

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 5

meeting date: THURSDAY, 21 MARCH 2019  
 title: ANIMAL WELFARE LICENSING – 2019/20 FEES  
 submitted by: CHIEF EXECUTIVE  
 principal author: KEN ROBINSON, HEAD OF ENVIRONMENTAL HEALTH SERVICES

## 1 PURPOSE

1.1 To set the Council's 2019/20 fees under the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018. The Regulations bring a number of existing animal licensing regimes together under one broad set of regulations and introduce additional powers to suspend, vary or revoke licenses.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To sustain a strong and prosperous Ribble Valley.
- Corporate Priorities – } The Council aims to be a well-managed Council; a robust enforcement team/process contributes to this objective.
- Other Considerations – }

## 2 BACKGROUND

2.1 The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 came into force on 1 October 2018.

2.2 Committee resolved on 8 November 2018 that the new licence fees to be charged under the regulations will be set at the Health and Housing Committee meeting on 21 March 2019. This was to allow time for the fees to be costed and set on the basis of more accurate time-taken information and estimates from undertaking initial inspections for granting a licence under the new scheme and having more information to set compliance (unannounced inspection) fees, enforcement fees and re-score fees.

## 3 FEES AND CHARGES 2019/20

3.1 The Council can charge a fee for the consideration of an application for the grant, renewal or variation of a licence. Section 13 of the regulation states:

“13(1) A local authority may charge such fees as it considers necessary for –

- (a) the consideration of an application for the grant, renewal or variation of a licence including any inspection relating to that consideration and for the grant, renewal or variation,
- (b) the reasonable anticipated costs of consideration of a licence holder's compliance with these regulations and the licence conditions to which the licence holder is subject in circumstances other than those described in subparagraph (a) including any inspection relating to that consideration,
- (c) the reasonable anticipated costs of enforcement in relation to any licensable activity of an unlicensed operator, and

- (d) the reasonable anticipated costs of compliance with regulation 29.
- (2) the fee charged for the consideration of an application for the grant, renewal or variation of a licence and for any inspection relating to that consideration must not exceed the reasonable costs of that consideration and related inspection.”
- 3.2 It is not lawful for the Council to make a profit from its licensing functions, and the proposed fees must be set based on the law set out above and a reasonable estimate of the costs in undertaking this.
- 3.3 The initial round of licence applications under the new regulations has been completed. There is considerably more work involved to administer the new regime, when compared to the previous regime, and this is reflected in the proposed fees set. The proposed fees are based on officer time input into the various licensing activities. An hourly cost rate, which includes employee and other on-costs, is then applied to the officer time input to generate the proposed fees
- 3.4 It is acknowledged that due to unfamiliarity, this round of applications has taken longer than future rounds should take. The time inputs used in calculating the fees have therefore been adjusted to take this into account.
- 3.5 The proposed fees and charges set under the regulations are set out in Appendix 1 of this report.
- 3.6 The fees cover licence application processing, compliance/enforcement (unannounced inspections), licence variations and re-score inspections in the following animal welfare areas:
- Boarding in Kennels.
  - Boarding in Catteries.
  - Home Boarding.
  - Day Care for Dogs.
  - Breeding of Dogs.
  - Selling Animals as Pets.
  - Hiring Out Horses.
  - Exhibition of Animals.
- 3.7 No fees have been set for the following areas:
- Enforcement in regards to unlicensed operators - this work does not relate to licenced operators.
  - Compliance with regulation 29 - this relates to the Council providing readily available data to Central Government.
- 4 RISK ASSESSMENT
- 4.1 The approval of this report may have the following implications:
- Resources - Setting reasonable fees and charges contributes to the sound financial arrangements of the Council.
  - Technical, Environmental and Legal – The fees set are in line with the regulations and are based on a reasonable estimate of the costs in undertaking licensing work.

- Political – None.
- Reputation – None.
- Equality & Diversity – None.

## 5 CONCLUSION

- 5.1 The current animal welfare legislation has been repealed and has been replaced by a new framework, extending the range of activities that require a licence. The Council is permitted to recover its reasonable costs in administering the licensing scheme.
- 5.2 Proposed animal welfare licensing fees for 2019/20 have been set and these are shown in Appendix 1.

## 6 **RECOMMENDED THAT COMMITTEE**

- 6.1 Approve the animal welfare licensing fees for 2019/20 as set out in Appendix 1.

KEN ROBINSON  
HEAD OF ENVIRONMENTAL HEALTH SERVICES

MARSHAL SCOTT  
CHIEF EXECUTIVE

## BACKGROUND PAPERS

The Animal Welfare Act 2006.  
The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018.  
The Environmental Health & Licensing Enforcement Policy (Current edition April 2015).

For further information, please ask for Ken Robinson extension 4466.

## APPENDIX 1

### Proposed Animal Welfare Licensing Fees – 2019/20

	Processing Application Fee	Compliance / Enforcement Fee	Variation Fee (with inspection)	Variation Fee (no inspection)
Boarding in Kennels	£234	£110	£168	£76
Boarding in Catteries	£234	£110	£168	£76
Home Boarding	£203	£80	£137	£76
Day Care for Dogs	£203	£80	£137	£76
Breeding of Dogs	£234	£110	£168	£76
Selling Animals as Pets (Single Species)	£180	£57	£114	£76
Selling Animals as Pets (Multiple Species)	£257	£133	£191	£76
Hiring Out Horses	£291	£162	£225	£76
Exhibition of Animals	£234	N/A	£168	£76

	Extra Fees
Extra fee for each Additional Activity on a Multiple Activity Licence, where applicable	£31
Extra fee for each Additional Host inspected for Franchise Licence applicants/holders	£46

	Re-score Fee
Re-score Inspection, where requested	£127

<b>Vets fees</b>	Charged at cost in addition to the fees shown above
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*Note – the above fees replace the licence fees charged under the previous animal licensing regimes for Animal Boarding Establishments, Home Boarding/Doggy Day Care, Dog Breeding Establishments, Pet Shops and Ridings Establishments.*