

REPORT OF THE HEAD OF ENVIRONMENTAL SERVICES

**TO ADOPT NEW CONDITIONS FOR CATTERIES, DOG BREEDING,
DOG CRECHES AND PET VENDING**

REASON FOR REPORT

1. We have a number of animal licensing responsibilities and licences are issued with conditions. Over time these are reviewed and updated and this report seeks adoption of the latest model conditions for catteries, dog breeding and pet vending. It also proposes conditions for dog crèches.

RECOMMENDATIONS

1. That this Council adopts the Model Licence Conditions and Guidance for Cat Boarding Establishments November 2013
2. That this Council adopts the Model Licence Conditions and Guidance for Dog Breeding Establishments January 2014
3. That this Council adopts the Model Licence Conditions for Pet Vending Licensing September 2013
4. That this Council adopts the proposed conditions for Dog Creches in order to enable such businesses to be licensed
4. That applicants for new dog boarding (to include dog crèches), cattery, pet shop and dog breeder licences are recharged the veterinary surgeon's fee for the first full inspection

RELATIONSHIP TO CORPORATE PLAN

1. Adopting appropriate conditions for dog crèches gives opportunities to those who see this as a business opportunity and allows them to do it lawfully.

FINANCIAL, LEGAL AND RISK ASSESSMENT IMPLICATIONS

Any financial, legal and/or risk assessment implications are set out below:

Financial	There are no financial implications for the Council but there will be some for licence holders as they will need to upgrade their facilities as and when they need repair/extension
Legal	Conditions attached to licences must be properly adopted in order to be enforceable
Risk Assessment	Those already licensed should not have difficulty in complying and the accompanying guidance is helpful to both new applicants and those already licensed.

CONSULTATION CARRIED OUT WITH:

1. Licensed cattery owners and pet shop owners have been sent copies of the relevant documents on 24 January this year. Their comments and feedback were requested by 7 March 2014 and one response has been received. We do not currently have any licensed dog breeders and we do not currently have conditions in place for dog crèches.
2. The consultation was also on the Council's website for the same period but no comments have been received.

1.0 INTRODUCTION

- 1.1 Mid Devon District Council, in common with all district and unitary authorities, is responsible for a range of animal licences which are dog boarding and catteries; pet shops; dog breeding; dangerous wild animals; riding establishments; and zoos. All of these licences are issued with appropriate conditions which need to be revisited from time to time.
- 1.2 The Animal Welfare Act 2006 made owners and keepers responsible for ensuring that welfare needs are met in terms of:
 - A suitable environment
 - A suitable diet
 - To exhibit normal behaviour patterns
 - To be housed with, or apart from other animals, if appropriate
 - To be protected from pain, suffering, injury and disease.
- 1.3 The 2006 Act is supposed to be followed by secondary legislation to make changes to licence conditions but that appears to have stalled. We are, however, still required to ensure that the welfare needs as set out above are met by areas where we have the licensing responsibility. The Chartered Institute of Environmental Health, the British Veterinary Association, trade bodies and animal welfare groups have worked together to update conditions in the light of the Act and these are brought before members in this report for formal adoption by this Council.

- 1.4 We have also had an enquiry about running a 'dog crèche' for which we do not currently have conditions and proposed standard conditions are also included in this report for approval. These are based on conditions that several other Councils use.
- 1.5 This Council authorises veterinary surgeons to carry out inspections on its behalf. This report seeks approval to recharge the vet's fees for the first full inspection for new dog and cat boarding kennels, dog breeders and pet shops to the applicant for the licence. This would bring these licences into line with our other animal licences.

2 CATTERIES

- 2.1 Model licence conditions and guidance have been produced for catteries in November 2013 and that document may be found [here](#). A hard copy is also available in the Committee Section.
- 2.2 This document not only contains conditions that the Council would propose to have as part of the licence – it also contains guidance that sets out how this compliance may be achieved. This approach is felt to be helpful all those involved in the licensing process, not just those licensed.
- 2.3 We currently licence four catteries and those licences all expire at the end of December 2014. If these conditions are adopted we would expect compliance with the accommodation requirements for new build as set out in Section F as repairs are carried out or extensions built, which could be over a considerable timescale. The rest of the conditions we would look to have in place at the next licence renewal in December 2014. We consulted with the catteries and received one response (attached as Annexe 1) which supported the adoption of the new conditions. These conditions are not that different to our existing conditions and should not cause difficulties with compliance.

3 DOG BREEDING ESTABLISHMENTS

- 3.1 Similarly to the cattery guidance above model conditions and guidance for dog breeding establishments have been produced in January 2014 and that document may be found [here](#). A hard copy is available in the Committee Section.
- 3.2 This document also contains helpful guidance and follows the same approach as the cattery document.
- 3.3 We do not currently have any licensed dog breeding establishments so would expect any applicants to comply with these conditions.

4 PET SHOPS

- 4.1 Model conditions for pet vending were produced in September 2013 and that document may be found [here](#). A hard copy is also available in the Committee Section.
- 4.2 We currently licence four pet shops and those licences expire at the end of 2014. We would look for compliance with these conditions at that renewal time. We consulted with the existing licence holders but have not received any responses.

5 DOG CRECHES

- 5.1 The Animal Boarding Establishments Act 1963 does not allow the keeping of a boarding establishment for animals (defined in the Act as dogs and cats) except under the auspices of a licence granted by the Council.
- 5.2 If someone runs a business of providing accommodation for other people's animals then they fall into the scope of the Act and need to be licensed. This may include private dwellings. Those licences have conditions that are appropriate to the type of premises to ensure the welfare of the animals boarded. We have standard conditions for kennel-type accommodation and members might recall approving conditions for home boarding of dogs in 2011.
- 5.3 We have recently had an enquiry from someone who would like to run a dog crèche which operates in a very similar way to crèches where people take their children ie dogs are dropped off by their owners on the way to work and collected on the way home and are not kept overnight. These dogs are looked after during the day, fed, watered and exercised and fall into the requirement to be licensed. What we do not have in place currently are appropriate conditions for such a licence and this report brings a set of standard conditions that are adapted from those in use in some other councils for such circumstances. These are attached as Annexe 2.
- 5.4 If the proposed conditions are adopted we will be able to meet our animal welfare responsibilities in respect of dogs using these facilities and will enable those wishing to run them to operate in compliance with the law. We would also propose that the same fee is charged as for boarding kennels which is £120.

6 INSPECTIONS BY VETERINARY SURGEONS / PRACTITIONERS

- 6.1 The inspection regime for all the animal licensing allows for inspections by authorised veterinary surgeons/practitioners as well as authorised officers. For riding establishments, dangerous wild animals and zoos we are able to recharge the cost of the vet's inspection to the licence holder and it is thought to be appropriate to extend this to vet's inspections for new licences for animal boarding, pet shops and dog breeding establishments. If there are any welfare concerns at subsequent inspections or as a result of a complaint and a vet is asked to inspect that cost should be borne through the licence fee that has already been paid.

7 RECOMMENDATIONS

- 7.1 That Mid Devon District Council adopts the Model Licence Conditions and Guidance for Cat Boarding Establishments 2013 with immediate effect for new catteries. Existing catteries should comply with immediate effect for any repairs or extensions to the accommodation by following Section F, but compliance with the rest of the conditions should be with effect from 31 December 2014.
- 7.2 That Mid Devon District Council adopts the Model Licence Conditions and Guidance for Dog Breeding Establishments with immediate effect.
- 7.3 That Mid Devon District Council adopts the Model Licence Conditions for Pet Vending Licensing 2013 with immediate effect for new pet shops. Existing pet shops should comply with effect from 31 December 2014.

- 7.4 That Mid Devon District Council adopts the standard licence conditions for dog crèches attached as Annexe 1 with immediate effect.
- 7.5 That Mid Devon District Council recharges licence holders fees charged by authorised veterinary surgeons or practitioners for the first full inspection of new animal boarding establishments, dog breeding establishments and pet shops.

8 TIMESCALE

- 8.1 All of the above proposals will be with immediate effect from the adoption of the recommendations with the exceptions as set out in 7.1 and 7.3 above. We will notify all those licensed currently of the new conditions and the timescales. They have been sent copies of this report.

Contact for any more information	Mrs Marjory Parish (01884) 244619 Licensing Manager
Background Papers	Animal Boarding Establishments Act 1963 Pet Animals Act 1951 Breeding of Dogs Acts 1973 and 1991 Breeding of Dogs (Welfare) Act 1999
File Reference	Licensing / Animals
Circulation of the Report	Pet Shop licence holders Cattery licence holders

Annexe 1

From: Robert Furmedge [<mailto:admin@ashthomascattery.co.uk>]
Sent: 06 March 2014 11:44
To: Licensing
Subject: Consultation on New Model Conditions for Cat Boarding

Firstly many thanks for sending us your consultation pack and requesting our feedback.

We believe it is important that the Model Conditions are reviewed and updated to reflect the current legal requirements and best practices. The CIEH Model of 2013 is certainly a more detailed and comprehensive document than the previous Model Conditions.

There are no particular details that we feel the need to comment on and agree with your covering letter that the new standards provide more explicit information to achieve good standards of hygiene etc.

Given we have recently purchased an older established boarding cattery we look forward to working with you as the new standards are phased in.

regards
Rob and June Furmedge

**Animal Boarding Establishments Act 1963
Mid Devon District Council**

Standard Licence Conditions for a Dog Crèche

1 Scope

- 1.1 These conditions apply to the use of any premises that is used as a dog crèche which is defined as a business for the boarding of dogs during the day only.

2 Permitted Hours

- 2.1 No dogs are permitted to be boarded overnight.

3 Display of Licence

- 3.1 A copy of the licence shall be displayed to the public in a prominent position in, on, or about the premises, or made available to each person boarding a dog at the premises.

4 Number of Dogs Permitted

- 4.1 The maximum number of boarded dogs in the premises at any one time will be specified by the licence. The number of dogs permitted at an establishment will be determined by the suitability of the premises including size, available space and staff/supervision levels.

5 Familiarisation

- 5.1 Unfamiliar dogs from more than one household shall be introduced prior to the commencement of boarding and shall only be boarded with the express written permission of the owners.

6 General Conditions

- 6.1 The licence holder must conduct the business, to the satisfaction of the Council, in such a way as to prevent noise and / or odour nuisance to neighbouring premises.
- 6.2 The premises must be maintained in a state of cleanliness conducive to disease control and animal comfort.
- 6.3 The rooms to which boarded dogs have access must be maintained in a condition which is suitable and safe for their accommodation.
- 6.4 The licence holder must take all reasonable steps to ensure that any dog boarded on the premises will not represent a risk to the safety of any person working at the premises, or any person in neighbouring premises.

- 6.5 Should it become apparent to the licence holder or person supervising the premises that a boarded dog represents a danger to any person working at the premises, or in neighbouring premises, that dog (unless it can be returned to the owner) must be transferred to a licensed boarding kennels with suitable facilities as soon as practicable.
- 6.6 The licence holder must ensure that the establishment is covered by adequate and suitable public liability insurance and produce such insurance to an authorised officer of the Council on request.

7 Accommodation

- 7.1 The accommodation provided for dogs must be suitable as regards construction, size, fixtures and fittings, exercise facilities, rest facilities, temperature, ventilation and cleanliness.
- 7.2 Natural and artificial lighting of rooms must be sufficient to allow the proper use and cleaning of them.
- 7.3 External areas to which boarded dogs have access must be securely fenced so as to prevent the dogs escaping from the premises.
- 7.4 All dog faeces and other waste must be cleared up as soon as reasonably practicable and transferred to a suitable hygienic container, lined with a plastic sack, prior to disposal in accordance with current regulations and good waste management practice.
- 7.5 Facilities must be provided to ensure that dogs can be physically separated if necessary.
- 7.6 Dogs must not be kept inside enclosed crates within the dwelling or outside the dwelling except with the written consent of the dog owner.
- 7.7 Dogs must be adequately exercised every day.
- 7.8 There must be a suitable amount of resting areas for the number of dogs boarded.

8 Temperature

- 8.1 A reasonable temperature must be maintained at all times where dogs are kept. The temperature of the dogs' resting area shall be maintained at a minimum of 10° C and a maximum of 25°C.
- 8.2 All heating appliances provided must be of such construction as to constitute no risk of fire and must not endanger the health and well-being of the dogs. Freestanding oil or gas appliances must not be installed in an area accessible to the dogs.
- 8.3 Internal and external temperatures must be recorded daily.

9 Cleanliness

- 9.1 All areas used for the boarding of dogs must be kept clean and free from accumulation of dirt and dust.
- 9.2 All dogs must be provided with suitable clean, dry bedding material.

10 Food and Water Supplies

- 10.1 All dogs must have an adequate supply of wholesome drinking water available at all times, and changed daily.
- 10.2 All dogs must be adequately supplied with suitable and sufficient food.
- 10.3 The food preparation area and equipment must be kept vermin free at all times. Refrigeration facilities must be provided where fresh meat is used. All bulk supplies of food must be kept in vermin proof containers. Feeding and drinking utensils must be cleaned and disinfected after each feed.

11 Security

- 11.1 All reasonable precautions must be taken to prevent dogs escaping from the premises, or other unauthorised dogs entering the premises.
- 11.2 All dogs boarded at the premises must be fitted with a tag identifying the licence holder and licensed premises address on their arrival at the premises.
- 11.3 When taken off the premises dogs must be leashed in public areas.
- 11.4 Dogs must not be left outside and unattended during the hours of darkness.
- 11.5 Full males, bitches in season and puppies under four months of age must not be boarded with other dogs.
- 11.6 No dog designated under the Dangerous Dogs Act 1991 is permitted to be accepted for boarding.

12 Disease Control

- 12.1 Only dogs from one household may be boarded at the premises at any one time except where every dog owner has given their consent in writing to the licence holder.
- 12.2 All reasonable precautions must be taken to prevent and control the spread among animals of infection or contagious disease and parasites including the provision of appropriate isolation facilities and the appropriate use of a Parvocidal disinfectant.

- 12.3 If a dog develops an infectious disease during its stay at the boarding establishment, the premises must undergo a reasonable quarantine period, as specified by an authorised veterinary surgeon before any new boarders are accepted at the premises.
- 12.4 Proof must be provided by the owners of the dogs boarded that the dogs have current vaccinations against Canine Distemper, Infectious Canine Hepatitis, Leptospirosis and Canine Parvovirus. Dogs must not be boarded unless the course of vaccination has been completed at least four weeks before the date of boarding.
- 12.5 Where dogs from different homes are boarded together, their respective owners must ensure that the dogs are vaccinated against Bordatella Kennel Cough in addition to the vaccinations itemised above. Dogs must not be boarded unless proof of the same is provided by the respective owners.
- 12.6 All dogs must have been treated for fleas by their owners, external parasites and worms. Any resident dog must be treated regularly and in all cases the information recorded.
- 12.7 A fully stocked first aid kit suitable for use on dogs must be available and accessible on the premises.
- 12.8 The licence holder must have access to a veterinary practice that can provide an emergency service if required when the owner's normal vet is unavailable.

13 Documentation

- 13.1 A register must be kept containing the description of every dog boarded. The register must contain the following information:
- a) Name, age, description of dog, breed and gender
 - b) Date of arrival and departure
 - c) Name, address and telephone number of owner
 - d) Name, address and telephone number of contact when owner is away
 - e) Name, address and telephone number of dog's veterinary surgeon
 - f) Details of dates of dogs' vaccinations
 - g) Health, welfare and nutrition requirements. Details of any prescribed medication issued by a veterinary surgeon must be recorded.
 - h) Date of the last season for a bitch.
- 13.2 Licence holders must keep daily records on each dog as to its welfare.
- 13.3 All records must be kept for a minimum of two years.
- 13.4 All records must be available for inspection at all times by an authorised officer of the Council or a veterinary surgeon or a veterinary practitioner authorised under S.2(1) of the Act.

14 Supervision

- 14.1 A fit and proper person must always be present to exercise supervision and deal with emergencies whenever dogs are boarded at the premises.
- 14.2 Dogs must be supervised as necessary for their health, safety and well-being.

15 Staff Training

- 15.1 A written training policy for staff must be provided.
- 15.2 Systematic training of staff shall be demonstrated to have been carried out.

16 Fire Precautions

- 16.1 Appropriate steps must be taken for the protection of dogs in the case of fire.
- 16.2 A proper emergency evacuation plan and fire warning procedure must be drawn up and must include instructions on where dogs are to be evacuated to in the event of fire or other emergency. The plan must be drawn to the attention of every fit and proper person who exercises supervision of the premises.
- 16.3 The premises must be fitted with at least one working smoke detector.
- 16.4 Appropriate fire-fighting equipment must be provided in accordance with advice issued.

17 Site Specific Conditions

- 17.1 **Please note** – In some cases the standard licence conditions may need to be added to for the circumstances of the dog crèche in question. Where it is appropriate more tailored or specific text might be more suitable.

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