="list-style-type: none">• Assessment and care of wildlife

Appendix A Hume City Council Animal Population data

The Municipality is divided into 7 zones and these are listed below with Registered dog and cat numbers in each zone. Craigieburn has 2 zones due to current development.

Zone 1:	Dogs	Cats
Diggers Rest	74	12
Oaklands Junction	160	24
Sunbury	6474	2453
Wildwood	55	24
Bulla	122	28
Clarkefield	6	
Keilor	10	4
Melbourne Airport	1	
	Total: Dogs: 6902	Total Cats:2545

Zone 2:	Dogs	Cats
Attwood	524	139
Gladstone Park	837	300
Greenvale	600	247
Tullamarine	1644	500
	Total Dogs: 3605	Total Cats: 1186

Zone 3 and 4:	Dogs	Cats
Craigieburn	3539	1359
Mickleham	719	197
Kalkallo	122	54
Yuroke	28	11
	Total Dogs: 4408	Total Cats: 1621

Zone 5:	Dogs	Cats
Broadmeadows	568	302
Westmeadows	743	251
Coolaroo	211	91
Yuroke	28	11
	Total Dogs: 1522	Total Cats: 644

Zone 6:	Dogs	Cats
Campbellfield	178	73
Dallas	239	158
Fawkner	9	4
	Total Dogs: 1522	Total Cats: 644

Zone 3/4:	Dogs	Cats
Meadow Heights	697	355
Roxburgh Park	966	441
Somerton	1	
Jacana	164	100
	Total Dogs: 1828	Total Cats: 896

Appendix B Welfare Resources Contact List

Animal Welfare Resources

Veterinary Practices	
Meadow Heights Vet Clinic	80 Taggerty Cres, Meadow Heights VIC 3048 (03) 9309 3199
Roxburgh Park Animal Hospital	122 Shankland Blvd, Meadow Heights VIC 3048 (03) 9303 7774
Craigieburn Animal Hospital	9 Craigieburn Road, Craigieburn VIC 3064 (03) 9305 5855
Tullamarine District Veterinary Clinic	148 Mickleham Road, Tullamarine VIC 3043 (03) 9338 7773
Greenvale Animal Hospital	1 Bradford Avenue, Greenvale VIC 3059 (03) 9333 1993
Sunbury Animal Hospital	63 Macedon Street, Sunbury VIC (03) 9744 3611
Sunbury All Creatures	65 Riddell Road, Sunbury VIC (03) 9744 2172
Sunbury Veterinary Clinic	37 Gap Rd, Sunbury VIC (03) 9744 2172
Essendon Accident and Emergency (24/7)	Hargrave Avenue, Essendon Fields VIC 3042 (03) 9379 0700
Point Cook Accident and Emergency (24/7)	6 Wallace Ave, Point Cook VIC 3030 (03) 8368 7400
U-Vet Werribee	250 Princes Hwy Werribee, Victoria 3030 (03) 9731 2000
RSPCA	03 9224 2222
Wildlife Victoria	1300 094 535
Dog & Cat Boarding Kennels	
Hanrob Pet Hotel	444 Melrose Drive, Tullamarine VIC 3043 (03) 9339 2800
Ponderosa Pet Resort	1220 Somerton Rd., Oaklands Junction VIC 3063 (03) 9333 1524
Moorholme Park	65-125 Bassett Rd., Melbourne Airport VIC 3045 (03) 9338 0823
Sampenny Kennels	55 Coopers Road, Bulla VIC 3428 (03) 9307 1111
Kepala Pet Resort	55 Edwards Road, Diggers Rest VIC 3427 (03) 9740 1272
TreeTops Boarding Kennels & Cattery	15 Emu Road, Sunbury VIC (03) 9744 4565
Countryside Pet Resort	750 Craigieburn Rd, Yuroke VIC 3063 (03) 9333 1233

Appendix C HCC & Agency Contact List

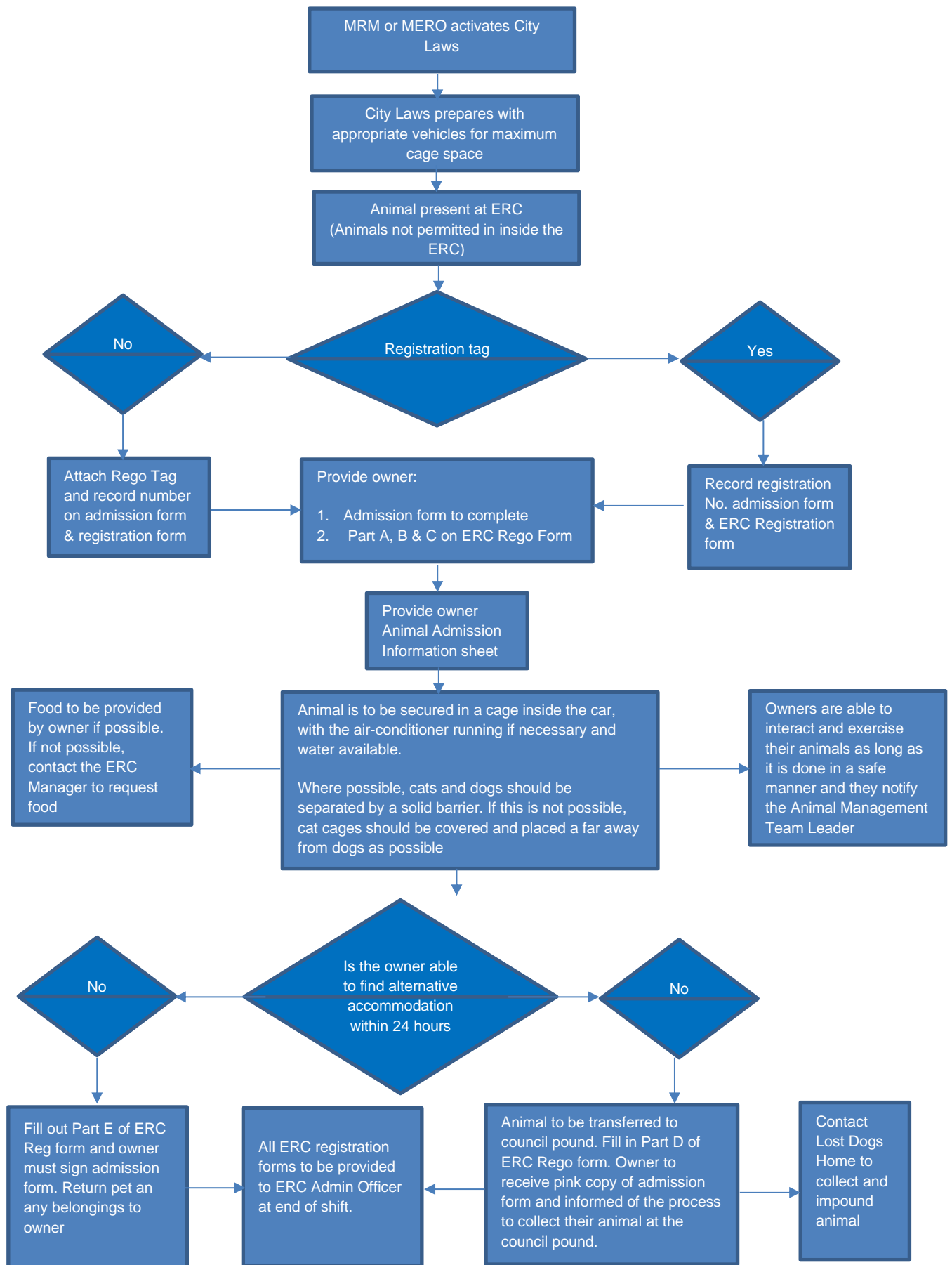
Not for general distribution

Appendix D: Hume City Council City Laws Resources

Hume City Council has the following animal management equipment readily available.

Not for general distribution

Appendix E Registration of Animals at an ERC Flow Chart



Appendix F Animal Management-Individual Registration Form

This form is used at the Emergency Relief Centre (ERC) for registration at an ERC. The Form is in Duplicate 1 copy for council and 1 copy to owner.



ADMISSION & RELEASE FORM

1079 Pascoe Vale Road, Broadmeadows 3047
 Correspondence: PO Box 119, Dallas, Vic. 3047
 Telephone: 9205 2200 Facsimile: 9309 0109
 ABN 14 854 856

LDH NO.
1.
2.

CASE No. H
OFFICER
REQUEST No.

COLLECTION DAY: MON/ TUE/ WED/ THUR/ FRI/ SAT/ SUN DATE...../...../..... Time.....AM/PM

FINDER DETAILS Name..... Surname..... Address.....Suburb..... Signature.....Phone No..... Street Animal Found.....Suburb..... Date Animal Found/...../..... Time Animal Found:.....am/pm
ANIMAL (1) DETAILS STRAY <input type="checkbox"/> SURRENDER <input type="checkbox"/> SEIZED <input type="checkbox"/> SICK/INJURED <input type="checkbox"/> DANGEROUS <input type="checkbox"/> 1. Breed Colour.....Sex.....Age Size..... Collar Description..... Council Tag No.Microchip Identification..... NEW REGISTRATON <input type="checkbox"/> CURRENT REGISTRATION <input type="checkbox"/> TAG NO. <input type="checkbox"/>
ANIMAL (2) DETAILS STRAY <input type="checkbox"/> SURRENDER <input type="checkbox"/> SEIZED <input type="checkbox"/> SICK/INJURED <input type="checkbox"/> DANGEROUS <input type="checkbox"/> 2. Breed Colour.....Sex.....Age Size..... Collar Description..... Council Tag No.Microchip Identification..... NEW REGISTRATON <input type="checkbox"/> CURRENT REGISTRATION <input type="checkbox"/> TAG NO. <input type="checkbox"/>
OWNER DETAILS Name.....Surname..... Address.....Suburb..... Contact Phone Number/s.....Identification SuppliedState.....
PERSON COLLECTING THE ANIMAL (IF DIFFERENT TO OWNER) OWNER DETAILS Name.....Surname..... Address.....Suburb..... Contact Phone Number/s.....Identification SuppliedState.....
Was the owner in charge of the animal when it left their care? YES <input type="checkbox"/> NO <input type="checkbox"/> If NO, provide details of person in charge of animal at the time it left their care: Name..... Surname..... AddressSuburb..... Why was the animal not securely confined to the owner's premises? STATEMENT: I, the owner/person collecting the above animal make application for release of the animal and hereby declare that the above information is true and correct. Signature.....Date.....
NOTE: The release fee is separate to any penalty notice that may be issued by the Hume City Council Privacy Statement: The personal information requested on this form is being collected by Council for the purposes of releasing an impounded animal. The personal information will be used solely by the Council for that primary purpose or directly related purposes. If this information is not collected Council may not release an animal. The applicant understands that the personal information provided is for the purpose of releasing an impounded animal and that he or she may apply to Council for access to and / or amendment of the information. Request for access and or correction should be made to Council's privacy officer.



ANIMAL ADMISSION OWNER INFORMATION SHEET

Welcome to the Emergency Relief Centre. We hope your stay here will be as short and as comfortable as possible. The (ENTER your council name) has arranged emergency shelter and welfare for pets and companion animals evacuated as part of this emergency.

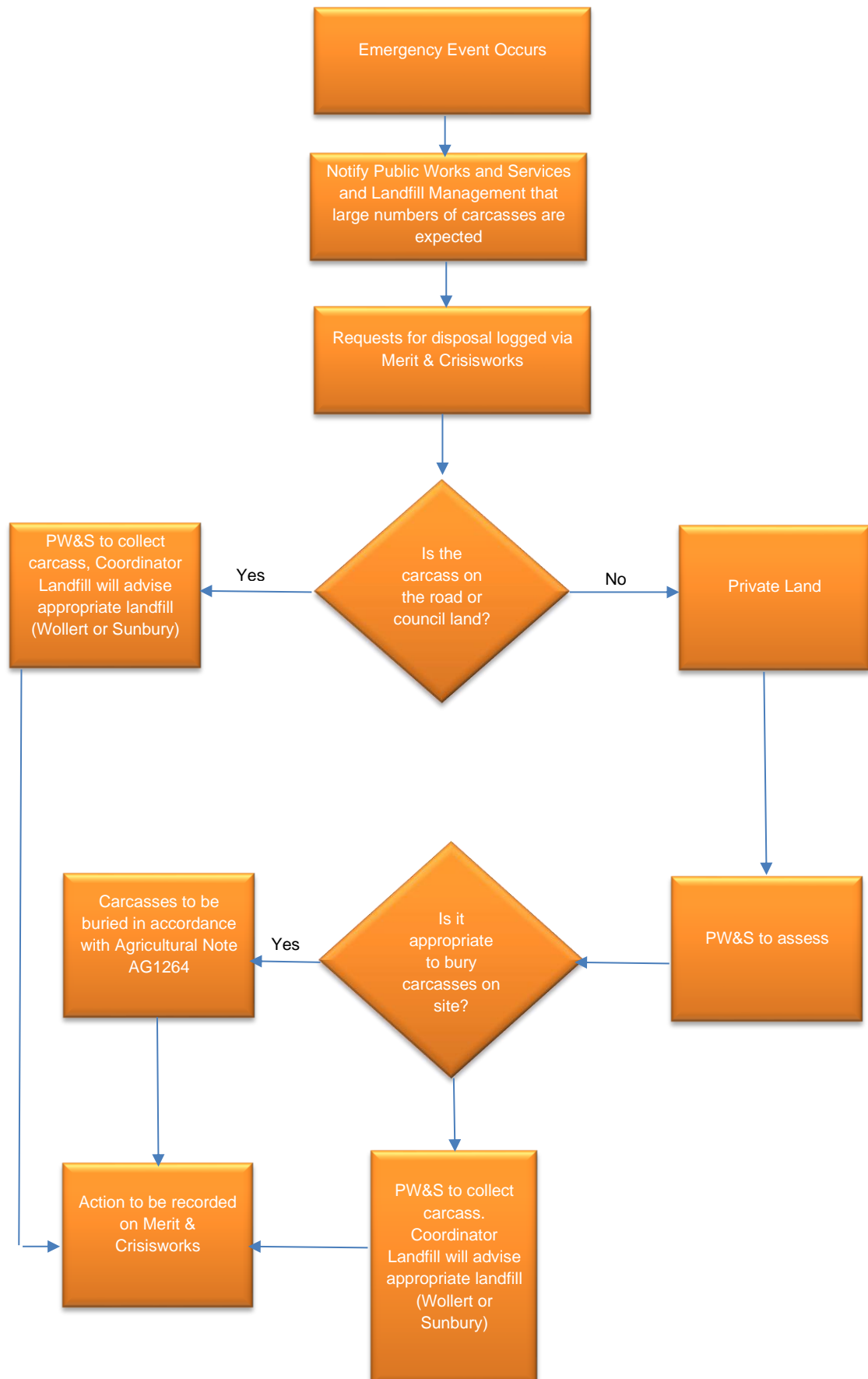
What we want you to do

- Feed and exercise your animal.
- Keep your animal confined or on a leash at all times.
- Do not let your animal cause harm or discomfort to people or other animals.
- Ask the person in charge of the animal area before you move your animal from their crate/pen.
- Understand that housing animals at the ERC is only short term and you should discuss other options with the Animal Team Leader in charge.
- Understand that animals are held at the ERC at your risk.
- Discuss with our staff if you have any concerns about your animal.
- We are here to help and assist; however, there are many demands on our staff so please have patience. We will do our very best to help.

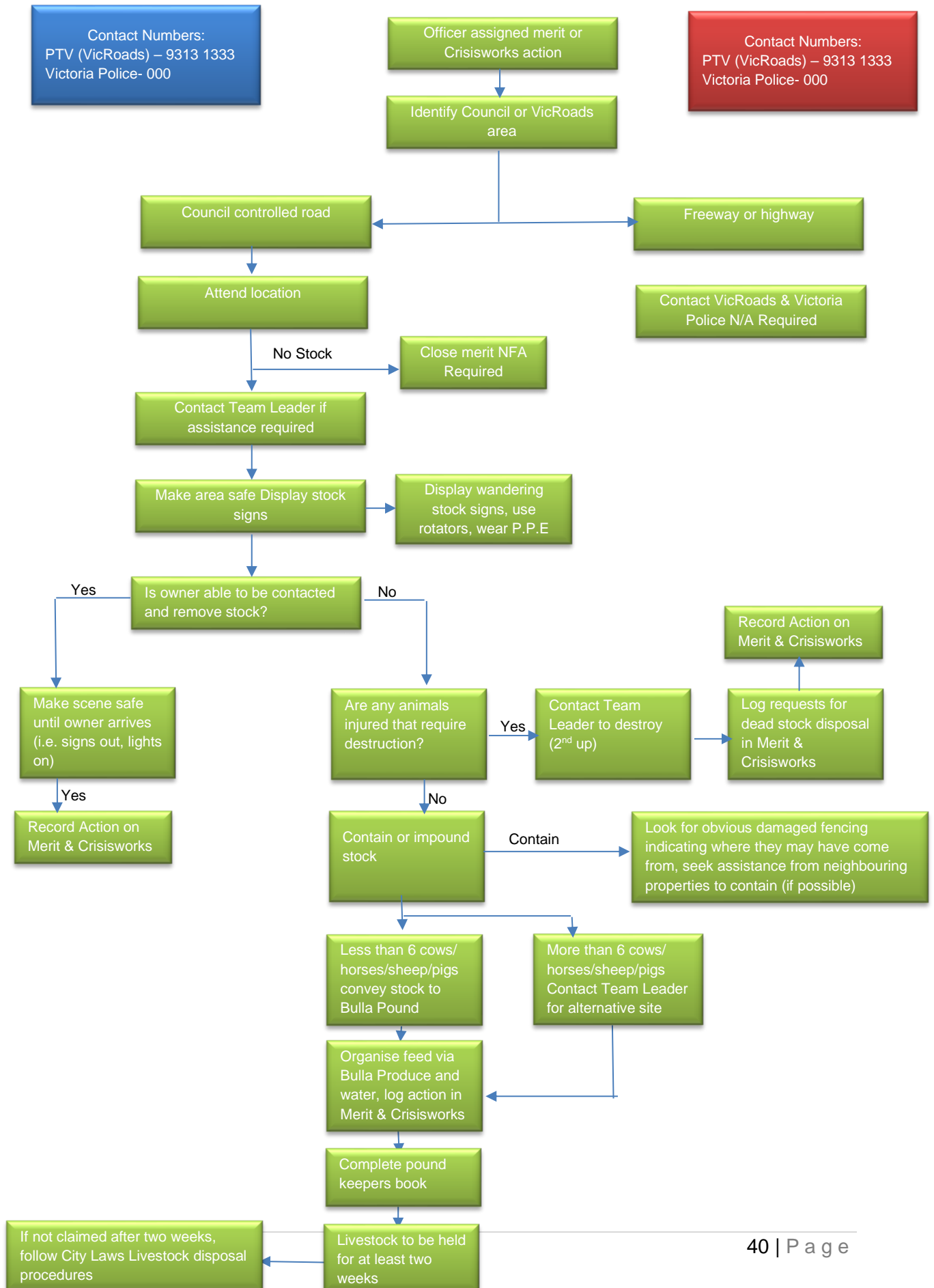
What we will do

- Feed and exercise your animal if you are unable to do so.
- Provide fresh water for your animal.
- Secure your animal and provide the best care we can.
- Provide any immediate First Aid and after discussion with you, we may arrange for your animal to see a veterinarian.

Appendix H Disposal of Livestock in an Emergency



Appendix I Wandering Stock in Emergencies Procedure



Document Amendments & Review

REVIEW:

The Municipal Emergency Animal Welfare Plan is a sub plan of the Management Emergency Management Plan. Hume City Council, City Laws maintains the Animal Welfare Plan with support from stakeholders identified in the plan.

This Section was last updated (Date). It will be reviewed by (Date). The table below provides a history of review.

Version	Date	Action
v.01	September 2015	New Plan developed
v.02	September 2019	New Full plan revised