

## FINANCE AND CORPORATE SERVICES

### REPORT OF THE HEAD OF LEGAL SERVICES – D. MICHAEL

26<sup>th</sup> May 2015

#### SECTION A - MATTER FOR DECISION

**WARDS AFFECTED: Cymmer**

##### **1.0 LICENCE TO KEEP A HOME BOARDING ESTABLISHMENT**

An application for the grant of an animal home boarding establishment licence has been received as follows:

Premises	Applicant	Details
Hound Dog Hotel 29 Brytwyn Road Cymmer Port Talbot SA13 3EN	Alison Thomas	Animal Home Boarding

##### **1.1 Background**

The Animal Boarding Establishments Act 1963 states any person that that operates a business of providing accommodation for other people's animals requires a licence from the local authority. The legislation defines animals as cats or dogs.

##### **1.2 Officer Report**

The premises was inspected by the veterinary surgeon on the 16<sup>th</sup> March 2015, a copy of the report is attached at Appendix 1.

The applicant wishes to offer boarding accommodation for either 3 miniature dogs (under 5 kgs), or 2 small dogs (5kg - 20kgs), or 1 large dog (20 - 40kgs) and it is proposed that the licence would allow dogs from different households to be boarded together. The Veterinary Surgeons report suggests that where dogs from different households are boarded together then suitable conditions should be attached to any granted licence to protect the welfare of the animals.

The applicant also has one small dog of her own and these will not be included in the maximum of 3 dogs which can be boarded at the premises.

On the 18<sup>th</sup> May 2015, a Licensing Officer carried out a further inspection of the premises and confirmed that the points raised in the conclusion of the Veterinary report have been actioned.

### **1.3 Recommendation**

That where members consider approval of the application, the following conditions should be imposed:-

1. The premises must comply at all times with the NPTCBC Model Licence Conditions for Home Boarding (DOGS)
2. The premises must comply at all times with the Code of Practice for the Welfare of Dogs published by the Welsh Assembly.
3. A maximum of 3 miniature dogs (under 5 kgs), or 2 small dogs (5kg - 20kgs), or 1 large dog (20 - 40kgs) shall be permitted to be accommodated at the premises at any one time, which does not include the resident dog.
4. Prior to boarding, a documented trial familiarisation session must be carried out with the applicants own resident dog. Written consent from the owners of the boarded dogs must be obtained following the trial familiarisation session.
5. Dogs from different households may be boarded together but only if:
  - The written consent of each owner is obtained
  - A documented trial familiarisation session for all dogs prior to stay
  - Separation of dogs from different households in secure areas when left unattended.
  - Separate feeding of dogs to minimise the likelihood of dispute and aggression

#### **1.4 List of Background papers**

Licence Application  
Veterinary Officer's Report  
NPTCBC Model Licence Conditions for Home Boarding (DOGS)  
Code of Practice for the Welfare of Dogs – Published by the Welsh  
Assembly  
Copy of applicant's proposed socialisation visit & register records  
at Appendix 2

#### **1.5 Wards Affected**

Cymmer

#### **1.6 Officer Contact**

Neil Chapple  
Licensing Manager  
Tel (01639) 763056  
email [n.chapple@npt.gov.uk](mailto:n.chapple@npt.gov.uk)

## Appendix 1

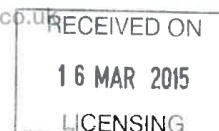


### Afon Veterinary Centre

Lletty Nedd • Penydre • Neath • SA11 3HH

Telephone: 01639 642739

www.afonvets.co.uk



### Mrs A THOMAS, 29 BRYTWN ROAD, CYMMER HOME BOARDING APPLICATION 9<sup>th</sup> MARCH 2015

Mrs A Thomas has applied for a Home Boarding License. She lives in a terraced house with her adult daughter and has one Jack Russell Terrier and no cats. She is proposing to use only the ground floor for accommodation of dogs which has an area of approximately 55 square metres. The property also has an enclosed, paved back yard of approximately 13 square metres. The frontage is enclosed to a height of about 1 metre on two sides and occupies an area of about 5 square metres and is not suitable for inclusion for use in the application as an exercise area.

All paragraph numbers in this report relate to the LACORS Model License Conditions for Home Boarding.

#### Introduction

Mrs Thomas had a copy of the LACORS/Neath Port Talbot Model License Conditions. She was aware of the issues raised in points 1.1 to 1.6. On closer examination of her household insurance I was not satisfied that any cover for public liability was included in the policy. I suggested that she clarifies this and ensures that adequate cover is provided.

#### Numbers of animals

- 3.1 As there is no numerical calculation suggested in these regulations I can only express an opinion based on common sense. As Mrs Thomas has a small dog in residence I think an extra 3 miniature dogs (under 5kgs), or 2 small dogs (5kg – 20kgs) or 1 large dog (20kg – 40kgs) could be accommodated.
- 3.2 As one dog is in residence it is, in my opinion, not advisable to accept boarded dogs from different households. This issue was discussed with Mrs Thomas.
- 3.3 Mrs Thomas has addressed the issue of written consent for boarding with a resident dog.
- 3.4 No general risk assessment was presented. Mrs Thomas will have no young children involved in the project.

#### Construction

The property complies with the issues outlined in points 4.1 to 4.3 inclusive.

- 4.6 Collection/delivery services will be provided.

Llyfni Lane,  
**Maesteg**  
CF34 9DS  
t: 01656 737327

Alloy Industrial Estate,  
**Pontardawe**  
SA8 4EN  
t: 01792 863280

Depot Road,  
**Cwmafan**  
SA12 9BA  
t: 01639 883834

#### **Partners**

C I Costello MVB, MRCVS  
D A Barker, BVetMed, MRCVS

R C Irons BVSc, MRCVS  
G E Mulligan BSc, Cert BCP, BVSc, MRCVS



**Management**

5.1.1 Mrs Thomas does not and will not employ staff.

**Cleanliness**

5.2.1 Mrs Thomas was made aware of this section.

5.2.2 - 5.2.5 No arrangements had been made for the disposal of faeces. Mrs Thomas was advised to contact the Environmental Health Department or Trade Waste Department of Neath Port Talbot County Borough Council. Vermin proof containers were being used for the resident dog. Mrs Thomas was advised that that type of container would be suitable for guest dogs.

**Food and water supplies**

5.3.1 - 5.3.4 Mrs Thomas was made aware of the requirements of this section.

**Kitchen facilities**

5.4.1 - 5.4.2 Mrs Thomas was aware of the need for air tight and vermin proof containers.

**Disease control and vaccinations**

5.5.1 – 5.5.8 Mrs Thomas was made aware of the need to ensure dogs are properly vaccinated. She is registered with a veterinary practice that provides 24 hour cover. She has made provision for recording details of vaccination and parasite treatments. A first Aid kit was present at the time of the visit.

**Isolation and contagious disease outbreak**

5.6.1 – 5.6.4 Mrs Thomas was made aware of the provision of this section. Temporary isolation will be provided by a collapsible cage in the conservatory. Any serious case of illness should involve her veterinary surgeon at an early stage.

**Register**

5.7.1 – 5.7.4 Mrs Thomas was aware of the requirements of this section and had already put together an acceptable paper recording system covering the information required.



Supervision

- 5.8.1 In my opinion Mrs Thomas complies with this section.
- 5.8.2 Her family arrangement should make compliance with this section possible.
- 5.8.3 No children under 5 live or visit the property.
- 5.8.4 Mrs Thomas' daughter is over 16 years old. It is anticipated she will help. Mrs Thomas' mother lives close by and may supply emergency cover.

Exercise

- 5.9.2 The back yard, although small is adequate for the proposed number and types of dog suggested.
- 5.9.3 A small gap was present under the fence on one boundary. This could trap a small dog. It is recommended that this gap is rendered inaccessible.  
A low wall at the entrance to the property must be raised to 1 metre in height.
- 5.9.5 Mrs Thomas had identity tags available and was generally aware of the requirements of this section.

Fire/Emergency precautions

- 5.10.1 – 5.10.3 Mrs Thomas had given this issue some thought and in my opinion the property did not present and unusually high element of risk to pets.
- 5.10.4 An evacuation plan had been drawn up.
- 5.10.5 A fire extinguisher and two smoke detectors were present, placed at the top and bottom of the staircase.
- 5.10.6 – 5.10.9 Mrs Thomas was of the opinion that she could comply with the points raised in these sections.

Conclusion

Points needing attention

1. Public liability insurance cover must be confirmed and certificate supplied. ✓
2. General risk assessment drawn up relating to keeping dogs in a home environment. ✓
3. Formalise waste disposal arrangements. ✓
4. The fence gap at the rear of the property is eliminated. ✓
5. A 1 metre fence erected to enclose the front garden to prevent access to the road. ✓

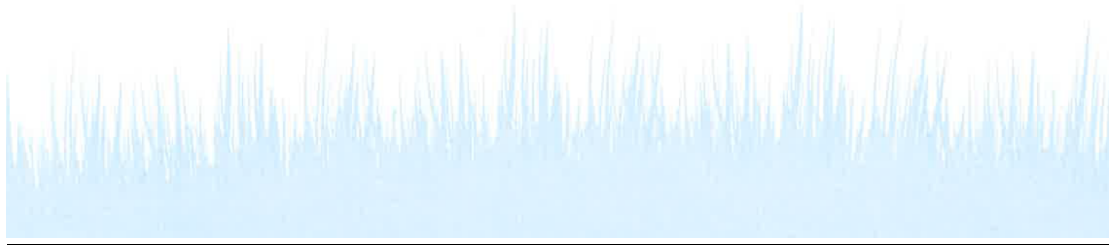


If the above issues are resolved I can see no reason why NPTCBC Licensing Department cannot grant a license to Mrs Thomas.

Signed:

A handwritten signature in dark ink, appearing to read "R.C. Irons", written in a cursive style.

R.C Irons BVSc MRCVS.



**THE HOUND DOG HOTEL BOARDING REGISTER**

<b><u>SOCIALISATION VISIT</u></b>	<b>DATE</b>	<b>RESULT</b>
DATE OF ARRIVAL.....DATE OF DEPARTURE.....		
NAME OF DOG.....MICROCHIP ..... Y or N.		
BREED.....AGE.....DOG/BITCH.....		
NAME OF OWNER.....		
ADDRESS OF OWNER.....		
.....		
.....TEL NO.....		
EMERGENCY CONTACT NAME.....		
EMERGENCY CONTACT ADDRESS.....		
.....		
.....TEL NO.....		
DOGS VETERINARY SURGEON.....		
ADDRESS.....		
TEL NO.....		
NEUTERED .....		
VACCINATION CARD UP TO DATE...Y/N.....DATE OF EXPIRY.....		



**NOTES ON HEALTH WELFARE NUTRITION AND EXERCISE REQUIREMENTS**

**NO OF MEALS PER DAY .....**

**USUAL BRAND .....**

**ALERGIES/ MEDICAL CONDITIONS .....**

**ANY REGULAR MEDICATION REQUIRED DURING STAY? .....**

**USUAL SLEEPING AREA .....**

**ON LEAD OR OFF LEAD WALKS .....**

**LEVEL OF HOUSE TRAINING .....**

**Nightly charge agreed of £ .....**

**Please read the above to check that all details are correct and when happy please sign below.**

**I AM HAPPY/NOT HAPPY FOR MY DOG TO BE BOARDED WITH OTHER DOGS OTHER THAN THOSE OF THE OWNER OF *THE HOUND DOG HOTEL***

**SIGNED.....**

**PRINT NAME.....**

**ADDITIONAL NOTES**