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**TITLE: BOARDING ESTABLISHMENTS ACT 1963 AND HOME BOARDING. APPROVAL OF PROPOSED AMENDMENTS TO LICENCE CONDITIONS FOLLOWING PUBLIC CONSULTATION**

Committee: Licensing Committee

Date: 16 May 2012

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[L374]

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## **1.0 ISSUE**

- 1.1 To approve the proposed amendments made to the Council's current home boarding licence conditions following the 12-week consultation carried out in 2011 between 25 July 2011 and 17 October 2011. The proposed amendments and consultation outcomes were previously presented to Licensing Committee in December 2011. No decision was made at the December 2011 Licensing Committee due to the Member request to consider the introduction of a neighbourhood consultation as part of application process.

## **2.0 RECOMMENDATION(S)**

- 2.1 That Members approve the proposed amendments to the Council's current licence conditions for home boarding (Appendix 1, shown in bold), taking into consideration the justifications in relation to those amendments as detailed in Appendix 2.

## **3.0 BACKGROUND/OPTIONS**

### **Proposed amendments to the Council's current Home Boarding Licence Conditions following concerns expressed by the commercial dog boarding sector and the subsequent 12 week consultation exercise following the Licensing Committee meeting in July 2011.**

- 3.1 In January 2010, the Council adopted the LACORS model conditions for the home boarding of dogs (Appendix 3). The set of LACORS Home Boarding Model Conditions that the Council adopted in January 2010 did not consider the home boarding of dogs from different families. LACORS then revised their initial set of licence conditions for dogs from different families to be boarded at any one time. This was in response to a number of queries from Local Authorities nationally, who, like East Cambridgeshire had home boarding establishments boarding dogs from different families (Appendix 4).

- 3.2 The Council adopted the revised LACORS model conditions at Licensing Committee on 20 September 2010 (Appendix 4) to enable the licensing of home boarding of dogs from different families. The revised LACORS model conditions approved in September 2010 are those home boarding licence conditions that are currently in force at East Cambridgeshire District Council (Appendix 4)
- 3.3 Since the Council adopted the revised LACORS model licence conditions in September 2010 (Appendix 4) to allow dogs from different families to be boarded together, concern was expressed to the Council from the Commercial Dog Boarding Sector about safety implications that it considered could arise from boarding dogs from different families within a home environment, in addition to not agreeing with home boarding per se.
- 3.4 Concern was expressed by the Commercial Boarding Sector about the age of persons walking dogs, the mixing of dogs from different families, the safety of persons within the household environment, and the setting of a maximum number of dogs to be boarded at any one time (Appendix 5).
- 3.5 Taking these concerns into account, liaison was held with LACORS to obtain their views on the concerns expressed by the Commercial Boarding Sector, given that LACORS had produced national model conditions for Local Authorities to adopt and utilise in relation to the home boarding of dogs from different families (Appendix 6). LACORS confirmed that it is ultimately for Local Authorities to determine licence conditions, and that the conditions they have produced are a guide for Local Authorities to use, adapt and amend.
- 3.6 Having taken into consideration the Commercial Boarding Sector's concerns, the Council's existing home boarding conditions were then amended to propose the following amendments for a 12 week consultation exercise:
- a) Revised application process to require a detailed layout plan of the property, showing areas for feeding, sleeping, isolation and separate areas for dogs to be boarded.
  - b) Independent veterinary inspectors report to be completed to assess premises suitability to home board the intended number of dogs applied for.
  - c) Entire males not permitted to be boarded, where 9 months of age or over. Written evidence from owner that their dog has been castrated.
  - d) Resident dogs over 9 months old to be castrated.
  - e) Bitches that are in season or due to be in season during the boarding period not to be boarded.

- f) Absolute maximum number of dogs to be boarded at any one time is 4, with a maximum of one additional resident dog. (This maximum is subject to veterinary and Inspector approval of the suitability of each individual premises and licensee to operate a home boarding establishment).
  - g) Written training policy for staff including the licensee(s) required, in addition to systematic training of licensee.
  - h) Register to include declaration that any male dog over 9 months old to be boarded has been castrated.
  - i) Register to include declaration that bitch to be boarded is not in season or likely to be in season at time during boarding.
  - j) No home where persons under the age of 21 years of age are resident.
  - k) Only persons over the age of 21 years of age are allowed to walk the dogs in public places.
- 3.7 The amended Conditions were tabled at the July 2011 Licensing Committee meeting for Members to approve prior to a 12-week consultation.
- 3.8 During the July 2011 Licensing Committee meeting, Members debated the proposed amendments, and, before going out to consultation, changes were made to the dog walking age and minimum age of residents. Members requested that the dog walking age for consultation be lowered to 18, and the minimum age of residents be lowered to 16.
- 3.9 The proposed amendments to the Council's current home boarding conditions were then consulted on between Monday 25 July 2011 and Monday 17 October 2011 and are highlighted in bold at Appendix 7.
- 3.10 The consultation document was posted on the Council web site and copies were also sent to commercial and home boarding organisations in the District in addition to other relevant organisations, such as the RSPCA, Cambridgeshire Police, LACORS, Cambridgeshire Local Authorities, Royal College of Veterinary Surgeons, Local Veterinary Practices and a local dog trainer/behaviouralist. Responses received are detailed in Appendix 2.
- 3.11 Following the 12 week consultation, a paper was taken to the Licensing Committee meeting on 14 December 2011 to recommend adoption of the proposed revised licence conditions for the home boarding of dogs (Appendix 1).
- 3.12 The proposed amended licence conditions take into account the results of the consultation exercise and comments made (see paragraph 4.4 and Appendix 2), the requirements of section 1(3) of the Animal Boarding Act 1963 and the requirements of the EU Services Directive and the

implementing regulations within England being “The Provision of Services Regulations 2009 (known within this report as the 2009 Regulations)”

- 3.13 The EU Services Directive aims to open up the European internal market to cross-border trade in services by making it easier for service providers to set up business or offer their services in other EU countries. Service providers based in one country can be hindered in their attempts to do business in another because of the need to meet different regulatory requirements in that country. The Directive obliges the EU countries to examine all legislation and practices that regulate service provision and check whether discriminatory, unnecessary or disproportionate provisions, which act as a barrier to operating in that country, exist. Where rules and requirements cannot be justified, they must be amended or repealed.
- 3.14 Article 14 and 15 of the 2009 Regulations require licence applications and authorisation schemes to be non-discriminatory; justified by an overriding reason relating to the public interest; proportionate to that public interest objective; clear and unambiguous; objective; made public in advance and transparent and accessible necessary
- 3.15 No decision was made during the December 2011 meeting to adopt the tabled proposed conditions, due to discussions arising regarding the possibility of incorporating a neighbour consultation process as part of the application process for a home boarding of dogs licence.
- 3.16 Should Members decide to alter/vary or amend the proposed amendments to the licence conditions, further consultation will be required depending upon the nature of the change proposed and if this will have an impact on the trade. The proposed amended conditions to be applied to new applications and existing applications on renewal

#### **4.0 ARGUMENTS/CONCLUSIONS**

##### Adoption of proposed revisions to Licence Conditions as a result of the consultation exercise.

- 4.1 The home boarding of dogs is a licensable activity under the Animal Boarding Establishments Act 1963, and as such requires licensing with the attachment of appropriate conditions in order to ensure that the requirements of the Animal Boarding Establishments Act 1963 are met.
- 4.2 The proposed revisions to the Council’s current home boarding licence conditions tabled amalgamate the original licence conditions produced by LACORS which the Council adopted for home boarding establishments; those points raised by the Commercial Boarding Sector prior to the consultation in July (included at paragraph 3.6 of this report); those points made by Members at the July 2011 Licensing meeting prior to going out

for consultation, and comments made as a result of the subsequent consultation exercise.

4.3 The LACORS model conditions for home boarding establishments are adapted from the CIEH (Chartered Institute of Environmental Health) full model conditions for kennelling facilities. The CIEH Conditions were drafted in discussion with key partners, including the British veterinary Association (BVA), British Small Animal Association (BSAVA) and Pet Trade and Industry Association (PTIA).

4.4 This report is requesting that as a result of the consultation exercise carried out in July 2011, that the following amendments to the Council's current licence conditions be made, namely that:

- a) A detailed Plan of the premises to be submitted with an application to show rooms intended to be used for boarding and segregation. This would show the shape, sizes and layout of the rooms intended for segregation and boarding, and the suitability for the number of dogs to be boarded.
- b) A report from a veterinary inspector appointed by the Council. The report to take into account the number and size of the rooms available and the layout of the rooms. Disease and infection control measures as well as the applicant's suitability and knowledge of handling dogs. The Veterinary Inspector would assess and recommend the number of dogs it considers suitable for the particular premises. Where necessary, the Veterinary Inspector would make recommendations for specific licence conditions unique to that business that the Council would consider. A Veterinary Inspectors report would not be required where an application is being made to board 3 or less dogs from the same family.
- c) A licence would not be granted where children under the age of 16 reside in a property to be used for the home boarding of dogs. The original LACORS Model Licence Conditions stated homes where children under 5 years were resident would not be licensed.
- d) A minimum age of 18 to be able to walk dogs. This was not included in the original LACORS conditions, but alleviates fears of young persons being in charge of dog walking duties.
- e) Entire males to only be boarded with members of the same household; unless there is express written consent form other dog owners. This addresses the issue of bitches that may come into season, which as highlighted through the consultation process can be difficult to determine. It puts the onus on the owner of a bitch who could come into season, as to whether to board their dog, knowing that there could be entire males present, and provides the home boarder the

opportunity to take bookings accordingly. During the consultation process, it also highlighted that by having the (original) proposed condition of no entire males permitted, it rules out family household's being boarded together, which for someone who owns several dogs, may mean in practice that they could not be boarded together.

- f) Resident dogs to be castrated. Having liaised with veterinary inspectors, it is also considered good practice for home boarding that resident dogs are castrated.
  - g) Staff and licensees would need to demonstrate knowledge and training in line with licence conditions, and as suggested through the consultation period, knowledge of canine body language, recognition of signs of stress in dogs, first aid and recognition of early signs of ill health. Resolution of dog-to-dog conflict and dog to human conflict. As part of being licensed, applicants would be encouraged to complete on line training or other recognised training and courses available as best practice.
  - h) Applicants who are applying to board a maximum of 3 dogs from the same family would be exempt from a veterinary Inspector on initial application, as the dogs to be boarded are from the same household, and a maximum number has been set. A detailed layout plan would need to be submitted with the application, and an assessment along the same lines as the veterinary inspector would be implemented by the Licensing Officer.
  - i) Discussions with local veterinary practices in relation to the proposed initial licence inspection have proved positive in terms of the scope of the assessment and advice and guidance that can be offered to both the Council and potential licensee. The veterinary inspector would assess the layout of the premises, the rooms to be used, cleanliness, feeding provisions, inspection of the gardens, infection control and would recommend, based on their findings the number of dogs to be permitted for boarding, including and specific conditions to that premises. Veterinary Inspectors have indicated that it would take approximately ½ hour to conduct the assessment, not including travel time.
  - j) Register to include declaration regarding permitting dogs to be boarded when in season and with other entire males.
- 4.5 Appendix 2 details each proposed amended licence condition consulted on, comments received during the consultation exercise and justification of each proposed amendment to the existing licence conditions.
- 4.6 Should Members be minded to alter/vary/amend the proposed licence conditions that have been consulted on, further consultation will be required.

## 5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

- 5.1 Any person aggrieved by the refusal of a local authority to grant a licence or by any conditions subject to which a licence is proposed to be granted may appeal to a Magistrates' court.
- 5.2 The cost of an initial veterinary inspectors report for those establishments wishing to board dogs from different families would be approximately £150.00 in addition to the licence fee. The veterinary inspection visit would equate to approximately ½ hour inspection and travel expenses. The cost of this report would be met by the Licensee. A Licensee wishing to board a maximum of 3 dogs from the same family would be exempt from the veterinary inspectors inspection on initial application.
- 5.3 Equality Impact Assessment (INRA) completed and findings are attached to the report. There could be an adverse impact on where an applicant would not be able to apply for a licence due to persons under the age of 16 residing on the premises. There is also a need under the proposed amendments to be over the age of 18 to walk dogs in connection with a home boarding establishment. These ages however, have been introduced as safety measures to provide greater protection to persons residing in a home boarding establishment and members of the public.

## 6.0 APPENDICES

- 6.1 Appendix 1 - Proposed amended licence conditions (in bold) for adoption for the home boarding of dogs.
- 6.2 Appendix 2 - Table to show proposed amendments that were consulted on, with comments received, and proposed final conditions with justifications.
- 6.3 Appendix 3 - Original LACORS Model Licence Conditions for dogs from same family for home boarding.
- 6.4 Appendix 4 - LACORS revised national Model Licence Conditions for dogs from different families for home boarding
- 6.5 Appendix 5 - Letters received from Commercial Dog Boarding Sector
- 6.6 Appendix 6 - Letter sent and Letter received from LACORS in response to concerns made to Council about the home boarding of dogs from different families.
- 6.7 Appendix 7 - Proposed Licence Conditions that were sent out for consultation between Monday 25 July 2011 and Monday 17 October 2011
- 6.8 Appendix 8 – List of Consultees for the Home Boarding of Dogs

6.9 Appendix 9 – INRA – Initial Screening and full INRA

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<b><u>Background Documents</u></b>	<b><u>Location</u></b>	<b><u>Contact Officer</u></b>
Animal Boarding Establishments Act 1963 Licensing Committee Agenda Paper, Item 5 Wednesday 14 December 2011	Room SF209 The Grange Ely	Mrs E A Bailey Principal EHO (01353) 665555 E-mail: elizabeth.bailey@eastcambs.gov.uk
Licensing Committee Agenda Paper, item5 Wednesday 13 July 2011		



**PROPOSED CONDITIONS SUBJECT TO WHICH THE DOMESTIC ANIMAL BOARDING LICENCE (DOGS) IS GRANTED**

**Application process.**

Application form to be completed and submitted to the Council with the licence fee and a detailed layout plan to show which rooms are proposed for the boarding of dogs.

On the first time of applying for a home boarding licence to board dogs from different families, an Independent Veterinary Inspectors Report is to be completed to assess the premises suitability to home board the intended number of dogs applied for.

The Veterinary Inspectors Report will consider the applicants' suitability to hold a home boarding licence, and will determine the maximum number of dogs to be boarded at any one time. This assessment will take into account the number of resident dogs.

Application forms are to be accompanied with a detailed plan of the layout of the property showing areas for feeding and sleeping, an isolation area in event of illness, and separation areas for each of the dogs to be boarded.

The requirement for an Independent Veterinary Inspectors report on the first time of applying for a home boarding of dogs licence would not be required where an application for a home boarding licence for 3 or less dogs from the same household to be boarded at any one time is made. As part of the application process, an assessment would be made on the premises suitability to home board the intended number of dogs to apply for in addition to the number of resident dogs and the applicants suitability.

1. INTRODUCTION

- 1.1 Unless otherwise stated, these conditions shall apply to all buildings and areas to which dogs have access and/or which are used in association with the boarding of dogs.
- 1.2 Normally planning permission will not be required for the home boarding of animals on the scale proposed, however should complaints be received because of particular noise or odour problems, then the Council reserves the right to consider whether there has been a change of use which requires a planning application to be submitted.
- 1.3 The Licensee must ensure that the establishment is covered by adequate and suitable public liability insurance and, where necessary, adequate and suitable employers liability insurance. Where dogs from different families are permitted to board together by the Council, it must be ensured that Public Liability Insurance covers the activity and number of dogs being boarded from different households at any one time.

- 1.4 No dog registered under the Dangerous Dogs Act 1991 must be accepted for home boarding.
- 1.5 Dog hybrids registered under the Dangerous Wild Animal Act 1976 (e.g. Wolf Hybrids) are not to be accepted for home boarding.
- 1.6 Entire males are permitted to be boarded where no other dogs from different families are being boarded; unless there is specific written permission from other dog owners that they consent to their dogs being boarded with entire males that may be present during the boarding period.
- 1.7 Entire male resident dogs over the age of 9 months are not permitted.
- 1.8 With regard to the boarding of dogs from different families, the premises must be constructed to allow adequate space for dogs; sufficient space available to be able to keep dogs separately if required, and for the separation of dogs showing signs of disease.

## 2. LICENCE DISPLAY

- 2.1 A copy of the licence and its associated conditions must be suitably displayed to the public in a prominent position in, on or about the premises or made available to each boarder.

## 3. NUMBERS OF ANIMALS

- 3.1 The absolute maximum number of dogs to be kept at any one time is X, with a maximum of X additional resident dog(s). (The maximum numbers are subject to Veterinary and Inspector approval of the suitability of each individual premises and licensee to operate a home boarding establishment).
- 3.2 Where dogs from different families are permitted by the Licensing Authority to be boarded together at any one time, the additional requirements are to be followed
- 3.3 To obtain specific written consent of each household showing confirmation that they are content for their dogs to be boarded with others
- 3.4 To conduct a mandatory, trial (documented) familiarisation session for all dogs prior to stay.
- 3.5 To ensure separation of dogs from different households in secure areas when left unattended.
- 3.6 To carry out separate feeding of dogs to minimise the likelihood of dispute and aggression.
- 3.7 Where puppies under six months of age are boarded with other dogs, including resident dogs, a trial (documented) socialisation period must be implemented, with no difficulties having been identified.
- 3.8 Where there is a resident dog or cat kept at the household, written consent from the owners of the boarded dog must be gained following a trial familiarisation session.
- 3.9 The Licensee will be required to make an assessment of the risks of home boarding to include the risk to or caused by children who are likely to be visiting the property.

#### 4. CONSTRUCTION

- 4.1 Dogs must live in the home as family pets. There must be no external construction of buildings, cages or runs.
- 4.2 The premises shall have its own entrance and must not have shared access e.g. communal stairs.
- 4.3 There must be adequate space, light, heat and ventilation for the dogs.
- 4.4 As far as reasonably practicable all areas/rooms within the home to which boarded dogs have access, must have no physical or chemical hazards that may cause injury to the dogs.
- 4.5 There must be sufficient space available to be able to keep the dogs separately if required. These areas must be secure, so that dogs cannot escape or open doors/windows.
- 4.6 If a collection and delivery service is provided, a suitable vehicle with a dog guard or cage in the rear must be provided.

#### 5. MANAGEMENT

##### 5.1 TRAINING

- 5.1.1 A written training policy for staff must be provided including the licensee(s) as well. Systematic training of staff and licensees must be demonstrated to have been carried out. Training/ knowledge to include canine body language, recognition of signs of stress in dogs, administering of first aid and identifying early warning signs of ill health. Resolution of dog to dog and dog to human conflict.

##### 5.2 CLEANLINESS

- 5.2.1 All areas where the dogs have access to, including the kitchen etc must be kept clean and free from accumulations of dirt and dust and must be kept in such a manner as to be conducive to maintenance of disease control and dog comfort.
- 5.2.2 All excreta and soiled material must be removed from all areas used by dogs at least daily and more often if necessary. Disposal facilities for animal waste must be agreed with the Licensing Authority.
- 5.2.3 All bedding areas must be kept clean and dry.
- 5.2.4 Facilities must be provided for the proper reception, storage and disposal of all waste. Particular care should be taken to segregate clinical waste arising from the treatment and handling of dogs with infectious diseases. The final route for all such waste shall comply with current waste regulations.
- 5.2.5 Measures must be taken to minimise the risks from rodents, insects and other pests within the premises.

##### 5.3 FOOD AND WATER SUPPLIES

- 5.3.1 All dogs shall have an adequate supply of suitable food as directed by the client.
- 5.3.2 Fresh drinking water must be available at all times (unless advised otherwise by a veterinary surgeon) and the drinking vessel cleaned daily. The water must be changed at least twice a day.

5.3.3 Clients must be encouraged to provide each dog with its own bedding, bowls, grooming materials etc. These items must be cleaned regularly to prevent cross-infection. The Licensee however should also be able to provide extra bedding material.

5.3.4 Where necessary, eating and drinking vessels must be provided, and where so, they must be capable of being easily cleansed and disinfected to prevent cross-contamination. They must also be maintained in a clean condition. Feeding bowls must be cleaned or disposed of after each meal and each dog must be provided with its own bowl.

#### 5.4 KITCHEN FACILITIES

5.4.1 Airtight containers must be provided for the storage of dry foods. Uncooked food and the remains of opened tins must be stored in covered, non-metal, leak proof containers in the fridge.

5.4.2 All bulk supplies of food shall be kept in vermin proof containers.

#### 5.5 DISEASE CONTROL AND VACCINATION

5.5.1 Adequate precautions must be taken to prevent and control the spread of infectious and contagious disease and parasites amongst the dogs, staff and visitors.

5.5.2 Proof must be provided that boarded and resident dogs have current vaccinations against Canine Distemper, Infectious Canine Hepatitis (Canine adenovirus), Leptospirosis (*L. canicola* and *L. icterohaemorrhagicae*) and Canine Parvovirus and other relevant diseases. The course of vaccination must have been completed at least four weeks before the first date of boarding or in accordance with manufacturer instructions. A record that this proof has been supplied must be kept on-site throughout the period that the dog is boarded.

5.5.3 Advice from a veterinary surgeon must be sought in case of signs of disease, injury or illness. Where any dog is sick or injured, any instructions for its treatment, which have been given by a veterinary surgeon, must be strictly followed.

5.5.4 A well-stocked first-aid kit suitable for use on dogs must be available and accessible on site.

5.5.5 The Licensee must be registered with a veterinary practice that can provide 24-hour help and advice. The clients own veterinary practice must be known and consulted if necessary.

5.5.6 Precautions must be taken to prevent the spread of fleas, ticks, intestinal parasites and other parasites in both boarded and resident dogs. Proof must be maintained of all routine and emergency treatment for parasites.

5.5.7 The premises shall be regularly treated for fleas and parasites with a veterinary recommended product.

5.5.8 Veterinary advice must be sought in relation to cleaning substances so that they or their fumes cannot be harmful to an animal.

#### 5.6 ISOLATION AND CONTAGIOUS DISEASE OUTBREAK.

5.6.1 Dogs showing signs of any disease or illness shall be isolated from any other dogs until veterinary advice is obtained. There must be sufficient facilities within the licensed premises to ensure effective separation of any sick animal.

- 5.6.2 The Licensee must inform the Licensing Authority on the next working day if a dog develops an infectious disease.
- 5.6.3 Following an episode of infectious disease during any stay, the premises must undergo a reasonable quarantine period before new boarders are admitted. This period will be specified by the Licensing Authority as agreed with their authorised veterinary surgeon.
- 5.6.4 The Licensing Authority must be informed of any animal death on the premises. The Licensee must make arrangements for the body to be stored at a veterinary surgeons premises until the owners return.

## 5.7 REGISTER

5.7.1 A register must be kept of all dogs boarded. The information kept must include the following:

- Date of arrival
- Name of dog, any identification system such as microchip number, tattoo
- Description, breed, age and gender of dog
- Name, address and telephone number of owner or keeper
- Name, address and telephone number of contact person whilst boarded
- Name, address and telephone number of dog's veterinary surgeon
- Anticipated and actual date of departure
- Proof of current vaccinations, medical history and requirements
- Health, welfare nutrition and exercise requirements
- Declaration as to whether dog has been castrated/ neutered
- Declaration that owner consents to their dog to be boarded with entire dogs (Resident dogs over 9 months are not permitted to be entire)

5.7.2 Such a register is to be available for inspection at all times by an officer of Licensing Authority, veterinary surgeon.

5.7.3 The register must be kept readily available for a minimum of 2 years and kept in such a manner as to allow an authorised officer easy access to such information.

5.7.4 If medication is to be administered, this must be recorded.

5.7.4 Where records are computerised, a back-up copy must be kept. The register must also be available to key members of staff of the establishment at all times.

## 5.8 SUPERVISION

5.8.1 A fit and proper person with relevant experience must always be present to exercise supervision and deal with emergencies whenever dogs are boarded at the premises. This person must not have any conviction or formal Cautions for any animal welfare related offence.

5.8.2 Dogs must be visited at regular intervals, as necessary for their health, safety and welfare, and must not be left unattended for longer than 3 hours at a time and then not on a regular basis. (see 4.5 above)

5.8.3 No home where there are persons under 16 years of age are resident will be licensed.

5.8.4 Only people over 18 years of age are allowed to walk the dogs in public places.

## 5.9 EXERCISE

- 5.9.1 Dogs must be exercised in accordance with their owner's wishes. If dogs are taken off the premises, they must be kept on leads unless with the owners written permission.
- 5.9.2 There must be direct access to a suitable outside area. The area / garden must only be for use by the homeowner (not shared with other residents). The area must be kept clean.
- 5.9.3 The exercise/garden area of the premises and any other area to which the boarded dogs may have access, must be totally secure and safe. Fencing must be adequate to offer security to prevent escape and be safe, with no dangerous sharp objects or protrusions. Gates must be able to be locked.
- 5.9.4 If there is a pond, it must be covered to avoid drowning.
- 5.9.5 Dogs must wear a collar and identity tag during their time in boarding. The tag must display the name, address and telephone number of the boarding premises.
- 5.9.6 The Licensing Authority must be informed on the next working day if a dog is lost.
- 5.10 FIRE / EMERGENCY PRECAUTIONS
- 5.10.1 Appropriate steps must be taken for the protection of the dogs in case of fire or other emergencies.
- 5.10.2 The occupier of the property must be aware of the location of the dogs in the property at all times.
- 5.10.3 Careful consideration needs to be given to the sleeping area for dogs to ensure that they can be easily evacuated in the event of a fire, without putting the occupiers of the property at risk.
- 5.10.4 A fire warning procedure and emergency evacuation plan – including details of where dogs are to be evacuated to in the event of a fire or other emergency - must be drawn up, brought to the attention of those involved in the home boarding arrangements and/or displayed in a prominent place on the premises. The Licensee must have suitable arrangements for the temporary boarding of dogs in the event that the licensed premises is rendered uninhabitable.
- 5.10.5 Fire detection equipment must be provided in accordance with general advice given by the Fire Safety Officer. The home must have at least 2 working smoke detectors located at the top & bottom of the staircase, or other appropriate location.
- 5.10.6 All doors to rooms must be kept shut at night.
- 5.10.7 All electrical installations and appliances must be maintained in a safe condition. No dog must be left in a room with loose or trailing cables or wires.
- 5.10.8 All heating appliances must be free of risk of fire as is reasonably practicable. There must be no use of freestanding gas or oil appliances.
- 5.10.9 A relative, friend or neighbour within 5 minutes travelling time must have a spare set of keys and access to the premises in case of an emergency. These details must be made available to the Licensing Authority.

A table to show those proposed amendments to the Council's existing licence conditions consulted on for the home boarding of dogs from different families further to the Licensing Committee 13<sup>th</sup> July, 2011 and the proposed final condition wording and justification as result of consultation exercise.

Proposed amendments to existing Licence Conditions tabled at July 13 <sup>th</sup> Licensing Committee and consulted on	Comments received as a result of consultation.	Proposed Final Condition Wording & Justification as a result of consultation exercise.
<p><b>Conditions consulted on as a result of Licensing Committee meeting 13<sup>th</sup> July, 2011. (These revisions result from having listened to concerns from Commercial Boarding representation and liaison with LACORS)</b></p> <p>CONDITIONS SUBJECT TO WHICH THE DOMESTIC ANIMAL BOARDING LICENCE (DOGS) IS GRANTED</p> <p><i><b>New suggested conditions/standards shown in bold italics.</b></i></p> <p><i><b>Application process.</b></i></p> <p><i><b>Application form to be completed and submitted to Council along with fee.</b></i></p> <p><i><b>Independent veterinary Inspectors Report to be completed to assess premises suitability to home board intended number of dogs applied for.</b></i></p> <p><i><b>Application form to be accompanied with detailed plan of layout of property showing areas for feeding and sleeping, isolation area in event of illness, and separation areas for each of the dogs to be boarded</b></i></p>	<p><b>Commercial Boarding- Mr Bridges.</b> Without a minimum of <u>4 downstairs rooms</u>, excluding the kitchen, it is impossible keep the dogs separately overnight in compliance with not only with the Conditions proposed but also with Health and Safety and Environmental requirements, never mind the Fire Regulations. (Clause 5.10.3 in particular refers.)</p> <p><b>Cloverleigh Kennels-</b> We welcome the revised application process to require a detailed layout plan of the property as this will identify where a property is too small to adequately segregate the amount of dogs they wish to board while maintaining the ethos of the dogs living in the home as family pets. I agree that there should be an independent inspectors report to assess the suitability of the premises to board the intended number of dogs.</p> <p><b>Falkor Dog Boarding-</b>Detailed layout plan showing different areas okay until you require a separate area for boarding of dogs as this is a home and home boarding suggests that dogs are boarded in the home as would your own pet having access to the entire property not just a small area. Independent Veterinary Inspection report for all boarding establishment kennels, cattery's and all homes, which board pets.</p> <p><b>Home Boarder-</b> What is the purpose of a detailed layout plan of the property/ who would use it and under what circumstances? The beauty of home boarding is the flexibility to provide appropriate areas for sleeping, feeding etc depending on the needs of the dog. For example I have one dog who will only eat outside (even at his owner's house). In summer some dogs prefer a cooler room to sleep in and so sleeping areas can change depending on the needs of the dog. 2. What would be the cost of an independent veterinary inspection and what is a vet's particular qualification to comment on this? I am aware that the council only has very few home boarders registered and adding</p>	<p>Note- this wording does not form part of the conditions. It outlines the application process.</p> <p>An exemption is granted with regard to those home boarders who wish to board 3 or less dogs from the same family. Such premises would not be required to have a veterinary inspectors report on initial application. However, a layout plan and assessment would be made on application.</p> <p>Justification- the home boarding of dogs from the same family is lower in risk and it is felt that a veterinary inspectors report for such scenarios is unjustified.</p> <p><i><b>Proposed wording</b></i></p> <p><i><b>Application process.</b></i></p> <p><i><b>Application form to be completed and submitted to the Council with the licence fee and a detailed layout plan to show which rooms are proposed for the boarding of dogs.</b></i></p> <p><i><b>On the first time of applying for a home boarding licence to board dogs from different families, an Independent Veterinary Inspectors Report is to be completed to assess the premises suitability to home</b></i></p>

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	<p>additional costs to registering will not encourage people to comply with this legislation. I would have thought it was more important to sort out how the council will enforce this legislation before giving further hoops for existing licensed properties to comply with.</p>	<p><b><i>board the intended number of dogs applied for.</i></b></p> <p><b><i>The Veterinary Inspectors Report will consider the applicants' suitability to hold a home boarding licence, and will determine the maximum number of dogs to be boarded at any one time. This assessment will take into account the number of resident dogs.</i></b></p> <p><b><i>Application forms are to be accompanied with a detailed plan of the layout of the property showing areas for feeding and sleeping, an isolation area in event of illness, and separation areas for each of the dogs to be boarded.</i></b></p> <p><b><i>The requirement for an Independent Veterinary Inspectors report on the first time of applying for a home boarding of dogs licence would not be required where an application for a home boarding licence for 3 or less dogs from the same household to be boarded at any one time is made. As part of the application process, an assessment would be made on the premises suitability to home board the intended number of dogs to apply for in addition to the number of resident dogs and the applicant's suitability.</i></b></p>
<p><b><i>1.6 Entire males are not permitted to be boarded. Written evidence from the owner that their dog which is to be boarded and is over 9 months old has been castrated.</i></b></p>	<p><b>Cloverleigh Kennels</b> If there are no resident dogs and the entire male is boarded alone or with dogs from his own household, I can see no reason to say they should not be permitted for boarding. There is no need to gain written permission that a dog has been castrated, it can be determined from a visual inspection of the dog.</p> <p><b>Falkor Dog Boarding-</b> Entire Males not to be permitted to be boarded</p>	<p>Revision of condition wording</p> <p><b><i>1.6 Entire males are permitted to be boarded where no other dogs from different families are being boarded; unless there is specific written permission from other dog owners that they consent to their dogs being</i></b></p>



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	<p>over 9 months of age. This would remove the owners' freedom of choice, one if they so wished to breed and two their choices of boarding arrangements that they feel happy with.</p> <p><b>User of home boarding-</b> removes the choice of an owner to home board any dog they wish to use for breeding. Impose a cost on the owner to pay for the cost of surgery- a fee of between £100 and £200 depending on the size of the dog should not be viewed lightly in the current tough economic conditions.</p> <p>Impose an unnecessary risk on older dogs of having to undergoing a general anaesthetic required during surgery as well as increasing the risk of various cancers; and severely restrict our preferred choice of boarding arrangements for our two pet dogs</p> <p><b>Home Boarder-</b> 3. Although I am happy to comply with not having entire male dogs to board I can see no relevant behavioural requirement for this clause. Any dog with inappropriate behaviour to my own or any other dog is not suitable for home boarding and no home boarder would welcome them into their own home. Inappropriate behaviour is not limited to unneutered dogs. It is also very easy to check if a dog is castrated (notwithstanding undescended testicles) and so written evidence is unnecessary. It would be necessary if this clause included entire females.</p>	<p><b><i>boarded with entire males that may be present during the boarding period.</i></b></p> <p>Justification- To allow entire dogs to be boarded with members of the same family- otherwise there could be a scenario where an entire male has to be boarded separately from their family members. Other dogs can be boarded with entire dog so long as owners give consent- therefore giving choice to other dog owners.</p>
<p><b><i>1.7 Resident dogs over 9 months old must be castrated.</i></b></p>	<p><b>Cloverleigh Kennels-</b> Agree</p> <p><b>Falkor Dog Boarding-</b> Resident dogs over 9 months again that removes the choice of the owners to breed if they so wish</p>	<p>No Revision to content– just changed wording</p>
<p><b><i>1.8 Bitches that are in season or are due to be in season during the boarding period must not be boarded.</i></b></p>	<p><b>Cloverleigh Kennels</b> Point 1.8 – This clause would make it extremely difficult for people to book their holidays as their bitch's oestrus cycle may not be regular. As long as the resident dog is neutered and there are no other dogs being boarded, there is no reason why a bitch in season cannot be boarded.</p> <p>What would happen if a person booked a holiday in June believing their bitch would not come into season until August and she came into season</p>	<p>This proposed condition removed due to comments made as a result of consultation. Owners of bitches to give permission for bitch being boarded with other dog- customer choice.</p>

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	<p>the day before the holiday and the home boarder could not take the bitch?</p> <p>What if she came onto season the day after she had been taken into board - the boarder would in breach of their licence conditions unless they asked the emergency contact to remove (and therefore subsequently board without licence) the dog.</p> <p>I think it would be better to say that if an unneutered animal is to be boarded, it can only be boarded with dogs from the same household.</p> <p><b>Falkor Dog Boarding-</b> Bitches in season or due to be in season that again is a matter of choice, but with this it is not the female that causes the problem, but entire male and castrated males which cause the problem of fighting trying to get to the bitch. So we are in agreement with this on the understanding that all boarding establishments adopt this rule.</p>	
<p><del>Entire males and bitches in season or bitches due to be in season during the boarding, must not be boarded together or boarded with resident dogs.</del></p> <p>1.9 With regard to the boarding of dogs from different families, the premises must be constructed to allow adequate space for dogs; sufficient space available to be able to keep dogs separately if required, and for the separation of dogs showing signs of disease.</p>	<p><b>Cloverleigh Kennels</b> – The only way this can be achieved is to have one room per family of dogs. This totally removes the ability for dogs to live in the home as family pets as they would have to be restricted to that one room of the house.</p>	<p>No Revision – this now becomes condition 1.8 as a result of removal of condition as above.</p>
<p>3. <u>NUMBERS OF ANIMALS</u></p> <p><b>3.1 The absolute maximum number of dogs to be kept at any one time is 4, with a maximum of one additional resident dog. (This maximum number is subject to Veterinary and Inspector approval of the suitability of each individual premises and</b></p>	<p><b>Commercial Boarding- Mr Bridges.</b> We have an expectation of the Council to be equal and fair is its assessment of the necessity and the application of comparable Conditions regarding home boarding for dogs from different families in residential areas within this district and maintain that the original Model Conditions, in the best interest of the animals and all parties, should be reinstated restricting the boarding to 3 dogs from one family at any time.</p> <p><b>Falkor Dog Boarding-</b> Absolute maximum of four. This is unfair and</p>	<p>Revised condition wording-</p> <p><b>3.1 The absolute maximum number of dogs to be kept at any one time is X, with a maximum of X additional resident dog(s). (The maximum numbers are subject to Veterinary and Inspector approval of the suitability of each individual premises and licensee to operate a home boarding</b></p>

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<p><b>licensee to operate a home boarding establishment).</b></p>	<p>restricts the number of dogs to any property that can board more. We have all ready been restricted t six, which has restricted our business as we are quite capable of boarding eight. You are also trying to limit how many resident dogs we can have, as the dog warden herself has six you will be asking her to reduce the number of dogs in her home or will she have to be licensed and as this is home boarding will this inspection of veterinary and inspector ensure the well being of all pets in all homes or just restrict it to the competition of kennels and catteries.</p>	<p><b>establishment)</b></p> <p>Justification- the Veterinary Inspector will assess on application for a boarding of dogs from different family licence and will set a maximum number for boarding, taking into account resident dogs, premises etc.</p>
<p>5. <u>MANAGEMENT</u></p> <p>5.1 <u>TRAINING</u></p> <p>5.1.1 A written training policy for staff must be provided <b>including the licensee(s) as well.</b> Systematic training of staff <b>and licensees</b> must be demonstrated to have been carried out.</p>	<p><b>Cloverleigh Kennels</b> What is the minimum level of training / experience / qualification required? In order to compile a training programme the regulating body need to identify the criteria for training. I think it is important that home boarders and any staff they employ have an understanding of canine body language; that they can recognise the signs of stress in dogs; that they can administer emergency first aid treatment and recognise the early warning signs of ill health. They should also be able to resolve dog to dog and dog to human conflict. Who would assess that the applicant has the relevant experience and knowledge to guarantee the health and safety of the boarded dog.</p> <p><b>Falkor Dog Boarding-</b> Agree with staff training depend on suitability for home boarding and kennels and catteries.</p>	<p>Revised condition wording-</p> <p><b>5.1.1 A written training policy for staff must be provided including the licensee(s) as well. Systematic training of staff and licensees must be demonstrated to have been carried out. Training/knowledge to include canine body language, recognition of signs of stress in dogs, administering of first aid and identifying early warning signs of ill health. Resolution of dog to dog and dog to human conflict.</b></p> <p>Justification- Scope of recommended training suggested as result of consultation. Not possible to detail a specific course, so in the absence of that the condition covers the type/ areas of knowledge / training licenses and employees to obtain/ acquire.</p>
<p>5.8 <u>SUPERVISION</u></p> <p>5.8.1 A fit and proper person with relevant experience must always be present <b>on site</b> to exercise supervision and deal with emergencies whenever dogs are boarded at the premises. This person</p>	<p><b>Commercial Boarding- Mr Bridges.</b> Two people should always be present in the event of injury or fights.</p> <p><b>Commercial Boarding- Mr Bridges.</b> Other outside interests such as house visits or walking cannot be accommodated with less than 3 people without compromising the safety at the house; even then a vehicle is required at all time on premises for emergencies.</p>	<p>Revision to condition wording-</p> <p><b>5.8.1 A fit and proper person with relevant experience must always be present to exercise supervision and deal with emergencies whenever dogs are boarded at the premises. This person must not have any</b></p>

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<p>must not have any conviction or formal Cautions for any animal welfare related offence.</p>	<p><b>Cloverleigh Kennels</b> – I absolutely agree with the principle of this as it is a requirement of a commercial boarding for perfectly good reason. However, I am not sure how this can be achieved in a home boarding situation.</p> <p>Many people attracted to home boarding have other paid employment or run a dog walking service alongside their boarding activities. They are not at home and therefore not on site at all times. It is unlikely that a home boarder would employ someone to stay on site (in their home) while they go out to work.</p> <p>It is likely that the home boarder will go out without leaving a person on site. If they are boarding dogs from different households together, these dogs will be shut away in different rooms while they do so. There is a likelihood that a dog could open an internal door and get into a room with a dog from a different household, this could lead to a fight breaking out while the boarder is out</p> <p>Although I agree, I do not think it is practical or enforceable and would prefer to see a restriction on boarding from one household at any one time which would allow the home boarder to go out and about their other business for short periods of time without fear of the dogs getting together.</p>	<p><b><i>conviction or formal cautions for any animal welfare related offence.</i></b></p> <p>Justification- The condition speaks for itself and doesn't need the additional wording- a fit and proper person must always be present to exercise supervision and deal with emergencies whenever dogs are boarded at the premises.</p>
<p>5.8.3 No home where there are <b>persons children</b> under 5- 16years of age <b>are resident</b> will be licensed.</p>	<p><b>Cloverleigh Kennels-</b> I understand that the local authority is bound by safeguarding rules for children and vulnerable adults therefore this point is absolutely necessary.</p>	<p>No Revision</p>
<p>5.8.4 Only people over <b>18</b> 46 years of age are allowed to walk the dogs in public places.</p>	<p><b>Commercial Boarding- Mr Bridges.</b> Whilst you are proposing that a 16 year old may conduct the business we fail to see how the necessary level of experience and qualifications, never mind responsibility, can possibly be attained at this age. It is the person to whom you issue the License that should be experienced, qualified and who is ultimately responsible for conducting, managing and with hands on involvement in the business.</p> <p><b>Cloverleigh Kennels-</b> I agree that the age for people to walk the dogs unsupervised should be set at 18 years.</p> <p><b>Falkor Dog Boarding-</b> Only over 18 years of age are allowed to walk dogs in public places, this should include every pet owner.</p>	<p>No Revision</p>

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**ORIGINAL HOME BOARDING MODEL CONDITIONS**

**LACORS MODEL LICENCE CONDITIONS FOR HOME BOARDING ( DOGS)**  
**ANIMAL BOARDING ESTABLISHMENTS ACT 1963.**

**1. INTRODUCTION**

- 1.1 Unless otherwise stated, these conditions shall apply to all buildings and areas to which dogs have access and/or which are used in association with the boarding of dogs.
- 1.2 Normally planning permission will not be required for the home boarding of animals on the scale proposed, however should complaints be received because of particular noise or odour problems, then the Council reserves the right to consider whether there has been a change of use which requires a planning application to be submitted.
- 1.3 The Licensee must ensure that the establishment is covered by adequate and suitable public liability insurance and, where necessary, adequate and suitable employers liability insurance.
- 1.4 No dog registered under the Dangerous Dogs Act 1991 must be accepted for home boarding.
- 1.5 Dog hybrids registered under the Dangerous Wild Animal Act 1976 (e.g. Wolf Hybrids) are not to be accepted for home boarding.
- 1.6 Entire males and bitches in season or bitches due to be in season during the boarding, must not be boarded together or boarded with resident dogs. Puppies under 6 months of age must not be boarded with other dogs including resident dogs.

**2. LICENCE DISPLAY**

- 2.1 A copy of the licence and its associated conditions must be suitably displayed to the public in a prominent position in, on or about the premises or made available to each boarder.

### **3. NUMBERS OF ANIMALS**

- 3.1 The maximum number of dogs to be kept at any one time is (enter number).
- 3.2 Only dogs from the same household may be boarded at any one time. Dogs must not be boarded with any cat, unless they normally live together in the same household.
- 3.3 Where there is a resident dog or cat kept at the household, written consent from the owners of the boarded dog must be gained following a trial familiarisation session.
- 3.4 The Licensee will be required to make an assessment of the risks of home boarding to include the risk to or caused by children who are likely to be at the property.

### **4. CONSTRUCTION**

- 4.1 Dogs must live in the home as family pets. There must be no external construction of buildings, cages or runs.
- 4.2 The premises shall have its own entrance and must not have shared access e.g. communal stairs.
- 4.3 There must be adequate space, light, heat and ventilation for the dogs.
- 4.4 As far as reasonably practicable all areas/rooms within the home to which boarded dogs have access, must have no physical or chemical hazards that may cause injury to the dogs.
- 4.5 There must be sufficient space available to be able to keep the dogs separately if required.
- 4.6 If a collection and delivery service is provided, a suitable vehicle with a dog guard or cage in the rear must be provided.

### **5. MANAGEMENT**

#### **5.1 TRAINING**

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

#### **5.2 CLEANLINESS**

- 5.2.1 All areas where the dogs have access to, including the kitchen etc must be kept clean and free from accumulations of dirt and dust and must be

kept in such a manner as to be conducive to maintenance of disease control and dog comfort.

- 5.2.2 All excreta and soiled material must be removed from all areas used by dogs at least daily and more often if necessary. Disposal facilities for animal waste must be agreed with the Licensing Authority.
- 5.2.3 All bedding areas must be kept clean and dry.
- 5.2.4 Facilities must be provided for the proper reception, storage and disposal of all waste. Particular care should be taken to segregate clinical waste arising from the treatment and handling of dogs with infectious diseases. The final route for all such waste shall comply with current waste regulations.
- 5.2.5 Measures must be taken to minimise the risks from rodents, insects and other pests within the premises.

### **5.3 FOOD AND WATER SUPPLIES**

- 5.3.1 All dogs shall have an adequate supply of suitable food as directed by the client.
- 5.3.2 Fresh drinking water must be available at all times (unless advised otherwise by a veterinary surgeon) and the drinking vessel cleaned daily. The water must be changed at least twice a day.
- 5.3.3 Clients must be encouraged to provide each dog with its own bedding, bowls, grooming materials etc. These items must be cleaned regularly to prevent cross-infection. The Licensee however should also be able to provide extra bedding material.
- 5.3.4 Where necessary, eating and drinking vessels must be provided, and where so, they must be capable of being easily cleansed and disinfected to prevent cross-contamination. They must also be maintained in a clean condition. Feeding bowls must be cleaned or disposed of after each meal and each dog must be provided with its own bowl.

### **5.4 KITCHEN FACILITIES**

- 5.4.1 Airtight containers must be provided for the storage of dry foods. Uncooked food and the remains of opened tins must be stored in covered, non-metal, leak proof containers in the fridge.
- 5.4.2 All bulk supplies of food shall be kept in vermin proof containers.



## **5.5 DISEASE CONTROL AND VACCINATION**

- 5.5.1 Adequate precautions must be taken to prevent and control the spread of infectious and contagious disease and parasites amongst the dogs, staff and visitors.
- 5.5.2 Proof must be provided that boarded and resident dogs have current vaccinations against Canine Distemper, Infectious Canine Hepatitis (Canine adenovirus), Leptospirosis (*L. canicola* and *L. icterohaemorrhagiae*) and Canine Parvovirus and other relevant diseases. The course of vaccination must have been completed at least four weeks before the first date of boarding or in accordance with manufacturer instructions. A record that this proof has been supplied must be kept on-site throughout the period that the dog is boarded.
- 5.5.3 Advice from a veterinary surgeon must be sought in case of signs of disease, injury or illness. Where any dog is sick or injured, any instructions for its treatment, which have been given by a veterinary surgeon, must be strictly followed.
- 5.5.4 A well-stocked first-aid kit suitable for use on dogs must be available and accessible on site.
- 5.5.5 The Licensee must be registered with a veterinary practice that can provide 24-hour help and advice. The clients own veterinary practice must be known and consulted if necessary.
- 5.5.6 Precautions must be taken to prevent the spread of fleas, ticks, intestinal parasites and other parasites in both boarded and resident dogs. Proof must be maintained of all routine and emergency treatment for parasites.
- 5.5.7 The premises shall be regularly treated for fleas and parasites with a veterinary recommended product.
- 5.5.8 Veterinary advice must be sought in relation to cleaning substances so that they or their fumes cannot be harmful to an animal.

## **5.6 ISOLATION AND CONTAGIOUS DISEASE OUTBREAK**

- 5.6.1 Dogs showing signs of any disease or illness shall be isolated from any other dogs until veterinary advice is obtained. There must be sufficient facilities within the licensed premises to ensure effective separation of any sick animal.
- 5.6.2 The Licensee must inform the Licensing Authority on the next working day if a dog develops an infectious disease.
- 5.6.3 Following an episode of infectious disease during any stay, the premises must undergo a reasonable quarantine period before new

boarders are admitted. This period will be specified by the Licensing Authority as agreed with their authorised veterinary surgeon.

5.6.4 The Licensing Authority must be informed of any animal death on the premises. The Licensee must make arrangements for the body to be stored at a veterinary surgeons premises until the owners return.

## **5.7 REGISTER**

5.7.1 A register must be kept of all dogs boarded. The information kept must include the following:

- Date of arrival
- Name of dog, any identification system such as microchip number, tattoo
- Description, breed, age and gender of dog
- Name, address and telephone number of owner or keeper
- Name, address and telephone number of contact person whilst boarded
- Name, address and telephone number of dog's veterinary surgeon
- Anticipated and actual date of departure
- Proof of current vaccinations, medical history and requirements
- Health, welfare nutrition and exercise requirements

5.7.2 Such a register is to be available for inspection at all times by an officer of Licensing Authority, veterinary surgeon.

5.7.3 The register must be kept readily available for a minimum of 2 years and kept in such a manner as to allow an authorised officer easy access to such information.

5.7.4 If medication is to be administered, this must be recorded.

5.7.4 Where records are computerised, a back-up copy must be kept. The register must also be available to key members of staff of the establishment at all times.

## **5.8 SUPERVISION**

5.8.1 A fit and proper person with relevant experience must always be present to exercise supervision and deal with emergencies whenever dogs are boarded at the premises. This person must not have any conviction or formal Cautions for any animal welfare related offence.

5.8.2 Dogs must be visited at regular intervals, as necessary for their health, safety and welfare, and must not be left unattended for longer than 3 hours at a time and then not on a regular basis.

5.8.3 No home where there are children under 5 years of age will be licensed.

5.8.4 Only people over 16 years of age are allowed to walk the dogs in public places.

## **5.9 EXERCISE**

5.9.1 Dogs must be exercised in accordance with their owner's wishes. If dogs are taken off the premises, they must be kept on leads unless with the owners written permission.

5.9.2 There must be direct access to a suitable outside area. The area / garden must only be for use by the homeowner (not shared with other residents). The area must be kept clean.

5.9.3 The exercise/garden area of the premises and any other area to which the boarded dogs may have access, must be totally secure and safe. Fencing must be adequate to offer security to prevent escape and be safe, with no dangerous sharp objects or protrusions. Gates must be able to be locked.

5.9.4 If there is a pond, it must be covered to avoid drowning.

5.9.5 Dogs must wear a collar and identity tag during their time in boarding. The tag must display the name, address and telephone number of the boarding premises.

5.9.6 The Licensing Authority must be informed on the next working day if a dog is lost.

## **5.10 FIRE / EMERGENCY PRECAUTIONS**

5.10.1 Appropriate steps must be taken for the protection of the dogs in case of fire or other emergencies.

5.10.2 The occupier of the property must be aware of the location of the dogs in the property at all times.

5.10.3 Careful consideration needs to be given to the sleeping area for dogs to ensure that they can be easily evacuated in the event of a fire, without putting the occupiers of the property at risk.

5.10.4 A fire warning procedure and emergency evacuation plan – including details of where dogs are to be evacuated to in the event of a fire or other emergency - must be drawn up, brought to the attention of those involved in the home boarding arrangements and/or displayed in a prominent place on the premises. The Licensee must have suitable arrangements for the temporary boarding of dogs in the event that the licensed premises is rendered uninhabitable.

- 5.10.5 Fire detection equipment must be provided in accordance with general advice given by the Fire Safety Officer. The home must have at least 2 working smoke detectors located at the top & bottom of the staircase, or other appropriate location.
- 5.10.6 All doors to rooms must be kept shut at night.
- 5.10.7 All electrical installations and appliances must be maintained in a safe condition. No dog must be left in a room with loose or trailing cables or wires.
- 5.10.8 All heating appliances must be free of risk of fire as is reasonably practicable. There must be no use of freestanding gas or oil appliances.
- 5.10.9 A relative, friend or neighbour within 5 minutes travelling time must have a spare set of keys and access to the premises in case of an emergency. These details must be made available to the Licensing Authority.

November 2005



**LACORS model home boarding conditions**  
**Update and clarification, 14<sup>th</sup> October 2009**

In November 2005, LACORS published [model conditions](#) for the home boarding of dogs. LACORS has drafted this update in response to a number of queries received from councils, particularly in relation to the number of dogs from different households that can be boarded at any one time. This update has been agreed by the LACORS Companion Animal Focus Group.

**1) Using the model conditions**

The LACORS model conditions are a template which councils can choose to use, adapt or amend as appropriate. The conditions can also be amended and adapted to take account of the specific circumstances (e.g. structure, expertise) of a particular premises, in line with the views of the officer, council licensing policy and any veterinary advice.

**2) Dogs from different households**

Condition 3.2 of the LACORS model licence conditions for home boarding states that:

*“Only dogs from the same household may be boarded at any one time. Dogs must not be boarded with any cat, unless they normally live together in the same household.”*

The model condition is intended to protect the safety of the dogs and to protect the licensee from any claim for a dog attack, injury, etc. As dogs in home boarding situations have the freedom to move around, there are risks that are not present in boarding kennels. For example, if dogs that are strangers to each other are left unattended, there is the potential for one dog to turn on another (e.g. over feeding time, or to become protective over an area/corner of a room).

LACORS is aware that some councils are choosing to relax this requirement provided the licensee is able to meet a number of additional requirements/ licence conditions. Examples of additional requirements include:

- Specific written consent of each household showing confirmation that they are content for their dogs to be boarded with others.
- A mandatory, trial (documented) 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.

Both the overall number of dogs to be boarded, and the number of dogs from different households to be boarded, will usually be dependent on the size of the

premises and outside area. As with any decisions relating to the number of dogs allowed to be boarded, consideration is also given to whether the premises are constructed to allow:

- Adequate space for dogs (condition 4.3)
- Sufficient space available to be able to keep dogs separately if required (condition 4.5)
- The separation of dogs showing signs of disease (condition 5.6.1).

Measures put in place to ensure disease control will particularly important in circumstances where dogs from more than one household can be boarded together. To minimise the risk and spread of disease, it is vital that all dogs have current vaccinations against Canine Distemper, Infectious Canine Hepatitis, Leptospirosis, Canine Parvovirus and other relevant diseases (as stated in condition 5.5.2). LACORS is aware that some councils are additionally requiring that dogs boarded together are vaccinated against Bordetella kennel cough. Where necessary, councils should seek veterinary advice on vaccination, worming and flea treatment.

It is also recommended that the Licensee check that their Public Liability Insurance company will cover dogs boarded from different households.

### **3) Age of dogs that can be boarded**

Condition 1.6 of the LACORS model conditions states that:

*“Puppies under 6 months of age must not be boarded with other dogs including resident dogs.”*

The LACORS Companion Animal Focus Group discussed this condition and were of the opinion that, providing they were suitably vaccinated and difficulties had not been identified during a trial socialisation period, dogs under 6 months could be boarded.

### **4) Further guidance**

#### [LACORS - licensing home boarders](#)

In October 2005, LACORS issued guidance on whether host families and/or agencies required a Boarding Establishment Licence.

#### [LACORS - day boarding of animals](#)

This LACORS advice from January 2007 seeks to clarify whether those engaged in the day boarding of animals require a licence under the Animal Boarding Establishments Act.

#### [LACORS - boarding of animals other than cats and dogs](#)

In April 2007, LACORS clarified that the boarding of animals other than cats and dogs (e.g. exotics and small mammals such as rabbits and guinea pigs) is outside the scope of the Animal Boarding Establishments Act 1963 and does not require a licence.

#### [CIEH - model conditions for dog boarding establishments](#)

The LACORS model conditions for home boarding establishments are adapted from the CIEH full model conditions for kennelling facilities. The CIEH conditions were drafted in discussion with key partners, including the British Veterinary Association (BVA), British Small Animal Association (BSAVA) and Pet Trade and Industry Association (PTIA).

[Animal Welfare Act](#)

Both the LACORS model home boarding and CIEH boarding establishment conditions were drafted prior to the introduction of the Animal Welfare Act 2006. Anyone running a boarding establishment must also comply with the Animal Welfare Act and must ensure that the welfare needs of animals in their care are met. More information about the Animal Welfare Act can be found on the [Defra website](#).

**LACORS contact:**

Gemma Cantelo

Tel: 020 7665 3866

Email: [gemma.cantelo@lacors.gov.uk](mailto:gemma.cantelo@lacors.gov.uk)

**AMBERLEA COUNTRY KENNELS AND CATTERY**

EAST CAMBRIDGESHIRE

17 OCT 2011 DMS

DISTRICT COUNCIL

Attention: Mrs E A Baily  
 East Cambridgeshire District Council  
 The Grange  
 Nutholt Lane  
 Ely  
 Cambridgeshire  
 CB7 4EE

12 October 2011

Dear Mrs Baily

**RE: LACOR Model Licensing Conditions: Home Boarding for Dogs**

Your letter, dated 22 July 2011 refers.

We have always maintained that the Model License Conditions should apply and that the primary question should be if dogs from different families should ever be accommodated in a residential home boarding environment under any circumstances whatsoever; a question that has been repeatedly raised, including at the Committee meeting of 13 July 2011, yet repeatedly avoided and circumvented by ECDC.

The motivation for the amendment to the Model Conditions was triggered by one existing home boarding business that was already active and unlicensed from 2007 until 2010. The Council has continually endeavoured to accommodate a single business, creating precedence, by applying an interpretation of guidelines and conditions which accommodate that which exists rather than that which is in the best interest of the animals, the Council and the profession within this District.

The current proposal is based on the presumption that the Model Conditions should be revised and misleads the Consultees into considering only the amendments not the basic principle. The focus is on prosecution rather than prevention, contrary to the recommendations of DEFRA and other animal welfare organisations

The consultation process should have been followed before adopting the "Update and Clarifications produced by LACORS, dated 14 October 2009;" in which it is absolutely clear that the Model Conditions is a template that "Councils **can**" choose to use, adapt or amend, as appropriate, taking into account specific circumstances supported by veterinary advice." You have adopted, verbatim, example given by LACORS that other authorities have considered for their own discrete areas and peculiar circumstances.

**These are Guidelines not Tramlines.**

Your invitation to comment on the draft revised Conditions, through the Consultation process, therefore appears to be biased, leading and premature until the need for home boarding facilities from different families has been justified and accepted.



Only once this basic principle has been accepted should the application of particular amendments to the Model Conditions be considered.

However, on the assumption that the Committee are prepared to accept the **responsibility and culpability** for allowing home boarding for dogs from different families, based on the proposed revised document and appended to your letter, we comment as follows:-

1. The familiarisation process is nonsense in an ever changing fluid situation; it is impossible to assess the risk associated with an ever changing compliment of animals of differing disposition, unless they are accustomed to being together at home. Allowing a resident pet will add fuel to the fire as dogs are territorial and this will cruelly compromise the resident pet unfairly.

**It is not a question of if an accident may occur but when.**

The safety of the dogs and their carers should be the primary consideration in formulating the Conditions that should apply. Whilst the risks need to be minimised they cannot be avoided, even by restricting dogs from one family only. The risks are unacceptably and disproportionately increased by allowing dogs from different families.

2. Without a minimum of 4 downstairs rooms, excluding the kitchen, it is impossible keep the dogs separately overnight in compliance with not only with the Conditions proposed but also with Health and Safety and Environmental requirements, never mind the Fire Regulations. (Clause 5.10.3 in particular refers.)
3. Whilst you are proposing that a 16 year old may conduct the business we fail to see how the necessary level of experience and qualifications, never mind responsibility, can possibly be attained at this age. It is the person to whom you issue the License that should be experienced, qualified and who is ultimately responsible for conducting, managing and with hands on involvement in the business.
4. Domestic kitchen hygiene will be compromised without the provision of separate washing and refrigeration facilities.
5. Two people should always be present in the event of injury or fights.
6. Other outside interests such as house visits or walking cannot be accommodated with less than 3 people without compromising the safety at the house; even then a vehicle is required at all time on premises for emergencies.
7. We fail to see how the disposal of waste can sensibly be accommodated and policed in a residential area without compromise to the human waste system and health.
8. We attach copies of our letters dated 20 November 2009 and 10 November 2010 which more fully explain the concerns previously raised.

In conclusion there are numerous boarding facilities in the area, with proven track record of what is required for the safe boarding of animals, which provide safe and secure facilities in line with the Boarding Establishment Act 1963; facilities that have been purpose built and developed at considerable expense in line with the requirements of the Act, without relaxation.

People interested in caring for animals on a full time commercial basis should look to procure a fully licensed Kennels business and not put themselves and animals at risk in a make shift environment in order to earn a living.

We have an expectation of the Council to be **equal and fair** is its assessment of the necessity and the application of comparable Conditions regarding home boarding for dogs from different families in residential areas within this district and maintain that the original Model Conditions, in the best interest of the animals and all parties, should be reinstated restricting the boarding to 3 dogs from one family at any time.

  
Yours sincerely

Signature Redacted

W G Bridges

For Amberlea Country Kennels

**Attention: Mr Googe  
District Councillor**

10 November 2010

**Dear Mr Googe**

**RE : LACORS Licensing Conditions : Home Boarding for Dogs**

We refer to our letter, dated 20 November 2009, in respect of the above; in which we initially brought this matter to your attention. Subsequent to which we wish to reinforce our concerns, with the support of other Kennels, Veterinary Practices and Dog Owners in the area, regarding the amendments to the Standard LACORS License Conditions for Home Boarding in this District.

As a result of this referral, together with your valuable involvement, the matter was progressed by the Dog Warden/Animal Licensing Officer for ECDC, Mrs V.Avery who informed us, in writing on 15 December 2009, that the LACORS Model Licensing Conditions was to be put before the Licensing Committee on 13 January 2009 and that we would be contacted and informed of their decision.

We were not informed?

Further, we were surprised to be approached by a journalist from the local newspapers for our views, for inclusion in the 21 October edition, on the amendments that the Council had introduced regarding relaxation of the home boarding licence conditions to permit the home boarding for an unlimited number of dogs from different owners at any one time. We informed them that we could not comment as we had not had sight of any such documentation to support this statement.

In consequence, we contacted the ECDC Licensing Department on 19 October 2010, requesting a copy of the relevant minutes of the License Committee meetings, who kindly issued the minutes relating to the License Committee meetings dated 13 January and 20 September 2010.

From which it is apparent that the original LACORS model terms and conditions had been adopted in January 2010, as recommended by the Dog Warden, to allow a maximum of 3 dogs from any single family to be boarded at one time. However the

minutes of the September meeting confirmed that this had been relaxed, as suggested by the Newspapers.

To better describe the backdrop, in order to understand and appreciate our concerns, we refer to the home boarding business identified in our initial letter, dated 20 November 2009, not to single out any one business, but as an example of what is happening; that is:-

- The business has been established since July 2007, unlicensed and unregulated until sometime this year.
- It is a family business conducted from a semi detached house, situated in a relatively new built up residential estate in Ely.
- The staffing consists of two people and a bookkeeper.
- Historically advertised as being “insured to take 8 dogs at one time” and currently “insured for 6 dogs a day.”
- Dogs are free to roam the house and garden.
- Boarding fees apply a 20 % uplift to the boarding costs for puppies and Large Breeds?
- Prices exclude VAT.
- The combined services include not only the provision of home boarding but cat feeding at the owner’s residence and dog walking/home visits.

This raises the following questions and concerns:-

1. That a “*fit and proper person with the relevant experience is always present*” in attendance for up to 6 dogs of varying sizes, breeds, mixed sex and temperaments, that are free to roam inside and out. Less than two such people, at all times, would be a health and safety concern in the event of a fight, or fights, breaking out anywhere on the property, singularly or simultaneously.
2. How are the required attendance levels maintained when home visits and dog walking are being carried out?
3. How are 6 dogs kept separate overnight, in a residential situation that comprises, what appears to be, a standard 3 bedroom house? It is evident from what we too often see on the television and in the press, about children or people being mauled by a dog, how little many dog owners know and understand about how their pets may behave by putting the them, their children or themselves in a situation which they do not appreciate as dangerous and volatile. We, as experienced kennel owner keep the dogs from each family completely separate in their kennels, runs and exercise gardens. We go so far as to exercise and walk the dogs individually and separately, in the best mutual interest and health and safety of the owners, their dogs and our staff alike.
4. Is this the sole occupation of the two staff members appearing on the website?
5. Are any children living at the address, what are their ages and do they help with the daily running of the business?
6. We disagree with the Licensing Departments sentiment/philosophy aired at the meeting of 20 September that “*the familiarisation session is more for the benefit of the Establishment Owner.*” The familiarisation process should surely be conducted in the best interest of the dogs and the owners? Notwithstanding which, we believe that the process would be ineffectual as

the level of occupancy is fluid, ever changing and, more importantly, it must be understood that animal behaviour in the owners presence is likely to be very different to that which it is likely to exhibit in different surroundings with other animals, that are also protecting their own space and wanting to establish their dominance and hierarchy. With a constant change of boarders the levels of rivalry and changes in behaviour are inevitable unless the animals originate from the same family and mixed environment. Accommodation of extra large breeds and puppies requires additional individual space and can only exasperate the situation.

7. Is this business VAT Registered? It is implicit that if their boarding charges exclude VAT then the turnover is in excess of threshold (£70000), which appears to be disproportionate to facility and the level of human resources employed, if the number of dogs accommodated is kept within insured levels.
8. Why is a Planning Approval and/or Change of Use not a requirement?
9. Why are neighbours not being afforded the opportunity to object to the adverse potential noise nuisance, traffic movements, impact on their environment and probably their property values?
10. What arrangements have been made with ECDC regarding waste management?
11. What arrangements have been made to separate, what must be a relatively high volume of washing machine discharge arising from animal soiled laundry?
12. How are the vaccination requirements and controls policed?
13. Is a separate food preparation area provided with dedicated refrigeration for food and medication, together with segregated waste disposal of animal contaminated washing up water?
14. Do these businesses pay Business Rates as well as Council Tax and, if so, how is it calculated?
15. Are their insurers aware that the dogs boarded are from different families?

Further, notwithstanding the risks to the animals and their owners and those otherwise affected, directly or indirectly, it would appear that the Committee have not been appraised or considered the adverse effect and impact that this amendment will have on the established boarding Kennels in the area, such as:-

- I. The cost in time, money and effort that has been incurred in providing and upgrading fully licensed and compliant facilities.
- II. The very fact that established kennel owners has had to compromise on residential requirements and geographical situations in order to satisfy planning and noise abatement requirements.
- III. The Planning approvals that are a pre-requisite to expansion and/or change of use, including approval from the County Council Highways Department and Parish Councils in respect of traffic movements and other related issues.
- IV. The long hard work that is required to better understand behaviour, nutrition, training, handling and caring for elderly, sick and infirm animals, guard dogs and rescue dogs; never mind the flexibility of the types and size of accommodation required to board the same.
- V. The specific requirements as to the minimum size of separate sleeping and exercise areas that are required of traditional boarding kennels.
- VI. The level of business rates, in respect of existing traditional boarding kennels, levied by the ECDC based on the area of each facility.

- VII. The combined effect of several home boarding facilities below the VAT threshold could cause the turnovers of those businesses currently contributing VAT to also fall below the threshold and therefore not only stop charging and contributing to the tax revenue but cause a reduction in staff, which would further contribute to a reduction in income tax, whilst increasing unemployment benefit, a double bubble effect.
- VIII. The potential loss of business and ongoing livelihood; to the extent that many kennels may be forced to close. Without a limiting control on the number of home boarding licenses issued, and a restriction as to the number of families from which potential boarders are permitted to originate and be mixed, the established boarding industry could be left with only those dogs that are difficult, sick or infirm; all for a remuneration less than those less problematical pets being home boarded., The home boarding businesses are cherry picking the easiest clients for a greater return. The imposition and introduction of these double standards is totally unfair and damaging to existing established boarding businesses. The relative potential income, commensurate with the investment and development capital employed, together with the considerable ongoing maintenance costs for established kennels, is disproportionate to that being realised from the home boarding facilities which cannot provide a dedicated separate, secure and safe facility.
- IX. By amending the conditions, as proposed by the Licensing Department recommendations, argument and conclusion, contained in the meeting of 20 September, although it may be perceived as "*encouraging business and enterprise, rather than stifling it*" no consideration has been given to the adverse "stifling" effect on the existing boarding establishments in the area; never mind the discouraging effect regarding expansion plans that the ECDC Planning Department have historically approved on the basis of geographical location and. consideration to the potential increase in employment.
- X. The introduction of these amendments will lead to the substitution of existing businesses and employment rather than creation of the same.

We have corresponded with the ECDC Licensing Department and have been informed that the amended licence conditions will be controlled by officers with a high level of inspection and enforcement skills, experienced in licensing principles; whilst we would expect no less, we question if these officers also possess the required qualifications or experience, with respect to all of the parameters necessary for the care and behaviour of animals in a residential domestic situation, to enable them to carry out a full and proper risk assessment and to identify the possible problems regarding each discrete license application. We have been advised that the Licensing Department work with partners such as the RSPCA and veterinary inspectors to enforce licensing conditions, but do not appear to have consulted these bodies regarding the proposed amendments in order to prevent any suffering before it occurs.

The "P" in RSPCA is for Prevention, not Prosecution.

Further, we are advised by another kennel owner that the Dog Warden for ECDC, Veronica Avory, who has a wealth of experience in animal welfare, behaviour, training, the handling of strays and inspection and advice to kennels in order to maintain compliance, has been relieved of the responsibility for licensing function, which is not helping the situation.

In consideration to which, and the austerity measures that are being introduced by the Government, together with the probable consequential reduction in the Councils budget, it would appear that the assessment and enforcement process, when required, is likely to suffer from a lack of human resources; with potentially less resources perhaps it would be more prudent to maintain the original guidelines rather than relax them? We also question the number of licensing officers that are available for the administration and enforcement process and if, in fact, any of those officers are even dog owners, never mind possessing any animal related experience or qualifications. We totally agree with the thoughts of Councillor Wright, aired at the meeting of 21 September, that he did not see how the conditions could be effectively policed and that it is "*utter madness*" to have a policy that could not be enforced.

Until 2006, all establishments that provided for the boarding of animals, as a business, were required to comply with the Animal Boarding Establishments Act 1963. Circa 2006, as a result of the new powers that were to be made available to the local authorities, Defra apparently worked closely with LACORS and local authorities with regard to the development and introduction of the Animal Welfare Act 2006. One consideration was that of home boarding and the need for regulation and licensing. However, it is our understanding that there is "*no obligation on the local authority to use these powers*" but, in doing so, the government expects that many of the new powers would *help inspectors carry out their existing duties more effectively, with an extra proactive focus on prevention of suffering before it occurs.*

However, to the contrary, the Licensing Departments' strategy appears to be reactive rather than proactive. This development is exactly what we were concerned about at the outset and the very reason that the matter was brought to your attention, in order that such businesses were controlled, regulated, licensed and did not compromise the welfare and safety of those animals boarded, their owners, adjoining properties, planning, environmentally related issues and existing established kennels in the area.

The proposal and agreement that these conditions be amended to accommodate home boarding from different families, to the numbers determined by the licensing department, it would appear, was triggered by only one existing home boarding business complaining about the restrictions contained in the original license conditions. However, these amendments, apparently, have been proposed and adopted without any consultation with Kennel Owners, Veterinary Practices or other Animal Professionals Societies or Organisations.

Unless the reference is to other Counties, contrary to the statement made by the Licensing Department at the meeting of 21 September, "*If Members were minded to approve the relaxations, this would bring East Cambridgeshire into line with other authorities, and this premises could continue to operate,*" we have established that the other District Councils in Cambridgeshire do not align with this viewpoint. We have found that only one authority has issued 3 home boarding licenses in the last year and that their conditions were based on the LACORS Model Licensing Conditions, without amendment, whilst restricting the board to a single family. We also believe that a prosecution has been made for contravention of these conditions as a result of mixing dogs from different families. One District Council is only just about to invite home boarding establishments to make themselves known to the authority?

ECDC would not have been as advanced in this regard had we not brought the matter to its attention; despite which, we were not kept apprised of any development and, despite two written requests, still await advice from the Licensing Department as to the number of licenses issued to traditionally established kennels and new home boarding facilities over the last year? We question the supporting motivation that caused amendments to the standard conditions, that we consider dangerous and potentially damaging to existing businesses by putting dogs and the boarding kennel profession at risk, without the appropriate consultation and consideration.

We believe that home boarding licenses should only be for a limited number of dogs from a single family, suitably administered and controlled as to the number of licenses issued and regulated and policed effectively. We also believe that the provision of home boarding services is more of a necessity in urban built up areas and metropolitan counties, where traditional facilities are not permitted or within reasonable distances. There are at least 6 boarding kennels within a 10 minute car journey from the centre of Ely, which have sufficient capacity to accommodate the local requirements. As few as 30 such local home boarding facilities could be sufficient to completely undermine and/or replace these existing established businesses; the damages arising from which could run into the millions.

From the minutes of the Licensing Committee Meeting, dated 20 September 2010, the Committee were given the alternative of approving the amendment or deciding what action to take regarding the breach of the standard conditions if the business in question was not allowed to continue to operate. The decision, based on the information provided, confirms that it was preferable to relax the conditions rather than enforce and uphold the originally adopted and recommended model license conditions; which beggars the question, are the goal post to be continually moved, in conflict with, and contradictory to, the enforcement process that has been advocated, or can this licensing issue be properly considered to prevent, rather than cure, the problem?

It would appear from the minutes, by virtue of the duration (27 minutes) and the Agenda, that there were some inaccuracies and matters that may not have been afforded sufficient time, or the information necessary, for the Committee to come to a well considered, informed and balanced decision.

We therefore collective request, on behalf of several Kennel Owners, Veterinary Practices and Dog Owners in the area, that the Licensing Department reconsiders the relaxation of the standard LACOR Conditions to limit home boarders to the original number of three dogs, from any one family, at one time, and that this matter be put to the Committee for consideration at the next Licence Committee Meeting, we believe to be scheduled for 08 December 2010, and request that we, and the other concerned and affected parties referred to, may attend.

Yours sincerely

**W.G.Bridges**

CC Mrs E. Baily. ECDC The Grange, Nutholt Lane, Ely, Cambs. CB7 4EE



**Attention: Mr Googe  
District Councillor**

20 November 2009

**Dear Mr Googe**

**RE : Pet Boarding at Residences in Ely**

During the recent annual review of our advertising campaigns with various search engines we came across, what appears to be, a growing problem that we feel should be brought to your attention as, perhaps, these operations do not comply with planning, license, environmental or health and safety requirements as laid down by the ECDC and which do apply to established boarding facilities in the area.

Our immediate concerns are, but not limited to, -

- The health and safety issues in respect of the very welfare of the animals that are being kept on a multiple occupancy basis (up to 8 dogs!!) both during the day and overnight, without, we presume, adequate separation and are not being accommodated as required by the Animal Boarding Establishment Act 1963.
- That these animals are fully vaccinated and immunised.
- That suitable third party and pet insurance is in place.
- That the disposal of any excrement and canine/feline waste is being introduced into the human waste system.
- That the necessary planning permission has been obtained as to the change of use from residential to operating a boarding facility in a residential area, particular with regard to noise pollution and increased traffic volumes.
- The adverse impact on the several other established boarding facilities in the area should this practice be allowed to continue and expand to numerous other residences. This could result in closure and unemployment.

We do not consider that anybody conducting a house sitting business, whereby the pets are visited, fed and walked at their own home is a potential problem, but, operating a full boarding service from a private residence, at rates in excess of those

charged by those established businesses that comply to the numerous and vigorous legal requirements such as Business licensing, health and safety, fire regulations, planning, environmental requirements, local business rates, VAT., is totally disproportionate and unfair.

Please find attached extracts of two advertisements posted on the internet in this respect, although we believe there to be more

In conclusion we question;-

1. Are these businesses licensed and inspected as to suitability?
2. Do these premises comply with the requirements of the Animal Boarding Establishment Act 1963?
3. Are they adequately insured?
4. Is the necessary planning approval in place?
5. Have they been inspected in respect of Health and Safety and by the Environmental Agency?
6. Are these registered businesses with regards VAT, Employment and Income Tax?
7. Do they pay business rates?
8. And, most importantly, are the animals safe and secure and prevented from cross contamination and injury as a result of fighting?

Your answer to these questions and any necessary action would be appreciated.

Yours sincerely

**W.G.Bridges**

CC ECDC Planning Dept, The Grange, Nutholt Road, Ely, CB7 4EE  
ECDC Dog Warden  
ECDC Health & Safety  
Enviornment Agency, Ely Office, Prickwillow, Ely. CB7 4TX

Chief Superintendent Nigel Sunman MA (Cantab) M Ed  
Telephone 0345 4564564 ext. 8051  
Fax 01480-428128  
E-mail: [Nigel.Sunman@cambs.pnn.police.uk](mailto:Nigel.Sunman@cambs.pnn.police.uk)



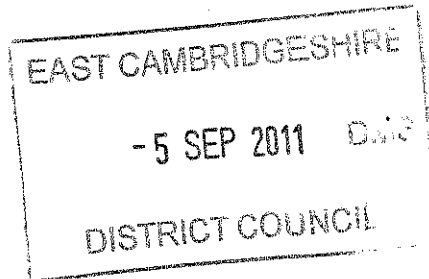
Creating a safer  
**Cambridgeshire**

Your Ref:

Our Ref:

30 August 2011

Mrs E A Bailey  
East Cambs District Council  
The Grange  
Nutholt Lane  
ELY  
Cambs  
CB7 4EE



Dear Mrs Bailey

Thank you for your recent communication in relation to the Boarding Establishments Act 1963 and Consultation on proposed revised licence conditions.

The consultation document was sent to Sergeant Owen Rogers, who heads up our Dog Section. The proposals are well defined and we have no issues or concerns in relation to your document.

If we can be of any further assistance Sergeant Rogers can be contacted via email [Owen.rogers@cambs.pnn.police.uk](mailto:Owen.rogers@cambs.pnn.police.uk).

Yours sincerely

Signature Redacted

Nigel Sunman  
Chief Superintendent  
Head of Safer Communities Directorate

## Elizabeth Bailey

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From: Richard Lythgoe n]  
Sent: 24 August 2011 12:34  
To: Elizabeth Bailey  
Subject: Re: Home Boarding of Dogs - Consultation Exercise, East Cambridgeshire District Council.

Hi Liz have had a brief look at the changes and they all seem positive. will have a longer look through the licence when i get a chance and let you know if anything specific concerns me. Thanks for sending me this, sorry for the slow reply but i haven't been able to check my email for some time.

Richard

----- Original Message -----

From: "Elizabeth Bailey" <Elizabeth.Bailey@eastcambs.gov.uk>  
To: <

Sent: Monday, July 25, 2011 10:37 AM  
Subject: Home Boarding of Dogs - Consultation Exercise, East Cambridgeshire District Council.

<<Home boarding consultation letter RSPCA.doc>> <<Revised Home Boarding licence Conditions July 13th 2011.doc>>

Dear Sirs,

East Cambridgeshire is currently reviewing it's Licence Conditions for the Home Boarding of Dogs from different families. The practice of operating a dog boarding business within a Domestic setting is becoming increasingly popular throughout the Country, and locally. Concern has been expressed by the local Commercial Dog Boarding sector about the mixing of dogs from different families within a home environment.

Our Licensing Committee Members have agreed for proposed, revised conditions to be consulted on with relevant organisations and individuals.

Please find attached a copy of the proposed revised conditions and a covering letter regarding the consultation.

We welcome any comments you have on the proposed revised conditions, and the home boarding of dogs from different families.

Yours sincerely,

Mrs Elizabeth Bailey  
Principal Environmental Health Officer  
Commercial Team.

East Cambridgeshire District Council  
The Grange, Nutholt Lane, Ely,  
Cambridgeshire, CB7 4EE

01353 665555 (Phone)  
01353 616223 (Fax)

ECDC Private and Confidential Notice The information contained in this





## Cloverleigh Kennels

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you for inviting us to comment on the consultation on proposed licence conditions into home boarding of dogs. Firstly can I say that I fully support the Council in licensing home boarders to bring about a degree of regulation of this up and coming trade. I appreciate that you are carrying out this consultation which will hopefully bring home boarding licence conditions more in line with those of commercial boarding kennels.

As you are aware, as well as running my own boarding kennel, I am also a fully qualified dog trainer and pet behaviour counsellor and the ethos in our kennels is to reduce stress levels in the dogs in our care. It is my professional opinion that owners who chose the home boarding option for their pets are also trying to avoid their dog from suffering from kennel stress, and to that end, I feel it is the responsibility of the regulating body to ensure that in setting their licence conditions they consider the causes of stress and anxiety in dogs. Allowing several dogs from different households to be boarded at the same time will create untold stress, not only on the boarded dogs, but also on any resident pets.

Stress is easily transmitted by pheromones, so one stressed dog soon stresses out the rest. A stressed dog is in a heightened state of arousal and therefore more reactive than normal to situations which make them feel uncomfortable. In their heightened state of arousal they are more likely to reactive in an aggressive manner in order to protect themselves from the subject of their anxiety. Aggressive behaviour is a natural reaction to stress, fear and anxiety, as we know whenever we consider our own fight / flight reactions. In a kennel environment we are able to do many things to reduce stress, but in a home environment where dogs from different households are expected to live in harmony together, I cannot see how it is possible to achieve this. The solid doors and high sided runs in a kennel environment allow the dogs to feel secure without intrusion of strange dogs. In the home environment, dogs share the living space and therefore will not feel secure and relaxed - even if they are shut in separate rooms when they are unsupervised.

The Animal Welfare Act 2006 S9 places a duty on the person responsible for an animal to ensure animal welfare by complying with 5 basic points and the RSPCA have devised their Five Freedoms fact sheet as a guide to owners. The most mis-understood and probably most relevant to home boarders is point 5 "*to provide an environment which is free from fear and distress by making sure their conditions and treatment avoid mental suffering*". Whilst measuring mental suffering may be difficult in the early stages, I feel that robust licence conditions must be put in place to ensure mental anguish is avoided.

In response to the questions raised in the consultation document and covering document:-

We welcome the revised application process to require a detailed layout plan of the property as this will identify where a property is too small to adequately segregate the amount of dogs they wish to board while maintaining the ethos of the dogs living in the home as family pets.

I agree that there should be an independent inspectors report to assess the suitability of the premises to board the intended number of dogs.

## INTRODUCTION

Point 1.1 – Agree

Point 1.2 – Agree

Point 1.3 – I am totally against home boarders permitting dogs from different households to board together. Many home boarders will already have a pet dog. Bringing a new dog into a household with an existing pet needs to be done with care to prevent competition between the dogs for valuable resources such as food and bed space. The more dogs from different households allowed to board together, the greater the potential problems. It may be worth noting that the Wood Green Animal Shelter in Godmanchester, Huntingdon, used to kennel dogs together in packs. Following a spate of unfortunate incidents where dogs were set about and seriously injured over night, the kennels have been completely redesigned and no more than two dogs are kennelled together now. I think this case history illustrates good reason for not allowing dogs from different households to be boarded together.

Point 1.4 – Agree

Point 1.5 – Agree

*Point 1.6 – If there are no resident dogs and the entire male is boarded alone or with dogs from his own household, I can see no reason to say they should not be permitted for boarding. There is no need to gain written permission that a dog has been castrated, it can be determined from a visual inspection of the dog.*

*Point 1.7 – I agree with this.*

*Point 1.8 – This clause would make it extremely difficult for people to book their holidays as their bitch's oestrus cycle may not be regular. As long as the resident dog is neutered and there are no other dogs being boarded, there is no reason why a bitch in season cannot be boarded.*

*What would happen if a person booked a holiday in June believing their bitch would not come into season until August and she came into season the day before the holiday and the home boarder could not take the bitch?*

*What if she came onto season the day after she had been taken into board - the boarder would in breach of their licence conditions unless they asked the emergency contact to remove (and therefore subsequently board without licence) the dog.*

*I think it would be better to say that if an unneutered animal is to be boarded, it can only be boarded with dogs from the same household.*

Point 1.9 – The only way this can be achieved is to have one room per family of dogs. This totally removes the ability for dogs to live in the home as family pets as they would have to be restricted to that one room of the house.

#### LICENCE DISPLAY

Point 2.1 - Agree

#### NUMBER OF ANIMALS

***Point 3.1 - What happens when there is more than one resident dog? Would the number of dogs kept be reduced to keep the overall number set at 5?***

*The absolute maximum should relate to the number of different households primarily rather than the number of dogs. I have already stated that I feel that dogs from different households should not be boarded at the same time, but if it was agreed that dogs from 2 households could be kennelled together, if one household contained more than two dogs, then no other household should be accepted during that time. Once a family group reaches three or more, the dogs will act as a pack and may well bully a dog from a different household (including a resident dog).*

*The proposed wording discriminates against an owner of a multi-dog household from using the services of a home boarder.*

Point 3.2 – I don't think dogs from different households should be boarded together, however

Point 3.3 – What are they agreeing to? They do not necessarily know who the other dogs are, or what their temperaments are like, so how can they sign to say that they are content with that?

Point 3.4 – Whilst a trial familiarisation session will identify if two dogs hate each other on sight, it will not allow for any friction which may build during the stay – i.e. overnight, at feeding times, at exciting times just before a walk etc. What will the documentation state?

Point 3.5 – Absolutely necessary, but if the number of dogs discussed in 3.1 is approved, the house would need 5 separate rooms to allow this.

Point 3.6 - Absolutely necessary, but if the number of dogs discussed in 3.1 is approved, the house would need 5 separate rooms to allow this

Point 3.7 – What difficulties are we looking for? This needs to be more specific.

Point 3.8 – The owner of the boarded dog is likely to give permission for their dog to be boarded with a resident dog or cat, but how would they be able to assess the temperament of the resident dog?

How can stress for the resident dog, which is being exposed to new dogs into it's home on a regular basis be reduced?



Point 3.9 – The risk assessment needs to cover the risks of dogs from different households being boarded together and also the emotional risks to resident pets (which should not just include dogs and cats) to ensure that the Animal Welfare Act is fully complied with.

It should also include the risk of receiving complaints about barking dogs and odour from the garden in order to avoid causing a nuisance to neighbours, and also how to deal with a dog who (through stress) shows signs of aggression towards family members.

It is important that a risk assessment and fire evacuation plan are included with the application.

## CONSTRUCTION

Point 4.1 – This cannot be achieved if dogs from more than one household are boarded together. Whilst I agree that there should be no external construction of buildings and runs, many household pets have their bed placed in a crate. For crate trained dogs, who are used to sleeping in a crate (cage) I think it is necessary for this to continue at the home boarder's property. The owner of the dog should provide the crate with their dog's bed for the duration of their dog's stay.

Points 4.2 – Agree

Points 4.3 – Agree

Points 4.4 – Agree

Points 4.5 – This is a contradiction of point 4.1, dogs cannot live in the home as family pets if they need to be kept separately from dogs from other households. If the number of dogs proposed were allowed and all came from separate households this would mean that five rooms may be needed to allow segregation if necessary or when left unsupervised.

Point 4.6 – Agree

## TRAINING

Point 5.1.1 – What is the minimum level of training / experience / qualification required? In order to compile a training programme the regulating body need to identify the criteria for training.

I think it is important that home boarders and any staff they employ have an understanding of canine body language; that they can recognise the signs of stress in dogs; that they can administer emergency first aid treatment and recognise the early warning signs of ill health. They should also be able to resolve dog to dog and dog to human conflict.

Who would assess that the applicant has the relevant experience and knowledge to guarantee the health and safety of the boarded dog.

## CLEANLINESS

Point 5.2 – Agree with all sub-points

## FOOD AND WATER

Point 5.3 – Agree with all sub-points

#### KITCHEN FACILITIES

Point 5.4 – Agree with all sub-points

#### DISEASE AND VACCINATION

Point 5.5 – Agree with all sub-points

#### ISOLATION AND CONTAGIOUS DISEASE OUTBREAK

Point 5.6 – Agree with all sub-points

#### REGISTER

***Point 5.7.1 – Please see my earlier comments about neutering male dogs and bitches coming into season. Points 1.7 and 1.8***

#### SUPERVISION

***Point 5.8.1 – I absolutely agree with the principle of this as it is a requirement of a commercial boarding for perfectly good reason. However, I am not sure how this can be achieved in a home boarding situation.***

***Many people attracted to home boarding have other paid employment or run a dog walking service alongside their boarding activities. They are not at home and therefore not on site at all times. It is unlikely that a home boarder would employ someone to stay on site (in their home) while they go out to work.***

***It is likely that the home boarder will go out without leaving a person on site. If they are boarding dogs from different households together, these dogs will be shut away in different rooms while they do so. There is a likelihood that a dog could open an internal door and get into a room with a dog from a different household, this could lead to a fight breaking out while the boarder is out***

***Although I agree, I do not think it is practical or enforceable and would prefer to see a restriction on boarding from one household at any one time which would allow the home boarder to go out and about their other business for short periods of time without fear of the dogs getting together.***

Point 5.8.2 – In a home boarding situation where point 5.8.1 is accepted as a condition there is no need for this point. However, if there is a relaxation on point 5.8.1 then this condition is absolutely necessary.

***Point 5.8.3 – I understand that the local authority is bound by safeguarding rules for children and vulnerable adults therefore this point is absolutely necessary.***

***Point 5.8.4 – I agree that the age for people to walk the dogs unsupervised should be set at 18 years.***

## EXERCISE

Point 5.9.1 – Agree, but would add that there should be a limit on the amount of dogs walked **off lead** at any one time even with the owners' permission.

Point 5.9.2 - Agree

Point 5.9.3 – I think there should be a prescribed minimum fence height of 6 foot. This is necessary to improve security and to reduce any nuisance to neighbouring properties.

Point 5.9.4 – Agree

Point 5.9.5 – Agree

Point 5.9.6 – Agree

## FIRE / EMERGENCY PROCAUTIONS

Point 5.10.1 – Agree

Point 5.10.2 – Agree

Point 5.10.3 – Agree

Point 5.10.4 – Agree

Point 5.10.5 – What about the provision of fire extinguishers?

Point 5.10.6 – Agree

Point 5.10.7 – Agree

Point 5.10.8 – Agree

Point 5.10.9 – Agree

Thank you

Charles and Yvonne Mackender DipCABT

Practitioner of the COAPE Association of Pet Behaviourists and Trainers

Association of Pet Dog Trainers Member No 253

East Cambridgeshire District Council  
The Grange,  
Nutholt Lane,  
Ely,  
Cambridgeshire, CB7 4EE

3<sup>rd</sup> August 2011

Dear Mrs Bailey,

**Boarding Establishment Act 1963  
Home Boarding of Dogs.  
Consultation on proposed revised licence conditions.**

As a Home Boarder of Dogs I would like you to consider our views on the proposed changes for the licence.

1. Revised Application: Detailed Layout plan showing different areas is ok until you require a separate area for boarding of dogs as this is a home and Home boarding suggest that dogs are boarded in the home as would your own pet having access to the entire property not just a small area.
2. Independent Veterinary Inspection report for all Boarding Establishments Kennels, Cattery's and all homes which board pets.
3. Entire Males not permitted to be boarded over 9 months of age. This would remove the owners' freedom of choice, one if they so wished to breed and two their choices of boarding arrangements that they feel happy with.
4. Resident dogs over 9 months again that removes choice of the owners to breed if they so wish
5. Bitches in season or due to be in season that again is a matter of choice, but with this it is not the female that causes the problem, but entire male and castrated males which cause the problem of fighting trying to get to the bitch. So we are in agreement with this on the understanding that all boarding establishments adopt this rule.
6. Absolute maximum of four. This is unfair and restricts the number of dogs to any property that can board more. We have all ready been restricted to six which has restricted our business as we are quite capable of boarding eight. You are also trying to limit how many resident dogs we can have, as the dog warden herself has six will you being asking her to reduce the number of dogs in her home or will she have to be licensed. and as this is Home Boarding will this inspection of veterinary and inspector ensure the well being of all pets in all homes or just restrict it to the competition of the kennels and catteries.

7. Agree with Staff training depend on suitability for home boarding and kennels and catteries.
8. Register to include castrated over 9 months males and entire males
9. Register to include bitches are not in season.
10. This Should include all homes where pets are homed ( reintroduce the dog Licence)
11. Only over 18 years of age are allowed to walk dogs in public places, this should include every pet owner.

I would also like to comment on the letter you sent to Mark Berry which listed concerns from the commercial boarding establishments that given time, that a person or dog will be mauled to death. I would like to point out that dogs are by nature sociable and in the home environment are likely to be more relaxed and have the ability to move around more freely like they would in their own home. And as long as the introduction ritual is adhered too and that they are supervised, then we have had no problems with dogs from different families, in fact they enjoy visiting us as they meet up with their friends.

We also understand from most of our clients that they prefer this way of boarding as their pets are not stressed when they come to pick them up on their return. As some of our clients pets are not suited to kennels and would pine or become bored and destructive, or self harm. As we offer a safe home from home environment where your pet dog is welcomed in, and given the same attention as if he/she was at home with one addition that he/she can socialize with friends.

Home Boarding is a business which is to make a profit although a small one and you wish to limit this profit by capping amount of boarders to maximum of four irrespective of size of property, would you limit the Kennels to four boarders if they had room for sixty, I do not think so.

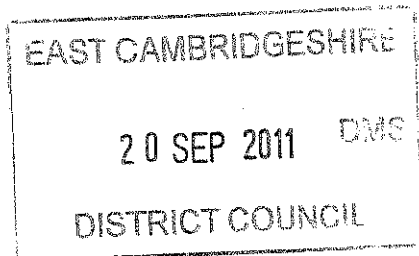
We agree with being licensed as this is to protect the animals but we feel that we are an alternate form of boarding giving pet owners a choice of boarding unlike in the past of having only one form of boarding, the kennels and catties.

Furthermore as stated in your letter there now are two licensed home boarding establishments and you have received no complaints from the public or pet owners only from the commercially run Kennels as they fear lose of business and are trying to limit the competition.

Yours sincerely

Signature Redacted

Mr Matthew J. Bullman



Address Redacted

East Cambridgeshire District Council  
The Grange  
Nutholt Lane  
Ely  
Cambridgeshire  
CB7 4EE

14 September 2011

**Boarding Establishments Act 1963**  
**Home Boarding of Dogs**  
**Re: Consultation on proposed revised licence conditions**

**F.A.O. Ms E Bailey**

As a regular user of a home boarding establishment, we would like to express our views on the proposed revised licensing conditions.

In particular, we are concerned with the declaration that any male dog over 9 months old to be boarded must be castrated. This condition will:

- Remove the choice of an owner to home board any dog that they wish to use for breeding;
- Impose a cost on the owner to pay for the cost of surgery – A fee of between £100 and £200 depending on the size of the dog should not be viewed lightly in the current tough economic conditions;
- Impose an unnecessary risk on older dogs of having to undergoing a general anaesthetic required during surgery as well as increasing the risk of various cancers; and
- Severely restrict our preferred choice of boarding arrangements for our two pet dogs.

Dogs are, by nature, social animals. We believe that it is better for our dogs to stay in a home environment that is more relaxed and which gives the dogs freedom to interact with both human and other dogs. Our experience of using home boarding shows that both dogs cannot wait to get into the boarding house to meet up with the other dogs. We have never had any issues with other dogs, either castrated or otherwise, at such a venue.

Our experience of leaving our dogs in a commercial boarding establishment was distressing for both our dogs and us as owners. Bert, our castrated Spinone, pined consistently for two days, and self harmed by banging his head on the cage doors – our vet informed us this was due to separation anxiety. Such an event has never happened when using home boarding due to the more relaxed environment, on-going social interaction (with dogs and humans) and greater space to move around freely as he would in his own home.

Imposing the proposed revised licensing conditions would leave open the following options to dog owners in our situation:

- Have Horace, our border terrier, castrated. To do so at his age raises other issues that we must first consider – the likelihood of him gaining weight (a common occurrence in older dogs) and the health issues this gives rise to, the financial cost of the operation, the anxiety caused to him and the potential change in his nature and disposition caused by the hormonal changes that castration gives rise to.
- Use a commercial boarding establishment – given our previous experience of using such an establishment this is not an option we are prepared to follow.
- Sell the dogs – again, not an option we would follow. Our dogs are part of our family and we would not be prepared to sell them, at any cost – it would be akin to selling your own child if you could not find suitable on-going child care arrangements.
- Find a home boarder located outside of East Cambridgeshire. This would be the likely option we would take. This would impose time costs due to the need to drive outside the district council area and generate environmental costs. These costs could be significant if other users of home boarding make a similar choice.

Further, the changes that you are proposing would also undermine the financial stability of a well established local home boarding business that provides a valuable service to the residents of East Cambridgeshire District Council.

Sadly, castration is often viewed as a panacea for behavioural problems in male dogs and many turn to it as a remedy, rather than investing the time in good animal husbandry and training/socialising a dog correctly. Studies have shown that where the behavioural problem is caused by social factors (as is often the case), castration has only a limited impact. Further, as you will no doubt be aware, there are now a number of breed and dog welfare societies and clubs that are now advising that castration be used with caution and only after careful consideration has been given to both the pros and the cons. By enforcing this legislative change, we fear that East Cambridgeshire District Council will be forcing dog owners to take a position without any consideration of the profile of the animal in question or the costs/benefits of the specific situation.

I trust you will consider our concerns relating to your proposed legislative changes and give these due care and consideration when making your informed decision.

Kind regards,

Signature Redacted

Mr N Stewart

**Elizabeth Bailey**

---

**From:** LINDA HAMS  
**Sent:** 16 October 2011 19:26  
**To:** Elizabeth Bailey  
**Subject:** Animal Boarding Establishments Consultation

Dear Mrs Bailey,

Further to your letter of 22nd July I am writing to reply to the above consultation. Regarding the three main changes my comments are as follows;

1. What is the purpose of a detailed layout plan of the property/ who would use it and under what circumstances? The beauty of home boarding is the flexibility to provide appropriate areas for sleeping, feeding etc depending on the needs of the dog. For example I have one dog who will only eat outside (even at his owner's house). In summer some dogs prefer a cooler room to sleep in and so sleeping areas can change depending on the needs of the dog.
2. What would be the cost of an independent veterinary inspection and what is a vet's particular qualification to comment on this? I am aware that the council only has very few home boarders registered and adding additional costs to registering will not encourage people to comply with this legislation. I would have thought it was more important to sort out how the council will enforce this legislation before giving further hoops for existing licenced properties to comply with.
3. Although I am happy to comply with not having entire male dogs to board I can see no relevant behavioural requirement for this clause. Any dog with inappropriate behaviour to my own or any other dog is not suitable for home boarding and no home boarder would welcome them into their own home. Inappropriate behaviour is not limited to unneutered dogs. It is also very easy to check if a dog is castrated (notwithstanding undescended testicles) and so written evidence is unnecessary. It would be necessary if this clause included entire females.

To further comment on point 2 regarding costs of home boarding registration I am disappointed that the council has increased costs of registering by over 50% this year. It seems that those of us who comply are being penalised whilst there are many other establishments that are getting away scot free. I would be interested for information to tell me how this additional money is to be utilised and how it will benefit my business in the long term.

I look forward to hearing from you on the points above and the results of this consultation

Yours sincerely

Linda Hams Dip CABC





Dear Elizabeth,

Thank you for your message.

I have reviewed your suggested amendments and my view is that most are unnecessary.

I would agree with your commercial boarding kennel owners that boarding dogs from separate families is much more likely to cause problems than boarding dogs from one family. However if you are going to restrict the numbers to four dogs, the extra precautions you are considering are not likely to improve conditions, health or welfare.

As you would expect I am entirely in favour of home borders having to show that they have an understanding of their responsibilities over and above being able to read the license conditions. The Animal Care College has a number of courses, accredited by the Open College Network which would be suitable and they include a course on Pet Sitting and Home Boarding and a short course on Health, Safety, Legal and associated Issues for those involved as independent traders in the pet industry

There is certainly no point in putting in regulations which cannot be enforced or are likely to be ignored. Few owners know precisely when their bitch is likely to come into season, for instance, and the 'trial' assessments, taking place as they would, in controlled conditions (even if they were carried out rather than the form simply being filled in!) would be unlikely to achieve anything. Home borders, almost by definition, tend not to want to take on difficult, unruly or aggressive dogs so they are unlikely to accept any that are going to cause them problems.

That said the more important provision you should have in place has to be the home borders' acceptance of unannounced inspections to check the register and the number of dogs in the residence. There are a number of cases where home borders take in many more dogs than they are entitled to do under their licence and some where one address serves the cause of several friends or neighbours to whom the dogs are farmed out.

As with all regulations (and I speak as someone who has been Chairman of a Council Environment Services Committee) there is no problem in creating pages of demands. The difficulty is always in ensuring that those regulations are enforced.

Best wishes

PS: As I explained in my last letter I do have a seminar available for Licensing Officers and the course for Licensing Officers and Environmental services offices in relation to animals and animal welfare is now almost complete. It will be accredited by the Open College Network so would be useful in

supporting CPD. Please do let me know if either of these initiatives will be of interest to you or your authority. The last seminar I conducted was run by one council who invited Licensing Offices from surrounding councils to attend. They made a charge and turned in a small profit after covering my fee and expenses!

D

On 25/07/2011 11:11, Elizabeth Bailey wrote:

<<Home boarding consultation letter Mr D Cavill.doc>> <<Revised Home Boarding licence Conditions July 13th 20112.doc>>

Dear Mr Cavill,

You may recall that we spoke a while ago about the home boarding of dogs and a potential consultation exercise. Please find details of the Consultation as below and in the attachments. Any views and comments you may have would be most welcomed, as someone who is experienced in animal behaviour; in particular, dogs.

East Cambridgeshire is currently reviewing it's Licence Conditions for the Home Boarding of Dogs from different families. The practice of operating a dog boarding business within a Domestic setting is becoming increasingly popular throughout the Country, and locally. Concern has been expressed by the local Commercial Dog Boarding sector about the mixing of dogs from different families within a home environment.

Our Licensing Committee Members have agreed for proposed, revised conditions to be consulted on with relevant organisations and individuals. Please find attached a copy of the proposed revised conditions and a covering letter regarding the consultation.

We welcome any comments you have on the proposed revised conditions, and the home boarding of dogs from different families.

Yours sincerely,

Mrs Elizabeth Bailey  
Principal Environmental Health Officer  
Commercial Team.

*This matter is being dealt with by:*

Telephone: 01353 665555

E-mail:

My Ref:

Your Ref:

2<sup>nd</sup> March, 2011

Dear,

**LACORS Revised Model Conditions- Home Boarding of Dogs from different families.  
East Cambridgeshire District Council.**

As you are aware, East Cambridgeshire District Council adopted the LACORS revised model conditions for the home boarding of dogs from different families in 2010.

Since the adoption of the conditions and having subsequently issued a licence to a domestic premises in the District to permit boarding of dogs from different families, the Council has received complaints and concerns from commercially run dog boarding business proprietors.

The main concerns centre around the safety of the dogs being boarded in the home, and the safety of persons operating home boarding establishments, including visitors and residents connected to the home boarding establishment.

Such is the concern, that it has been requested that the Council revisit its decision to adopt the revised LACORS conditions for boarding of dogs from different families.

The commercial boarding establishments feel that it is only a matter of time until a person or dog is mauled to death due to dogs from different families being mixed at any one time.

Because of the concerns raised, I would very much appreciate some background information on the revised model conditions to allow dogs from different families to be boarded together.

The information will assist the Council in deciding upon the best course of action, and provide further advice and guidance.

It is therefore requested that at the panel meeting on the 9<sup>th</sup> March, 2011, the following points be considered and for advice and information to be provided.

1. What were the reasons for the model conditions being introduced nationally to allow the home boarding of dogs?
2. Why were the model conditions then amended to permit the boarding of dogs from different families?
3. Given that model conditions exist to permit the boarding of dogs from different families, is it therefore implied that the practice of boarding dogs from different families is considered to be safe?
4. In light of the concerns expressed, does the Committee consider any additional controls/licence conditions should be introduced, or should any of the existing conditions be amended? If so, what additional controls / amendments should be put into place?
5. Given the current model conditions in place, does the committee feel that the concerns expressed are relevant?

Any other information discussed at the panel meeting to assist in our review would be welcomed.

Thank you very much for tabling the agenda item relating to the home boarding of dogs from different families, and I look forward to the responses and further information.

Yours sincerely,

My Ref:  
Your Ref:  
Please ask for:  
Tel:  
Email:

13/05/2011

Dear

**Re: LACORS Revised Model Conditions- Home Boarding of Dogs from different families.  
East Cambridgeshire District Council.**

I refer to your letter querying the LACORS Revised Model Conditions specifically in relation to the boarding of dogs from different families

Your letter and specific questions were discussed at the LACORS Companion Animal Focus Group meeting held on 9<sup>th</sup> March 2011 and I have compiled the group's answers to those questions below.

1. What were the reasons for the model conditions being introduced nationally to allow the home boarding of dogs?

**A:** The original model home boarding conditions which were published in November 2005 came about due to regular queries from local authorities to LACORS, following local authorities becoming aware of this new type of business practice within their area. The queries centred on whether this type of business should be licenced or not and if so what licence conditions should be applied as the existing licence conditions were specifically for traditional commercial boarding kennels. The model conditions were intended to assist local authorities and aid in promoting consistency of enforcement nationally.

2. Why were the model conditions then amended to permit the boarding of dogs from different families?

**A:** The model conditions were subsequently amended to allow those local authorities that wished to consider, where appropriate that a premises, with additional licence requirements could accommodate more than one dog from different families. LACORS highlighted examples of additional licence conditions that local authorities should consider where this practice was to be allowed i.e.

- Specific written consent of each dog owner
- A mandatory trial for socialisation of different dogs
- Separation of dogs from different households when left unattended and during feeding

These additional conditions are by no means exhaustive and local authorities can add any other condition that they feel appropriate to the premises given the individual circumstances of each application. The amended model conditions were not intended for home boarders to be able start taking large number of dogs to compete with recognised commercial kennels, merely to allow



properties that had sufficient space and proprietors with sufficient knowledge / experience to take an additional one or two dogs.

3. Given that model conditions exist to permit the boarding of dogs from different families, is it therefore implied that the practice of boarding dogs from different families is considered to be safe?

A: Not quite sure in what context you mean safe, do you mean safe for the proprietor of the business or do you mean safe for the individual dogs from different families? If we take the proprietor issue first, then if they are home boarding one, two or three dogs the risks to them are pretty much the same irrespective of the numbers of dogs present. Again this will rely on initial checks by the proprietor into the behavioral issues of the dog and the experience of the proprietor. In terms of the safety of individual dogs this issue will mostly be addressed by the introduction of additional conditions on the license, examples above. This should ensure that the dogs come to no physical harm and up to date vaccinations for all relevant diseases (Condition 5.5.2 of Model Licence Conditions). In addition, if the dogs are to be exercised outside of the property in a public place the issue of the dogs being kept on a lead and away from other dogs will be the same for one dog as opposed to two dogs, the only issue being whether the proprietor can control two dogs at the same time. The over-arching requirements of the Dangerous Dogs Act 1991, in that a person in control of a dog has a duty to ensure it is not dangerously out of control in a public place would also cover this particular scenario.

4. In light of the concerns expressed, does the Committee consider any additional controls/licence conditions should be introduced, or should any of the existing conditions be amended? If so, what additional controls / amendments should be put into place?

A: As described above the update document dated 14<sup>th</sup> October 2009 suggested some additional conditions that local authorities can choose to use, adapt or amend as appropriate or introduce their own dependent on the individual circumstances of the premises. This should take account of the views of the competent inspecting officer, council licensing policy and any veterinary advice.

5. Given the current model conditions in place, does the committee feel that the concerns expressed are relevant?

A: If the appropriate model licence conditions are attached to a home boarding licence where dogs from different families are boarded then the group feels that the potential additional risks can be suitably controlled taking into account all the issues discussed in the update document. What the update and model home boarding conditions are not proposing or suggesting local authorities licence is the large scale boarding of significant dog numbers in ultimately what is a residential / home environment – this should only be allowed in proprietary commercial boarding kennels.

I hope the above has addressed your concerns; I have highlighted below the links to the original LACORS Model Conditions and the subsequent update for your information.

<http://www.lacors.gov.uk/lacors/upload/1902.doc>

<http://www.lacors.gov.uk/lacors/upload/22784.doc>

If you have any further queries please do not hesitate to contact me

Yours faithfully

## APPENDIX 7

**Conditions consulted on between Monday 25 July 2011 and Monday 17 October 2011 as a result of Licensing Committee meeting 13 July 2011**

CONDITIONS SUBJECT TO WHICH THE DOMESTIC ANIMAL BOARDING LICENCE (DOGS) IS GRANTED

***New amendments to Council's existing conditions/standards shown in bold italics.***

***Application process.***

***Application form to be completed and submitted to Council along with fee.***

***Independent veterinary Inspectors Report to be completed to assess premises suitability to home board intended number of dogs applied for.***

***Application form to be accompanied with detailed plan of layout of property showing areas for feeding and sleeping, isolation area in event of illness, and separation areas for each of the dogs to be boarded***

1. INTRODUCTION

- 1.1 Unless otherwise stated, these conditions shall apply to all buildings and areas to which dogs have access and/or which are used in association with the boarding of dogs.
- 1.2 Normally planning permission will not be required for the home boarding of animals on the scale proposed, however should complaints be received because of particular noise or odour problems, then the Council reserves the right to consider whether there has been a change of use which requires a planning application to be submitted.
- 1.3 The Licensee must ensure that the establishment is covered by adequate and suitable public liability insurance and, where necessary, adequate and suitable employers liability insurance. Where dogs from different families are permitted to board together by the Council, it must be ensured that Public Liability Insurance covers the activity of dogs being boarded from different households at any one time.
- 1.4 No dog registered under the Dangerous Dogs Act 1991 must be accepted for home boarding.
- 1.5 Dog hybrids registered under the Dangerous Wild Animal Act 1976 (e.g. Wolf Hybrids) are not to be accepted for home boarding.
- 1.6 ***Entire males are not permitted to be boarded. Written evidence from the owner that their dog which is to be boarded and is over 9 months old has been castrated.***
- 1.7 ***Resident dogs over 9 months old must be castrated.***



1.8 ***Bitches that are in season or are due to be in season during the boarding period must not be boarded.***

~~1.9 Entire males and bitches in season or bitches due to be in season during the boarding, must not be boarded together or boarded with resident dogs.~~

1.9 With regard to the boarding of dogs from different families, the premises must be constructed to allow adequate space for dogs; sufficient space available to be able to keep dogs separately if required, and for the separation of dogs showing signs of disease.

## 2. LICENCE DISPLAY

2.1 A copy of the licence and its associated conditions must be suitably displayed to the public in a prominent position in, on or about the premises or made available to each boarder.

## 3. NUMBERS OF ANIMALS

**3.1 *The absolute maximum number of dogs to be kept at any one time is 4, with a maximum of one additional resident dog. (This maximum number is subject to Veterinary and Inspector approval of the suitability of each individual premises and licensee to operate a home boarding establishment).***

3.2 Where dogs from different families are permitted by the Licensing Authority to be boarded together at any one time, the additional requirements are to be followed

3.3 To obtain specific written consent of each household showing confirmation that they are content for their dogs to be boarded with others

3.4 To conduct a mandatory, trial (documented) familiarisation session for all dogs prior to stay.

3.5 To ensure separation of dogs from different households in secure areas when left unattended.

3.6 To carry out separate feeding of dogs to minimise the likelihood of dispute and aggression.

3.7 Where puppies under six months of age are boarded with other dogs, including resident dogs, a trial (documented) socialisation period must be implemented, with no difficulties having been identified.

3.8 Where there is a resident dog or cat kept at the household, written consent from the owners of the boarded dog must be gained following a trial familiarisation session.

3.9 The Licensee will be required to make an assessment of the risks of home boarding to include the risk to or caused by children who are likely to be at the property.

## 4. CONSTRUCTION

4.1 Dogs must live in the home as family pets. There must be no external construction of buildings, cages or runs.

4.2 The premises shall have its own entrance and must not have shared access e.g. communal stairs.

4.3 There must be adequate space, light, heat and ventilation for the dogs.

- 4.4 As far as reasonably practicable all areas/rooms within the home to which boarded dogs have access, must have no physical or chemical hazards that may cause injury to the dogs.
- 4.5 There must be sufficient space available to be able to keep the dogs separately if required.
- 4.6 If a collection and delivery service is provided, a suitable vehicle with a dog guard or cage in the rear must be provided.
5. MANAGEMENT
- 5.1 TRAINING
- 5.1.1 A written training policy for staff must be provided ***including the licensee(s) as well.*** Systematic training of staff ***and licensees*** must be demonstrated to have been carried out.
- 5.2 CLEANLINESS
- 5.2.1 All areas where the dogs have access to, including the kitchen etc must be kept clean and free from accumulations of dirt and dust and must be kept in such a manner as to be conducive to maintenance of disease control and dog comfort.
- 5.2.2 All excreta and soiled material must be removed from all areas used by dogs at least daily and more often if necessary. Disposal facilities for animal waste must be agreed with the Licensing Authority.
- 5.2.3 All bedding areas must be kept clean and dry.
- 5.2.4 Facilities must be provided for the proper reception, storage and disposal of all waste. Particular care should be taken to segregate clinical waste arising from the treatment and handling of dogs with infectious diseases. The final route for all such waste shall comply with current waste regulations.
- 5.2.5 Measures must be taken to minimise the risks from rodents, insects and other pests within the premises.
- 5.3 FOOD AND WATER SUPPLIES
- 5.3.1 All dogs shall have an adequate supply of suitable food as directed by the client.
- 5.3.2 Fresh drinking water must be available at all times (unless advised otherwise by a veterinary surgeon) and the drinking vessel cleaned daily. The water must be changed at least twice a day.
- 5.3.3 Clients must be encouraged to provide each dog with its own bedding, bowls, grooming materials etc. These items must be cleaned regularly to prevent cross-infection. The Licensee however should also be able to provide extra bedding material.
- 5.3.4 Where necessary, eating and drinking vessels must be provided, and where so, they must be capable of being easily cleansed and disinfected to prevent cross-contamination. They must also be maintained in a clean condition. Feeding bowls must be cleaned or disposed of after each meal and each dog must be provided with its own bowl.

#### 5.4 KITCHEN FACILITIES

5.4.1 Airtight containers must be provided for the storage of dry foods. Uncooked food and the remains of opened tins must be stored in covered, non-metal, leak proof containers in the fridge.

5.4.2 All bulk supplies of food shall be kept in vermin proof containers.

#### 5.5 DISEASE CONTROL AND VACCINATION

5.5.1 Adequate precautions must be taken to prevent and control the spread of infectious and contagious disease and parasites amongst the dogs, staff and visitors.

5.5.2 Proof must be provided that boarded and resident dogs have current vaccinations against Canine Distemper, Infectious Canine Hepatitis (Canine adenovirus), Leptospirosis (*L. canicola* and *L. icterohaemorrhagicae*) and Canine Parvovirus and other relevant diseases. The course of vaccination must have been completed at least four weeks before the first date of boarding or in accordance with manufacturer instructions. A record that this proof has been supplied must be kept on-site throughout the period that the dog is boarded.

5.5.3 Advice from a veterinary surgeon must be sought in case of signs of disease, injury or illness. Where any dog is sick or injured, any instructions for its treatment, which have been given by a veterinary surgeon, must be strictly followed.

5.5.4 A well-stocked first-aid kit suitable for use on dogs must be available and accessible on site.

5.5.5 The Licensee must be registered with a veterinary practice that can provide 24-hour help and advice. The clients own veterinary practice must be known and consulted if necessary.

5.5.6 Precautions must be taken to prevent the spread of fleas, ticks, intestinal parasites and other parasites in both boarded and resident dogs. Proof must be maintained of all routine and emergency treatment for parasites.

5.5.7 The premises shall be regularly treated for fleas and parasites with a veterinary recommended product.

5.5.8 Veterinary advice must be sought in relation to cleaning substances so that they or their fumes cannot be harmful to an animal.

#### 5.6 ISOLATION AND CONTAGIOUS DISEASE OUTBREAK.

5.6.1 Dogs showing signs of any disease or illness shall be isolated from any other dogs until veterinary advice is obtained. There must be sufficient facilities within the licensed premises to ensure effective separation of any sick animal.

5.6.2 The Licensee must inform the Licensing Authority on the next working day if a dog develops an infectious disease.

5.6.3 Following an episode of infectious disease during any stay, the premises must undergo a reasonable quarantine period before new boarders are admitted. This period will be specified by the Licensing Authority as agreed with their authorised veterinary surgeon.

5.6.4 The Licensing Authority must be informed of any animal death on the premises. The Licensee must make arrangements for the body to be stored at a veterinary surgeons premises until the owners return.

## 5.7 REGISTER

5.7.1 A register must be kept of all dogs boarded. The information kept must include the following:

- Date of arrival
- Name of dog, any identification system such as microchip number, tattoo
- Description, breed, age and gender of dog
- Name, address and telephone number of owner or keeper
- Name, address and telephone number of contact person whilst boarded
- Name, address and telephone number of dog's veterinary surgeon
- Anticipated and actual date of departure
- Proof of current vaccinations, medical history and requirements
- Health, welfare nutrition and exercise requirements
- **Declaration that any male dog over 9 months old to be boarded has been castrated.**
- **Declaration that bitch to be boarded is not in season or likely to be in season at time and during boarding.**

5.7.2 Such a register is to be available for inspection at all times by an officer of Licensing Authority, veterinary surgeon.

5.7.3 The register must be kept readily available for a minimum of 2 years and kept in such a manner as to allow an authorised officer easy access to such information.

5.7.4 If medication is to be administered, this must be recorded.

5.7.4 Where records are computerised, a back-up copy must be kept. The register must also be available to key members of staff of the establishment at all times.

## 5.8 SUPERVISION

5.8.1 A fit and proper person with relevant experience must always be present **on site** to exercise supervision and deal with emergencies whenever dogs are boarded at the premises. This person must not have any conviction or formal Cautions for any animal welfare related offence.

5.8.2 Dogs must be visited at regular intervals, as necessary for their health, safety and welfare, and must not be left unattended for longer than 3 hours at a time and then not on a regular basis.

5.8.3 No home where there are **persons** ~~children~~ under 5- 16years of age **are resident** will be licensed.

5.8.4 Only people over **18** ~~16~~ years of age are allowed to walk the dogs in public places.

## 5.9 EXERCISE

5.9.1 Dogs must be exercised in accordance with their owner's wishes. If dogs are taken off the premises, they must be kept on leads unless with the owners written permission.

5.9.2 There must be direct access to a suitable outside area. The area / garden must only be for use by the homeowner (not shared with other residents). The area must be kept clean.

5.9.3 The exercise/garden area of the premises and any other area to which the boarded dogs may have access, must be totally secure and safe. Fencing must be adequate to offer security to prevent escape and be safe, with no dangerous sharp objects or protrusions. Gates must be able to be locked.

- 5.9.4 If there is a pond, it must be covered to avoid drowning.
- 5.9.5 Dogs must wear a collar and identity tag during their time in boarding. The tag must display the name, address and telephone number of the boarding premises.
- 5.9.6 The Licensing Authority must be informed on the next working day if a dog is lost.
- 5.10 FIRE / EMERGENCY PRECAUTIONS
- 5.10.1 Appropriate steps must be taken for the protection of the dogs in case of fire or other emergencies.
- 5.10.2 The occupier of the property must be aware of the location of the dogs in the property at all times.
- 5.10.3 Careful consideration needs to be given to the sleeping area for dogs to ensure that they can be easily evacuated in the event of a fire, without putting the occupiers of the property at risk.
- 5.10.4 A fire warning procedure and emergency evacuation plan – including details of where dogs are to be evacuated to in the event of a fire or other emergency - must be drawn up, brought to the attention of those involved in the home boarding arrangements and/or displayed in a prominent place on the premises. The Licensee must have suitable arrangements for the temporary boarding of dogs in the event that the licensed premises is rendered uninhabitable.
- 5.10.5 Fire detection equipment must be provided in accordance with general advice given by the Fire Safety Officer. The home must have at least 2 working smoke detectors located at the top & bottom of the staircase, or other appropriate location.
- 5.10.6 All doors to rooms must be kept shut at night.
- 5.10.7 All electrical installations and appliances must be maintained in a safe condition. No dog must be left in a room with loose or trailing cables or wires.
- 5.10.8 All heating appliances must be free of risk of fire as is reasonably practicable. There must be no use of freestanding gas or oil appliances.
- 5.10.9 A relative, friend or neighbour within 5 minutes travelling time must have a spare set of keys and access to the premises in case of an emergency. These details must be made available to the Licensing Authority.

## APPENDIX 8

### List of Consultees for the Home Boarding of Dogs. Licence Conditions in addition to the consultation exercise being posted on the Council Web Site.

Isle Vet Group, West Fen Road, Ely, CB6 2BZ	'smallanimal@islevetgroup.co.uk'
Cathedral Veterinary Centre, 64 Newnham Street, Ely, CB7 4PE	'ely@companioncare.co.uk'
Aquarius Vets, Northfield Road, Soham, Ely, Cambridgeshire, CB7 5UF	'aquariusvets@btconnect.com'
Pet Doctors, 31 St Marys Street, Ely, CB7 4HF	'ely@petdoctors.co.uk'
Lida vets, Grosvenor House, High Street, Newmarket, Suffolk, CB8 9AQ	'jlida@btinternet.com'
Animal Behaviour Trainer/Course Provider	(E-mail)
Royal College of Veterinary Surgeons Belgravia House 62-64 Horseferry Road London SW1P 2AF	'info@rcvs.org.uk'
British Veterinary Association 7 Mansfield Street London W1G 9NQ	'bvahq@bva.co.uk'
RSPCA Wilberforce Way, Southwater Horsham Essex RH13 9RS	In addition to Local Inspector and LACORS Representative
The Chief Constable Cambridgeshire Constabulary Headquarters Hinchingsbrooke Park Huntingdon Cambridgeshire PE29 6NP	In addition to Ely Police Station
Principal Environmental Health Officer Stockton on Tees Borough Council Environmental Health Unit 16 Church Road Stockton on Tees TS18 1TX	Chair of LACORS Animal Focus Group
Licensed Home Boarding Establishments – East Cambs DC	
Licensed Commercial Boarding Establishments- East Cambs DC	
Local Authorities	Peterborough CC, Huntingdonshire DC, Fenland DC, South Cambridgeshire DC, Cambridge CC, Forest Heath DC