

## Appendix 1

### Process for Dealing with Horses on the Highway

**CALL: 0300 500 8080 - County Council Customer Service Centre**

NCC actions	Other actions	Follow up	Legal
<p>Report the Incident to the relevant Via Highways District Manager and the Communities Team Manager</p> <p>Via to go to the reported location of the horse and if necessary, place it in a secure area using contractors as required. Ensure an appropriate assessment of risk is undertaken.</p> <p>Try to establish horse ownership and request its removal. Take photographs of the horse and detail time and location.</p> <p>Decide on the risk to the public and highway users.</p> <p>If no immediate danger, place Removal Warning Notice (96 hours).</p> <p>If the risk is high, place Immediate Removal Notice or Immediate Detention Notice (Copies attached). If removing, arrange removal immediately by using contractors.</p> <p>In all cases take photographs and keep a check over the 96 hours to ensure the appropriate notice remains in place. Copies to be kept in place</p>	<p>If possible, horses should be checked for a microchip and passport details obtained by NCC Trading Standards who enforce The Equine Identification (England) Regulations 2018.</p> <p>Liaise with local Borough/District Council and NCC Legal Services as necessary.</p>	<p>All agencies should report their findings / action back to NCC Communities Team as the single point of contact and liaison with the public and other agencies.</p>	<p>Consideration for horses to be removed from the highway, or from the side of a highway, under the Highways Act 1980</p> <p>A person who allows their horse to stray onto the highway may also be prosecuted under the Act.</p> <p>Reasonable costs incurred in dealing with horses which stray onto the highway may be recovered from the horse owner, which includes damage done to the highway, officer time, transport/detaining costs etc.</p> <p>Action may be taken to remove horses from land using the Animals Act 1971 and the Control of Horses Act 2015</p> <p>Officers should have regard to the Health and Safety Risk Assessment</p>

<p>and sent to NCC Communities Team Manager in case of dispute. Detail of any costs incurred should also be sent with the photos as this forms the basis for charges made to the original owner when they collect their horse(s).</p> <p>The Contractor should be contacted to advise them of the notice period and ensure that the horse can be removed on the day needed. The 96 hours cannot include weekends and bank holidays. If horse is still on site after the 96-hour notice period has expired, arrange for Contractor to attend site to remove horses with Highways staff and Police if needed.</p> <p>Sign transfer of ownership over to the Contractor.</p>	<p>The Police must be given notice that the horses have been detained within 24 hours</p>		
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## Process for Dealing with Horses on County Council Land

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NCC actions	Other actions	Follow up	Legal
<p>Report the Incident to the NCC Property Team Manager and the Communities Team Manager</p> <p>If there is a risk that the horse will escape or cause a risk of danger to the public any horse should be detained immediately either in situ or via removal of the horse through a contractor.</p> <p>Try to establish horse ownership and request its removal. Take photographs of the horse and detail time and location.</p> <p>Decide on the risk to the public and land users.</p> <p>If no immediate danger, place Removal Warning Notice (96 hours).</p> <p>If the risk is high, place Immediate Removal Notice or Immediate Detention Notice (Copies attached). If removing, arrange removal immediately by using contractors.</p> <p>In all cases take photographs and keep a check over the 96 hours to ensure the appropriate notice remains in place. Copies to be kept in</p>	<p>If possible, horses should be checked for a microchip and passport details obtained by NCC Trading Standards who enforce The Equine Identification (England) Regulations 2018.</p> <p>Liaise with local Borough/District Council and NCC Legal Services as necessary.</p>	<p>If details of the horse owner are known, then notice must be given to the owner within 24 hours of the horse being detained on the land or taken by the contractor.</p>	<p>Action can be taken to remove horses from land using the Animals Act 1971 as amended by the Control of Horses Act 2015.</p> <p>Reasonable costs incurred in detaining horses which can be recovered from the horse owner, which includes damage done by the horse.</p> <p>Officers should have regard to the Health and Safety Risk Assessment.</p>

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<p>place and sent to NCC Communities Team in case of dispute. Detail of any costs incurred should also be sent with the photos as this forms the basis for charges made to the original owner when they collect their horse(s).</p> <p>The Contractor should be contacted to advise them of the notice period and ensure that the horse can be removed on the day needed. The 96 hours cannot include weekends and bank holidays. If horse is still on site after the 96-hour notice period has expired, arrange for Contractor to attend site to remove horses with Highways staff and Police if needed.</p> <p>Sign transfer of ownership over to the Contractor.</p>	<p>The Police must be given notice that the horses have been detained within 24 hours.</p>		