

# Local Authority: SEFTON MBC

Service Delivery Plan for year: 01/04/2011 to 31/03/2012

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)

Local Authority Planned Level of Service Delivery

### A1. Planning the Delivery of the Local Authority Animal Health Function

A1.1 Risk Assessment

Premises risk assessed in accordance with national risk scheme detailed in Section 4

Risk based inspection programme

**Outcomes 1, 2, 5 and 6**

a) Standard: **Good**

b) How Standard is to be achieved:

- As defined
- The Service uses the LACORS National Trading Standards Risk Assessment Scheme. Any enquiries raised by other agencies are logged as a 'complaint' and investigated. Complaint log informs risk assessment process.
- The service supports the use of the LACORS Home Authority Principle with respect to the sharing and dissemination of information. Discussion with DVM as appropriate
- The Service uses the LACORS National Trading Standards Risk Assessment Scheme. Any enquiries raised by other agencies are logged as a 'complaint' and investigated. Complaint log informs risk assessment process.
- The Service is part of a multi functional Department and has close ties with the local Environmental Health Services. The services share the same 'Authority' database allowing cross-fertilisation of intelligence and data.

c) Target:

- 100% of premises assessed – Plan to visit all premises (2011/2012) as part of project therefore n/a attempt to co-ordinate inspections with other agencies.

**PART A NATIONAL PRIORITIES (including Critical Control Points)**

**Content and relevant outcome(s)**

**Local Authority Planned Level of Service Delivery**

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## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)	Local Authority Planned Level of Service Delivery
<b>A2. Training and Development</b>	
<p>A2.1 Training for new officers</p> <p>On-going professional development</p>	<p>Officers are authorised to enforce all relevant legislation.</p> <p>All enforcement staff to hold recognised qualification or have equivalent professional experience i.e. 'Grandfather rights' or undertake to achieve such qualifications as soon as possible</p> <p>It is recognised that in emergency situations i.e. outbreaks of disease, there may be a need to call upon non animal health qualified officers to assist in carrying out animal health and welfare duties.</p> <p>Time and resources allocated to keep up to date on appropriate Animal Health and Welfare legislation, codes of practice, guidance etc – e.g. by accessing LG Regulation website</p> <p><b>Outcome 5</b></p>
	<p>a) Standard: <b>Minimum</b></p> <p>b) How Standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Annual performance and development review in line with Investors IN People Standard</li> <li>• Designated Animal Health Enforcement staff are required to keep up to date with respect to animal health and welfare by using the LACORS website on a weekly basis. To that end each officer has Internet access and access to the LACORS website.</li> <li>• The Department subscribes to Lexus online (for legislation) &amp; TS Desktop Companion.</li> <li>• Helen Shaw – Senior Trading Standards Officer, holder of DTS &amp; Simon Evans – Technical Officer with 15 years experience in Trading Standards. These officers are authorised to enforce all relevant legislation including: Animal Health Act 1981 (as amended); EC Act 1972; Agriculture Act 1970; and Food Safety Act 1990.</li> <li>• Attendance at County Council Animal Health function &amp; Defra courses</li> <li>• The Department carries out annual contingency planning exercises in preparation for emergency situations and attends SVS training as appropriate.</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• All staff as appropriate</li> </ul>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)	Local Authority Planned Level of Service Delivery
<b>A3. Licensing Activities</b>	
<p>A3.1 Recording of Animal Movements</p> <p>Sheep, Goats, Deer and Pig movement data capture and recording of exemptions</p>	<p>All movement documents received to be date stamped or otherwise identified as to date received. (The 3 day timescale commences on the day following receipt of the movement document by the authority).Data entry on to the Defra AMLS2 database of all sheep, pig and deer movement documents received</p> <p>Action to be taken where errors are detected that require follow up resolution <b>Outcomes 1 and 4</b></p>
	<p>a) Standard: <b>Good</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Delivery targets are set in accordance with Departmental Service plan and published response times</li> </ul> <p>Officers can be contacted as follows:</p> <ul style="list-style-type: none"> <li>• Via telephone (0151 934 4028) between the hours of 9.00am to 5.00pm Monday to Thursday and 9.00am to 4.00pm on Friday. Calls are answered within 5 rings, if the appropriate person is unavailable, a message can be left and an officer will call back within 2 working days.</li> <li>• Via fax on 0151 934 4276 and the officers will respond within 5 working days and a full response within 15 working days.</li> <li>• Via email at <a href="mailto:epd@environmental.sefton.gov.uk">epd@environmental.sefton.gov.uk</a> and the officers will respond within 5 working days and a full response within 15 working days.</li> <li>• Via letter to Environmental Protection Department, 1<sup>st</sup> Floor Magdalen House, Trinity Road, Bootle L20 3NJ and the officers will respond within 5 working days and a full response within 15 working days.</li> <li>• Personal Callers via appointment only</li> <li>• All movement documents will be logged into 'Authority' and identified with date received &amp; data entry onto AMLS2 as appropriate</li> <li>• The Service will ensure that any IT system data errors identified, are actioned within 2 working days</li> <li>• This Service will regularly review (every quarter) and update all non-AMLS licensing records within 4 working days.</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• The service will undertake to deal with 95% of enquiries within given maximum time frame.</li> </ul>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)		Local Authority Planned Level of Service Delivery
<p>A3.2 Issuing of specific animal movement licences on AMLS2</p>	<p>Specific licences (on AMLS2) issued for those individuals prohibited by the Minister from operating under the general licence</p> <p>Receipt of licence applications</p> <p>Assessment and issue of specific licences</p> <p>Issue of animal movement licences manually where approval given</p> <p><b>Outcomes 1 and 4</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Service will ensure that all documents will be identified with date received and all details of movements, recorded on AMLS within two days of receipt.</li> <li>• This includes the verification and entry of six-day standstill exemptions within two working days.</li> <li>• Three working days is deemed acceptable where errors are detected that require follow-up resolution</li> <li>• The Service will issue licences within one working days of receipt where no pre-inspection is required.</li> <li>• The issue of licences extended to three working days for all Disease Control System amendments or where pre-inspection required.</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• 100%</li> </ul>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)		Local Authority Planned Level of Service Delivery
<p>A3.3 Investigation of specific (AMLS2) movement licence refusals</p>	<p>Initial investigation of (AMLS2) licence application refusals; resolve if possible, otherwise co-operation with AHRO to achieve resolution</p> <p><b>Outcomes 1 and 4</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Service will carry out an investigation and resolve license refusals within two days.</li> <li>• The Service will publish the appeals procedure where appropriate and as permitted by legislation</li> <li>• The Service will ensure that all documents will be identified with date received and all details of movements, recorded on AMLS within two days of receipt.</li> <li>• This includes the verification and entry of six-day standstill exemptions within two working days.</li> <li>• Three working days is deemed acceptable where errors are detected that require follow-up resolution</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• 100%</li> </ul>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)	Local Authority Planned Level of Service Delivery
<b>A4. Enforcement activities to maximise Animal Health and Welfare compliance (CCPs)</b>	
<p>A4.1 Attendance at Critical Control Points - Livestock markets, Sales, Collection Centres and Assembly Centres</p>	<p>Highly visible preventative enforcement presence. Attendance at markets and other premises licensed for sales, and Collection Centres and Assembly Centres to ensure compliance, in particular with:</p> <ul style="list-style-type: none"> <li>• Biosecurity (vehicles, premises and people)</li> <li>• Livestock identification</li> <li>• Central Point Recording Centre approval conditions and contingency</li> <li>• Welfare</li> <li>• Transport</li> <li>• Licensing and record keeping</li> <li>• Specific pre movement licensing</li> <li>• All other relevant legislation</li> </ul> <p>Exact attendance levels and times according to status of gathering</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>
	<p>a)Not applicable</p> <p>b)Not applicable</p>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)		Local Authority Planned Level of Service Delivery
<p>A4.2 Attendance at Critical Control Points - slaughter houses</p> <p><i>All these activities with regard to the transport unloading and identification of livestock should normally occur outside of the slaughterhouse production area. This service delivery function does not require Local Authority officers to enter the slaughterhouse production area, or undertake enforcement in relation to the slaughterhouse operation itself. The MHS are responsible for enforcement in the slaughterhouse itself, and Local Authorities should liaise with MHS with regard to any need to enter the slaughterhouse production area.</i></p>	<p>Attendance at slaughter houses (high and low through put, red meat and poultry(white meat) in liaison with MHS to ensure legislative compliance, in particular with:</p> <ul style="list-style-type: none"> <li>• Biosecurity (vehicles, premises and people)</li> <li>• Livestock identification</li> <li>• Central Point Recording Centre approval conditions and contingency</li> <li>• Welfare</li> <li>• Transport</li> <li>• Licensing and record keeping</li> <li>• Specific pre movement licensing</li> <li>• All other relevant legislation</li> </ul> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a)Not applicable</p> <p>b)Not applicable</p>
<p>A4.3 Attendance at Critical Control Points - Dealers</p>	<p>Identification of Dealers</p> <p>Visits/inspections to verify legislative compliance</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a)Not applicable</p> <p>b)Not applicable</p>



## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)		Local Authority Planned Level of Service Delivery
<p>A4.4 Attendance at Critical Control Points - Ports (excluding BIPs)</p>	<p>Attendance at Ports to ensure legislative compliance, in particular with:</p> <ul style="list-style-type: none"> <li>• Biosecurity (vehicles, premises and people)</li> <li>• Livestock identification</li> <li>• Welfare</li> <li>• Transport</li> <li>• Import/export documentation</li> <li>• All other relevant legislation</li> </ul> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How Standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Reactive upon the request of the Port Health Authority – all docks monitored by Port Health on behalf of the Council.</li> <li>• Reactive upon the request of SVS / Animal Health</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• On request</li> </ul>
<p>A4.5 Attendance at Critical Control Points - High risk Farms (Other than dealers)</p>	<p>Visits/inspections to verify legislative compliance</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a)Not applicable</p> <p>b)Not applicable</p>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)		Local Authority Planned Level of Service Delivery
<p>A4.6 Stand by and on call arrangements</p>	<p>Emergency interagency contact regarding disease and other enforcement incidents</p> <p><b>Outcomes 1, 2, 3, 4 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Service has emergency interagency agency contact arrangements to deal with disease or other enforcement incidents, e.g. Rabies, FMD. Arrangements are co-ordinated by a dedicated Emergency Planning Team</li> <li>• The Council also has its own 'Security' Service and an 'out of hours' contact list which includes the Service Director, Assistant Directors and Section Manager.</li> </ul> <p>c) Target: Immediate</p>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)		Local Authority Planned Level of Service Delivery
<b>A5. Partnership working and intelligence driven enforcement</b>		
A5.1 Identified Infringements	<p>Identified breaches of legislation, including bio - security, licensing, welfare, livestock identification, standstill breaches, illegal imports, by products, and other disease control work.</p> <p>Irregularities found on documentary checks followed up</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Identified breaches of legislation will be investigated</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• 100%</li> </ul>
A5.2 Intelligence / Information and systems	<p>Provision and collection of Intelligence Information</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Via TSNW Regional Intelligence Unit.</li> <li>• Infringements or suspected infringements reports from external sources or identified by the use of data interrogation etc will be investigated.</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• Upon request</li> </ul>
A5.3 Intelligence led actions	<p>Infringements or suspected infringements reported from external enforcement sources or identified by use of data interrogation or intelligence sources; members of the public/complaints</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Via TSNW Regional Intelligence Unit.</li> <li>• Infringements or suspected infringements reports from external sources or identified by the use of data interrogation etc will be investigated.</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• Upon request</li> </ul>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

**Content and relevant outcome(s)**

**Local Authority Planned Level of Service Delivery**

### **A6. Post enforcement reporting and AMES data entry activities**

A6.1 Animal Health and Welfare Management and Enforcement System (AMES)

Entry of data on to AMES system (or via electronic data transfer from local systems to AMES) recording Local Authority enforcement activities, results and actions. (The relevant timescale commences on the day following the date on which the activity took place).

Use of AMES for management information and report generation

Recording of data on infringements

**Outcomes 1, 2, 3, 4, 5 and 6**

a) Standard: **Minimum**

b) How standard is to be achieved:

- Follow up reports, data entry, licence issues, and other work following practical enforcement activities will be produced as required
- Further investigation and evidence gathering / Court work will be carried out in accordance with the Department's enforcement policy and prosecution procedure.
- Intelligence systems will be set up as required. This includes liaison with other agencies

c) Target:

- The recording of all relevant information is to be completed within two working days.

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)		Local Authority Planned Level of Service Delivery
A6.2 Management information	<p>Collation of management information data for internal use and provision to Animal Health, Defra and Welsh Assembly Government.</p> <p><b>Outcomes 3, 4 and 5</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"><li>• The 'Framework', contents and methods (as defined) and management information data will be supplied to Defra as required.</li></ul> <p>c) Target:</p> <ul style="list-style-type: none"><li>• All requests for data will be actioned within 5 working days</li><li>• All statutory returns will be sent to Defra by the stated deadline.</li></ul>

## PART A NATIONAL PRIORITIES (including Critical Control Points)

Content and relevant outcome(s)	Local Authority Planned Level of Service Delivery
<b>A7. Contingency planning and emergency action</b>	
<p>A7.1 Animal Health/Defra/Welsh Assembly Government and local authority emergency preparedness</p>	<p>Planning and contributing to emergency preparedness plans with Animal Health/Defra/Welsh Assembly Government and other agencies as appropriate</p> <p><b>Outcomes 1, 3, 5 and 6</b></p>
<p>A7.2 Testing and Training</p>	<p>Testing, training, practising and evaluating activities in relation to the emergency plan</p> <p><b>Outcomes 1, 3, 5 and 6</b></p>
	<p>a) Standard: <b>Good</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Department has adopted the LACORS emergency preparedness plans</li> <li>•</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• Reviewed on an annual basis</li> </ul>
	<p>a) Standard: Good</p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Section carries out in house training activities</li> <li>• The Section attends regional preparedness exercises facilitated by SVS</li> <li>• The Section holds a supply of PPE &amp; Animal Health Road Signage</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• Carry out 1 preparedness exercise per annum</li> </ul>

**PART A NATIONAL PRIORITIES (including Critical Control Points)**

**Content and relevant outcome(s)**

**Local Authority Planned Level of Service Delivery**

**A8. Additional Activities to reflect National Priorities**

A8.1 National Priorities

Provide details in Service Delivery Plan (Annex C) of identified priorities as discussed with the RODs, Defra and the Welsh Assembly Government, as appropriate.

**Outcomes 1,2,5 and 6**

a)To be reviewed as appropriate

## PART B Other Priority areas for consideration

Content and relevant outcome(s)	Local Authority Planned Service Delivery
<b>B1. Planning the Delivery of the Local Authority Animal Health Function</b>	
<p>B1.1 Profile of local authority area and associated animal health and welfare workload</p> <p>Analysis of critical control points by type, number, days of operation, including:</p> <ul style="list-style-type: none"> <li>• premises licensed for sales (e.g. auction markets etc.)</li> <li>• premises licensed for collections for slaughter or further rearing or finishing</li> <li>• abattoirs/slaughter houses</li> </ul> <p>Analysis of agricultural premises according to risk</p> <p>Summary of staff engaged in Animal Health and Welfare work</p> <p><b>Outcomes 3 and 5</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How Standard is to be achieved:</p> <p><u>Live Animals:</u></p> <ul style="list-style-type: none"> <li>• Premises licensed for sales: <b>0</b></li> <li>• Premises licensed for collections for slaughter etc: <b>0</b></li> <li>• Abattoirs / Slaughterhouses: <b>0</b></li> </ul> <p><u>Carcasses/ Animal By Products:</u></p> <ul style="list-style-type: none"> <li>• Rendering plants, hunt kennels, maggot farms: <b>0</b></li> </ul> <p><u>Other:</u></p> <ul style="list-style-type: none"> <li>• Premises where livestock present or kept for commercial purposes / other premises where animals present or kept for commercial purposes, e.g. horse riding / dog breeding / pet shops: Approx - <b>59</b></li> <li>• Other non commercial premises where livestock present or kept, e.g. pet pigs, back yard poultry: <b>38</b></li> <li>• Other non commercial premises, e.g. animal sanctuaries: <b>3</b></li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• Resource allocation 0.5FTE enforcement officer</li> <li>• Carry 100% of inspections on a project basis</li> </ul>



## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
<p>B1.2 Annual Service Delivery Plan for delivery of services in Animal Health and Welfare</p>	<p>Service Delivery Plan produced detailing Service Delivery for all activities detailed in this activity framework, reflecting national and local priorities. Annex C should be used as a template.</p> <p><b>Outcomes 3, 4, and 5</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How Standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Service Delivery Plan defines Animal Health activities &amp; is approved by Cabinet Member</li> <li>• Animal welfare visits carried out on a project basis by 0.5FTE enforcement staff</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• 100%</li> </ul>

## PART B Other Priority areas for consideration

Content and relevant outcome(s)	Local Authority Planned Service Delivery
<b>B2. Education and advice to maximise compliance</b>	
<p>B2.1 Education and advice</p> <p>Guidance provided to businesses on all aspects of Animal Health and Welfare for which local authorities are responsible, including any movement licensing requirements.</p> <p>Delivery targets should be set in accordance with individual local authority 'charter' response times.</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Service will provide advice on Animal Health and Welfare of cases as required on demand.</li> <li>• The Service will also provide guidance to business as a matter as priority when new information becomes available. The level of priority will be consistent with the LACORS risk assessment scheme.</li> <li>• All suspected irregularities identified in AMLS2 will be investigated and appropriate follow up action taken.(The following timescales for investigations will be adhered to: Within 5 working days for sheep/cattle subject to 6 days standstill / Within 19 days for pigs subject to 20 – standstill)</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• 95% of all cases</li> </ul>

## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
<p>B2.2 Proactive activity</p>	<p>Proactive involvement or lead in education and training events with stakeholder organisations etc.</p> <p>Joined up approach to education and advice through liaison with Defra, Welsh Assembly Government, LG Regulation and Animal Health</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How Standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Distribute leaflets to farmers</li> <li>• Information via Council website</li> <li>• Arrange stakeholder groups on request</li> </ul> <p>c) Target:</p> <p style="padding-left: 20px;">Above – as appropriate</p>

## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
<b>3. Enforcement activities to maximise Animal Health and Welfare compliance</b>		
<p>B3.1 Inspections to premises other than High Risk businesses</p>	<p>Visits to verify legislative compliance (See guidance in Annex F).</p> <p>Commercial hauliers Farms (including own livestock vehicle) Agricultural Shows and farm dispersal sales Knackers/Hunt kennels/renderer Maggot farms etc</p> <p>Any other premises of livestock origin and destination</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Good</b></p> <ul style="list-style-type: none"> <li>• 13 medium risk premises</li> <li>• 51 low risk premises</li> </ul> <p>b) How Standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Section will carry out selective visits to verify legislative compliance at regulated premises. The frequency of inspection is determined by the LACORS risk assessment scheme and will also be driven by selective checks from AMLS2.</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• 100% of identified premises on a project basis</li> </ul>
<p>B3.2 In transit checks</p>	<p>Roadside checks (in conjunction with police)</p> <p>Police led multi agency roadside checks local authority led checks for animal health and welfare compliance only (including co-ordination with adjacent local authorities)</p> <p>National exercises and operations e.g. V79</p> <p><b>Outcomes 1, 2, 3, 4 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• Carry out an exercise in response to bona fide intelligence</li> <li>• Participate in exercises at the request of the police</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• Upon request</li> </ul>

## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
<p>B3.3 Postal record recall checks (if carried out) on livestock premises</p>	<p>Postal recall checks and verification according to risk</p> <p>Non responses subject to follow up action as appropriate (including, if necessary premises visit inspection)</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <ul style="list-style-type: none"> <li>• The Service will carry out postal record checks at High Risk Premises.</li> </ul> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Service will not carry out any checks during 2011/12 – no high risk premises.</li> </ul>

## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
B3.4 Vehicle biosecurity – cleansing and disinfecting compliance	Checks on those signing declarations to cleanse and disinfect at premises other than where they have delivered livestock  <b>Outcomes 1, 5 and 6</b>	a) Standard: <b>Minimum</b>  b) How standard is to be achieved: <ul style="list-style-type: none"><li>• Carry out checks upon demand</li><li>• Carry out checks in response to bone fide intelligence</li></ul> c) Target: <ul style="list-style-type: none"><li>• Upon request</li></ul>

## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
<p>B3.5 Out of operating hours checks</p>	<p>Checks out of normal specified operating hours or subsequent days for:                      Markets                      Slaughter houses                      Premises licensed for collection of animals for slaughter or for further rearing or finishing</p> <p><b>Outcomes 1, 2, 5 and 6</b></p>	<p>a) Not applicable</p> <p>b) Not applicable</p>
<p>B3.6 Stand by and on call arrangements</p>	<p>Emergency interagency contact regarding disease and other enforcement incidents</p> <p><b>Outcomes 1, 2, 3, 4 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Service has emergency interagency agency contact arrangements to deal with disease or other enforcement incidents, e.g. Rabies, FMD. Arrangements are co-ordinated by a dedicated Emergency Planning Team</li> <li>• The Council also has its own 'Security' Service and an 'out of hours' contact list which includes the Service Director, Assistant Directors and Section Manager.</li> </ul> <p>c) Target: Immediate</p>

**PART B Other Priority areas for consideration**

<b>Content and relevant outcome(s)</b>		<b>Local Authority Planned Service Delivery</b>



**PART B Other Priority areas for consideration**

**Content and relevant outcome(s)**

**Local Authority Planned Service Delivery**

**B4. Partnership working and intelligence driven enforcement**

## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
<p>B4.1 Cross border and multi agency working</p>	<p>Assessment and communication to interested parties of cross cutting issues</p> <p>Research/intelligence led activities including workshops</p> <p>Joint investigations/exercises/initiatives</p> <p>Mentoring arrangements</p> <p><b>Outcomes 1, 2, 3, 4 and 6</b></p>	<p>a) Standard: <b>Minimum</b></p> <p>b) How standard is to be achieved:</p> <ul style="list-style-type: none"> <li>• The Section will assess and communicate with other interested parties in respect of cross boundary, cross cutting issues.</li> </ul> <p>c) Target:</p> <ul style="list-style-type: none"> <li>• Attendance at Regional Meetings</li> <li>• Participation in at least on contingency planning exercise</li> </ul>

## PART B Other Priority areas for consideration

Content and relevant outcome(s)		Local Authority Planned Service Delivery
<b>B5 . Additional Activities to reflect Regional and Local Priorities</b>		
B5.1 Regional priorities	Discuss regional priorities, with the ROD at regional meetings in advance of annual service delivery planning  <b>Outcomes 1, 2, 5 and 6</b>	a) To Be Reviewed as appropriate
B5.2 Local priorities	As determined by local authority in discussion with ROD  <b>Outcomes 1, 2, 5 and 6</b>	a)To be reviewed as appropriate