

Appendix 3

IN ACCORDANCE WITH THE ANIMAL BOARDING ESTABLISHMENTS ACT, 1963 PROPOSED HOME BOARDING CONDITIONS

1. The number of animals accommodated at the establishment at any one time shall not exceed xxxx*

ADDED

2. **Only dogs from one household may be boarded at any one time, except where the prior written consent from each owner has been obtained and is produced by the Licence Holder to an Authorised Officer of the Council.**

3. **Dogs boarded together from different residences:**

- **Must have met prior to the boarding period in order to ascertain compatibility**
- **All dogs must be fed in separate areas in order to minimise the potential for conflict**
- **Dogs boarded from multiple residences must not be left alone together at any one time**
- **Dogs boarded from multiple residences must sleep in separate accommodation in order to minimise the potential for conflict**

These conditions also apply to dogs owned by the Licence Holder and residing at the premises.

ADDED/AMENDED

4. **Dogs boarded should only live in the home as family pets. No external construction of buildings, cages or runs shall be licensed for the purpose of boarding.**
5. Suitable and sufficient means shall be provided to maintain a reasonable temperature **within the licensed premises.**
5. Adequate facilities shall be provided for the exercise of dogs. **All dogs shall be exercised in accordance with owner requirements as per the Boarding Register.**
6. Clean, dry and **suitable** bedding material shall be provided for each dog at all times .

ADDED

7. **Where bedding is provided by the Boarding Establishment, this shall be kept in accordance with condition 6. This shall be cleaned using a suitable disinfectant to minimise the spread of infection after each use.**
8. The accommodation and ancillary establishment shall be maintained in a state of cleanliness which is conducive to maintenance of disease control and animal comfort. All excreta and soiled material shall be removed as often as necessary and at least once daily from all exercise areas.

9. All animals shall have an adequate supply of wholesome drinking water available at all times.

AMENDED

10. All animals shall be adequately supplied with suitable foodstuffs, **in accordance with owner requirements as per the "Boarding Register."**
11. The food preparation area and equipment shall be kept vermin free at all times. Refrigeration facilities shall be provided where fresh meat is used. All bulk supplies of food shall be kept in vermin proof containers. Feeding and drinking utensils shall be cleaned **using suitable disinfectant** or disposed of after each feed.
12. The Licensee shall ensure that a responsible person shall at all times be **available at the premises**, or within reasonable distance from the premises for the purpose of giving warning and taking other necessary steps in the event of fire or other emergency.

In their absence, the Licensee shall appoint a responsible person residing within a reasonable distance of the premises to have custody of a key for the premises. The name and address of such person shall be provided to the Licensing Authority, Sussex Police and East Sussex Fire and Rescue Service.

13. The Licensee shall make and maintain appropriate arrangements for the protection of the animals in case of fire or other emergency, including the provision of adequate fire fighting appliances and smoke alarms. Such appliances shall be conveniently accessible, clearly marked 'FIRE POINT' and maintained in good condition.

AMENDED

14. All heating appliances provided shall be of such construction as to constitute no risk of fire and to endanger the health and well-being of the occupants or dogs. **Free standing heating appliances shall not be installed in an area accessible to dogs. Any open fires or heating appliances shall include a suitable guard to minimise the risk of injury.**

ADDED

15. **No residence where there are children under the age of 5 years shall be considered for the purposes of being licensed as a an animal boarding establishment.**
16. All reasonable precautions shall be taken to prevent illegal access to, or escape of, the animals.

ADDED :

17. **A written "Boarding Register" shall be kept on site , containing the following:**
- **Name and description of the dog**

- **Date of arrival/departure of the dog**
- **Name, address and contact details of the owner whilst the dog is boarded at the premises**
- **Name and address of the dog's designated veterinary surgeon.**
- **Written details and proof of the dog's vaccinations; overall health , nutrition and welfare information.**

Such records shall be made available to an Authorised Council Officer on request.

AMENDED

18. The Local Authority must be satisfied that the Licence Holder is not disqualified from keeping animals under relevant legislation and has experience as a dog owner. **The Licence Holder must notify the Local Authority in writing of any warnings, cautions or convictions involving animal welfare within 7 days of such.**
19. A copy of the Licence issued by the Licensing Authority and its Conditions shall be displayed in a suitably prominent position in the establishment.

AMENDED

20. The Licence Holder shall ensure all proper precautions are taken to prevent disease and parasite infection gaining access to the premises. **Appropriate steps shall be taken to ensure that any infection is managed to ensure that such does not infect the next group of boarders.**

AMENDED

21. **All dogs boarded must be vaccinated against distemper, viral hepatitis leptospirosis, parvovirus and viral kennel cough and other such infection as required by the Licensing Authority.**
22. **The dog's vaccination card must be seen by the Licence Holder, prior to boarding, and a copy of such shall be kept on the premises during the time that the dog is boarded.**
22. All dogs boarded must have previously been wormed with an effective veterinary recommended anthelmintic. The date that the medication was given and the drug used must be recorded on the **Boarding Register**.
23. All dogs boarded must have previously been treated for fleas and external parasites with an effective and veterinary approved parasiticide. **The date of treatment and product used must be recorded on the Boarding Register.**
24. The licensed premises must be regularly treated with an effective veterinary recommended flea environment control.
25. The Licence Holder must be registered with a veterinary practice that can provide 24 hour care and advice.
26. Arrangements must be in place, prior to admission, for the proper isolation of any animal which develops an infectious or contagious disease during its boarding period.

27. The Licence Holder must retain a copy of the **Boarding Register** to serve as a record for each dog boarded.
28. All dogs boarded must be kept on a lead when walked unless the owner has expressly given their written consent to exercise off the lead.

ADDED

29. **Dogs must wear a collar and an identity tag during the time of boarding. The tag should display the address and telephone number of the boarding premises.**
30. If a dog develops an infectious disease during its boarding period, the premises must undergo a reasonable quarantine period before new boarders are admitted. This period will be specified by **the Local Authority Licensing Manager** as agreed with the Council's authorised veterinary agent.
31. The Licence Holder must inform the Local Authority if a dog develops an infectious disease, so that condition 25 can be complied with.

REMOVED

All exercise runs shall have an area by the entrance which is suitably paved or surfaced in order to prevent undue fouling of the ground and the exercise runs shall be properly drained.

The floors of the living compartments shall be kept as clean and dry as practicable.