

**EXECUTIVE BOARD**  
**4<sup>TH</sup> JULY, 2016**

**ANIMAL ESTABLISHMENTS – LICENSING FEES**

**Recommendations / key decisions required:**

- To approve adoption of the proposed licensing fees subject to amendment of the fees for home boarders.

**Reasons:**

- Responses to public consultation necessitated a review of the application fees proposed for home boarders.

Relevant scrutiny committee to be consulted : **YES**

**Environmental & Public Protection - 24<sup>th</sup> June, 2016**

**Scrutiny Committee recommendations/comments:**

*To recommend that the Executive Board approves the adoption of the proposed licensing fees subject to amendment of the fees for home boarders*

Exec Board Decision Required **YES - 4<sup>th</sup> July, 2016**

Council Decision Required **YES - 13<sup>th</sup> July, 2016**

**EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-**

Cllr Jim Jones (Environment and Public Protection Portfolio Holder )

Directorate - Communities

Designations:

Tel No:-

Name of Head of Service:

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# EXECUTIVE SUMMARY EXECUTIVE BOARD 4<sup>TH</sup> JULY, 2016

## ANIMAL ESTABLISHMENTS – LICENSING FEES

### Background

To approve adoption of the proposed new licensing fees subject to amendment of the fees for home boarders.

### Recommendations following consultation

Implement fees at the original level without taking into consideration the views of the home boarders.

A period of consultation was undertaken to canvas views of the authority's proposals relating to the new proposed fees structure. Details of the responses received is contained at the end of this report for information. (Appendix 1)

After consideration of the responses it has been deemed necessary that in the instance of home boarding licences a further review of the fees charged for this category was required. The reason for this decision is that these operators have a maximum number of animals they are allowed to board in their own homes. These being 5 for dogs and 6 for cats. Inspections at these properties are far less onerous and time consuming than other licensed establishments. In many of the other licensed premises there is a sliding scale of fees dependant on the number of animals.

It has therefore been suggested that the fees set using the toolkit will remain as previously reported for all licensed establishments other than for those who board animals in their own home. For these it is our intention that new applicants will be charged a licence fee of £242.00 as outlined in the fees toolkit.

For currently licensed establishments and for any renewals it is proposed to reduce this fee by 50% to £121.00. (Appendix 2)

The reason being that for an initial application a pre licensing visit is carried out to ascertain the suitability of the premises and would also necessitate extra initial administration.

DETAILED REPORT ATTACHED?

No (see Appendices)

# IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Robin Staines

Head of Housing and Public Protection

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>NONE</b>	<b>YES</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>YES</b>	<b>NONE</b>

## 2. Legal

Failure to adopt the proposed changes in relation to home boarders puts the authority at risk of legal challenge.

## 3. Finance

The number of licences required is expected to increase with the resultant increase in income. We are currently assessing the likely number of additional licensing that may be required.

## 6. Staffing Implications

There are currently 2 FTE's working directly on the animal licensing function. It is anticipated that the introduction of the new dog breeding regulations in particular, there will be a significant increase in the level of licences to be administered.

We will be monitoring this workload and a further report will be presented should additional resources be required, offset against the additional income generated. We will also look at any potential impact on the delivery of other Public Protection services as a result of this increased demand.

# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Robin Staines

Head of Housing and Public Protection.

## 1. Scrutiny Committee

The Environmental and Public Protection Scrutiny Committee was consulted on 24<sup>th</sup> June, 2016.

## 2. Local Member(s)

N/A

## 3. Community / Town Council

N/A

## 4. Relevant Partners

Licensing Establishments

Dog Breeders

Boarding Kennels

Riding Schools

Pet Shops

## 5. Staff Side Representatives and other Organisations

N/A

## Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

**THESE ARE DETAILED BELOW**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Results of consultation letter		HOS Office, 3 Spilman Street, Carmarthen