

Licensing and Regulatory Committee



Forest Heath
District Council

Title of Report:	Joint West Suffolk Animal Welfare and Boarding Licensing Conditions	
Report No:	LIC/FH/17/001	
Report to and date:	Licensing and Regulatory Committee	23 January 2017
Portfolio holder:	Councillor Lance Stanbury Portfolio Holder for Planning and Growth Tel: 07970 947704 Email: lance.stanbury@forest-heath.gov.uk	
Lead officer:	Amanda Garnham Licensing Team Leader Tel: 01284 758050 Email: Amanda.garnham@westsuffolk.gov.uk	
Purpose of report:	This report seeks the Licensing and Regulatory Committee's approval to recommend the adoption of proposed joint West Suffolk Animal Welfare and Boarding Licensing Conditions.	
Recommendation:	It is recommended that the proposed joint West Suffolk Animal Welfare and Boarding Licensing Conditions be adopted, as set out in Appendix 1 to Report No: LIC/FH/17/001.	
Key Decision:	<i>Is this a Key Decision and, if so, under which definition?</i> No, it is not a Key Decision - <input checked="" type="checkbox"/>	
Consultation:	<ul style="list-style-type: none"> Completed, see Paragraph 2 of the report. 	
Alternative option(s):	<ul style="list-style-type: none"> To wait for legislation to make new conditions compulsory to adopt later in 2017. There is to be a revised version of licensing conditions for the sale and boarding of animals later in 2017. However, the existing conditions have not been updated since 2011 and the new conditions are based on 2016 guidance. 	

Implications:			
Are there any financial implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • Within budget	
Are there any staffing implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any ICT implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any legal and/or policy implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • See body of report	
Are there any equality implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • No impact identified	
Risk/opportunity assessment: <i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>			
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
	Low/Medium/ High*		Low/Medium/ High*
Not updating animal boarding and welfare conditions to the newest recommended standards to cause unnecessary suffering to insufficiently housed animals for sale or boarding	High	Ensuring relevant licence holders are informed of the changes and adopting a Joint West Suffolk Policy	Low
Ward(s) affected:		All	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		<ol style="list-style-type: none"> Conditions adopted in 2011 http://www.westsuffolk.gov.uk/Business/Regulation_and_Licensing/Licensing/Animal_business_licensing/upload/Animal-Conditions-FH-Nov-2011.pdf Report from 2011 https://www.google.com/url?q=https://democracy.westsuffolk.gov.uk/Data/Forest%2520Heath%2520Licensing%2520Committee/20110912/Agenda/LRC%2520FH%252011%252009%252012%2520replc11335%2520-%2520Proposed%2520Animal%2520Boarding,%2520Dog%2520Breeding%2520and%2520Pet%2520Shop%2520Establishment%2520Conditions.pdf&sa=U&ved=0ahUKEwilx9O1r7rRAhWFjywKHYRDDcYQFggFMAA&client=internal-uds-cse&usq=AFQjCNHADieDujpgVU1jIkc0yszSbY2hyw Consultation Link 2016 https://www.westsuffolk.gov.uk/Council/Consultations/consultationanimalwelfareconditions.cfm 	

Documents attached:

Appendix 1 – Joint West Suffolk Animal
Licensing Conditions
Appendix 2 – Proposed Joint Fees
Appendix 3 – Changes to current
conditions

1. Key issues and reasons for recommendation(s)

- 1.1 The new Joint West Suffolk Animal Welfare and Boarding Licensing Conditions, included at **Appendix 1**, will provide Forest Heath District Council (the Council) with an up to date licensing regime that reflects changes in the law, the industry and progress in animal care and pet shops, animal boarding and dog breeding establishments.
- 1.2 Under the Animal Boarding Establishments Act 1963, Dog Breeding Act 1973 as amended, and Pet Animals Act 1951 the Council inspects and regulates animal accommodation to ensure welfare arrangements are satisfactory and meet the statutory and local conditions for animal welfare.
- 1.3 Animal Welfare Licences are administered and regulated by Council Officers within the Licensing Team.
- 1.4 In reviewing each establishment against the current licensing conditions it is clear that they no longer reflect national standards. Furthermore, the conditions are not consistent and up to date with currently recognised animal welfare issues.
- 1.5 In addition, the service has received increasing enquiries from persons hoping to enter this sector from domestic premises, for example to provide home boarding for dogs. These types of situations are not sufficiently covered by the Councils current local conditions
- 1.6 The proposal to adopt and implement updated standard conditions for licensed animal boarding, dog breeding establishments, and pet shops is based on model conditions developed and published by the relevant professional bodies, for example the Chartered Institute of Environmental Health.
- 1.7 The use of a comprehensive set of standard conditions, based on the updated model conditions specific to each type of licence, will help maintain appropriate and consistent standards at animal boarding, dog breeding establishments, and pet shops throughout West Suffolk as one standard joint document.
- 1.8 New applicants will be provided with information and advice on how to meet the requirements of the licence conditions and their premises will be subject to a final inspection (along with a vet) prior to commencing activities.
- 1.9 Existing licence holders will also be provided with the relevant information and advice based on the updated conditions. Routine inspections will promote any necessary improvements to comply with the new conditions. The joint conditions should not introduce any unnecessary burden on licensed establishments.

2.0 Consultation

- 2.1 A consultation on the revised conditions took place between 24 October 2016 and 5 December 2016. A page was set up on the Council's website and Key Stakeholders were consulted along with animal welfare organisations.

2.2 There were no objections to the adoption of these conditions, however some comments were made by stakeholders for consideration. The comments were based around enforcing unlicensed boarders and not directly linked to the conditions.

3.0 Recommendation

3.1 This report recommends the adoption of the Joint West Suffolk Animal Licensing Conditions as attached in **Appendix 1**.

4.0 Other options

4.1 During a training session in November 2016, Officers were alerted to a likelihood that the Government were devising new mandatory conditions for animal boarding and licensing/welfare. These are proposed to come into power some time in 2017 but we are unsure when. After discussion with our Policy department, Officers felt it wise to continue to proceed with the recommendation of a joint set of conditions in the interim period as the previous sets have been superseded by standard conditions set out by the Chartered Institute of Environmental Health.

4.2 Members could consider to wait for the new mandatory guidance and conditions and not recommend proceeding with the attached recommendations.