



LICENCE CONDITIONS FOR RIDING ESTABLISHMENTS

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Conditions subject to which the attached licence is granted

1. Licence Conditions - The Licensee	Guidance
<p>Only persons that appear to the Local Authority to be suitable and qualified either by experience in the management of horses or by being the holder of an approved certificate or by employing in the management of the riding establishment a person so qualified, to be the holder of such a licence.</p>	<p>Approved certificates / qualified / experienced in horse management.</p>
<p>A copy of the licence and its conditions must be suitably displayed to the public in a prominent position in, on or about the Riding Establishment.</p>	<p>Licensees should check with the local planning authority for any possible planning permissions that may be required.</p>
<p>The licence holder must hold a current insurance policy which insures him against liability for any injury sustained by those who hire a horse from him/her for riding and those who use a horse in the course of receiving from him/her, in return for payment, instruction in riding and arising out of the hire or use of a horse as aforesaid and which also insures such persons in respect of any liability which may be incurred by them in respect of injury to any person caused by, or arising out of, the hire or use of a horse as aforesaid.</p>	<p>A copy of a valid insurance policy / certificate must be produced to the Authority.</p>

<p>A register must be kept by the licence holder of all horses in his possession aged three years and under and usually kept on the premises which shall be available for inspection by an Authorised Officer at all reasonable time</p>	<p>A register must be available for inspection by an Authorised Officer</p>
<p>The carrying on of the business of the establishment must at no time be left in the charge of any person under 16 years of age.</p>	<p>No person under 16 years of age to be left in charge at ANY time</p>
<p>The licence holder must ensure that appropriate steps will be taken for the protection and extrication of horses in case of fire and in particular, that the name, address and telephone number of the licence holder or some other responsible person will be kept displayed in a prominent position on the outside of the premises and that instructions as to action to be taken in the event of fire, with particular regard to the extrication of horses, will be kept displayed in a prominent position on the outside of the premises.</p>	<p>An evacuation plan which should be familiar to all personnel should be kept in a prominent position outside the premises.</p>

<p>2. Licence Conditions - Horses kept at the Establishment</p>	
<p>The horses used for riding in connection with the Establishment at any one time must be included on the Veterinary Surgeon's Report Form dated the .(date).....</p>	<p>No additional horses to be used for riding at the establishment unless a satisfactory veterinary surgeon's report has been received to the Local Authority beforehand.</p>
<p>Paramount consideration will be given to the condition of</p>	<p>Any horse showing signs of poor health or physical injury</p>

<p>horses and that they must be maintained in good health, and in all respects physically fit and that, in the case of a horse kept for the purpose of its being let out on hire for riding or a horse kept of the purposes of it being used in providing instruction in riding, the horse must be suitable for the purpose for which it is kept.</p>	<p>should not be used in the establishment and seen by a vet as soon as possible.</p>
<p>No horse aged three years or under nor any mare heavy with foal nor any mare within three months after foaling may be let out on hire for riding or used, in return for payment, for instruction in or demonstrating riding.</p>	<p>All horses to be used must be over three years of age, not heavy in foal and not within three months of having given birth.</p>
<p>The feet of all animals must be properly trimmed and, if shod, their shoes must be properly fitted and in good condition.</p>	<p>Regular inspection of hooves must be undertaken.</p>
<p>No horse may be let out on hire for riding or used for providing instruction in riding without supervision by a responsible person of the age of 16 years or over unless (in the case of a horse let out for hire for riding) the holder of the licence is satisfied that the hirer of the horse is competent to ride without supervision.</p>	<p>Adequate supervision required.</p>
<p>A horse found on inspection of the premises by an Authorised Officer to be in need of veterinary attention must not be returned to work until the holder of the licence has obtained at his own expense and has lodged with the Local Authority a veterinary certificate that the horse is fit for work.</p>	<p>The Local Authority must receive a veterinary certificate stating the horse is fit to return to work before the said horse is used again.</p>
<p>In the case of horses maintained at grass there must be available for them at all times during which they are so</p>	<p>Adequate pasture and shelter, supplementary feed and water must be provided.</p>

<p>maintained adequate pasture and shelter and water and supplementary feeds must be provided as and when required.</p>	
<p>Horses must be adequately supplied with suitable food, drink and (except in the case of horses maintained at grass, so long as they are so maintained) bedding material, and must be adequately exercised, groomed and rested and visited at suitable intervals.</p>	<p>Adequate supply of suitable food and drink, bedding material are needed. Horses must be adequately exercised, groomed, rested and visited at suitable intervals.</p>
<p>All reasonable precautions must be taken to prevent and control the spread among horses of infectious or contagious diseases and veterinary first aid equipment and medicines must be provided and maintained in the premises</p>	<p>Any signs of disease or ill health should be discussed with your veterinary surgeon.</p>

<p>3. Licence Conditions - Tack / Equipment</p>	
<p>Any riding equipment supplied for a horse let out on hire must be free from visible defect which is likely to cause suffering to the horse or accident to the rider.</p>	<p>Any tack showing signs of defect MUST be replaced immediately.</p>

<p>4. Licence Conditions - Construction</p>	
<p>There must be available at all times accommodation for horses suitable as respects construction, size, number of occupants, lighting, ventilation, drainage and cleanliness and that these requirements be complied with not only in the case of new</p>	<p>Suitable accommodation must be provided.</p>

<p>buildings but also in the case of buildings converted for use as stabling.</p>	
<p>The construction of the riding establishment must be substantial, adequate to contain the animals and provided with warmth and shelter in clean and hygienic conditions. There must be convenient and safe access to stalls and boxes. Stalls must be large enough to allow the animal to lie down and get up without risk of injury. Boxes must be large enough to allow the animal to turn round.</p>	<p>Suitable accommodation must be provided. See opposite.</p>
<p>Yards must provide enough space for every animal kept there.</p>	
<p>Lighting must be adequate to render the use of artificial light unnecessary in daylight.</p>	
<p>Ventilation must provide fresh air without draughts.</p>	
<p>Drainage must be adequate to carry away liquid voided by the horses and keep the standings dry.</p>	
<p>There must be provision for storage and disposal of manure</p>	

and spoiled straw.	
Adequate accommodation must be provided for forage, bedding, stable equipment and saddlery.	Suitable accommodation/storage required.

OTHER MATTERS RELATING TO THE OPERATION OF A LICENCED ESTABLISHMENT.

A. APPEALS PROCEDURE

Riding Establishments Act 1964 and 1970 Section 1 (5)

Any person aggrieved by the refusal of a local authority to grant such a licence, or by any condition subject to which such a licence is proposed to be granted, may appeal to a magistrates' court; and the court may on such an appeal give such directions with respect to the issue of a licence or as the case may be, with respect to the conditions subject to which a licence is to be granted as it thinks proper.

B. FIRE PRECAUTIONS GUIDANCE

The following information is supplied to licensees, in order to aid compliance with the fire precaution requirements detailed in the Council's licence conditions that require appropriate steps to be taken for the protection of animals in case of fire or any other emergency.

The guidance is aimed at ensuring that the means of escape and associated fire precautions are adequate for human occupants. It should be borne in mind that the fire safety requirements for people may be covered by other legislation.

The following matters must be considered:

1. Access for Fire Fighting and Water Supplies - There should be good access for fire fighting appliances (minimum width of 3.7m) to all hydrants and other water sources and hard standings should be provided. The name board of the premises should be clearly displayed beside the nearest road access.

2. Means of Escape - Escape routes for animals should be designed to provide a straight run out of buildings, with the minimum of human assistance. Pen doors should be so arranged that animals can be evacuated quickly and acute turns, obstructions and ramps in the escape routes should be avoided as far as possible.
 - a) All premises should be provided with exits of sufficient width and height to allow easy access to the animals at all times.
 - b) The exits should be easily opened from the inside without the use of a key.
 - c) If necessary provision should be made for the ready summoning of a key holder.

In buildings exceeding 18 metres in length or where considerable numbers of animals are housed, at least two exits should be provided and situated as far apart as possible. The distance of travel should be limited to 45 metres.

3. No Smoking Signs - No smoking notices should be displayed in the vicinity of all hay and straw and where practicable precautions should be taken against unauthorised entry especially by children.
4. Electrical Installations - Electrical installations including lamps should be cleaned regularly to avoid the build-up of dust. Electrical equipment, heaters etc should be positioned and secured so that they are kept at a safe distance from any likely accumulation of flammable bedding material.
5. Fire Fighting Equipment
 - a. Portable Fire Extinguishers -The following are recommended as a minimum:
 - Buildings not exceeding 200sqm in area require at least 2x9 litre water extinguishers for buildings over 200sqm an additional fire extinguisher must be provided for every additional 200sqm or part thereof.
 - Portable fire extinguishers must meet the requirements of BS EN 3 and be installed and maintained according to the recommendations given in BS 5306.
 - Depending on the outcome of your fire risk assessment, it may be possible to reduce this to one extinguisher in very small premises with a floor space of less than 90m².
 - Fire extinguishers that when operated produce a loud noise, e.g. CO₂, or large clouds of dry powder, **should not** be used in close proximity to animals.
 - b. Hose Reels - Hose reels can be provided as an alternative to portable fire extinguishers. There should be a minimum of one hose for each 800sqm in area or part thereof. It should conform to BS 5306: Part 1. Wash down hoses may be acceptable provided there is a constant flow of water that is able to produce water jet with a minimum throw of 5 metres. Hose reels

must not exceed 45m in length and should be sited so that the nozzle can be taken to within 6m of each part of the protected premises.

6. Fire Notices - All staff at the establishment should be familiar with what action must be taken in the event of a fire. A clearly written and conspicuous notice should be provided indicating the action to be taken in case of fire and the location of the nearest telephone.

This notice may include the following:

“On discovering a fire, ensure the building involved is evacuated.
Call the Fire Brigade {the nearest telephone is sited at}.
Attack the fire using the fire fighting equipment provided, if safe to do so
etc”

7. *O/S Map Reference - An Ordnance Survey map reference number should be made available for the premises and displayed with the Fire Notice provided.*

The Regulatory Reform (Fire Safety) Order 2005 requires that necessary fire precautions are put in place to protect relevant persons in case of fire in, and in the vicinity of all premises to which the legislation applies.

Responsibility for complying with the order rests with the ‘responsible person’. In a workplace, this is the employer and any other person who may have control of any part of the premises, e.g. the occupier or owner. In all other premises the person(s) in control of the premises will be responsible.

The responsible person must:

Carry out a Fire Risk Assessment, the significant findings of which must be recorded if five or more persons are employed, if the premises are licensed or if an alterations notice is in force.

To further assist you, the Fire Safety Guide to Animal Premises and Stables (ISBN: 978 1 85112 884 6) is available from the stationary office or via the Department for Communities and Local Government website (www.communities.gov.uk).

C. HEALTH AND SAFETY

Health and safety law applies to all businesses, no matter how small. As an employer or a self employed person, you are responsible for health and safety in your business. You need to take the right precautions to reduce the risks of workplace dangers and provide a safe working environment.

Please see the guide, “Health and safety made simple”. This guide makes life easier for you by providing the basic information on what you need to do in one place. It will help you get started in managing health and safety in your business.

For some work activities there may be extra things you need to do to make sure you are complying with the law. Further guidance on specific topics, such as managing asbestos, preventing ill health from animal contact etc, and model risk assessments are available online at www.hse.gov.uk. You can also contact the health and safety team of Carmarthenshire County Council on 01267 234567 and ask for the Health & Safety Officer.

The “Health and Safety made simple” leaflet can be downloaded by following this link:
<http://www.hse.gov.uk/pubns/indg449.pdf>