

Local Emergency Management Committee Meeting

14 June 2023

Minutes

To: Local Emergency Management Committee Meeting Members and Councillors.

Here within are the Meeting Minutes of the Local Emergency Management Committee Meeting, held on the above-mentioned date in the Shire of Toodyay Council Chambers, 15 Fiennes Street, Toodyay WA 6566.

A handwritten signature in blue ink, appearing to be 'Tabitha Bateman', is written over a light blue background.

Tabitha Bateman

ACTING CHIEF EXECUTIVE OFFICER



Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the next Committee Meeting, where the Minutes will be confirmed subject to any amendments made by the Committee.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Meeting are incorporated into separate attachments to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on 16 June 2023.



Tabitha Bateman

ACTING CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 8 November 2023.

Signed:

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

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1 DECLARATION OF OPENING

Cr S Pearce, Chairperson, declared the meeting open at 10.36am.

1.1 ANNOUNCEMENT OF VISITORS

Nil

1.2 RECORD OF ATTENDANCE AND APOLOGIES

Members

Cr M McKeown	Councillor
Cr S Pearce	Councillor (Chair)
Sgt. K French	Police Officer in Charge - Toodyay
Mr W Sutton	Deputy Welfare Liaison Officer
Mr R Koch	Deputy 2 CBFEO / CESM
Mrs T Prater	Deputy Local Recovery Coordinator
Mrs E Francis	Emergency Management Officer
Ms C Powell	St John Ambulance Community Paramedic
Ms J Spadaccini	District Emergency Services Officer - Wheatbelt (Department
Ms Y Grigg	District Emergency Management Advisor (DEMA)
Mrs K Hardie	Welfare Liaison Officer / Economic Development Coordinator
Mr A Smith	District Officer Natural Hazards
Mrs T Bateman	Deputy Local Recovery Coordinator/ Manager Corporate and Community Services

Staff

Mrs M Rebane Executive Assistant

Visitors

Cr C Duri Councillor

Apologies

Mr P Hay DFES District Officer

1.3 DISCLOSURE OF INTEREST

The Chairperson advised that no disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

2 MINUTES AND ADDITIONAL INFORMATION

2.1 CONFIRMATION OF MINUTES

2.1.1 Minutes of Meeting held on 8 March 2023

OFFICER'S LEMC002/06/23	RECOMMENDATION/LEMC	RESOLUTION	NO.
MOVED	Sgt K French		
That the Unconfirmed Minutes of the Local Emergency Management Committee Meeting held on 8 March 2023 be confirmed.			
MOTION CARRIED 14/0			

2.2 REVIEW OF STATUS REPORT

2.2.1 Updated Status Report

Attachments:	1. Updated Status Report.
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The LEMC Status report was reviewed.

2.3 INWARD/OUTWARD CORRESPONDENCE

2.3.1 Correspondence from the DEMA/DESO and the Contacts Register.

Attachments:	1. Wheatbelt District Advisor Report; 2. DC Wheatbelt DESO Update; and 3. Contact Register. (confidential) <i>Section 5.23(2)</i> <i>(b) the personal affairs of any person</i> <i>(e)(iii) a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person where the trade secret or information is held by, or is about, a person other than the local government</i> <i>(f)(ii) a matter that if disclosed, could be reasonably expected to endanger the security of the local government's property</i>
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Correspondence was provided for review to the Committee via email and in the Agenda. Clarification was sought.

3 BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil.

4 OFFICER REPORTS

4.1 LEMA update - addition of a 'Plan for Animal Welfare in Emergencies'.

Date of Report:	6 June 2023
Applicant or Proponent:	Ebony Francis
File Reference:	FIR1
Author:	E Francis – Emergency Management Officer
Responsible Officer:	R Koch – Community Emergency Services Manager
Previously Before Council:	Nil
Author’s Disclosure of Interest:	Nil
Council’s Role in the matter:	Executive
Attachments:	1. LEMA - Plan for Animal Welfare in Emergencies

PURPOSE OF THE REPORT

To receive the updated portion of Local Emergency Management Arrangements (LEMA) – ‘Plan for Animal Welfare in Emergency’ (PAWE) and consider its referral to Council for submission to the District Emergency Management Committee (DEMC).

BACKGROUND

Under section 41 of the Emergency Management Act 2005 Local Government is required to have a LEMA and review every five years. The Shire of Toodyay’s LEMA is not currently up for review, however, the Shire received grant funding to support the development of the LEMA, pertaining to Animal Welfare.

COMMENTS AND DETAILS

The current LEMA has minimal reference to Animal Welfare which meets minimum requirements for DEMC approval, however any opportunity to make the LEMA more robust should be taken.

IMPLICATIONS TO CONSIDER

Consultative:

The creation of the ‘PAWE’ has been undertaken in consultation with the Shire of Toodyay Rangers.

Strategic:

Facilitating community safety and wellbeing by collaborating with fire and emergency services (S 2.3) and reducing the impact of extreme weather conditions through emergency management planning (S 1.4) have been identified in the Toodyay Strategic Plan 2028.

Policy related:

Nil

Financial:

Nil

Legal and Statutory:

Nil

Risk related:

Reputational Risk – There is a potential reputational risk to the Shire should review of a major incident expose unacceptable levels of training/skill or oversight in the application of emergency management.

Likelihood: Rare Consequence: Major Analysis Risk: Medium

Social/Economic/Environmental Risk – There is the potential for social, economic and impact of emergencies which lack management in recovery.

Likelihood: Rare Consequence: Extreme Analysis Risk: High

The adoption of updated Animal Welfare portion of the LEMA is an action which assists the mitigation of the above risks.

Workforce related:

This document includes Local Government responsibilities from a ‘Preparedness’, ‘Response’ and ‘Recovery’ perspective. The document references duties of the CEO appointed Animal Welfare Coordinator and general functions to be supported internally by staff in the care and management of animals during an emergency.

VOTING REQUIREMENTS

Simple Majority

OFFICER’S RECOMMENDATION 1

That the Local Emergency Management Committee recommends to Council the following:

That Council:

1. Endorse the attached Draft ‘Plan for Animal Welfare in Emergencies’;
2. Requests the CEO make any typographical amendments needed in the plan; and
3. Authorises the CEO to submit the report to the District Emergency Management Committee.

Emergency Management Officer (EMO) provided an overview in relation to the Local Emergency Management Arrangements (LEMA) that will include a Plan for Animal Welfare in emergencies (the Plan).

EMO advised that the Officer's Recommendation is required to be amended, due to the Plan becoming part of the LEMA.

Clarification was sought.

The amended recommendation was amended, moved and seconded.

OFFICER'S RECOMMENDATION/LEMC RESOLUTION NO. LEMC003/06/23

MOVED Mr R Koch

SECONDED Cr M McKeown

That the Local Emergency Management Committee recommends to Council the following:

That Council:

1. Endorse the attached Draft 'Plan for Animal Welfare in Emergencies' for inclusion in Section 8 of the Local Emergency Management Arrangements (LEMA), subject to amendments in section 3;
2. Requests the CEO make any typographical amendments needed in the plan and update the acronyms table in the LEMA; and
3. Authorises the CEO to submit the revised Local Emergency Management Arrangements (LEMA) to the District Emergency Management Committee.

MOTION CARRIED 14/0

Attachments

- 1 Tabled attachment - Updated Acronyms from the Local Emergency Management Arrangements (LEMA).

5 OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE

5.1 CONTACT LIST

Discussed.

5.2 RISK MANAGEMENT

Nil.

5.3 PRESENTATIONS OR EVENTS

EMO contacted the Local Recovery Coordinator at the Shire of Mundaring in order to arrange them to come and speak with the Shire of Toodyay about their experiences. Resource sharing was also a discussion point and once the new Manager Infrastructure, Assets and Services arrives the EMO will invite Mundaring's LRC to the Shire at a special LEMC Meeting.

5.4 INCIDENT/EXERCISE REPORTS

5.4.1 DESKTOP EXERCISE IN NORTHAM - CHLORINE LEAK AT SEWERAGE TREATMENT PLANT

Community Emergency Services Manager (CESM) advised of the success of the desktop exercise held in Northam, testing the response, impacts, and recovery capability amongst various agencies. HazMat and DFES were primary responders. The Shire of Toodyay Local Emergency Management Committee (LEMC) was very well represented at the exercise. This is to be listed on our Annual Report.

Question from CESM

What is the local response capability for chlorine injuries in Toodyay?

Response from St Johns Paramedic

Chlorine reacts with moisture which means that people's eyes, and throat airways are affected. St Johns in Toodyay has two ambulances. All surrounding towns have volunteers and an oxygen supply to assist with breathing difficulties is available. Chlorine injuries are different from if a person was to inhale smoke from a fire. St Johns would be mainly assisting with flushing eyes and providing oxygen. If further assistance was required, Northam would be the closest for a paramedic crew for other injuries. The Emergency response vehicle in Northam is another resource and two helicopters are on call to send in major incidents if required.

CESM advised he would provide this response back to Water Corporation.

Further points raised:

- These types of incidents may cause a short-term need for an Evacuation Centre to be set up;
- The Shire would require PPE such as hazmat's, etc. Northam VRS have a full suit. Toodyay could assess but technical and emergency response personnel from the supplier of the chemical would also be expected to work with emergency service crews to rectify the issue. The Shire of Toodyay does not have its own capability.
- There is a risk from chlorine incidents occurring at the Toodyay Recreation Centre facility – a topic that will form an action item on the status report for follow up.

5.4.2 FORMALISED CALL OUT PROCEDURE FOR SHIRE OFFICERS - SHIRE OF TOODYAY

Background

On Friday 2 June 2023, K French from WAPOL were called to assist with a Hazmat incident (diesel spill) on Duke Street.

Attempts were made to contact Shire staff to assist however phone call had to be made to the Shire CEO to arrange a response. We request a formalised plan to arrange a call out of Shire Officers as required.

Response at meeting

Clarification was sought.

A motion was moved.

OFFICER'S RECOMMENDATION/LEMC RESOLUTION NO. LEMC004/06/23

MOVED Sgt K French

SECONDED Mr A Smith

That the LEMC make a recommendation to Council as follows:

That Council requests the CEO prepare a formalised call-out procedure for Shire Officers as required in emergency situations and provide it to the Local Emergency Management Committee by 31 October 2023.

MOTION CARRIED 14/0

5.5 PROJECTS AND GRANT FUNDING

5.5.1 GRANT FUNDING APPLICATIONS

EMO & CESM advised that there were two applications made through the Disaster Ready Funding and both were successful. The applications were for remediation and mitigation works on the Majestic Heights Hill and the area between the Toodyay Recreation Centre and the River Hills Estate; and also for the area of land around the golf course. A map was tabled at 11.28am. The other application for grant funding was to provide a back-up power generator at the Toodyay Recreation Centre (TRC). The key is that it may then be used as an evacuation centre after which, the TRC facility will be made fit for purpose.

Both grants are a 50/50 arrangement. Once Council adopts the 2023/2024 Annual Budget the projects will proceed.

Attachments

1 Tabled document - Map.

5.5.2 NATIONAL DISASTER RISK REDUCTION GRANT

EMO advised that based upon the recent Shire of Toodyay Bush Fire Preparedness and Resilience Strategies Report the Shire submitted an application for the National Disaster Risk Reduction Grant round and requested money to support the construction of two streets currently split / not connected (Nottingham Road and a portion of North Street).

5.6 STRATEGIC REVIEW / PLANNING

Annual Report requirements were mentioned.

5.7 ROUNDTABLE DISCUSSION AND AGENCY UPDATES

5.7.1. MR A SMITH - UPDATE

- Toodyay VFRS Captain I McGregor has been nominated to receive an Individual Achievement Award for his work with the Toodyay VFRS.
- Department Fire and Emergency Services (DFES) training – acknowledgement that the Shire of Toodyay is assisting with training and that assistance is appreciated.
- No significant incidents.

5.7.2 MS Y GRIGG - UPDATE

- As per the submitted report there are several reviews underway at present but nothing has been finalised – and I will bring them up for discussion at the next LEMC meeting.
- There is a major event that has been arranged for early October involving seven local governments across the region (Toodyay, Northam, York, Quairading, Beverley, Victoria Plains, and Goomalling) to hold an Avon Emergency Management Day in Northam, as a central location. Invitations will be sent out once details are finalised.

5.7.3 MS J SPADACCINI - UPDATE

- As per the submitted report, the Directorate has had a change of name – the acronym will be different. The emails will be the same.
- The Welfare Plan was tabled, but not officially endorsed, at the last LEMC and no feedback was received from it. The plan is a living document. Any changes once tabled, the changes will then be sent through as notified and no need to table again until major changes made to it.
- The State Emergency Welfare Plan (the support plan) had gone through a consultation period and is now being finalised. It will be tabled at the November LEMC Meeting.

5.7.4 MS E FRANCIS (EMO) UPDATE

- When the Manager Infrastructure, Assets and Services is appointed, the role of Local Recovery Coordinator (LRC) has been included into the role for the position. In the meantime, there are still deputy LRC's available.
- Contacts list is being reviewed: Some businesses are no longer operating in Toodyay and some information that was in the Welfare Plan, mentioned above, will require amending. The EMO indicated she would provide further amendments to enable the Welfare Plan to be updated.
- Emergency packs located for internal staff in Shire locations, including buildings. The packs contain a copy of the LEMA; the contacts register; and laminated sheets containing information about key personnel contacts, etc). These are to be updated and any information required by the LEMC will be provided.
- Pre-season briefings are being developed. We are in the process of putting documents into a central area and assigning responsibility to roles for documents so that they remain current.
- Consensus was gathered in regard to a Microsoft Office Team being created for LEMC Toodyay. Outcome was positive.

6 CONFIRMATION OF NEXT MEETING

The next meeting of the Local Emergency Management Committee Meeting is scheduled to be held on 8 November 2023 commencing at 10.30am.

7 CLOSURE OF MEETING

The Chairperson closed the meeting at 12.08pm.



ATTACHMENTS MINUTES

**Local Emergency Management
Committee Meeting**

Wednesday, 14 June 2023

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Section One
Introduction

1.1 General Acronyms used in these Arrangements:

AWC	Animal Welfare Coordinator
AWEG	Animal Welfare Emergency Group
BFS	Bush Fire Service
BFB	Bush Fire Brigade
CA	Controlling Agency
CAWE	Committee for Animal Welfare in Emergencies
CEO	Chief Executive Officer
DBCA	Department of Biodiversity, Conservation and Attractions
DC	Department of Communities
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DPIRD	Department of Primary Industries and Regional Development
ECC	Emergency Coordination Centre
FRS	(Volunteer) Fire and Rescue Service
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG	Local Government
LRC	Local Recovery Coordination
LRCC	Local Recovery Coordinating Committee
MOU	Memorandum of Understanding
NGO	Non-governmental organisation
PaW	Parks and Wildlife Service (Department of Biodiversity, Conservation and Attractions)
PAWE	Plan for Animal Welfare in Emergencies
RSPCA	Royal Society for the Prevention of Cruelty to Animals
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	State Emergency Warning Signal
SHC	State Health Coordinator
SJA	St John Ambulance
WA HEALTH	Department of Health
WALGA	Western Australia Local Government Association
WAPOL	WA Police Force

Site Plans

Lot 9508/P077718 – Burt Parkway bounding River Hills Estate



Lots 108 & 109/P013653 – Hibbertia Place Bounding Majestic Heights Subdivision



LEMC STATUS REPORT
Local Emergency Management Committee

Supporting Officers
CESM / CEO



Meeting Date	Purpose	Resolution / Action	Target date for completion	Actioned by	Completion Date	Meeting Commentary
08/03/2023	Tabled Attachment - LEMC Handbook – Correspondence from DEMA	Tabled Attachment - LEMC Handbook – Action will be: EMO and CESM do an informative report.	Due for completion in October 2023.	CESM/ EMO / EA	t.b.a	Information from the tabled attachment will be considered with the update administratively of the Shire’s current Committee Book. Information will be provided to November meeting.
14/06/2023	Annual Reporting changes expected for 2023 year focusing on legislative reporting requirements	EMO and CESM would work together to submit the annual report	30/06/2023	CESM/ EMO	t.b.a.	Due for completion before 30 June 2023.
14/06/2023	Animal Welfare Plan in emergencies	Grant expected to be completed and application for a new AWARE Grant cannot take place until the first grant acquittal has concluded.	t.b.a.	EMO	t.b.a.	This plan is not a separate document – it will be part of the LEMA (Section 8) to incorporate it into that head document so that definitions for the AWP will be included in the LEMA, rather than duplication in a separate plan. Proposal for an A5 brochure explaining what the procedure would be regarding animal welfare – when people are registering their animals. Processes and

LEMC STATUS REPORT
 Local Emergency Management Committee

Supporting Officers
 CESM / CEO



Meeting Date	Purpose	Resolution / Action	Target date for completion	Actioned by	Completion Date	Meeting Commentary
						responsibilities – actions to be tied into the form in due course. Noted internally.
14/06/2023	Presentation for a future meeting	EMO contacted the Local Recovery Coordinator at the Shire of Mundaring in order to arrange them to come and speak with the Shire of Toodyay about their experiences. Resource sharing was also a discussion point and once the new Manager Infrastructure, Assets and Services arrives the EMO will invite Mundaring’s LRC to the Shire at a special LEMC Meeting.	t.b.a.	EMO	t.b.a.	EMO will invite LRC to special LEMC when the new Manager has been appointed.
14/06/2023	Swimming Pool follow up.	Follow up with TRC – look into creating a plan for anything that would have an action in the event of a chlorine spill. Whether they have the PPE available there – and put it as a future exercise topic	t.b.a.	EMO	t.b.a.	Lot to do in this space.
14/06/2023	Call out procedure	That the formalised procedure to call out Shire Officers as required in emergency situations be updated and provided to WAPOL.	t.b.a.	EMO	t.b.a.	Wait till when the new Manager comes on board and liaise with the CEO as well – to provide the procedure. – this procedure to come to the November LEMC Meeting.



Wheatbelt District Advisor Report May June 2023

ANNUAL LEMC REPORT

In accordance with Sections 33 and 40 of the Emergency Management Act 2005, Local Emergency Management Committees (LEMC) are required to submit an annual report on activities undertaken by it during the financial year. In previous years, this reporting requirement was fulfilled by Local Government's participation in the Annual and Preparedness Report Capability survey.

This year with the finalisation of the State Risk Project and Capability Framework review, LEMC reporting requirements can be fulfilled by completing the LEMC Annual Report Survey.

Information gathered in this survey provides opportunity to highlight the important contributions made by Local Governments and LEMCs to emergency management in Western Australia.

The survey was forwarded to your Local Government this week. Please ensure it is returned to your District EM Advisor by no later than COB 30 June 2023.

REVIEWS

There are currently a number of major reviews occurring across the WA Emergency Management Sector.

- State Risk Project
- LEMC and DEMC review
- Review of "Guidelines for Preparing a Bushfire Risk Management Plan
- State Capability Framework Review
- SEMC Subcommittee Review and outcomes
- Emergency Services Bill 2022

Two reviews that will impact the LEMC are outlined below;

The Local Emergency Management Arrangements Review.

The consultation period has finished, and a draft Implementation plan has been finalized outlining 3 main objectives in phase 1.

- Objective 1: Reduce LG administrative burden and build LG knowledge and capability through the development of a suite of supporting resources made available through an appropriate digital platform.
- Objective 2. Identify and implement appropriate strategies to support integration, collaboration and resource sharing between LG and key stakeholders.

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Wheatbelt EM Advisor Report May/June 2023



- Objective 3. Support continuous improvement and ongoing reform, through a review of Phase 1 outcomes to identify and progress further opportunities.

Timeframes: The draft Implementation plan is going to SEMC in August for approval. It is expected to take until June 2025 (at least) until the new LG EM Policy is written and the Pilot LEMA process has been tested.

Constraints: Lack of funding and the large number of other projects occurring simultaneously.

Key Message: If your LEMA is becoming due for review, continue the review as normal as it may be a few years before the current LEMA review process is finalised.

LEMC and DEMC Review

As a continuation of the SEMC Subcommittee review, the SEMC is undertaking a LEMC and DEMC review project. The project aims to;

- Establish clear roles and responsibilities, functions and governance for DEMCs and LEMCs in achieving the strategic objectives of the SEMC.
- Identify improvement opportunities to governance arrangements and capabilities to increase effective and efficient emergency management outcomes.
- Create a shared understanding of SEMC expectations of DEMC s and LEMCs within the emergency management sector.

The Consulting firm “Nexus Consulting” are current undertaking a series of focus group discussions. Further workshops will be held in the coming months and a report will be finalized by September 2023.

REMINDERS

SEMC Website

A reminder that the SEMC website has changed locations. It has been brought under the WA government banner and is now available under the **WA.gov.au** website at this link:
<https://www.wa.gov.au/organisation/state-emergency-management-committee>

New LEMC Handbook and useful tools

The DEMAs across the state have just finished developing a contemporary LEMC handbook to assist local governments in the management of their LEMCs and to assist them as they work to meet their legislative requirements. The guide has a few templates at the back which may also be useful, agenda templates and a Terms of Reference template.

The Handbook is currently out for consultation, you can download the draft document and submit your feedback here;
<https://dfes.mysocialpinpoint.com.au/localemergencymanagementcommitteehandbook>

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Wheatbelt EM Advisor Report May/June 2023



Emergency Management Grants Programme for the next few years

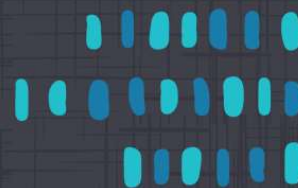
Year	2023-24		2024-25	
Program	NDRR	AWARE	NDRR	AWARE
Round Open	24 April 2023	16 August 2023	25 April 2024	16 August 2024
Round Close	29 May 2023	20 September 2023	29 May 2024	20 September 2024
Assessment	3 July 2023	24 October 2023	3 July 2024	25 October 2024
Anticipated announcement	September 2023	January 2024	September 2024	January 2025

Yvette Grigg
District Emergency Management Advisor
Wheatbelt/Goldfields Esperance

15 May 2023.



Government of **Western Australia**
Department of **Communities**



District Emergency Services Officer – Wheatbelt Update: May 2023

In the event of an emergency please call the All Hazards - State On-Call Coordinator on **0418 943 853**, this number is manned 24/7. emergencyservices@communities.wa.gov.au. (Not for public distribution) Meetings, exercise details or information request can be emailed to joanne.spadaccini@communities.wa.gov.au

Name Change

Our Directorate has been changed from the Emergency Services Unit to Emergency Relief and Support. Our responsibilities and contact details remain the same.

Ongoing updates of LG and community contacts in the Local Emergency Welfare Plan

Any changes to the contact numbers or details from those listed in the LEWP, can be advised to joanne.spadaccini@communities.wa.gov.au.

LG Activation Tubs

Communities will be following up with each LG, to ensure everyone has their activation / good to go tubs ready in the event of an activation as confirming numbers of current LG staff who have completed Evacuation Centre training.

Training

Please advise if you would like training conducted for local government staff, this can be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Please e-mail joanne.spadaccini@communities.wa.gov.au to request training. Happy to discuss at any time.

Emergency Relief and Support – Operations Update – April 2023

• TC Lisa

On 12 April 2023, Communities was activated as the support organisation providing emergency relief and support for Severe Tropical Cyclone Lisa.

- Severe Tropical Cyclone Lisa crossed the coast as a Category 5 system, around midnight on Thursday 13 April 2023, with an estimated intensity of 213 kmph.
- On Thursday 13 April, Communities opened four evacuation centres, which were closed on the 14 April 2023.
- In total, Communities accommodated 68 people in evacuation centres, and
- Supported 10 people to return to country.
- Communities will continue to respond to requests for assistance as required. This will be managed through Communities staff on the ground and the Disaster Response Hotline.

• Kimberley Floods

The Department of Communities (Communities) is providing emergency welfare services to residents impacted by the Kimberley Floods from January 2023.

As of 26 April 2023:

- 17 people are in Communities' supported commercial accommodation in Broome and Derby.
- 88 people are in Phase 1 Temporary Accommodation utilising Humanihuts in Fitzroy Crossing and Bungardi community, and in the Derby Hostel.
- Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until COB 24 April 2023, Communities has responded to a total of 1,792 calls.
- Communities has assisted 171 residents to apply for the Premier's Grant via the DRH and hubs in Broome, Derby and Fitzroy Crossing.

- **Strategic Opportunities**

- Review of the State Support Plan – Consultation feedback for the State Support Plan – Emergency Welfare has closed. Communities is currently reviewing feedback.
- Capability Audit – Communities has procured Nous Group to conduct an audit of Western Australia's emergency relief and support capability.
- Community Sector Capability – working with community support organisations to enhance the delivery and coordination of welfare services
- Disaster Information Support Coordination Centre (DISCC) Guidelines – being reviewed at request of WA Police
- People at Risk – developing a framework to promote a shared approach to preparedness, response and recovery for people at risk in emergencies
- Emergency Financial Assistance – review of the State Emergency Financial Assistance initiatives.

If you would like any further information, please call my mobile 0429 102 614 or email joanne.spadaccini@communities.wa.gov.au.

Jo Spadaccini
District Emergency Services Officer - Wheatbelt
Department of Communities - Emergency Services Unit



Plan for Animal Welfare in Emergencies

Shire of Toodyay

The purpose of the Animal Welfare Plan is to provide clear guidance to Shire staff, Hazard Management Agencies and Supporting Agencies to assist the community with the care and management of domestic and native animals during an emergency event within the Shire of Toodyay.

Document Control			
Document ID	PAWE	Version	0.1
LEMC Endorsement date	TBA		
Prepared by	Emergency Management Officer		
Documents maintained by	Community Emergency Services Manager		

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AUTHORITY

The Plan for Animal Welfare in Emergencies (PAWE) has been developed in accordance with Section 41(1) of the *Emergency Management Act 2005* and forms part of the Local Emergency Management Arrangements for the Shire of Toodyay and as such should not be read in isolation.

The development, implementation and revision of this plan is the responsibility of the Shire Toodyay in consultation with LEMC and key stakeholders in accordance with the *Emergency Management Act 2005*.

The AWSP was supported by the Shire of Toodyay Local Emergency Management Committee and endorsed by Council.

Endorsed by:

Chairperson, LEMC

Date

The Common Seal of the Shire of Toodyay was hereto affixed as per council resolution No.in the presence of:

Cr Rosemary Madacsi
Shire President

Date

Ms Suzie Haslehurst
Chief Executive Officer

Date



AMENDMENT HISTORY

AMENDMENT		DETAILS OF AMENDMENT	AMENDED BY
NUMBER	DATE		NAME
1	TBD	First Issue	E.Francis

ASSOCIATED LEGISLATION

This plan is consistent with the State Emergency Management Policies and State Emergency Management Plans.

This plan is to be read in conjunction and alignment to the Shire's Local Emergency Management Arrangements (LEMA).



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LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS
Shire of Toodyay

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1 Overview

The connection between people and their animals can be strong and diverse. Emergency events that impact on animals can affect communities on a range of levels including socially, economically, psychologically and culturally. In responding to an emergency, the primary aim is to protect the safety of people. In order to fulfil this aim, the following factors regarding animals must be taken into account:

Research has indicated that the human-animal bond can be extremely influential in a person complying with emergency response directions, such as evacuating, and in participating in preparedness activities. While planning for an animal's welfare in an emergency can improve the animal's chances of survival and recovery, encouraging people to take preparedness actions for their animals can have the additional benefit of improving the preparedness for their own safety and resilience.

The owner or carer of an animal is responsible for the welfare of that animal and should include consideration of its welfare in preparedness for, response to and recovery from an emergency. The ability of an owner or carer to address animal welfare issues may be hampered or prevented due to the nature of the emergency.

In an emergency, when the capability of the owner or carer and any local arrangements are no longer sufficient or effective, then Department of Primary Industries and Regional Development (DPIRD) has the role and responsibility for coordinating animal welfare services in emergencies (as prescribed in the State Emergency Management Policy statement 5.9.7, and as detailed in the State Support Plan – Animal Welfare in Emergencies (State Support PAWE)).

1.1 Aim

The aim of the Plan for Animal Welfare in Emergencies is to provide guidance to Shire staff, Hazard Management Agencies and Supporting Agencies to assist the community with the care and management of animals during an emergency event within the Shire of Toodyay.

1.2 Purpose

To set out:

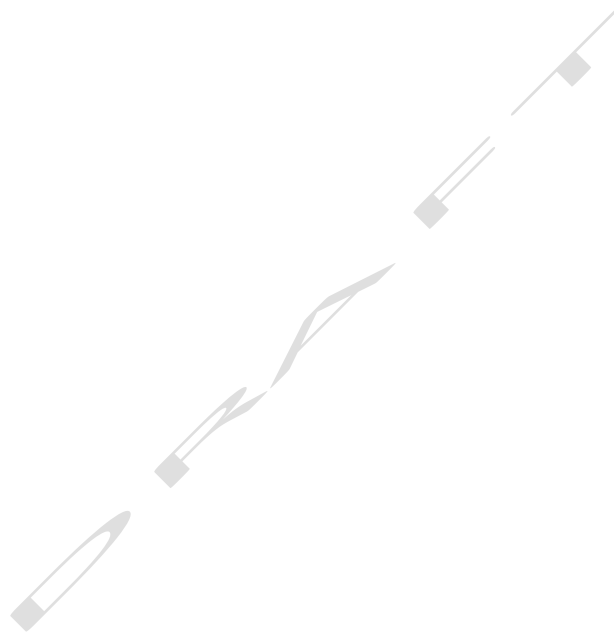
- Provide support and assistance to the Local Emergency Management Arrangements;
- Provide activation mechanisms;



- Provide immediate care and shelter to distressed animals and reunite owners with lost animals during and after an emergency;
- Define roles and responsibilities for government and non-government organisations and individuals in the coordination of animal welfare before, during and after an emergency.

1.3 Roles and Responsibilities

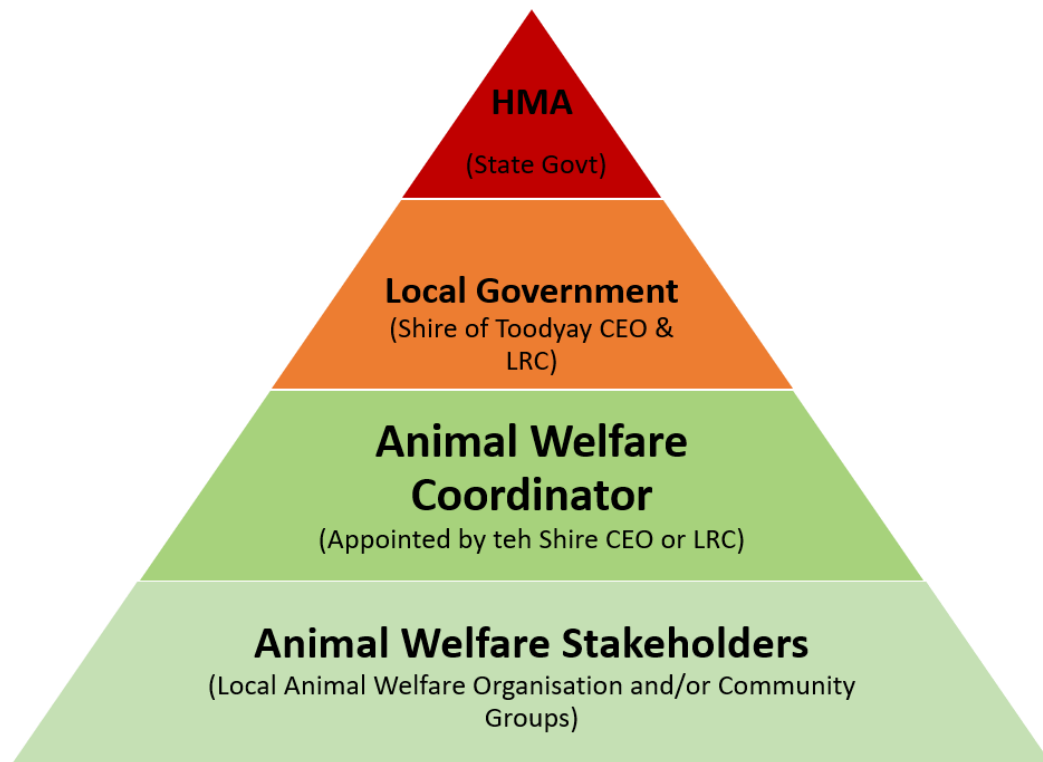
Local Role	Description of Responsibilities
Animal Owner/Carer	Is responsible for the welfare of their animals and should consider preparedness for, response to and recovery from an emergency.
Local Government	The Shire of Toodyay will support and liaise with DPIRD in the management of animals in an emergency by ensuring the PAWE is in place and ready for activation. The Shire's CEO or Local Recovery Coordinator will appoint an Animal Welfare Coordinator to be responsible for implementing this plan. Post emergency response, DPIRD will transition the ongoing animal welfare activities back to the control of the Local Government and/or the owner or carer.
WALGA	Is the representative for member Local Governments on the Committee for Animal Welfare in Emergencies (CAWE) and may be the initial Local Government representative on the Animal Welfare Emergency Group (AWEG) if formed.
DPIRD	has authority for the State Support PAWE and may activate the plan at the request of the Controlling Agency (State Support PAWE Part 3).
WAPOL	Western Australia Police Force are authorised to move, direct or prohibit the movement of animals if an emergency is declared and are also authorised to destroy ill, injured or aggressive animals.
AWC Animal Welfare Coordinator	Notify DPIRD to enable activation of arrangements. Responsible for implementing this plan and representing SOT as a member of the ISG.





1.4 Plan Structure

The HMA or Controlling Agency directs all decisions on animal welfare issues in an emergency on the advice from the Local Government and DPIRD.





1.5 Scope and Risk Profile:

1.5.1 Limitations

This Plan is limited to the care of domestic animals living within the jurisdiction of the Shire of Toodyay during an emergency.

It does not include routine management of animal welfare during non-emergencies and does not include emergency arrangements for wildlife, which is the responsibility of DBCA.

This plan is subsidiary to the Shire of Toodyay Local Emergency management Arrangements (LEMA) and as such should not be viewed in isolation.

1.5.2 Animal Categories

For the purpose of this plan and to align with the State Support Plan (Section 1.3.2), animals have been classified into the following four categories (excluding animals in Perth Zoo or wildlife parks):

- Livestock as defined in the Biosecurity and Agriculture Management Regulations 2013), includes, buffalo, camel, cattle, deer, emu, goat, ostrich, pig, poultry, sheep and donkey or any hybrid, horses or any hybrid,
- Companion/Domestic animals – Any animals other than horses kept primarily for companionship, hobbies, sport or work.
- Wildlife – an animal indigenous to Australia's land or waters, living without regular human intervention or support and having the meaning of fauna, as defined within the *Biodiversity Conservation Act 2016*.

1.5.3 Risk Profile

The following risks have been identified through the SEMC State Risk Project as 'priority Hazards' in the Shire of Toodyay:

- Fire
- Storm
- Flood

** The following hazards are outside the scope of this Plan:

- Animal and Plant Biosecurity (Please refer to State Hazard Plan – Animal and Plant Biosecurity)



1.6 Cost

Where possible the Shire will endeavour to assist the community in caring for their animals, by the waiving of selected fees and charges for a period of time no longer than fourteen (14) days.

If an animal is still uncollected after this time, the Shire will look to rehome it in accordance with legislation and procedures.

Only the AWC has the delegated authority to waive, amend or impose fees and charges as deemed appropriate.

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

- Length of impoundment fee waiving period;
- Veterinary costs related to impoundment period
- Fees for surrendering animals for destruction or rehoming; and
- Extension period for micro chipping or registration fees.

Any arrangement regarding other costs shall be determined by the Shire CEO or nominated person”.



2 Preparedness

2.1 Animal owner/carer

The owner or carer should ensure they have a reasonable level of preparedness for their animals.

The planning considerations for the owner or carer of an animal should include:

- if it is likely the animal will be evacuated or remain onsite;
- if transportation is adequate and available to relocate the animal, under potential logistical constraints (i.e. road closures, window of safe evacuation);
- if suitable areas and adequate provisions are available for animals left on a property to minimise the risk of harm (i.e. area at lowest risk of hazard impact, sufficient food and water access for prolonged absence);
- if animals, and their owner or carer, can be identified (i.e. companion animal/horse microchipping, National Livestock Identification System); and
- if they are prepared for self-sufficient recovery and for how long.

2.2 Local Government

Local Government Preparedness includes maintaining and reviewing a Local Government emergency animal welfare plan to support animal owners or carers.

When planning to support owners or carers, the key considerations for Local Government should also include:

- access to information and resources for persons evacuating with animals;
- availability of transportation support and advice;
- availability of locations to house evacuated animals;
- management of displaced or stray animals;
- assessment of impacted animals;
- treatment of impacted animals;
- euthanasia;
- disposal of deceased animals;
- provision of emergency food, water, shelter; and
- recovery arrangements



As suggested by SEMC, maintain representation on the CAWE via the Western Australian Local Government Association (WALGA) CAWE member.

2.3 Department of Primary Industries and Regional Development

- be a centralised point of contact to provide advice and assistance to ensure animal welfare is better considered before, during and immediately after emergencies;
- coordinate and support the development and implementation of plans, policies and procedures for the coordination of animal welfare in emergencies;
- chair the Committee for Animal Welfare in Emergencies (CAWE) to address animal welfare considerations in emergencies, and maintain a contemporary database of stakeholders to assist with animal welfare in emergencies;
- promote and support Local Emergency Management Committees (LEMC) and controlling agencies for the inclusion of animal welfare considerations in emergency plans;
- promote public awareness and community engagement to improve preparedness for animal welfare in emergencies;
- develop, maintain, and promote effective working relationships with the Emergency Management sector, to include support to the SEMC, District Emergency Management Committees (DEMCs) and LEMCs, where identified risks and emergency management arrangements are relevant to animal welfare. This representation will ensure local emergency management arrangements and preparedness planning captures animal welfare considerations and outcomes; and
- develop and maintain lists of potential DPIRD support personnel available to assist with DPIRD responsibilities under this Plan, as applicable.

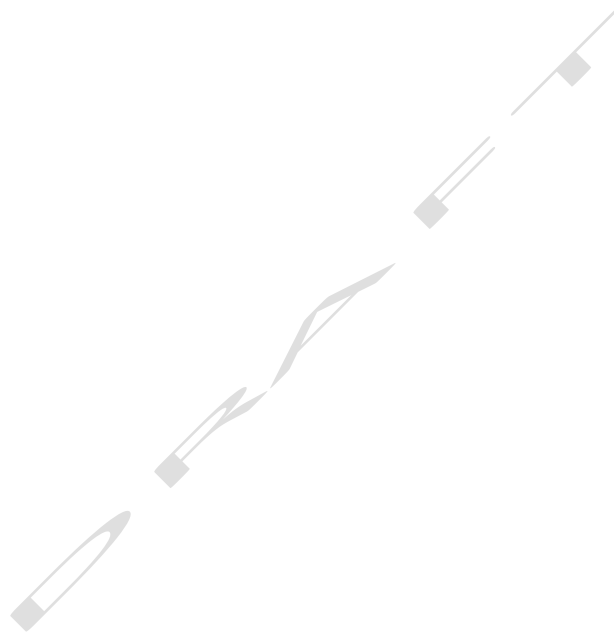
2.4 Department of Biodiversity, Conservation and Attractions

- identify considerations relating to wildlife welfare in emergencies;
- maintain membership on the CAWE to address animal welfare considerations in emergencies;
- develop and maintain an internal emergency animal welfare operational plan, including the Oiled Wildlife Response Plan; and
- develop and maintain lists of potential support personnel available to assist with their responsibilities under this Plan, as applicable.



2.5 Department of Communities

- reference animal welfare information in publications and websites to assist broader community awareness, education and understanding;
- maintain membership on the CAWE to promote collaboration between human and animal welfare consideration





3 Response

3.1 Animal owner/carer Preparedness

The owner or carer are responsible for their animals during an emergency and are encouraged to stay up to date through official emergency advice to make informed decisions.

3.2 Local Government

- activate the Local Government emergency animal welfare plan or contingency arrangements where identified within LEMA; and
- liaise with DPIRD to provide a coordinated approach to animal welfare response actions, where relevant.

3.3 Department of Primary Industries and Regional Development

- liaise with the relevant controlling agency or HMA as a liaison officer and/ or member of the ISG or OASG;
- coordinates the activation of the DPIRD internal operational plan in line with this Plan;
- contribute to public information released during the emergency;
- provide situational reports to the CAWE on animal welfare in the emergency;
- establish the AWEG to consult on actions undertaken by DPIRD in coordinating animal welfare services for an emergency;
- liaise with the local government and other organisations to coordinate response activities including:
 - providing support and advice on transportation for evacuating animals;
 - identifying the availability of locations to house evacuated animals;
 - managing displaced or stray animals; assisting owners and carers to obtain Restricted Access Permits, where applicable;
 - assessing and triaging impacted animals;
 - identifying/administering treatment;
 - performing/assisting with transportation for euthanasia or perform on-site;
 - advising on/arranging for disposal of deceased animals;
 - identifying/providing emergency food / water / shelter; and
 - identifying and reuniting animals with their owners or carers.
- Coordinate arrangements to best utilise volunteers and
- donations relevant to DPIRD animal categories;



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- coordinate the reporting and future investigation of animal welfare complaints arising as a consequence of the emergency;
- liaise with and advise Local Government and other organisations about suitable temporary containment and other welfare needs of animals.

3.4 Department of Biodiversity, Conservation and Attractions

- provide support to DPIRD;, as requested;
- coordinate animal welfare services for animals in Perth Zoo; and
- liaise with and advise Local Governments and other organisations and the owner or carer of wildlife and wildlife parks about suitable temporary containment and other welfare needs of wildlife.

3.5 Department of Communities

- where appropriate, provide input to information for the public and media relating to alternative animal housing arrangements;
- if known, advise evacuees presenting at centres of alternative animal housing arrangements;
- convey information provided by DPIRD relating to animal welfare to people in welfare centres; and
- liaise with DPIRD in relation to reuniting owners with their animals

3.6 Hazard Management Agencies/Controlling Agencies

- request access to the arrangements under this Plan by contacting the DPIRD representative on the ISG/OASG or through the DPIRD State Support Plan-Animal Welfare in Emergencies, as required;
- liaise with DPIRD to integrate animal welfare considerations into the overall response; and
- liaise with DPIRD to include coordinated animal welfare considerations into the public information plan

3.7 General Operations

In the lead up to an incident (i.e., high risk days) and prior to any formal activation, the Shire will consider the following actions if appropriate:



- Community messaging via the Shire's website and Facebook page
- Internal Staff communiques in preparation for standby arrangements
- Utilise the Harvest, Hot Works and Vehicle Movement Ban SMS list if appropriate

3.8 Plan Activation

The Shire of Toodyay Chief Executive Officer (CEO) will approve activation of this plan upon request of the Incident Controller of the Hazard Management Agency responsible for managing the incident.

Triggers for plan activation may include:

- Animal Welfare is beyond the capacity and capability of owners or carers;
- Any local or district arrangements are no longer sufficient or effective;
- Toodyay Evacuation centre is activated.
- Large scale carcass disposal requirement

Escalation to the State Support PAWE is in accordance with the State Support Plan – Animal Welfare in Emergencies section 3.2 Plan Activation Procedures:

If the Shire of Toodyay believe the criteria for activation of the State Support PAWE are met, the Local Government representative within the emergency Incident Support Group (ISG) should notify the Controlling Agency or HMA of the situation and recommendation to activate the State Support PAWE.

3.9 Plan Stand Down

When the emergency response phase has ended, the Controlling Agency will notify the LRC/AWC that they are withdrawing from the incident and the recovery phase commences.

At this point both operational and organisational arrangements must be scaled down.

The AWCs may still be involved in actions during the recovery phase in conjunction with the LRC to assist in restoring the community to the point where they can resume normal social and economic activities.



3.10 Situation and Intelligence

The Shire of Toodyay PAWE (Plan for Animal Welfare in Emergencies) is located:

- Physically - In the Emergency Packs (accompanying the LEMA and Contacts Register) located at the Administration Office, Visitors Centre and Depot.
- Electronically – the Shire of Toodyay website

Incident details to assist in undertaking animal welfare response (such as hazard size, severity, location, predictions, road closures) are to be ascertained through the Incident Controller.

3.11 Public Information

3.11.1 During an Incident

The dissemination of Hazard specific information to the Public regarding Animal Welfare will adhere to the Communication Plan of the LEMA (Section Seven). The Controlling Agency for the incident has the primary responsibility for public information and will coordinate with other relevant agencies.

The Shire of Toodyay may be requested by the Incident Controller to provide localised information such as emergency animal shelters, volunteers and donations during the response phase, so it may be included in the general messaging for the emergency.

During an incident the Shire of Toodyay will identify how the public should make requests for assistance or enquiries relating to animal welfare and how this information will be distributed to the public and the Incident Management Team.

The Shire can redistribute information published by the HMA or DPIRD.

During an incident, the Shire of Toodyay's website will have the ability to allow the public to lodge Animal Welfare requests and Paper forms will be located at key Shire locations.

3.11.2 Recovery

The Shire of Toodyay are responsible for providing public information during the recovery stage post incident and will coordinate the provision of public information and media releases and consider the most appropriate method for delivering key messages. This may include:



- Social Media
- Mainstream Media – Radio, Newspaper
- Notices board at key local government locations (libraries, recreation centres, community centres)
- Shire of Toodyay website

Public enquiries about animal welfare during emergencies should be made via:

- Shire Administration 9574 9300
- Shire Rangers 9574 9370
- Shire website

3.12 Response Activities

3.12.1 Transportation and Evacuation Route Options

The owner or carer has the responsibility to determine, where possible, if their animals will be evacuated or remain on location and plan for how this will be achieved.

In an emergency the Shire (or DPIRD) will liaise with the controlling agency or HMA to provide information on potential resources and advice on evacuating with animals. This may include:

- Road Closures, safe alternatives and suitability for traffic;
- Early evacuation consideration for those travelling with large animal carriers; and
- Transport services or volunteer options.

3.12.2 Temporary Evacuation Centres/Shelters

Owners and carers should first seek to evacuate their animals to the properties of friends, family and private shelter facilities outside of the area in which the emergency is taking place.

The Shire has identified the following locations suitable for evacuating (provided the locations are not under threat or at risk of being) domestic pets and limited livestock:

- Shire of Toodyay Animal Management Facility - 266 Railway Road, Toodyay.
- Toodyay Showgrounds Pavilion - 5 Toodyay West Road, Toodyay.

If livestock owners cannot be readily located or contacted and/or animals cannot be relocated to a temporary animal evacuation centre, animals are to be impounded on a nearby appropriate property and details of animal type/number/markings or registration numbers recorded.



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Due to health and safety considerations, animals are not permitted inside the community evacuation centers with the exception of recognized assistance animals.

It is important to establish a registration point at the Animal Evacuation Centre for people presenting with their animals., to coordinate the following services:

- Inform users of centre arrangements
- Record each animal evacuated to centres
- Log the details of all incoming and outgoing animals
- Encourage people to register online at <https://register.redcross.org.au>
- Maintain a central point for all enquiries and dissemination of information, including a rescue display list
- Maintain a running sheet of expenditure

Any facility temporarily housing evacuated animals is not to be used as a collection point for donated goods. The only donations that may be accepted are:

- Animal Feed
- Animal medical supplies and services
- Animal bedding

3.12.3 Stray Animals

Escaped or released (stray) animals evading a hazard can pose a risk to people, other animals, property or themselves. Stray animals may require containment or impoundment. Stray animals may require containment or impoundment; powers are available under legislation to achieve this.

The powers to manage the movement of animals during emergencies, including containment or impoundment are appointed under legislation (Refer to State Support Plan – Animal Welfare Section 3.4.4).

The AWC/Shire Rangers or nominated person/s will be responsible for managing stray animals. Additionally, under the SSP, Police are also authorized to manage the movement of stray animals.

Stray animals should be conveyed to the Animal Welfare Centre for registration by the AWC and for management by the appropriate organisation. Injured or distressed animals should be conveyed directly to a veterinarian for treatment and the AWC advised.



3.12.4 Access to Non-evacuated Animals

Animal owners or carers should not attempt to access the area unless permission has been given by the agency controlling the emergency.

Where animals are not evacuated, timely assessment and the application of treatment, routine care, euthanasia and deceased animal disposal, where applicable, is critical. Access to impacted and restricted areas to undertake assessment and management of animals is at the discretion of the Incident Controller.

In some situations, residents/property owners may be able to enter an affected area earlier than the general public in order to protect their property and attend to non-evacuated animals (proof of identity or property ownership is required).

Where access to impacted areas may not be permitted to residents/property owners or the general public for a protracted time, DPIRD will liaise with the controlling agency or HMA in relation to the issue of Restricted Access Permits to address animal welfare considerations. Restricted Access Permits may be issued in accordance with the State Emergency Management Plan section 5.3.3.

3.12.5 Assessment of Non-evacuated Animals

Where access is permitted to owners or carers, all effort should be made by those persons to undertake the assessment of impacted animals in their charge and initiate ongoing management.

Where access permits have been coordinated by DPIRD, it will also coordinate the following:

- assessment of impacted animals;
- prioritisation of (triage) the welfare needs of animals; and
- provision of a welfare assessment to assist the controlling agency or HMA to include animal welfare considerations in ongoing response and recovery operations.

3.12.6 Treatment

DPIRD will liaise with local government and other organisations to:

- determine the local veterinary capacity to meet animal treatment needs;
- identify capacity gaps in animal treatment; and
- coordinate actions to address capacity gaps, including:



- providing additional support for local veterinary practices;
- directing owners and carers to local veterinary practices;
- liaising with veterinary practices adjoining impacted areas to assist with animal treatment needs;
- facilitating contact with volunteer veterinary surgeons and veterinary nurses;
- and
- establishing triage sites for assessment and treatment (including euthanasia) of animals.

The Shire, if required, will request local Vets to establish a triage facility at a location determined by the Incident Controller. See LEMA Contacts Register for Local Veterinarian contact details.

3.12.7 Euthanasia

Methods of euthanising animals must be humane.

Where the owner or carer is unable to arrange euthanasia either on-site or by transporting to a suitable premises, and the animal has little or no chance of survival or continues to suffer harm if it remains alive, DPIRD will liaise with the controlling agency or HMA, to facilitate arrangements for euthanasia. Where this relates to wildlife, DPIRD will consult with DBCA. Actions may include:

- providing advice on the euthanasia of an animal or animals;
- providing advice on the fitness of an animal for transport;
- identifying suitably trained and equipped personnel to assist;
- identifying suitable resources to assist; and
- coordinating access permits for the purpose of transportation or on-site euthanasia.

Wherever possible, euthanasia activities will take place in consultation with the owner or carer. Where it is not possible to identify or contact the owner or carer of an animal and euthanasia is required, the owner or carer should be contacted as soon as is practical afterwards.

3.12.8 Disposal

The disposal of deceased animals is the responsibility of the owner or carer, however, DPIRD will coordinate with the controlling agency or HMA and Local Governments to provide advice on the timely and appropriate disposal of deceased animals during an emergency.

Guidance on approved procedures for deceased animal disposal is available on the DPIRD website:



<https://www.agric.wa.gov.au/emergency-response/livestock-carcase-disposal-after-fire-flood-or-drought>

3.12.9 Emergency Supplies

Emergencies may affect the supply and quality of water, pastures and other sources of food usually available to animals. This is particularly significant for non-evacuated animals located within the impacted area.

During the response phase, DPIRD will coordinate, in liaison with the controlling agency or HMA, the provision of emergency food and water by:

- identifying animals requiring access to food and water as part of the welfare assessment within the impacted area;
- liaising with local organisations to identify evacuated animals requiring access to emergency food and water;
- identifying potential sources of food and water including depots, distribution centres and water; and
- coordinating donations of food and other resources.

The allocation of food and water will aim to meet animals' basic nutritional requirements. In situations where the minimum requirements of an animal are unlikely to be met, consideration should be given to the agistment, temporary rehousing, rehoming, sale, adoption or euthanasia of an impacted animal, where relevant.

3.12.10 Reunite

Owners or carers should ensure their animals can be identified through appropriate up to date identification systems such as microchipping and the National Livestock Identification System.

The agency with responsibility for the coordination of a particular category of animals will coordinate with local government for the identification and reunification of displaced or stray animals during or as soon as practicable after an emergency.



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The Shire Rangers are responsible for domestic pet registrations and can assist with the reuniting process of displaced animals with their owner or carer.

If owners or carers are located within welfare centres, DPIRD will liaise with Department of Communities to reunite owners with their animals during or as soon as practicable after an emergency.

Unclaimed and surrendered dogs and cats will be dealt with as per provisions of the Dog Act 1976 and the Cat Act 2011. Abandoned, unclaimed or surrendered livestock and wildlife will be referred to the RSPCA and/or DPIRD.

3.13 Volunteers and Donations

During emergencies, additional resources and services may become available through charity/community groups and may include volunteering and donations of goods. DPIRD will coordinate arrangements to best utilise such resources and services, as required.

Where volunteers and donations relate to the welfare of wildlife, DPIRD will consult with DBCA, as required.

Unmanaged donations and volunteers can pose a hindrance to response activities and communication with the public as to when, where and what to donate needs to be timely and consistent. Every effort will be made to redirect volunteers and donations to suitable and established animal welfare service providers, and relevant animal related organisations. DPIRD will coordinate the updating of public messaging to provide consistent information for volunteering and donating and to promote the safety of individuals and responders.

All recovery activities in relation to volunteers and donations should be coordinated through the Local Recovery Coordination Group to avoid duplication of efforts.

3.14 Biosecurity

Activities typically undertaken in support of animal welfare in an emergency; such as establishing temporary or emergency shelters and agistment centres, supplying emergency food, accepting donations, may pose biosecurity risks as normal control processes may be interrupted.

Should a biosecurity hazard present, DPIRD is the Hazard Management Agency and implements the State Hazard Plan - Animal and Plant Biosecurity.



4 Recovery

4.1 Local Government

Local Government is responsible for managing recovery following an emergency affecting the community in its district as per Section 36(b) of the Emergency Management Act 2005.

Many of the response activities relating to animal welfare will transition into the Recovery phase of emergency management. During this time, DPIRD will coordinate to return the



responsibility for ongoing animal welfare activities back to the local government and the owners and carers of animals.

The role of the Shire of Toodyay is:

- Include animal welfare considerations in recovery plans;
- Liaise with DPIRD to transition the ongoing animal welfare activities back to the control of the Local Government and the animal owner or carer's.
- Review the effectiveness of any animal welfare plans; and
- Conduct debriefs with relevant internal and external parties at the conclusion of the operation.

4.2 Department of Primary Industries and Regional Development

- liaise with the State Recovery Coordinator or Controller and the WALGA to transition recovery back to local government.
- liaise with relevant agencies to transfer responsibility for ongoing animal welfare activities back to local government and the owner or carer;
- provide advice to the Controlling Agency or HMA and local government on animal welfare considerations, as part of the recovery plan;
- participate in post-emergency debriefs and reviews, as requested; and
- undertake a review of this Plan's effectiveness in consultation with the CAWE.

4.3 Department of Biodiversity, Conservation and Attractions

- assist DPIRD in providing animal welfare advice for the recovery plan;
- participate in post-emergency debriefs and reviews, as requested;
- participate as a member of the CAWE in reviewing this Plan; and
- review the effectiveness of the DBCA operational plan.

4.4 Department of Communities

- consider animal welfare to the extent possible during the coordination of welfare services.



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4.5 Hazard Management Agencies/Controlling Agencies

- liaise with DPIRD to include animal welfare consideration into the recovery plan; and
- include animal welfare in post-emergency debriefs and reviews.

