

KCC Generic Animal Health Disease Contingency Plan Appendix K

THE ROLE & RESPONSIBILITIES OF THE KCC EMERGENCY PLANNING GROUP DURING AN ANIMAL DISEASE EMERGENCY.

1. Introduction.

There are a number of animal diseases, which if an outbreak occurs could require a protracted response from Trading Standards and KCC as a whole. The prime role of Trading Standards would be to discharge KCC's statutory responsibilities in response to a suspect or confirmed notifiable animal disease situation.

The wider KCC role would be to mitigate the effects of the outbreak on the services it provides whilst contributing to the response based on Directorate normal activities and Outline Responsibilities for emergencies.

KCC Directorates most likely to be involved in the response are: -

- Communities
- Chief Executive's Department
- Environment and Regeneration

Animal diseases that could occur in the United Kingdom (UK) include: -

- African Horse Sickness - affects horses (**Non - Zoonotic**)
- Anthrax - affects cattle and other mammals (**Zoonotic**)
- Avian Influenza - affects poultry (**Zoonotic**)
- Blue Tongue - affects all ruminants and camelids (**Non - Zoonotic**)
- Classical Swine Fever / African Swine Fever - affects pigs (**Non - Zoonotic**)
- Foot and Mouth Disease - affects cattle, sheep, pigs and other cloven hoofed animals (**Non - Zoonotic**)
- Newcastle Disease in Birds - affects poultry (**Non - Zoonotic**)
- Rabies - affects dogs and other mammals(**Zoonotic**)
- West Nile Virus - affects horses and birds(**Zoonotic**)

Note: Zoonotic diseases are those which are capable of being contracted by humans. Non - Zoonotic diseases cannot be contracted by humans.

2. The Role & Responsibilities of the Emergency Planning Group.

Once an outbreak of a notifiable animal disease is suspected or confirmed the role of the Emergency Planning Group (EPG) will be to support the Trading Standards response. A summary of the Group's responsibilities is given at **Annex A**. These are based on those contained in the Generic Notifiable Animal Disease Contingency Plan Template for Local Authorities in England. Depending on the type of disease and extent of the outbreak the Emergency Planning Group may undertake some or all of the following:-

Alerting and Activation.

- Alert the Chief Executive, Managing Directors and Resource Directors.
- Alert Leader and Cabinet Members
- Alert KCC Communications and Media Centre
- Activate the County Emergency Centre.
- Alert other responders and stakeholders, including district councils and Medway Council.
- Convene initial internal and external stakeholder meetings and subsequent meetings throughout the emergency.

Broad Effects, Risks and Focus Points

- Throughout the emergency identify the broad effects, risks and focus points for KCC and where appropriate task Directorates with specific actions. Typical focus points could include:-
 - Impact on KCC Services and Continuity of business
 - Reputation
 - Public Reaction and Behaviour
 - Duration of the outbreak and potential spread of the disease
 - Strategy for dealing with other emergencies

Command and Control

- Facilitate the establishment of a KCC Gold Group and in conjunction with the Head of Trading Standards provide guidance to the Chief Executive and other members of the Group.
- If necessary facilitate the establishment of a KCC Silver Group
- Arrange appropriate KCC representation at Kent wide Strategic Co-ordinating Group meetings and meetings of the Kent Resilience Forum
- Arrange for EPG to be represented at the Local Disease Control Centre.

County Emergency Centre.

- Provide a Co-ordinator for the County Emergency Centre and arrange for staff from Directorates to form an Emergency Centre Operations Team
- Facilitate the provisions of additional resources for the County Emergency Centre if required including GIS.

Logistics and Resources

Task Directorates with provision of resources or actions to support the Trading Standards response. Directorates or services most likely to be involved are:-

- Chief Executive's Department
- Commercial Services and Kent County Supplies
- Communities Directorate
- Environment & Regeneration

Obtain Military Aid to the Civil Administration.

Communication and Information Sharing.

- Discharge KCC's statutory duty to warn and inform the public, if necessary with other Category 1 and 2 Responders.
- Prepare and arrange for the publication of information on the KCC website.
- Arrange for Contact Centre to provide a telephone help line and to answer FAQ's
- Act as the interface between KCC and GOSE.

Recovery

- Establish Recovery Working Group

ROLES AND RESPONSIBILITIES OF EMERGENCY PLANNING GROUP.

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 Media Centre 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 Media Centre.