

Animal Activity Licences.

Animal Activity Licence fees are broken down into two parts:-

- a) An application fee payable at the time of application. This fee covers the costs associated with determining the application to the point that it is ready to issue; and
- b) A grant fee to cover remaining costs which is payable at the point that the application has been determined.

Please note that Licences will not be issued until such time as **all** necessary fees have been paid, i.e. the application fee, the grant fee and veterinary fees (where applicable).

Five animal activities have been identified as licensable, as follows:-

The selling of animals as pets;
 The hiring out of horses;
 The exhibition of animals;
 Dog breeding; and
 Provision of boarding for animals

A single Animal Activity Licence will cover all animal activities carried out at the specified premises.

Applying for One Activity:

Activity	Sub-Category	Application Fee	Grant Fee	Other Costs to Applicants
Selling Animals as Pets		£184	£102	
Hiring Out Horses		£194	£102	Veterinary Fees
Exhibition of Animals		£188	£96	
Dog Breeding		£185	£102	Veterinary Fees
Provision of Boarding for Animals	Dog Boarding (e.g. kennels)	£166	£78	
	Cat Boarding	£166	£78	
	Home Boarding of Dogs	£140	£78	
	Day Care of Dogs	£140	£78	
	Home Boarding Franchisers (based within the Stroud District)	£140 + £44 for each host family	£78	
	Home Boarding Franchisers (based outside the Stroud District)	£87 + £44 for each host family	£42	

You will note that the "Provision of Boarding for Animals" activity is made up of 4 sub-categories. Thus, for an application for this single activity, the relevant application fee will be equal to the highest relevant sub-category application fee.

Example:

If the applicant intends to provide dog boarding, home boarding and day boarding, the relevant application fee would be the highest of those three sub-categories, i.e. £166.

Applying for Multiple Activities:

Where more than one animal activity is to be applied for, the fees may be calculated as follows:-

- a) The applicant should identify the relevant animal activities in question and ascertain the application fees as if applying for them as single activities. The first part of the application fee will then be the higher of those two charges.
- b) A supplementary activity application fee for the other activity should then be added to produce a total application fee for the two activities. Supplementary application fees are shown in the table below:-

Supplementary Activity	Sub-Category	Supplementary Activity Application Fee	Other Costs to Applicants
Selling Animals as Pets		£100	
Hiring Out Horses		£113	Veterinary Fees
Exhibition of Animals		£103	
Dog Breeding		£94	Veterinary Fees
Provision of Boarding for Animals	Dog Boarding	£89	
	Cat Boarding	£89	
	Home Boarding of Dogs	£67	
	Day Care of Dogs	£67	

- c) The grant fee for the "higher" cost activity [identified in a)] would then also be payable at the time of determination.

Example:

If an applicant wishes to apply for both dog breeding and dog boarding, the appropriate fees are calculated as follows:-

- a) The single activity application fees are £185 for dog breeding and £166 for dog boarding. Choose the higher fee → £185.
- b) The other activity is dog boarding so choose the Supplementary Activity Application Fee for dog boarding which is £89. Add the two fees together to produce a total.

Total application fee = £185 + £89 = £274.

- c) The grant fee for the higher charge activity (dog breeding) would be £102.

In this example, veterinary fees associated with the dog breeding activity would also be recharged to the applicant.

Animal licensing fees and charges

Animal activities licence fees

The animal activities licence fees cover selling animals as pets, animal boarding and providing day care for dogs, hiring out horses, breeding dogs or keeping or training animals for exhibition. Once you have calculated the fee, you can make the payment on the relevant page.

The fee will depend on how many activities you are carrying out:

- Carrying out one animal activity
- Carrying out more than one animal activity

Carrying out one animal activity

The fee is broken down into two separate payments.

1. The application fee - this must be submitted with the application.
2. The issue fee - this must be paid when the licence is ready to be issued (we will advise when). For breeding dogs and hiring out horses, the fee will include an additional vet fee. All 'issue' fees are subject to additional supplementary fees where the licence takes longer to issue (see table 4).

Table 1 - New animal single activity	1. Application fee	2. Issue fee	Total application fee
Selling animals as pets	£154	£72	£226
Providing boarding for cats (cattery)	£143	£60	£203
Providing boarding for dogs (kennels)	£143	£60	£203

Table 1 - New animal single activity	1. Application fee	2. Issue fee	Total application fee
Providing home boarding for dogs	£143	£57	£200
Providing day care for dogs	£143	£57	£200
Hiring out horses	£174	£60	£234*
Breeding dogs	£185	£71	£256*
Exhibition of animals	£120	£49	£169
Exhibition of animals - visiting	£86	(-)	£86

*Vet fees not included. A vet inspection will be carried out and is recharged to the applicant.

Carrying out multiple animal activities

The fee is broken down into two separate payments.

1. The application fee (**Table 2**) - this must be submitted with the application
2. The issue fee (**Table 3**) - this must be paid when the licence is ready to be issued (we will advise you when). In some cases, this *may* include a supplementary fee (see **Table 4**).

Working out the application fee

- Step 1- You will need to select the highest basic fee of the activities you are carrying out.
- Step 2 - You then include the new/change fee for **each** activity you wish to be licensed for.
- Step 3 - You then add the additional activity fee for **each** additional activity, **excluding** the activity covered in step 1.

Table 2 - Application fee	Basic fee	New/changes	Additional activity
Selling animals as pets	£120	£34	£98
Providing boarding for cats (cattery)	£120	£22	£86
Providing boarding for dogs (kennels)	£120	£22	£86
Providing home boarding for dogs	£120	£22	£86
Providing day care for dogs	£120	£22	£86
Hiring out horses	£151	£22	£94
Breeding of dogs	£162	£22	N/A
Exhibition of animals	£98	£22	£64
Exhibition of animals - visiting	£37	£22	N/A

Example of application fee

I have applied for a licence for home boarding and breeding dogs. What will my primary application fee be from **Table 2**.

Step 1	Application fee - dog breeding	£162 (highest basic fee)
Step 2	+ new/change fee - dog breeding	£22
	+ new/change fee - home boarding	£22

Step 3	+ additional activity - home boarding	£86
	=	£292

Working out the issue fee

- Step 1- You will need to select the highest basic fee of the activities you are carrying out.
- Step 2 - You then add the additional activity fee for **each** additional activity to the fee in step 1. If vet or supplementary fees apply, we will let you know.

Table 3 - Issue fee	Basic	Additional activity
Selling animals as pets	£72	£37
Boarding for cats (cattery)	£60	£26
Boarding for dogs (kennels)	£60	£26
Home boarding for dogs	£57	£22
Day care for dogs	£57	£22
Hiring out horses	£60	£26
Breeding of dogs	£71	N/A
Exhibition of animals	£49	£15
Exhibition of animals - visiting	£41	N/A

Example of issue fee

My home boarding and breeding dogs application has been successful. What is my secondary fee from **Table 3**?

Step 1	Basic fee	£71 (highest basic fee)
Step 2	+ additional activity	£22
	+ veterinary fees (breeding dogs)	£110 (estimate)
	+ supplementary fees (if LA requires)	£0
	=	£203

Additional fees

Table 4 - Additonal Fees	Description	Fee
Star re-rating	Each animal activity licence is star rated. Where improvements have been made, licence holders can apply for a star re-rating.	£83
Variation fee	An applicant or the council may wish to vary the licence. The fee depends upon whether a visit is required or not.	
	No visit	£36
	Visit - Animal boarding and animal exhibition	£55
	Visit - all other activities	£66
Hard copy of licence	A hard copy of the animal activity licence can be sent out.	£22

Table 4 - Additonal Fees	Description	Fee
Veterinary fees	The applicant is charged for the veterinary inspection costs and the administration for authorising and arranging the vet.	
	<p>Veterinary inspections are required for dog breeding and hire of horses and an administration fee is included in the 'Basic' component of the application fee in Table 2.</p> <p>Where <u>additional veterinary inspections</u> are required on these premises an additional administration fee will be added:</p> <p>Vet fee: £TBC</p> <p>Vet fee for admin: £26</p> <p>Additonal vet inspections may be required following a request by an inspecting officer. Where this occurs, a vet will be appointed by the council and the applicant is recharged for the veterinary inspection costs and an administration fee:</p> <p>Vet fee: £TBC</p> <p>Vet fee for admin: £37</p>	
	Supplementary fee	This fee is only applied where an inspection takes longer than anticipated, where additional inspections are required or where extensive follow-up is needed. It is payable at an hourly rate. Standard applications are not anticipated to require a 'supplementary' fee. Where a 'supplementary' fee is to be applied the authority will inform the applicant of such as soon as they become aware of the extended time requirements of the application. A

Table 4 - Additonal Fees	Description	Fee
	'supplementary' fee will be requested and will need to be paid before a licence can be issued.	

Animal activities licence fees

Dangerous wild animal fees

Licence amendments fees

Pre-application advice fees

Zoo licence fees



**Tewkesbury
Borough Council**

**LICENCE FEES 1st APRIL 2018 – 31st
MARCH 2019**

LICENCE TYPE

ANIMAL WELFARE LICENCES

Animal Boarding Establishments (cats, dogs in kennels, day care for dogs, home boarding for dogs)

	FEE
1-25 Animals	£126*
26-50 Animals	£169*
51-100 Animals	£218*
100+ Animals	£262*

Dog Breeding Establishments **£169***

Selling Animals as Pets **£169***

Keeping or Training Animals for Exhibition **£169***

Hiring out of Horses **£169***

*** Applicants for these licences may also incur costs in respect of veterinary inspections**