

Classification: OFFICIAL



ANIMAL BOARDING ESTABLISHMENTS ACT 1963

LICENCE TO KEEP AN ANIMAL

BOARDING ESTABLISHMENT

Licence Number: 18/00173/ANBOAR

The **Chiltern District Council** being the local authority under the above Act **HEREBY LICENSE**

Mrs Sharon Chambelin

of The Barn Fringford Lodge Bicester Oxfordshire OX27 8RG being the occupier of premises known as;

Doberdayz

Of Fairfield Stables, Top Yard Fairfields, New House Farm, Farm Road, Chorleywood, Buckinghamshire, WD3 5QB

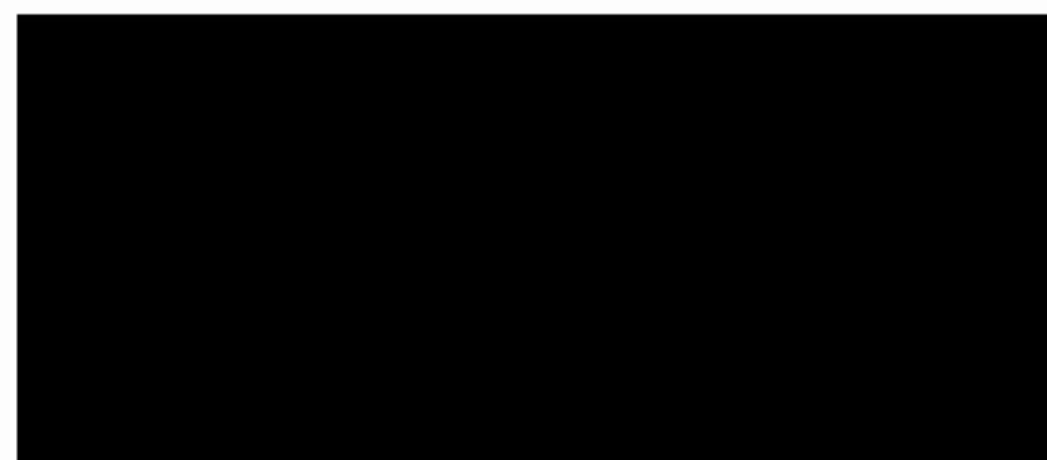
within the area of Chiltern District Council to **KEEP AN ANIMAL BOARDING ESTABLISHMENT** at those premises subject to the conditions attached hereto.

A fee of £496.00 has been paid for this Licence

This Licence shall remain in force from the 12th June 2018 until and including 31st December 2018

GRANTED at the office of the said Council at King George V Road, Amersham, Buckinghamshire on 12th June 2018

18/00173/ANBOAR



Signed
Head of Healthy Communities

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Licence Conditions 18/00173/ANBOAR

1. GENERAL

1.1 Unless otherwise stated, these conditions shall apply to all buildings and areas to which dogs have access and/or are used in association with the boarding of dogs.

1.2 Dogs are not permitted to be boarded overnight.

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 dog day crèche.

1.5 Written consent must be received from every dog owner before any dog is placed into the establishment for the first time, confirming that they agree that their dog(s) may socialise with other dogs.

2. LICENCE DISPLAY

2.1 A copy of the licence and its conditions must be suitably displayed to the public in a prominent position in, on or about the boarding establishment.

3. CONSTRUCTION

3.1 General

3.1.1 Wood should not be used in exposed construction of walls, floors, partitions, door frames or doors in the licensed premises. There must be no projections liable to cause injury.

3.1.2 The construction of the premises must be such that the security of the dog is ensured and that it is safe.

3.1.3 Any exterior wood must be properly treated against wood rot. Only products which are not toxic to dogs must be used.

3.1.4 All internal surfaces such as walls, floors, partitions, doors and door frames are to be durable, smooth, impervious and capable of being easily cleaned. There must be no projections or rough edges liable to cause injury.

3.1.5 Junctions between wall and floor sections should be coved. If impractical in existing premises, all joints must be sealed.

3.2 Doors

3.2.1 A double gate system must be provided at all entrances and exits to the premises to prevent the escape of dogs.

3.2.2 Doors must be strong enough to resist impact and scratching and must be capable of being effectively secured.

3.3 Windows

3.3.1 All windows that pose a security risk must be escape-proof at all times.

3.3.2 Where necessary windows must be suitably protected against contact and breakage by dogs.

3.4 Drainage

3.4.1 The establishment must be connected to mains drainage or an approved, localised sewage disposal system.

3.4.2 Floors must have effective means of drainage where necessary.

3.5 Lighting

3.5.1 Adequate lighting must be provided in all areas which are, or may be, used in connection with the establishment so that all parts are clearly visible at all times that the business is in operation. Where practicable this must be natural light.

3.6 Ventilation

3.6.1 Adequate ventilation must be provided to all interior areas.

3.7 Maintenance

3.7.1 Maintenance and repair of the whole establishment must be carried out regularly so as to maintain it in a suitable condition.

4. NUMBER OF ANIMALS

4.1 Number of Dogs Permitted

4.1.1 The maximum number of dogs to be kept at any one time is 25.

4.1.2 No animals other than dogs are to be boarded within the licensed facilities without the written approval of an authorised officer from South Bucks District Council.

5. MANAGEMENT

5.1 Screening of Dogs

5.1.1 Pre-screening of dogs must be undertaken prior to them being accepted into the day care centre to ensure they will be comfortable in the presence of other dogs and will not be a danger to dogs, staff or visitors. This must be documented.

5.2 Training

5.2.1 Staff must receive the necessary training and instruction in their duties relating to dog care. All records of training must be kept for inspection by an authorised officer of South Bucks District Council.

5.3 Heating

5.3.1 Suitable and safe means shall be provided for heating, to an appropriate temperature, of all common indoor areas.

5.4 Cleanliness

5.4.1 All parts of the licensed premises must be kept clean and free from accumulations of dirt and dust and must be kept in such a manner to ensure maintenance of disease control and dog comfort.

5.4.2 All bedding must be kept clean and dry.

5.4.3 There must be adequate storage for waste awaiting disposal. Particular care should be taken to segregate clinical waste arising from the treatment and handling of dogs with infectious disease. Clinical waste should be disposed of by a licensed contractor.

5.4.4 Measures must be taken to minimise the risks from rodents, insects and other pests within the establishment.

5.5 Food and Water Supplies

5.5.1 Potable clean water must be available for all dogs at all times and must be changed at least daily.

5.5.2 Eating and drinking vessels must be capable of being easily cleaned and disinfected to prevent cross-contamination. They must be maintained in a clean condition or, if disposable containers are used, disposed of after each use.

5.6 Disease Control and Vaccination

5.6.1 Adequate precautions must be taken to prevent and control the spread of infectious and contagious diseases and parasites amongst the dogs, staff and visitors.

5.6.2 Dogs attending the day care facility must have current vaccinations against Canine Distemper, Infectious Canine Hepatitis (Canine adenovirus), Leptospirosis (*L. canicola* and *L. icterohaemorrhagiae*) and Canine Parvovirus, Bordetella Kennel Cough and other relevant diseases. The course of vaccination must have been completed at least four weeks before the first date of attendance or in accordance with manufacturer's instructions. A record that proof of vaccination has been supplied must be kept on site.

5.6.3 Advice from a veterinary surgeon must be sought in case of signs of disease, injury or illness. Where any dog is sick or injured any instructions for its treatment which have been given by a veterinary surgeon must be strictly followed.

5.6.4 A well-stocked first-aid kit suitable for use on dogs must be available and accessible on site.

5.6.5 A suitable range of muzzles of varying sizes and a suitable dog-catching device must be kept on site.

5.7 Isolation

5.7.1 Adequate isolation facilities must be provided to prevent the spread of disease.

5.7.2 In the isolation facilities, there should be a means of maintaining the temperature at a level suitable for the conditions of the dog and dependent on veterinary advice.

5.7.3 Hands must be washed after leaving the isolation facilities and before handling other dogs.

5.8 Register

5.8.1 A register must be kept of all dogs attending the care centre. The information kept must include the following:-

- Times and days of boarding at the premises
- Name of dog, any identification system such as a microchip number or 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 if different to the owner
- Name, address and telephone number of dog's veterinary surgeon
- Health, welfare and nutrition requirements
- Details of vaccinations

5.8.2 The register must be kept readily available for a minimum of 24 months and kept in such a manner as to allow an authorised officer easy access to such information.

5.8.3 Where records are computerised, a back-up copy must be kept. The register must be available to key members of staff of the establishment at all times.

5.9 Supervision

5.9.1 A fit and proper person must always be present to exercise supervision and deal with emergencies at the premises when operating.

5.9.2 Adequate staffing must be provided to ensure continual supervision and safety of all dogs. The ratio of dogs to staff at any one time shall be set by the Licensing Team.

5.10 Fire Precautions

5.10.1 All appropriate steps must be taken for the protection of the dogs in case of fire or other emergencies.

5.10.2 A proper emergency evacuation plan and fire warning procedure must be drawn up and posted on the premises. This must include instructions on where and how dogs are to be evacuated to in the event of a fire or other emergency. All staff must be aware of this plan.

5.10.3 Fire fighting equipment must be provided in accordance with advice given by the Fire Safety Office.

5.10.4 Fire fighting equipment and detectors must be properly maintained.

5.10.5 All electrical installations and appliances must be maintained in a safe condition.

5.10.6 Heating appliances must not be sited in a location or manner where they may present a risk of fire, or risk to dogs.

5.10.7 Precautions must be taken to prevent any accumulation which may present a risk of fire.

5.10.8 There must be adequate means of raising an alarm in the event of a fire or other emergency.

King George V House, King George V Road, Amersham, Bucks, HP6 5AW

Email: licensing@chiltern.gov.uk

www.chiltern.gov.uk

www.southbucks.gov.uk



Stronger in partnership

This matter is being dealt with by Licensing Team Direct Line: 01494 732063

Your Ref:

Our Ref: H505 18/00173/ANBOAR

Mrs Sharon Chambelin
The Barn
Fringford Lodge
Bicester
Oxfordshire
OX27 8RG

Dear Sir or Madam

**Animal Boarding Establishments Act 1963
Fairfield Stables**

Your application for a licence under the above mentioned Acts has now been approved and the Licence for the period ending 31st December 2018 is enclosed herewith, together with the Council's official receipt for the amount of fee paid.

Please note we will send requests for renewal of this licence to the email address you have provided. Please notify the licensing team of any changes to your contact details.

Yours faithfully



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