



*South Gippsland  
Shire Council*

# Domestic Animal Management Plan 2022-2025

Annual  
Implementation  
Update

# Domestic Animal Management Plan 2022-2025

**Council Plan Objective – Healthy and Engaged Communities**

**Council Plan Objective - Protecting and Enhancing our Environment**

**Initiative Status** - Not Started, On Track, Monitor, Delays/Off Track & Completed

Action Plan Reporting on Activities

2023

2023					
Year 1					
STRATEGY	ACTION	Who	When	Progress Update - 1st year	Status
Training of Authorised Officers	Ensure all officers have access to the Bureau of Animal Welfare website.	Local Laws Administration Officer	Ongoing	Officers have access to all required systems and any changes to staff are communicated appropriately.	Completed
Training of Authorised Officers	Maintain a training register for individual officers.	Local Laws Coordinator	Annually	Training is identified through PDP process for all staff. Any new training opportunities identified are considered for all relevant staff.	On Track
Training of Authorised Officers	Ensure officers attend at least one training / networking session each year.	Local Laws Coordinator	As per training register	Officers attend mandatory training sessions annually, as well as any additional opportunities that are identified through PDPs.	Completed
Training of Authorised Officers	Maximise learning and development opportunities to attract and maintain quality staff and performance.	Local Laws Coordinator	As per training opportunities	Through networking and professional relationships with other Councils, State Departments and Authorities and relevant sector organisations we can identify and connect in to other training opportunities to keep officers skilled and engaged.	On Track
Training of Authorised Officers	Identify additional training and development opportunities as they arise.	Local Laws Coordinator	As per training opportunities	Through networking and professional relationships with other Councils, State Departments and Authorities and relevant sector organisations we can identify and connect in to other training opportunities to keep officers skilled and engaged.	On Track
Registration and Identification	Continue to conduct registration compliance campaigns across the municipal district targeting townships and rural areas each year.	Local Laws Coordinator	Ongoing	Due to resourcing shortages, this was not conducted in 2023, however with some stability to the team it is prioritised for 2024.	On Track
Registration and Identification	Introduce an online animal registration application system for new registrations.	Local Laws Administration Officer	Ongoing	A prototype form was produced by Councils Communications team which has not been rolled out publicly yet. The development of an e-pathway option is also being explored.	On Track
Registration and Identification	Continue to distribute animal information articles on Council's website, social media, telephone on-hold messages and in local newspapers to promote the benefits of registration, microchipping and legislative compliance	Local Laws Administration Officer Communications Officer	Ongoing	Due to resourcing shortages, this was not conducted in 2023, however with some stability to the team it is prioritised for 2024.	On Track
Registration and Identification	Continue compliance and enforcement activities to achieve greater compliance with all aspects of the Act.	Local Laws Coordinator	Ongoing	The team continues to follow up known breaches of registration, initially through education but will escalate to enforcement measures if compliance is not obtained.	On Track

Nuisance	Continue to distribute animal information articles on Council's website, social media, telephone on-hold messages and in local newspapers to promote the issues relating to nuisance dogs and cats	Local Laws Administration Officer Communications Officer	Ongoing	Due to resourcing shortages, this was not conducted in 2023, however with some stability to the team it is prioritised for 2024.	On Track
Nuisance	Investigate the introduction of a 'Leash Order' to reduce the incidence of wandering/ unrestrained dogs in public places and number of dogs causing a nuisance	Local Laws Coordinator	Future Plan	Considerable feedback was received during the development of the DAMP, and also the review of Council's Local Law, in relation to dogs off leash. Once the new Local Law is in place, we will begin investigating Council's options for Orders under the DAA 1994.	Not Started
Nuisance	Investigate the need for designated 'Dog Off-Leash' parks if a leash order is introduced.	Local Laws Coordinator	Future Plan	Considerable feedback was received during the development of the DAMP, and also the review of Council's Local Law, in relation to dogs off leash. Once the new Local Law is in place, we will begin investigating Council's options for Orders under the DAA 1994.	Not Started
Nuisance	Investigate the introduction of a 'Cat Curfew Order' to reduce the incidence of cats causing a nuisance, attacks on native fauna and unwanted cat litters.	Local Laws Coordinator	Future Plan	Considerable feedback was received during the development of the DAMP, and also the review of Council's Local Law, in relation to wandering cats. Once the new Local Law is in place, we will begin investigating Council's options for Orders under the DAA 1994. A desexing Order may also be investigated.	Not Started
Dog Attacks	Issue infringements and prosecute offenders for non-compliance with the Act in accordance with our normal practices.	Local Laws Coordinator Local Laws Administration Officer	Ongoing	Officers issue infringements in line with best practice and Council policy. Unpaid infringements escalate to Fines Victoria for follow up. Serious matters, or nominations for Court, proceed through to prosecution in the Magistrates' Court of Victoria.	On Track
Dog Attacks	Continue to educate the public regarding the broader implications of dog attacks to the community, the victim, the offending animal and the owner of that animal	Local Laws Coordinator	Ongoing	A FAQ brochure is being developed to distribute to all involved in dog attacks to confirm the information they are given verbally and to provide additional information/resources	On Track
Dog Attacks	Continue to distribute animal information articles on Council's website, social media, telephone on-hold messages and in local newspapers to promote issues relating to dog attacks.	Local Laws Administration Officer Communications Officer	Ongoing	Due to resourcing shortages, this was not conducted in 2023, however with some stability to the team it is prioritised for 2024.	On Track
Dog Attacks	Provide residents with information on how to report dog attacks and promote and encourage the reporting of any dog attack.	Local Laws Administration Officer Communications Officer	Ongoing	Update to Council's website required with revised information and resources	Not Started

Dangerous, Menacing and Restricted Breed Dogs	Promote the Department of Primary Industries "Dangerous Dogs Hotline"	Local Laws Administration Officer	Ongoing	We would rather dog attacks be reported directly to our Officers, rather than through a third party to pass on to us. We can include this information on the updated Council webpage, however this action may not be appropriate.	Monitor
Dangerous, Menacing and Restricted Breed Dogs	Provide advice and guidance to dog owners regarding restricted breeds and dangerous dogs.	Local Laws Coordinator Local Laws Administration Officer	Ongoing	Update to Council's website required with revised information and resources	Not Started
Dangerous, Menacing and Restricted Breed Dogs	Conduct annual inspections of premises where declared restricted breeds of dogs are housed.	Local Laws Officers	Annually in April	No restricted breed dogs have been identified in South Gippsland.	Completed
Dangerous, Menacing and Restricted Breed Dogs	Conduct annual inspections of premises where declared dangerous and menacing dogs are housed.	Local Laws Officers	Annually in April	South Gippsland Shire Council has three declared dogs. These properties are inspected annually in line with registration renewals.	Completed
Dangerous, Menacing and Restricted Breed Dogs	Proactively enforce menacing, restricted breed and dangerous dog legislation.	Local Laws Coordinator Local Laws Officers	When Required	Dogs are declared menacing or dangerous, as required, following serious incidents.	Completed
Dangerous, Menacing and Restricted Breed Dogs	Ensure that the standards to identify restricted breed dogs are applied.	Local Laws Coordinator Local Laws Officers	When Required	Officers complete training to identify restricted breed dogs as it is offered by the Department of Agriculture. This helps them compare suspected dogs against the written standard.	Completed
Overpopulation and High Euthanasia	Expand Council's cat trapping program.	Local Laws Officers	2023	The cat trapping program was suspended temporarily during the second half of the year due to the uncertainty of Council's pound facility. Council currently loans out 12 traps for feral and nuisance cats to be caught. Each trap is loaned out for one week. The current wait time is approximately 2-3 weeks as it is peak breeding season. Additional traps to be purchased if demand increases.	On Track
Overpopulation and High Euthanasia	Through Council's pound service, advertise lost and/or found dogs and cats on Council's website and in local papers.	Pound Service Provider	Ongoing	Council no longer uses an external pound service provider.	Completed
Overpopulation and High Euthanasia	Ensure that notices advertising animals for sale within South Gippsland contain the microchip number for each animal being sold.	Local Laws Administration Officer Local Laws Officers	Ongoing	Where advertisements are discovered, through print and online platforms, compliance with microchipping and the Pet Exchange Register is confirmed.	On Track
Overpopulation and High Euthanasia	Investigate the extended use of social media to increase the return of lost or impounded animals to their owners.	Local Laws Coordinator Local Laws Administration Officer Local Laws Officers	Ongoing	Collected dogs and cats, where an owner cannot be identified or contacted, are posted on Council's Facebook page. This has proven very successful, particularly as other users can tag and share the posts.	Completed

Domestic Animal Businesses	Develop a procedure that will allow for all audit inspection documentation to be stored electronically against the license.	Local Laws Administration Officer Local Laws Officers	2023	The licencing module in Pathway to be utilised	On Track
Domestic Animal Businesses	Assessment of Council's registration database, to proactively identify unregistered Domestic Animal Businesses.	Local Laws Administration Officer Local Laws Officers	Ongoing	Unregistered Domestic Animal Businesses, where identified, are contacted to discuss requirements.	On Track
Domestic Animal Businesses	Provide Domestic Animal Businesses with educative material to ensure they are kept informed of all new developments and changes to legislation that may affect the operation of their business.	Local Laws Officers	Annually in April or as required	Council Officers provide any new relevant information to DAB owners during inspections. Any changes to legislation that affect the DABs is communicated with them as received.	Completed
Other Matters	Undertake a review of pound service in 30 June 2023. Management would seek approval from the Chief Executive Officer for a contract extension for an additional year recurring up to five times applicable to 30 June 2028.	Manager Community Health and Safety	30 June 2023	Council no longer uses an external pound service provider. From 1 July 2023 Council has been responsible for managing the pound service. Council initially leased the existing facility for six months, and has just negotiated an extension until 30 July 2025 to allow time to investigate other potential options for the facility.	Completed
Annual Review of Plan and Annual Reporting	Provide the Department of Primary Industries Secretary with a copy of the Domestic Animal Management Plan and any amendments.	Local Laws Coordinator	Annually in December	The Council report concerning the annual review of the DAMP will be prepared following the Council briefing.	On Track
Annual Review of Plan and Annual Reporting	Publish an evaluation of the implementation of the Domestic Animal Management Plan in Council's Annual Report	Manager Community Health and Safety Communications Officer	Annually	This would be completed in conjunction with the annual review to Council, through the publishing of Council minutes and follow up media release. To be completed once report is adopted by Council.	On Track
Annual Review of Plan and Annual Reporting	Review the Domestic Animal Management Plan annually and if appropriate, make any amendments to the Plan.	Local Laws Coordinator Local Laws Officers	Annually	The Council report concerning the annual review of the DAMP will be prepared following the Council briefing.	On Track