

GUIDANCE NOTES

Dangerous Wild Animals Act 1976

Applications are made under the above legislation and it is a condition of the licence to abide by that legislation.

1. Applications for a licence must be made to the Local Authority and a licence may be granted if the applicant is not disqualified from any of the following:
 - Keeping a pet shop
 - Keeping any dangerous wild animal
 - Keeping a riding establishment
 - Keeping an animal boarding establishment
 - Keeping a dog
 - Having the custody of animals.
2. You must be over 18 to apply for a licence.
3. If a licence is granted, each licensee may be held individually responsible for complying with the licence conditions. Each licence granted is subject to standard conditions that are imposed on all Dangerous Wild Animal establishments licensed by the Authority. In addition to the standard conditions, a licence may also contain special conditions that are only applicable to individual licensed premises. You should read the Authority's standard licence conditions before you apply for a licence.
4. A licence may run either from the date of issue or from 1 January next and remains valid for the remainder of the calendar year in which it is issued. Any licence granted must be renewed annually if it is to continue to be valid.
5. Granting a licence – before being granted a licence, the applicant must be able to demonstrate to the veterinary surgeon appointed by the local Authority that:
 - a) Animals will be kept in accommodation suitable in relation to its construction, size of quarters, number of occupants, exercising facilities, temperature, lighting ventilation and cleanliness.
 - b) Animals will be adequately supplied with suitable food, drink and bedding material.
 - c) Animals will be adequately exercised and so far as necessary visited at suitable intervals.
 - d) All reasonable precautions will be taken to prevent and control the spread among animals of infectious or contagious diseases, including the provision of adequate isolation facilities.

- e) Appropriate precautions will be in place for the protection of animals in case of fire or other emergency.
- 6. Your right of appeal – any person aggrieved by the refusal to be granted or by any condition to which a granted licence is subject may appeal to the Magistrates Court. The Court may give such directions regarding the application/licence or its conditions as it thinks proper.
- 7. Officers authorised by the Council will inspect the premises for compliance with the conditions, before granting a licence and without notice when a licence is in force.
- 8. Data Protection -Personal information provided in an application form and during the period of any subsequent Licence is normally held for a period of five years from the expiry of the last consecutive Licence held. It will be used primarily for the purpose of the licensing function concerned although it may also be used for data matching purposes across various licensing functions. Certain personal data will be available on the licensing pages of the Council's internet.

Personal information held for licensing purposes will be held and used in accordance with the requirements of the Data Protection Act 1998. To assist the Council in the prevention and detection of fraud so that it can protect the public funds it administers the Council may use information provided for licensing purposes within this Authority for data matching purposes. It may also data match information provided for licensing purposes with other public bodies that regulate, administer or are in receipt of public funds for the purposes of the prevention and detection of fraud.

- 9. Freedom of Information - Information held by the Council may need to be disclosed in response to a request for it within the terms of the Freedom of the Information Act 2005. This information excludes that which is in any other way already in the public domain.
- 10. We aim to process your application in 30 working days. A licence cannot be assumed to have been granted until formal notification of this has been issued (even after the time period referred to above).