

## **NEW ANIMAL LICENSING REGULATIONS 2018**

### **FREQUENTLY ASKED QUESTIONS**

#### **What are the new regulations called and where can I read them?**

The new Regulations are called the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 ('the Regulations').

These can be read by following this link:

<https://www.legislation.gov.uk/ukdsi/2018/9780111165485>

#### **What activities require a licence under the new regulations?**

Those carrying on the following licensable activities will require a licence under the new regulations:

- Providing or arranging for the provision of boarding for cats or dogs
- Breeding dogs
- Selling animals as pets
- Hiring out horses
- Keeping or training animals for exhibition

#### **What happens to my existing licence after 1st October 2018?**

If you currently hold a licence that remains in force from 1st October 2018, it will continue to remain valid until the expiry date shown on the licence. Prior to the expiry of your current licence, you will need to make an application for a licence under the new regulations. Statutory application forms are available to download from our website.

These applications forms are available on the below link:

[http://www.stalbans.gov.uk/business/Business-in-St-Albans/StAlbans-Council-Services-for-Businesses/BusinessLicences/animalbusiness/Animal\\_Welfare.aspx](http://www.stalbans.gov.uk/business/Business-in-St-Albans/StAlbans-Council-Services-for-Businesses/BusinessLicences/animalbusiness/Animal_Welfare.aspx)

#### **When do I apply for a renewal for my existing licence and when do I pay?**

The council are happy to accept renewal applications 10 weeks prior to the licence expiration date.

As the fees are currently not set, please submit your applications, along with the relevant required documentation and an inspection date will then be arranged.

Please be advised that applicants will be able to submit their fee for their application after the fees are approved at full Council on 5<sup>th</sup> December 2018. However the processing of applications and inspections can commence prior to this date.

## What are the current fees?

The following fees were approved at committee on 23<sup>rd</sup> October 2018. These fees have therefore been recommended to full Council on 5<sup>th</sup> December 2018 for final approval;

### Proposed Fees for Animal Licensing Grant/Renewal

Home Boarding for Dogs	£155
Provision of Day Care for Dogs	£155
Boarding in Kennels/Cattery	£215
Breeding Dogs + Vet fees re-charged at cost	£247
Hiring out Horses + Vet fees re - charged at cost	£270
Pet Shop	£203
Keeping or Training Animals for Exhibition	£164
Re-Rating Inspection	£50
Additional Inspection (2year/3 year licence)	£75
Variation/Transfer Fee + Vet fees recharged at cost	£50

## How long will a licence under the new regulations last for?

Licences will last for one, two or three years based on an assessment of risk conducted by the inspector who inspects the premises when an application is being considered. Licences will be scored based on this risk assessment and be granted a star rating between 1 to 5.

Those with longer licences (higher star rating) will not be required to pay a renewal fee every year but will just pay for an inspection fee, and therefore they will pay less.

## Can I change the star rating during the length of my licence?

A licensee can request a re-rating inspection.

The fee table above sets out the costs involved if you wished to have a re-rating inspection or any variation/transfer to the licence.

## What conditions will be attached to licences issued under the new regulations?

The Regulations prescribe general licence conditions that will attach to all licences and specific licence conditions that will apply to individual licences depending on the licensable activities that licence authorises.

The general licence conditions are contained in Schedule 2 of the regulations and the specific licence conditions are contained in Schedules 3 – 7 of the regulations.

### **Will I need two licences if I am boarding dogs for both day care and overnight at my home?**

If you apply for a licence under **home boarding for dogs**, you will be covered for looking after dogs both day and night. You will be subject to all the conditions outlined under the specified activity you are applying for.

### **What does it mean by 'individual sleeping area' stated in the 'home boarding for dogs' activity?**

Each dog or dogs from the same family unit must have access to a separate room for itself, where it can sleep, go to hide, and be kept separate from other dogs. This includes any dogs kept permanently on the premises. Separate bedding will also need to be provided.

The following are NOT acceptable rooms or spaces:

- A conservatory
- A bathroom / lavatory
- Hallway
- Garage (unless converted to current standards for human habitation)
- Cupboard
- Cellar (unless converted to current standards for human habitation)
- Loft (unless converted to current standards for human habitation)
- Balcony
- An outside building, structure or shed

Please refer to section 3.2 of the guidance notes for home boarding for dogs for further information.

### **If you have your own dog(s), will this affect the licence?'**

All dogs that already reside within the private dwelling will be subject to the conditions outlined within the specific licence activity you are applying for, this therefore also means that a separate room will be required for them.

Please refer to section 3.2 of the guidance notes for home boarding for dogs for further information.

### **Do I need planning permission to board dogs in my home?**

Certain private dwellings would need to obtain planning permission to carry out businesses within their property. It may not strictly apply to all properties, but it would be sensible to ensure that planning permission is clear. Please contact our planning department for further clarification.

Rented/leased properties would also need permission from their landlords. This is because dog boarding is classified as a business, where a sale is made or the activity is carried on with a view to making a profit or earn any commission or fee

Please refer to section 3 of the guidance notes for home boarding for dogs for further information.

## Will inspectors have to be qualified to carry out inspections?

All inspectors must be suitably qualified as required by the Regulations. A suitably qualified inspector includes;

- Any person holding a Level 3 certificate granted by a body, recognised and regulated by the Office of Qualifications and Examinations Regulation
- Any person holding a formal veterinary qualification, as recognised by the Royal College of Veterinary Surgeons (“RCVS”), together with a relevant RCVS continuing professional development record;
- Until October 2021, any person that can show evidence of at least one year of experience in licensing and inspecting animal activities businesses.

*These frequently asked questions will be regularly updated.*