12 TINGLEBRIDGE LANE
HEMINGFIELD.
* ALL WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE ACT BELOW.

Animal Boarding Establishment Act 1963

Model Licence Conditions for Cat Boarding Establishments

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

Use of the term "unit" relates to combined sleeping and individual exercise areas.

1. **Licence display**

1.1. 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.

2..1. **Construction**

2.1.1. The establishments must, at all times, be laid out and operated in accordance with the approved plan attached to this licence. Before carrying out any alterations, plans must be submitted to and approved by the Council's Licensing Office.

2.1.2. All new units must be built on a concrete base with a damp proof membrane to Building Regulations Standards. This should have a minimum fall of 1 in 80.

2.1.3. All exterior wood must be smooth and properly treated against wood rot. Only products which are not toxic to cats may be used.

2.1.4. All internal surfaces used in the construction of walls, floors, partitions, doors and door frames to be durable, smooth and impervious. There must be no projections or rough edges liable to cause injury.

2.1.5. Sleeping areas of units must be so insulated as to prevent extremes of temperature.

2.1.6. Fencing material must be secure and safe.

2.1.7. The construction must be such that security of the cat is ensured.

2.1.8. All areas to which cats have free access must be roofed.

2.8. **Lighting**

2.8.1. During daylight hours light must be provided to exercise and sleeping areas so that all parts are clearly visible. Where practicable this must be natural light.

2.8.2. Adequate supplementary lighting must be provided throughout the establishment.

2.9. ***Ventilation***

2.9.1. Ventilation must be provided to all interior areas without the creation of excessive, localised draughts in the sleeping area.

3.1. **Numbers of cats permitted**

3.1.1. The maximum number of cats to be kept at any one time is
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3.1.2. Each cat must be provided with a separate unit except that cats from the same household may share a unit of adequate size with the written consent of the cats' owner.

3.1.3. Holding units may be provided for temporarily boarding a cat for not more than 24 hours. Existing holding units must have a minimum floor area of 9 sq ft. In new construction the floor area must be a minimum of 12 sq ft. Holding units must have a minimum height of (0.9m) 3ft.

3.1.4. No animals other than cats are to be boarded within the licensed facilities without the written approval of the Council.

3.1.5. Where stray cats are accepted by the cattery they must be kept in a separate area away from boarded cats.

3.2. **Unit size, layout and exercise facilities**

3.2.1. In new construction each unit must have a sleeping area and an adjoining exercise area, which is exclusive to that unit.

3.2.2. In new construction each unit must be provided with a sleeping area of at least 0.85 sq m (9 sq ft) for one cat, 1.5 sq m (16 sq ft) for two cats, 1.85 sq m (20 sq ft) for up to four cats. Units may be designated as suitable for a specific number of cats, greater than 4, at the discretion of the local authority.

3.2.3. Units must have a minimum internal height of 1.8 m (6 ft).

3.2.4. The height of the sleeping area must be at least 3 ft (91 cm) in existing and 4 ft) in new build.

4.3.4. Suitably sited litter trays, which are easy to clean and impermeable, must be provided at all times. These must be emptied and cleansed at least once a day and as necessary at any time during the day if found to be unduly soiled. A suitable material for litter must be provided.

4.3.5. Each unit must be thoroughly cleansed, disinfected and dried upon vacation. All fittings and bedding must also be thoroughly cleansed and disinfected at that time.

4.3.6. Facilities must be provided for the proper reception, storage and disposal of all waste. Particular car should be taken to segregate clinical waste arising from the treatment and handling of cats with infectious diseases. The final disposal route for all such waste must be incineration.

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

4.4. **Food and water supplies**

4.4.1. All cats must be adequately supplied with suitable food. At least two meals a day must be offered at approximately 8 hours apart. Wholesome water must be available at all times and changed daily.

4.4.2. Eating and drinking vessels must be capable of being easily cleansed and disinfected and must be maintained in a clean condition. Disposable eating dishes may be used.

4.4.3. Eating vessels must be cleansed or disposed of after each meal.

4.4.4. Drinking vessels must be cleansed at least once a day.

4.5. **Kitchen facilities**

4.5.1. Exclusive facilities, hygienically constructed and maintained, must be provided for the storage and preparation of food for the cats.

4.5.2. Where fresh and cooked meats are stored, refrigeration facilities must be provided, and food contamination must be avoided.

4.5.3. A sink with hot and cold water must be provided for the washing of food equipment and eating and drinking vessels. A separate wash-hand basin with hot and cold water must also be provided for staff use.

4.5.4. Containers must be provided for the storage of foods and shall be so constructed and kept in such good order, repair and condition as to be proof against insects and other pests.

- health, welfare and nutrition requirements

4.8.2. 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.

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

4.9. **Identification of units**

4.9.1. Each unit must be clearly marked (e.g. numbered), and a system in place which ensures that relevant information about the cat in that unit is readily available.

4.10. **Supervision**

4.10.1. A fit and proper person must always be present to exercise supervision and deal with emergencies whenever cats are boarded at the premises.

4.10.2. Cats must be visited at regular intervals, as necessary for their health, safety and welfare.

4.11. **Fire precautions**

4.11.1 Appropriate steps must be taken for the protection of the cats in case of fire or other emergencies.

4.11.2. A proper emergency evacuation procedure plan and fire warning procedure must be drawn up and posted on the premises. This must include instructions to where cats are to be evacuated to in the event of a fire or other emergency.

4.11.3 Fire fighting equipment must be provided in accordance with advice given by the Fire Prevention Officer.

4.11.4. All electrical installations and appliances must be maintained in a safe condition. There must be a residual current circuit breaker system on each block of units.

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

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