



## ITEM FOR DECISION BY CABINET MEMBER

**DECISION-MAKER:** **CABINET MEMBER FOR PLANNING AND LICENSING SERVICES AND CIRENCESTER CAR PARKING PROJECT**

**DATE OF DECISION:** **NO EARLIER THAN MONDAY 4<sup>th</sup> MARCH 2019**

**DEADLINE FOR COMMENTS:** **NOON ON FRIDAY 1<sup>st</sup> MARCH 2019**

### ITEM (1)

#### REVIEW OF ANIMAL LICENSING FEES

<b>Accountable Member</b>	Councillor MGE MacKenzie-Charrington Cabinet Member for Planning and Licensing Services and Cirencester Car Parking Project
<b>Accountable Officer</b>	Michelle Bignell Service Leader (Licensing) 01285 623440 michelle.bignell@publicagroup.uk

<b>Purpose of Report</b>	To consider revised fees in relation to Animal Licensing to achieve cost recovery for the Licensing Service.
<b>Recommendation(s)</b>	<b>That the Cabinet Member considers the proposals contained in this report and either;</b> <b>(a) agrees to the proposed revised charges for 2019/20; or</b> <b>(b) makes alternative proposals based on the information contained in this report; or</b> <b>(c) refers this report to Cabinet for decision.</b>
<b>Reason(s) for Recommendation(s)</b>	To ensure that Animal Licensing fees are set on a cost recovery basis as required by law.

<b>Ward(s) Affected</b>	All
<b>Key Decision</b>	No
<b>Recommendation to Council</b>	No

<b>Financial Implications</b>	A review of the service's Animal Licensing fees was conducted with the assistance of our finance business partner. The legislation allows the Council to make charges that are deemed 'reasonable' but should be based upon cost recovery. If the proposed fees are agreed, this will not result in the service making a profit on animal licensing and therefore it is considered that the fees are 'reasonable'.
<b>Legal and Human Rights Implications</b>	None
<b>Environmental and Sustainability Implications</b>	None
<b>Human Resource Implications</b>	None
<b>Key Risks</b>	None
<b>Equalities Analysis</b>	This decision will not impact on any specific groups.

<b>Related Decisions</b>	None
<b>Background Documents</b>	None
<b>Appendices</b>	<b>Appendix 'A'</b> - Table showing 2018/19 and proposed 2019/20 fees.

<b>Performance Management Follow Up</b>	The Service Leader (Licensing) to notify the interested parties of the decision within the recommended period, subsequent to the date of the Meeting.
<b>Options for Joint Working</b>	Environmental and Regulatory Services (ERS) is a shared service function delivered by Publica Group.

<b>Background Information</b>	
1.	On 1 <sup>st</sup> October 2018, Defra introduced the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 which superseded the following Acts: <ul style="list-style-type: none"> <li>- Performing Animals (Regulations) Act 1925</li> <li>- Pet Animals Act 1951</li> <li>- Animal Boarding Establishments Act 1963</li> <li>- Riding Establishments Act 1964</li> <li>- Breeding of Dogs Act 1973</li> </ul> <p>These regulations cover the licensing of performing animals, pet shops, home and commercial boarding (kennels and catteries), doggy day care, riding schools and dog breeders.</p>
2.	These regulations placed an additional burden on the licensing service due to the mandatory inspection work that is now required to promote public safety and animal welfare.
3.	The Licensing Service is also responsible for licensing Dangerous Wild Animals (DWA's) and Zoo Establishments under other legislations.

4. The last Animal Licensing fee review took place in 2008 and it has been recognised that the fees are now out of date and open to challenge. Also, there are several fees that we currently do not have specified e.g. doggy day care which did not require licensing under the old legislation.
5. The Service Leader conducted a comprehensive review with the Finance Business Partner into the fees charged by the ERS licensing service for Animal Licensing using timings from actual work since October 2018.
6. The new fees reflect the costs of running the Animal Licensing service across the Council areas covered by the ERS shared service.
7. The proposed fees are shown within **Appendix 'A'**.

(END)