

Application for a licence to breed dogs under The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

Please read the notes at the foot of this form before completing it.

1. Applicant(s)

Full Name(s):

Address:

.....

(including postcode):

Telephone No(s):

Mobile No:

E.Mail Address:

Date of Birth:

2. Premises

Name (if any):

Address:.....

.....

.....

(postcode):

Name and telephone number of person through whom inspection of the
premises can be arranged:

3. Offences, Disqualification, etc.

Have you ever been?

(a) convicted of any offences involving animals? Yes ☐ No ☐

(b) disqualified under animal related legislation? Yes ☐ No ☐

If the answer to the question is 'yes', please supply full details on a separate sheet. Any information supplied is subject to the Rehabilitation of Offenders Act 1974.

4. Consents for Change of Use

Have all necessary consents, and planning permissions been obtained before you commence trading.

This includes any covenants on deeds or permission from landlords etc.

Yes ☐ No ☐

5. Animals

Are any of the animals used for breeding kept at a separate address?

Yes ☐ No ☐

If yes – what address?

Please indicate which dog(s) are intended to be used:

Kennel Name	Pet Name	Sex	Age	Breed
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6. Litters

How many litters of puppies have been born in the last 3 years? (State date puppies were born)

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.....

Annual income from selling puppies (or if unknown state price per puppy).....

.....

.....

7. Animal Accommodation and Husbandry

What type of accommodation do you intend to provide?

.....

.....

**Please supply a plan of the proposed accommodation facilities (with dimensions).
N.B. The accommodation will be approved by the Animal Welfare Officer during the arranged inspection.**

What steps do you take/intend to take for securing that the dogs will at all times be kept in accommodation, suitable in respect of:

(a) Size

.....

(b) Construction

.....

(c) Number of occupants

.....



castlepoint

benfleet | canvey | hadleigh | thundersley

- (d) Temperature
.....
- (e) Lighting
.....
- (f) Ventilation
.....
- (g) Cleanliness
.....
- (h) Exercise facilities
.....
- (i) Visited regularly
.....
- (j) The animals will be adequately supplied with suitable food and water
.....
- (k) That any bedding material will be disposed of correctly
.....
- (l) How do you propose to dispose of *waste material from the establishment?
.....
.....

N.B. this is a requirement under the Environmental Protection Act 1990

*Waste material – anything that is no longer required is waste, this may include old mail, advertising materials you have been sent and do not want, used cleaning products, remains of food eaten on your premises, cardboard, sweepings, packaging including boxes and bags as well as animal faeces.

What steps do you intend to take to prevent and control the spread of infectious or contagious diseases?

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Will quarantine facilities be provided?

What steps will be taken to protect the animals in case of fire or other emergency?

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Please include a list of fire fighting equipment and/or written fire procedure.

8. Welfare of Animals (Transport) (England) Order 2006

Animals being transported to and from your premises may be covered under the Act. What steps will be taken for securing that animals will be supplied with adequate and suitable food, drink and bedding materials and exercise facilities and that the vehicle used for transportation is suitable for that purpose?

.....

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9. Declarations

I/We hereby apply for a licence under The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

I/We understand my/our responsibilities under the Acts.

I/We declare that the information I/we have given is complete and correct.

I/We enclose the current licence fee

(Cheques are to be made payable to Castle Point Borough Council)

Signatures:

.....

Print name:

Date:

"This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes".

Notes

1. Please note that licence visits cannot be carried out until the **licence fee** has been paid in full. Application forms may be returned with a cheque payable to Castle Point Borough Council. Payment can also be made by credit/debit card by **telephone 01268 882200 opt 5** and quote **finance code 130 641** (VAT N).
2. On receipt of this application and payment of the relevant fee you will be contacted by the Animal Welfare Officer. The Officer will arrange to visit the proposed establishment. You must be present at the time of the visit.
3. Once a licence is granted subsequent visits may also be made to your establishment. Any person who wilfully obstructs or delays an officer in the exercise of his/her powers of entry or inspection will be guilty of an offence.
4. The licensee is advised to ensure that the establishment is covered by adequate and suitable insurance, employers liability insurance (if applicable) and pet insurance.
5. The licence does not give any permission or approve any development under planning legislation. The licensee is advised to ensure that the business does not require planning permission by contacting the Planning Department at Castle Point Council. The Planning Department Duty Officer can be contacted on telephone: 01268 882200 opt 5, only on the following days and times: Monday and Friday 9am- 1pm, and Wednesday 1pm- 5pm.
6. If you live in rented accommodation you are strongly advised to consult your Landlord prior to submitting this application to ensure you have the necessary permission to run a business from home.

7. The Fire and Rescue Service can be contacted by telephoning the general fire safety line on Tel: 0300 303 0088 or you can review their website www.essex-fire.gov.uk for free advice on fire safety/ equipment/ evacuation procedures, etc.
8. The licence does not give any exemption from the requirements of the Environmental Protection Act 1990 provisions on statutory nuisances, particularly those relating to odour and noise. The operator is advised to ensure that the business is run in such a manner as to ensure there are no grounds for complaint.
9. The licensee is reminded of their responsibilities under the Health and Safety at Work Etc. Act 1974, in particular to the requirement for risk assessments. These assessments need to include for the potential impact of the business on those who are not their employees, especially family members including children if running a business from home.
10. The licence fee is fixed in April each year. If the application is made near this date, please check the fee prior to submitting it. Licences run for a one year period from the date the licence is granted.
11. Any change of ownership must be reported to Castle Point Borough Council immediately. All licences issued are issued to the applicant and not to the premises and are therefore not transferable.
12. Renewal applications – it is recommended that your renewal application be submitted at least one calendar month before your current licence expires. It is submitted later than this it may not be possible to process it prior to the previous licence expiring; if the licence is not renewed, then the licensed activity must cease. It is a serious criminal offence to carry on that activity without a licence; such action could also jeopardize any future licence application.
13. Proposed licence conditions – the applicant has a right of appeal to the Magistrates' Court against any licence condition that the Council intends to impose. That right is lost once a licence is granted.

You should seek independent legal advice if you have any queries about these issues.