



LICENCE CONDITIONS FOR HOME BOARDING (DOGS)

ANIMAL RECORDS It is stated, these conditions shall apply to all buildings and premises in which dogs have access and/or which are used in association with the boarding of dogs.

noise or odour problems, then the Council reserves the right to consider the licence should be withdrawn if there has been a change of use which requires a planning application to be submitted.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) and dogs subject to Dog Control Notices served under the Control of Dogs (Scotland) Act 2010 are not to be accepted for home boarding.
- 1.6 Entire males and bitches in season or bitches due to be in season during home boarding, must not be boarded together or boarded with resident dogs.
- 1.7 Dogs under 6 months of age shall only be boarded if they are suitably vaccinated and if any difficulties had not been identified during a trial socialisation period. This is an exception for puppies where they are being boarded with the mother or litter provided no other dogs are boarded on the premises at the same time.

2.0 LICENCE DISPLAY

The Licensee must have a Certificate of Insurance and a Certificate of Insurance must be suitably displayed to the public in a prominent position in, on or about the premises or made available to each client.

3.0 NUMBERS OF ANIMALS

- 3.1 The maximum number of day boarders to be kept at any one time is _____.
- 3.2 The maximum number of night time boarders to be kept at any one time is _____.

6.0 CLEANLINESS

- 6.1 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.
- 6.2 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.
- 6.3 All bedding areas must be kept clean and dry.
- 6.4 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 first aid treatment and handling of dogs with infectious diseases. The final route for all such waste shall comply with current waste regulations.
- 6.5 Measures must be taken to minimise the risks from rodents, insects and other pests within the premises.

7.0 DISEASE CONTROL AND VACCINATION

- 7.1 Adequate precautions must be taken to prevent and control the spread of infectious and contagious disease and parasites amongst the dogs, staff and visitors.
- 7.2

7.8 Cleaning substances must be suitable for the purpose and the cleaning substance and its fumes must pose no risks to dogs.

8.0 ISOLATION AND CONTAGIOUS DISEASE OUTBREAK.

8.1 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.

8.2 The Licensee must inform the Licensing Authority by the next working day on becoming aware that a dog has developed an infectious disease.

8.3 Following an episode of infectioance

10.0 REGISTER

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

- Date and time 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
- Date of last season for a bitch; and
- Written agreement in respect of emergency veterinary treatment.

10.2 The Register is to be available for inspection at all reasonable times by an officer of The local authority or an authorised veterinary surgeon.

10.3 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.

10.4 Details of any medication administered must be recorded, including type of medication, quantity and time administered.

10.5 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.

11.0 SUPERVISION

13.0 FIRE / EMERGENCY PRECAUTIONS

- 13.1 Appropriate steps must be taken for the protection of the dogs in case of fire or other emergencies
- 13.2 The occupier of the property must be aware of the location of the dogs in the property at all times.
- 13.3 Fire detection and fire fighting equipment must be provided in accordance with general advice given by the Fire Safety Officer.
- 13.4 All doors to rooms where dogs are boarded must be kept shut at night.
- 13.5 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.
- 13.6 All heating appliances must be free of risk of fire as is reasonably practicable. There must be no regular or routine use of freestanding gas or oil appliances.
- 13.7 Arrangements must be made whereby spare keys can be obtained to allow access to the premises in the event of an emergency or alternatively, an emergency contact number shall be displayed in an obvious location at the premises.

14.0 EXERCISE

- 14.1 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. The Licensee must be satisfied that the dogs are under proper control at all times.

- 14.2 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.

- 14.3 Any exercise/garden area of the premises to which the boarded dogs may have unrestricted access must be totally secure and safe. Fencing must be adequate to

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