Guidance Note (GUI) **13**

**Animal Welfare**

The following information is intended to act as a guide for staff who are new to the role of organising events or who may be unfamiliar with APHA rules and regulations. The application for a licence to hold an animal gathering will be relevant for any event that involves livestock being moved from more than one owner to premises for a show/rally.

This note is for your information and to help you with forward-planning for events – see checklist overleaf. The procedure can incur costs and you are advised to budget accordingly i.e., vet’s cost for the day, purchase of disinfectant. As with all licence applications, form-filling is time-consuming, and you are also advised to budget your time accordingly and well in advance of your event. Alternatively, plan a rally/show where stock is already housed or at a local agricultural college farm where stock may already be available. **This note is for your information only and is not a definitive guide.**

If your rally or show includes livestock (excluding Poultry), please remember this would constitute an animal gathering and would need a licence. The APHA rules/regulations/advice on livestock movements must also be adhered to. These rules are implemented by APHA for disease control. The animal gathering order does NOT apply in the following situations.

* Where all the animals brought to the holding are owned by the same person **or**
* All the animals come from one set of premises authorised as a sole occupancy group **or**
* The animal gathering takes place on a premises **owned by** the owner of the animals.

Legal requirements – Orders and licenses are published on the APHA website: [Animal and Plant Health Agency - GOV.UK (www.gov.uk)](https://www.gov.uk/government/organisations/animal-and-plant-health-agency) and are also available from your local APHA office – see contact list for your local office or visit APHA website. Please send the application form downloaded from the internet to your local animal Health office and they will arrange a pre-licence visit. If you do not have access to the website ring your local APHA office and they will send you the application form – advice from this office is always available. No person may allow an animal gathering to occur on a licensed premises on which animals have been kept unless 27 days has elapsed from day the animals left the licensed area of the equipment to which the animals had accessed has be cleansed and disinfected.

The biosecurity arrangement at an animal gathering are now the responsibility of industry and the essential **biosecurity advice** must be followed at all times to ensure that disease spread is prevented and controlled.

The **advice** supplements the requirements in the animal gatherings order and licence.

**If you operate any gathering:**

* You should make sure that everyone who handles livestock is aware of the notifiable diseases in animals and how to initiate the Disease Control Contingency Plan.
* You should make sure that everyone you engage who handles livestock has training sufficient for them to understand the risks of poor biosecurity and understands the consequences of disease spread.
* Make sure you and your team set a good example and practice good biosecurity as part of your normal routine.
* You should have good, clearly identified facilities for people who handle animals to: scrub and disinfect their boots when they go into and leave the animal area.

- Wash their hands thoroughly.

- Wash down any waterproof clothing.

- Safely dispose of any used disposable clothing.

* Organisers of shows should provide facilities for cleansing and disinfecting vehicles and equipment that has been used in the animal rings.
* Be prepared to refuse entry to anyone attending your gathering whose clothing or vehicle poses a biosecurity risk to everyone else and advise them that they should clean their clothing/vehicle and to resolve this problem as soon as possible by directing them to using the facilities provided.

**If you attend a gathering**

* Leave ‘disease’ where it is by following good biosecurity measures every time you leave a premise with livestock.
* You should ensure that you know the signs of notifiable diseases in animals and, if in doubt, seek veterinary advice as soon as possible.
* Do not come onto the premises with clothes or livestock vehicle (including a vehicle used to pull a trailer) contaminated with mud or other farm contamination.
* Facilities are provided for you to cleanse and disinfect your boots and scrub your hands. If you need to, use them.
* Handling animals can spread disease; you should wash your hands and clothing/footwear before you leave the premises.
* You should cleanse and disinfect your livestock vehicle on site before leaving if possible.
* Be alert for any signs of disease in animals – if there is a suspect case while you are on the premises, be prepared to co-operate with the authorities in implementing the Disease Control Contingency Plan.

**If you are planning to hold an event, please also check with your local Trading Standards Office that administers livestock movement licenses.**

It is important to have the necessary documents for reporting movements of animals both onto and away from a showground for use on show day.

There is a requirement for veterinary checks on the show animals during unloading or immediately after arrival. Normally, if it is a small show vets are not asked to stay all day, only on the unloading and to be available if needed. More details are available by contacting the [Animal and Plant Health Agency](https://www.gov.uk/government/organisations/animal-and-plant-health-agency).

**Reporting movement onto a showground**

The show secretary or other authorised person must report all movements of cattle onto a showground to the British Cattle Movement Service (BCMS). Cattle arriving at a showground must be accompanied by their individual passport.

* In the Cattle Passport of each individual animal are movement notification slips, one of which the Show Secretary or his/her representative must remove from the passport and complete indicating that the animal has been received onto a showground.
* The showground bar-code sticker must be attached to the notification slip.

The show secretary or his/her representative must post this movement notification slip, within 3 days, to BCMS, Curwen Road, Workington, Cumbria, CA14 2DD.

**Reporting movement away from a showground**

The show secretary will need to know approximately how many bovine animals are being exhibited since twice this number of showground bar-code stickers will be needed (one for the movement onto the showground and one for the movement away from the showground).

The bar-code stickers for the showground can be ordered from:

**BCMS, Curwen Road, Workington, Cumbria, CA12 2DD Tel: 0345 050 1234**

Please also confirm with BCMS that the details held on record for the show secretary are accurate.

The exhibitor will confirm to BCMS the return of his/her animal onto his/her holding by completing a further slip which he/she forwards to BCMS.

All movement of sheep between holdings must be accompanied by a movement document. It is no longer necessary to record the flock or herd mark of the animals being moved. These animals also need a licence from the show or gathering, therefore AML1 forms will be required to be filled in when the animals leave the event.

These can be downloaded from APHA if you download the forms you will need 4 forms for each group of sheep. Alternatively colour QUADUPLICATE forms can be accessed via the local trading standards office, the completed forms need to kept, or sent to various groups of people the **White copy: Local authority of destination premises within 3 days of move; Pink copy: Destination holding; Blue copy: Haulier; Yellow copy: Departure holding.**

You will be required to keep the destination pink copies (or downloaded form) and the Departure holding Yellow copies (a downloaded form) for each group of animals for 3 years.

**For fundraising without showing, there is the possibility of moving stock from one owner under an exceptional license to a NON-CPH site for a day for exhibition only. Movement conditions still apply.**

APHA Rules for Livestock Movements, which give a guideline of rules for the movement of livestock – this information can be viewed on the APHA website. Please note – **Individually identified cattle, sheep and goats attending a show** are exempt from the six day standstill rule provided that they are isolated for six days (in a APHA approved isolation facility- if you require a show isolation unit please contact you APHA regional office – Newcastle) from all non-show animals on their resident holding before they attend the first show. (A vet may be required at the show to check animals at the point of unloading to ensure that these isolated animals can go from show to show) They can then move from show to show without triggering a standstill and return home between shows and move to a further show within six days provided they are isolated. When they return to their resident holding for the last time they will trigger a six day standstill on the premises unless they are isolated for six days. Any cattle, sheep or goats that are sold at a show will trigger a six-day standstill at the premises of destination.

(Consider implications of isolation of dairy cattle – rather than bringing dairy cattle to the rally/show, it may be easier for competitors to judge at the dairy farm.)

Also make sure that if lambs are being judged away from a farm that they are tagged even if they are below 6 or 9 months old as the law states that sheep must be tagged before 6 or 9 months old or before they leave the holding of birth, whichever comes first.

**Electronic Identification (EID)**

**For animals that have been identified after 31 December 2009. If sheep are breeding sheep o over 12 months of age (so for this year’s season will not apply) two identifiers are needed, one must be electronic. As of 2011 these individual numbers will need to be recorded on the AML form, these can be read visually or with an EID reader.**

Please note that for sheep intended for slaughter under 12 months of age, there is an option which allows for a single slaughter tag, which can be electronic or non-electronic. Further information in the following link: [APHA](https://www.gov.uk/government/organisations/animal-and-plant-health-agency)

**Checklist**

1. When planning an event, contact your local APHA Animal Health Divisional Office (see contact details above) or visit appropriate websites already listed.
2. Do not forget, a grass site will have to be clear of susceptible livestock for 28 days before & after the event (does not apply to horses).
3. When you receive documentation from APHA, fill in forms, take note of advice and adhere to all stipulated rules and regulations.
4. Budget for any extra costs that may be incurred and allocate time for this procedure.
5. Consider implications of isolation of dairy cattle.
6. If you are holding an event with animals which requires licensing from APHA you will also need to get a CPH number (or holding number) for the premises (if it does not telephone number 0845 603 7777. This may need to be done some time in advance, as an application form will be required for this holding number too.
7. Be aware of all necessary procedure regarding movement of livestock to and from a showground.

**Application for a licence to hold an animal gathering**

The Animal Gatherings (England) Order will be sent out with the Application for a licence to hold an animal gathering and guidance notes. Read these carefully as the licence is a legal document.

**Notes to help you with the procedure**

You will need to apply to your local APHA Animal Health Division to obtain an application form – **Application for a licence to hold an animal gathering.**

The form will advise you to:

* Contact your Divisional Veterinary Manager for guidance in preparing the application form and associated paperwork (see contact details for your local APHA).
* Complete all parts of the form and attach the supporting documents – contingency plan and site plan (identifying biosecurity control points and extent of site to be licensed).
* Licence applications should be submitted to the Divisional Veterinary Manager at your local APHA Divisional Office.
* The application form should be copied to your Local Authority Animal Health Inspector (check address with your local APHA Divisional Office – visit [APHA](https://www.gov.uk/government/organisations/animal-and-plant-health-agency) for further details)

If you have any queries regarding the listed information, please contact your regional APHA Offices area as follows – visit [APHA](https://www.gov.uk/government/organisations/animal-and-plant-health-agency) for further details.