



The Animal Welfare (Licensing of Activities Involving Animals) Regulations 2018

Application for a licence to operate a dog breeding establishment

Please complete **all** the questions in the form. Incomplete applications will **not** be considered as duly made and may be returned to you to complete and submit again. DEFRA require all licence holders to provide documentation, policies and procedures. You must provide these documents with your application form. Please ✓ each document you provide. Please refer to the pre-inspection notes attached to this application for further details.

Each licence must be held by an individual

Documentation Required for a New Application:

N.B. For a renewal application you only need to include any changes to the premises and any updated policies/procedures and records. However, training records and annual assessments **must** be included.

Document Required	For applicant	For office use
Annual Assessments (for all staff)		
Care of animals if licence is suspended or revoked or following an emergency		
Cleaning Procedures		
Contingency Plan		
Daily Observations		
Details of Emergency Keyholder		
Details of Veterinary Surgeon		
Documented socialisation and habituation programme (breeding only)		
Emergency Plan		
Enrichment Programme		
Evacuation Procedure		
Exercise plan		
Feeding Regime including food enrichment plan		
Infection Control Procedures		
Introduction of new animals' policy		
Monitoring the health and welfare of animals		
New Litter Records (breeding only)		
Noise Management Plan		
Prevention and Control of Disease		
Puppy Contract (breeding only)		
Record of each Breeding Dog (breeding only)		
Records and Checklists		
Standard Operating Procedures		
The death or escape of an animal including storage of carcasses		
Training Qualifications/Experience & Training Programme for all staff (staff includes the licence holder)		
Transportation procedure		
Preventative Health Care Plan (signed by vet)		
Weaning Plan (breeding only)		
Weekly Body Scoring (breeding only)		
Plan of the premises (include size of rooms/areas to be used-designated rooms/areas)		

If you have nothing to record, please state "Not applicable" or "None"

1.1	Type of Application	New	<input checked="" type="checkbox"/>	Renewal	<input type="checkbox"/>	If new go to 1.3
1.2	Existing Licence No	<input type="text"/>				
1.3	Applicant Type	Individual	<input type="checkbox"/>			
		Business, organisation including a sole trader	<input checked="" type="checkbox"/>			

2. Premises to be licensed						
2.1	Name of premises/trading name	<input type="text"/>				
2.2	Premise address including post code	<input type="text"/>				
2.3	Telephone number of premises	<input type="text"/>				
2.4	Email address	<input type="text"/>				
2.5	Do you have planning permission for this business	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	<input type="checkbox"/>

3. Applicant Details – Individual		
3.1	Full name	<input type="text"/>
3.2	Address including post code	<input type="text"/>
3.3	Email	<input type="text"/>
3.4	Main Telephone number	<input type="text"/>
3.5	Other telephone number	<input type="text"/>
3.6	Date of birth	<input type="text"/>

4. Applicant Details – Business		This should be your official address				
4.1	Name of Business	Broughton Breeding Ltd				
4.2	Building Name	20				
4.3	Street	Bradley Way				
4.4	District	<input type="text"/>				
4.5	City or Town	Great Broughton				
4.6	County or administrative area	<input type="text"/>				
4.7	Post code	TS9 7BA				
4.8	Country	<input type="text"/>				
4.9	Is your company registered at Companies House	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	If no go to 4.11
4.10	Registration Number	15404992				
4.11	Is your business registered outside the UK	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	If no go to 4.12
4.12	VAT Number	<input type="text"/>				
4.13	Legal status of the business	Active				
4.14	Contact name	Derek McElvaney				
4.15	Contact name's position in the Company	Managing Director				
4.16	Where is your head office is located	20 Bradley Way, TS9 7BA				

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5. Animals to be accommodated

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Provide details of the bitches kept at Annex 2

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Provide details of the studs kept at Annex 3

6 Agent Details

6.1 Are you an agent acting on behalf of the applicant Yes No If No go to 7

6.2 Mr Mrs Miss Ms Other

6.3 Forenames

6.4 Surname

6.5 Address
 Post Code

6.6 Email

6.7 Main telephone No

6.8 Other Numbers

7. Accommodation and facilities

Details of the quarters used to accommodate animals, including number, size and type of construction

I have 5 kennels with sleeping areas with outside runs, heat lamps and beds provided in the sleeping areas, the kennels are purpose built with brick and concrete. There is underfloor heating which does not extend over the whole of indoor space to allow dogs or puppies to seek a cooler area. Each room provides a bed or sawdust for whichever they prefer. There are 3 whelping pens in the garage and a further kennel area near the garage with a 6m x 2m kennel structure.

Exercise facilities and arrangements

Each kennel has outside run space for the dogs. The dogs are also exercised four times a day outside of the kennels.

Heating Arrangements

All kennel and whelping pen areas are provided with lighting and heat lamps, the kennel areas are also insulated.

Method of Ventilation of Premises

All kennels have access for the dogs in and out which provide ventilation, the garage housing the whelping kennels also have ventilation plus a door and a window for fresh air to come through.

Fire Precautions/Equipment and Arrangements in the Case of Fire

In the event of any fire, the fire services shall be called. The house is fitted with a fire alarm system which can be triggered from 2 points within the building. These alarms are serviced by a professional company on an annual basis or if required due to damage. Weekly fire alarm checks are carried out by license holder who complete a weekly fire alarm checklist. There is an emergency exit serving the breeding area of the premises ie garage and a garage door exit. The emergency lighting in the form of torches, one situated in the garage kennels and one in the main house kitchen. Fire assembly point is the front of the property. There is a carbon dioxide fire extinguisher which does not leave residue and can be used on call b fire involving flammable liquids such as paraffin or petrol. All extinguishers are inspected annually. License holder should only tackle small fires no bigger than a small kitchen bin. Fire extinguishers are located near the rear house kitchen door and one in the garage kennels. Two smoke detectors are in the house and a further detector in the garage kennels. There is also a carbon monoxide alarm in the house and in the garage kitchen.

8. Do you keep and maintain a register of animals? Yes No

9. How do you propose to minimise noise disturbance from the premises - **Please include on Noise Management Plan**

We play music, books on tape and white noise in the whelping area of kennels which can mask noises. We also train the dogs through positive reinforcement for not barking to keep noise levels down.

10. **Veterinary Surgeon**

Name of usual veterinary surgeon	
Company name	Clevedale Veterinary Practice, Stokesley
Address	Stokesley Business Park, 1 Ellerbeck Way, Stokesley, TS9 5JZ
Telephone number	01642 711298
Email address	

11. Details of your Emergency Key Holder

Name	<div style="background-color: black; width: 100%; height: 15px;"></div>		
Position/job title	<div style="background-color: black; width: 100%; height: 15px;"></div>		
Address	<div style="background-color: black; width: 100%; height: 15px;"></div>		
Daytime telephone number	<div style="background-color: black; width: 100%; height: 15px;"></div>		
Other telephone number	<div style="background-color: black; width: 100%; height: 15px;"></div>		
Email address	<div style="background-color: black; width: 100%; height: 15px;"></div>		
Add another person?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes, please complete Annex 1. of this form

12. Disqualifications and Convictions

Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:

Keeping a pet shop?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Keeping a dog?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Keeping an animal boarding establishment?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Keeping a riding establishment?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Having custody of animals	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences under the Animal Welfare Act 2006?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If yes to any of these questions, please provide details

Additional Details

Please check local guidance notes and conditions for any additional information which may be required.

Additional information which is required or may be relevant to the application

13. Standard payment and declaration section

Licence Conditions & Guidance - See link below

<https://www.gov.uk/government/publications/animal-activities-licensing-guidance-for-local-authorities/dog-breeding-licensing-statutory-guidance-for-local-authorities>

All applicants to tick that they have read the applicable licence conditions & statutory guidance

The dogs breeding licensing Statutory guidance

14. Declaration

This section must be completed by the applicant. If you are an agent, please ensure this section is completed by the applicant.

I am aware of the provisions of the relevant Act and DEFRA guidance documents. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.

Ticking this box indicates you have read and understood the above declaration



Full Name

Derek McElvaney

Capacity

Owner

Date

22/04/2024

15. Payment

Payment must be made at the time of making the application. Failure to make payment of the application fee will result in your application being returned.

Payment should only be the application fee; you will be advised of any further payments at the time your licence is to be granted.

Online payments can be made through the following link:

https://www.civicaepay.co.uk/Hambleton/Webpay_Public/Webpay/Default.aspx

Or via the telephone - 0300 131 2 131

If you have any queries, please contact the Environmental Health Technical Support Team on: 0300 131 2 131 or by email to: ehs.ham@northyorks.gov.uk

Additional emergency key holder	
Name	
Position/Job Title	
Address	
Daytime telephone number	
Evening/Other telephone number	

Additional emergency key holder	
Name	
Position/Job Title	
Address	
Daytime telephone number	
Evening/Other telephone number	

Additional emergency key holder	
Name	
Position/Job Title	
Address	
Daytime telephone number	
Evening/Other telephone number	

Schedule of dogs kept

ANNEX 2

Animals to be accommodated

Details of the **bitches** kept

Name (Pet and/or KC registered name)	Age	Breed	Microchip number
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Kenzduo Daffodil Maple	16 months	Golden Retriever	972055000220034
Kentwone Heather Honey	2 years	Golden Retriever	933082600386118
Kentwone Whimsical Chimes	2 years	Golden Retriever	933082600301046
Kenxtwen Breaking Free	3 years	Golden Retriever	933082607115356
Kentwone Only Love	3 years	Golden Retriever	933082607058557
Kentwone Little Beauty	2 years	Cavalier King Charles Spaniel	616093901094701
Kentwone Starseeker	2 years	Cavalier King Charles Spaniel	977200009927614
Kentwone Perfect Star	2 years	Cavalier King Charles Spaniel	985111001650793
Kenzduo Holiday Fun	16 months	Cavalier King Charles Spaniel	933082600387679
Cwtchy Wears Prada	4 years	Cavalier King Charles Spaniel	977200009733382
Little Miss Attudude	3 years	Cocker Spaniel	900133000487429
Sara	3 years	Cavapoo	977200009914575
Kara	3 years	Cavapoo	977200009898892

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Schedule of dogs kept

ANNEX 3

Animals to be accommodated

Details of the **studs** kept

Name (Pet and/or KC registered name)

Age

Breed

Microchip number

Name (Pet and/or KC registered name)	Age	Breed	Microchip number

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North Yorkshire Council

Breeding Pre-inspection information Notes:

- Staff to dogs ratio: Each member of staff should have 20 dogs or less to care for (adult dogs)
- In a kennel environment – Any wood used must be smooth and treated and properly maintained to render it impervious
- In a home environment – the home must be well maintained and in good repair, doors to outside must be escape proof. All outdoor fencing must be strong and rigid
- Isolation facilities must be available
- The complete sales route from birth to sale must be clear, and the inspector must be shown how and where puppies are bred, born, reared and kept until sale.
- Copies of paperwork given to buyers (puppy packs) needs to be available
- The licence holder must ensure that no bitch—
 - (a) is mated if aged less than 12 months;
 - (b) gives birth to more than one litter of puppies in a 12 month period;
 - (c) gives birth to more than six litters of puppies in total;
 - (d) is mated if she has had two litters delivered by caesarean section.
- No puppy under 8 weeks of age may be sold or permanently separated from its biological mother
- Any advertisement for the sale of a dog must—
 - (a) include the number of the licence holder's licence,
 - (b) specify the local authority that issued the licence,
 - (c) include a recognisable photograph of the dog being advertised, and
 - (d) display the age of the dog being advertised.
- Each puppy must be microchipped and registered to the licence holder before it is sold.
- The licence holder must make arrangements for rehoming of dogs no longer required for breeding
- There must be a designated key holder available in case of emergencies, details of this person need to be lodged with the Licencing Authority

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- For a non-home based facility emergency contact name / number must be displayed on the outside of the premises.
- The licence holder must register with a veterinarian

Procedures/policies needed:

- A written staff training policy (to include induction, annual appraisal, planned continued professional development, use of online courses and literature, should no staff be employed this should demonstrate the license holders own knowledge development. This must also cover dog welfare, dog handling, dog behaviour, cleanliness and hygiene, feeding and food prep, disease control, recognising and treating sick animals)
 - Unit doors (kennels)/Internal doors (homes) should open inwards, any not require a documented procedure to demonstrate staff safety
 - A safety procedure if head height is less than 2m or if corridor of facing units is less than 1.2m wide
 - A cleaning and disinfecting procedure
 - A procedure covering isolation
 - A procedure covering transportation
 - A procedure covering feeding (to record of the type, quantity, frequency of food for each dog)
 - A procedure for the diet of pregnant bitches
 - A procedure for weaning puppies
 - A procedure covering the prevention of, and control of the spread of, disease
 - A procedure covering the death or escape of an animal
 - A procedure covering the care of animals following suspension/revocation of the licence or during and following an emergency (emergency plan) □□A fire risk assessment and documented fire procedure is required
 - A daily health and behaviour record for each dog
 - A veterinary treatment record must be available (to include internal and external parasites)
 - A written preventative health care plan must be in place agreed with a veterinarian (to include vaccination, internal and external parasite control, weight monitoring and body condition scores)
 - An enrichment programme to be documented, to include grooming, socialisation, play and appropriate toys and feeding enrichment
 - A weekly record of weight and Body Condition Scoring (BCS) for each puppy. A policy must be in place for monitoring the introduction of new dogs to other dogs in either domestic or kennel environments, to avoid stress to either new or resident animals
- All kennels have access for the dogs in and out which provide ventilation, the garage housing the
- There must be a documented policy in place for dealing with extremes of temperature and weather conditions (both hot and cold).

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- Suitable paperwork needs to be given to buyers (puppy packs) . A procedure for socialisation and habituation of puppies
- A procedure for dealing with dogs showing abnormal behaviour
- A record of all euthanasia is to be kept

Records:

- Weekly records of weight and Body Condition Scoring (BCS) for each puppy .A record of sale to include date of sale, puppy information (DOB, breed, colour, vax details, internal/external parasite treatment details), microchip number and database registered on, purchasers name/address/contact number and any other relevant information
- Breeding bitches must be adequately supervised during whelping and the licence holder must keep a record of:
 - a) the date and time of birth of each puppy,
 - b) each puppy's sex, colour and weight,
 - c) placentae passed,
 - d) the number of puppies in the litter, and
 - e) any other significant events.
- The licence holder must keep a record of each puppy sale including:
 - a) the microchip number of the puppy,
 - b) the date of the sale, and
 - c) the age of the puppy on that date.
- The licence holder must keep a record of the following in relation to each breeding dog: (a) its name,
 - a) its sex,
 - b) its microchip and database details
 - c) its date of birth,
 - d) the postal address where it normally resides,
 - e) its breed or type,
 - f) its description,
 - g) date or dates of any matings, whether successful,
 - h) details of its biological mother and biological father,
 - i) details of any veterinary treatment it has received, and (k) the date and cause of its death (where applicable).
- The licence holder must keep a record of the following in relation to each breeding bitch:
 - a) the number of matings,
 - b) its age at the time of each mating,
 - c) the number of its litters,
 - d) the date or dates on which it has given birth, and
 - e) the number of caesarean sections it has had, if any.

Star ratings:

As part of the new regulations each premises will receive a star rating following their formal inspection. In order to achieve the best star rating possible each premises will need to have covered all the standard conditions and have all consents, policies and procedures in place.

In order to meet the highest possible rating for both the high and low risk categories in the rating matrix certain extra conditions will need to be met. The higher standards are classified in to two types: required and optional and are outlined below. To qualify as meeting the higher standards, the business needs to achieve all the required higher standards as well as a minimum of 50% of the optional higher.

REQUIRED

Required higher standard for staffing

1. One staff member should not be responsible for more than 10 adult dogs

Required higher standards for providing a suitable environment for dogs

2. All individual dogs must be checked at least once at an appropriate interval during the out of hours period (6pm to 8am) by CCTV or in person. When there are litters, they must be checked in person.

3. The licence holder must keep a record of all checks made during both normal hours and out of hours, including the date and time of each check.

4. The design and layout of the facility must give the dogs a choice of areas.

Required higher standards for diet

5. Dogs must be fed twice a day. Each dog must have a feeding plan that balances feeding with food enrichment such as use of scatter feeders. Inspector must see the enrichment tools and plan for each dog.

6. A minimum of a week's supply of the puppies' current diet must be included when they go to their new home

Required higher standard for providing a suitable environment for dogs

7. There must be a clear plan setting out 2 forms of exercise per dog each working day for a minimum of 20 minutes each. There must be an alternative form of enrichment planned for dogs which cannot be exercised for veterinary reasons

Required higher standards for advertisements and sales

8. The breeder will ensure all breeding stock or puppies are recorded in the UK with a registration organisation which must make available record of parent or lineage including coefficient of inbreeding and record of health screening test results

Required higher standards for protecting dogs from pain, suffering, injury and disease

9.All bitches must be at least 18 months old before they are used for mating.

10.A bitch must not be mated if she is 8 years of age or older.

11.A bitch must not give birth to more than four litters of puppies in total.

12.A bitch must not be bred from if they have had one caesarean.

13.Licence holders must test all breeding stock for hereditary disease using the accepted and scientifically validated health screening schemes relevant to their breed or type. They must carefully evaluate all test results and follow any breeding advice issued under each scheme prior to breeding.

14.No mating must take place if the test results indicate that it is likely to produce health or welfare problems in the offspring or affect negatively the relevant breeding strategy (or both).

15. Surgery to correct exaggerated conformation must be reported to the registration organisation.

16.A vet must check each puppy before sale. Proof of the check must be held and available to the puppy buyer.

17.A puppy contract must be used, which must include undertakings and warranties around health, vaccinations and socialisation carried out by the seller prior to sale, and also make clear the responsibilities of the buyer relative to the dog.

18.This must then give both parties confidence that a transaction has taken place in good faith

OPTIONAL

Optional higher standards for staffing

1.Each business must have a full-time, permanent member of staff with an appropriate Ofqual regulated Level 3 qualification.

2.Businesses must appoint a qualified behaviour expert and record all discussions that are had

Optional higher standards for providing a suitable environment for dogs

3.Ventilation must be a managed fixed or portable air system to maintain temperatures in all weathers. This can be an air conditioning unit or removable fans installed safely away from animals.

4.Businesses must have a noise management plan in place that's proven to reduce noise for the dogs .

Measures can include:

- physical barriers
- sound absorbing materials
- positive reinforcement training to keep barking down
- kennel design to prevent noise generation with demonstration of effectiveness

Optional higher standard for emergencies

5.A competent person must be on site at all times

Optional higher standards for advertisements and sales

6.The breeder must give all details of the sire and bitch to the buyer including:

- date of birth
- microchip number
- registration body (if applicable)
- details of any inherited diseases that the breed is prone to
- any screening tests

Optional higher standards for protecting dogs from pain, suffering, injury and disease

7. The licence holder must make sure that the microchipping database is amended with the puppy buyer's details.

8.No bitch must be intentionally mated when the Coefficient of Inbreeding (CoI) of the puppies would exceed the breed average or 12.5% (if no breed average exists as measured from a minimum 5 generation pedigree)