

Decision Maker: Public Protection and Safety Portfolio Holder

**For Pre-decision scrutiny by the Public Protection & Safety
PDS Committee on**

Date: Wednesday 18th January 2017

Decision Type: Non-Urgent Executive Non-Key

Title: ANIMAL WELFARE - LICENCE FEES FOR HOME BOARDERS

Contact Officer: Paul Lehane, Head of Food Safety, Occupational Safety and Licensing
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Chief Officer: Nigel Davies Executive Director of Environment & Community Services

Ward: (All Wards);

1. Reason for report

To propose a new licence fee for Home Boarding of cats and dogs in light of the reduced veterinary inspection costs.

2. **RECOMMENDATION(S)**

The Portfolio Holder is asked to:

Agree the new licence fee of £146 for Home Boarding of cats and dogs under the Animal Boarding Establishments Act 1963 with effect 1st January 2017.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
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Corporate Policy

1. Policy Status: Not Applicable
 2. BBB Priority: Excellent Council Quality Environment Safer Bromley:
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Financial

1. Cost of proposal: Net nil
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Public Protection and Safety Portfolio Budget
 4. Total current budget for this head: £1.9m
 5. Source of funding: Existing Revenue Budget 2016/2017
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Personnel

1. Number of staff (current and additional): 5.6fte (Licensing)
 2. If from existing staff resources, number of staff hours: N/A
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Legal

1. Legal Requirement: The Council is the licensing authority for Animal Boarding Establishments
 2. Call-in: Applicable:
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Procurement

1. Summary of Procurement Implications: The City of London Veterinary service is appointed to undertake the inspection of animal boarding establishments
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 8
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The Council issues licences under the Animal Boarding Establishments Act 1963 for cats and dogs to be boarded in catterys and kennels. Licences run from 1st January to 31 December each year.
- 3.2 The Act requires applicants to pay a fee determined by the Council. General legal principles of licensing law allow the council to fully recover the costs of a licensing scheme but not to make profit.
- 3.3 The current fees are based on a charge for the Councils appointed veterinary surgeon (£211), and an admin fee of £4.22 per cat or dog.
- 3.4 In recent years there has been a trend in people undertaking home boarding of cats and dogs. This involves looking after a small number of animals (maximum of 5 including the owner's own pets) in a domestic setting where the animals are looked after more as a family pet than in a traditional cattery or kennel.
- 3.5 This has prompted questions about the equity of the fees charged when compared to those of a larger kennel or cattery.
- 3.6 In recognition of this change the City of London Veterinary Service who we use to inspect premises has revised its fee structure to reflect the reduced time required to undertake this type of inspection. They are proposing a new fee of £74 with effect from 1 January 2016.
- 3.7 We propose to replace the administration fee based on the number of animals to a single charge of £72. This covers all aspects of the administration of the scheme (grant and renewal of licences and any visits required in connection with complaints etc.
- 3.8 The proposed fee for home boarders from 1 January 2017 is £146.
- 3.9 We currently licence 26 premises as animal boarding establishments, 8 of which would be classified as being Home Boarders and would attract the reduced fee.
- 3.10 If members agreed to this there will be a small overall reduction in the income from animal boarding establishments of approx. £700, however this will be offset by a reduction in Veterinary costs.
- 3.11 All non-statutory fees are reviewed annually in spring to ensure they are appropriate and these fees will be included in that review.

4. FINANCIAL IMPLICATIONS

- 4.1 The proposal will reduce the overall annual income from the licensing of animal boarding establishments by approximately £700. The reduction in veterinary costs will offset this loss of income.
- 4.2 It should be noted that the revised price fully recovers the costs incurred.

5. LEGAL IMPLICATIONS

- 5.1 The Council is the licensing authority for the Animal Boarding Establishments Act 1963. Under the Act an applicant must pay a fee set by the Council. The Council can recover its costs through the licence fee but cannot make a profit.

6. PROCUREMENT IMPLICATIONS

- 6.1 The City of London Veterinary service is appointed to undertake the inspection of animal boarding establishments

Non-Applicable Sections:	IMPACT ON VULNERABLE ADULTS AND CHILDREN PERSONNEL IMPLICATIONS POLICY IMPLICATIONS
Background Documents: (Access via Contact Officer)	Animal Boarding Establishments Act 1963