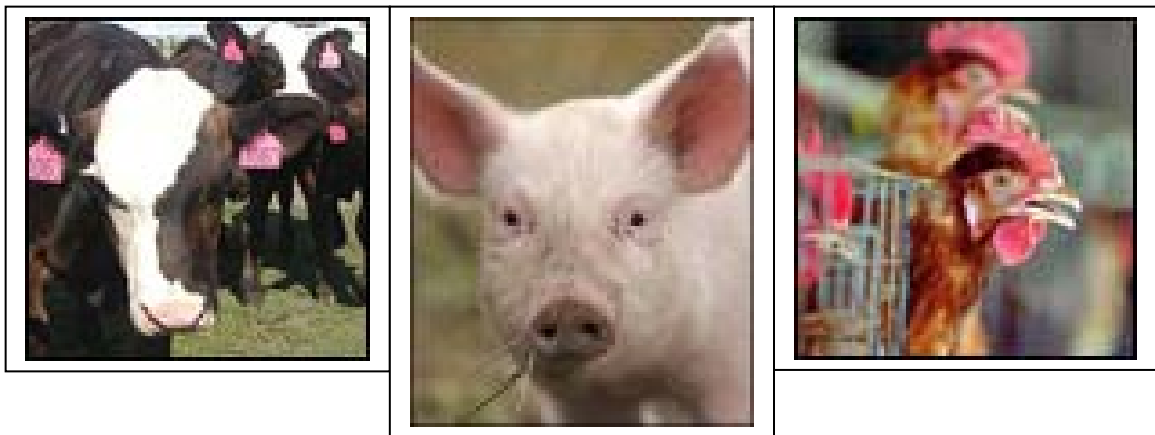




# Generic Contingency Plan for an Outbreak of a Notifiable Animal Disease



**Issue 1 - July 2009**

**Prepared by Isle of Wight Council  
Trading Standards and Emergency Management**

**Plan Number: 1  
Holder: Richard Stone, Trading  
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Note that this plan must be used in conjunction with the Annex relevant to the specific disease concerned. Please find a list of Annexes below –

<b>Annex</b>	<b>Notifiable Animal Disease</b>
Annex A	Avian Influenza
Annex B	Foot and Mouth Disease
Annex C	Classical Swine Fever
Annex D	Rabies
Annex E	Anthrax

## Foreword

The Isle of Wight Council is the local authority responsible for enforcing Animal Health legislation on the Isle of Wight. This plan has been developed to mitigate the effects of an outbreak of a notifiable animal disease on the Island.

A notifiable animal disease outbreak can have an immense social and economic impact on the whole community, whether directly as in how it affects those keeping animals, e.g. farmers, or indirectly as in the economic effects, for example by adversely affecting tourism.

Whilst the Animal Health and Welfare Team in the Trading Standards Service have the primary role in response, a wide range of other Council services will play a strong role, including Communications, Emergency Management, Highways and Public Rights of Way, as indeed will other agencies.

Although legislation exists to avoid such an outbreak occurring, it must be recognised that there is a risk of animal disease entering the County, and that there is a need to have a plan to deal with an outbreak should it occur.

It is hoped that this plan will never have to be implemented, but if the need should arise, the links established in the planning process and the procedures detailed within the plan, will enable us to make the best possible response to deal with an outbreak of animal disease swiftly and effectively.



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**Head of Community Safety Services**  
**Isle of Wight Council**

## Distribution List

<b>Isle of Wight Council</b>	<b>Plan Number</b>
Trading Standards Manager, Animal Health and Welfare Enforcement	1
Resilience Manager, Emergency Management	2
Strategic Manager, Communications and Public Relations	3
Head of Service, Highways and Transport	4
<b>External Agencies</b>	
Animal Health	5
Government Office for the South East	6
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# Section 1 – Aim and Objectives

## 1.1 Aim

The aim of this plan is to ensure a co-ordinated, rapid and appropriate local response in Isle of Wight to a notifiable animal disease emergency

## 1.2 Objectives

- 1.2.1 To detail actions to be taken to protect the public by the local authority, DEFRA, the Police, HPA, the NHS Health Trusts and other agencies
- 1.2.2 To establish an organisational structure for the Council that will enable an effective response to a serious disease outbreak.
- 1.2.3 To assist DEFRA and Animal Health to minimise and contain any outbreak through efficient and informed enforcement.
- 1.2.4 To provide accurate information to the public and relevant bodies, taking into account the role of the media in communicating such information.
- 1.2.5 To give guidance as to roles and responsibilities for officers and teams and an understanding of the expectations placed upon them in the event of a disease outbreak.



## **Section 2 – Introduction**

### **2.1 Overview of Local Authority Role**

- 2.1.1 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.
- 2.1.2 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.
- 2.1.3 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.
- 2.1.4 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.
- 2.1.5 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.
- 2.1.6 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.
- 2.1.7 To ensure that Isle of Wight Council 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.
- 2.1.8 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 the Isle of Wight Council. This 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.
- 2.1.9 The animal health and welfare enforcement service within Isle of Wight Council Trading Standards Service will take the lead role 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 management, communications and highways related services.

2.1.10 The plan must be proactively utilised to ensure that all 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 a prompt and appropriate response to a disease situation is made. Timeliness is central to the effective control of a notifiable animal disease outbreak.

2.1.11 The 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.

2.1.12 At present the annexes to this generic plan include -

<b>Annex</b>	<b>Notifiable Animal Disease</b>
Annex A	Avian Influenza
Annex B	Foot and Mouth Disease
Annex C	Classical Swine Fever
Annex D	Rabies
Annex E	Anthrax

2.1.13 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**

2.2.1 This plan is based upon the template produced, and subsequently revised in October 2008, by the Local Authorities Coordinators of Regulatory Services (LACORS) in consultation with local authorities through the National Animal Health and Welfare Panel.

2.2.2 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.

2.2.3 LACORS will ensure that the template is reviewed on an annual basis to reflect any amendments to national disease control policy or the role of local authorities, and Isle of Wight Council Trading Standards and Emergency Management will ensure that this plan is reviewed in light of any revision to the template.

## **2.3 National and Regional Context**

- 2.3.1 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/animalh/diseases/control/contingency/exotic.htm>].
- 2.3.2 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.
- 2.3.3 Under the current civil protection arrangements, a stronger structural framework has been put in place for the regional role in response to an emergency. Regional Resilience Teams (RRTs) are in place in Government Offices. Regional Resilience Forums (RRFs) have been formed to bring together the key regional players who may have a role in responding to a major emergency, to map the resilience capabilities within their regions and to act as a bridge between central and local government.
- 2.3.4 The Isle of Wight is part of the South-East Region. The South-East Regional Resilience Team is based at Government Office South East in Guildford. It facilitates the South-East Regional Resilience Forum.
- 2.3.5 This plan has been developed in consultation with all relevant local and regional delivery partners and stakeholders to ensure a common understanding of role and responsibilities.

## **Section 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.

### **3.1. Civil Contingencies Act 2004**

- 3.1.1. 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.
- 3.1.2. Detailed information and guidance on the implementation of the Civil Contingencies Act 2004 is available at [www.ukresilience.gov.uk](http://www.ukresilience.gov.uk)

### **3.2. Animal Health Act 1981 (as amended by the Animal Health Act 2002)**

- 3.2.1. 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.

### **3.3. European Communities Act 1972**

- 3.3.1. 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.

## **Section 4 – Plan Implementation**

### **Local Authority Functions and Responsibilities**

#### **4.1. Animal Health and Welfare Enforcement (AHWE)**

##### **4.1.1. Initiation – Animal Health and Welfare Enforcement**

- 4.1.1.1. Local authority animal health and welfare enforcement teams have existing close working relations with the local Animal Health office. Animal Health 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.
- 4.1.1.2. 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.
- 4.1.1.3. 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 - Animal Health and Welfare Enforcement**

- 4.1.2.1. The lead local authority animal health and welfare enforcement contact will receive notification from Animal Health that a suspect notifiable animal disease case has been confirmed. The local authority should ensure that Animal Health is aware of the 24 hour contact process that is in place.
- 4.1.2.2. Local authorities should also ensure that their details on the Local Authority Master Contact List (available on the LACORS website) are up to date.
- 4.1.2.3. The animal health and welfare function **will then notify the Isle of Wight Council Emergency Management team to ensure that this plan is formally activated.**
- 4.1.2.4. 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.

- 4.1.2.5. 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.
- 4.1.2.6. Appendix I 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.
- 4.1.2.7. A template agenda for an initial meeting to brief and organise relevant individuals, departments, partners and organisations is available at Appendix G. 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.
- 4.1.2.8. 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 and Fire & Rescue Services.
- 4.1.2.9. 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 – Animal Health and Welfare Enforcement**

- 4.1.3.1. 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.
- 4.1.3.2. 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
- 4.1.3.3. Local authorities would normally determine their priorities and key tasks with Animal Health. Successful communication is fundamental to the effective performance of the animal health and welfare function within a disease situation.
- 4.1.3.4. 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.
- 4.1.3.5. 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.
- 4.1.3.6. 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.
- 4.1.3.7. 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**

Generic Job Specifications are included for use at Appendix K for the following roles:

- 4.1.4.1. Strategic Manager
- 4.1.4.2. Operations Manager
- 4.1.4.3. Staffing Manager
- 4.1.4.4. LDCC Liaison Officer
- 4.1.4.5. Intelligence Officer
- 4.1.4.6. Equipment Officer
- 4.1.4.7. IT Officer
- 4.1.4.8. Inspector
- 4.1.4.9. Office Based Support



#### **4.1.5 Stand Down and Recovery - Animal Health and Welfare Enforcement**

- 4.1.5.1 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.
- 4.1.5.2 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.
- 4.1.5.3 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.
- 4.1.5.4 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**

### **4.2.1 Initiation – Emergency Planning**

- 4.2.1.1 The Emergency Planning function of the Isle of Wight Council as described in this plan is undertaken by the Emergency Management team.
- 4.2.1.2 The Emergency Management team will be notified of any suspect notifiable animal disease case by the Animal Health and Welfare Enforcement team.
- 4.2.1.3 Any information about a suspect notifiable animal disease case should be immediately discussed with the Animal Health and Welfare Enforcement team. 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 will take the lead to informally advise key local authority services of the situation, in line with existing procedures.
- 4.2.1.4 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 will be contacted again to advise that the results have proved negative.

## **4.2.2 Activation – Emergency Planning**

- 4.2.2.1 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.
- 4.2.2.2 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 of the situation and the political leader(s) of the local authority. This will be accomplished through communication to key officers as stipulated by the Isle of Wight Council Emergency Management Duty Rota.
- 4.2.2.3 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 Management 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.
- 4.2.2.4 The Emergency Planning function must also ensure that the standard local emergency processes are activated. This may involve the formal activation of the Emergency Control Centre and mobilise/put on standby the necessary emergency response team members to bring it to operational status.
- 4.2.2.5 The Emergency Planning function will utilise existing procedures to establish a local help line if necessary.
- 4.2.2.6 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.
- 4.2.2.7 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 – Emergency Planning**

- 4.2.3.1 The Emergency Planning function must maintain regular liaison with the Animal Health and Welfare Team to identify logistical issues, and resolve them as required.
- 4.2.3.2 It will also need to ensure that wider processes are put in place to support the local authority response. At a local level these will 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 will consist of senior management representatives from the key local authority services, as defined in the Isle of Wight Council Emergency Response Plan.
- 4.2.3.3 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.
- 4.2.3.4 It must continue to actively engage with the established regional and national structures that can support their requirements, including links with other local authorities. This will include the effective transfer of information across local authorities, wider delivery partners and key stakeholders.
- 4.2.3.5 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.
- 4.2.3.6 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 Emergency Planning Job Specifications**

Generic Job Specifications are included for use at Appendix L for the following roles:

- 4.2.4.1. Emergency Planning Manager
- 4.2.4.2. Emergency Planning Officer

## **4.2.5 Stand Down and Recovery – Emergency Planning**

- 4.2.5.1 Upon confirmation from Animal Health 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, in line with existing procedures.
- 4.2.5.2 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.
- 4.2.5.3 It must also begin to consider work to ensure that lessons learned are documented and fed back into the overall emergency management system.

## **4.3 Communications and Public Relations**

### **4.3.1 Context – Comms. and Public Relations**

- 4.3.1.1 Successful communication is essential to the control and eradication of a notifiable animal disease and to the effective protection of the whole local community.
- 4.3.1.2 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.
- 4.3.1.3 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.
- 4.3.1.4 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.
- 4.3.1.5 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).
- 4.3.1.6 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.
- 4.3.1.7 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.
- 4.3.1.8 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.

## **4.3.2 Initiation and Activation – Comms. and Public Relations**

- 4.3.2.1 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.
- 4.3.2.2 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.
- 4.3.2.3 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.
- 4.3.2.4 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.
- 4.3.2.5 The Isle of Wight Council website must contain up to date information from the initial suspicion stage, throughout the outbreak and the recovery process.

### **4.3.3 Management and Control – Comms. and Public Relations**

- 4.3.3.1 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.
- 4.3.3.2 It must ensure that elected members have current information, and respond to their queries as appropriate.
- 4.3.3.3 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.
- 4.3.3.4 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.
- 4.3.3.5 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.
- 4.3.3.6 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.

### **4.3.4 Communications and Public Relations – Responsibilities**

- 4.3.4.1 Responsibilities of the Communications and Public Relations function are detailed at Appendix M



#### **4.3.5 Stand Down and Recovery – Comms. and Public Relations**

- 4.3.5.1 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.
- 4.3.5.2 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.
- 4.3.5.3 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.

## **4.4 Highways and Public Rights of Way**

### **4.4.1 Context – Highways and Public Rights of Way**

4.4.1.1 The Isle of Wight Council has 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.

### **4.4.2 Initiation and Activation – Highways**

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

4.4.2.2 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.

4.4.2.3 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.

### **4.4.3 Management and Control – Highways**

4.4.3.1 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.

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

4.4.3.3 Local authorities should only place restriction signs relating to public rights of way after careful consideration of legislative powers and appropriate consultation with Animal Health. 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.

#### **4.4.4 Highways and Public Rights of Way – Responsibilities**

4.4.4.1 Responsibilities of the Highways and Public Rights of Way function are detailed at Appendix N.

#### **4.4.5 Stand Down and Recovery – Highways**

4.4.5.1 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.

## **4.5 Elected Members**

### **4.5.1 Context – Elected Members**

- 4.5.1.1 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.
- 4.5.1.2 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.

### **4.5.2 Initiation and Activation – Elected Members**

- 4.5.2.1 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.
- 4.5.2.2 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.

### **4.5.3 Management and Control – Elected Members**

- 4.5.3.1 Key elected members will be actively engaged during the ongoing management and control of a notifiable animal disease situation.
- 4.5.3.2 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.
- 4.5.3.3 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.

#### **4.5.4 Elected Members – Responsibilities**

4.5.4.1 Responsibilities of Elected Members are detailed at Appendix O.

#### **4.5.5 Stand Down and Recovery – Elected Members**

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

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

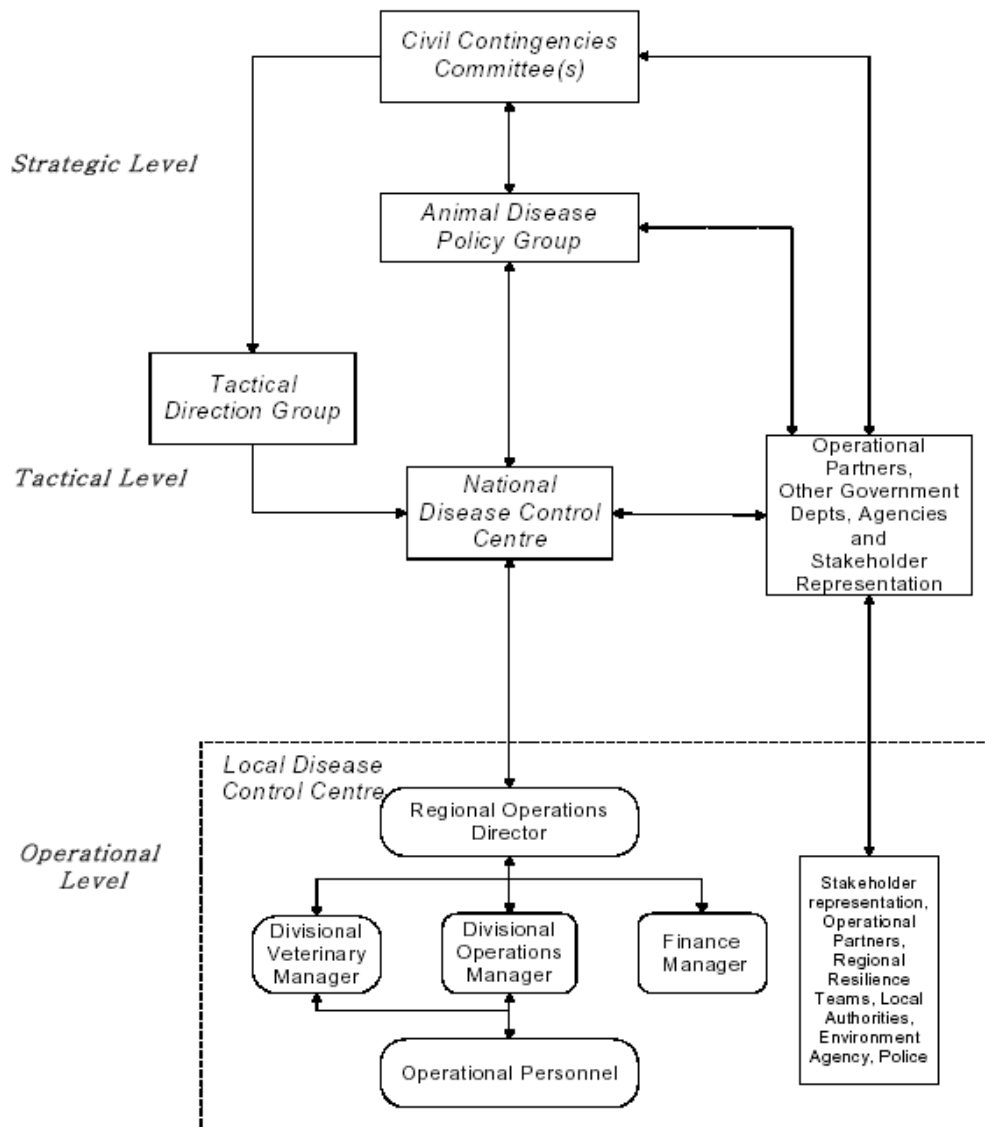
## **4.6 Wider Local Authority Services**

- 4.6.1 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.
- 4.6.2 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.
- 4.6.3 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.
- 4.6.4 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.
- 4.6.5 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.
- 4.6.6 The Emergency Planning function will ensure that any relevant local authority services will have direct representation at the tactical (Silver) level where appropriate.

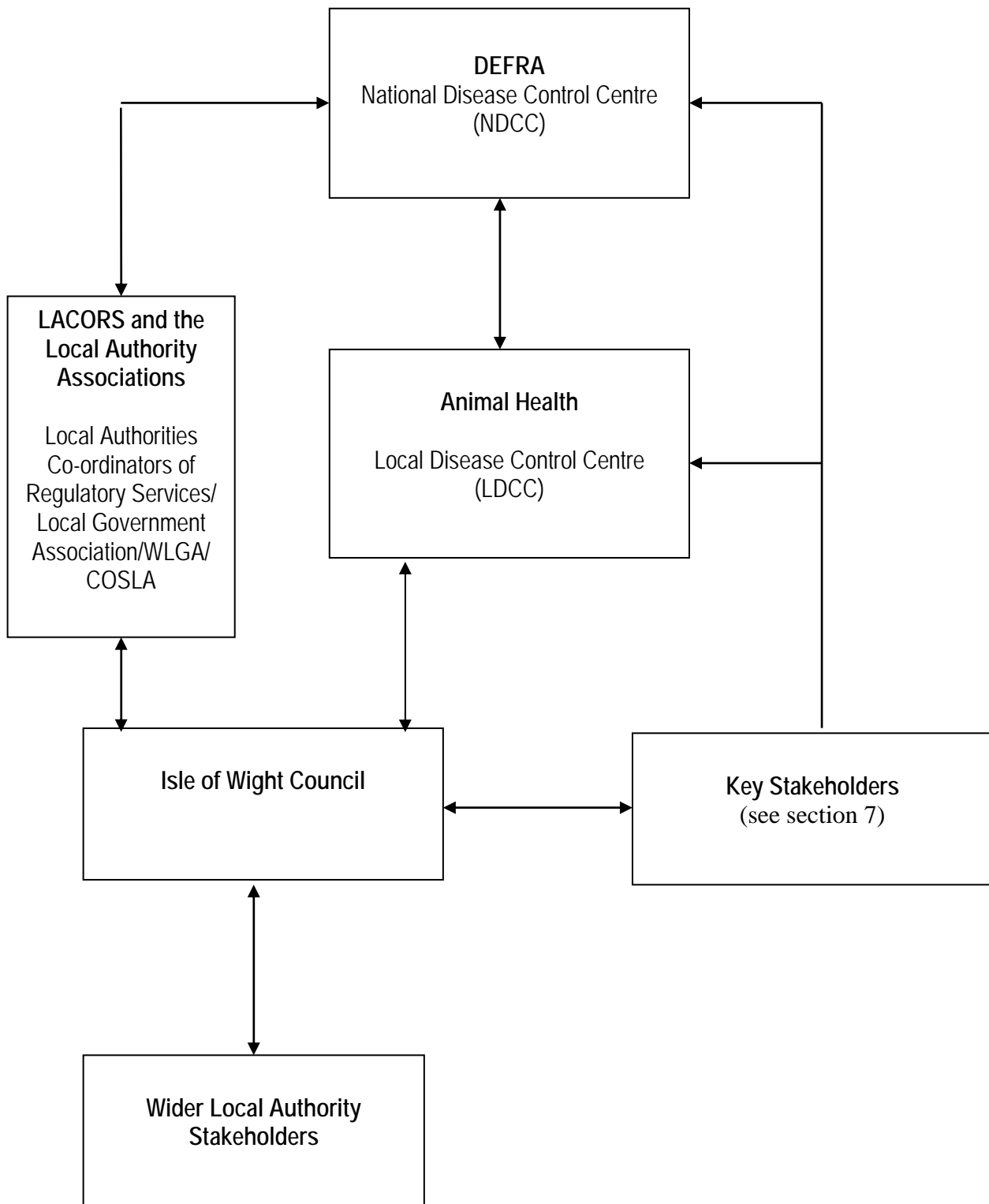
# Section 5 - National and Local Disease Control Structures

## 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

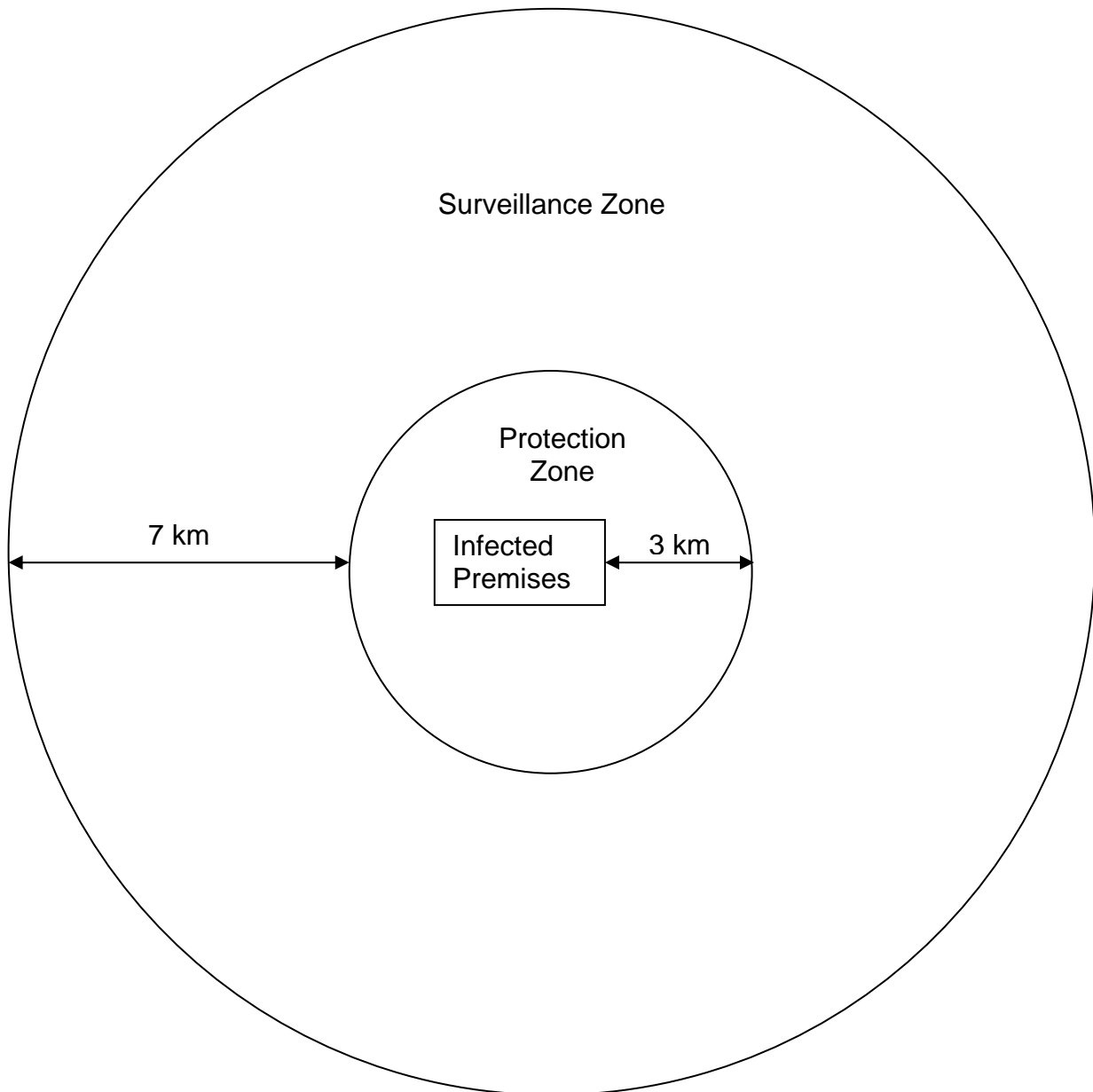




### 5.3 Diagram of Control Zones

**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.



## **Section 6 – Infected Premises and Restricted Zones**

### **6.1 Background**

6.1.1 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.

6.1.2 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.

### **6.2 Suspect Premises**

6.2.1 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.

6.2.2 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.

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

6.2.4 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.

6.2.5 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.

## **6.3 Infected Premises**

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

6.3.2 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.

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

## **6.4 Contact Premises or Dangerous Contacts (DC)**

6.4.1 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.

6.4.2 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.

6.4.3 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.

## **6.5 Temporary Control Zone**

6.5.1 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.

6.5.2 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.

## **6.6 Protection Zone** (see Figure 2)

6.6.1 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.

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

6.6.3 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.

6.6.4 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.

6.6.5 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.

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

## **6.7 Surveillance Zone** (See figure 2)

- 6.7.1 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.
- 6.7.2 A range of restrictions can be applied within a Surveillance Zone, depending upon the type of disease and the nature of the outbreak.
- 6.7.3 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.

## **6.8 Restricted Zone**

- 6.8.1 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.
- 6.8.2 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.
- 6.8.3 The conditions that apply within the Restricted Zone will be more restrictive than those within the Protection Zone and Surveillance Zone.
- 6.8.4 Alternatively, under some disease legislation, a Restricted Zone refers to the combined area of the Protection and Surveillance zones where the disease restrictions apply.

## **6.9 Vaccination Surveillance Zone**

- 6.9.1 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.
- 6.9.2 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 Animal Health will assist in determining the level of enforcement that is to be carried out by local authorities in the particular circumstances of the outbreak.
- 6.9.3 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.

## Section 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)

- 7.1.1 Defra is the lead government department when preparing for and managing a notifiable animal disease outbreak in England.
- 7.1.2 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/animalh/diseases/control/contingency/exotic.htm>
- 7.1.3 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.
- 7.1.4 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.
- 7.1.5 **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 Animal Health

- 7.2.1 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.
- 7.2.2 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.
- 7.2.3 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
- 7.2.4 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.



7.2.5 The Animal Health Offices at the regional and local levels 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.

7.2.6 Animal Health will utilise pre-arranged operational instructions contained within the Operations Manual (previously VIPER) when working at a local level.

#### 7.2.7 **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.

#### 7.2.8 **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.

## **7.3 Local Authorities Co-ordinators of Regulatory Services (LACORS)**

- 7.3.1 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.
- 7.3.2 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.
- 7.3.3 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.
- 7.3.4 **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.

## **7.4 Local Authority Associations**

- 7.4.1 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.
- 7.4.2 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.
- 7.4.3 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.

### **7.4.4 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.

## **7.5 Wider Local Authority Community**

7.5.1 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.

### **7.5.2 Overview of Responsibilities – Wider Local Authority Community**

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

## **7.6 Police Forces**

7.6.1 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.

7.6.2 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.

### **7.6.3 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.

## **7.7 Environment Agency**

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

7.7.2 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.

### **7.7.3 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.

## **7.8 Department of Health**

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

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

## **7.9 Health Protection Agency**

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

7.9.2 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.

### **7.9.3 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.

## **7.10 Ministry of Defence**

7.10.1 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.

## **7.11 Government Offices for the Regions**

7.11.1 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.

7.11.2 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.

### **7.11.3 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.

## Section 8 – Wider Stakeholders

### 8.1 Wider Stakeholders - Context

- 8.1.1 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.
- 8.1.2 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.

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

- 8.2.1 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.

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

- 8.3.1 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.

### 8.4 Local Veterinary Practitioners

- 8.4.1 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.

- 8.4.2 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.
- 8.4.3 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.

## **8.5 Rural Representative Bodies**

- 8.5.1 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.

## **8.6 Royal Society for the Prevention of Cruelty to Animals (RSPCA)**

- 8.6.1 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.
- 8.6.2 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.

## **8.7 Charities**

- 8.7.1 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 Animal Health

The table below was correct as of ..... 2008

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

<a href="#">Epizootic Lymphangitis</a>	Horses	1906
<a href="#">Equine Viral Arteritis</a>	Horses	2004
<a href="#">Equine Viral Encephalomyelitis</a>	Horses	Never
<a href="#">Equine Infectious Anaemia</a>	Horses	1976
<a href="#">Foot and Mouth Disease</a>	Cattle, sheep, pigs and other cloven hoofed animals	2007
<a href="#">Glanders and Farcy</a>	Horses	1928
<a href="#">Goat Pox</a>	Goats	Never
<a href="#">Lumpy Skin Disease</a>	Cattle	Never
<a href="#">Newcastle Disease</a>	Poultry	2006
<a href="#">Paramyxovirus of pigeons</a>	Pigeons	Present
<a href="#">Pest des Petits Ruminants</a>	Sheep and Goats	Never
<a href="#">Rabies</a>	Dogs and other mammals	2006
<a href="#">Rift Valley Fever</a>	Cattle, Sheep and Goats	Never
<a href="#">Rinderpest (Cattle plague)</a>	Cattle	1877
<a href="#">Scrapie</a> (on Defra's BSE website)	Sheep and goats	Present
<a href="#">Sheep pox</a>	Sheep	1866
<a href="#">Swine Vesicular Disease</a>	Pigs	1982
<a href="#">Teschen Disease</a> (Porcine enterovirus encephalomyelitis)	Pigs	Never
<a href="#">Tuberculosis (Bovine TB)</a>	Cattle and deer	Present
<a href="#">Vesicular Stomatitis</a>	Cattle, pigs and horses	Never
<a href="#">Warble fly</a>	Cattle, (also deer and horses)	1990
<a href="#">West Nile Virus</a>	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: \_\_\_\_\_

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

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**Section 3:      Veterinary Information**

NAME OF VETERINARY SURGEON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

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**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 \_\_\_\_\_

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**Section 5:      Additional Information**

ANY OTHER RELEVANT DETAILS: \_\_\_\_\_

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**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?

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**APPENDIX C – CONTACT DIRECTORY  
SECTION 9**

**MISCELLANEOUS CONTACTS**

**HAULIERS**

**John Shirlaw – CPH 16/006/0036**

Porchfield House Farm  
Porchfield  
Isle of Wight  
PO30 4LW  
Tel: 01983 522267  
Mobile: 0797338405

**SJ & JA Jolliffe (Steve) – CPH 16/014/0465**

15 Harvey Road  
Newport  
Isle of Wight  
PO30 2ES  
Tel: 01983 521996  
Mobile: 07885038284

**Michael & Sue Lightbown – CPH 16/020/0042**

Stone Farm  
Blackwater  
Newport  
Isle of Wight  
PO30 3DG  
Tel: 01983 520375  
Fax: 01983 526793

*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**

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**AVIAN INFLUENZA  
FOOTPATH CLOSED**

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(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



RISK ASSESSMENT RECORD HS2.28

WORK AREA/WORK ACTIVITY COVERED BY ASSESSMENT.....

PERSONNEL INVOLVED.....

NON-EMPLOYEES AFFECTED.....

ASSESSOR'S NAME.....DATE OF ASSESSMENT.....

ITEM NO	HAZARDS IDENTIFIED	RISKS IDENTIFIED	EXISTING PRECAUTIONS	REMEDIAL ACTION	PRIORITY FOR REMEDIAL ACTION*

\*THE REMEDIAL ACTION REQUIRED MUST REFLECT THE RATING GIVEN FOR THE RISK.  
REMEMBER! RISK ASSESSMENT IS A CONTINUOUS PROCESS, ANY SIGNIFICANT CHANGE WILL REQUIRE RE-ASSESSMENT

### Health & Safety Risk Assessment (continued)

**The Isle of Wight Council template corporate health and safety risk assessment is included on the previous page 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 102) 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/animalh/diseases/control/biosecurity/index.htm>

## Appendix G

### 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	<b>Notes of any previous meetings and any matters arising</b>	Person Responsible
2.0	<b>Updates on outbreak:</b>  <i><u>[possible agenda items – adapt as necessary]</u></i>	
2.1	<u>Feedback from DEFRA/Animal Health</u>	
2.2	<u>Local authority Operations update – eg. actions taken, major issues, movement controls, any significant non-compliance, patrols, footpaths closed, road signs etc</u>	
2.3	<u>Health Update</u>	

2.4	<u>Public/Media Update</u>	
2.5	<u>Police Update</u>	
<b>3.0</b>	<b>Review of impacts and threats</b>  <i>[possible items]</i>	
3.1	<u>Disease Control</u>	
3.2	<u>Bio-security</u>	
3.3	<u>Public information and reassurance</u>	
3.4	<u>Website</u>	
<b>4.0</b>	<b>Agreement of actions</b>  <i>[possible items]</i>	
4.1	<u>Agree roles and priorities, identify required equipment</u>	
4.2	<u>Weekend cover</u>	
4.3	<u>Distribute letters to residents</u>	
4.4	<u>Public meetings</u>	
<b>5.0</b>	<b>Any other business</b>	
5.1		
<b>6.0</b>	<b>Date of Next Meeting</b>	
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 Animal Health
- 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/animalh/diseases/notifiable/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/animalh/diseases/notifiable/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](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](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/animalh/diseases/pdf/bluetongue-contplan.pdf>

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/animalh/diseases/notifiable/bluetongue/index.htm>

Defra Bluetongue Contingency Plan for GB

<http://www.defra.gov.uk/animalh/diseases/pdf/bluetongue-contplan.pdf>

UK Bluetongue Control Strategy

<http://www.defra.gov.uk/animalh/diseases/notifiable/pdf/bluetongue-control-strategy0807.pdf>

### 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>

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## K1 –

### Animal Health and Welfare Enforcement – Strategic Manager

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

<b>Key Responsibilities</b>	
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.

## K2 –

### Animal Health and Welfare Enforcement – 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.

<b>Key Responsibilities</b>	
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. ( <i>Note</i> -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.

## K3 –

### Animal Health and Welfare Enforcement – 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.

<b>Key Responsibilities</b>	
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.

## K4 –

### **Animal Health and Welfare Enforcement – 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.

<b>Key Responsibilities</b>	
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 Animal Health Teams.
5.	Attendance and contribution at the LDCC Bird Table meetings



## K5 –

### **Animal Health and Welfare Enforcement – 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.

<b>Key Responsibilities</b>	
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.

## K6 –

### Animal Health and Welfare Enforcement – 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.

<b>Key Responsibilities</b>	
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.

## K7 –

### Animal Health and Welfare Enforcement – IT Officer

<b>Key Responsibilities</b>	
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.

## K8 –

### Animal Health and Welfare Enforcement – 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.

<b>Key Responsibilities</b>	
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.

## K9 –

### 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.

<b>Key Responsibilities</b>	
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.

### 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.

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<b>L1</b>	<b>Emergency Planning Manager</b>	<b>99</b>
<b>L2</b>	<b>Emergency Planning Officer</b>	<b>100</b>

## L1 –

### 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.

<b>Key responsibilities</b>	
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.

## L2 –

### 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.



### 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.

<b>Key Responsibilities – Communications and Public Relations</b>	
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.

### Highways and Public Rights of Way – Responsibilities

<b>Key Responsibilities</b>	
1.	Produce signs for roads and public rights of ways as required. Using templates and guidance provided in Appendix D.
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.

## 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.

<b>Key Responsibilities – Elected Members</b>	
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.