

## Licensing of Activities Involving Animals AAL Applicant Information Document



As part of the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 which came into force on 1 October 2018, a modernised single licensing scheme now covers pet shops, dog breeders, dog and cat boarding (including day care for dogs), hiring of horses and anyone keeping or training animals for exhibition for monetary reward.

This new scheme replaces numerous pieces of previous legislation and provides each setting with a star rating following site inspection.

The star rating applied to businesses will be an accurate reflection of both their risk level (e.g. history and compliance) and the animal welfare standards that they adopt. Licences will be issued for one, two or three years depending on the star rating achieved.

The scheme sees the introduction and use of a national rating scoring system which is demonstrated in the table matrix below:

Scoring Matrix		Welfare Standards		
		Minor Failings (existing business that are failing to meet minimum standards)	Minimum Standards (as laid down in the schedules and guidance)	Higher Standards (as laid down in the guidance)
Risk	Low Risk	<b>1 Star</b> 1yr licence Min 1 unannounced visit within 12 month period	<b>3 Star</b> 2yr licence Min 1 unannounced visit within 24 month period	<b>5 Star</b> 3yr licence Min 1 unannounced visit within 36 month period
	Higher Risk	<b>1 Star</b> 1yr licence Min 1 unannounced visit within 12 month period	<b>2 Star</b> 1yr licence Min 1 unannounced visit within 12 month period	<b>4 Star</b> 2yr licence Min 1 unannounced visit within 24 month period

The animal welfare standards are those set out in regulation; all businesses should be able to meet the standards in order to obtain a licence; therefore receiving a 2 or 3 star rating. However, minor failings that strictly **do not compromise the welfare of animals**, e.g. minor administrative issues, may allow for a licence but with a rating of 1 star.

The guidance to the regulations includes a number of higher standards which businesses may aspire to in order to receive a higher standard rating

<https://www.gov.uk/government/publications/animal-activities-licensing-guidance-for-local-authorities>. These are divided into 'required' and 'optional' categories.

A business needs to meet all of the required higher standards and 50% of the optional ones to qualify as meeting higher standards.

The higher standards are specific to the type of activity applied for but in general relate to things like level of qualifications, exercise/enrichment availability and staff ratios. Those achieving higher standards will achieve a rating of 4 or 5 stars.

Premises without three years' previous compliance history, are automatically deemed as high risk.

### **Licence Fee**

The licence fee is made up of two parts. Part A and Part B.

Part A covers the costs of processing the application and must be paid at time of submitting application. Part B is to cover the ongoing costs, for visits, enforcement and other costs not directly associated with the processing of application.

(Part A Fee) Payment of £180.80 must be made at the time of making the application.

(Part B Fee) A further £328.10 will be due if your application is granted.

Fees will be kept under review and may be subject to future change; for up to date charges please refer to <https://crawley.gov.uk/council-information/council-finance/fees-and-charges>

Please note that the above fee amounts are not inclusive of any veterinary fees accrued as part of the licensing application process or ongoing action for individual premises.

### **Renewal of licence**

It is advised that licence holders apply for a renewed licence at least 10 weeks before their current licence expires if they wish to continue to operate the licensable activity without a break.