



Hampshire
County Council

Generic Notifiable Animal Disease Contingency Plan

Developed from the Template issued by the Local Authorities Coordinators of Regulatory Services (LACORS) in Partnership with Local Authorities by Trading Standards Animal Welfare Section and the County Emergency Planning Unit

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Please remember that this Generic Notifiable Animal Disease Contingency Plan must be used in conjunction with the Annex relevant to the specific disease concerned. Please find a list of current Annexes below –

Annex	Notifiable Animal Disease
Annex A	Avian Influenza
Annex B	Foot and Mouth Disease
Annex C	Classical Swine Fever
Annex D	Rabies

Foreword

By Derek Allen
Executive Director of LACORS

The development of a generic notifiable animal disease contingency template for utilisation by local authorities was a significant step toward ensuring the required level of emergency preparedness is in place within local government. The outbreaks of Foot and Mouth Disease in 2001 and 2007, as well as Avian Influenza and Bluetongue outbreaks during 2007 in Great Britain clearly exemplified the massive impact that a notifiable animal disease outbreak can have upon the farming industry, tourism, local communities and the economy. It is therefore essential that local authorities have a comprehensive understanding of their role in an animal disease situation to ensure that they can effectively protect the interests of their local community and wider national interests.

The generic animal disease contingency plan template has now been revised in light of the experiences of local authorities during various major outbreaks of animal diseases.

Local authorities perform a vital role in the event of an animal disease outbreak through the delivery of a wide range of local services. The LACORS Generic Notifiable Animal Disease Contingency Plan Template now covers in more detail all local authority responsibilities involved in a disease outbreak. It is essential that each authority ensures that every relevant local authority service is aware of their role in an animal disease outbreak, and has established internal communication channels to facilitate effective emergency preparedness for a disease situation. Therefore the plan has been updated to provide clearer guidance on the specific job descriptions and responsibilities for local authority staff as well as practical considerations, particularly following the initial confirmation of disease.

Key local authority services, such as animal health and welfare enforcement, are fundamental to the control of a disease outbreak, and the impact the situation will have on local residents. Emergency planning, communication, IT and financial services will also prove essential in ensuring the impact of the disease is effectively managed.

It is increasingly necessary for local authorities to fully understand the role of central government, wider government delivery partners, industry representatives and other stakeholders. This understanding is essential in the event of an animal disease outbreak to ensure that a common message and approach is presented, without unnecessary duplication of resource.

This template aims to facilitate a consistent approach to emergency preparedness and contingency planning across all local authorities, and in their relationships with other delivery partners and stakeholders. The production of a national template for utilisation at a local level will also ensure that all local authorities reach a minimum level of best practice in relation to emergency planning and preparedness for a notifiable animal disease situation.

LACORS requests that all local authorities proactively review the information within this template, including the Annexes as appropriate. Local authorities can review the information with the intention of ensuring that existing local contingency plans are updated or alternatively the LACORS template plan can be adopted in full, once appropriate local details have been included.

Local Distribution List

Local authorities should ensure that all relevant internal departments, as well as external local delivery partners and stakeholders have an up to date copy of their notifiable animal disease contingency plans.

The following list includes a minimum level of suggested distribution. Additional organisations or individuals can be added to this list based on local knowledge and requirements.

Internal Contacts
Animal Health and Welfare Enforcement
Emergency Planning
Communication and Public Relations
Highways Services
Financial Services
Countryside Services
Rights of Way Services
External Contacts
Relevant Local Authorities – District councils and appropriate authorities within a region
Animal Health – Divisional Veterinary Manager
Regional Government Office
Environment Agency
Police
Health Protection Agency
Farming Industry Representatives - As appropriate based on local considerations
RSPCA

Maintenance Requirements and Local Amendment Template

Local authorities should ensure that their generic animal disease contingency plan and associated annexes in consideration of the requirements of the Civil Contingencies Act, which requires that the risk of events occurring informs the local contingency planning process. However contact details should always be updated as changes are known, or at least on an annual basis. This regular review process will ensure that any changes to contact details or policies are reflected within the plan.

Local authorities should ensure that all reviews are recorded in the table below and any specific amendments referenced as appropriate.

**Hampshire County Council
Regulatory Services
Montgomery House
Monarch Way
Winchester
SO22 5PW Tel:01962 833620
Fax:01962 833699**

Amendment Number	Date	Name (Block Capitals)	Signature

1. Aim

LACORS have produced this template with the aim of ensuring that all local authorities take a common approach to emergency planning and preparedness for an animal disease outbreak. The template should also provide local authorities with the tools to achieve a minimum level of best practice in their preparation and reaction to a notifiable animal disease situation.

At a local level the fundamental aim of an animal disease contingency plan is to ensure that each local authority can provide a rapid and appropriate response in an emergency disease situation. The timing of the response by all relevant delivery partners upon notification of an animal disease situation will be key in the effective control and eradication of disease.

This template aims to realise these broad aims by providing comprehensive information on the services that must be provided by a local authority in a disease outbreak, and ensuring internal communication processes are in place.

It will also provide a common understanding of the responsibilities of central government organisations, industry representatives and wider stakeholders at both a local and national level.

2. Introduction

2.1 Overview of Local Authority Role

The Civil Contingencies Act 2004 reflects the role of local authorities in providing civil protection at a local level and places a statutory duty on them to maintain emergency plans for events or situations likely to cause serious damage to human welfare and the environment.

The Animal Health Act 1981 (as amended by the 2002 Act) places statutory duties on local authorities in relation to animal disease outbreaks. This role is focused on preventing the spread of the notifiable animal disease, and thus limiting the effect of the disease on human and animal activities.

Therefore all local authorities must ensure that up to date animal disease contingency plans are in place as required under the Civil Contingencies Act 2004, and that responsibilities under the Animal Health Act 1981 and the EC Communities Act 1972 can be performed directly.

These plans must be **regularly reviewed** and tested to ensure that local authorities can provide a rapid and effective response from the outset of a suspect notifiable animal disease case.

Both the national animal health & welfare Framework document and the related National Indicator state as a minimum standard, that local authorities should have animal disease contingency plans in place, which are annually tested.

Local authorities are encouraged to undertake regular desk top exercises with all local authority services and if possible, neighbouring local authorities, to test their contingency plans and discuss their response within the first 24 hours of an outbreak.

To ensure that local authority animal health staff can be easily contacted should an outbreak be confirmed outside of normal working hours, it is important that local authorities have in place and regularly test, an out-of-hours communication procedure.

A notifiable animal disease outbreak can have an immense social and economic impact upon the whole local community, and therefore will directly affect a range of services provided by a local authority. This template plan aims to reflect the holistic impact upon local authorities and therefore includes all the structures, roles and activities that must be employed by a local authority once a suspected animal disease case has been identified.

It is expected that the animal health and welfare enforcement service within a local authority, (usually within Trading Standards or Environmental Health), will take the lead role within a local authority, when responding to a suspect or confirmed notifiable animal disease situation. However it is also clear that a wide range of other local authority services must take a strong role in this situation, most notably emergency planning, communications and highways related services.

The plan must be proactively utilised to ensure that all local authority services involved in responding to a suspected or confirmed animal disease situation have a full understanding of their responsibilities, the role of other services and the communication structures that will be used to facilitate these relations. This will ensure that the local authority can make a prompt

and appropriate response to a disease situation. Timeliness is central to the effective control of a notifiable animal disease outbreak.

The generic plan must be utilised in conjunction with the annexes that relate to individual animal diseases, and provide information relating to the very specific role of local authorities in relation to each disease.

At present the annexes to this generic plan include -

Annex	Notifiable Animal Disease
Annex A	Avian Influenza
Annex B	Foot and Mouth Disease
Annex C	Classical Swine Fever
Annex D (due in late 2008)	Rabies

All animal disease contingency plans should be reviewed on an annual basis to check local contact details, and amend policy information as necessary.

2.2 LACORS Development of a National Contingency Plan Template

This template has been produced, and subsequently revised, by the Local Authorities Coordinators of Regulatory Services (LACORS) in consultation with local authorities through the National Animal Health and Welfare Panel.

LACORS strongly recommends that all local authorities actively review the information contained within this document with the intention of ensuring any existing contingency plans are amended to include new details, improvements or structures. Alternatively the LACORS template can be used directly by a local authority upon completion of the relevant local contact details.

LACORS has expanded the number of annexes to cover Rabies and Classical Swine Fever and is likely to produce additional annexes for other specific animal diseases in the future. This information will be developed on a risk based approach, and will be made available on the LACORS website.

LACORS will ensure that this template is reviewed on an annual basis to reflect any amendments to national disease control policy or the role of local authorities.

2.3 National and Regional Context

The Department for Environment, Food and Rural Affairs (Defra) is the lead government department in the event of a notifiable animal disease outbreak in England and Wales, and in ensuring national preparedness for such an event. [Therefore the information within this plan should be used in conjunction with the Defra Exotic Animal Disease Generic Contingency Plan, which is available at

<http://www.defra.gov.uk/foodfarm/farmanimal/diseases/control/contingency-plan.htm>

The Welsh Assembly Government (WAG) is also closely involved in controlling disease outbreaks in Wales and has produced a Framework Response Plan and an Overview of Emergency Preparedness for Exotic Animal Diseases.

<http://new.wales.gov.uk/topics/environmentcountryside/ahw/exoticdisease/?lang=en>

In the event of an outbreak of disease, Defra would put in place the structures and systems necessary to establish the strategic and tactical controls necessary to ensure effective control and eradication of disease. While Welsh Assembly Government Ministers, UK Government Ministers and Ministers of other devolved administrations would consider and approve the strategies as they apply within their administrations.

Local authorities should ensure that the information within this plan is discussed with all relevant local and regional delivery partners and stakeholders to ensure a common understanding of roles and responsibilities.

3. Legislation

The legislation listed below provides for the wider local authority statutory duties and powers that could be utilised in the event of any notifiable animal disease outbreak. There is a range of specific legislation that provides for further powers and specific duties for local authorities in relation to individual diseases and this has been referenced within the relevant specific disease annex.

Civil Contingencies Act 2004

The Civil Contingencies Act 2004 places a statutory duty on local authorities to put in place emergency arrangements setting out clear expectations and responsibilities to ensure preparedness to deal effectively with a full range of emergencies, including a serious outbreak of notifiable animal disease.

Detailed information and guidance on the implementation of the Civil Contingencies Act 2004 is available at www.ukresilience.gov.uk

Animal Health Act 1981 (as amended by the Animal Health Act 2002)

The Animal Health Act 1981 places statutory duties upon local authorities to respond in the event of a confirmed notifiable disease situation and gives powers for the Minister to make Orders for preventing the spread of notifiable animal diseases. The Animal Health Act 2002 also provides for the slaughter of diseased animals, animals suspected of being diseased and animals that have been exposed to disease.

European Communities Act 1972

The European Communities Act 1972 is now utilised to implement a range of European animal health and welfare legislation aimed at protecting human health. This overarching legislation provides the legal basis for the introduction of European requirements into domestic law, and has been utilised for the implementation of European Directives relating to Avian Influenza and Foot and Mouth Disease.

4. Plan Implementation – Local Authority Functions and Responsibilities

Animal Health and Welfare Enforcement

The animal health and welfare enforcement function is usually performed within the Trading Standards or Environmental Health service of a local authority.

There is a clear range of specific functions that must be performed by a local authority in the event of a notifiable animal disease outbreak.

Each local authority must evaluate their resources and structure when considering which service area shall perform the key areas of responsibility that are required from a local authority in the event of a notifiable animal disease outbreak. However, it is likely that the functions identified within this plan already have a clear location within each local authority.

This section aims to provide an overview of each identified function throughout all stages of a notifiable animal disease situation. The roles have been considerably updated and expanded in light of practical experiences of local authorities during animal disease outbreaks.

Where appropriate, it also provides job specifications that should be performed under each function should a disease situation occur. The majority of job specifications provided remain the same for any disease outbreak, however where appropriate further details are included within the disease specific annexes.

The level of resource required from the local authority to perform this range of functions will vary depending upon the type and extent of the notifiable animal disease outbreak. The level of resource that a local authority can commit to a disease outbreak will depend on the resources of the local authority concerned, however any major resource concerns should be considered at a regional and national level as appropriate.

4.1.1 Initiation

Local authority animal health and welfare enforcement teams have existing close working relations with the local Animal Health office. The local Divisional Veterinary Manager (DVM) will inform local authority animal health contacts of any suspect diseases that have been reported, including details of the clinical disease signs and likelihood of disease confirmation.

Dependent upon the individual veterinary assessment provide by the local Animal Health agency, the local authority animal health and welfare enforcement function may want to prepare to activate the contingency plan. This will ensure that all relevant local authority functions have been informally advised of the situation. Resource levels, communication and local concerns must begin to be considered in preparation for confirmation of the disease. A rapid response upon confirmation of disease is vital to the effective control and eradication of the disease.

It should be noted that not all suspect notifiable animal disease cases will be confirmed and therefore the local authority contingency plan may not always need to be formally activated. In such circumstances, anyone that has been informally advised of the situation should be contacted again to advise that the results have proved negative.

4.1.2 Activation

The lead local authority animal health and welfare enforcement contact will receive notification from the DVM that a suspect notifiable animal disease case has been confirmed. In some authorities this confirmation may be received through their emergency planning department. The local authority should ensure that the DVM is aware of the 24 hour contact process that is in place.

Local authorities should also ensure that their details on the Local Authority Master Contact List (available on the LACORS website) are up to date.

The animal health and welfare function **should then ensure that the local authority notifiable animal disease contingency plan is formally activated**. In some authorities the Head of Service responsible for the Animal Health and Welfare function will complete this activity, while in others the Emergency Planning function will hold responsibility for activating all contingency plans.

The animal health and welfare enforcement function will then need to ensure that rapid consideration is made of the animal health and welfare enforcement responsibilities laid down in this plan, in close consultation with Animal Health.

Prioritisation of resource during the initial stages of the outbreak should be carried out in conjunction with national guidance and veterinary requirements. At this stage, the local authority must also bear in mind the longer term resource requirements that may be associated with the disease situation. This will ensure that resource can be effectively managed from the outset, and the health and safety needs of all employees considered. The animal health and welfare function must also evaluate equipment requirements at this stage, such as PPE or IT and contribute to the managed release of appropriate information.

Appendix K sets out some of the potential actions which local authorities may consider when making plans for their response to the first day of an animal disease outbreak.

A template agenda for an initial meeting to brief and organise relevant individuals, departments, partners and organisations is available at Appendix I. This outline agenda is provided merely as an aid for local authorities, putting forward ideas and potential attendees/contacts, they may wish to take into consideration.

Depending on the exact circumstances, other local authorities have found arranging meetings to establish roles, responsibilities and priorities very beneficial, particularly within the first twenty four hours of an outbreak. Among those who may prove to be valuable contacts or partners include; local authority management team, Councillors, Emergency Planners, Communications team, Highways, Rights of Way, District Councils, Animal Health, Police or Fire Brigade.

These meetings can be especially useful immediately following confirmation of disease but depending upon circumstances it may prove worthwhile holding such meetings on a regular or ad hoc basis during the height of the outbreak.

4.1.3 Management and Control

The local authority animal health and welfare enforcement function must perform a number of key requirements throughout the management and control stage of the outbreak.

This will be concentrated in a number of key areas –

- Enforcing restrictions and movement controls
- Working with Animal Health, including identifying livestock holdings as well as tracing and issuing movement licences
- Ensuring Cleansing and Disinfection conditions are complied with
- AMES data inputting
- Communication with the farming community

Local authorities would normally determine their priorities and key tasks with their DVM. Successful communication is fundamental to the effective performance of the animal health and welfare function within a disease situation.

The animal health and welfare function must maintain strong relations with Animal Health and other delivery partners. This will predominantly be facilitated through attendance and contribution at the Local Disease Control Centre, which will be organised and managed by Animal Health. It is likely that the local authority will have to provide the equivalent of one permanent representative at the LDCC.

Where infected zones cover more than one local authority, then agreement should be sought as to which local authority will provide the LDCC representative. Particularly as there is a possibility there will be insufficient space or facilities available at the LDCC for more than one local authority officer.

In addition, should a number of local authority areas be covered by the control zones, it may be advisable to agree that one local authority should take the lead and be responsible for liaising with central government and other partners on behalf of neighbouring local authorities and communicating key issues and decisions.

The animal health and welfare function will also be at the centre of communications within the local authority, and must actively engage with the other key local authority functions identified within the plan. It is important that the local authority presents a consistent and transparent contribution to controlling the disease situation, including external communications to the local community.

4.1.4 Animal Health and Welfare Enforcement Job Specifications

The following job specifications have been developed as templates that can be utilised immediately from suspicion of a notifiable animal disease. The number of roles that are required will be dependent upon the nature of the disease and it may well be possible to combine responsibilities.

It is suggested that the core management team should comprise the Strategic Manager, Operations Manager and Staffing Manager. Further Emergency (Contingency) Planners and

Communications Officers should be invited to attend. The frequency of meetings will be determined by the scale and developments of the outbreak.

The time spent by one individual, or a number of individuals, performing each of these job specifications will depend upon the nature and size of the disease outbreak. Local authorities should ensure that resource pressures are continually monitored and considered. Any predicted resource problems must be escalated within the local authority, and to a regional or national level if appropriate.

Local authorities may wish to consider seconding animal health staff from other local authorities. LACORS has produced Guidance on Secondment of Officers during an Animal Disease Outbreak, for this purpose.

<http://www.lacors.gov.uk/lacors/ViewDocument.aspx?docID=14916&docType=C>

4.1.4.1 Strategic Manager

This role is likely to be fulfilled by the Head (or deputy) of the Trading Standards or Environmental Health Service.

Key Responsibilities	
1.	Direct the TS/EH tactical response to a disease outbreak by attending Gold/Silver Command meetings and liaising with appropriate Senior Officers (in conjunction with the Emergency Planning Manager)
2.	Ensure the Operations Team has the necessary staffing, resources and equipment
3.	Be the 'public face' of TS/EH ensures communications are both timely and relevant. Ensures timely, targeted and appropriate updates are provided for Councillors, Senior local authority officers, neighbouring local authorities, Borough and District Councils plus other partners and stakeholders.
4.	Ensure that a review of lessons learned is organised and that recommendations are implemented.

4.1.4.2 Operations Manager

This role is likely to be filled by a senior officer responsible for animal health and welfare enforcement within the local authority. It should be carried out by an individual with appropriate experience in the management of personnel, stakeholders, finance and communications as well as suitable enforcement experience.

In some situations there may be the requirement for a number of local authority employees to fulfil this function, in consideration of the likely duration, size and nature of the disease outbreak.

Key Responsibilities	
1.	Direct the management of the animal health and welfare enforcement team, including office based staff.
2.	Manage the implementation of all disease control activities by utilising local authority resource or external resource as appropriate. This includes the delivery of movement restrictions, cleansing and disinfection requirements, signage and wider animal enforcement activities.
3.	Ensure all relevant databases or websites (eg. LACORS or Defra) are regularly

	checked for updates and developments.
4.	Be aware of resource requirements, including any need for additional Animal Health and Welfare Enforcement Officers from other local authorities. Escalate requirements through the Staffing Manager or Strategic Manager.
5.	In conjunction with the Staffing Manager consider the health and safety implications of any animal health and welfare related activities including working time regulations and ensure LA responsibilities are fulfilled.
6.	Ensure technical representation is provided at the Animal Health led Local Disease Control Centre (LDCC).
7.	Allocate requests received from Animal Health. These may include infringement reports, identification of livestock holdings requests, completion of tracings, serving notices, cleansing and disinfection requirements and issuing movement licences.
8.	Ensure infringements are properly investigated and are correctly reported for future action (as appropriate).
9.	Ensure that effective means to utilise intelligence are put in place, including co-ordination with wider stakeholders (Police, Animal Health, key farming representatives and others).
10.	Ensure a mechanism is in place to provide timely updates to the whole team. Contribute to any internal or external communications that are to be issued by the Communication and Public Relations function, including website updates and mailings.
11.	Create and/or check guidance material for officers and the public, using understanding of legislation. Either create or check all guidance to ensure a consistent approach. (Note -Depending on different structures and experience, this key responsibility may fall within the remit of another role)
12.	Keep accurate financial records of enforcement costs.
13.	Proactively contribute to the lessons learned review and the implementation of recommendations.

4.1.4.3 Staffing Manager

This role is likely to be filled by a member of the TS/EH Management Team. The person needs to have knowledge of Services within the local authority together with those of neighbouring Borough, District, Unitary and County Councils.

This person also needs knowledge in the areas of Health & Safety including working time regulations together with employment procedures/practices.

Key Responsibilities	
1.	Ensure that the Operations Manager has sufficient staffing resources to enable an effective response.
2.	Monitor resource requirements, including need for additional Animal Health and Welfare Inspectors and Officers with other skills from other local authorities via regional or national channels.
3.	Ensure that staff are aware of legislative and health & safety requirements and in conjunction with the Equipment Officer, that relevant PPE and other necessary requirements are met.
4.	Ensure Mobile Patrols are given accurate information regarding new suspect/infected premises and other developments.
5.	Assist the Operations Manager in keeping accurate records of enforcement costs.

4.1.4.4 LDCC Liaison Officer

This role needs to be filled by a person who has excellent knowledge of Animal Health & Welfare legislation together with detailed local knowledge of the whereabouts of premises. It would be very helpful if they are "known" by AHDO staff together with neighbouring local authorities. They will provide the essential link between the LDCC and the local authority Control Room. Where a disease outbreak covers the area of more than one local authority then agreement will need to be reached as to LDCC cover.

Dependant upon the nature of a disease outbreak there may be a need for extremely long hours to be worked, particularly at the start of an outbreak, depending upon the circumstances then there may be a need for this role to be shared between a minimum of two officers.

Key Responsibilities	
1.	Act as a two way conduit between local authorities and LDCC.
2.	Ensure all local developments are reported to the Operations Manager.
3.	Ensure that the Intelligence Officer is provided with timely updates regarding suspect/infected premises, any changes to the licensing regime and changes to the infected zones.
4.	Ensure that the Intelligence Officer is promptly provided with updated mapping information.
5.	Receive any requests for assistance and pass these to the Operations Manager.
4.	Make enquiries of, and provide assistance to, members of the various teams within the LDCC. These particularly to include Field Operations, Surveillance, Tracings, Licensing and the ROD/DVM Teams.
5.	Attendance and contribution at the LDCC Bird Table meetings

4.1.4.5 Intelligence Officer

This is a key role in ensuring that all information received from Defra, the Animal Health Agency, other agencies, the public and the mobile patrols is recorded. Of particular importance is ensuring suspect/infected premises are correctly identified and are then accurately plotted on maps.

Further it is vital that regular scanning of Defra, LACORS and media websites takes place for developments particularly with reference to changes to the Infected Zones and licensing.

Key Responsibilities	
1.	Ensure that accurate maps are created and maintained showing the extent of suspect/infected /dangerous contact premises and infected zones. Ensure the Operations Manager and Staffing Manager are informed of developments.
2.	Ensure relevant Notices are being received from the Animal Health Office through contact with the LDCC Liaison Officer. Once received and actioned, ensure safe filing for future retrieval.
3.	Ensure accurate maps are produced showing closed rights of way (where appropriate) and inform the Operations Manager and Staffing Manager accordingly.
4.	Provide accurate and updated maps for the use of patrols and others within the team.
5.	Monitor Defra, LACORS and media websites and email communications to ensure that the Operations Manager and Staffing Manager are informed of developments.

4.1.4.6 Equipment Officer

This role needs to be filled by someone capable to procuring equipment from previously identified suppliers, if it is not already held in store. This person needs to be able to identify developing equipment requirements.

Key Responsibilities	
1.	Ensure that adequate levels of PPE, disinfectant, maps, signs, legislation etc are being held in store to meet the demands of the Operations Manager.
2.	Ensure that the equipment (when being shared) is checked prior to issue and is checked upon return.
3.	Assist the Operations Manager in the keeping of accurate records of equipment costs.

4.1.4.7 IT Officer

Key Responsibilities	
1.	Assist the Intelligence Officer in the production of GIS based maps showing control zones, suspect/infected premises and any closed rights of way.
2.	Liaise with the LDCC GIS Officers ensuring that the data needed is provided accurately and in a timely manner. Escalate any issues to the Intelligence Officer/LDCC Liaison Officer.
3.	Liaise with Communications and animal health and welfare enforcement functions to ensure local authority website is up to date and relevant information is uploaded, including maps and information for the public on the disease.

4.1.4.8 Animal Health and Welfare Inspector

In the event of a notifiable animal disease outbreak it is likely that a local authority will require a number of individuals to fulfil the role of Animal Health and Welfare Inspector.

The management of the local authority officers fulfilling these roles will be the responsibility of the Operations Manager with input from the Staffing Manager.

Each individual Animal Health and Welfare Inspector may not perform the full range of responsibilities listed, however it is likely that all requirements listed will need to be performed by the animal health and welfare enforcement team as a whole.

If the outbreak is extensive then less experienced local authority employees may perform certain key tasks listed. This decision is at the discretion of the Operations Manager.

This is the key area likely to suffer from resource strain if the disease outbreak is severe or becomes extended. Any concerns about potential resource issues should be escalated at a regional or national level if resolution cannot be found within the individual local authority.

The key responsibilities of the Animal Health and Welfare Inspector fall into a number of key areas. Each of these may be more or less resource intensive depending on the type of disease. Appropriate details are included within the individual disease annexes.

Key Responsibilities	
1.	Enforcement of animal health and welfare legislation, particularly all disease control measures.
2.	Patrol, with the Police if appropriate, any areas put under movement restrictions, providing guidance and enforcement as appropriate.
3.	Readiness to close Rights of Way across suspect infected premises (dependant upon type of disease)
4.	Assist in the identification of otherwise unknown livestock holdings
5.	Contribute to the process for issuing individual movement licences as required.
6.	Monitor cleansing and disinfection requirements, and serve notices as necessary.
7.	Provide guidance to the local community in line with national guidance and information being provided by the local authority.
8.	Ensure the effective transfer of intelligence to the Intelligence Officer.
9.	Investigate infringements that may be discovered or reported.
10.	Escalate any risks or issues to the Operations Manager
11.	Complete any further reasonable ad hoc activity that may be requested by either the Operations Manager or Animal Health.

4.1.4.9 Animal Health and Welfare Enforcement Office Based Support

This role can be fulfilled by the actual Animal Health and Welfare Inspectors working as described in the local authority contingency plan, or carried out as a separate role. The Operations Manager may deem it appropriate to utilise the AMLS2 data inputting resource for this work, however other local authority office based staff should be able to complete this function with limited training if necessary.

Key Responsibilities	
1.	Act as the first point of contact for the Animal Health and Welfare Enforcement team for the public and answer queries from the public and farming community.
2.	Provide an office based contact for recording suspect disease cases and immediately passing the information to Animal Health and informing the Operations Manager.
3.	Assisting in all aspects of the local authority response in controlling the disease
4.	Issue individual movement licences from AMLS2, based upon confirmation from Animal Health and an Animal Health and Welfare Inspector.
5.	Input data onto AMES to reflect the inspections and activities completed by the Animal Health and Welfare Inspector.
6.	Scan all relevant websites (eg. Defra, LACORS and press) for updates and developments, including new legislation. Provide timely updates to the Operations Manager, Staffing Manager and Intelligence Officer. Ensure Animal Health & Welfare Inspectors are informed (especially if out on patrol)
7.	Assist with the co-ordination of intelligence.
8.	Support the Operations Manager as requested.
9.	Escalate any risk or issues to the Operations Manager.

4.1.5 Stand Down and Recovery of contingency plan

The stand down phase of the plan will only commence upon notification from Defra and Animal Health, and in tandem with the official stand down of the national disease contingency plan.

This will only be considered after there has been an acceptable period after the last disease confirmation, and upon consideration of veterinary opinion.

Some local authorities may be able to engage in a range of recovery activities before the national plan has been officially stood down. This could occur where a local area has not received a new disease confirmation for a period of time, although the national plan may still be in place due to the wider national situation.

The animal health and welfare function will need to provide appropriate representation into the local authority work targeted towards recovery of the local community and economy after a notifiable animal disease outbreak. This work area will be led by the Emergency Planning function, and it is likely that a formal recovery working group will be established to facilitate this process. This will depend on other groups already in existence, as well as the size and nature of the disease outbreak.

The local authority animal health and welfare function can assist with the recovery process in a number of key areas, including –

- Feedback on the social and financial impact upon the farming community
- Report on any specific concerns that require direct action

4.2 Emergency Planning

In the event of a notifiable animal disease outbreak it is likely that the Emergency Planning function identified will be performed by the existing local authority emergency planning (or contingency planning) team. All local authorities are required to have carried out appropriate preparation for a range of emergencies, and have staff available to support any emergency situation.

Local authorities should decide in advance whether Emergency Planners or animal health and welfare sections are responsible for activating the contingency plan and leading on a disease outbreak. If Emergency Planners are involved then local authorities should follow the plans contained in the remainder of this document.

It is recommended that where the local authority Control Room is located in Trading Standards or Environmental Health offices that Emergency Planners are invited to be based at these offices and become embedded in the disease management team. This is because the emergency planning function can provide essential logistical, management and communication support for those working directly in animal health and welfare enforcement.

4.2.1 Initiation

The Emergency Planning function is likely to be notified of any suspect notifiable animal disease case through informal communication channels.

It is likely that any early information about a suspect case would be provided by the Operations Manager. Alternatively, some emergency planning teams may have strong relations with the DVM and therefore receive some information directly.

Any information about a suspect notifiable animal disease case should be immediately discussed with the Operations Manager. This will enable a rapid evaluation of the actual situation, and identification of any processes, facilities or resource that needs to be put on standby to assist the enforcement team. If the suspect case is considered to be serious then the Emergency Planning function must take the lead to informally advise key local authority services of the situation.

It should be noted that not all suspect notifiable animal disease cases will be confirmed and therefore the local authority contingency plan may not always need to be formally activated. In such circumstances, anyone that has been informally advised of the situation should be contacted again to advise that the results have proved negative.

4.2.2 Activation

Upon confirmation from the Operations Manager or Animal Health that a suspect notifiable animal disease case has proved positive, then **the Emergency Planning function is responsible for ensuring that a clear process is in place to formally activate and stand down the local authority notifiable animal disease contingency plan. Depending on the individual local structures this process may be identified as the responsibility of the Head of Service responsible for the Animal Health and Welfare function, or the Head of Service responsible for the Emergency Planning function.**

Upon formally activating the local authority notifiable animal disease contingency plan, the Emergency Planning function must notify the Head of the local authorities Paid Service (usually Chief Executive) of the situation and the political leader(s) of the local authority.

The Emergency Planning function must ensure that a range of practical processes are brought in place to effectively assist the Animal Health and Welfare Enforcement function. Regular liaison must take place between the Emergency Planning team and the Operations Manager to ensure that resource, equipment, communication, property or health and safety requirements are identified. The Emergency Planning function will then lead in ensuring requirements are fulfilled and issues resolved.

The Emergency Planning function must also ensure that the standard local emergency processes are activated. This might involve the formal activation of the Emergency Centre and mobilise/put on standby the necessary emergency response team members to bring it to operational status.

The Emergency Planning function will utilise existing procedures to establish a local help line if necessary.

National and regional emergency structures must also be utilised, including providing appropriate representation at Strategic (Gold) or Tactical (Silver) control centres as appropriate. It should be noted that it is possible that Gold and Silver controls will be based in a 'Head Office' while Bronze operations consisting of inspectors and administrative staff, might be based in different locations.

The Emergency Planning function must also begin to consider communication within the local authority, and with external stakeholders, in partnership with the Communication and Public Relations function.

4.2.3 Management and Control

The Emergency Planning function must maintain regular liaison with the Operations Manager to identify logistical issues, and resolve as required.

It will also need to ensure that wider processes are put in place to support the local authority response. At a local level these should include establishing an appropriate strategic working group that can meet regularly to discuss the holistic impact upon the local community, and act as an escalation point for major concerns. This group should consist of senior management representatives from the key local authority services, and appropriate elected members. In some circumstances the Emergency Planning function may also want to consider including key external stakeholders.

The Emergency Planning function must actively engage with all services across the local authority to ensure that resource, facilities and support can be provided when necessary.

It must continue to actively engage with the established regional and national structures that can support their requirements, including links with District Councils and other local authorities. This will include the effective transfer of information across local authorities, wider delivery partners and key stakeholders.

The Emergency Planning function must ensure that effective communication is taking place across the different local authority services, and the required information is reaching elected members. This work will be led by the Communications and Public Relations function.

It must also maintain an awareness of the wider and long term impact of the notifiable animal disease outbreak, and begin to consider the recovery processes that will need to be put in place.

4.2.4 Stand Down and Recovery

Upon confirmation from the DVM and Defra, the local authority can formally stand down their notifiable animal disease contingency plan. The Emergency Planning function will complete this process, and ensure that the Head of the Local Authority Paid Service and elected members are notified.

The Emergency Planning function will be responsible for co-ordinating the procedures that are put in place to ensure that the local authority and the local community can recover from the effects of the disease outbreak. This work should ensure that active contribution is sought from internal local authority services, elected members and local community representatives. It is likely that this will be led by a local authority recovery working group.

It must also begin to consider work to ensure that lessons learned are documented and fed back into the overall emergency management system.

4.2.5 Emergency Planning Job Specifications

As highlighted, all local authorities will have an existing emergency planning department from which the following roles can be filled.

The number of people required to cover the roles provided below will depend upon the nature and extent of the notifiable animal disease outbreak.

The Emergency Planning function will have to consider the impact of a disease outbreak upon the whole local community, and therefore any concerns about transmission of certain diseases to the human population will clearly create a larger workload for this service area. In these circumstances, the Emergency Planning function would also have to attach a greater emphasis to some of the responsibilities listed to ensure that risk to human health was prioritised and effective communication to the local community takes place.

The Emergency Planning function should utilise established practices, and initiate Gold, Silver and Bronze level processes as appropriate.

4.2.5.1 Emergency Planning Manager

The Emergency Planning Manager will be responsible for the day to day management of the emergency planning team, while also ensuring that appropriate strategic and tactical processes are set in place within the local authority.

They must utilise regional and national emergency structures to support the local authority response to a notifiable animal disease outbreak.

They must have extensive knowledge of the Civil Contingencies Act 2004, as well as national and regional support mechanisms that have been developed recently. Experience in resource, logistics and communication management is also essential.

The establishment of clear structures to facilitate transparent communication across the local authority and effective communication externally will be key to this role. This will be carried out in partnership with the Communications and Public Relations function.

Key responsibilities	
1.	Notify the Head of Paid Service and elected members upon activation and stand down of the local authority notifiable animal disease contingency plan.
2.	Ensure that an appropriate strategic working group (Gold) is established within the local authority to consider the holistic affect upon the local community, and act as an escalation point for local issues.
3.	Arrange for the provision of an information service to the public, including a telephone helpline if appropriate
4.	Aim to provide effective resolution to any logistical requirements of the Animal Health and Welfare Enforcement function, such as equipment supplies, property and utility requirements.
5.	Engage with established national and regional emergency planning structures to support the local authority.
6.	Arrange for local authority strategic (Gold) or tactical (Silver) groups as necessary to co-ordinate the local authority response with that of other responding agencies, feeding back to the emergency centre.
7.	Facilitate and co-ordinate wider support for the local authority, through key partners, stakeholders and charity organisations.
8.	Work with the Communications and Public Relations function to ensure clear processes are in place to facilitate and co-ordinate communication within the local authority and to communicate with external stakeholders and the local community.

9.	Establish a recovery working group.
10.	Ensure that a procedure is put in place to document the lessons learnt, and ensure this is fed back into the local authority emergency management processes.
11.	Ensure a complete financial audit trail is maintained for expenditure associated with the notifiable disease outbreak.
12.	Escalate issues to the strategic local authority working group as appropriate.
13.	Respond to queries from the Communications and Public Relations function.

4.2.5.2 Emergency Planning Officer

This role is likely to be carried out by numerous individuals, depending on the nature and size of the disease outbreak. The focus of the activities will vary depending upon the individual disease situation. The majority of the activities of the Emergency Planning Officer will centre on the implementation and ongoing management of the processes that have been specified and set in place by the Emergency Planning Manager.

Key Responsibilities

1.	Co-ordinate secretarial support for the local authority strategic and recovery working group.
2.	Work with the Communications and Public Relations to provide the ongoing management of processes put in place to support internal and external communications.
3.	Find practical resolutions to the local authority logistical requirements through the Emergency Planning Manager.
4.	Respond to queries from elected members, internal local authority services and stakeholders services when required.
5.	Represent the local authority in regional and national emergency planning processes as required.
6.	Provide co-ordination and administrative support for the lessons learned enquiry, and ensure the findings are formally recognised in local authority emergency processes.
7.	Escalate any issues to the Emergency Planning Manager for resolution.
8.	Perform functions requested by the Emergency Planning Manager to facilitate processes within the Gold, Silver and Bronze processes.

4.3 Communications and Public Relations

Successful communication is essential to the control and eradication of a notifiable animal disease and to the effective protection of the whole local community.

The declaration of a notifiable animal disease outbreak will provoke widespread public concern and will rapidly attract the attention of the local, national and even international media.

The local authority will need to work constructively with all delivery partners and stakeholders to co-ordinate the media response to communicate quickly and accurately with the public and relevant organisations upon the nature of the outbreak, its implications, and what action people should take.

It is essential that any communications are accurate, up to date and are consistent with the national and regional information being provided by other delivery partners and stakeholders.

Defra will co-ordinate the media strategy from central government. As such, the local authority Communications and Public Relations function will need to co-ordinate their own media response in line with Government strategy via the Local Disease Control Centre (LDCC) and the Government News Network (GNN).

It is sometimes the case that if the media is not consistently provided with up to date information, then they may be inclined to generate misleading stories. Therefore it can sometimes be worthwhile considering setting up a media briefing room close to the source of an outbreak in order to counter this risk. Representatives from the press teams of the local authority, Defra, Animal Health and the Police should ideally be actively involved with this briefing room.

Effective communication within the local authority and across government delivery partners is vital. The Communications and Public Relations function should work actively with Emergency Planning representatives to ensure that internal communication processes are established, and existing communication structures with other local authorities and delivery partners are effectively utilised.

The Communications and Public Relations function must engage effectively with the Animal Health and Welfare function to ensure that all internal and external communications are accurate and up to date.

4.3.1 Initiation and Activation

It is essential that any information provided is accurate from the outset of a suspect or confirmed disease case. Any communications must also be in line with the national information being provided through Defra and Animal Health.

The Communication and Public Relations function must engage with the Emergency Planning function to ensure effective processes are in place for internal communication, stakeholder engagement and providing accurate information to the local community.

The internet will play a huge role in the provision of information to all interested parties in the event of a future notifiable animal disease outbreak but must not be seen as the sole means of releasing information given that not all stakeholders will have access to it. Therefore additional innovative means of getting messages out to different parts of the community should be considered, such as using Ceefax, local newspapers and radio, libraries, mail shots and text messaging.

The Defra website will be a key source of information in the outbreak of a disease providing information for local authorities on infected premises, details of infected areas, disease information, copies of official declarations, control measures and restrictions, general movement licences, guidance on movement restrictions and licence conditions, legislative changes, updated information on emergency vaccination and advice to the public, farmers and agencies involved in the response.

The individual local authority website must contain up to date information from the initial suspicion stage, throughout the outbreak and the recovery process.

4.3.2 Management and Control

The Communications and Public Relations function will work with the Emergency Planning function to ensure that internal and external communication processes continue to work effectively, and contain accurate and up to date information.

It must ensure that elected members have current information, and respond to their queries as appropriate.

The Communications and Public Relations function will lead in responses to queries from the media, stakeholders and other government delivery partners. It is essential that any responses are in line with national guidance, and have been cleared by the relevant local authority service.

It must ensure that the local authority website is developed to reflect both national guidance and local concerns. Local authority websites can be further expanded to include website addresses of wider delivery partners and stakeholders, as well as details of the wider impact upon local communities.

Every local authority will have a range of means that can be utilised to provide information to their local communities. As any notifiable disease outbreak continues it is essential that the Communications and Public Relations function ensures that accurate information and guidance is displayed and readily available.

The Communications and Public Relations function should ensure that ongoing management of information during a notifiable disease outbreak adheres to any applicable media liaison plans and take account of the importance of working closely with the press offices of Defra, the Police and District Councils.

4.3.3 Stand Down and Recovery

The Communications and Public Relations function must ensure that the wider local authority services, the local community, media and stakeholders, are fully aware of the disease situation even through the stand down stages.

It is essential that the Communications and Public Relations function continue to advise all interested parties on the processes that are put in place to learn from a notifiable disease outbreak and subsequently ensure that the local community is increasingly protected in the future.

It is likely that a notifiable disease outbreak would remain of interest to the public after the notifiable animal disease contingency plan has been stood down. The Communications and Public Relations function may therefore want to keep the local emergency communications plan running after the specific contingency plan has been stood down.

4.3.4 Communications and Public Relations - Responsibilities

Each local authority will have an existing communications team or press office. This team will need to provide a range of functions in the event of a notifiable disease outbreak. However the allocation of these responsibilities will depend upon the individual local authority resources and structure, as well as any other events that may be taking place at the same time.

A named lead officer must be provided from the outset to ensure that internal local authority services are aware of who should be contacted in relation to communications issues.

If a notifiable disease outbreak continues to grow then it may be appropriate to split the key responsibilities across numerous communications officers, however the split of responsibilities should remain clear to the internal local authority services and elected members.

Key Responsibilities – Communications and Public Relations	
1.	Act in accordance with established emergency media arrangements and processes for the local authority.
2.	Arrange specific internal communications meetings as appropriate, to discuss both internal and external information requirements.
3.	Ensure a robust process is in place to disseminate information within the local authority, including to elected members.
4.	Prepare public information messages for transmission on local radio and television.
5.	Co-ordinate press releases and the release of information to the public in liaison with Animal Health, Defra and the Police as well as wider delivery partners and key stakeholders.
6.	Consider all means of public information, including local authority website, and arranging for leaflets and posters to be circulated via libraries, one-stop shops, and tourist information centres where appropriate.
7.	Respond to queries from the public, media, stakeholders and elected members.
8.	Consult respective departments within the local authority to obtain information and advice to be released. Establish lead contact within AH&W function.
9.	Work with the Emergency Planning function to consider the implementation of a local help line, including the provision of guidance for telephone operators.
10.	Engage with the Animal Health and Welfare Enforcement and Emergency Planning functions to implement internal and external communication processes.
11.	Ensure attendance is provided at the local authority strategic working group and recovery working group as required.
12.	Escalate issues to the strategic local authority working group as appropriate.
13.	Contribute to the lessons learned enquiry and implementation of subsequent recommendations.

4.4 Highways and Public Rights of Way

Each local authority will have departments responsible for various aspects of highways and public rights of way management. It may be necessary to utilise this resource to carry out the local authority responsibility for the production and erection signs on roads and public rights of way in the events of a notifiable disease outbreak. This decision will be based on the resource available within the Animal Health and Welfare Enforcement function as a consequence of the size and nature of the disease outbreak. It is essential that local authorities make the most appropriate use of the resource and range of services available to them.

4.4.1 Initiation and Activation

At the initiation stage the template road and public rights of way signs in Appendix F should be manufactured (if not already held in stock) and be ready.

Upon disease confirmation the Operations Manager will ensure that locations requiring road or public rights of way signs are identified in consultation with Animal Health. This will predominantly be in relation to the boundaries of both the Protection Zone and Surveillance Zone.

This information will be provided to the Highways and Public Rights of Way function, whether this is to be performed within the animal health and welfare enforcement team or local highways department.

4.4.2 Management and Control

Although it is likely that the responsibilities outlined within the Highways and Public Rights of Way function will be completed by the animal health and welfare enforcement team, it is also likely that additional resource to complete this function will be sought from local highways departments if the disease outbreak intensifies.

Additional signs and replacement signs will be required as the disease situation continues, and potentially the size and location of the restricted zone changes.

Local authorities should only place restriction signs relating to public rights of way after careful consideration of legislative powers and appropriate consultation with the DVM. Dependant upon the disease, it may be appropriate to close rights of way that cross suspect/confirmed infected premises. Additionally, local authorities can place warning signs next to footpaths aimed at ensuring that the public are fully aware of the disease risk and take appropriate precautions.

4.4.3 Stand Down and Recovery

The local authority will be responsible for removing all signs after the stand down of the notifiable disease contingency plan. The resource utilised to complete this function will depend upon wider demands and requirements being placed on the local authority as a whole.

4.4.4 Highways and Public Rights of Way – Responsibilities

Key Responsibilities	
1.	Produce signs for roads and public rights of ways as required. Using templates and guidance provided in Appendix F.
2.	Erect signs in accordance with directions from the Operations Manager.
3.	Replace signs as necessary.
4.	Remove all local authority signs after the notifiable disease contingency plan has been stood down.
5.	Nominated contact to liaise with Parish Council contacts in relation to Rights of Way.

4.5 Elected Members

Elected members are the democratically accountable representatives for the local authority. They will be interested in a notifiable disease situation, and will face direct queries from members of the public and stakeholders.

It is essential that elected members be actively engaged in the contingency planning work, both by exposing them to appropriate communication and actively engaging representative elected members at a strategic level. The Communication and Public Relations function will take the lead in proactively engaging with the elected members, however direct contact with the Emergency Planning and Animal Health and Welfare function will also support this relationship.

4.5.1 Initiation and Activation

It is unlikely that elected members will be actively engaged during the initiation stage of the local authority notifiable animal disease contingency plan. However, in selected circumstances it may be appropriate to notify relevant elected members.

All elected members should receive a general communication upon activation of the local authority notifiable animal disease contingency plan. They should ensure that this is read and understood.

4.5.2 Management and Control

Key elected members will be actively engaged during the ongoing management and control of a notifiable animal disease situation.

All elected members should read internal and external communications about the disease situation so that they are aware of the most current situation, and related concerns from within the local community.

It is inevitable that elected members will be approached by representative bodies or individuals from within the local community in relation to the disease outbreak. Any queries as a result of such approaches should initially be directed at representatives from either the Communications and Public Relations function or Emergency Planning. Immediate verbal responses provided by elected members should only relay the information already issued by the local authority, or at a national level. All written responses required from elected members should be approved by all appropriate services before being issued.

4.5.3 Stand Down and Recovery

Appropriate elected members will be chosen to provide a contribution to both the recovery working group and lessons learned process.

The continued political interest in a notifiable disease outbreak, and subsequent recovery process, will ensure that issues can be effectively escalated and reviewed.

4.5.4 Elected Members – Responsibilities

The level of interest and responsibility assumed by individual elected members in relation to a notifiable animal disease outbreak will vary depending upon their specific role within their local authority, and the interests of the community that they represent. Proactive involvement of elected members is essential during a notifiable disease outbreak to ensure that the work of the local authority is fully recognised and understood.

Key Responsibilities – Elected Members	
1.	Represent local community needs.
1.	Represent the local authority to the public, media and stakeholders.
2.	Ensure queries and concerns expressed by the public, media or stakeholders are fed back to the local authority through the Communications and Public Relations function for consideration or a formal response.
3.	Maintain awareness of national and local authority communication relating to the notifiable disease outbreak.
4.	Ensure prompt and appropriate decisions are made when issues are escalated to elected members through the local authority for resolution.
5.	Contribute to the strategic local authority working group and recovery working groups as requested.
6.	Contribute to the lessons learned work, and aim to ensure recommendations are effectively implemented.

4.6 Wider Local Authority Services

The extent to which wider local authority services will be affected by a notifiable disease outbreak will depend upon the size and nature of the outbreak.

If a notifiable animal disease outbreak continues to affect the local area for an extended period, then it is inevitable that functions such as Animal Health and Welfare Enforcement or Emergency Planning will require specific support from Financial Services in relation to funding, or Human Resources in relation to increasing personnel concerns.

These services should endeavour to provide a rapid response to any such requests. Services such as these should provide a specific contact in relation to any queries associated with the disease outbreak, and establish a clear escalation point should urgent resolution or involvement is required.

Wider local authority services should review the facilities, skills and resources they have that may assist with the response to a notifiable disease outbreak. Services such as libraries, community centres and schools can distribute information, or arrange seminars relating to the outbreak. Resources and equipment may be available to assist with the production and dissemination of guidance.

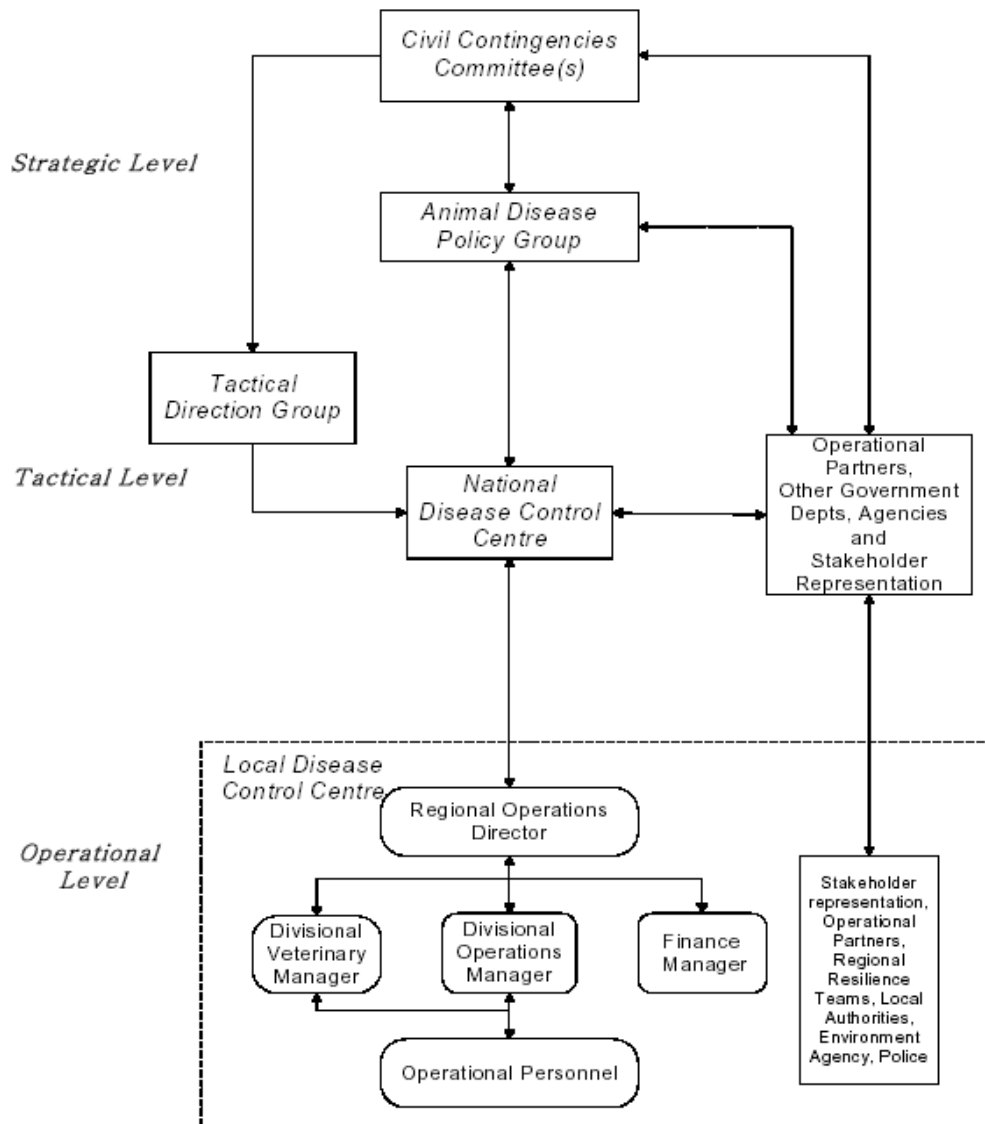
Services such as education and social services also need to be aware of the impact that a notifiable disease outbreak can have on a farming community. Proactive anticipation of problems in these areas and the dissemination of guidance can assist local communities.

The Emergency Planning function will ensure that any relevant local authority services will have direct representation at the tactical (Silver) level where appropriate.

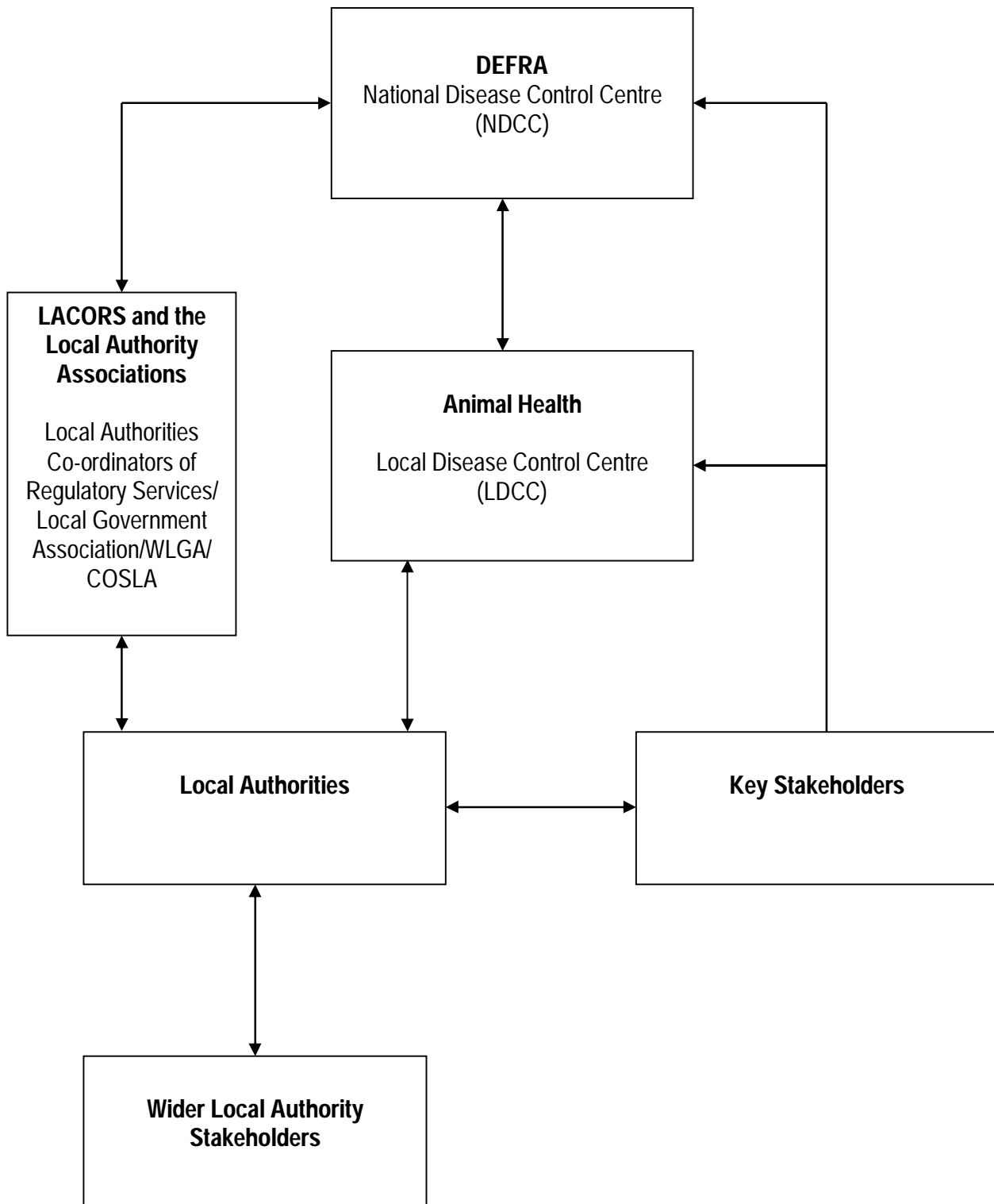
5. National and Local Disease Control Structures

5.1 National Disease Control Structure – Flowchart

Figure 1. Single-Line Command Structure for Control of Animal Diseases



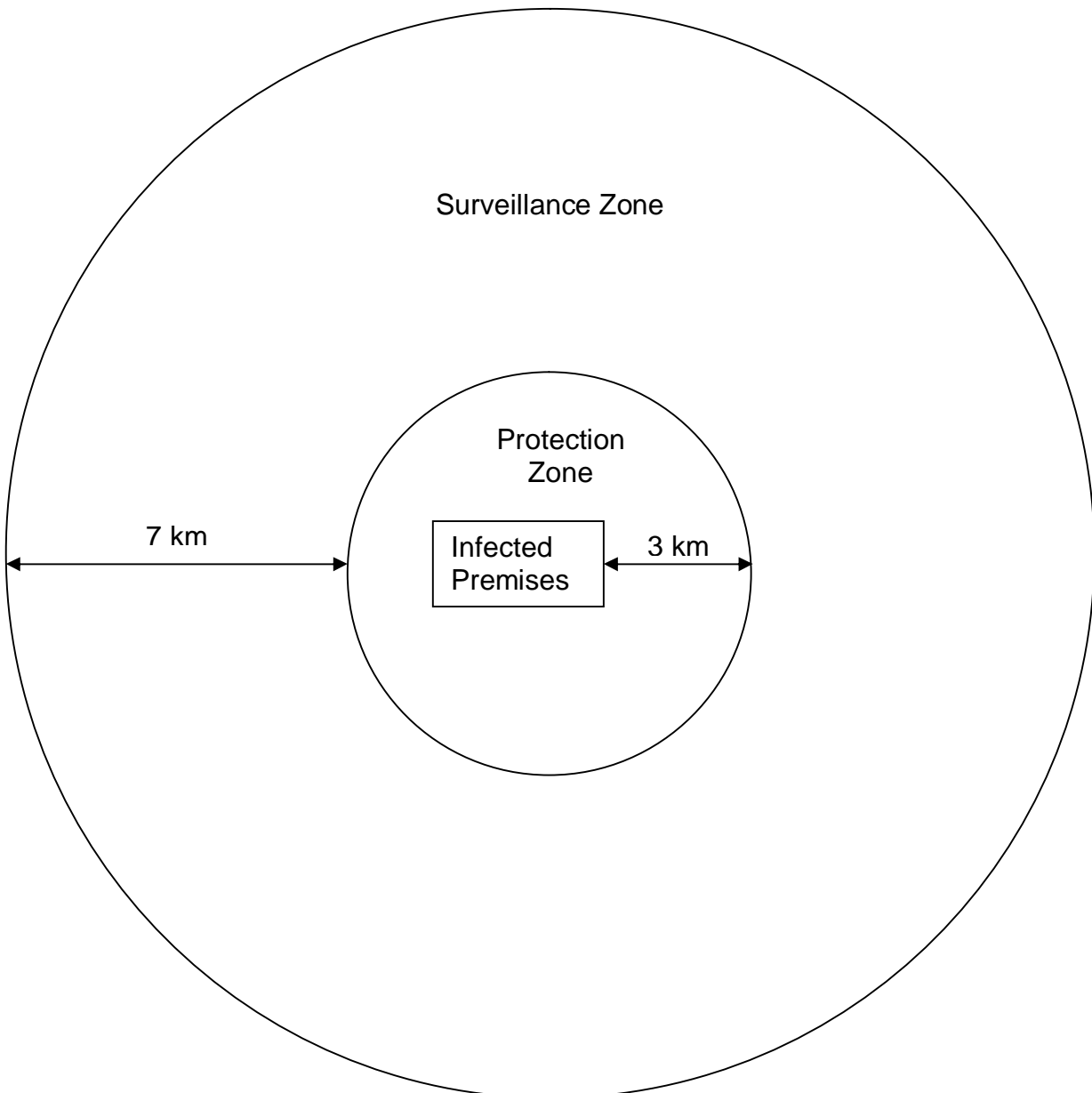
5.2 Local Disease Control Structure - Flowchart



5.3 Diagram of Control Zones

Figure 2: Protection and Surveillance Zones

Note: All Protection and Surveillance Zones fall within the boundaries of an infected area. The infected area will be defined in the declaratory order by natural and physical boundaries.



6. Infected Premises and Restricted Zones

Increasingly the range of legislation that exists to control and eradicate notifiable animal diseases has originated in Europe. As a result the terms used to reference premises have become increasingly standardised and will be used in most disease circumstances.

This section provides guidance on the terms utilised to describe infected premises and varying restricted zones, including information on any conditions that may apply to such areas. Where applicable the role of the local authority has also been explained.

6.1 Suspect Premises

A premises will be considered a suspect premises when a farmer or veterinary professional has contacted Animal Health to report concerns about the disease status of livestock on that premises. A notice will be verbally issued to the owner or keeper declaring the premises to be a suspect premises.

Animal Health will ensure that a farm inspection takes place. Most suspect cases are cleared at this stage, though in some circumstances samples are taken to confirm the disease status of the premises. These tests are often an extra precaution.

However, in some cases a notifiable animal disease is confirmed, and the farm declared to be an Infected Premises.

The following requirements are likely to be applied to a Suspect Premises –

- Restrictions upon the movement of susceptible animals.
- Restrictions upon the movement of items likely to transmit disease, including vehicles.
- Publicising suspect infection.
- Possible restrictions upon movement of people.
- Increased cleansing and disinfection standards.

The local authority should be aware of any suspect premises where samples have been sent for veterinary testing, and depending on the individual circumstances may consider the initiation of the local authority notifiable animal disease contingency plan.

6.2 Infected Premises

Premises where a notifiable animal disease has been confirmed are known as infected premises.

The following restrictions are likely to apply to an Infected Premises: –

- Restrictions upon the movement of susceptible animals.
- Subsequently, all susceptible animals are likely to be culled.
- Restrictions upon the movement of items likely to transmit disease, including vehicles.
- Restrictions upon the movement of non-susceptible animals.
- Publicising disease infection.
- Possible restrictions upon movement of people.
- Increased cleansing and disinfection standards.

- Full information to be provided to Animal Health in relation to all livestock movements on and off the Infected Premises.

Local authority employees should not enter an infected premises. Animal Health will fulfil all requirements on the infected premises.

6.3 Contact Premises or Dangerous Contacts (DC)

It is likely that all farming premises directly adjacent to the Infected Premises will be named as contact premises. Such premises would undoubtedly fall into the Protection Zone, and therefore these restrictions would apply. However, it is likely that Animal Health would prioritise inspections and samples from these premises.

Animal Health, in conjunction with the local authority, may begin tracing movements of animals and subsequently discover other Contact Premises. These may not be in the immediate geographic location of the Infected Premises, and therefore would be put under the same restrictions as a Suspect Premises until further testing had been completed.

Local authorities may assist with tracing of livestock movements in relation to the Infected Premises, however this must be restricted to office based assistance. Local authority employees should not visit Contact Premises or Dangerous Contacts as this should always be carried out by Animal Health.

6.4 Temporary Control Zone

Following notification or detection of disease or suspected disease in any part of Great Britain, the Secretary of State may declare a Temporary Control Zone around the suspect or contact premises of a size appropriate to prevent the spread of disease. The restrictions placed on premises within a temporary control zone will be in line with those applied to the Suspect Premises.

Local authorities are responsible for enforcing the restrictions within a Temporary Control Zone. However, such a zone will only be in place for a limited period and therefore local authority proactive work is likely to be restricted until the formal declaration of a Protection Zone and Surveillance Zone.

6.5 Protection Zone (see Figure 2)

A Protection Zone will extend to a minimum radius of three kilometres around an Infected Premises. The three kilometre radius of the Protection Zone may be extended according to veterinary risk assessment.

A range of restrictions can be applied within a Protection Zone, depending upon the type of disease and the nature of the outbreak.

Full details of the restrictions will be provided within the appropriate legislation, however the following areas will be considered –

- Record keeping.
- Movements of all animals.
- Stray animals.

- Controlling domestic animals.
- Restrictions in relation to animal products and animal by-products.
- Restrictions upon animal gatherings.
- Increased biosecurity and cleansing and disinfection requirements.
- Movement of vehicles and other things likely to spread disease.
- Possible restrictions on people gatherings.

Local authorities are responsible for enforcing the restrictions within a Protection Zone and Surveillance Zone. It is therefore essential that the full requirements of the legislation for each disease be reviewed during the suspicion phase.

The local authority enforcement role will be fulfilled in partnership with Animal Health and the Police, and is likely to involve proactive patrols with police officers. Local Intelligence will also be vital.

Local authorities are also required to erect appropriate signs around the Protection Zone and Surveillance Zone.

6.6 Surveillance Zone (See figure 2)

A Surveillance Zone will normally extend to a minimum radius of ten kilometres around an infected premises. The ten kilometre radius may be extended according to veterinary risk assessment.

A range of restrictions can be applied within a Surveillance Zone, depending upon the type of disease and the nature of the outbreak.

Full details of the restrictions will be provided within the appropriate legislation, however the following areas will be considered –

- Record keeping.
- Movements of all animals.
- Stray animals.
- Controlling domestic animals.
- Restrictions in relation to animal products and animal by-products.
- Restrictions upon animal gatherings.
- Increased cleansing and disinfection requirements.
- Movement of vehicles and other things likely to spread disease.

6.7 Restricted Zone

The Secretary of State may, following confirmation by the Chief Veterinary Officer of an outbreak of a notifiable disease in Great Britain, declare an area deemed appropriate as a Restricted Zone.

This is an additional measure that can be put in place where veterinary opinion suggests that increased restrictions outside the immediate Protection Zone and Surveillance Zone are required.

The conditions that apply within the Restricted Zone will be more restrictive than those within the Protection Zone and Surveillance Zone.

Alternatively, under some disease legislation, a Restricted Zone refers to the combined area of the Protection and Surveillance zones where the disease restrictions apply.

6.8 Vaccination Surveillance Zone

Vaccination zones may be established by Defra as a control mechanism in some disease situations. In this event vaccination Surveillance Zones, where non-vaccinated animals would be monitored to detect disease, would be declared to a radius of not less than 10 kilometres surrounding the Vaccination Zone.

Animal Health would be responsible for arranging and organising compulsory vaccination of animals. Local authorities and police may be required to enforce movement restrictions within these areas as with Protection Zones and Surveillance Zones. It is likely that the DVM will assist in determining the level of enforcement that is to be carried out by local authorities in the particular circumstances of the outbreak.

Successful partnership work with Animal Health and police would be key to effective local authority enforcement. Exchange of intelligence with other government delivery partners and external stakeholders will also be vital.

7. Key External Stakeholders

Communication between both delivery partners and stakeholders is essential to the effective control of an animal disease situation. Animal Health will lead engagement with stakeholders at a local level, however local authorities should aim to ensure that their stakeholders are providing and receiving information in an appropriate manner.

7.1 Department for the Environment, Food and Rural Affairs (Defra)

Defra is the lead government department when preparing for and managing a notifiable animal disease outbreak in England.

Defra have produced an Exotic Animal Disease Generic Contingency Plan to facilitate this role, with specific annexes on foot and mouth disease, avian influenza, Newcastle disease and classical swine fever. The national Exotic Animal Disease Generic Contingency Plan is available on the Defra website, and released for public consultation on an annual basis. <http://www.defra.gov.uk/foodfarm/farmanimal/diseases/control/contingency-plan.htm>

Defra would be responsible for establishing a **National Disease Control Centre (NDCC)** to lead in managing the tactical level response to a disease outbreak. The NDCC will include representatives from all relevant central government departments and agencies, operational partners and wider stakeholders.

The NDCC provides a co-ordinated response to the direction received from the Strategic Group; to receive operational feedback, collate information and provide accurate reports and devise tactics for operational implementation. The NDCC provides information and guidance to the Defra Emergency Management Board and Civil Contingencies Committee (CCC) via the Animal Disease Policy Group.

Overview of Responsibilities – Defra

- Produce, update and review a national contingency plan for notifiable animal diseases, in consideration of those developed by the Devolved Administrations.
- Regular exercising of national contingency plan
- Co-ordinate effective liaison with other government departments, government agencies, operational partners and wider stakeholders on an ongoing basis, and in the event of an animal disease outbreak.
- Establish and manage the National Disease Control Centre (NDCC) in the event of a notifiable animal disease outbreak.
- Ensure the rapid establishment of the Defra Emergency Management Board and Civil Contingencies Committee (CCC) or CCC (O) at official level.
- Make policy decisions as required, upon consideration of veterinary opinion and advice from appropriate delivery partners and stakeholders.
- Create and implement legislation as necessary.
- Lead in the effective provision of information to delivery partners, wider government bodies, wider stakeholders, the general public and media.
- Maintain awareness through the NDCC Human Resources Cell, of the resource pressures upon Defra staff, Animal Health, local vets and wider delivery partners.

- Fulfil national and European financial and auditing requirements.
- National procurement requirements.
- Ensure the needs and interests of the British farming community, the livestock population and general public are effectively balanced and represented.

7.2 Welsh Assembly Government Environment, Planning and Countryside Department (WAGEPC)

WAGEPC has produced a generic Exotic Diseases contingency plan for Wales. This outlines their planned response in the event of an animal disease outbreak. While this plan is specific to the individual operational responsibilities of the Welsh Assembly Government, the plan is complementary to that produced by Defra.

<http://new.wales.gov.uk/topics/environmentcountryside/ahw/exoticdisease/?lang=en>

In the event of a suspected or confirmed case of a notifiable animal disease, Defra, WAGEPC, Scottish Government's Rural Directorate (formerly SEERAD) and DARDNI (Department of Agriculture and Rural Development Northern Ireland) will ensure close liaison to co-ordinate the emergency response and external communication.

The Welsh Assembly Government will be directly represented at the National Disease Control Centre (NDCC), the Animal Disease Policy Group and Civil Contingencies Committee.

Overview of Responsibilities – WAGEPC

- Produce and maintain a national animal disease contingency plan for Wales, in full consideration of the plans already in place in England, Scotland and Northern Ireland.
- Implementing necessary emergency legislation in relation to matters such as movement controls, Protection and Surveillance Zones and import controls.
- Provide representation at the National Disease Control Centre (NDCC), the Animal Disease Policy Group and the Civil Contingencies Committee.
- Lead on policy decisions and actions in Wales where relevant and local arrangements to manage the disease outbreak. Role to be completed in full consideration of the wider requirements and policy measures in place across England, Scotland and Northern Ireland.
- Establish a Welsh Co-ordination Centre, to provide strategic support.

7.3 Scottish Government's Rural Directorate (formerly SEERAD)

The Scottish Government has produced individual national contingency plans for Scotland to outline their planned response in the event of a disease outbreak. While this plan is specific to the individual institutional arrangements of the Scottish Government, the plans are complimentary to that produced by Defra.

In the event of a suspected or confirmed case of a notifiable animal disease, Defra, Scottish Government's Rural Directorate (SGRD), WAGEPC and DARDNI will ensure close liaison to co-ordinate the emergency response and external communication.

Certain policies and procedures laid down within the contingency plans for Scotland are different. SGRD have published their own plans which are available on their website at <http://www.scotland.gov.uk/Topics/Agriculture/animal-welfare/Contingencies/Introduction>

Overview of Responsibilities - SGRD

- Produce and maintain a national animal disease contingency plan for Scotland, in full consideration of the plans already in place in England, Wales and Northern Ireland.
- Establish a Disease Strategy Group (DSG) upon confirmation of a notifiable disease outbreak situation.
- Lead on policy decisions and actions in Scotland to manage the disease outbreak. Role to be completed in full consideration of the wider requirements and policy measures in place across England, Wales and Northern Ireland.
- Implementing necessary emergency legislation in the event of a notifiable animal disease outbreak.
- Consider providing a liaison officer to attend the National Disease Control Centre (NDCC) once established.

7.4 Animal Health

Animal Health (formerly the State Veterinary Service) is an Executive Agency of Defra. Animal Health takes the lead on all operational aspects of emergency preparedness and control in relation to animal disease at both a national and local level across Great Britain. It develops national and local animal disease contingency plans, and leads the implementation of contingency plans if required.

Animal Health regularly tests both national and local contingency plans through contingency exercises. Animal Health ensures that operational partners and stakeholders are engaged in the development and testing of the contingency plans. This ensures all key parties have a common understanding of roles and responsibilities in a disease outbreak.

At a national level, Animal Health will have overall responsibility for tactical and operational requirements, including taking a key role in the implementation of the National Disease Control Centre (NDCC). Animal Health will ensure that a **Joint Co-ordination Centre** is established within the NDCC to collect and collate outbreak intelligence, escalate data to the strategic level, provide tactical guidance to the operational level and facilitate two way communications between disease eradication personnel

Animal Health will also have a significant input into the decisions made at a strategic level, and will play a fundamental role in ensuring effective communication takes place across central government and delivery partners.

The Animal Health Divisional Office(s) (AHDO) at a local level will have responsibility for establishing and managing the implementation of **Local Disease Control Centres (LDCCs)** where appropriate. The Local Disease Control Centres will facilitate the implementation of disease control measures at an operational level, and enable effective co-ordination of all delivery partners and stakeholders involved in controlling the disease at ground level.

Animal Health will utilise pre-arranged operational instructions contained within the Veterinary, Instructions, Procedures and Emergency Routines (VIPER) Manual when working at a local level.

Overview of National Responsibilities – Animal Health

- Develop and implement national animal disease contingency plans.
- Organise and lead national contingency exercises at appropriate intervals.
- Organise regular testing of animal disease contingency plans.
- Overall responsibility for operational requirements in the event of disease outbreak, providing necessary input into strategic and tactical areas.
- Engage with key Defra officials, wider central government departments and key operational partners.
- Liaise with Government Offices for the regions.
- Establish Joint Co-ordination Centre within NDCC.
- Co-ordinate and direct activities between LDCCs as required.

Overview of Local Responsibilities – Animal Health

- **Co-ordination of local disease control activity**
- Develop and implement local animal disease contingency plans.
- Organise regular testing of local animal disease contingency plans.
- Establish a Local Disease Control Centre (LDCC) to co-ordinate the local aspects of the disease control operation.
- Ensure that local operational partners and stakeholders are aware of their responsibilities in a disease situation, and are actively engaged with the appropriate communication network.
- Provide veterinary resource for disease testing requirements.
- Lead in the identification of tracing the source of the disease and possible contact animals.
- Co-ordinate the effective serving of notices and movement licences.
- Work with delivery partners to organise enforcement activities based on local intelligence and consideration of disease risk.

7.5 Local Authorities Co-ordinators of Regulatory Services (LACORS)

LACORS works with local authorities across England, Wales and Scotland and Northern Ireland to ensure consistency and best practice in the delivery of regulatory services by local authorities, including animal health and welfare. This is achieved through an effective communication network with local authorities, and established relationships with central government departments and other key delivery organisations.

In the event of a disease outbreak LACORS would provide key information and guidance to local authorities via existing email distribution lists and the LACORS website. LACORS would provide a central arena for local authorities to raise key issues being encountered in relation to animal health and welfare enforcement during a disease situation.

LACORS will provide representation at national animal health contingency exercises, and in the National Disease Control Centre (NDCC) and represent local government interests at a national level as appropriate.

Overview of Responsibilities – LACORS

- Participate in national contingency exercises to represent local authority animal health related requirements.
- Respond to national consultation papers relating to animal disease and contingency on behalf of local authorities.
- Work to ensure that local authorities are effectively prepared for an animal disease outbreak through the provision of information and development of guidance.
- Represent local authorities at the National Disease Control Centre (NDCC) and Joint Co-ordination Centre.
- Ensure that the LACORS website and emails provide an up to date reference point for local authorities in the event of an animal disease outbreak.
- Provide a national contact point for local authorities to raise key concerns during an animal disease situation.
- Develop and issue guidance to address local authority concerns.

7.6 Local Authority Associations

The Local Government Association (LGA) is the central representative body for local authorities in England, while the Welsh Local Government Association (WLGA) represents Welsh local authorities. The local government associations aim to put local councils at the heart of the drive to improve public services and to work with government to ensure that the policy, legislative and financial context in which they operate, supports that objective.

The Associations provide national representation for the emergency planning services provided by local authorities. In this capacity, the Associations would participate in national contingency exercises, and provide representation as necessary for emergency planning services within the NDCC, Joint Co-ordination Centre and Cobr (Cabinet Office Briefing Rooms) in a disease situation.

In the event of a disease outbreak the Associations would ensure that all communication channels were actively engaged to provide guidance for local authorities and represent their needs to central government and wider stakeholders. The Associations will play a key role in ensuring a co-ordinated approach to local and national media handling.

Overview of Responsibilities – Local Authority Associations

- Participate in national contingency exercises to represent local authority emergency planning related requirements.
- Work to ensure that local authorities are effectively prepared for an animal disease outbreak through the provision of information and development of guidance.
- Represent local authorities as necessary at the National Disease Control Centre (NDCC), Joint Co-ordination Centre and Cobr.
- Ensure two-way communication channels with local authorities in the event of a disease outbreak, specifically in relation to emergency planning requirements but also wider local government services.
- Provide appropriate lobbying and political support for issues affecting local authority delivery of services.

7.7 Wider Local Authority Community

The effectiveness of local authority work in this area will depend upon relations with local delivery partners and other local authorities in a region. Local authorities should discuss local contingency plans with all local authorities at a regional level, including District Councils. Key areas for co-operation will include a common understanding of responsibilities, sharing resource and establishing a regional equipment list for common usage.

Overview of Responsibilities – Wider Local Authority Community

- Sharing local contingency plans.
- Developing regional equipment stores.
- Assistance with resource requirements where feasible.

7.8 Police Forces

Police forces will fulfil a number of specific roles in relation to an animal disease outbreak, in addition to their wider role in relation to maintaining order and protecting the public. Specifically the police will work closely with local authorities to enforce movement controls and the policing of control zones. In addition, there is likely to be a need for police presence at livestock culling sites as well as assisting with livestock vehicle roadside checks.

The work of police forces in an animal disease outbreak will be dependent upon the severity and nature of other requirements being placed upon them. Police are able to provide assistance to Animal Health through the provision of specialist knowledge in the area of management and co-ordination of major incidents.

Overview of Responsibilities – Police Forces

- Assist local authorities with the policing of Protection and Surveillance Zones and enforcement of movement controls.
- Police animal culling sites.
- Work in partnership with local authorities and Animal Health to consider local intelligence.
- Manage disturbances to the peace, trespassing or obstruction to enforcement and veterinary activities.
- Provide representation at the Local Disease Control Centre (LDCC) and ACPO (Association of Chief Police Officers) representation at NDCC where resource allows.

7.9 Environment Agency

The Environment Agency is the lead organisation for protecting and improving the environment in England and Wales.

The Environment Agency will work closely with other delivery partners to handle and structure incidents in a co-ordinated manner to reduce the environmental consequences of the outbreak including advising on environmental risks.

Overview of Responsibilities – Environment Agency

- Participate in national contingency exercises.
- Represent the Environment Agency at the National Disease Control Centre (NDCC) and Joint Co-ordination Centre.
- Provide representation at the LDCC.
- Assess and advise on the environmental risk posed by the disease outbreak.
- Work to minimise the environmental impact of the disease situation.
- Notify and advise delivery partners on potential and actual environmental risks.
- To issue relevant permits before waste management / disposal activities commence based upon appropriate risk assessments.

7.10 Department of Health

The Department of Health role is to provide clear advice on the human health implications of an animal disease outbreak.

The Department's role in the event of an outbreak would be to provide strategic guidance and advice on prophylaxis and treatment where necessary.

7.11 Health Protection Agency

The Health Protection Agency is the policy lead on the human health aspects of an animal disease outbreak.

The major role of the Health Protection Agency is to provide better protection against infectious disease and other dangers to health. One of the core aspects of this role is to identify and respond to health hazards and emergencies.

Overview of Responsibilities - HPA

- Respond to health related queries from the public, local health staff and delivery partners.
- Ensure continuity of health care in infected areas.
- Assess the impact of disease control measures on human health.
- Contribute to communication and briefing requests.
- Provide appropriate national representation within the National Disease Control Centre.

7.12 Ministry of Defence

The Ministry of Defence (MoD) often owns significant expanses of land which may fall under disease controls and therefore local authorities may need to liaise with the MoD regarding controlling access to the land or any other disease control issues.

7.13 Government Offices for the Regions

The key function of the Government Offices for the Regions is to improve co-ordination and communication between central government and local responders and other organisations to ensure that regions are prepared to respond to events which would affect most or all of a region or which could overwhelm any locality. This role can assist in the co-ordination of local authorities at a regional level, as well as wider delivery partners and stakeholders.

Government Offices for the Regions work to provide effective co-ordination of all emergency planning functions at a regional level, thus have established regional contacts and links to help support the logistical pressures upon all delivery partners.

Overview of Responsibilities – Government Offices for the Regions

- Responsible for the co-ordination and resilience of government at a regional level through Regional Resilience Forums.
- Identify staff and other resources from Government departments and other agencies at a regional level.

8. Wider Stakeholders

Local authorities must consider the wide ranging needs and interests of their local community in the event of a notifiable animal disease outbreak. The immediate needs of the farming community and the wider needs of the local economy and tourism are served by a range of representative groups that must be appreciated by local authorities as wider stakeholders.

Local authorities may want to consider maintaining a list of specific contacts for each of these wider stakeholder representatives, and updating this list on an annual basis. This would ensure that a local authority could make rapid contact with wider stakeholders as necessary, including the possibility of establishing a **specific stakeholder working group** to support local authority work.

8.1 The National Farmers Union (NFU) / Farmers Union of Wales (FUW) /Country Land and Business Association

Farming bodies and unions represent those people most affected by an outbreak of notifiable animal disease. Local representatives from the farming community can be extremely helpful in supporting the enforcement work of local authorities, through their local knowledge, intelligence sources, in depth awareness of farming practices and public relation channels. Farming representative bodies can also provide general information on the wider impact of the disease upon local communities from the initial disease confirmation and through the recovery processes.

8.2 Agricultural Associations such as the Road Haulage Association, Livestock Auctioneers Association and Tenant Farmers Association

Wider representatives from the farming industry will provide constructive information about the actual and perceived impact of the animal disease in the local area. All farming representative bodies also provide an effective means by which local authorities can communicate key messages to the local farming community, and receive appropriate feedback on their concerns.

8.3 Local Veterinary Practitioners

Local Veterinary Practitioners may be able to assist with providing advice and information to their clients on strategies being employed to combat a notifiable disease outbreak. Co-ordination through the **British Veterinary Association** regional structures and through the **British Small Animals Veterinary Association** should be considered.

Local Veterinary Practitioners may also be able to provide useful knowledge for local authorities about the location of any unregistered animals. Such information could be pertinent if the disease outbreak affected animals which are often unregistered, such as poultry owned by small-holders.

Animal Health may also engage private veterinary surgeons as casual veterinary staff to assist with controlling the disease outbreak. Animal Health already have a scheme planned where by a pool of Local Veterinary Inspectors (LVIs) is available on standby to perform certain veterinary functions. Animal Health is providing training for LVIs as an emergency preparedness measure.

8.4 Rural Representative Bodies

Rural Bodies such as the **National Trust, National Park Boards, Country Land and Business Association, Business Link** and Rural Commercial Organisations such as the **Federation of Small Businesses** and **Tourist Boards** can also assist local authorities in evaluating the ongoing impact of the animal disease outbreak, and plan a fully comprehensive road to recovery.

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

The RSPCA and other animal welfare charities or organisations may be able to provide assistance to local authorities where animal welfare issues arise as a consequence of an outbreak of notifiable animal disease. In addition, an RSPCA representative may be invited to attend NDCC or LDCC meetings.

It is essential that the RSPCA and local authorities maintain strong communication links in the event of a disease outbreak. Regular communication will prevent duplication of resource, while allowing increased sharing of information and the opportunity for local authorities to provide guidance to the RSPCA on wider disease controls in place.

8.6 Charities

Other charities, and in particular farming charities including the **Rural Stress Information Network and the Samaritans**, can play a major role in addressing the many human problems that manifest themselves during an outbreak of notifiable animal disease. Close liaison at a local level will help with the identification of those most in need of support and assist in the protection of those most at risk.

Notifiable Disease List

A notifiable disease is a disease named in Section 88 of the Animal Health Act 1981 or an Order made under the Act.

Section 15 (1) of the Animal Health Act 1981 requires that

'ANY PERSON HAVING IN THEIR POSSESSION OR UNDER THEIR CHARGE AN ANIMAL AFFECTED OR SUSPECTED OF HAVING ONE OF THESE DISEASES MUST, WITH ALL PRACTICABLE SPEED, NOTIFY THAT FACT TO A POLICE CONSTABLE'

In practice, any person that suspects signs of a notifiable disease must immediately notify a Divisional Veterinary Manager (DVM)

The table below was correct as of October 2008

Notifiable Disease (with link to factsheet on Defra website)	Species Affected	Occurred last in Great Britain
African Horse Sickness	Horses	Never
African Swine Fever	Pigs	Never
Anthrax	Cattle and other mammals	Present
Aujeszky's Disease	Pigs and other mammals	1989
Avian Influenza (Bird flu)	Poultry	Present
Bovine Spongiform Encephalopathy (to BSE home page)	Cattle	Present
Bluetongue	All ruminants and camelids	Present
Brucellosis (Brucella abortus)	Cattle	2004
Brucellosis (Brucella melitensis)	Sheep and Goats	1956
Classical Swine Fever	Pigs	2000
Contagious agalactia	Sheep and Goats	Never
Contagious Bovine Pleuro-pneumonia	Cattle	1898
Contagious Epididymitis (Brucella ovis)	Sheep and Goats	Never
Contagious Equine Metritis	Horses	2008
Dourine	Horses	Never
Enzootic Bovine Leukosis	Cattle	1996
Epizootic Haemorrhagic Virus Disease	Deer	Never
Epizootic Lymphangitis	Horses	1906
Equine Viral Arteritis	Horses	2004
Equine Viral Encephalomyelitis	Horses	Never
Equine Infectious Anaemia	Horses	1976

Foot and Mouth Disease	Cattle, sheep, pigs and other cloven hoofed animals	2007
Glanders and Farcy	Horses	1928
Goat Pox	Goats	Never
Lumpy Skin Disease	Cattle	Never
Newcastle Disease	Poultry	2006
Paramyxovirus of pigeons	Pigeons	Present
Pest des Petits Ruminants	Sheep and Goats	Never
Rabies	Dogs and other mammals	2006
Rift Valley Fever	Cattle, Sheep and Goats	Never
Rinderpest (Cattle plague)	Cattle	1877
Scrapie (on Defra's BSE website)	Sheep and goats	Present
Sheep pox	Sheep	1866
Swine Vesicular Disease	Pigs	1982
Teshen Disease (Porcine enterovirus encephalomyelitis)	Pigs	Never
Tuberculosis (Bovine TB)	Cattle and deer	Present
Vesicular Stomatitis	Cattle, pigs and horses	Never
Warble fly	Cattle, (also deer and horses)	1990
West Nile Virus	Horses	Never

Notifiable Animal Disease Suspect Report Form

DATE _____ TIME _____

OFFICER RECEIVING REPORT _____

Keep calm and reassure the caller – do not be hurried. Make clear and legible notes.

Section 1: Details of the Informant

NAME: _____ TEL NO: _____

ADDRESS: _____

HAS THE CALLER NOTIFIED ANY OTHER GOVERNMENT BODY OR VETERINARY PROFESSIONAL?

Section 2: Details of Suspect Case

NAME OF OWNER OF SUSPECT ANIMAL: _____

ADDRESS OF OWNER OF SUSPECT ANIMAL: _____

TELEPHONE NUMBER: _____

LOCATION OF ANIMAL (General locality if wildlife or animal not contained):

HOLDING NUMBER (If known): _____

SPECIES TYPE: _____

FURTHER DESCRIPTION OF THE ANIMAL, INCLUDING IDENTIFICATION NUMBER WHERE APPLICABLE: _____

DISEASE SYMPTOMS: _____

WHAT SPECIES AND QUANTITIES OF ANIMALS ARE KEPT ON THE SUSPECT PREMISES?

Section 3: Veterinary Information

NAME OF VETERINARY SURGEON: _____

ADDRESS: _____

Section 4: Movement Information

HAVE ANY SUSCEPTIBLE SPECIES BEEN MOVED TODAY? YES / NO

PLEASE PROVIDE FULL DETAILS OF THE MOVEMENT, INCLUDING HAULIER INFORMATION WHERE APPROPRIATE _____

Section 5: Additional Information

ANY OTHER RELEVANT DETAILS: _____

Section 6: Rabies Information

PLEASE PROVIDE DETAILS OF ANY OTHER ANIMALS OR HUMANS THAT MAY HAVE BEEN BITTEN OR SCRATCHED BY THE SUSPECT ANIMAL. IF THE SUSPECT ANIMAL IS NOT CONTAINED, WERE OTHER ANIMALS SPOTTED IN THE NEAR VICINITY?

Equipment List and Supplier Details Template

It is recommended that local authorities ensure that they have prompt and ready access to the following Personal Protective Equipment (PPE) in anticipation of a notifiable disease outbreak.

Much of the equipment listed is already utilised by animal health and welfare Inspectors during standard activities. However every local authority should review the list to check what additional equipment may be required and to consider the basic stocking levels that should be maintained in anticipation of a notifiable animal disease outbreak.

Local authorities should discuss the details with other local authorities through existing animal health and welfare communication networks. Local authority animal health contacts attend regional meetings where this issue can be discussed. It may be appropriate that some key items are only stocked at a regional level, and retained at a number of key locations that are pertinent to all authorities in the area.

Furthermore, a confirmed notifiable animal disease case may generate huge demand for some items of PPE from both government delivery bodies and the farming industry. LACORS strongly recommends that local authorities consider this possibility and ensure that priority contracts are established with suppliers where appropriate.

Equipment levels and listings should be reviewed on an annual basis at a local level, and in a regional context.

Any additional items of PPE that related specifically to disease types will be included within the relevant disease annex.

Personal Protective Equipment	Source, including full supplier details where appropriate. (Complete locally)
Steel toe capped wellington boots or waders	
Overalls (Disposable or capable of being laundered)	
Breathable waterproof suit or coat and leggings	
Disposable gloves	
Hi-visibility jackets or vests	
Eye protection	
Vinyl gloves	
Safety helmet	
Dust masks	
Bio Security	Source, including full supplier details where appropriate. (Complete locally)
Approved Disinfectants (Suitable for the relevant notifiable disease)	
Buckets	
Scrubbing brush	

Pressure sprayer	
Anti bacterial soap or wipes	
Paper towels	
Container carrying clean water	
General	Source, including full supplier details where appropriate. (Complete locally)
Identity badge	
Authorisation certificate/warrant	
Camera and film (video camera)	
Torch	
Tape measure	
Rope	
Thermometer	
Marker stick or spray	
Pager / Mobile phone	
Disposable plastic bags (large) with numbered tamper proof seals	
Maps - OS of local authority area/road map	
Supply of licences, forms, notices, leaflets, signs, codes etc.	
First aid box	
UV marker pens	
Note book / pencil / pen	

Note: Individuals are responsible for keeping their PPE and equipment in a serviceable condition. Damaged equipment must be replaced immediately.

Other specialist PPE may be needed in the case of certain diseases and they will be referred to in the specific annexes.

Road and Footpath Signs for Protected Zones and Surveillance Zones Template – wording to be adapted according to disease and type of right of way.

NOTICE

Animal Health Act 1981 (as amended)

Avian Influenza and Influenza of Avian Origin in Mammals (England) (No.2) Order 2006

Avian Influenza and Influenza of Avian Origin in Mammals (Scotland) Order 2006

Avian Influenza and Influenza of Avian Origin in Mammals (Wales) (No.2) Order 2006

**AVIAN INFLUENZA
FOOTPATH CLOSED**

(Statutory Disease Control Measure)

By order of the:

Secretary of State for the Department for Environment, Food and Rural Affairs

Scottish Ministers

National Assembly for Wales

EXD71(AI) (11/06)

This poster will last longer if enclosed in polythene

LACORS guidance on road and access signs during disease situation: <http://www.lacors.gov.uk/lacors/ViewDocument.aspx?docID=15694&docType=C>

Health & Safety Risk Assessment

All local authorities will have a template corporate health and safety risk assessment matrix that should be inserted within this section for ease of reference.

Local authorities should work to carry out a local health and safety risk assessment for any appropriate activities. LACORS would recommend that local authorities build such a risk assessment for key areas of concern in their area, but also in consideration of the national focus. The information within this section has been produced to assist consideration of such risk assessments.

Local authorities should have in place health and safety risk assessments including risk assessments under COSHH. The following information is intended to act as a reminder of the matters that need to be considered that may or may not already be covered in individual local authority risk assessments –

Environmental Hazards:

- Handling or inspection of livestock,
- Handling of diseased/suspected animals/carcasses,
- Catching, caging and crating of animals,
- Handling, tending and feeding of impounded animals,
- Slaughter of animals,
- Exposure to excessive noise and vibration,
- Exposure to weather especially sunshine, extreme cold and wet conditions,
- Exposure to dust, moulds and spores,
- Exposure to violence.

Microbiological and Parasitic Hazards:

- Exposure to zoonoses (diseases transmissible from animals to humans).

Chemical Hazards:

- Use of disinfectants and contact with veterinary products and agrochemicals including pesticides.

It is recommended that local authority field staff carry with them at all times a completed Agriculture Health Carry Card (Ref: IACL 25A) available from HSE publications.

Pre-exposure vaccinations for certain diseases are available and local authorities should consider offering these to staff where appropriate.

Individuals should be aware at all times that an incident site is likely to be a hazardous and imprecise environment and should exercise the same responsibility for health and safety during an incident as they would in the workplace or any other environment.

Each LDCC will have a named safety professional to provide competent advice at all stages of operations.

Operational staff carrying out enforcement duties in the field must be aware that farmers, family members and any other person directly affected by an outbreak of exotic animal disease may suffer from prolonged and intense periods of stress.

Close liaison with Animal Health, other delivery partners and stakeholders, in particular the NFU/FUW/Rural Stress Information Network, is necessary to ensure that such persons can be identified and can be dealt with most appropriately. It is likely that Defra will keep an 'At Risk' register during an outbreak.

It is therefore recommended that consideration be given to recruiting suitable representatives to the local authority emergency control centre to assist as mediators should 'at risk' persons be identified. Some local authorities implemented this policy during the 2001 FMD outbreak and found this arrangement to be invaluable as mediators brought with them a detailed local knowledge of individuals and an element of trust within the farming community.

It was found that mediators, who were often the first points of contact for concerned and sometimes most vulnerable individuals, could offer support and advice in addition to positively explaining the rationale of the work being undertaken by the local authority. This led to increased levels of compliance with disease control measures and probably helped to reduce the number of confrontational incidents.

Disinfectants – Control of Substances Hazardous to Health (COSHH) Assessment

All field staff will be involved with the use of approved disinfectants. Individual local authorities should carry out COSHH assessments for the disinfectants that are to be used (which will vary according to the specific disease) to ensure that all staff, and in particular those staff unfamiliar with the use of disinfectants, are made aware of the associated risks.

First Aid

Field staff should carry with them a basic first aid kit containing guidance on first aid instructions.

Bio Security Guidance

During a disease situation it is best practice for local authority enforcement officers not to enter farm premises. If communication is required with a farmer, then where possible prior contact should be made to ensure arrangements can be put in place to meet at the perimeter of the farm.

It is accepted that in some circumstances local authority enforcement officers may be required to access farm premises, or encounter diseased animals. It is essential that best practice bio security standards are followed.

Local authority enforcement officers should clearly follow bio security best practice during all enforcement activities, including during a disease outbreak.

Full bio security guidance for disease circumstances is available on the Defra website at <http://www.defra.gov.uk/foodfarm/farmanimal/diseases/biosecurity/index.htm>

Suggested template agenda for meeting with partners

Title of group/meeting eg. Strategic Command Sub-Group meeting
Date, time, location

[Possible] Attendees

Lead local authority, Environmental Health/Trading Standards various managers and officers
 Lead local authority, GIS Officer
 Lead local authority, Emergency Planning
 Lead local authority, Environment Directorate
 Lead local authority, Rights of Way
 Lead local authority, Communications
 Lead local authority, Contact Centre/Helpline Manager
 Relevant/equivalent representatives from other local authorities involved
 District/borough councils, including Emergency Planners
 Government Office
 Animal Health Agency
 Private vets
 Environment Agency
 Police, Contingency Planning
 Police, Gold and/or Silver command
 Local Fire and Rescue Service
 Ambulance Service
 Local Primary Care Trust (PCT)
 Health Protection Agency
 RSPCA
 Meat Hygiene Service (MHS)
 Livestock market operators
 Major local haulier companies
 National Trust

1.0 Notes of any previous meetings and any matters arising Person Responsible

2.0 Updates on outbreak:

[possible agenda items – adapt as necessary]

2.1 Feedback from DEFRA/Animal Health

2.2 Local authority Operations update – eg. actions taken, major issues, movement controls, any significant non-compliance, patrols, footpaths closed, road signs etc

2.3 Health Update

2.4 Public/Media Update

2.5 Police Update

3.0 Review of impacts and threats

[possible items]

3.1 Disease Control

3.2 Bio-security

3.3 Public information and reassurance

3.4 Website

4.0 Agreement of actions

[possible items]

4.1 Agree roles and priorities, identify required equipment

4.2 Weekend cover

4.3 Distribute letters to residents

4.4 Public meetings

5.0 Any other business

5.1

6.0 Date of Next Meeting

6.1

Template for local authority officer attending LDCC meetings to record actions/outcomes

Date/time

Note key changes/actions/communications/plans

Issues raised by attendees

Agreed resolution/actions?

Local authority issues to be raised

Agreed resolution/actions to local authority issues?

Actions to be considered for the first day of an animal disease outbreak

The following points are not intended to be in any particular order and they are not compulsory actions - they are merely for local authorities to take into consideration in planning their initial response to an outbreak. A number of these actions can be carried out, or plans put in place for, prior to an outbreak.

- Utilise contingency plans
- Set out objectives for disease control and formally establish roles/management team. Establish lead contact for emergency action and planning
- Decide priorities with DVM
- Check local authority and Animal Health databases on livestock/poultry premises are as up to date as possible. Agree with Animal Health which data set will be used/shared
- Brief Councillors and set up system for regularly updating members
- Set up clear communication channels with Animal Health and other key partners
- Establish responsibility for coordinating financial and staffing arrangements during an emergency
- Hold or arrange meeting(s) with teams/partners. Attend LDCC meetings
- Liaise with police – assist as appropriate with controlling access to Infected Premises or culling sites
- Consider planning roadside vehicle checks – perhaps in liaison with Police
- Determine resources required e.g. Staff numbers, seconding of staff, LDCC representative(s), PPE, road/footpath signs, website/IT, mapping, printing costs, overtime
- Put arrangements in place for out of hours cover, emergency contacts and shifts
- Ensure awareness of relevant legislation, requirements and local authority powers
- Undertake/agree with partners, appropriate media communications and local communications handling
- Establish geographical impact/extent of outbreak – are other local authorities affected? If more than one local authority involved, decide on a lead authority to represent all and share information with others.
- Determine situation as to Secretary of State's plans for closing rights of way. Make preparations to be able to erect signposts to close rights of way at short notice

- Update authority website – latest news, advice, links to Defra website, consider use of interactive maps
- Consider setting up/sharing a dedicated helpline
- Make preparations as necessary for printing, mailing & distribution of letters or information packs. Check address databases are up to date
- Ensure appropriate members of staff are signed up to LACORS specialist e-mail updates and Defra website regularly checked for news and guidance.
- Contact management team, emergency planners, communications and Councillors and partners as appropriate, such as Animal Health, Defra, police, ACPO, District councils, MHS, Environment Agency, fire brigade, Highways department, Government Office, NHS, Health Protection Agency, Ministry of Defence, RSPCA, NFU and local livestock markets/hauliers.
- Put procedures in place for horizon scanning to identify possible operational/logistical problems and possible solutions
- Anticipate future long term resource planning based on strain of disease, in order to assess the operational impact of the predicted progression of the outbreak, identifying likely strategic, tactical and operational milestones (e.g. earliest point in time restrictions can be reduced or removed)

Bluetongue Summary

1. What is Bluetongue?

Bluetongue is a disease that is caused by a virus that is transmitted by midges. Bluetongue virus naturally infects domestic and wild ruminants (such as, sheep, cattle, goats and deer) and camelids (such as, llama and alpaca). Sheep are most severely affected by bluetongue. Cattle, although infected more frequently than sheep, do not always show signs of the disease. Pigs are not susceptible to Bluetongue.

Bluetongue does not affect humans and there are no public health implications.

2. How is Bluetongue transmitted?

Bluetongue virus cannot naturally be transmitted directly between animals. Virus transmission between occurs via midges. However the likelihood of mechanical transmission of the virus between herds/flocks and within herds/flocks by unhygienic practices, such as the use of contaminated surgical equipment, cannot be ruled out.

There is no Bluetongue risk associated with carcasses or animal products. There is no Bluetongue risk associated with contamination of housing, equipment or fomites.

3. What are the main impacts of Bluetongue?

Although the impact varies between strains, Bluetongue can have significant economic impacts in terms of on farm losses due to death, sickness and reduced productivity, and losses to export revenue as live exports are banned from affected areas.

4. Bluetongue outbreak in Northern Europe

In the second half of 2006, Bluetongue was confirmed in the Netherlands, Belgium, Luxembourg, Western Germany and areas in Northern France. Bluetongue had not previously been seen at such northerly latitude. Over 2,100 outbreaks were confirmed.

Outbreaks of the same type of Bluetongue now in the UK were confirmed in Germany, Belgium, France, the Netherlands and Luxembourg in 2007. These outbreaks indicate that the bluetongue virus 'over wintered' successfully in Europe.

Since 1 June 2008 there have been approximately 15,000 outbreaks of BTV-8 reported in cattle and sheep in the previously affected areas of NW Europe. The majority of these outbreaks (13,856) were in France. Sweden and Hungary have also reported their first cases of Bluetongue.

5. Bluetongue outbreak in UK

In September 2007 Defra confirmed that Bluetongue disease was circulating between the local animal and midge population in East Anglia. Since then further cases of Bluetongue have been

confirmed elsewhere in England and Wales. By the end of 2008, Protection Zones covered the whole of England and Wales.

In 2008 Bluetongue vaccine (for BTV8) was made available for keepers in England and Wales to purchase, in order to help control the spread of this strain of Bluetongue in the UK.

6. What is the current situation in the UK?

Details of the current situation, including any declarations, are available on the Defra website. <http://www.defra.gov.uk/foodfarm/farmanimal/diseases/atoz/bluetongue/latest/index.htm>

The number of confirmed premises affected by Bluetongue will normally be updated on Defra's website, when necessary, on a weekly basis.

7. The restrictions in relation to Bluetongue in GB

Please check the Defra website for full details of restrictions and up to date information as the situation continues to change.

<http://www.defra.gov.uk/foodfarm/farmanimal/diseases/atoz/bluetongue/movements/index.htm>

8. Legislation and restrictions

Bluetongue is a very different infection to Foot and Mouth Disease and the strategy to control it is therefore also different.

8.1 Legislation

The EU legislation relating to Bluetongue is the Bluetongue Directive 2000/75 and Commission Decision 2005/393. Controls relating to Bluetongue are implemented through The Bluetongue Order 2007, which is made under the Animal Health Act 1981.

http://www.opsi.gov.uk/si/si2007/uksi_20073154_en_1

The Bluetongue Regulation 2008 is available at

http://www.opsi.gov.uk/si/si2008/pdf/uksi_20080962_en.pdf

8.2 Suspicion

- Bluetongue is a notifiable disease.
- The owner / keeper must refrain from moving any animals or carcasses on or off their premises at this time.
- If disease is suspected then all animals should be kept indoors where practicable.
- Insecticide treatment on premises if directed by authorities.

8.3 Measures on confirmation of Bluetongue

NB It is not a confirmed outbreak unless further investigation demonstrates that disease is circulating, and this could take days or weeks to assess.

Rigorous controls would be applied in the very early stages to maximise the chances of eradication. Less restrictive measures may be applied very soon afterwards. Animal Health Divisional Offices should inform local authorities on a regular basis of newly confirmed cases of Bluetongue in their area.

8.4 Infected premises

Slaughter of infected animals is not the default control policy, but may be considered in the early stages of the disease.

- On infected premises, the same restrictions apply as during the suspect phase

8.5 Bluetongue restricted zones

- On Confirmation that bluetongue virus is circulating, a 20km zone and a Protection Zone of at least 100km to be established around the infected premises.
- In addition, a Surveillance Zone (SZ) at least 50km in radius beyond the PZ); or a single PZ of at least 150km will be established.
- IP restrictions for premises with susceptible animals extended to a 20km zone. Derogations to these movement restrictions are possible.
- No movement of animals out of the PZ. Some derogations available.
- Surveillance required in the 20km zone.
- Movement of susceptible animals out of these zones would be banned (although animals can move freely within those zones)

Possible exemptions to movement controls that could be utilised by the Secretary of State in consideration of veterinary risk assessment include –

- Moves entirely within the 20km zone
- Moves from the 20km zone to slaughter within the PZ
- Moves from the 20km zone to PZ, SZ or free area (subject to approval or testing)
- Moves from the PZ or SZ to free area (subject to conditions, mainly testing)
- Direct moves from the PZ and SZ to free area for slaughter
- Transit through zones
- Possibility of a range of individual movements to be licensed by vets.

Defra do not recommend the treatment of the general environment with insecticides, as this will have little effect on midge populations and have serious environmental implications.

8.6 UK Bluetongue Control Strategy

This is available at

<http://www.defra.gov.uk/foodfarm/farmanimal/diseases/atoz/bluetongue/control/index.htm#2>

The UK control strategy includes details of strategic objectives, free country and status for EU purposes, vaccination, criteria for confirming disease, restrictions on suspicion and confirmation, declaration of zones, measures within the PZ and SZ, removal of restrictions, surveillance, vector monitoring, tracings, compensation and veterinary investigation.

9. Role of local authorities

Local authorities are responsible for enforcing the Animal Health Act 1981 (as amended) and the Bluetongue Order 2007/Bluetongue Regulations 2008.

Local authorities will be predominantly focused on ensuring movement restrictions are under this legislation are understood and complied with.

Local authorities will also ensure aim to ensure that appropriate advice is provided / information is made available to their local communities.

10. Role of LACORS

LACORS will attend the National Disease Control Centre in London and will represent authorities in Wales in co-ordination with the LGA or Welsh Local Government Association (WLGA) as necessary. We will closely liaise with the WLGA, local authorities involved, Animal Health and Defra as required.

11. Additional information on Defra website

Defra bluetongue homepage

<http://www.defra.gov.uk/foodfarm/farmanimal/diseases/atoz/bluetongue/index.htm>

Defra Bluetongue Contingency Plan for GB

<http://www.defra.gov.uk/foodfarm/farmanimal/diseases/atoz/bluetongue/control/index.htm#2>

UK Bluetongue Control Strategy

<http://www.defra.gov.uk/foodfarm/farmanimal/diseases/atoz/documents/bluetongue-control-strategy081201.pdf>