

**Name of meeting and date: LICENSING AND SAFETY COMMITTEE
 April 2012**

Title of report: Proposed adoption of standard Chartered Institute of Environmental Health licensing conditions, with amendments, for dog and cat boarding establishments licensed under The Animal Boarding Establishments Acts 1963.

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Not Applicable
Is it in the Council's Forward Plan?	Not Applicable
Is it eligible for "call in" by Scrutiny?	Not Applicable
Cabinet member portfolio	Not Applicable

Electoral wards affected and ward councillors consulted: ALL

Public or Private: PUBLIC

1. Purpose of report

To seek members approval to adopt standard licensing conditions, with amendments to reflect local business needs, for dog and cat boarding establishments in Kirklees.

2. Key points

- The council is responsible for licensing animal boarding establishments. Animal Health Officers carry out the licensing inspection using guidance as well as the guidance provided in the standard conditions published by the Chartered Institute of Environmental Health (CIEH). Officers will grant a licence provided that the conditions, which ensure animal health and welfare, are met. If there are any areas that require attention then the officers will work with the businesses to ensure these are addressed.
- The Animal Health Team recently became responsible for animal boarding licensing. Whilst undertaking this new role it has not been possible to establish if the current conditions that are used for animal boarding have been formally adopted. We are now seeking to adopt the standard model conditions, with minor modifications, for both dog and cat boarding establishments issued by the Chartered Institute of Environmental Health.
- These conditions were developed together by the Animal Boarding Establishments Working Party with the input and assistance from the

British Small Animal Veterinary Association, British Veterinary Association, Department of the Environment, Feline Advisory Bureau, Home Office, National Dog Warden Association and the Royal Society for the Prevention of Cruelty to Animals.

- The existing conditions (Appendix 1) that have been used by officers for many years to assess and accompany licenses has clearly come from these conditions, however, we believe that the full license conditions and guidance offer greater flexibility for the businesses and are no more onerous than the previous conditions.
- Where structural work is required, the timescale will be agreed between the officer and the business.
- Following consultation with all cat and dog boarding businesses some subtle amendments have been made to reflect local business needs and demonstrates Kirklees Council's support for local businesses without compromising animal welfare.

3. Implications for the Council

Animal Boarding Establishments fulfil a public need and the public have a right to expect that all premises satisfy basic standards relating to the health, safety and welfare of the animals boarded. The conditions help to inform the establishment owners of what the minimum standards are and allow the Licensing Authority flexibility for establishments to achieve these standards without being too incumbent on the business.

4. Consultees and their opinions

All owners of dog and cat boarding establishments and veterinary surgeons in Kirklees were consulted in writing and were sent the existing and the model conditions (Appendix 1&2).

A number of responses were received via telephone calls, e-mail and letter (Appendix 3). It was clear that the businesses in these difficult economic times were very concerned about the proposed adoption of the conditions and the implications that they may have to conduct some structural work to bring their premises into line with the conditions. Although the new conditions are no more onerous and indeed provide some flexibility.

Summary of concerns from businesses:

- The need for structural work in premises. These include things such as barriers between exercise runs and sneeze barriers in catteries.
- The need to provide separate isolation facilities for sick animals.
- The number of animals that can be housed in the units.

We responded with a letter to businesses (Appendix 4) that we would take on board their comments and concerns and take a further look at the conditions.

After listening to businesses and considering their responses we have made some amendments to reflect or local business needs. These 'Kirklees' conditions allow officers a level of flexibility in the licensing process and are highlighted in the proposal for the committee's approval.

Appendix 1 – Copy of the existing licensing conditions

Appendix 2 – Copy of the letter and consultation

Appendix 3 – Copies of the 7 written responses

Appendix 4 – Copy of the letter sent to businesses regarding their responses

Appendix 5 – Copy of the new proposed conditions

5. Officer recommendations and reasons

Members of the Committee are requested to consider and approve the adoption to the conditions as set out in Appendix 5.

6. Cabinet portfolio holder recommendation

N/A

7. Next steps

Work closely with businesses and to assist them in being compliant in meeting the requirements of the conditions.

8. Contact officer and relevant papers

Rachel Wetherill – Animal Health Team Manager – 01484 416701

Kim Walker – Senior Environmental Health Officer – 01484 226454

RW AMENDED 14/3/12