Q&A – CPH AND LIVESTOCK MOVEMENTS – NEW RULES

AIMS / OBJECTIVES ........................................................................................................5

1. What is the aim of the CPH Project? ........................................................................5

2. What are the main changes? ......................................................................................5

3. Where will it apply? ....................................................................................................5

COUNTY PARISH HOLDING (CPH) NUMBER ................................................................5

4. What is a CPH Number? ..........................................................................................5

5. What is a Customer Reference Number (CRN)? ......................................................6

6. What is a holding? .....................................................................................................6

7. What types of CPH are there now – will this change? ..............................................6

8. What is a Primary Production Location (PPL)? ......................................................7

10 MILE RULE ....................................................................................................................7

9. What is the 10 mile rule? ..........................................................................................7

10. Why is the distance rule changing? .........................................................................8

11. How will it reduce the administrative requirements for keepers? .........................8

12. Is it voluntary? .........................................................................................................8

13. Will the changes affect a keeper’s flock / herd marks and tags they can use? ........8

14. Is it possible to have two separate herd / flock numbers operating under the same holding number? .................................................................9

PERMANENT LAND .........................................................................................................9

15. How is ‘permanent’ land defined? .........................................................................9
16. How will holdings with permanent land be affected by the new rules? ........................................ 9

RENTED / TEMPORARY LAND ................................................................................................................. 10

17. How is temporary land defined? ........................................................................................................... 10

18. What does a keeper have to do if they use land on a temporary (rather than permanent) basis? ........................................................................................................................................... 10

19. What is a temporary CPH (tCPH)? ........................................................................................................ 10

20. If the keeper already has a tCPH what will happen to it? ......................................................................... 11

21. What happens to a landowner’s permanent CPH number when a land parcel is allocated a tCPH for another keeper? ........................................................................................................................................... 11

22. Will landowners be notified when RPW allocate a tCPH (or TLA) for their land? ......................... 11

23. What is a Temporary Land Association (TLA)? ....................................................................................... 12

24. What are the sole occupancy criteria? .................................................................................................... 12

25. If I rent a building located on a yard shared with other keepers, can I have a TLA / tCPH? .... 13

REMOVAL OF SOLE OCCUPANCY AUTHORITIES (SOA) & INTERIM LAND ASSOCIATION
MANAGEMENT AGREEMENTS (ILAM) ............................................................................................................. 13

26. What are SOAs and ILAMs? ..................................................................................................................... 13

27. Why are remaining SOAs and ILAMs being removed? ........................................................................... 13

LAND MANAGEMENT ................................................................................................................................. 14

28. Why do keepers need to supply field parcel information when WG already have the information from the annual Single Application Form (SAF)? ........................................................................................................ 14

29. What if a keeper takes on new land or gives up a parcel of land, who do they inform? ........ 14

30. What if more than one livestock business is operated from the same location (including livestock owned by other family members or livestock housed in the same shed but owned by different businesses)? ........................................................................................................ 14

31. How will keepers be able to update their land parcel details in future? ........................................... 15

TB RESTRICTIONS / TB TESTING IMPACTS ............................................................................................. 15

32. What impact will the CPH project have on a keeper’s TB status? ....................................................... 15

33. Will a CPH split result in additional TB tests? ....................................................................................... 16
34. Will a CPH split be compulsory for TB restricted holdings with land over 10 miles? ..........16

35. Can a new permanent CPH be created for land within 10 miles of the PPL if a holding is under TB restrictions? ........................................................................................................................................16

36. Can a keeper under TB restrictions merge temporary seasonal land (e.g. summer grazing / winter tack)? ........................................................................................................................................16

37. Will keepers be able to synchronise TB testing intervals? ......................................................17

SIX DAY STANDSTILL....................................................................................................................17

38. What is the Six Day Standstill? ....................................................................................................17

COMMON LAND .............................................................................................................................18

39. What will happen if a PPL is contiguous with common land (i.e. has a shared boundary with the common land) ..................................................................................................................................18

40. Will keepers need to report movements of animals to and from contiguous common land which has been merged with the PPL CPH? ..................................................................................................................18

41. What are the standstill requirements for movements to and from contiguous common land? 18

42. What would happen if TB restrictions were imposed on a CPH if it includes contiguous common land? ........................................................................................................................................18

43. What will happen if a keeper has grazing rights for the common, but the common is not contiguous with the PPL? ......................................................................................................................................19

44. Will keepers need to report movements of sheep to and from non-contiguous common land? ........................................................................................................................................19

45. Will keepers need to report movements of cattle to and from non-contiguous common land? ........................................................................................................................................19

46. Will keepers need to comply with standstill requirements when moving animals from non-contiguous common land? ......................................................................................................................................19

47. What are the rules if common land is sole grazed and enclosed? ............................................20

RECORDING AND REPORTING MOVEMENTS ...........................................................................20

48. Will recording and reporting processes change for livestock keepers? ....................................20

TIMESCALE ...................................................................................................................................21

49. How will the changes be introduced? .........................................................................................21
50. What is RPW’s role in this project? ...........................................................................................................21
51. What is APHA’s role in this project? ..........................................................................................................21

HOLDINGS / LAND OUTSIDE WALES ............................................................................................................21

52. Is anything similar happening elsewhere in the UK? ................................................................................21
53. What if I have permanent or temporary land located in England? ............................................................21
54. How will a cross border holding affect my Basic Payment Scheme claim? .................................................22

FURTHER INFORMATION ..............................................................................................................................22

55. What information is available? ..................................................................................................................22
56. Where can I get further information? ........................................................................................................22
AIMS / OBJECTIVES

1. What is the aim of the CPH Project?

The project aims to simplify the CPH system, to introduce consistent movement reporting rules across all species, and reduce the administrative requirements for most farmers.

Rural Payments Wales (RPW) is also capturing and maintaining information relating to all land parcels which constitute a holding, which will significantly improve knowledge of those land parcels being used for livestock production, consequently improving the ability to respond quickly and effectively in a disease outbreak.

2. What are the main changes?

The main changes as a result of this project are:

- The removal of all Sole Occupancy Authorities (SOA) and Interim Land Association Management (ILAM) agreements;
- The introduction of a 10 mile distance rule for all livestock movements;
- Introduction of a new process for registering Temporary Land Associations (TLA) and temporary CPHs (tCPH) (for a maximum of 364 days);
- Keepers acquiring land for livestock on a permanent or temporary basis will be required to notify RPW in advance of moving livestock onto the land in order for the CPH to be updated or for a new CPH/ tCPH to be allocated.

3. Where will it apply?

This will apply to all CPH’s in Wales.

COUNTY PARISH HOLDING (CPH) NUMBER

4. What is a CPH Number?

The CPH number is a unique geographic reference for a farm or group of land parcels. The CPH is made up of a nine-digit number (for example 12/345/0001). The first two digits relate to the County, the next three relate to the Parish and the last four identify the Holding.
The CPH number is the basis for all livestock movement reporting regimes in the UK. If keepers keep one or more of the following species, the place where they are kept must be registered as a holding with the Animal and Plant Health Agency (APHA):

- Cattle (including bison and buffalo)
- Deer
- Sheep
- Goats
- Pigs
- Poultry (over 50 birds).

5. **What is a Customer Reference Number (CRN)?**

A CRN is a unique business identifier allocated by RPW to customers. This begins with “A” followed by 7 digits.

6. **What is a holding?**

A holding is any establishment / structure, or in the case of free-range farming, any environment, in which animals are held, reared or handled on a permanent or temporary basis, except veterinary practices or clinics.

A holding may be a farm, or other premises such as a market, lairage, abattoir or showground. Some keepers may have more than one holding, and some may be used by more than one keeper.

7. **What types of CPH are there now – will this change?**

There are currently permanent and temporary CPH numbers, and that will not change. Temporary CPH numbers are used for land that is used on a temporary basis (i.e. up to a maximum of 364 days) where the tenant is not able to use the permanent CPH that covers the land.

Temporary CPHs are allocated from the 6000 range (i.e. xx/xxx/6xxx).
8. **What is a Primary Production Location (PPL)?**

The Primary Production Location (PPL) is the main location of the CPH reference, and should meet the following criteria (in order of priority):

- The PPL is the location of the livestock buildings/ milking parlour / main handling facilities for animal health and welfare/ husbandry purposes. In the majority of cases this will be the same as the correspondence address.
- If no building / housing is present (i.e. in the case of an extensive holding), the PPL would be the gathering location.
- In the minority of cases, where the keeper occupies no enclosed land and holds common grazing rights only, the PPL is the correspondence address (Common land cannot be considered part of the PPL).
- Location of the greatest proportion of owned land/long term let.

**10 MILE RULE**

9. **What is the 10 mile rule?**

To harmonise the arrangements across all species, the Welsh Government has decided to introduce a 10 mile distance rule for all livestock species.

The 10 mile distance is measured from the external boundary of the PPL (see above), and replaces the 5 mile rule that previously applied to sheep and goat holdings.

Land parcels located within 10 miles of the PPL may be merged into one single CPH, and movement reporting would not be required between those land parcels. Merging non-contiguous land parcels (land parcels which do not share a boundary with the PPL) within 10 miles under one CPH number is not mandatory.

Land parcels that are further than 10 miles from the PPL must have a separate CPH number and movement reporting will be required.
10. Why is the distance rule changing?

Currently, there are different rules between species (for example a 5 mile rule for sheep and goat holdings, but no specific distance criteria for cattle holdings). The new rule will harmonise the arrangements across all species.

11. How will it reduce the administrative requirements for keepers?

Under the new rules, livestock keepers must register all the land that is in their use for the purpose of keeping livestock, whether on a permanent or temporary basis.

Keepers will have the option of managing all the land they use within 10 miles of the Primary Production Location (PPL) (see question 8 for definition) under the same CPH number. Movements of animals between parcels of land under the same CPH number do not have to be reported, reducing the administrative requirement for livestock keepers.

The livestock sector will also benefit from consistent movement reporting rules across all species and better animal disease control capabilities which will result from these changes.

All SOAs and ILAMS are being closed as part of the project. Many keepers will be eligible to merge all land parcels they currently use (on a permanent or temporary basis) into a single CPH. This will mean that they will not be required to report movements or observe standstills when moving livestock between land parcels registered under the same CPH number.

12. Is it voluntary?

Merging holdings within 10 miles is optional, however the withdrawal of SOAs and ILAMS, as well as the splitting of holdings over 10 miles is mandatory.

13. Will the changes affect a keeper’s flock / herd marks and tags they can use?

Yes, in certain circumstances.

Flock / herd marks are six-digit numbers unique to a keeper’s holding. They are also part of the ID number printed on ear tags.
If a keeper chooses to merge CPHs, they will not be able to use the ear tags associated with the CPHs that have been closed. Consequently, keepers should carefully consider the quantities of ear tags required and order the minimum necessary to avoid wastage and reduce unnecessary costs.

14. Is it possible to have two separate herd / flock numbers operating under the same holding number?

Yes. APHA are responsible for allocating herd / flock numbers, therefore keepers will need to contact APHA to discuss their requirements when their holding is transitioned onto the new CPH rules.

PERMANENT LAND

15. How is ‘permanent’ land defined?

‘Permanent’ land is defined as land that is at a keeper’s uninterrupted disposal for over 364 days.

(A single, or a number of consecutive short term letting arrangements (less than 12 months) does not constitute ‘permanent’).

16. How will holdings with permanent land be affected by the new rules?

a. Additional permanent land within 10 miles of the PPL

If a keeper has more than one permanent CPH with land parcels within 10 miles of the PPL, they may choose to merge that land into one CPH.

This would mean that the keeper would not be required to report movements or observe standstills when moving livestock between land parcels registered under the same CPH number. The introduction of a single CPH for land within 10 miles is not mandatory.

Keepers will also be able to request a new CPH number for land even if it is located within 10 miles of the primary CPH. Any livestock movements between different CPH numbers must be reported and standstill rules will apply.
b. Additional land over 10 miles from the PPL

If a keeper has permanent land which extends beyond 10 miles from the PPL, an additional CPH number will be required.

If land is partially within 10 miles of the PPL, it may be merged with the CPH.

RENTED / TEMPORARY LAND

17. How is temporary land defined?

Temporary land is land that is used by a keeper on a short term basis (less than 364 days), e.g. summer grazing or winter tack.

18. What does a keeper have to do if they use land on a temporary (rather than permanent) basis?

If a livestock owner wishes to use land on a temporary basis for keeping livestock, they may be able to use the CPH number of whoever owns the land. If the landowner will not allow that, the livestock owner will be able to apply to RPW for either a temporary CPH (tCPH) or a Temporary Land Association (TLA). This is subject to meeting the sole occupancy criteria.

19. What is a temporary CPH (tCPH)?

A tCPH is allocated to land that is used for less than 364 days. They are necessary for livestock movement reporting purposes. tCPH numbers will be from the 6000 range (xx/xxx/6xxx).

All tCPHs will be limited to a maximum of 364 days. Welsh Government will write to keepers approximately 30 days before expiry. After this date, the tCPH must not be used for reporting livestock movements. Keepers will need to reapply for a tCPH number the following year.

Keepers must have sole occupancy and livestock cannot mix freely with other keepers’ livestock (this includes not being able to share the same housing).
20. If the keeper already has a tCPH what will happen to it?

All existing tCPHs will be transitioned as part of the CPH project. If keepers continue to use the land covered by a tCPH, keepers will have the following options:

- Start reporting movements to the permanent CPH that already covers the land (with the owner’s agreement);
- If they now have permanent use of the land, and it is within 10 miles of the PPL, it can be merged with the CPH for the PPL.
- If they now have permanent use of the land, and it is over 10 miles away from the PPL, it will need to be allocated a permanent CPH number.
- If the keeper still uses the land on a temporary basis, a keeper may request a new tCPH or a Temporary Land Association (TLA) (see below).
- If the keeper no longer uses the tCPH, and has no animals registered on that holding, the tCPH number should be closed.

21. What happens to a landowner’s permanent CPH number when a land parcel is allocated a tCPH for another keeper?

The land parcels in question will be removed from the permanent CPH for the duration of the tenure and allocated a tCPH number. The landowner must not use those land parcels for the duration of the agreement, and there must be demonstrable separation from the remainder of the landowner’s activities.

The landowner will be able to continue using their remaining land parcels under their existing permanent CPH number.

22. Will landowners be notified when RPW allocate a tCPH (or TLA) for their land?

Yes. RPW will issue a letter to landowners to inform them when a temporary CPH or a temporary land association has been allocated to another keeper for land parcels from their permanent CPH. The letter provides the landowner with 14 days to dispute the allocation.
23. What is a Temporary Land Association (TLA)?

Keepers temporarily using land within 10 miles of their permanent CPH will have the option to ‘associate’ that land to it via a TLA, subject to meeting the sole occupancy criteria (please see below).

TLAs will last a maximum of 364 days (with an option to renew automatically each year), during which time they will be treated as part of the tenant’s permanent CPH for all livestock recording and reporting purposes.

24. What are the sole occupancy criteria?

In order to be considered to have sole occupancy, the following criteria must be met:

- Premises owned or rented by an individual, partnership or company on which all the animals are under the sole control of the individual/partnership/company.
- Individual fields or buildings that are owned must be under the sole management of the individual/partnership/company.
- Individual fields or buildings that are rented must be under the sole management of the individual/partnership/company for the duration of the tenancy.
- Fields or buildings (owned or rented) which are used by separate individuals, partnerships or companies, are considered to be under separate sole occupancies even if the individual fields, etc. were part of the same original CPH number.
- Where another individual has a right of access through land owned or rented by the individual/partnership/company it cannot be accepted as sole occupancy unless the right of access will not be used at any time to move animals on foot.
- Individual fields or buildings (owned or rented) must have:
  - Separate access points to other fields or buildings not in the same sole occupancy.
  - A stock-proof boundary e.g. fence/ hedge/ wall, appropriate to the animals on that land, to keep animals under different sole occupancies separated.
  - Livestock cannot mix freely with other livestock from another CPH.
25. If I rent a building located on a yard shared with other keepers, can I have a TLA / tCPH?

No, unless the sole occupancy criteria (above) have been met, keepers should report movements to the landowner’s permanent CPH (with their agreement).

Keepers should be aware that if they rent a shed that shares a yard with another keeper / landowner, this would not be considered to be sole occupancy, as the yard and buildings will be in the same land parcel. Sole occupancy can only be valid where the entire land parcel is only used by one keeper.

Keepers should be aware that any movements onto the landowner’s permanent CPH would trigger standstill for all keepers using the same CPH number. Similarly, any TB restrictions would also apply to all in the event of a TB reactor being disclosed. Keepers should carefully consider the implications of these restrictions on their business.

REMOVAL OF SOLE OCCUPANCY AUTHORITIES (SOA) & INTERIM LAND ASSOCIATION MANAGEMENT AGREEMENTS (ILAM)

26. What are SOAs and ILAMs?

Sole Occupancy Authorities (SOA) were introduced to enable keepers to move animals between their different holdings without triggering a standstill; however keepers were still required to record and report those movements.

In 2014, the Welsh Government removed the TB Pre-Movement Testing exemption that related to cattle movements between parcels of land within a SOA. Since this time, landowners with a SOA were able to apply for an Interim Land Association Management (ILAM) agreement (which allowed untested moves between parcels of land within 10 miles of the main holding).

The approval of new SOAs ceased in November 2013 but those allocated between 2001 and 2013 have remained valid.

27. Why are remaining SOAs and ILAMs being removed?

Keepers have reported them as being confusing to use and because there is no distance limit for SOAs, they make traceability difficult and are a risk to disease control.
LAND MANAGEMENT

28. Why do keepers need to supply field parcel information when WG already have the information from the annual Single Application Form (SAF)?

The purpose of this exercise is to ensure the Welsh Government has up to date record of all land available to keepers for the purpose of keeping livestock. Although keepers may submit an annual Single Application Form (SAF), this form only provides a snap-shot of the available land on 15 May and does not account for changes throughout the year.

It therefore does not cover short-term lets which were not in place on 15 May, or land used under a grazing licence.

29. What if a keeper takes on new land or gives up a parcel of land, who do they inform?

Rural Payments Wales must be notified of any changes to the ownership / tenure of land within 30 days of the change, in line with Manage My Land requirements.

30. What if more than one livestock business is operated from the same location (including livestock owned by other family members or livestock housed in the same shed but owned by different businesses)?

If livestock are not physically separate, both businesses should use the same permanent CPH number, and must observe the same movement reporting rules and standstill requirements.

If livestock are physically separate (i.e. using different land parcels) the businesses can be registered separately and each given a permanent CPH number. There will be a requirement to identify which parcels of land fall into which CPH and any movements between those CPHs will need to comply with movement reporting and standstill requirements.

A complex of buildings located within a PPL (for example buildings sharing the same yard) cannot be split, and can be assigned only to one CPH.
31. How will keepers be able to update their land parcel details in future?

The Welsh Government has developed an online system called Manage My CPH to enable customers to update the land details for their CPH. The online service was made available on RPW Online (www.gov.wales/rponline) from February 2018.

Manage My CPH enables customers to view the geographic extent of their holding and electronically notify RPW of:

- A new CPH request
- Inclusion of temporary land to a CPH via a TLA (within 10 miles)
- Amendments to land included within a CPH (adding / removing)

To request access to RPW Online or if you have any queries on using the online system, please call the RPW Customer Contact Centre on 0300 062 5004.

TB RESTRICTIONS / TB TESTING IMPACTS

32. What impact will the CPH project have on a keeper’s TB status?

Holdings currently under bovine TB restrictions may not have the flexibility to split and/or merge CPHs in the first instance (until the holding becomes Officially TB Free (OTF)). In such situations, RPW will be consulting with the APHA case vet before any changes are applied to your holdings.

If keepers opt to merge holdings within 10 miles of the PPL, TB testing will be synchronised as far as possible across all land parcels included in the merge.

Where keepers either opt to split holdings or where holdings are split due to the 10 mile distance rule, TB testing and any breakdowns may be managed by APHA independently, unless there is an epidemiological link between the premises. In the event of a TB breakdown on a holding which has been split and has a separate CPH, APHA reserves the right to restrict any other CPH where there is an epidemiological link with the breakdown premises.

Where any holding is split and then run under two or more different CPH numbers, each new herd will initially inherit the same TB testing history.
Keepers should discuss the impact of changes to their holding with their APHA case vet.

33. Will a CPH split result in additional TB tests?

If a new permanent CPH is allocated because a keeper has land over 10 miles from the PPL, or because the keeper has decided to have a new CPH within 10 miles, any additional CPH will have their own, independent TB testing programme. It is possible that this could be synchronised with the original main CPH.

Keepers will be required to comply with TB Pre-Movement Testing rules when moving cattle between different CPH numbers.

34. Will a CPH split be compulsory for TB restricted holdings with land over 10 miles?

Yes. The 10 mile rule will apply even if a holding is TB restricted. Keepers are advised to discuss the implications of this with their case vet. All premises will be restricted until all holdings have become Officially TB Free (OTF).

35. Can a new permanent CPH be created for land within 10 miles of the PPL if a holding is under TB restrictions?

This would be a matter for the APHA to consider, although it is likely that the request would be declined until the holding becomes Officially TB Free (OTF).

36. Can a keeper under TB restrictions merge temporary seasonal land (e.g. summer grazing / winter tack)?

   a. Additional premises within 10 miles of PPL

This would need to be discussed with the APHA case vet, however as a general rule, if the rented premises are already included within a TB restriction notice, then the land may be merged as a Temporary Land Association (TLA).

If the temporary land is not currently under TB restrictions, a site inspection may be required.
b. The additional premises are outside the 10 mile distance limit.

No merger can take place as a new tCPH would be required. If the additional premises were previously included on a TB2 restriction notice, a new TB testing programme would be created for the cattle at the tCPH, and testing is likely to be synchronised with the main herd.

37. Will keepers be able to synchronise TB testing intervals?

Where holdings with land within 10 miles of the PPL are merged, APHA will arrange for TB testing to be synchronised as far as possible across all land parcels included in the merge.

Where a keeper opts to split a holding or where holdings are split due to the 10 mile distance rule, TB testing and any breakdowns will be managed by APHA independently, unless there is an epidemiological link between the premises. In this case, TB breakdowns follow up testing is likely to be synchronised by APHA.

SIX DAY STANDSTILL

38. What is the Six Day Standstill?

Standstill rules were first introduced following the 2001 foot and mouth disease outbreak. Prior to this, movements of livestock were considered to be responsible for significant spread of disease.

When cattle, sheep, goats or pigs are moved onto a holding a standstill period is triggered preventing any of those species moving off the holding, except direct to slaughter (other exemptions apply). The standstill period for cattle, sheep and goats is six days, the ‘Six Day Standstill’ (6DSS). Pigs moving onto a holding trigger a 20 day standstill on all pigs and a 6DSS on any cattle, sheep and goats on the holding.
**COMMON LAND**

39. **What will happen if a PPL is contiguous with common land (i.e. has a shared boundary with the common land)**

It will be possible for keepers whose PPL is contiguous to common land to merge the common land into their CPH number. Keepers **must** have registered right of common.

Cattle movements to and from common land now require a valid Pre-Movement Test as the default position. Keepers who graze cattle on common land are required to contact APHA in advance of any movements to discuss the TB testing requirements.

40. **Will keepers need to report movements of animals to and from contiguous common land which has been merged with the PPL CPH?**

No. Livestock keepers will be able to move animals between land registered under the same CPH number without the need to report and record those movements.

41. **What are the standstill requirements for movements to and from contiguous common land?**

Animals returning from common land to the contiguous PPL will trigger a standstill on the CPH for movements to anywhere else other than back to the common land.

42. **What would happen if TB restrictions were imposed on a CPH if it includes contiguous common land?**

In the event of a TB Breakdown on any part of a merged holding, including contiguous common land, any movement restrictions and associated TB testing requirements will apply to all parcels of land within the CPH. APHA will instigate common land TB breakdown assessments as normal.

TB restrictions and additional testing in co-grazing cattle herds would also be instigated.
43. What will happen if a keeper has grazing rights for the common, but the common is not contiguous with the PPL?

If the common land is not contiguous with the PPL, it cannot be merged. The common land would therefore need a separate CPH, and a Pre-Movement test would be required prior to any livestock movements between the main CPH and the common land CPH.

Keepers will need to ensure that livestock movements to the common land CPH are reported and standstill rules will also apply.

44. Will keepers need to report movements of sheep to and from non-contiguous common land?

Yes. Movements of sheep and goats to and from non-contiguous common land must be recorded in the flock record and reported via a movement licence / document (AML1).

Sheep movements should be reported against the relevant sheep specific CPH (00/000/XXXX) for the common land. Keepers unfamiliar with the sheep specific CPH for the common land are advised to contact the RPW Customer Contact Centre.

45. Will keepers need to report movements of cattle to and from non-contiguous common land?

Yes. Movements of cattle to and from non-contiguous common land must be recorded in the holding register and reported to BCMS. Keepers grazing cattle on non-contiguous common land will require a Cattle Common CPH number to report those movements.

Keepers should contact the RPW Customer Contact Centre to request a CPH number to report cattle movements to common land.

46. Will keepers need to comply with standstill requirements when moving animals from non-contiguous common land?

Animals returning from non contiguous common land to the PPL CPH will trigger a standstill on the PPL CPH for movements to anywhere else other than back to the common land.
47. What are the rules if common land is sole grazed and enclosed?

Sole grazed and enclosed common land within 10 miles of the PPL is eligible for merging with the holding, subject to the livestock keeper declaring that:

- The section of common land is enclosed by a stock proof boundary which has been in place for 10 years or more, or there is a valid Section 38 (or equivalent) consent in place;
- The enclosed common (or element of) has only one registered grazier or, where there is more than one grazier, the declaring keeper is the only grazier that has, or has attempted to, turn out animals on the enclosed section in the last 10 years;
- The use of the enclosed section of common land remains subject to the number of registered rights on that section;
- The remaining portion of the common outside the identified boundary must be capable of accommodating the remaining registered rights for the common as a whole, with specific reference to environmental damage from grazing;
- The keeper will be responsible for notifying RPW of any changes in circumstances especially if another grazier turns out or attempts to turn out on the enclosed section;

Pre-Movement TB testing would not be required if the sole grazed common meets the above criteria.

The enclosed section will be treated as any other section of land within the CPH business rules for livestock movement reporting to include the definition of ‘sole occupancy’.

**RECORDING AND REPORTING MOVEMENTS**

48. Will recording and reporting processes change for livestock keepers?

There will be no change to the processes for recording or reporting livestock movements. What will change is which moves require recording and reporting.

Where a keeper has merged holdings together they may wish to start a new holding register for the newly merged holding. Keepers will still need to keep their historic records for the required period (3 years for sheep and goats, 10 years for cattle).
**TIMESCALE**

49. How will the changes be introduced?

The new rules are being phased in over a two year period. RPW started contacting livestock keepers directly about the changes from September 2016, with customers with SOAs and ILAMs being prioritised.

Customers are now being invited to log onto their RPW Online account to transition their own holding onto the new rules, and to maintain their CPH online.

**DELIVERY PARTNERS**

50. What is RPW’s role in this project?

RPW is the main delivery provider for this project. RPW is responsible for communicating the changes to customers and applying any changes to holdings as requested by customers.

51. What is APHA’s role in this project?

APHA is working with RPW to deliver these changes and will be responsible for withdrawing all SOAs and updating TB testing records.

**HOLDINGS / LAND OUTSIDE WALES**

52. Is anything similar happening elsewhere in the UK?

The Department for Environment, Food and Rural Affairs (Defra) is also undertaking a separate, but similar project in England, and communication with livestock keepers commenced in July 2016.

53. What if I have permanent or temporary land located in England?

English land located within 10 miles can be merged into a Welsh CPH (and vice versa) to form a single CPH for livestock movement and reporting purposes. Livestock movements within a single, merged CPH do not have to be recorded or reported. Temporary land in England can also be associated with a Welsh CPH via a TLA if within 10 miles.
54. How will a cross border holding affect my Basic Payment Scheme claim?

To claim Basic Payment Scheme and land based Rural Development Schemes, keepers with land in both countries will need to continue submitting a Single Application Form (SAF) to RPW for the Welsh land and the equivalent form to the Rural Payments Agency (RPA) in England for the English land, regardless of whether there is a single CPH for livestock movement purposes.

FURTHER INFORMATION

55. What information is available?

Further information on the CPH Project can be found on the Welsh Government website: http://gov.wales/cphproject

56. Where can I get further information?

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<tr>
<td>Welsh Government</td>
<td>RPW Customer Contact Centre 0300 062 5004 <a href="http://www.gov.wales/cphproject">www.gov.wales/cphproject</a></td>
<td><a href="mailto:RPWOnline@wales.gsi.gov.uk">RPWOnline@wales.gsi.gov.uk</a></td>
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