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Plan of Management

For the Operation of 'CCC Regional Animal Care Facility' Animal Care Facility

Property:

253 Old Maitland Road, Mardi
Lot 100 DP602992

Applicant:

Central Coast Council

Date:

July 2024

Document Control Sheet

Issue No.	Amendment	Date	Prepared By	Checked By
A	Draft	14 August 2023	BJI	AC
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1.0 Introduction

1.1 PURPOSE OF THE PLAN

The purpose of this Plan of Management ("POM") is to establish performance criteria for various aspects of the operations of the Central Coast Council Regional Animal Care Facility (RACF) having regard to the relevant matters under the Environmental Planning and Assessment Act 1979, the various reports and supporting documentation submitted by the proponent as part of the development application to Central Coast Council and the Hunter and Central Coast Regional Planning Panel (HCCRPP).

The facility is to provide services to animals that are unable to be taken care of by their owners. The facility would also be a key piece of infrastructure for the community for a place where the general public would be able to either give up an animal for adoption or become an adoptee.

The RACF is aimed to create a facility that will have a harmonious relationship with the local community and strive to raise awareness about animal welfare and responsible pet ownership.

2.0 Key Management Policies

2.1 AMENITY OF THE NEIGHBOURHOOD

The activities of the RACF shall be conducted in such a manner to ensure there is no unreasonable interference with the amenity of the neighbourhood. It is noted that the proposed development is adjoining the Mardi Dam Water Treatment Plant to the north and Transport for NSW depot to the south with the closest residential being on the western side of Old Maitland Road. An Acoustic Assessment has been conducted by Spectrum Acoustics.

2.2 USE OF EXTERNAL AREAS

Recreation Areas

The recreation areas would be used during the day for the animals to get exercise. The exercise yards also include a meet and greet area in which provides potential adoptees the opportunity to interact with the animals.

Walking Tracks

The walking tracks proposed in the eastern portion of the site would also be used as leashed walking areas for the dogs within the facility. This area would not be available for the general public to use.

2.3 CAPACITY

The proposed development has the capacity for the following number of animals:

Dogs: 88

Cats: 86

Poultry at any one time: 15

Livestock at any one time: 1-2

Only small livestock are accepted such as goats and sheep.

3.0 Operational Procedures

3.1 ANIMAL CARE PROCEDURES

3.1.1 Daily Tasks

The proposed development would have daily tasks to be completed within the morning and during the day which include:

Morning:

- Walk around – open procedures and welfare check of all animals;
- Overnight kennel checked and any animals brought into facility for impounding;
- Animals prepared for vet runs if applicable;
- Toilet trained dogs taken out for a walk;
- All animals fed and medicated if applicable;
- Animals moved to outdoor areas per rotation roster;
- Clean kennels/cages/outdoor runs and areas – check bedding and replace if required, water bowls cleaned, food bowls removed for cleaning, floor cleared of debris, chemicals applied, area scrubbed and rinsed and housing reset;
- During cleaning, cats are moved into a cleaning crate, playpen or in outdoor area. Dogs are taken for a walk, in an outdoor run or moved into a temporary holding kennel.

During the Day:

- Animals are rotated into outdoor areas. These are cleaned and fresh water in between;
- Laundry machines checked and refilled throughout the day;
- All food preparation and cleaning areas cleared and restocked;
- Enrichment activities performed per schedule;
- Assessments undertaken – behavioural, health;
- Poop scoops performed and recleans if required.

Afternoon

- Return animals to kennels/cages;
- Feed and medicate;
- Poop scoop/bedding check;
- Vet runs;
- Clean outdoor runs;
- Prepare overnight enclosures with fresh bedding and water;
- Welfare check and close.

3.2 LENGTH OF STAY

The estimated length of stay of adoption animals is between 28-31 days.

Council impounds are kept for an average of two days.

3.3 STAFF NUMBERS

Staff will be present at the facility from 7am to 6pm six days a week and 8am to 4pm on Sundays and public holidays.

Staff at the facility include the following:

- Eight full time staff members with six onsite at any one time;
- Seven hot desks available for Central Coast Council Rangers. Only 1-2 would be in the office at any one time.

3.4 PUBLIC INTERACTION

The administrative team would greet the visitor at the gate or front desk. If admin are unavailable, attendants are trained in office procedures to handle interaction. Dependant on the animal being seen, the animals and potential adopters may utilise the meet and greet areas.

Complaints

Any complaints to the facility would be handled through the contractor's policies. Central Coast Council also have a complaints and feedback management policy which can be found on Council's website.

3.5 MEDICAL

Associated Vets

Council and the service provider would have accounts with multiple veterinarians across the Central Coast to cater for the workload from the facility.

Medical Treatment onsite

The RACF would have general first aid, flea/worming vaccinations and also microchipping.

Medication Management

General medication will be kept in the draws and daily medication containers. Non general/additive/dangerous medication would be kept within a locked storage and a medication register would be kept.

3.6 ANIMAL QUARANTINE

Where possible all animals impounded are isolated on arrival, especially cats.

Procedures are in place for infectious diseases. Animals are isolated and staff are also isolated to cleaning and entering these areas only for the day. PPE gear and TriGene foot baths are present at all entry and exit points. When infectious diseases are present, staff showering would also be required between cleaning of the isolation areas and general areas.

There are specialised isolation pods for cats and dogs are located within the admin building and kennels within the rear portion of the site for seized dogs.

3.7 DISEASE CONTROL MEASURES

Intake

- Animals are assessed on impound for any obvious disease concerns and isolated from other animals if required;
- First few days of impound animals are kept in an intake zone before moving anywhere else in the facility;
- Vulnerable animals remain in the separated area – young, elderly, or those with health issues;
- Isolation rooms and/or zones can change dependant on volume, disease spread etc.

Cleaning

- Cages/kennels are cleaned with disinfectant daily;
- Disposable gloves are used and changed per animal;
- On final exit of a cage/kennel a deep clean with trigene is applied;
- All pathways, office floors and cattery floors are cleaned with trigene daily or when known disease has been present;
- Foot trays with trigene are at entry and exit points for areas holding vulnerable animals or known disease;
- When dealing with areas of disease PPE is increased – boots are assigned to kennels or foot covers provided;
- Staff shower or change clothing when finished in disease holding areas.

3.8 SAFETY AND SECURITY

- The facility will be double gated to prevent the escape of any of the animals;
- The cattery has been designed to include an additional door to prevent any breakouts.

Overnight Lockbox

The overnight lockbox will only be offered for Police Access. No after hours drop off will be facilitated.

3.9 EUTHANISED AND CORPSE MANAGEMENT

There are consultant rooms available for euthanasia purposes which are located away from other animals.

Any corpses of animals would be kept at the Morgue/freezer on site and would be transported away once reaching capacity.

Any dead-on arrival (DOA) animals brought in by Council would be held for the normal impound periods to give owners a chance to be notified and collected.

3.10 PARKING

Car parking would be available to both the general public and staff members with the two car parks separated.

3.11 EVACUATION PLAN

An Evacuation Plan during emergency events has been provided below:

Preparation

- Transport equipment accessible at all times – leads/collars on kennel doors, cat carriers stored close by;
- All animals in facility have a folder with all their details stored together near staff/visitor sign in sheets for ease of collection;
- Contact list – emergency numbers, volunteers, local vet clinics, rangers;
- Fire service notifications monitored;
- Human and animal first aid kits available;
- Animal food packs in van and close to exit points;
- Towels, blankets and bowls accessible.

Bushfire Event Nearby

- Animals prepared for relocation;
- Blankets/towels soaked;
- Building areas hosed;
- Safe holding area identified and communicated to transporters in preparation;
- Call out to clinics, volunteers and owners;
- Vans loaded with equipment and animal details.

Evacuation Called

- Meeting point communicated to transporters;
- Animals loaded and transported to meeting point for holding or distribution into temporary housing.

3.12 WASTE MANAGEMENT PLAN

Waste Management is to be undertaken in the following manner:

- All waste is to be stored in sealed bags in a clearly marked bin storage area within the north eastern portion of the subject site;
- Waste is to be collected on a weekly basis and conveyed to the central waste container, in preparation for collection by Council located within the north eastern portion of the site;
- No animal corpses would be placed within the bins;
- Waste will be collected by Council on a weekly basis.