

Alpine Shire Council

Emergency Animal Welfare Plan

A Sub-plan of the Municipal Emergency Management Plan

Alpine Shire Council

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This plan was adopted by the Alpine Municipal Emergency Management Planning Committee at their meeting on: 23-04-2014

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Version Control table

<i>Version Number</i>	<i>Date of Issue</i>	<i>Author(s)</i>	<i>Brief Description of Change</i>
Version 2		Darryl Farmer ,John Boal,	Draft doc development

1 Introduction

Municipal profile

Located in the heart of north east Victoria, the Alpine Shire is one of Victoria's most geographically diverse and scenic landscapes. The Shire extends from the heights of the mountains, snowfields and national parks down to rich, fertile river valleys. It boasts a vibrant history with agriculture, forestry, gold prospecting and the construction of the Kiewa hydroelectric scheme all playing a part. The result is the creation of a wonderful mix of history, culture and beauty.

Location and tenure

The Alpine Shire is located about 300km north east of Melbourne (see figure 4) and covers an area of around 4800km². As shown in figure 4, a significant portion of the Shire (approximately 90 per cent) is forested public land, consisting primarily of state forest and national parks, including Mount Buffalo National Park and a large portion of the Alpine National Park. The Alpine Shire also encompasses the Alpine resorts of Falls Creek and Mount Hotham, although these do not form part of the municipality.

Population and demographics

The Alpine Shire has three major towns, Bright, Myrtleford and Mount Beauty, plus several smaller townships including Tawonga, Tawonga South, Porepunkah, Harrietville, Wandiligong, Dederang, Freeburgh and Dinner Plain.

The Shire has a population of approximately 13,000 which is regularly boosted by a large influx of visitors. Approximately 1,200,000 people visit north east Victoria and the high country annually. Tourist visitation is largely seasonal with summer tourists concentrating in the valleys and winter tourism mainly in the Alpine areas. Tourist accommodation tends to concentrate in specific towns such as Bright, Mount Beauty, Tawonga and Porepunkah.

The Alpine Shire has a large population of over 55s, with the 2011 Census revealing that 38.2 per cent of the population was over 55, compared to the Australian average of 25.6 per cent. This provides unique challenges to Council in the provision of adequate services to an ageing population.

Alpine Shire animal statistics

<i>Alpine Shire Council Statistics</i>	<i>Alpine Shire Council 2011/2012</i>	<i>Alpine Shire Council 2007/2008</i>
No. of Registered Dogs	2139	2177
Estimated Dog (owned)	2522	2467
Population*		
No. of Registered Cats	601	753
Estimated Cat (owned) Population**	1673	1637

In order to achieve better animal welfare in an emergency, the Municipal Emergency Management Planning Committee (MEMPC) has endorsed the production of the Emergency Animal Management Plan. The EAMP is a sub –function of the Alpine Shire Municipal Emergency Management Planning Committee (MEMPC) and as a result will be a sub plan of the MEMP.

Alpine Shire Council's EAMP should be read in conjunction with the Alpine Shire Municipal Emergency Management Plan (MEMP), the Emergency Management Manual of Victoria (EMMV) and the Alpine Shire Council's Municipal Emergency Recovery Plan.

2 Purpose

The Emergency Animal Welfare Plan aims to achieve the efficient and effective management of animals, and co-ordinate animal welfare agencies before, during and after an emergency event.

This plan is designed to help minimise the impact of emergency incidents on stock or animals and to ensure post event recovery flows as smoothly as possible. The plan aims to provide a system of management across all hazards to cater for the management of animals

Local Laws Officers and other personnel with roles and responsibilities in emergency management have been authorised by Council through their appointment and delegation of legislated functions and powers of Council

Key legislation covering functions, powers and authorisations of environmental officers includes the following Acts and regulations:

- *Local Government Act 1989*
- *Emergency Management Act 1986.*
- *Prevention of Cruelty to Animal Act 1986*
- *Environmental Protection Act 1986*
- *Livestock management Act 2010*
- *Domestic (Feral & Nuisance) Animals Act 1994*
- *Impounding of Livestock Act 1994*
- *Wildlife act 1975*
- *Occupational Health and safety Act 2004*

3 Scope

This EAMP describes local arrangements for animal and stock welfare management in an emergency and addresses the following risk areas:

- Bushfire
- Domestic and wildlife welfare

- Disease
- Wind/Storm Damage
- Flood Events
- Drought
- Transport accidents

This plan will include contact directories, activation and communication procedures and roles and responsibilities of municipal Local Laws Officers (LLO) and other external agencies providing animal/stock welfare and related services in the event of an emergency situation. It covers planning, training and skill retention of staff and available resources.

4 Audit

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

5 Plan development, endorsement, testing and review

Outlined below are key animal/stock welfare emergency management planning processes and arrangements for preparing the municipality for an emergency incident.

5.1 Stakeholders group

The Alpine shire has identified a number of representative groups and organisations that will have specific knowledge to contribute to the implementation of planning of the EAW

<i>Stakeholder</i>	<i>primary</i>	<i>secondary</i>	<i>tertiary</i>
DEPI	✓		
VicPol	✓		
Pony club		✓	
Adult Riders Club		✓	
Sale yard committee			✓
Local vets		✓	
Local Animal groups			✓
RSPCA		✓	
ASC	✓		
EPA		✓	
Wild life Vic			✓
Community			✓

5.2 Subcommittee membership and Role

Membership of the alpine Shire Emergency Animal Welfare planning group will comprise representatives from groups and organisations that understand animal health disease issues and be key stakeholders that have infrastructure or local knowledge across animal welfare throughout Alpine Shire

The planning group will be appointed for the purpose of development and amendment of the EAWP. The plan will be reviewed every 3 years. The annual update to be complete by the end August each year

5.3 Audit Requirements

The Alpine Emergency Welfare management Plan is a sub plan of the ASC Municipal Emergency Management Plan. The MEMP is prepared under sec 20(1) and as such is subject to the audit provisions under sec 20(A) of the Emergency Management Act 1986.

5.4 Training

Training of Alpine Shire Council's Local Laws Officers is an essential component and will assist effective and more efficient outcomes in relation to animal/stock welfare emergencies.

Training is to be developed as part of the EAMP with the emphasis placed on maintenance of emergency management skills; knowledge and competencies for municipal officers will be developed in conjunction with other emergency agencies.

5.5 Review

A record of amendments and/or version control will be maintained, as per the MEMP.

Frequency	Task/action	Responsible party
On Going	Analyse significant incidents against plan. Explore identified opportunities for new or enhanced treatments with relevant stakeholders, and agree course of action.	EAWP Group
Annually	Conduct a review of assets and contact directory <ul style="list-style-type: none">Are there new risks that need to be added to the plan and managed?Are there any new or enhanced treatments required?	EAWP
	Review and update plan content by end of August each year	EAWP
Triennially	Conduct end-to-end review of plan, with particular focus on the environmental scan and objectives	EAWP Group

5.6 Distribution

Relevant sections of the Municipal Emergency Animal Management Plan will be distributed to the following emergency management personnel:

- Municipal Emergency Management Planning Committee (MEMC)
- Municipal Emergency Response Officer (MERO)
- Municipal Recovery Manager (MRM)

- Local Laws Department
- Vic Police
- On The Alpine shire Web Site

Guiding principles

The following principles apply in the implementation and functioning of the plan:

- The safety and wellbeing of people will be the first priority at all times
- The responsibility for the welfare and care of animals remains with the owner/person in charge
- Emergency arrangements for animal welfare do not override normal legislative requirements; however emergency situations may cause these requirements to be varied due to the situation and circumstances at the time.
- Any arrangements described in this plan, can at the discretion of the Incident Controller, be varied, changed or added to.
- The capacity and capability of agencies may change during the progression of an emergency event, an adaptive flexible whole of government approach across boundaries and tenure is essential to the successful outcome of the plan.
- DEPI is the primary Agency for dealing with livestock, companion animals and wildlife welfare support services

6 Aim and objectives

The aims of this EAMP:

- Contribute to enhanced public safety and community resilience through effective planning and management of animals in emergencies, and
- Inform and support animal owners and groups prior to during and after an emergency event.

To achieve these aims, the Alpine Shire EAMP has the following objectives. The Alpine ASEWP will:

- Support and assist the principal MEMP.
- Identify triggers for activation
- Co-ordinate Local Laws functions and animal rescue and/or shelter during an emergency
- Encourage and facilitate community awareness about the need for self-managed animal plans during an emergency
- Increase community knowledge and confidence that animal welfare will be considered and managed during an emergency
- Identify and prioritise the requirements of groups at risk during emergencies
- Facilitate the hygienic management and disposal of animal waste and carcasses during an emergency

- Develop a data base of community members with animal handling skills and secure these members for emergency events
- Provide animal welfare assistance at Emergency Relief Centres

In implementing this Plan the following principles also apply:

- The safety and welfare of all people is the overarching priority at all times.
- The responsibility for the welfare of animals at all times remains with the person in charge of an animal.
- Emergency arrangements for animal welfare do not override normal legislative functions however the given circumstances may call for discretion in managing compliance given potential risks to human life or other practical limitations perceived to be present during the emergency.
- Notwithstanding anything in this plan. Control Agencies may recommend additional or alternative actions at the incident, regional or state level to meet the needs of the particular emergency

7 Plan Activation

The Municipal Emergency Response Coordinator (MERC) (from Victoria Police) or The Department of Primary Industries (DPI) will activate the Plan in consultation with the Municipal Emergency Resource Officer (MERO).

Triggers for plan activation may include:

- Opening of a Municipal Emergency Relief Centre;
- Carcass disposal need; and /or
- Donated fodder or stock water supply need
- Upon notification by a Combat Agency
- Pestilence and or Quarantine

In large scale emergencies, the Director Infrastructure will oversee the implementation of the plan in consultation with the DPI MECC Liaison or DPI Animal Welfare Liaison Officer assigned to the emergency. Activation of the Emergency Management Group by the Combat agency may undertake a range of functions associated with this plan.

8 Business Continuity

In the event of an emergency situation, the Local Laws staff will undertake animal/stock welfare response and/or recovery activities:

- Carry out any functions delegated by the MERO;
- Perform activities consistent with animal/stock welfare emergency responsibilities of the municipality;
- Where necessary, call on other municipal staff to assist Local Laws staff in delivery of activities consistent with animal/stock welfare emergency responsibilities of the municipality;

- Call on authorised officers from neighbouring municipalities to assist Local Laws staff with providing either normal services or assisting with providing normal animal welfare services; captured in the agreement formed by the NE Ranges Group
- Priority will normally be given to emergency animal welfare services versus normal animal welfare services in the event of an emergency situation. However prioritisation will be given to life and public safety demands.

9 Roles and Responsibilities

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

9.1 Owners and Persons in Charge

- Assume responsibility for the care and planning of animals within their control, including
 - Planning for emergencies
 - Means of identification
 - Needs of animals to remain- refuge ,water, feed,
 - Needs of surviving animals

9.2 Municipality

- The Coordination of municipal resources
- Manage municipal animal/stock welfare response and recovery activities and resources. Refer to role statement in appendices – Insert 7.8 statement from VEAWP.
- Local Laws staff shall:
 - Carry out any functions delegated by the MERO relating to animal/stock welfare emergency responsibilities of the municipality.
 - Perform activities consistent with animal/stock welfare emergency responsibilities of the municipality.
 - Carry any functions delegated by the Snr Ranger in consultation with the MERO.

In the event of an emergency, municipal staff or authorised officers from neighbouring municipalities may assist Local Laws staff in performing activities consistent with animal/stock welfare emergency responsibilities of the municipality. As per the NE Rangers Group Agreement

10 Operational Arrangements

10.1 Preparedness:

Animal welfare support services will be represented by Council and DPI at the Municipal Emergency Management Planning Committee and/or the Emergency Animal Management Sub Committee.

Emergency animal welfare services will be built into the exercising of the MEMP and comply with the requirements of the Emergency Management Manual Victoria.

10.2 Prevention:

The MEMPC will encourage emergency animal welfare planning to residents of, and visitors to, the municipality by promoting information sources through various means including the council website.

10.3 Response / Relief:

In the event of an emergency event that is impacting animals, an appointed DPI MECC Liaison Officer or DPI Animal Welfare Liaison Officer will interact with the MERO or their delegate to ensure animal welfare arrangements are in place

Emergency Management Groups as appointed by combat agencies may fulfil all or part of the above

In situations where a MECC has not been established, consultation will occur between the Council contact and the DPI Animal Welfare contact.

10.4 Recovery:

Longer term animal welfare needs will be documented and addressed through Municipal Recovery Plans, in consultation with the DEPI function, particularly where the resources of the municipality is overwhelmed, or the nature and extent of the emergency involves specialist intervention.

11 Emergency animal welfare services

11.1 Animal Welfare Services

There are a number of services that the municipality can call upon that have the resources to assist in the event of an emergency situation and some of the agencies are as the follows;

- RSPCA.
- Lost Dogs Home
- Cat Protection Society Victoria
- Victorian Animal Aid Shelter – *Coldstream*.
- Project Hope, Horse Welfare Victoria
- Wildlife Victoria
- Wildlife Rescue and Information Network (WRIN)
- Wildlife Rescue and Emergency Service (WRES)

11.2 Identification of affected animals

Council will work with DPI in the identification of impacted livestock (DPI) and companion animals (Council) populations through the DPI Liaison Officer at the Municipal Emergency Coordination Centre or DPI Animal Welfare Liaison Officer. In smaller scale incidents where these roles have not been activated, Council and/or DSE/Parks Victoria will work with the DPI Animal Welfare Officer listed in this Plan.

11.3 Management of displaced animals

Local government is responsible for the provision coordination and operation of emergency relief centres.

Council's policy on managing evacuated animals that present at emergency relief centres is that where possible they will:

- be managed under the control of their owners/controllers,
- contained within the facility where capacity exists,
- Re directed to a welfare group/ agency or forwarded to neighbouring municipalities whom have mutual aid arrangements.

Knowledge of any unconfined animals that may pose a danger to the community and require emergency containment or impoundment will be attended to in the first instance by Council Officers. These animals may eventually involve with them being temporarily relocated out of the district whilst the emergency incident is on-going.

11.4 'Animal welfare needs' assessment (including veterinary treatment, humane destruction, salvage slaughter, fodder, water and carcass disposal)

DSE will assess the needs of wildlife, in partnership with Parks Victoria and registered wildlife groups.

DPI will assess livestock and companion animal welfare support needs on private property.

Livestock and companion animal welfare assessment needs on private property will be reported to DPI for actioning through the DPI Liaison Officer at the Municipal Emergency Coordination Centre or Incident Control Centre, or the DPI Animal Welfare Liaison Officer. In smaller scale incidents where these roles have not been activated, reports can be sent to the DPI Animal Welfare Officer listed in this Plan. DPI will liaise with both council officers and RSPCA to ensure a coordinated and appropriate response.

11.5 Veterinary Treatment

While the treatment of animals will ideally be organised by owners in conjunction with their private veterinarian, local practices may be overwhelmed or inaccessible in a large scale emergency.

The need for additional support (voluntary veterinarians, vet nurses or veterinarian supplies) for local practices will be facilitated by the Australian Veterinary Association (AVA), via the normal emergency management procedures.

11.6 Coordination of carcass disposal

It is the responsibility of the DEPI to arrange for the humane destruction or salvage slaughter of emergency affected animals where the animals will continue to suffer if they remain alive, or where the animals have little or no chance of survival. Local Laws staff may assist in the humane destruction or salvage slaughter of animals

Wherever possible, destruction activities will take place in consultation with the person in charge of affected animals.

Methods of destruction of animals shall 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*.

DPI will provide any information it has on carcass disposal needs (number and type of animals and location) to assist council. For biosecurity purposes, it is preferable to dispose of carcasses on the affected property. Where this is not practically possible, council will call upon DPI for allocation of appropriate disposal sites.

11.7 Emergency Fodder

In large scale emergencies, fodder may be donated for distribution to affected animal owners. DPI will coordinate the collection and distribution of fodder with Municipality contributing local knowledge and local networks

DPI will work with the municipality in the establishment of distribution sites and draw on the following agencies:

- VFF
- RSPCA
- Victorian Animal Aid
- Lost Dogs Home

The location of suitable sites within the municipality will depend largely on where the emergency incident has occurred and will be preferably sited on Council managed land.

11.8 Emergency Water

In the event emergency water supplies are needed for livestock (due to contamination of private supplies), water may be collected by owners from sites arranged by municipality depending on the location of the emergency incident.

Operating hours will depend on the need for emergency water and the location of the incident.

Further information relating to emergency water issues can be found on-line at <http://www.ourwater.vic.gov.au/saving/farms/emergency-supply/types>

11.9 Donations and Volunteers

In large scale emergencies any donations of money may be made but persons will be directed to and asked to donate to responsible animal agencies, e.g. RSPCA; Victorian Animal Aid and Lost Dogs Home.

DPI, DSE and Alpine Shire Council may proactively contact volunteer groups based on advice from an Incident Controller, or requests for assistance.

Delivery of animal services by volunteers may include support at relief centres or the provision of specialised local skills, management of animals at emergency relief centres, and the distribution of fodder to areas declared safe to enter.

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.

11.10 Recording reports of animals requiring emergency welfare support

Reports received at the Municipal Emergency Coordination Centre of animals requiring services provided by another agency/organisation will be recorded on MECC Central and referred to the relevant agency/organisation

Referrals received at the Municipal Emergency Coordination Centre of animals requiring services provided by the Council will be recorded on MECC Central with action initiated at the priority of the MERC/MERO

11.11 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 attach a written note to the relevant file as to why the information was released and to whom.

11.12 Process for requesting additional resources

- Councils assisting with supply resources will be asked to first contact the Municipal Emergency Communication Centre (MECC) for further information on resources required. The MECC will contact the Snr Ranger for clarification of resource requirements to assist in this emergency incident.
- Requests for supplementary resources will be consistent with principles described in the State and/ or the Regional Emergency Response Plan.
- Additional resources to enable the effective delivery of animal welfare services will be discussed with the DPI MECC Liaison Officer or DPI Animal Welfare Liaison Officer.

12 Appendices

12.1 Appendix A- Contact information

Organisation	Phone	Web site
Department of Primary Industries	136186	www.dpi.vic.gov.au
Bureau of Animal Welfare	136186	www.dpi.vic.gov.au/animalwelfare
Department of Sustainability and Environment	136186	www.dse.vic.gov.au
Department of Human Services	1300 650 172	www.dhs.vic.gov.au
Australasian Animal Record	1800 025 461	www.aar.org
Australian Veterinary Association	03 9600 2930	www.ava.org.au
Cat Protection Society of Victoria	03 94347155	www.catprotection.com.au
Central Animal Records	1800 333 202	www.car.com.au
Dogs Victoria	03 9788 2500	www.dogsvictoria.org.au
Feline Control Council	03 9720 8811	www.hotkey.net.au/fccvic
Wildlife Victoria	1300 094 535	www.wildlifelifevictoria.org.au
Local Council directory		www.mav.asn.au
National Pet Register	1300 374 738	www.petregister.com.au
Goulburn Valley Water	03 58320400	www.gvwater.vic.gov.au
Goulburn Murray Water	03 5826 3500	www.g-mwater.com.au
SP Ausnet	13 17 99	www.sp-ausnet.com.au
Red Cross	03 8327 7700	www.redcross.org.au
RSPCA	03 9224 2222	www.rspcavic.org
The Lost Dogs Home	03 9329 2755	www.dogshome.com
Vicroads	131 171	www.vicroads.vic.gov.au
Victoria Animal Aid Trust	03 9275 5608	www.vaat.org.au
Victorian Bushfire Information Line	1800 240 667	
Zoos Victoria	03 9285 9300	www.zoo.org.au
Dial before You Dig	1100	

12.2 Appendix B

12.2.1.1 On Farm Burial Guidance criteria

13 On-farm Burial

When planning for on-farm burial there are many factors that need to be considered. These issues include the environment, statutory controls, logistics and safety. As a guide a burial site should be located:

- on heavier soil of low permeability and good stability
- on elevated land but with a slope of less than 5% (preferably less than 2%)
- above the 1 in 100 year flood level
- at least 200 metres from any surface water (creek, river, lake, spring, dam)
- at least 200 metres from any ground water supply (stock and domestic bore)
- at least 2 metres from the bottom of pit to the watertable level
- at least 300 metres from any sensitive use (eg. neighboring house)
- a safe distance from underground and aboveground infrastructure (e.g. Powerline, telephone line, gas line, water pipes, sewerage)
- well away from the view of the general public

Operators should also:

- cover the carcasses with at least 2 metres of soil
- slightly mound pits after backfilling to allow for subsidence and promote runoff rather than infiltration
- where necessary, excavate cut-off drains upslope of the burial pits to direct surface run-off away from the pits
- where possible, plan destruction activities close to burial site have good, safe access to site for machinery

13.1 Appendix B (ii): Register of Animals

Date/ Time	Name of person presenting animal	Contact details of person presenting animal	Location found	Alive/ Injured Dead	Animal Type	Sex	Microchip/ Tag details	Photo #

- Procedures for the management of dangerous, unvaccinated animals or assistance animals.
- Admissions flow charts.
- Checklist for items required in the management of animals at Emergency Relief Centres.
- Templates for record keeping.

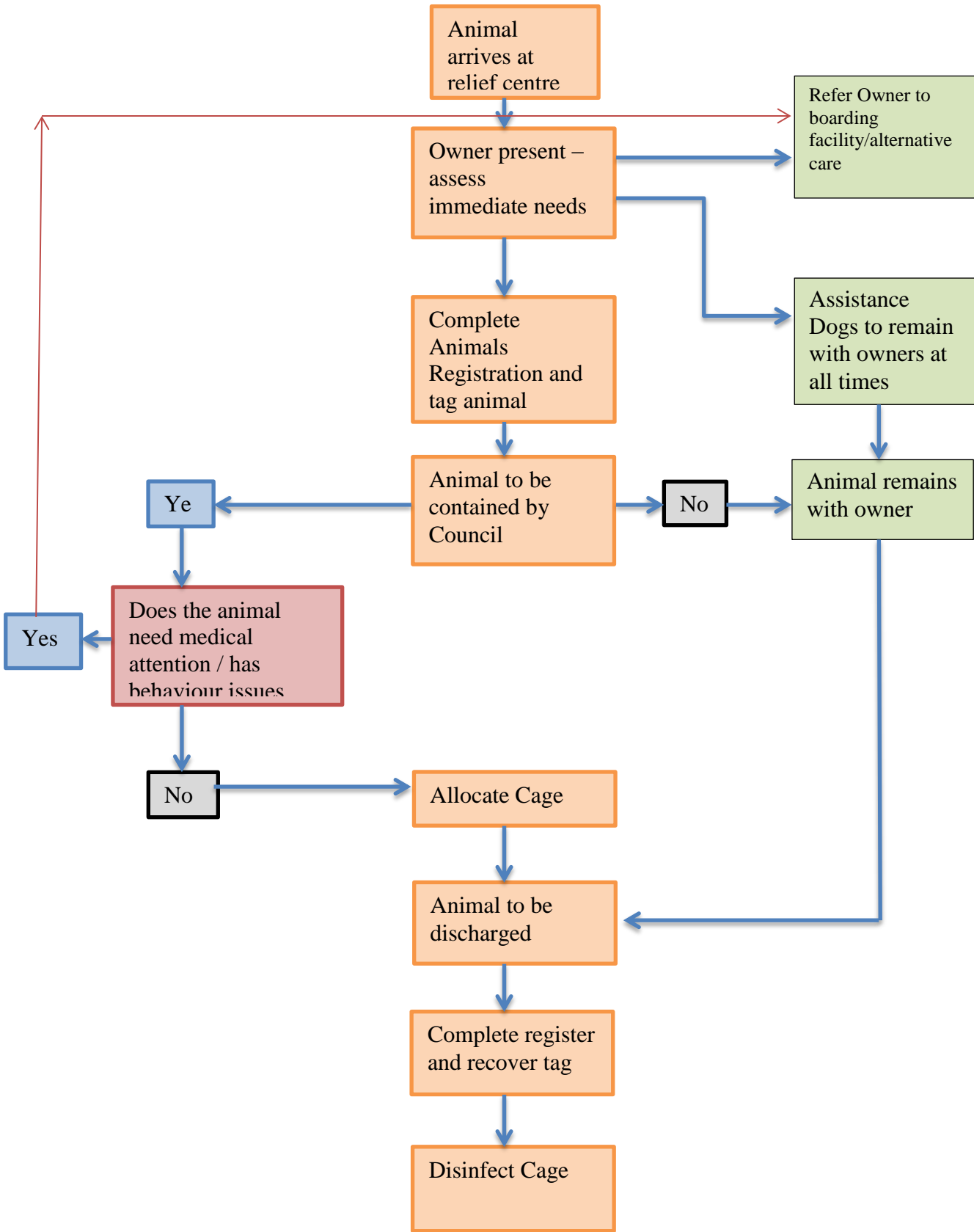
Appendix G: Distribution List

Relevant sections of Alpine MEAWP will be distributed to the following emergency management personnel:

- Municipal Emergency Resource Officer (MERO)
- Municipal Recovery Manager (MRM)
- Municipal Fire Prevention Officer (MFPO)
- Other internal or external personnel, where appropriate.

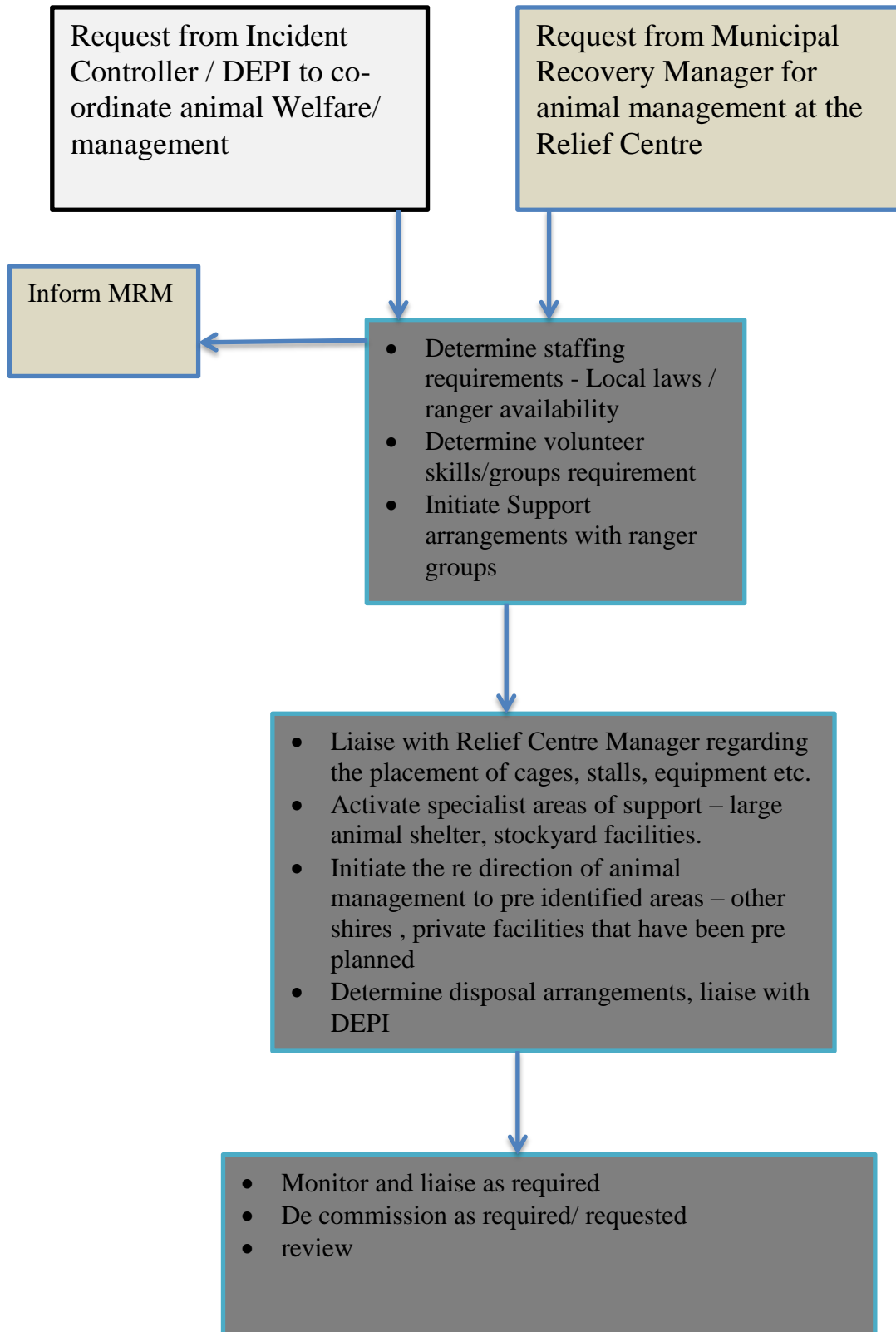
Appendix x
Glossary of terms

14 Relief Centre Operations – Flow chart



Council Will comply with dangerous /menacing dog provisions as per *Domestic Animals Act 1994(regulations)* in the event such a dog is presented at a Relief Centre

15 Relief Centre Activation / Actions



16 Risk Assessment Table

<i>Risk Identification</i>	<i>Risk Description</i>	<i>Risk rating</i>
1 Bushfire		
wildlife	Risk of dead or injured Animal	High-Very high
Domestic	Risk of dead or injured Animal	moderate
Stock	Risk of dead or injured Animal	High – Very high
2 Flood		
wildlife	Risk of dead or injured Animal	High – very high
Domestic	Risk of dead or injured Animal	moderate
Stock	Risk of dead or injured Animal	High – very high
3. Drought		
Wildlife	Risk of sick or dead animals	High – very high
Domestic	Risk of sick or dead animals	Low
Stock	Risk of sick or dead animals	Mod - High
4. Storm		
Wildlife	Risk of dead or injured Animal	Low - Mod
Domestic	Risk of dead or injured Animal	Low - Mod
Stock	Risk of dead or injured Animal	Low - Mod
5 Pestilence		
Wildlife	Risk of sick or dead animal	Mod
Domestic	Risk of sick or dead animal	Mod
Stock	Risk of sick or dead animal	High
6. Transport accident		
Domestic	Risk of dead or Injured animal	Mod
Stock	Risk of dead or injured Animal	Mod