

# Model Licence Conditions for Pet Shops

Licensing Committee

Date: 15<sup>th</sup> December 2015

## Appendix 1 Proposed conditions for Pet Shops



Model Conditions for  
Pet Shops under Pet  
Animals Act 1951

### Contents

Introduction.....	2
Schedule A – General Conditions.....	4
Schedule B – Dogs .....	15
Schedule C – Cats .....	18
Schedule D – Rabbits and Guinea Pigs.....	20
Schedule E – Other Small Mammals .....	22
Schedule F – Ferrets .....	25
Schedule G – Birds.....	27
Schedule H – Reptiles and Amphibians.....	31
Schedule I – Fish .....	35
Information .....	37
Useful Contacts.....	38

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Introduction**

These Model Conditions should not be considered as a complete manual on animal husbandry. It is a living document which will be revised from time to time to take into account new knowledge of animal physiology and behaviour as well as advances and development in standards of animal welfare.

Local authorities in England, Scotland and Wales issue licences to proprietors of pet shops and other pet vendors under the provisions of the Pet Animals Act (1951). Before granting a licence the local authority must be satisfied that the animals are kept in accommodation that is suitable; that they are supplied with appropriate food and drink; and are adequately protected from disease and fire.

The local authority may attach conditions to the licence, may inspect the licensed premises at all reasonable times and may refuse a licence if the standards at the premises are unsatisfactory or if the terms of the licence are not being complied with.

Under the Animal Welfare Act (2006)<sup>1</sup> which applies in England and Wales and the Animal Health and Welfare (Scotland) Act 2006<sup>2</sup> in Scotland those responsible for animals, including pet vendors, have a responsibility towards the welfare of the animals in their care.

Under these Acts it is an offence to cause unnecessary suffering to a protected animal, whether by an act or omission. Vendors also have a legal 'duty of care' towards the animals in their care. Vendors must therefore take such steps as are reasonable in all the circumstances to meet the welfare needs of the animals, to the extent required by good practice.

The Acts define an animal's needs as including:

- Its need for a suitable environment
- Its need for a suitable diet
- Its need to be able to exhibit normal behaviour patterns
- Any need to be housed with, or apart from other animals
- Its need to be protected from pain, suffering, injury and disease

During the inspection, prior to the issue of a licence, it is important that the five needs as outlined above are considered. Defra, the Welsh Assembly Government and the Scottish Government have produced various Codes of Practice under the Animal Welfare Acts, which outline in more detail certain species' needs that can be referred to for guidance.

Issues specific to pet shops and other pet vendor are covered in this document.

The Animal Welfare Acts also increased the minimum age at which a person can buy an animal to 16 and prohibit giving animals as prizes to unaccompanied children under this age.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Another key objective in developing these model licensing conditions is to encourage conditions in pet shops licensing and a consistency of approach across local authorities which minimises the risk of transmission of disease from animals to humans, alongside the need to protect animals from cruelty and ill-treatment and to encourage good standards of animal husbandry in pet vending.

Zoonoses, or zoonotic disease are infectious diseases transmissible between humans and other animals; many thousands of zoonotic disease have been identified. While the reported instances of transmission are infrequent, they nevertheless represent significant disease prevalence. The risk to humans depends on the kind of disease and the type of exposure.

Legislation/Orders that are relevant:

**Pet Animals Act 1951**

**Dangerous Dogs Act 1991**

**Dangerous Wild Animals Act 1976**

**Breeding of Dogs Act 1973**

**EU Regulation on the protection of animals during transport (EC) 1/2005**

**Welfare of Animals (Transport) (England) Order 2006**

**Animal Welfare Act 2006**

**Docking of Working Dogs' Tails (England) Regulations 2007**

**Mutilations (Permitted Procedures) (England) Regulations 2007**

**EU Wildlife Trade Regulations: Council Regulation (EC) No. 338/97, implements CITES (Convention on International Trade in Endangered Species of Flora and Fauna) in the European Community**

**The Conservation of Habitats and Species Regulations 2010, implements the EU Habitats Directive: Council Directive 92/43 EEC.**

**The Microchipping of Dogs (England) Regulations 2014**

Definition of terms

\*\* A batch should be defined as a group of animals arriving from the same supplier, at the same time

\*\*m<sup>2</sup> is a measurement of area. One m<sup>2</sup> measures one metre by one metre. Consequently two m<sup>2</sup> measures 2 metres by 1 metre. (4 square metres measures 2 metres by 2 metres).

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

### Schedule A – General conditions

#### 1.1.1 Licence Display

##### Condition

The licence or a copy of the licence must be suitably displayed to the public in a prominent position

##### Guidance

For security reasons, the licence should not display the licence holder's home address.

#### 2. Accommodation

##### 2.1 Condition

Animals must at all times be kept in accommodation designed to prevent escape and an environment suitable to their species and condition with respect to behavioural needs, situation, size, temperature, ventilation, and cleanliness. All accommodation must avoid drafts and overexposure to direct sunlight and must be kept in good repair.

##### Guidance

Animals should be able to move around freely, climb, fly, swim and jump where appropriate, and be comfortable in their environment. Definitions of appropriate sizes and materials are in the appropriate schedules to this document. Regular maintenance and repair will prevent injury from damaged housing. Temperature monitoring devices should be provided. It is important to avoid draughts.

##### 2.2 Condition

Ventilation must be provided to all interior areas without the creation of excessive, localized draughts. Ventilation is important as an aid to disease control and aims to decrease smell accumulation and prevent excessive humidity of the atmosphere.

##### Guidance

The spread of airborne infections can be a significant risk. Excessive or inadequate humidity can cause other health problems.

##### 2.3 Condition

If animals are displayed outdoors, they must have protection appropriate to their species

##### Guidance

This should include shelter from wind, rain or snow and/or the sun and predators if appropriate.

##### 2.4 Condition

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

In order to control the spread of disease, and to prevent injury, housing must be constructed of non-porous materials or be appropriately treated. Junctions between all sections need to be fully cleanable.

### **Guidance**

Appropriate housing will prevent direct transmission of disease and injuries. This will maintain structural integrity and ensure dry, easily cleansed surfaces. In general, untreated wood is not an appropriate material as it cannot be thoroughly cleaned.

### **2.5 Condition**

Animals must be kept in housing which minimises stress from other animals or the public. Signage must be in place to deter public interference.

### **Guidance**

An area to hide away, if needed, will help to reduce stress levels for the animals. In addition to signs, other measures may be required, such as limiting access to some sides of animal enclosures. Care should be taken to avoid sensory contact between prey and predator species.

### **2.6 Condition**

All animals for sale must be readily accessible and easy to inspect by staff.

### **Guidance**

This should help to ensure that the cage is kept clean and hygienic and animals can be easily observed for illness or injury

### **2.7 Condition**

Accommodation must be cleaned as often as necessary to maintain good hygiene standards

### **Guidance**

To maintain a clean environment, a cleaning Standard Operating Procedure (SOP) should be provided and should detail the routine daily cleaning regime and the procedure for cleaning between periods of occupation. Soiled bedding should be removed frequently to ensure animals do not have to lie in it.

### **2.8 Condition**

Where accommodation is on a tiered system, water, food or droppings must not be allowed to enter the lower housing

### **Guidance**

This will prevent contamination of the lower cages. This does not apply to centrifuged fish systems or aviaries where perching and ground birds are housed together.

### **2.9 Condition**

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

All accessories provided for environmental enrichment in the accommodation must be appropriate for the species.

### **Guidance**

To stimulate the performance of natural behaviours.

## **3. Exercise Facilities**

### **3.1 Condition**

Suitable and sufficient facilities must be available where appropriate.

### **Guidance**

Animals must be able to exhibit normal behaviour patterns and this may require the provision of suitable space for exercise.

## **4. Register of Animals**

### **4.1 Condition**

A purchase register must be maintained for all animals detailing their source and identification where appropriate,

### **Guidance**

This can be by cross referenced to an invoice file. The purpose of the register is to ascertain the source of the animals.

### **4.2 Condition:**

A sales register must be maintained for:

#### **4.2.1 Dogs**

#### **4.2.2 Cats**

#### **4.2.3 Psittacines**

#### **4.2.4 Species contained in the Schedule to the Dangerous Wild Animals Act 1976**

### **Guidance**

The purpose of the register is for emergency contact of purchasers. The name, address and telephone number of the purchaser should be obtained. This is not required for other species but is recommended

### **4.3 Condition**

Animals under veterinary treatment must be identifiable.

## **5. Stocking Numbers and Densities**

### **5.1 Condition**

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

No animals other than those specified in the licence, may be stocked. The licence conditions should clearly state the numbers for each species or species group that may be kept on the premises, except fish which will be split into Coldwater, Tropical and Marine

Please refer to Schedules for individual species for more details.

Animals are defined as any vertebrate animals; invertebrates are exempted from the regulations.

### **5.2 Condition**

Where appropriate, all animals must be housed in social groups of suitable size.

#### **Guidance**

Details can be found in the relevant schedules.

## **6. Health Disease and Acclimatisation**

### **6.1 Condition**

All animals for sale must be in good health

#### **Guidance**

Vendors and staff are responsible for providing the animals' needs including good health care. Illness and obvious parasitic infection should be addressed before the animal is sold. Veterinary advice should be sought in any case of doubt.

Transport and the introduction to a novel environment are stressful and animals should be allowed to acclimatise before being further stressed by being offered for sale. Where animals are obtained for sale to a specific client it may be acceptable for the animal to be sold immediately.

All animals should receive appropriate vaccination where required for the species, as advised by the retailer's veterinary surgeon. Veterinary advice must be sought whenever necessary.

A Record of Treatment should be provided to the purchaser. Vaccination courses should begin at the appropriate age for each species.

### **6.2 Condition**

Any sick or injured animal must receive appropriate care and treatment without delay. These must only be treated by appropriately competent staff or veterinary surgeons.

#### **Guidance**

"Care and treatment" may include euthanasia but under no circumstances may an animal be euthanised other than in a humane and effective manner. In case of doubt, veterinary advice must be sought.

### **6.3 Condition**

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Provision must be made for the isolation of sick/injured/infectious animals and those that might reasonably be expected to be carrying serious infectious diseases.

### **Guidance**

Isolated animals should be kept in a secure, comfortable location where their condition and needs can be kept, also detailing treatment. For ornamental fish, in-line UV treatment or other sterilising devices effectively provide a means of isolating individual tanks in multiple tank systems. They must be of a proper size and maintained in accordance with manufacturers' recommendations.

### **6.4 Condition**

Any animal with an abnormality which would materially affect its quality of life must not be offered for sale. When in doubt, veterinary advice should be sought.

### **Guidance**

Information on any known conditions should be provided to the new owner.

### **6.5 Condition**

All reasonable precautions must be taken to prevent the outbreak and spread of disease. No animal which is suffering from, or could reasonably be suspected of having come into contact with any other animal suffering from any infectious or contagious disease or which is infested with parasites, shall be brought into or kept on the premises unless effectively isolated.

### **Guidance**

Precautions should include regular cleaning (see 2.6) and good personal hygiene of staff in addition to effective quarantine of incoming groups of animals except for fish. Staff handling animals should wash or disinfect, and rinse if appropriate, their hands between groups. The shop should be registered with a veterinary practice and there should be veterinary input to SOPs where appropriate. It is important that the supplying breeders should have a policy for inherited and infectious disease control agreed. Staff should be aware of zoonotic transmission.

### **6.6 Condition**

All necessary precautions must be taken to prevent harbourage, or the introduction to the premises, of rodents, insects and other pests.

### **Guidance**

"Rodent" and "Insect" excludes animals for sale or feeding

Precautions may include employment of dedicated pest control services or in house pest control.

Areas, especially areas where feed is stored must be kept clean and neat with spilled feed swept up forthwith



# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

### **7. Food and Drink**

#### **7.1 Condition**

Animals must be supplied with adequate amounts of food and drink, appropriate to their needs at suitable intervals, all food must be suitable for the species concerned.

#### **Guidance**

Water should be available at all times except for those species where it may be harmful. An SOP should be produced for basic nutritional needs for each species or species group, and age group if appropriate. The owner should be advised to continue feeding consistent with the diet given by the pet shop.

#### **7.2 Condition**

Food and Drink receptacles must be appropriate to the species, constructed and positioned to minimise faecal and urine contamination and spillage. Receptacles must be cleaned out at regular intervals.

#### **Guidance**

Faecal and urine contamination is a risk to health. Maintaining a clean environment may require regular cleaning of receptacles. Receptacles should be thoroughly cleaned before being moved between batches/groups

### **8. Food Storage**

#### **8.1 Condition**

All food, excluding live foods intended for feeding to animals on the premises, must be stored in impervious closed containers.

#### **Guidance**

Such containers prevent spoilage of the food or attraction of rodents or pests to the premises.

#### **8.2 Condition**

The containers and equipment used for feeding must be kept in a clean and sound condition.

#### **Guidance**

There must be suitable facilities for cleaning of receptacles and equipment which should be separate from staff facilities.

### **9. Observation**

#### **9.1 Condition**

All animals must be attended to at regular intervals, except where defined in the schedule, at least once daily, and appropriate to the individual animal.

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Guidance**

Regular checks and observation records aid in early detection of illness, injury or behavioural problems and should be considered very important for all animals.

A system of recording observation should be maintained. Any observations or concerns witnessed in daily checks should be noted

## **10. Disposal of Waste**

### **10.1 Condition**

All excreta and soiled bedding for disposal must be kept in a hygienic manner and stored in impervious containers with close fitting lids - away from direct sunlight.

## **Guidance**

This is important for biosecurity and odour reduction.

Excreta and soiled bedding should be removed from the premises on a regular basis, at least weekly, disposed of to the satisfaction of the appropriate local authority, and in accordance with current regulations and good waste management practice. Premises should maintain a contract for removal with an appropriate company and adhere to local authority regulations.

There should be appropriate arrangements in place for removal of dead animals. It is recommended that dead livestock be placed in a yellow bag and disposed of via a vet or pet crematorium

## **11. Transportation to the Premises**

### **11.1 Condition**

When receiving animals, the licensee must make reasonable effort to ensure that they are transported in a suitable manner.

### **11.2 Condition**

Any animals received or consigned shall be transported according to the regulations laid down in current legislation.

### **11.3 Condition**

Animals must be transported or handed to purchasers in suitable containers for the species,

## **Guidance**

Buyers should be advised how to transport animals home so as to minimise stress.

Fish should be sold in plastic bags filled with 1/3 of water and 2/3 air for short journeys. The corners should be tied off to prevent suffocation. For longer journeys oxygen can be used. A double bag should be used for catfish or species with sharp fins or spines. The plastic bag should be covered with a brown bag to prevent light frightening the fish.

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **12. Sale of Animals**

### **12.1 Condition**

No mammal shall be sold un-weaned or, if weaned, at an age at which it should not have been weaned.

#### **Guidance**

Young mammals require nutritional and behavioural support from their mothers.

### **12.2 Condition**

In the case of non-mammals, they must be capable of feeding themselves.

## **13. Dangerous Wild Animals as defined by the Dangerous Wild Animals Act 1976**

### **13.1 Condition**

When dangerous wild animals are kept, the cages must be of a secure construction appropriate to the species and kept locked.

#### **Guidance**

Safety of staff and the general public should be of utmost importance and safety barriers may aid in this, as well as prevention of escape.

### **13.2 Condition**

The local authority must be notified in the event that the pet shop wishes to offer for sale, any animal on the Schedule to the Dangerous Wild Animals Act.

#### **Guidance**

The primary requirements of the Act are to protect the public but there are also welfare implications.

Although it is acknowledged that there is an exemption contained within the Act in relation to pet shops, it is recommended that consideration should be given to complying with any special requirement(s) specified in the Act for the safe accommodation and care of the animal.

Licensees selling animals on the Schedule to the Dangerous Wild Animals Act should inspect the purchaser's licence to keep such an animal, and inform the issuing authority of the details of the purchase. Licensees should take note of the latest guidance from Defra/Scottish Government.

## **14. Pet care advice, staff training and knowledge**

### **Condition**

New applicants must have a qualification or be registered with a recognized body such as City & Guilds. They must have suitably progressed in 12 months and have completed the qualification within 2 years.

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Guidance**

Qualifications should be City & Guilds or Level 3 equivalent and appropriate to the species kept.

### **14.1 Condition**

The licensee must ensure that the purchaser is informed of the correct care of the animal covering feeding, housing, handling, husbandry, accessories and veterinary care.

## **Guidance**

Pet care leaflets or other similar written instructions suitable for the species (or group of species) in question should be made available to customers free of charge at the time of purchase, in addition to any offer to purchase pet care books or leaflets. Information can be in the form of Codes of Practice issued by governments. In addition, information may also be made available electronically.

### **14.2 Condition**

Appropriate reference materials on the care of each species must always be available for use by staff.

## **Guidance**

Further advice can be obtained from the organisations listed in the 'Useful Contacts' section at the back of this document.

### **14.3 Condition**

Staff members must be able to provide suitable advice to purchasers and answer questions as required by them.

No animal should be stocked or sold unless the staff or at least one member of staff on call is familiar with the care and welfare of the animals stocked and has a recognised qualification and/or suitable experience/training.

### **14.4 Condition**

The licensee must be able to demonstrate appropriate staff training is carried out and that that staff are competent in pet shop management and animal handling.

## **Guidance**

Further advice, guidance and training can be obtained from the organisations listed in the Useful Contacts section.

## **15. Fire and other emergency precautions**

### **15.1 Condition**

Suitable emergency precautions and written procedures must exist and be made known to all staff, including arrangements for evacuation of animals.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Guidance**

Staff should be aware of these procedures and a copy should be displayed for staff to refer to as and when needed. Evacuation should be regularly practised and practices recorded. All staff should undergo regular training and records should be kept of such training.

## **15.2 Condition**

Entrances and exits must be clear of obstructions at all times.

## **Guidance**

To facilitate risk free evacuation if needed, when designing accommodation, consideration should be given to using systems which would allow timely removal of the animals in the case of emergency. This provision would not usually apply to aquaria and ponds.

## **15.3 Condition**

Suitable fire fighting, prevention and detection equipment must be provided, maintained, regularly serviced and sited as advised by the local fire protection/prevention officer and approved by the local authority.

## **Guidance**

This will ensure that, if needed, the equipment will function correctly. Staff should be properly trained on the use of equipment provided.

## **15.4 Condition**

The licensee, or a designated key holder, must at all times be within reasonable travelling distance of the premises and available to attend in case of emergency.

## **Guidance**

A reasonable distance would, in normal conditions, be interpreted as no more than 20 minutes travelling time.

## **15.5 Condition**

A list of key holders must be logged with the local police and local authority.

## **Guidance**

For contact in cases of emergency.

## **15.6 Condition**

In the interests of animal welfare, the following notice must be displayed prominently at the front of the premises: "In case of an emergency dial 999".

## **Guidance**

For information of the public in cases of emergency, when a staff member is not on site.

## **15.7 Condition**

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

When pet shops are sited within other premises, the licensee or key holders must have access at all times to the premises containing the animals.

### **Guidance**

This is vital for access to the animals at all times to ensure correct care is provided

### **15.8 Condition:**

All electrical installations and appliances must be maintained in a safe condition.

### **Guidance**

For health and safety of staff and animals.

### **15.9 Condition**

There must be an effective contingency plan for essential heating, ventilation and aeration/filtration systems, as appropriate.

### **Guidance**

Some species are very sensitive to temperature fluctuation.

## **16 Sale of Farm Animals**

All cattle, sheep, goats and pigs are subject to various legislation regarding their sale, movement etc regardless if they are being sold as pet or as farm livestock. Licensees **MUST** contact the Animal Health Officer at Swindon Borough Council before embarking on selling any of the above species to ensure they comply with the legislation

## **17 Boarding of Animals**

No pet shop should be used for the purpose of boarding any species of animal for which they are not licensed to sell.

NB. Boarding of cats and dogs is subject to separate licence issued under the Animal Boarding Establishments Act 1963

Permission to inspect the licensed premises shall be granted at all reasonable times to a duly authorised officer of the licensing authority and facilities to examine any animal shall be given to any veterinary practitioner or officer of the RSPCA, who has been called in to carry out such examination by a duly authorised officer.

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

### **Schedule B – Dogs**

#### **1. Condition**

Puppies must be weaned before leaving the mother and not before 8 weeks old.

#### **Guidance**

To ensure puppies can eat the food provided. Puppies must be 8 weeks old or over. Council Regulation (EC) No. 1/2005 on the protection of animals during transport and related operations prohibits the transport of puppies without their mother before this age.

#### **2. Condition**

The minimum kennel size must be:

**2.1** For a batch of small breed puppies – max 6 pups – 1.5m<sup>2</sup> for sleeping, plus 2m<sup>2</sup> for exercise

**2.2** For a batch of medium breed puppies – max 4 pups – 2m<sup>2</sup> for sleeping, plus 2m<sup>2</sup> for exercise

**2.3** For a batch of large breed puppies – max 2 pups – 2m<sup>2</sup> for sleeping, plus 2m<sup>2</sup> for exercise

These are minimum requirements, for larger batches the size of the pens should be adjusted pro-rata accordingly. Ideally the puppies should have free access to the exercise area at all times. Any covered pens should have a minimum height of 1.8m or removable covers to allow adequate access by staff for cleaning.

These are minimum standards and meeting the correct size of pens alone is not a defence if the welfare of the animals is in question.

#### **Guidance**

The kennel area should be large enough to allow separate sleeping and activity areas. The kennel should allow each puppy to be able to walk, turn around and wag its tail without touching the sides of the kennel. The puppies should have sufficient room to play, stand on their hind limbs and to lie down without touching another individual. The kennel size required will increase in relation to the size and number of puppies housed at any one time.

The length and the width should be sufficient to allow all the puppies to lie outstretched without their noses or tails touching the walls or other individuals. In certain circumstances it is permissible to have separate exercise areas to sleeping areas but in such cases puppies must be given access to the exercise area at least four times a day. Any separate exercise area should be fully cleaned and disinfected between its uses by different batches of puppies.

#### **3. Condition**

Suitable and sufficient exercise facilities must be available and accessible where appropriate.

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **4. Condition**

Extreme temperatures must be avoided.

### **Guidance**

Puppies are relatively sensitive to high/low temperatures. Temperatures should not normally go below 12°C or exceed 26°C

## **5. Condition**

General bedding must include an adequate amount of absorbent material.

### **Guidance**

The use of enough absorbent material allows urine and faeces to be contained and reduce contamination of the puppies.

## **6. Condition**

Any soiled material must be removed at least four times a day or as required to ensure the puppy does not have to lie in a soiled area.

### **Guidance**

Puppies do not discriminate in where they toilet and this maintains a clean environment. A cleaning schedule or SOP should be provided

## **7. Condition**

A specific lying place must be provided lined with soft material,

### **Guidance**

The use of soft material will prevent skin lesions being caused by soiling or pressure sores.

## **8. Condition**

Puppies must be fed at least four times daily, at appropriate intervals.

### **Guidance**

The diet should be appropriate for puppies.

## **9. Condition**

Puppies must have frequent, quality contact time with staff.

### **Guidance**

"Suitable intervals" for puppies to be visited are frequent, as they require to be socialised. It is recommended that this should be a minimum of 4 times per day with 20 minutes of interaction per batch. There should be an SOP.



# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **10. Condition**

Batches of puppies must not be mixed until they have been on the premises for seven days or have shown no sign of infectious disease for seven days.

### **Guidance**

Puppies are particularly susceptible to disease as they have immature immune systems. The new owner should be advised to register the puppy with a vet.

## **11. Condition**

Ideally, single puppies must not be left alone in a kennel, but where they are, special attention should be paid to specific human interaction.

When they are mixed they should be of similar size, age and temperament and there should be good supervision of mixing.

### **Guidance**

Isolating healthy puppies does not allow them to exhibit natural behaviour patterns.

## **12. Condition**

There must be environmental enrichment in all kennels.

### **Guidance**

To allow puppies to exhibit normal behaviour patterns. Toys should only be given under supervision and should be easily cleaned or replaced between batches.

**\*\* Please see 'Schedule A – General Conditions' for food, water and isolation conditions**

NB All Pet Shops in Swindon must abide by the general Model Conditions. It is the default position in the Borough that dogs are not to be sold on a Pet Shop licence but an individual can make an application to the Licensing Committee. This may be granted but the additional standards that Pet Shops selling dogs (i.e. puppies) must adhere to can be found in *Model Conditions for Pet Shops wishing to sell Dogs (puppies) in Swindon – Appendix A*

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Schedule C – Cats**

### **Condition**

Kittens must be weaned before leaving the mother.

### **Guidance**

To ensure kittens can eat the food provided. Kittens must be 8 weeks old or over. Council Regulation (EC) No. 1/2005 on the protection of animals during transport and related legislation prohibits the transport of kittens without their mother before this age.

### **Condition**

The minimum pen floor area for a batch of up to 4 kittens, up to 12 weeks of age, must be 1 m<sup>2</sup>, with a minimum height of 0.6m (for example, 0.6m x 1 x 1) No dimension must be less than 0.6m. Any shelving or platforms must be in addition to the minimum floor area. Each additional kitten must have 0.25m<sup>2</sup> additional floor space.

### **Guidance**

Kittens require adequate space to play together and to have space for a litter tray and bed. Varying heights to enable climbing should each also be provided. There should be adequate space for feeding, drinking, sleeping and litter tray to be kept separate.

### **Condition**

Extreme temperatures must be avoided.

### **Guidance**

Kittens are relatively sensitive to low temperatures owing to their small body weight. Temperatures should not normally go below 15°C or exceed 26°C.

### **Condition**

Disposable or washable bedding must be provided and kept clean.

### **Guidance**

Kittens need a warm sleeping, soft area, away from the litter tray and food.

### **Condition**

A litter tray and appropriate litter must be available at all times and cleaned and disinfected at least once daily with an appropriate disinfectant which is safe for use with cats and cleaned as appropriate. The disinfectant should be anti-viral and used in accordance with manufacturers' instructions, as some disinfectants are toxic to cats.

### **Condition**

Kittens must be fed at least four times daily, at appropriate intervals.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Guidance

The diet should be appropriate for kittens.

## **Condition**

Batches must not be mixed and if several batches are kept in one area then the pen must have solid sides.

Guidance

Diseases spread very easily between litters, both by direct contact or by sneezing. Kittens are particularly susceptible to disease as they have immature immune systems. The new owner should be advised to register the kitten with a vet.

## **Condition**

Kittens must have frequent, quality contact time with staff.

Guidance

It is recommended that this should be a minimum of 4 times per day with 20 minutes of specific interaction per batch. Kittens should be protected from over-handling by staff or the public as they require time to rest.

## **Condition**

There must be environmental enrichment in all cages such as toys, climbing frames and platforms.

Guidance

To allow kittens to exhibit normal behaviours, particularly climbing. Toys should be easily cleaned or replaced between batches.

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

### Schedule D – Rabbits

#### **Condition**

Rabbits must be correctly sexed and housed in same sex groups.

#### Guidance

Rabbits are easier to sex at 8 weeks than any earlier, which will help prevent mis-sexing and unwanted litters.

#### **Condition**

The minimum enclosure size must be:

0.4m<sup>2</sup> for up to 4 standard juvenile rabbits and a height of 0.4m. 0.5m<sup>2</sup> for up to 2 giant breed juvenile rabbits and a height of 0.5m.

These are minimum requirements, for larger batches, larger breeds or adult rabbits the size of the pens should be adjusted pro-rata accordingly.

#### Guidance

Dwarf Lops/Dutch rabbits are the most commonly available in pet shops and weigh up to 4kgs. The height should allow the rabbit to rear up to perform natural behaviour. Rabbits should be kept in store in groups. Rabbits need to be able to move freely and to be able to perform vital behaviours such as caecotrophy and rearing.

The installation of shelving in rabbit cages is particularly beneficial to rabbits as they like to spend a lot of time off the cage floor.

#### **Condition**

There must be environmental enrichment in all enclosures. A hiding place must be provided.

#### Guidance

To allow rabbits to exhibit normal behaviours, indestructible toys; cardboard boxes; chewing substrates should be provided. Toys should be easily cleaned or replaced between batches.

Rabbits are prey animals and should have the opportunity to hide if scared or stressed.

#### 4. Condition

Extreme temperatures must be avoided.

#### Guidance

Ambient temperature should not normally go lower than 12°C or exceed 26°C. Providing cool water, cool packs in their bedding, air movement and air conditioning may each help to avoid the stress caused to rabbits by high environmental temperatures.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **5. Condition**

Rabbits must be provided with a suitable substrate and bedding material in sufficient amounts.

### **Guidance**

Rabbits need a warm, softly-bedded sleeping area away from the litter and food/water.

## **6. Condition**

Visibly soiled substrate and bedding must be removed daily. The pen should be thoroughly cleaned and disinfected before introducing a new animal.

### **Guidance**

The disinfectant should be effective against viral, bacterial and parasitic infection and safe for use on rabbits. Check with a vet or manufacturer if unsure. Diseases such as E-cuniculi can be spread via urine, so thorough cleaning is required between new occupants.

Rabbits often choose to toilet in the sleeping area of a hutch and a litter tray could be placed here.

## **7. Condition**

If batches are mixed you must ensure all animals are free from obvious parasitic infection.

### **Guidance**

Diseases spread very easily between litters. Rabbits should be housed with batch mates where possible.

## **8. Condition**

Rabbits must have a constant supply of fresh hay and water, and be offered an appropriate amount of dry food for the breed and age.

Feed dishes should be suitable to ensure feed does not get contaminated by urine or faeces.

### **Guidance**

Rabbits teeth are open rooted and therefore constant access to good quality hay is essential, for dental health, gastrointestinal health (without a constant supply of fibrous food, rabbit GI tracts slow down) and behavioural reasons (to relieve boredom). It is vital that hay is available throughout the day and sufficient provided for them at closing time to last them until the next business day.

Dry food should be provided for youngsters to assist growth, see manufacturer's instructions, but should not be fed ad-lib.

## **9 Condition**

## **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Animals must be provided with an appropriate diet and any new feeds must be introduced slowly.

### **Guidance**

Due to the delicate digestive system, particularly under stress, if diets are to be changed then a slow transition between diets is advisable.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Schedule E – Other small mammals

## **Condition**

All small mammals must be correctly sexed and housed in single sex groups unless a solitary species (or sold as a breeding pair),

Guidance

To help avoid unwanted litters, all animals should be sexed immediately on arrival to the premises and housed in single sex groups.

Animals from different sources should not be mixed.

## **Condition**

Animals must at all times be kept in suitably sized accommodation.

Guidance

Animals should be able to freely move around the accommodation and be able to perform natural behaviours. See attached table for species relevant sizing.

## **Condition**

Animals must be provided with a suitable substrate in sufficient amounts.

Guidance

Providing sufficient and appropriate substrate keeps the accommodation clean and dry and allows digging where appropriate. There are a number of substrates available and the type used will depend on the animal kept.

## **Condition**

Animals must be provided with a suitable bedding material in sufficient amounts.

Guidance

Bedding provides a place to sleep and rest, the type used will depend on the animal kept. It should be provided in sufficient quantities to enable the animal to feel secure and warm.

## **Condition**

Animals must be provided with places to hide. Accessories and enrichment should be provided, suitable to the species.

Guidance

Animals must be given the opportunity to hide as a natural instinct and be given suitable accessories to allow for stimulation and to reduce stress. Chinchillas and Degus should be given the opportunity to use a sand bath by offering one on a regular basis, e.g. 10 minutes daily. Rodents need to express natural behaviour such as running and chewing/

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

gnawing. Toys such as hides, tunnels, paper bags filled with hay and fruit twigs are ideal for expressing natural foraging behaviour.

Animals should be able to move away from direct lighting. Cool hides should be provided to prevent overheating.

## **Condition**

Suitable food and drink receptacles must be provided and positioned to avoid faecal contamination.

## **Guidance**

Water for small animals is usually provided in clean gravity fill drinking bottles, (which should be of a suitable size for the species) or automatic or semi – automatic drinking systems. Fresh water should be available at all times, or as appropriate to the species; some desert-dwelling species such as jerboas [family Dipodidae] should not be given water ad- lib.

Bottles should be kept clean and free from algae.

## **Condition**

All rodents must be fed a suitable diet, ad lib and have free access to hay where required.

## **Guidance**

The diet should be appropriate for the breed, life stage and species. Food should be refreshed regularly. Guinea pigs should have sufficient vitamin C in their diet. Guinea pigs are unable to synthesise Vitamin C.

## **Condition**

All rodents must be fully weaned on admission.



## Model Licence Conditions for Pet Shops

Licensing Committee

Date: 15<sup>th</sup> December 2015

Minimum accommodation requirements – small rodents

Area in square metres

No. of Animals	1 - 4	5	6	7	8	9	10	Min Cage Height (m)	Min Cage Depth (m)
Mice, Hamsters, Gerbils	0.068	0.079	0.09	0.1	0.113	0.124	0.135	0.30	0.25
Rats	0.135	0.157	0.18	0.202	0.225	0.247	0.27	0.30	0.28
Guinea Pigs, Degus	0.225	0.263	0.3	0.338	0.375	0.413	0.45	0.30	0.30
Chinchillas	0.25	0.375	0.5	0.625	0.75	0.875	1.0	0.45	0.45
Chipmunks	0.25	0.375	0.5	0.625	0.75	0.875	1.0	0.90	0.45

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

### **Schedule F – Ferrets**

#### **Condition**

Ferrets must be at least eight weeks old

#### **Guidance**

Ferret kits can find separation from their mother very stressful and the stress response in a ferret often results in diarrhoea which can prove fatal.

#### **Condition**

Ferrets must be housed with batch companions

#### **Guidance**

Ferrets are naturally social animals that depend on the companionship of their own kind. Lone ferrets often suffer depression including poor appetite and lack of enthusiasm to move or play

#### **Condition**

Ferrets must be housed in groups or pairs of either sex. Adult hobs (males) require individual accommodation.

#### **Guidance**

Ferret kits can be easily be sexed at 8 weeks of age. Adult, un-neutered hobs (males) may exhibit dominant behaviour and fight, so requiring individual accommodation. House the Jill (female) kits at a reasonable distance to prevent aggression between the hobs as they mature at around 20 weeks. Adult jills (females) should be prevented from having repeated seasons. Jills (females) left in season are prone to oestrogen induced anaemia, a factor in shortening their normal lifespan. Veterinary advice should be sought

#### **Condition**

Batches of ferrets must not be mixed

#### **Guidance**

Not mixing will reduce the risk of disease spreading. Mixing can be stressful for ferrets.

#### **Condition**

The minimum pen floor area for a litter of up to 4 ferrets, up to 12 weeks of age, must be 1 m<sup>2</sup>, with a minimum height of 0.6m. No dimension must be less than 0.6m. Any shelving or platforms must be in addition to the minimum floor area. Each additional ferret must have 0.25m<sup>2</sup> additional floor space

#### **Guidance**

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Enclosures should be placed on a hard surface and anchored to the ground. Ferrets require space for their toilet area removed from their sleeping or eating areas. Ferrets require space to exhibit their normal active behaviour – running backwards, forwards and sideways and to climb, explore and play. Ferrets are naturally clean and will usually select one corner as their toilet

### **Condition**

Sleeping quarters must be draught free and dark

#### **Guidance**

Ideally sleeping quarters should be raised. Ferrets seek dark areas for sleeping and sleep for long hours, up to twenty a day in the winter. Their natural instinct is to hide whilst sleeping.

### **Condition**

Ferrets must have suitable bedding.

#### **Guidance**

Suggested bedding includes fabric items that can be laundered, straw and dust extracted wood shavings.

### **Condition**

Extreme temperatures must be avoided.

#### **Guidance**

Temperatures should not normally go below 12°C or exceed 26°C. Ferrets tolerate cold better than heat. Provide plenty of warm bedding for when it is cold. Be aware heat prostration is likely at 32°C.

### **Condition**

Ferret kibble must be provided at appropriate intervals.

#### **Guidance**

Feed a recognised and branded ferret kibble / biscuit. Small, frequent meals or ad lib feeding are recommended as ferrets have a rapid rate of digestion

### **10. Condition**

Water must be supplied in both a heavy based bowl and a water bottle attached to the side of the enclosure.

#### **Guidance**

Ferrets are renowned for tipping bowls

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

### **Schedule G – Birds**

#### **Condition**

There must be adequate perching space for all birds at the same time. Outdoor aviaries must include sufficient sheltered and non-sheltered space. Cage size must be adequate to allow birds to open their wings fully in all directions. Cages must include appropriate environmental enrichment.

#### **Guidance**

Stocking densities will depend on the type of bird as well as cage dimensions and number of perches. Access to rain can be beneficial for plumage. Some species will need adequate space to fly. Chickens require an appropriate area and substrate to perch.

#### **Condition**

Perches must be positioned so that birds do not defecate on each other and must be of appropriate size and shape for each species

#### **Condition**

Ambient temperature must be appropriate for the species. Extremes of temperatures must be avoided.

#### **Guidance**

Birds are more sensitive to high temperatures.

#### **Condition**

There must be adequate drinkers/feeders commensurate with the number of birds and these must be cleaned regularly. Bowls etc. must be positioned so that birds do not defecate in food/water

#### **Guidance**

Birds should not have to compete for drinkers/ feeders and risk exclusion. Passerines should have food available at all times. Enrichment and feeding devices need to be provided for larger psittacids. For parrots, it is preferable to use swinging systems such that the keeper does not need to enter the cage in order to change food/ water. Bowls should not be able to be removed from holders by the parrot.

#### **Condition**

Cages must be constructed from materials suitable to the type and size of birds. Materials must be safe to birds and in good repair.

#### **Guidance**

Enclosures should be placed on a hard surface. Some species require more robust materials. Materials such as loose zinc coating can be toxic to birds.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Condition**

Windproof nest boxes must be provided in all outside housing and inside where appropriate.

### **Guidance**

Many birds find sleeping or sheltering in nest boxes an essential form of security or for sheltering from inclement weather but it is recognised that some species, such as canaries, will rarely if ever voluntarily enter nest boxes.

## **Condition**

Flooring must be drop-through or easily washed/hosed.

### **Guidance**

If ground living birds are kept with perching birds then attention should be paid to flooring such that bumble foot issues are addressed - i.e. no concrete/rough stone. Where natural turf flooring is used, parasite status of the birds should be checked on a regular basis every few weeks.

N.B. In accordance with: The Wildlife & Countryside Act 1981 (sec 8)

“No species of bird shall be housed in accommodation which does not afford that species sufficient space for natural free and full wing stretching and the number of birds housed shall be such that overcrowding does not significantly reduce that freedom. Long tailed birds or birds in full plumage must be provided with properly placed perches, and feeding and watering points to prevent that plumage being fouled or otherwise damaged

## Model Licence Conditions for Pet Shops

Licensing Committee

Date: 15<sup>th</sup> December 2015

### Stocking Densities for Birds in Cages

Type	Length of Bird (cm)	Floor Area (m <sup>2</sup> ) housing up to 4 birds	Linear comes per additional bird on either cage length or depth <sup>*3</sup>
Budgerigar		0.15	5
Canary		0.15	5
Cockatiel		0.48	7.5
Finches	Less than 12.5	0.113	5
	12.5 – 17.5	0.15	5
	More than 17.5	0.225	7.5
Parakeets and Lovebirds <sup>*1</sup>	Less than 25	0.42	7.5
	15-30 <sup>*1</sup>	0.48	7.5
	More than 30 <sup>*1</sup>	0.675	7.5
Parrots	Less than 30	0.225	10
	30-35 <sup>*2</sup>	0.4050	15
	More than 35 <sup>*2</sup>	0.4725	20
Chickens		1.6	
Bantams		1.6	
Quails		1.6	

\*1. It is recommended that, wherever possible, these species are displayed for sale in aviaries or flights rather than cages per se.

\*2. It is recommended that, wherever possible, these species are displayed for sale in aviaries or flights if more than two birds are housed together.

\*3. The extra-linear centimetre per additional bird, is intended to refer to an increase in either width or length or a combination of the two i.e., a 20cm increase could refer to 20cm width, 20cm length or say 10cm width combined with 10cm length.

## Model Licence Conditions for Pet Shops

Licensing Committee

Date: 15<sup>th</sup> December 2015

### Stocking Densities for Birds in Aviaries and Flights

Type	Length of Bird (cm)	Floor Area (m <sup>2</sup> ) housing up to 4 birds	Linear comes per additional bird on either cage length or depth <sup>*3</sup>
Budgerigar		0.15	5
Canary		0.15	5
Cockatiel		0.48	7.5
Finches	Less than 12.5	0.113	5
	12.5 – 17.5	0.15	5
	More than 17.5	0.225	7.5
Parakeets and Lovebirds <sup>*1</sup>	Less than 25	0.42	7.5
	15-30 <sup>*1</sup>	0.48	7.5
	More than 30 <sup>*1</sup>	0.675	7.5
Parrots	Less than 30	0.225	10
	30-35 <sup>*2</sup>	0.4050	15
	More than 35 <sup>*2</sup>	0.4725	20
Chickens		1.6	
Bantams		1.6	
Quails		1.6	

# Model Licence Conditions for Pet Shops

## Licensing Committee

Date: 15<sup>th</sup> December 2015

### Schedule H – Reptiles and Amphibians

#### Condition

Stocking and density must be appropriate to the species.

#### Guidance

Most reptiles and amphibians are not social and may, therefore, be kept individually. Communal enclosures should not be stocked as to appear overcrowded, common sense should be observed.

Mixing of species, although possible, should be undertaken with caution. Some species may require or seek seclusion or privacy either sporadically or permanently and provision for this should be made.

**Snakes:** may be housed individually or in small groups, of the same species. Snakes known to be cannibalistic, e.g. king snakes (*Lampropeltis* sp), should be housed individually.

**Lizards:** only species of similar size and from similar habitat and geographical areas should be kept communally. Lizards known to be cannibalistic, e.g. *Gambelia* sp, should be housed individually. Generally adult male lizards in breeding condition should not be housed together and groups of lizards housed communally should be regularly observed for signs of aggression.

**Tortoises and Terrapins:** only terrapins of similar size and habit and from the similar geographical area should be kept communally.

Tortoises of different species should be housed individually. Also, adult males in breeding condition should be housed individually.

**Frogs and Toads:** only species of similar size, and from similar habitats and geographical areas, should be kept communally. Mixing of taxa (e.g. frog & toad) is not generally recommended. Cannibalistic species, such as horned frogs (*Ceratophrys* sp.) and African bull frogs (*Pyxicephalus* sp.) should be housed individually.

**Newts and Salamanders:** only species of similar size and from similar geographical areas should be kept together.

Generally mixed taxa [e.g. lizards and tortoises] are not recommended, although paludaria which combine fish with small reptiles and/ or amphibians of appropriate species are acceptable.

#### Condition

The enclosure size must be appropriate to the species and adjusted according to its size.

#### Guidance

**Snakes:** The recommendation is that the snake may not be longer in length than the longest diagonal of the enclosure.



# Model Licence Conditions for Pet Shops

## Licensing Committee

Date: 15<sup>th</sup> December 2015

**Lizards:** the length of the enclosure should be three times the full length of the lizard, or larger.

**Tortoises and Terrapins:** the length of the enclosure should be a minimum of 90cms, or four times the length of the animal, or larger.

For aquatic species [turtles, terrapins] the enclosure should allow the animal to swim adequately, i.e. have water depth at least 4 times that of the animal, although some terrapins (e.g. Cora sp., Terrapin sp. And Glyptemys sp.) do not require such deep water.

Terrapins must also have an adequate land basking area.

**Frogs and Toads:** the length of the enclosure should be minimum 30cm x 30 cm x 30cm, or at least three times the length of the animal, or larger. For sedentary species, such as horned frogs (Ceratophrys sp.) and African bull frogs (Pyxicephalus sp.) the enclosure can be smaller.

Fully aquatic species should be able to swim adequately, i.e. water depth should be at least 4 times the depth of the animal.

**Newts and Salamanders:** the length of the enclosure should be minimum 30cm x 30 cm x 30cm, or at least three times the full length of the amphibian, or larger. Aquatic species should be able to swim adequately, i.e. water depth should be at least 4 times the depth of the animal.

**Height and Width:** of the enclosure should be appropriate to the species, with arboreal species requiring more height than terrestrial species.

### Condition

Temperature, humidity, lighting and ventilation must be appropriate to the species.

#### Guidance

Ambient and basking temperatures should be appropriate to the species concerned, with the following guidance for commonly kept species.

These are guidelines only and individual species should be researched as requirements for some species will fall outside of these recommendations. Vendors and staff must have access to relevant reference material (books, internet etc.). Basking spots may be provided by convection or radiant heat sources (e.g. light bulb, or heat mat), as appropriate to the species. Ventilation should be appropriate to the species and should allow sufficient change of air without jeopardising the temperature or humidity in the enclosure.

### Condition

Lighting must be appropriate to the species.

#### Guidance

An appropriate light period should be observed. Species requiring UVB lighting, e.g. diurnal lizards and tortoises, should have appropriate UVB emitting lamps. These should

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, KAshton@swindon.gov.uk.

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

be replaced according to manufacturer's recommendations. Mercury Vapour or Metal Halide UVB emitting lamps may also be used to provide a daytime heat source. UV light sources must not be screened by non UV transmitting glass or plastic. Animals should have areas of shade so that they can escape from the light if desired.

### **Condition**

Substrate appropriate to the species must be present.

#### **Guidance**

Substrate should be appropriate to the species concerned and may include, but not be limited to: newspaper, paper towel, bark chip, woodchip, terrarium humus, moss, gravel, calcium carbonate, terrarium sand etc. Measures should be taken to ensure that substrate is not ingested.

### **Condition**

Enrichment must be provided appropriate to the species.

#### **Guidance**

Décor should be appropriate to the species and should not be harmful, e.g. sharp rocks, toxic or injurious plants. Décor should be secure and not able to fall and cause injury. Enclosure should be furnished in such a fashion as to allow inhabitants to exhibit natural behaviour e.g. climb or hide where appropriate.

### **Condition**

Food and water must be provided in the appropriate manner for the species.

#### **Guidance**

Feeding habits vary between species and between individuals. Staff should have knowledge of the requirements for all the species held. Food should be presented in a form or pattern that is acceptable to the species concerned. Food supplements [vitamin and minerals] should be provided as appropriate to the species concerned. Live food intended for use should be housed in suitable escape proof containers, and fed appropriately.

Fresh foods [salads] should be kept refrigerated where appropriate. Frozen foods intended for use must be stored in an appropriate deepfreeze and defrosted thoroughly before use.

Feeding records for hatchling snakes should be kept and made available to purchasers.

Fresh water should be available at all times, with the exception of certain desert species, such as Uromastix sp. which should be offered water periodically. Certain species, such as chameleons, do not drink from standing water and should be offered water appropriately, e.g. by a dripper system or sprayer.

### **Condition**

Hygiene: enclosures must be cleaned appropriately.

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, KAshton@swindon.gov.uk.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Guidance**

Spoiled food stuffs should be removed at appropriate time periods, at least daily.

Substrates should be replaced as appropriate, and spot cleaned daily. Décor should be sanitised as appropriate. Enclosures should be disinfected with appropriate disinfectant as necessary and always between different batches of animals. Disinfectant should be appropriate for the contaminants likely to be encountered. Disinfectant hand gels should be available for staff to use between animals, to prevent the external environment being contaminated. Water bowls should be cleaned as appropriate and disinfected at least weekly.

Slough [shed skins] should be removed daily.

## **Condition**

Handling must be kept to a minimum at all times.

## **Guidance**

Handling must be kept to a minimum at all times. Staff should receive training on how to handle animals and animals which may be aggressive should only be handled by competent staff. Staff and customers should wash hands after handling specimens, and any equipment used should also be disinfected.

Customers handling animals prior to purchase should be supervised and offered facilities to wash their hands afterwards.

# Model Licence Conditions for Pet Shops

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## Schedule I – Fish

### Condition

Water quality is a key determinant of fish welfare. To assess it, levels of ammonia and nitrite must be checked first. Only if such measurements exceed the recommended standards below, or there is an unexplained problem, is there any need to proceed further.

Minimum water standards must be:

#### Cold Water Species

*Free Ammonia	max 0.02mg/l
Nitrite	max 0.2mg/l
*Dissolved Oxygen	min 6mg/l
Nitrate	max 50mg/l above ambient tap water

#### Tropical Freshwater Species

*Free Ammonia	max 0.02mg/l
Nitrite	max 0.2mg/l
*Dissolved Oxygen	min 6mg/l
Nitrate	max 50mg/l above ambient tap water

#### Tropical Marine Species

*Free Ammonia	max 0.01mg/l
Nitrite	max 0.125mg/l
Nitrate	max 100mg/l
*pH	min 8.1
*Dissolved Oxygen	min 4.0 mg/l

### Guidance

It is virtually impossible to determine the quantity of aquatic organisms to be kept in a system purely on a weight or number of aquatic organisms per unit, volume, or water surface area. The variation in holding system used, the quality of husbandry and the types of aquatic organisms stocked vary so greatly that it would render any such system too complicated to be practical or too simple to be useful. The maintenance of water quality standards can be used to determine working stocking densities.

The water quality standards should not be met at the expense of a correct feeding regime. Exceptions to these standards might occur e.g. when aquatic organisms are diseased,

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

# **Model Licence Conditions for Pet Shops**

## **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

after transport or other stress. However in these cases appropriate remedial actions e.g. treatment, acclimatisation or isolation should be undertaken. Sea water holds less oxygen than fresh water. The recommended level is 5.5 mg/l so extra care is needed to ensure that levels do not routinely fall below this.

### **Condition**

Water quality must be checked regularly and records kept of all tests. Centralised systems must be tested weekly. 10% of individually filtered tanks or vat must be tested weekly.

\*These parameters should be checked first i.e dissolved oxygen, free ammonia and pH. Only if a problem exists with these tests is it necessary to check nitrite and nitrate levels.

On aquaria or vats in which visual inspection indicates unusual behaviour or deaths, water quality inspections should be undertaken.

### **Guidance**

One test is representative of all the water in the system of centralised systems. Standalone systems must each be tested. Poor water quality is often the underlying cause of problems presenting as disease or mortalities.

### **Condition**

Holding systems must be cleaned and checked regularly. Checks of aquariums should be carried out for carcass removal as often as required to keep aquaria clear of dead fish. This may be required multiple times through the day.

### **Guidance**

Aquaria must be checked daily and cleaned as often as is necessary to maintain good hygiene standards, consistent with the rate of stock turnover and consequent stocking densities.

### **Condition**

No aquatic organisms should be exposed to excessive light or heat, or lack of adequate warmth.

### **Guidance**

No fish or other aquatic organism should be subject to rapid fluctuation in light (lights should be on dimmers if automated), temperature and chemical composition of their water, other than for the controlled treatment of disease or as part of a controlled breeding programme. There are in excess of 4000 fish species in trade and thus the acceptable conditions may vary substantially and often counter intuitively. In case of doubt expert advice should always be sought.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## **Information**

### **Register of Wild Animals and Endangered Species**

Some species are listed on the Annexes of EU Wildlife Trade Regulations which implement CITES [Convention on International Trade in Endangered Species]. Species listed on Annex A of EU Wildlife Trade Regulations [Council Regulation (EC) No. 338/97] must have a valid Article 10 Certificate and may require microchipping or closed ring. Species listed on Annex B do not require Certificates but the vendor should be able to provide proof the animal was acquired legally.

Further information is available from Animal Health, Wildlife Licensing and Registration Service: 1-15 Temple Quay House, 2 The Square, Bristol, BS1 6EB

Wild-caught specimens listed on Annex IV of the EU Habitats Directive [Council Directive 92/43 EEC] collected within the EU require the appropriate Certification. Captive-bred specimens are exempted from such requirements.

### **Breeding and Sale of Dogs Act**

Puppies/dogs should be identifiable whilst at the shop. Under this legislation, the record should show:

#### **The identification of the animal**

#### **The date of birth, breed, sex and any distinguishing features**

**Details of any veterinary care provided while under care of the shop In addition, it is also good practice to record:**

**Details of any feedback provided to the breeder on health issues such as disease or inherited defects**

**Details of any health screening tests performed on the parents**

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

## Useful Contacts

All pet shop licences are issued by your local authority who should be your first point of contact

### General

British Veterinary Zoological Society

Email: [secretary@bvzs.org](mailto:secretary@bvzs.org)

Chartered Institute of Environmental Health

Chadwick Court, 15 Hatfields, London SE1 8DJ

Telephone: 020 7928 6006

[www.cieh.org](http://www.cieh.org)

Department for Environment, Food and Rural Affairs

Animal Welfare Unit, Nobel House, 17 Smith Square

London SW1P 3JR Telephone: 08459 33 55 77

Email: [helpline@defra.gsi.gov.uk](mailto:helpline@defra.gsi.gov.uk)

<https://www.gov.uk/government/topics/wildlife-and-animal-welfare>

Local Government Association,

c/o LGconnect, Local Government Group,

Local Government House, Smith Square,

London SW1P 3HZ

Telephone: 020 7664 3000

Email: [info@local.gov.uk](mailto:info@local.gov.uk)

[www.lga.gov.uk](http://www.lga.gov.uk)

## Veterinary Contacts

British Small Animal Veterinary Association

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

## **Model Licence Conditions for Pet Shops**

### **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Woodrow House, 1 Telford Way,  
Waterwells Business Park, Quedgeley,

Gloucester GL2 2AB

Telephone: 01452 726700

[www.bsava.com](http://www.bsava.com)

British Veterinary Association

7 Mansfield Street,

London W1G 9NQ

Telephone: 020 7636 6541

Email: [bvahq@bva.co.uk](mailto:bvahq@bva.co.uk)

[www.bva.co.uk](http://www.bva.co.uk)

Royal College of Veterinary Surgeons

Belgravia House, 62-64 Horseferry Road,

London SW1P 2AF

[www.rcvs.org.uk](http://www.rcvs.org.uk)

All Species

The Blue Cross

Shilton Road, Burford, Oxon OX18 4PF

Tel: 01993 822651

Email: [info@bluecross.org.uk](mailto:info@bluecross.org.uk)

[www.bluecross.org.uk](http://www.bluecross.org.uk)

Pet Industry Federation

Bedford Business Centre,

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).



## **Model Licence Conditions for Pet Shops**

### **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

170 Mile Road, Bedford MK42 9TW

Telephone: 01234 273 933

[www.petcare.org.uk](http://www.petcare.org.uk)

People's Dispensary for Sick Animals (PDSA)

Head Office, Whitechapel Way,

Priorslee, Telford, Shropshire TF2 9PQ

Telephone: 01952 290999

[www.pdsa.org.uk](http://www.pdsa.org.uk)

Royal Society for the Prevention of Cruelty to Animals

RSPCA Enquiries Service, Wilberforce Way,

Southwater, Horsham, West Sussex RH13 9RS

Telephone: 0300 1234 555

[www.rspca.org.uk](http://www.rspca.org.uk)

Wood Green Animal Shelters

Kings Bush Farm, London Road,

Godmanchester, Cambs PE29 2NH

Telephone: 0844 248 8181

Email: [info@woodgreen.org.uk](mailto:info@woodgreen.org.uk)

[www.woodgreen.org.uk](http://www.woodgreen.org.uk)

Cats

International Cat Care

Taeselbury, High Street, Tisbury,

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

## **Model Licence Conditions for Pet Shops**

### **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Wiltshire SP3 6LD

Telephone: 01747 871872

Email: [info@icatcare.org](mailto:info@icatcare.org).

[www.icatcare.org](http://www.icatcare.org)

Governing Council of the Cat Fancy

5 King's Castle Business Park,

The Drove, Bridgwater, Somerset TA6 4AG

Telephone: 01278 427575

Email: [info@gccfcats.org](mailto:info@gccfcats.org)

[www.gccfcats.org](http://www.gccfcats.org)

Dogs

Dogs Trust

17 Wakley Street, London EC1V 7RQ

Telephone: 0207 833 7685

Email: [info@dogstrust.org.uk](mailto:info@dogstrust.org.uk)

[www.dogstrust.org.uk](http://www.dogstrust.org.uk)

The Kennel Club

1-5 Clarges Street, Piccadilly, London W1J 8AB

Telephone: 08444 633 980

Email: [info@thekennelclub.org.uk](mailto:info@thekennelclub.org.uk)

[www.thekennelclub.org.uk](http://www.thekennelclub.org.uk)

Rabbits and small mammals,

British Rabbit Council

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

## **Model Licence Conditions for Pet Shops**

### **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Purefoy House,  
7 Kirkgate,  
Newark, Notts NG24 1AD  
Telephone: 01636 676042  
[www.thebrc.org](http://www.thebrc.org)

Rabbit Welfare Association and Fund  
PO Box 603, Horsham,  
West Sussex RH13 5WL  
Telephone: 0844 324 6090  
Email: [hq@rabbitwelfare.co.uk](mailto:hq@rabbitwelfare.co.uk) [www.rabbitwelfare.co.uk](http://www.rabbitwelfare.co.uk)

Fish  
Ornamental Aquatic Trade Association  
1st Floor Office Suite, Wessex House,  
40 Station Road, Westbury,  
Wiltshire BA13 3JN  
Tel: 01373 301353  
[www.ornamentalfish.org](http://www.ornamentalfish.org)

Reptiles  
REPTA (Reptile & Exotic Pet Trade Association)  
Telephone: 02380 440999  
Email: [info@repta.org](mailto:info@repta.org)  
[www.repta.org](http://www.repta.org)

### **Qualifications and Training**

Contact your trade association, local technical or agricultural college for information on current training and qualifications

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

## **Model Licence Conditions for Pet Shops**

### **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Animal Medicines Training Regulatory Authority

Unit 1c, Woolpit Business Park,

Windmill Avenue, Woolpit,

Bury St. Edmunds IP30 9UP

Telephone: 01359 245801

Email: [info@amtra.org.uk](mailto:info@amtra.org.uk)

[www.amtra.org.uk](http://www.amtra.org.uk)

City & Guilds

1 Giltspur Street, London EC1A 9DD

Telephone: 0844 543 0000

[www.cityandguilds.com](http://www.cityandguilds.com)

LANTRA

Lantra House, Stoneleigh Park,

Coventry, Warwickshire CV8 2LG

Telephone: 0845 707 8007

Email: [connect@lantra.co.uk](mailto:connect@lantra.co.uk)

[www.lantra.co.uk](http://www.lantra.co.uk)

Permanent identification databases

Microchipping Advisory Group

[www.bsava.com/Advice/MicrochipAdvice/tabid/154/Default.aspx](http://www.bsava.com/Advice/MicrochipAdvice/tabid/154/Default.aspx)

National Dog Tattoo Register

Telephone: 01255 552455

[www.dog-register.co.uk](http://www.dog-register.co.uk)

Animalcare

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, [KAshton@swindon.gov.uk](mailto:KAshton@swindon.gov.uk).

## **Model Licence Conditions for Pet Shops**

### **Licensing Committee**

**Date: 15<sup>th</sup> December 2015**

Telephone: 01904 487 687

Email: [office@animalcare.co.uk](mailto:office@animalcare.co.uk)

[www.animalcare.co.uk](http://www.animalcare.co.uk)

AVID Plc

PO Box 190, Lewes, East Sussex BN7 9GD

Telephone: 0800 652 7 977

Email: [pettrac@avidplc.com](mailto:pettrac@avidplc.com)

[www.avidplc.com](http://www.avidplc.com)

Petlog

The Kennel Club,

4A Alton House,

Gatehouse Way, Aylesbury, Bucks HP19 8XU

Telephone: 0844 463 3999

Email: [petlogadmin@thekennelclub.org.uk](mailto:petlogadmin@thekennelclub.org.uk) [www.petlog.org.uk](http://www.petlog.org.uk)

Pet Protect

Furness House, 53 Brighton Road,

Redhill, Surrey RH1 6RD

Telephone: 0800 587 0660

[www.petprotect.co.uk](http://www.petprotect.co.uk)

# Appendix A

Model Conditions for Pet Shops wishing to sell Dogs (puppies) in Swindon

NB All Pet Shops in Swindon must abide by the general Model Conditions. It is the default position in the Borough that dogs are not to be sold on a Pet Shop licence but an individual can make an application to the Licensing Committee. This may be granted but the following are additional standards that Pet Shops selling dogs (i.e. puppies) must adhere to.

1. No dog shall be kept or sold as part of the business unless it has been obtained directly from the dog breeder. It is not permissible to obtain a dog through any other dealer or via any other intermediary who has acquired the dog or has the dog in their care.
2. The source breeder shall be the owner and keeper of the female parent of the litter.
3. No dog shall be sourced from a breeder unless that breeder is either a). Licensed or b) is exempt from the requirement to be licensed but who nevertheless adheres to the Pet Care Trust's Charter for Breeding Dogs.
4. No dog shall be sourced from a breeder whose dogs are kept at a location more than 45 miles distant from the premises specified in the pet shop licence
5. Before any dog is sold, the purchaser shall be given the contact details for the dog breeder, including contact name, address of the establishment, telephone contact number and where there is one, an e-mail address.
6. No contract with a dog breeder for the supply of dogs shall be entered into, unless a condition is placed on the breeder that they shall offer a reasonable level of information, guidance and assistance to the end purchaser of any dog bred by them, for a period of six months following acquisition by the final purchaser.
7. The dealer shall not sell any dog unless the contract with the breeder includes a requirement that a DNA profile for both of the parents is provided with any puppy supplied. When selling to the final owner, the holder of the pet shop licence shall provide copies of those profiles to the purchaser.

8. No dog shall be sold unless test results are supplied either for the dog or for both of its parents, demonstrating that it is free from the genetic defects commonly associated with the breed in question.
9. No puppy shall pass into the keeping of the dealer (holder of the pet shop licence) unless it has remained with the dam and at the place of birth for a minimum period of eight weeks.
10. No dog shall be sold unless it has been permanently identified by the insertion of a microchip or by some other means.
11. No dog shall be received or kept by the dealer unless the dog has started a course of standard vaccinations. The original documentation issued in connection with those vaccinations shall be passed to the final purchaser. No such documentation shall be considered valid unless it bears the stamp or details of the veterinary practice, which administered the vaccination(s), together with the signature of the veterinary surgeon that performed the procedure(s).
12. The dealer shall give each dog kept or supplied a unique identifying number and that shall be recorded in a logbook. All such logbooks kept in the course of the business shall be made available on request at any reasonable time to an authorised enforcement officer.
13. While in the keeping of the dealer, each dog shall wear a collar with an attached identifying tag or badge, which indicates the breeding establishment from which the dog was obtained, and the unique log number for that dog.
14. Where a pedigree dog is sold, the pedigree certificate for that dog shall accompany it. The breeder shall have signed the pedigree certificate. The dealer is not authorised to purport independently that the dog is of pedigree stock.
15. When a dog is sold, the purchaser shall be provided with detailed, written good husbandry advice for the breed in question or be directed to specific sources of expert information on the breed, particularly with regard to diet, training, grooming and exercise.
16. No dog shall pass into the keeping of the dealer unless it is accompanied by a health care report prepared by a veterinary surgeon, for that dog. The original of the health care certificate shall be given to the final purchaser.

## **Appendix 2      Model Conditions for Pet Shops wishing to sell Dogs (puppies) in Swindon**

NB All Pet Shops in Swindon must abide by the general Model Conditions. It is the default position in the Borough that dogs are not to be sold on a Pet Shop licence but an individual can make an application to the Licensing Committee. This may be granted but the following are additional standards that Pet Shops selling dogs (i.e. puppies) must adhere to.

No dog shall be kept or sold as part of the business unless it has been obtained directly from the dog breeder. It is not permissible to obtain a dog through any other dealer or via any other intermediary who has acquired the dog or has the dog in their care.

The source breeder shall be the owner and keeper of the female parent of the litter.

No dog shall be sourced from a breeder unless that breeder is either a). Licensed or b) is exempt from the requirement to be licensed but who nevertheless adheres to the Pet Care Trust's Charter for Breeding Dogs.

No dog shall be sourced from a breeder whose dogs are kept at a location more than 45 miles distant from the premises specified in the pet shop licence

Before any dog is sold, the purchaser shall be given the contact details for the dog breeder, including contact name, address of the establishment, telephone contact number and where there is one, an e-mail address.

No contract with a dog breeder for the supply of dogs shall be entered into, unless a condition is placed on the breeder that they shall offer a reasonable level of information, guidance and assistance to the end purchaser of any dog bred by them, for a period of six months following acquisition by the final purchaser.

The dealer shall not sell any dog unless the contract with the breeder includes a requirement that a DNA profile for both of the parents is provided with any puppy supplied. When selling to the final owner, the



holder of the pet shop licence shall provide copies of those profiles to the purchaser.

No dog shall be sold unless test results are supplied either for the dog or for both of its parents, demonstrating that it is free from the genetic defects commonly associated with the breed in question.

No puppy shall pass into the keeping of the dealer (holder of the pet shop licence) unless it has remained with the dam and at the place of birth for a minimum period of eight weeks.

No dog shall be sold unless it has been permanently identified by the insertion of a microchip or by some other means.

No dog shall be received or kept by the dealer unless the dog has started a course of standard vaccinations. The original documentation issued in connection with those vaccinations shall be passed to the final purchaser. No such documentation shall be considered valid unless it bears the stamp or details of the veterinary practice, which administered the vaccination(s), together with the signature of the veterinary surgeon who performed the procedure(s).

The dealer shall give each dog kept or supplied a unique identifying number and that shall be recorded in a logbook. All such logbooks kept in the course of the business shall be made available on request at any reasonable time to an authorised enforcement officer.

While in the keeping of the dealer, each dog shall wear a collar with an attached identifying tag or badge, which indicates the breeding establishment from which the dog was obtained, and the unique log number for that dog.

Where a pedigree dog is sold, the pedigree certificate for that dog shall accompany it. The breeder shall have signed the pedigree certificate. The dealer is not authorised to purport independently that the dog is of pedigree stock.

When a dog is sold, the purchaser shall be provided with detailed, written good husbandry advice for the breed in question or be directed to specific sources of expert information on the breed, particularly with regard to diet, training, grooming and exercise.

No dog shall pass into the keeping of the dealer unless it is accompanied by a health care report prepared by a veterinary surgeon, for that dog. The original of the health care certificate shall be given to the final purchaser.

### **Appendix 3 List of Consultees**

<b>Mr Neil Eatwell</b>	<b>Manor Garden Ctre Cheney Manor Rd Swindon SN2 2QJ</b>
<b>Pets at Home</b>	<b>Unit 1 St Margarets Retail Pk Stratton St Margaret Swindon SN3 4ES</b>
<b>Pets at Home</b>	<b>Pets at home, Bridgemead, Mannington, Swindon</b>
<b>Mr Philip Basford</b>	<b>Wyevale Gdn Centre Hyde Road Swindon SN2 7SE</b>
<b>Mr Philip Basford</b>	<b>Waterlife Centre Manor Gdn Centre Cheney Manor Rd Swindon SN2 2QJ</b>
<b>Mr Newman</b>	<b>Bodyhorse Hill Hinton Parva Swindon SN4 0DH</b>
<b>Mr Brian Mountjoy</b>	<b>28 Banwell Ave Park North Swindon SN3 2NJ</b>
<b>Arran Williams</b>	

## Appendix 4 Responses received

Condition 4 Register of Animals

Condition 4.2 A sales register must be maintained.

Clarification- This is not required for fish.

Schedule I – Fish.

Testing of water quality

Condition 2

Water quality must be checked weekly,-

Question What parameters must be tested weekly? Ammonia and nitrite or all parameters in condition 1?( ie Ammonia, Nrite, Oxygen levels and Nitrate)

Section 9. Observations

“Regular checks and observations should be done regularly”

Question How regularly, once a day? once a week?

There does not seem to be any provision of doing quality checks (ie looking for dead fish) in aquariums and removing carcasses, or providing any recordings of having done this in a routine process? Although there is a vague observation requirement in

Section 9. Observations. it is not clear. This may be added to, by adding QC checks of aquariums for carcass removal as often as required to keep aquaria clear of dead fish.

There is also no provision of disposal of carcasses process (in this case fish.) How and where are you wishing the carcasses to be disposed of? (In general waste? In a particular way to minimise issues?)

Mr Arran Williams

## Appendix 5 Summary of consultations received and officer responses

Consultee	Summary	Response	Action
<b>Mr Arran Williams</b>	<b>Condition 4.2 A sales register must be maintained.</b>  Clarification- This is not required for fish	<b>Considered to be valid point</b>	<b>Amend as follows: Condition 4.2 in Guidance to read “This is not required for other species but is recommended with the exception of fish”</b>
	<b>What parameters must be tested weekly</b>	<b>To add further detail as per old MLC for clarity</b>	2. Amend as follows: (parameters asterisked in the table of Condition 1 Schedule I with *) These parameters should be checked first i.e dissolved oxygen, free ammonia and pH. Only if a problem exists with these tests is it necessary to check nitrite and nitrate levels
	<b>How regular should checks/obs be</b>	States in the MLC that all animals should be attended to as a minimum once daily	<b>Amend as follows: To aid clarification to guidance on 9: Any observations or concerns witnessed in daily checks should be noted</b>  <b>Further, to add to Sch I (3): Checks of aquariums should be carried out for carcass removal as often as required to keep aquaria clear of dead fish. This may be required multiple times through the day.</b>
	<b>There is no provision of disposal of carcasses process</b>	<b>10.1 states appropriate measures be in place. Can add additional clarification</b>	<b>Amend as follows. 10.1 guidance add: It is recommended that dead livestock be placed in a yellow bag and disposed of via a vet or pet crematorium</b>

## Appendix 5



### Model Conditions for Pet Shops under Pet Animals Act 1951

#### Contents

Introduction.....	2
Schedule A – General Conditions.....	4
Schedule B – Dogs .....	15
Schedule C – Cats .....	18
Schedule D – Rabbits and Guinea Pigs.....	20
Schedule E – Other Small Mammals .....	22
Schedule F – Ferrets .....	25
Schedule G – Birds.....	27
Schedule H – Reptiles and Amphibians.....	31
Schedule I – Fish .....	35
Information .....	37
Useful Contacts.....	38

## Introduction

These Model Conditions should not be considered as a complete manual on animal husbandry. It is a living document which will be revised from time to time to take into account new knowledge of animal physiology and behaviour as well as advances and development in standards of animal welfare.

Local authorities in England, Scotland and Wales issue licences to proprietors of pet shops and other pet vendors under the provisions of the Pet Animals Act (1951). Before granting a licence the local authority must be satisfied that the animals are kept in accommodation that is suitable; that they are supplied with appropriate food and drink; and are adequately protected from disease and fire.

The local authority may attach conditions to the licence, may inspect the licensed premises at all reasonable times and may refuse a licence if the standards at the premises are unsatisfactory or if the terms of the licence are not being complied with.

Under the Animal Welfare Act (2006)<sup>1</sup> which applies in England and Wales and the Animal Health and Welfare (Scotland) Act 2006<sup>2</sup> in Scotland those responsible for animals, including pet vendors, have a responsibility towards the welfare of the animals in their care.

Under these Acts it is an offence to cause unnecessary suffering to a protected animal, whether by an act or omission. Vendors also have a legal 'duty of care' towards the animals in their care. Vendors must therefore take such steps as are reasonable in all the circumstances to meet the welfare needs of the animals, to the extent required by good practice.

The Acts define an animal's needs as including:

- Its need for a suitable environment

- Its need for a suitable diet

- Its need to be able to exhibit normal behaviour patterns

- Any need to be housed with, or apart from other animals

- Its need to be protected from pain, suffering, injury and disease

During the inspection, prior to the issue of a licence, it is important that the five needs as outlined above are considered. Defra, the Welsh Assembly Government and the Scottish Government have produced various Codes of Practice under the Animal Welfare Acts, which outline in more detail certain species' needs that can be referred to for guidance.

Issues specific to pet shops and other pet vendor are covered in this document.

The Animal Welfare Acts also increased the minimum age at which a person can buy an animal to 16 and prohibit giving animals as prizes to unaccompanied children under this age.

Another key objective in developing these model licensing conditions is to encourage conditions in pet shops licensing and a consistency of approach across local authorities which minimises the risk of transmission of disease from animals to humans, alongside the need to protect animals from cruelty and ill-treatment and to encourage good standards of animal husbandry in pet vending.

Zoonoses, or zoonotic disease are infectious diseases transmissible between humans and other animals; many thousands of zoonotic disease have been identified. While the reported instances of transmission are infrequent, they nevertheless represent significant disease prevalence. The risk to humans depends on the kind of disease and the type of exposure.

Legislation/Orders that are relevant:

Pet Animals Act 1951

Dangerous Dogs Act 1991

Dangerous Wild Animals Act 1976

Breeding of Dogs Act 1973

EU Regulation on the protection of animals during transport (EC) 1/2005

Welfare of Animals (Transport) (England) Order 2006

Animal Welfare Act 2006

Docking of Working Dogs' Tails (England) Regulations 2007

Mutilations (Permitted Procedures) (England) Regulations 2007

EU Wildlife Trade Regulations: Council Regulation (EC) No. 338/97, implements CITES (Convention on International Trade in Endangered Species of Flora and Fauna) in the European Community



The Conservation of Habitats and Species Regulations 2010, implements the EU Habitats Directive: Council Directive 92/43 EEC.

The Microchipping of Dogs (England) Regulations 2014

Definition of terms

\*\* A batch should be defined as a group of animals arriving from the same supplier, at the same time

\*\*m<sup>2</sup> is a measurement of area. One m<sup>2</sup> measures one metre by one metre. Consequently two m<sup>2</sup> measures 2 metres by 1 metre. (4 square metres measures 2 metres by 2 metres).

## **Schedule A – General conditions**

### **Licence Display**

#### Condition

The licence or a copy of the licence must be suitably displayed to the public in a prominent position

#### Guidance

For security reasons, the licence should not display the licence holder's home address.

### **2. Accommodation**

#### **2.1 Condition**

Animals must at all times be kept in accommodation designed to prevent escape and an environment suitable to their species and condition with respect to behavioural needs, situation, size, temperature, ventilation, and cleanliness. All accommodation must avoid drafts and overexposure to direct sunlight and must be kept in good repair.

#### Guidance

Animals should be able to move around freely, climb, fly, swim and jump where appropriate, and be comfortable in their environment. Definitions of appropriate sizes and materials are in the appropriate schedules to this document. Regular maintenance and repair will prevent injury from damaged housing. Temperature monitoring devices should be provided. It is important to avoid draughts.

#### **2.2 Condition**

Ventilation must be provided to all interior areas without the creation of excessive, localized draughts. Ventilation is important as an aid to disease control and aims to decrease smell accumulation and prevent excessive humidity of the atmosphere.

#### Guidance

The spread of airborne infections can be a significant risk. Excessive or inadequate humidity can cause other health problems.

### 2.3 Condition

If animals are displayed outdoors, they must have protection appropriate to their species

#### Guidance

This should include shelter from wind, rain or snow and/or the sun and predators if appropriate.

### 2.4 Condition

In order to control the spread of disease, and to prevent injury, housing must be constructed of non-porous materials or be appropriately treated. Junctions between all sections need to be fully cleanable.

#### Guidance

Appropriate housing will prevent direct transmission of disease and injuries. This will maintain structural integrity and ensure dry, easily cleansed surfaces. In general, untreated wood is not an appropriate material as it cannot be thoroughly cleaned.

### 2.5 Condition

Animals must be kept in housing which minimises stress from other animals or the public. Signage must be in place to deter public interference.

#### Guidance

An area to hide away, if needed, will help to reduce stress levels for the animals. In addition to signs, other measures may be required, such as limiting access to some sides of animal enclosures. Care should be taken to avoid sensory contact between prey and predator species.

### 2.6 Condition

All animals for sale must be readily accessible and easy to inspect by staff.

#### Guidance

This should help to ensure that the cage is kept clean and hygienic and animals can be easily observed for illness or injury

### 2.7 Condition

Accommodation must be cleaned as often as necessary to maintain good hygiene standards

## Guidance

To maintain a clean environment, a cleaning Standard Operating Procedure (SOP) should be provided and should detail the routine daily cleaning regime and the procedure for cleaning between periods of occupation. Soiled bedding should be removed frequently to ensure animals do not have to lie in it.

### 2.8 Condition

Where accommodation is on a tiered system, water, food or droppings must not be allowed to enter the lower housing

## Guidance

This will prevent contamination of the lower cages. This does not apply to centrifuged fish systems or aviaries where perching and ground birds are housed together.

### 2.9 Condition

All accessories provided for environmental enrichment in the accommodation must be appropriate for the species.

## Guidance

To stimulate the performance of natural behaviours.

## 3. Exercise Facilities

### 3.1 Condition

Suitable and sufficient facilities must be available where appropriate.

## Guidance

Animals must be able to exhibit normal behaviour patterns and this may require the provision of suitable space for exercise.

## 4. Register of Animals

### 4.1 Condition

A purchase register must be maintained for all animals detailing their source and identification where appropriate,

## Guidance

This can be by cross referenced to an invoice file. The purpose of the register is to ascertain the source of the animals.

## 4.2 Condition:

A sales register must be maintained for:

### 4.2.1 Dogs

### 4.2.2 Cats

### 4.2.3 Psittacines

### 4.2.4 Species contained in the Schedule to the Dangerous Wild Animals Act 1976

## Guidance

The purpose of the register is for emergency contact of purchasers. The name, address and telephone number of the purchaser should be obtained. This is not required for other species but is recommended ***with the exception of fish***

## 4.3 Condition

Animals under veterinary treatment must be identifiable.

## 5. Stocking Numbers and Densities

### 5.1 Condition

No animals other than those specified in the licence, may be stocked. The licence conditions should clearly state the numbers for each species or species group that may be kept on the premises, except fish which will be split into Coldwater, Tropical and Marine

Please refer to Schedules for individual species for more details.

Animals are defined as any vertebrate animals; invertebrates are exempted from the regulations.

### 5.2 Condition

Where appropriate, all animals must be housed in social groups of suitable size.

## Guidance

Details can be found in the relevant schedules.

## 6. Health Disease and Acclimatisation

### 6.1 Condition

All animals for sale must be in good health

#### Guidance

Vendors and staff are responsible for providing the animals' needs including good health care. Illness and obvious parasitic infection should be addressed before the animal is sold. Veterinary advice should be sought in any case of doubt.

Transport and the introduction to a novel environment are stressful and animals should be allowed to acclimatise before being further stressed by being offered for sale. Where animals are obtained for sale to a specific client it may be acceptable for the animal to be sold immediately.

All animals should receive appropriate vaccination where required for the species, as advised by the retailer's veterinary surgeon. Veterinary advice must be sought whenever necessary.

A Record of Treatment should be provided to the purchaser. Vaccination courses should begin at the appropriate age for each species.

#### 6.2 Condition

Any sick or injured animal must receive appropriate care and treatment without delay. These must only be treated by appropriately competent staff or veterinary surgeons.

#### Guidance

"Care and treatment" may include euthanasia but under no circumstances may an animal be euthanised other than in a humane and effective manner. In case of doubt, veterinary advice must be sought.

#### 6.3 Condition

Provision must be made for the isolation of sick/injured/infectious animals and those that might reasonably be expected to be carrying serious infectious diseases.

#### Guidance

Isolated animals should be kept in a secure, comfortable location where their condition and needs can be kept, also detailing treatment. For ornamental fish, in-line UV treatment or other sterilising devices effectively provide a means of isolating individual tanks in multiple tank systems. They must be of a proper size and maintained in accordance with manufacturers' recommendations.

## 6.4 Condition

Any animal with an abnormality which would materially affect its quality of life must not be offered for sale. When in doubt, veterinary advice should be sought.

### Guidance

Information on any known conditions should be provided to the new owner.

## 6.5 Condition

All reasonable precautions must be taken to prevent the outbreak and spread of disease. No animal which is suffering from, or could reasonably be suspected of having come into contact with any other animal suffering from any infectious or contagious disease or which is infested with parasites, shall be brought into or kept on the premises unless effectively isolated.

### Guidance

Precautions should include regular cleaning (see 2.6) and good personal hygiene of staff in addition to effective quarantine of incoming groups of animals except for fish. Staff handling animals should wash or disinfect, and rinse if appropriate, their hands between groups. The shop should be registered with a veterinary practice and there should be veterinary input to SOPs where appropriate. It is important that the supplying breeders should have a policy for inherited and infectious disease control agreed. Staff should be aware of zoonotic transmission.

## 6.6 Condition

All necessary precautions must be taken to prevent harbourage, or the introduction to the premises, of rodents, insects and other pests.

### Guidance

“Rodent” and “Insect” excludes animals for sale or feeding

Precautions may include employment of dedicated pest control services or in house pest control.

Areas, especially areas where feed is stored must be kept clean and neat with spilled feed swept up forthwith

## 7. Food and Drink

### 7.1 Condition

Animals must be supplied with adequate amounts of food and drink, appropriate to their needs at suitable intervals, all food must be suitable for the species concerned.

#### Guidance

Water should be available at all times except for those species where it may be harmful. An SOP should be produced for basic nutritional needs for each species or species group, and age group if appropriate. The owner should be advised to continue feeding consistent with the diet given by the pet shop.

### 7.2 Condition

Food and Drink receptacles must be appropriate to the species, constructed and positioned to minimise faecal and urine contamination and spillage. Receptacles must be cleaned out at regular intervals.

#### Guidance

Faecal and urine contamination is a risk to health. Maintaining a clean environment may require regular cleaning of receptacles. Receptacles should be thoroughly cleaned before being moved between batches/groups

## 8. Food Storage

### 8.1 Condition

All food, excluding live foods intended for feeding to animals on the premises, must be stored in impervious closed containers.

#### Guidance

Such containers prevent spoilage of the food or attraction of rodents or pests to the premises.

### 8.2 Condition

The containers and equipment used for feeding must be kept in a clean and sound condition.

#### Guidance

There must be suitable facilities for cleaning of receptacles and equipment which should be separate from staff facilities.

## 9. Observation

### 9.1 Condition



All animals must be attended to at regular intervals, except where defined in the schedule, at least once daily, and appropriate to the individual animal.

#### Guidance

Regular checks and observation records aid in early detection of illness, injury or behavioural problems and should be considered very important for all animals.

A system of recording observation should be maintained. ***Any observations or concerns witnessed in daily checks should be noted***

### 10. Disposal of Waste

#### 10.1 Condition

All excreta and soiled bedding for disposal must be kept in a hygienic manner and stored in impervious containers with close fitting lids - away from direct sunlight.

#### Guidance

This is important for biosecurity and odour reduction.

Excreta and soiled bedding should be removed from the premises on a regular basis, at least weekly, disposed of to the satisfaction of the appropriate local authority, and in accordance with current regulations and good waste management practice. Premises should maintain a contract for removal with an appropriate company and adhere to local authority regulations.

There should be appropriate arrangements in place for removal of dead animals. ***It is recommended that dead livestock be placed in a yellow bag and disposed of via a vet or pet crematorium***

### 11. Transportation to the Premises

#### 11.1 Condition

When receiving animals, the licensee must make reasonable effort to ensure that they are transported in a suitable manner.

#### 11.2 Condition

Any animals received or consigned shall be transported according to the regulations laid down in current legislation.

#### 11.3 Condition

Animals must be transported or handed to purchasers in suitable containers for the species,

#### Guidance

Buyers should be advised how to transport animals home so as to minimise stress.

Fish should be sold in plastic bags filled with 1/3 of water and 2/3 air for short journeys. The corners should be tied off to prevent suffocation. For longer journeys oxygen can be used. A double bag should be used for catfish or species with sharp fins or spines. The plastic bag should be covered with a brown bag to prevent light frightening the fish.

## 12. Sale of Animals

### 12.1 Condition

No mammal shall be sold un-weaned or, if weaned, at an age at which it should not have been weaned.

#### Guidance

Young mammals require nutritional and behavioural support from their mothers.

### 12.2 Condition

In the case of non-mammals, they must be capable of feeding themselves.

## 13. Dangerous Wild Animals as defined by the Dangerous Wild Animals Act 1976

### 13.1 Condition

When dangerous wild animals are kept, the cages must be of a secure construction appropriate to the species and kept locked.

#### Guidance

Safety of staff and the general public should be of utmost importance and safety barriers may aid in this, as well as prevention of escape.

### 13.2 Condition

The local authority must be notified in the event that the pet shop wishes to offer for sale, any animal on the Schedule to the Dangerous Wild Animals Act.

#### Guidance

The primary requirements of the Act are to protect the public but there are also welfare implications.

Although it is acknowledged that there is an exemption contained within the Act in relation to pet shops, it is recommended that consideration should be given to complying with any special requirement(s) specified in the Act for the safe accommodation and care of the animal.

Licensees selling animals on the Schedule to the Dangerous Wild Animals Act should inspect the purchaser's licence to keep such an animal, and inform the issuing authority of the details of the purchase. Licensees should take note of the latest guidance from Defra/Scottish Government.

#### 14. Pet care advice, staff training and knowledge

##### Condition

New applicants must have a qualification or be registered with a recognized body such as City & Guilds. They must have suitably progressed in 12 months and have completed the qualification within 2 years.

##### Guidance

Qualifications should be City & Guilds or Level 3 equivalent and appropriate to the species kept.

##### 14.1 Condition

The licensee must ensure that the purchaser is informed of the correct care of the animal covering feeding, housing, handling, husbandry, accessories and veterinary care.

##### Guidance

Pet care leaflets or other similar written instructions suitable for the species (or group of species) in question should be made available to customers free of charge at the time of purchase, in addition to any offer to purchase pet care books or leaflets. Information can be in the form of Codes of Practice issued by governments. In addition, information may also be made available electronically.

##### 14.2 Condition

Appropriate reference materials on the care of each species must always be available for use by staff.

##### Guidance

Further advice can be obtained from the organisations listed in the 'Useful Contacts' section at the back of this document.

#### 14.3 Condition

Staff members must be able to provide suitable advice to purchasers and answer questions as required by them.

No animal should be stocked or sold unless the staff or at least one member of staff on call is familiar with the care and welfare of the animals stocked and has a recognised qualification and/or suitable experience/training.

#### 14.4 Condition

The licensee must be able to demonstrate appropriate staff training is carried out and that that staff are competent in pet shop management and animal handling.

#### Guidance

Further advice, guidance and training can be obtained from the organisations listed in the Useful Contacts section.

### 15. Fire and other emergency precautions

#### 15.1 Condition

Suitable emergency precautions and written procedures must exist and be made known to all staff, including arrangements for evacuation of animals.

#### Guidance

Staff should be aware of these procedures and a copy should be displayed for staff to refer to as and when needed. Evacuation should be regularly practised and practices recorded. All staff should undergo regular training and records should be kept of such training.

#### 15.2 Condition

Entrances and exits must be clear of obstructions at all times.

#### Guidance

To facilitate risk free evacuation if needed, when designing accommodation, consideration should be given to using systems which would allow timely removal of the animals in the case of emergency. This provision would not usually apply to aquaria and ponds.

### 15.3 Condition

Suitable fire fighting, prevention and detection equipment must be provided, maintained, regularly serviced and sited as advised by the local fire protection/prevention officer and approved by the local authority.

#### Guidance

This will ensure that, if needed, the equipment will function correctly. Staff should be properly trained on the use of equipment provided.

### 15.4 Condition

The licensee, or a designated key holder, must at all times be within reasonable travelling distance of the premises and available to attend in case of emergency.

#### Guidance

A reasonable distance would, in normal conditions, be interpreted as no more than 20 minutes travelling time.

### 15.5 Condition

A list of key holders must be logged with the local police and local authority.

#### Guidance

For contact in cases of emergency.

### 15.6 Condition

In the interests of animal welfare, the following notice must be displayed prominently at the front of the premises: "In case of an emergency dial 999".

#### Guidance

For information of the public in cases of emergency, when a staff member is not on site.

### 15.7 Condition

When pet shops are sited within other premises, the licensee or key holders must have access at all times to the premises containing the animals.

#### Guidance

This is vital for access to the animals at all times to ensure correct care is provided

#### 15.8 Condition:

All electrical installations and appliances must be maintained in a safe condition.

#### Guidance

For health and safety of staff and animals.

#### 15.9 Condition

There must be an effective contingency plan for essential heating, ventilation and aeration/filtration systems, as appropriate.

#### Guidance

Some species are very sensitive to temperature fluctuation.

#### 16 Sale of Farm Animals

All cattle, sheep, goats and pigs are subject to various legislation regarding their sale, movement etc regardless if they are being sold as pet or as farm livestock. Licensees MUST contact the Animal Health Officer at Swindon Borough Council before embarking on selling any of the above species to ensure they comply with the legislation

#### 17 Boarding of Animals

No pet shop should be used for the purpose of boarding any species of animal for which they are not licensed to sell.

NB. Boarding of cats and dogs is subject to separate licence issued under the Animal Boarding Establishments Act 1963

**Permission to inspect the licensed premises shall be granted at all reasonable times to a duly authorised officer of the licensing authority and facilities to examine any animal shall be given to any veterinary practitioner or officer of the RSPCA, who has been called in to carry out such examination by a duly authorised officer.**

## Schedule B – Dogs

### Condition

Puppies must be weaned before leaving the mother and not before 8 weeks old.

### Guidance

To ensure puppies can eat the food provided. Puppies must be 8 weeks old or over. Council Regulation (EC) No. 1/2005 on the protection of animals during transport and related operations prohibits the transport of puppies without their mother before this age.

### Condition

The minimum kennel size must be:

For a batch of small breed puppies – max 6 pups – 1.5m<sup>2</sup> for sleeping, plus 2m<sup>2</sup> for exercise

For a batch of medium breed puppies – max 4 pups – 2m<sup>2</sup> for sleeping, plus 2m<sup>2</sup> for exercise

For a batch of large breed puppies – max 2 pups – 2m<sup>2</sup> for sleeping, plus 2m<sup>2</sup> for exercise

These are minimum requirements, for larger batches the size of the pens should be adjusted pro-rata accordingly. Ideally the puppies should have free access to the exercise area at all times. Any covered pens should have a minimum height of 1.8m or removable covers to allow adequate access by staff for cleaning.

These are minimum standards and meeting the correct size of pens alone is not a defence if the welfare of the animals is in question.

### Guidance

The kennel area should be large enough to allow separate sleeping and activity areas. The kennel should allow each puppy to be able to walk, turn around and wag its tail without touching the sides of the kennel. The puppies should have sufficient room to play, stand on their hind limbs and to lie down without touching another individual. The kennel size required will increase in relation to the size and number of puppies housed at any one time.

The length and the width should be sufficient to allow all the puppies to lie outstretched without their noses or tails touching the walls or other individuals. In certain circumstances it is permissible to have separate exercise areas to sleeping areas but in such cases puppies must be given access to the exercise

area at least four times a day. Any separate exercise area should be fully cleaned and disinfected between its uses by different batches of puppies.

#### Condition

Suitable and sufficient exercise facilities must be available and accessible where appropriate.

#### Condition

Extreme temperatures must be avoided.

#### Guidance

Puppies are relatively sensitive to high/low temperatures. Temperatures should not normally go below 12°C or exceed 26°C

#### Condition

General bedding must include an adequate amount of absorbent material.

#### Guidance

The use of enough absorbent material allows urine and faeces to be contained and reduce contamination of the puppies.

#### Condition

Any soiled material must be removed at least four times a day or as required to ensure the puppy does not have to lie in a soiled area.

#### Guidance

Puppies do not discriminate in where they toilet and this maintains a clean environment. A cleaning schedule or SOP should be provided

#### Condition

A specific lying place must be provided lined with soft material,

#### Guidance

The use of soft material will prevent skin lesions being caused by soiling or pressure sores.

#### Condition



Puppies must be fed at least four times daily, at appropriate intervals.

#### Guidance

The diet should be appropriate for puppies.

#### Condition

Puppies must have frequent, quality contact time with staff.

#### Guidance

“Suitable intervals” for puppies to be visited are frequent, as they require to be socialised. It is recommended that this should be a minimum of 4 times per day with 20 minutes of interaction per batch. There should be an SOP.

#### Condition

Batches of puppies must not be mixed until they have been on the premises for seven days or have shown no sign of infectious disease for seven days.

#### Guidance

Puppies are particularly susceptible to disease as they have immature immune systems. The new owner should be advised to register the puppy with a vet.

#### Condition

Ideally, single puppies must not be left alone in a kennel, but where they are, special attention should be paid to specific human interaction.

When they are mixed they should be of similar size, age and temperament and there should be good supervision of mixing.

#### Guidance

Isolating healthy puppies does not allow them to exhibit natural behaviour patterns.

#### Condition

There must be environmental enrichment in all kennels.

#### Guidance

To allow puppies to exhibit normal behaviour patterns. Toys should only be given under supervision and should be easily cleaned or replaced between batches.

\*\* Please see 'Schedule A – General Conditions' for food, water and isolation conditions

NB All Pet Shops in Swindon must abide by the general Model Conditions. It is the default position in the Borough that dogs are not to be sold on a Pet Shop licence but an individual can make an application to the Licensing Committee. This may be granted but the additional standards that Pet Shops selling dogs (i.e. puppies) must adhere to can be found in *Model Conditions for Pet Shops wishing to sell Dogs (puppies) in Swindon – Appendix A*

## Schedule C – Cats

### Condition

Kittens must be weaned before leaving the mother.

### Guidance

To ensure kittens can eat the food provided. Kittens must be 8 weeks old or over. Council Regulation (EC) No. 1/2005 on the protection of animals during transport and related legislation prohibits the transport of kittens without their mother before this age.

### Condition

The minimum pen floor area for a batch of up to 4 kittens, up to 12 weeks of age, must be 1 m<sup>2</sup>, with a minimum height of 0.6m (for example, 0.6m x 1 x 1) No dimension must be less than 0.6m. Any shelving or platforms must be in addition to the minimum floor area. Each additional kitten must have 0.25m<sup>2</sup> additional floor space.

### Guidance

Kittens require adequate space to play together and to have space for a litter tray and bed. Varying heights to enable climbing should each also be provided. There should be adequate space for feeding, drinking, sleeping and litter tray to be kept separate.

### Condition

Extreme temperatures must be avoided.

### Guidance

Kittens are relatively sensitive to low temperatures owing to their small body weight. Temperatures should not normally go below 15°C or exceed 26°C.

### Condition

Disposable or washable bedding must be provided and kept clean.

### Guidance

Kittens need a warm sleeping, soft area, away from the litter tray and food.

#### Condition

A litter tray and appropriate litter must be available at all times and cleaned and disinfected at least once daily with an appropriate disinfectant which is safe for use with cats and cleaned as appropriate. The disinfectant should be anti-viral and used in accordance with manufacturers' instructions, as some disinfectants are toxic to cats.

#### Condition

Kittens must be fed at least four times daily, at appropriate intervals.

#### Guidance

The diet should be appropriate for kittens.

#### Condition

Batches must not be mixed and if several batches are kept in one area then the pen must have solid sides.

#### Guidance

Diseases spread very easily between litters, both by direct contact or by sneezing. Kittens are particularly susceptible to disease as they have immature immune systems. The new owner should be advised to register the kitten with a vet.

#### Condition

Kittens must have frequent, quality contact time with staff.

#### Guidance

It is recommended that this should be a minimum of 4 times per day with 20 minutes of specific interaction per batch. Kittens should be protected from over-handling by staff or the public as they require time to rest.

#### Condition

There must be environmental enrichment in all cages such as toys, climbing frames and platforms.

#### Guidance

To allow kittens to exhibit normal behaviours, particularly climbing. Toys should be easily cleaned or replaced between batches.

## Schedule D – Rabbits

### Condition

Rabbits must be correctly sexed and housed in same sex groups.

### Guidance

Rabbits are easier to sex at 8 weeks than any earlier, which will help prevent mis-sexing and unwanted litters.

### Condition

The minimum enclosure size must be:

0.4m<sup>2</sup> for up to 4 standard juvenile rabbits and a height of 0.4m. 0.5m<sup>2</sup> for up to 2 giant breed juvenile rabbits and a height of 0.5m.

These are minimum requirements, for larger batches, larger breeds or adult rabbits the size of the pens should be adjusted pro-rata accordingly.

### Guidance

Dwarf Lops/Dutch rabbits are the most commonly available in pet shops and weigh up to 4kgs. The height should allow the rabbit to rear up to perform natural behaviour. Rabbits should be kept in store in groups. Rabbits need to be able to move freely and to be able to perform vital behaviours such as caecotrophy and rearing. ***Rabbits must be able to sit up in the cage without the ears touching the ceiling and be able to complete at least three hops along the diagonal length of the enclosure***

The installation of shelving in rabbit cages is particularly beneficial to rabbits as they like to spend a lot of time off the cage floor.

### Condition

There must be environmental enrichment in all enclosures. A hiding place must be provided.

### Guidance

To allow rabbits to exhibit normal behaviours, indestructible toys; cardboard boxes; chewing substrates should be provided. Toys should be easily cleaned or replaced between batches.

Rabbits are prey animals and should have the opportunity to hide if scared or stressed.

#### 4. Condition

Extreme temperatures must be avoided.

##### Guidance

Ambient temperature should not normally go lower than 12°C or exceed 26°C. Providing cool water, cool packs in their bedding, air movement and air conditioning may each help to avoid the stress caused to rabbits by high environmental temperatures.

#### 5. Condition

Rabbits must be provided with a suitable substrate and bedding material in sufficient amounts.

##### Guidance

Rabbits need a warm, softly-bedded sleeping area away from the litter and food/water.

#### 6. Condition

Visibly soiled substrate and bedding must be removed daily. The pen should be thoroughly cleaned and disinfected before introducing a new animal.

##### Guidance

The disinfectant should be effective against viral, bacterial and parasitic infection and safe for use on rabbits. Check with a vet or manufacturer if unsure. Diseases such as E-cuniculi can be spread via urine, so thorough cleaning is required between new occupants.

Rabbits often choose to toilet in the sleeping area of a hutch and a litter tray could be placed here.

#### 7. Condition

If batches are mixed you must ensure all animals are free from obvious parasitic infection.

##### Guidance

Diseases spread very easily between litters. Rabbits should be housed with batch mates where possible.

#### 8. Condition

Rabbits must have a constant supply of fresh hay and water, and be offered an appropriate amount of dry food for the breed and age.

Feed dishes should be suitable to ensure feed does not get contaminated by urine or faeces.

#### Guidance

Rabbits teeth are open rooted and therefore constant access to good quality hay is essential, for dental health, gastrointestinal health (without a constant supply of fibrous food, rabbit GI tracts slow down) and behavioural reasons (to relieve boredom). It is vital that hay is available throughout the day and sufficient provided for them at closing time to last them until the next business day.

Dry food should be provided for youngsters to assist growth, see manufacturer's instructions, but should not be fed ad-lib.

#### 9 Condition

Animals must be provided with an appropriate diet and any new feeds must be introduced slowly.

#### Guidance

Due to the delicate digestive system, particularly under stress, if diets are to be changed then a slow transition between diets is advisable.

## Schedule E – Other small mammals

### Condition

All small mammals must be correctly sexed and housed in single sex groups unless a solitary species (or sold as a breeding pair),

### Guidance

To help avoid unwanted litters, all animals should be sexed immediately on arrival to the premises and housed in single sex groups.

Animals from different sources should not be mixed.

### Condition

Animals must at all times be kept in suitably sized accommodation.

### Guidance

Animals should be able to freely move around the accommodation and be able to perform natural behaviours. See attached table for species relevant sizing.

### Condition

Animals must be provided with a suitable substrate in sufficient amounts.

### Guidance

Providing sufficient and appropriate substrate keeps the accommodation clean and dry and allows digging where appropriate. There are a number of substrates available and the type used will depend on the animal kept.

### Condition

Animals must be provided with a suitable bedding material in sufficient amounts.

### Guidance

Bedding provides a place to sleep and rest, the type used will depend on the animal kept. It should be provided in sufficient quantities to enable the animal to feel secure and warm.

### Condition

Animals must be provided with places to hide. Accessories and enrichment should be provided, suitable to the species.

### Guidance



Animals must be given the opportunity to hide as a natural instinct and be given suitable accessories to allow for stimulation and to reduce stress. Chinchillas and Degus should be given the opportunity to use a sand bath by offering one on a regular basis, e.g. 10 minutes daily. Rodents need to express natural behaviour such as running and chewing/ gnawing. Toys such as hides, tunnels, paper bags filled with hay and fruit twigs are ideal for expressing natural foraging behaviour.

Animals should be able to move away from direct lighting. Cool hides should be provided to prevent overheating.

#### Condition

Suitable food and drink receptacles must be provided and positioned to avoid faecal contamination.

#### Guidance

Water for small animals is usually provided in clean gravity fill drinking bottles, (which should be of a suitable size for the species) or automatic or semi – automatic drinking systems. Fresh water should be available at all times, or as appropriate to the species; some desert-dwelling species such as jerboas [family Dipodidae] should not be given water ad- lib.

Bottles should be kept clean and free from algae.

#### Condition

All rodents must be fed a suitable diet, ad lib and have free access to hay where required.

#### Guidance

The diet should be appropriate for the breed, life stage and species. Food should be refreshed regularly. Guinea pigs should have sufficient vitamin C in their diet. Guinea pigs are unable to synthesise Vitamin C.

#### Condition

All rodents must be fully weaned on admission.

### Minimum accommodation requirements – small rodents

Area in square metres

No. of Animals	1 - 4	5	6	7	8	9	10	Min Cage Height (m)	Min Cage Depth (m)
Mice, Hamsters, Gerbils	0.068	0.079	0.09	0.1	0.113	0.124	0.135	0.30	0.25
Rats	0.135	0.157	0.18	0.202	0.225	0.247	0.27	0.30	0.28
Guinea Pigs, Degus	0.225	0.263	0.3	0.338	0.375	0.413	0.45	0.30	0.30
Chinchillas	0.25	0.375	0.5	0.625	0.75	0.875	1.0	0.45	0.45
Chipmunks	0.25	0.375	0.5	0.625	0.75	0.875	1.0	0.90	0.45

## Schedule F – Ferrets

### Condition

Ferrets must be at least eight weeks old

### Guidance

Ferret kits can find separation from their mother very stressful and the stress response in a ferret often results in diarrhoea which can prove fatal.

### Condition

Ferrets must be housed with batch companions

### Guidance

Ferrets are naturally social animals that depend on the companionship of their own kind. Lone ferrets often suffer depression including poor appetite and lack of enthusiasm to move or play

### Condition

Ferrets must be housed in groups or pairs of either sex. Adult hobs (males) require individual accommodation.

### Guidance

Ferret kits can be easily be sexed at 8 weeks of age. Adult, un-neutered hobs (males) may exhibit dominant behaviour and fight, so requiring individual accommodation. House the Jill (female) kits at a reasonable distance to prevent aggression between the hobs as they mature at around 20 weeks. Adult jills (females) should be prevented from having repeated seasons. Jills (females) left in season are prone to oestrogen induced anaemia, a factor in shortening their normal lifespan. Veterinary advice should be sought

### Condition

Batches of ferrets must not be mixed

### Guidance

Not mixing will reduce the risk of disease spreading. Mixing can be stressful for ferrets.

### Condition

The minimum pen floor area for a litter of up to 4 ferrets, up to 12 weeks of age, must be 1 m<sup>2</sup>, with a minimum height of 0.6m. No dimension must be less than 0.6m. Any shelving or platforms must be in addition to the minimum floor area. Each additional ferret must have 0.25m<sup>2</sup> additional floor space

#### Guidance

Enclosures should be placed on a hard surface and anchored to the ground. Ferrets require space for their toilet area removed from their sleeping or eating areas. Ferrets require space to exhibit their normal active behaviour – running backwards, forwards and

sideways and to climb, explore and play. Ferrets are naturally clean and will usually select one corner as their toilet

#### Condition

Sleeping quarters must be draught free and dark

#### Guidance

Ideally sleeping quarters should be raised. Ferrets seek dark areas for sleeping and sleep for long hours, up to twenty a day in the winter. Their natural instinct is to hide whilst sleeping.

#### Condition

Ferrets must have suitable bedding.

#### Guidance

Suggested bedding includes fabric items that can be laundered, straw and dust extracted wood shavings.

#### Condition

Extreme temperatures must be avoided.

#### Guidance

Temperatures should not normally go below 12°C or exceed 26°C. Ferrets tolerate cold better than heat. Provide plenty of warm bedding for when it is cold. Be aware heat prostration is likely at 32°C.

#### Condition

Ferret kibble must be provided at appropriate intervals.

#### Guidance

Feed a recognised and branded ferret kibble / biscuit. Small, frequent meals or ad lib feeding are recommended as ferrets have a rapid rate of digestion

#### 10. Condition

Water must be supplied in both a heavy based bowl and a water bottle attached to the side of the enclosure.

#### Guidance

Ferrets are renowned for tipping bowls

## Schedule G – Birds

### Condition

There must be adequate perching space for all birds at the same time. Outdoor aviaries must include sufficient sheltered and non-sheltered space. Cage size must be adequate to allow birds to open their wings fully in all directions. Cages must include appropriate environmental enrichment.

### Guidance

Stocking densities will depend on the type of bird as well as cage dimensions and number of perches. Access to rain can be beneficial for plumage. Some species will need adequate space to fly. Chickens require an appropriate area and substrate to perch.

### Condition

Perches must be positioned so that birds do not defecate on each other and must be of appropriate size and shape for each species

### Condition

Ambient temperature must be appropriate for the species. Extremes of temperatures must be avoided.

### Guidance

Birds are more sensitive to high temperatures.

### Condition

There must be adequate drinkers/feeders commensurate with the number of birds and these must be cleaned regularly. Bowls etc. must be positioned so that birds do not defecate in food/water

### Guidance

Birds should not have to compete for drinkers/ feeders and risk exclusion. Passerines should have food available at all times. Enrichment and feeding devices need to be provided for larger psittacids. For parrots, it is preferable to use swinging systems such that the keeper does not need to enter the cage in order to change food/ water. Bowls should not be able to be removed from holders by the parrot.

### Condition

Cages must be constructed from materials suitable to the type and size of birds. Materials must be safe to birds and in good repair.

#### Guidance

Enclosures should be placed on a hard surface. Some species require more robust materials. Materials such as loose zinc coating can be toxic to birds.

#### Condition

Windproof nest boxes must be provided in all outside housing and inside where appropriate.

#### Guidance

Many birds find sleeping or sheltering in nest boxes an essential form of security or for sheltering from inclement weather but it is recognised that some species, such as canaries, will rarely if ever voluntarily enter nest boxes.

#### Condition

Flooring must be drop-through or easily washed/hosed.

#### Guidance

If ground living birds are kept with perching birds then attention should be paid to flooring such that bumble foot issues are addressed - i.e. no concrete/rough stone. Where natural turf flooring is used, parasite status of the birds should be checked on a regular basis every few weeks.

#### ***N.B. In accordance with: The Wildlife & Countryside Act 1981 (sec 8)***

***“No species of bird shall be housed in accommodation which does not afford that species sufficient space for natural free and full wing stretching and the number of birds housed shall be such that overcrowding does not significantly reduce that freedom. Long tailed birds or birds in full plumage must be provided with properly placed perches, and feeding and watering points to prevent that plumage being fouled or otherwise damaged***

### Stocking Densities for Birds in Cages

Type	Length of Bird (cm)	Floor Area (m <sup>2</sup> ) housing up to 4 birds	Linear comes per additional bird on either cage length or depth <sup>*3</sup>
Budgerigar		0.15	5
Canary		0.15	5
Cockatiel		0.48	7.5
Finches	Less than 12.5	0.113	5
	12.5 – 17.5	0.15	5
	More than 17.5	0.225	7.5
Parakeets and Lovebirds <sup>*1</sup>	Less than 25	0.42	7.5
	15-30 <sup>*1</sup>	0.48	7.5
	More than 30 <sup>*1</sup>	0.675	7.5
Parrots	Less than 30	0.225	10
	30-35 <sup>*2</sup>	0.4050	15
	More than 35 <sup>*2</sup>	0.4725	20
Chickens		1.6	
Bantams		1.6	
Quails		1.6	

**\*1.** It is recommended that, wherever possible, these species are displayed for sale in aviaries or flights rather than cages per se.

**\*2.** It is recommended that, wherever possible, these species are displayed for sale in aviaries or flights if more than two birds are housed together.

**\*3.** The extra-linear centimetre per additional bird, is intended to refer to an increase in either width or length or a combination of the two i.e., a



**20cm increase could refer to 20cm width, 20cm length or say 10cm width combined with 10cm length.**

## Stocking Densities for Birds in Aviaries and Flights

Type	Length of Bird (cm)	Floor Area (m <sup>2</sup> ) housing up to 4 birds
Budgerigar		18
Canary		18
Cockatiel		8
Finches	Less than 12.5	24
	12.5 – 17.5	18
	More than 17.5	12
Parakeets and Lovebirds <sup>*1</sup>	Less than 25	10
	15-30	6
	More than 30	4
Parrots	Less than 30	10
	30-35	6
	More than 35	4
Chickens		4 (min height 0.9m)
Bantams		6 (min height 0.9m)
Quails		8 (min height 0.9m)

## Schedule H – Reptiles and Amphibians

### Condition

Stocking and density must be appropriate to the species.

### Guidance

Most reptiles and amphibians are not social and may, therefore, be kept individually. Communal enclosures should not be stocked as to appear overcrowded, common sense should be observed.

Mixing of species, although possible, should be undertaken with caution. Some species may require or seek seclusion or privacy either sporadically or permanently and provision for this should be made.

Snakes: may be housed individually or in small groups, of the same species. Snakes known to be cannibalistic, e.g. king snakes (*Lampropeltis* sp), should be housed individually.

Lizards: only species of similar size and from similar habitat and geographical areas should be kept communally. Lizards known to be cannibalistic, e.g. *Gambelia* sp, should be housed individually. Generally adult male lizards in breeding condition should not be housed together and groups of lizards housed communally should be regularly observed for signs of aggression.

Tortoises and Terrapins: only terrapins of similar size and habit and from the similar geographical area should be kept communally.

Tortoises of different species should be housed individually. Also, adult males in breeding condition should be housed individually.

Frogs and Toads: only species of similar size, and from similar habitats and geographical areas, should be kept communally. Mixing of taxa (e.g. frog & toad) is not generally recommended. Cannibalistic species, such as horned frogs (*Ceratophrys* sp.) and African bull frogs (*Pyxicephalus* sp.) should be housed individually.

Newts and Salamanders: only species of similar size and from similar geographical areas should be kept together.

Generally mixed taxa [e.g. lizards and tortoises] are not recommended, although paludaria which combine fish with small reptiles and/ or amphibians of appropriate species are acceptable.

### Condition

The enclosure size must be appropriate to the species and adjusted according to its size.

#### Guidance

Snakes: The recommendation is that the snake may not be longer in length than the longest diagonal of the enclosure.

Lizards: the length of the enclosure should be three times the full length of the lizard, or larger.

Tortoises and Terrapins: the length of the enclosure should be a minimum of 90cms, or four times the length of the animal, or larger.

For aquatic species [turtles, terrapins] the enclosure should allow the animal to swim adequately, i.e. have water depth at least 4 times that of the animal, although some terrapins (e.g. *Cora* sp., *Terrapin* sp. And *Glyptemys* sp.) do not require such deep water.

Terrapins must also have an adequate land basking area.

Frogs and Toads: the length of the enclosure should be minimum 30cm x 30 cm x 30cm, or at least three times the length of the animal, or larger. For sedentary species, such as horned frogs (*Ceratophrys* sp.) and African bull frogs (*Pyxicephalus* sp.) the enclosure can be smaller.

Fully aquatic species should be able to swim adequately, i.e. water depth should be at least 4 times the depth of the animal.

Newts and Salamanders: the length of the enclosure should be minimum 30cm x 30 cm x 30cm, or at least three times the full length of the amphibian, or larger. Aquatic species should be able to swim adequately, i.e. water depth should be at least 4 times the depth of the animal.

Height and Width: of the enclosure should be appropriate to the species, with arboreal species requiring more height than terrestrial species.

#### Condition

Temperature, humidity, lighting and ventilation must be appropriate to the species.

#### Guidance

Ambient and basking temperatures should be appropriate to the species concerned, with the following guidance for commonly kept species.

These are guidelines only and individual species should be researched as requirements for some species will fall outside of these recommendations. Vendors and staff must have access to relevant reference material (books, internet etc.). Basking spots may be provided by convection or radiant heat sources (e.g. light bulb, or heat mat), as appropriate to the species. Ventilation should be appropriate to the species and should allow sufficient change of air without jeopardising the temperature or humidity in the enclosure.

#### Condition

Lighting must be appropriate to the species.

#### Guidance

An appropriate light period should be observed. Species requiring UVB lighting, e.g. diurnal lizards and tortoises, should have appropriate UVB emitting lamps. These should be replaced according to manufacturer's recommendations. Mercury Vapour or Metal Halide UVB emitting lamps may also be used to provide a daytime heat source. UV light sources must not be screened by non UV transmitting glass or plastic. Animals should have areas of shade so that they can escape from the light if desired.

#### Condition

Substrate appropriate to the species must be present.

#### Guidance

Substrate should be appropriate to the species concerned and may include, but not be limited to: newspaper, paper towel, bark chip, woodchip, terrarium humus, moss, gravel, calcium carbonate, terrarium sand etc. Measures should be taken to ensure that substrate is not ingested.

#### Condition

Enrichment must be provided appropriate to the species.

#### Guidance

Décor should be appropriate to the species and should not be harmful, e.g. sharp rocks, toxic or injurious plants. Décor should be secure and not able to fall and cause injury. Enclosure should be furnished in such a fashion as to allow inhabitants to exhibit natural behaviour e.g. climb or hide where appropriate.

#### Condition

Food and water must be provided in the appropriate manner for the species.

## Guidance

Feeding habits vary between species and between individuals. Staff should have knowledge of the requirements for all the species held. Food should be presented in a form or pattern that is acceptable to the species concerned. Food supplements [vitamin and minerals] should be provided as appropriate to the species concerned. Live food intended for use should be housed in suitable escape proof containers, and fed appropriately.

Fresh foods [salads] should be kept refrigerated where appropriate. Frozen foods intended for use must be stored in an appropriate deepfreeze and defrosted thoroughly before use.

Feeding records for hatchling snakes should be kept and made available to purchasers.

Fresh water should be available at all times, with the exception of certain desert species, such as *Uromastix* sp. which should be offered water periodically. Certain species, such as chameleons, do not drink from standing water and should be offered water appropriately, e.g. by a dripper system or sprayer.

## Condition

Hygiene: enclosures must be cleaned appropriately.

## Guidance

Spoiled food stuffs should be removed at appropriate time periods, at least daily.

Substrates should be replaced as appropriate, and spot cleaned daily. Décor should be sanitised as appropriate. Enclosures should be disinfected with appropriate disinfectant as necessary and always between different batches of animals. Disinfectant should be appropriate for the contaminants likely to be encountered. Disinfectant hand gels should be available for staff to use between animals, to prevent the external environment being contaminated. Water bowls should be cleaned as appropriate and disinfected at least weekly.

Slough [shed skins] should be removed daily.

## Condition

Handling must be kept to a minimum at all times.

## Guidance

Handling must be kept to a minimum at all times. Staff should receive training on how to handle animals and animals which may be aggressive should only be

handled by competent staff. Staff and customers should wash hands after handling specimens, and any equipment used should also be disinfected.

Customers handling animals prior to purchase should be supervised and offered facilities to wash their hands afterwards.

## Schedule I – Fish

### Condition

Water quality is a key determinant of fish welfare. To assess it, levels of ammonia and nitrite must be checked first. Only if such measurements exceed the recommended standards below, or there is an unexplained problem, is there any need to proceed further.

Minimum water standards must be:

#### Cold Water Species

*Free Ammonia	max 0.02mg/l
Nitrite	max 0.2mg/l
*Dissolved Oxygen	min 6mg/l
Nitrate	max 50mg/l above ambient tap water

#### Tropical Freshwater Species

*Free Ammonia	max 0.02mg/l
Nitrite	max 0.2mg/l
*Dissolved Oxygen	min 6mg/l
Nitrate	max 50mg/l above ambient tap water

#### Tropical Marine Species

*Free Ammonia	max 0.01mg/l
Nitrite	max 0.125mg/l
Nitrate	max 100mg/l
*pH	min 8.1
*Dissolved Oxygen	min 4.0 mg/l

### Guidance

It is virtually impossible to determine the quantity of aquatic organisms to be kept in a system purely on a weight or number of aquatic organisms per unit, volume, or water surface area. The variation in holding system used, the quality of husbandry and the types of aquatic organisms stocked vary so greatly that it



would render any such system too complicated to be practical or too simple to be useful. The maintenance of water quality standards can be used to determine working stocking densities.

The water quality standards should not be met at the expense of a correct feeding regime. Exceptions to these standards might occur e.g. when aquatic organisms are diseased, after transport or other stress. However in these cases appropriate remedial actions e.g. treatment, acclimatisation or isolation should be undertaken. Sea water holds less oxygen than fresh water. The recommended level is 5.5 mg/l so extra care is needed to ensure that levels do not routinely fall below this.

#### Condition

Water quality must be checked regularly and records kept of all tests. Centralised systems must be tested weekly. 10% of individually filtered tanks or vat must be tested weekly.

***\*These parameters should be checked first i.e dissolved oxygen, free ammonia and pH. Only if a problem exists with these tests is it necessary to check nitrite and nitrate levels.***

On aquaria or vats in which visual inspection indicates unusual behaviour or deaths, water quality inspections should be undertaken.

#### Guidance

One test is representative of all the water in the system of centralised systems. Standalone systems must each be tested. Poor water quality is often the underlying cause of problems presenting as disease or mortalities.

#### Condition

Holding systems must be cleaned and checked regularly. Checks of aquariums should be carried out for carcass removal as often as required to keep aquaria clear of dead fish. This may be required multiple times through the day.

#### Guidance

Aquaria must be checked daily and cleaned as often as is necessary to maintain good hygiene standards, consistent with the rate of stock turnover and consequent stocking densities.

#### Condition

No aquatic organisms should be exposed to excessive light or heat, or lack of adequate warmth.

#### Guidance

No fish or other aquatic organism should be subject to rapid fluctuation in light (lights should be on dimmers if automated), temperature and chemical composition of their water, other than for the controlled treatment of disease or as part of a controlled breeding programme. There are in excess of 4000 fish species in trade and thus the acceptable conditions may vary substantially and often counter intuitively. In case of doubt expert advice should always be sought.

## Information

### Register of Wild Animals and Endangered Species

Some species are listed on the Annexes of EU Wildlife Trade Regulations which implement CITES [Convention on International Trade in Endangered Species]. Species listed on Annex A of EU Wildlife Trade Regulations [Council Regulation (EC) No. 338/97] must have a valid Article 10 Certificate and may require microchipping or closed ring. Species listed on Annex B do not require Certificates but the vendor should be able to provide proof the animal was acquired legally.

Further information is available from Animal Health, Wildlife Licensing and Registration Service: 1-15 Temple Quay House, 2 The Square, Bristol, BS1 6EB

Wild-caught specimens listed on Annex IV of the EU Habitats Directive [Council Directive 92/43 EEC] collected within the EU require the appropriate Certification. Captive-bred specimens are exempted from such requirements.

### Breeding and Sale of Dogs Act

Puppies/dogs should be identifiable whilst at the shop. Under this legislation, the record should show:

The identification of the animal

The date of birth, breed, sex and any distinguishing features

Details of any veterinary care provided while under care of the shop In addition, it is also good practice to record:

Details of any feedback provided to the breeder on health issues such as disease or inherited defects

Details of any health screening tests performed on the parents

## **Useful Contacts**

**All pet shop licences are issued by your local authority who should be your first point of contact**

### **General**

**British Veterinary Zoological Society**

**Email: [secretary@bvzs.org](mailto:secretary@bvzs.org)**

**Chartered Institute of Environmental Health**

**Chadwick Court, 15 Hatfields, London SE1 8DJ**

**Telephone: 020 7928 6006**

**[www.cieh.org](http://www.cieh.org)**

**Department for Environment, Food and Rural Affairs**

**Animal Welfare Unit, Nobel House, 17 Smith Square**

**London SW1P 3JR Telephone: 08459 33 55 77**

**Email: [helpline@defra.gsi.gov.uk](mailto:helpline@defra.gsi.gov.uk)**

**<https://www.gov.uk/government/topics/wildlife-and-animal-welfare>**

**Local Government Association,**  
**c/o LGconnect, Local Government Group,**  
**Local Government House, Smith Square,**  
**London SW1P 3HZ**  
**Telephone: 020 7664 3000**  
**Email: [info@local.gov.uk](mailto:info@local.gov.uk)**  
**[www.lga.gov.uk](http://www.lga.gov.uk)**

#### **Veterinary Contacts**

**British Small Animal Veterinary Association**  
**Woodrow House, 1 Telford Way,**  
**Waterwells Business Park, Quedgeley,**

**Gloucester GL2 2AB**  
**Telephone: 01452 726700**  
**[www.bsava.com](http://www.bsava.com)**

**British Veterinary Association**  
**7 Mansfield Street,**  
**London W1G 9NQ**  
**Telephone: 020 7636 6541**  
**Email: [bvahq@bva.co.uk](mailto:bvahq@bva.co.uk)**  
**[www.bva.co.uk](http://www.bva.co.uk)**

**Royal College of Veterinary Surgeons**  
**Belgravia House, 62-64 Horseferry Road,**  
**London SW1P 2AF**  
[www.rcvs.org.uk](http://www.rcvs.org.uk)

**All Species**  
**The Blue Cross**  
**Shilton Road, Burford, Oxon OX18 4PF**  
**Tel: 01993 822651**  
**Email: [info@bluecross.org.uk](mailto:info@bluecross.org.uk)**  
[www.bluecross.org.uk](http://www.bluecross.org.uk)

**Pet Industry Federation**  
**Bedford Business Centre,**  
**170 Mile Road, Bedford MK42 9TW**  
**Telephone: 01234 273 933**  
[www.petcare.org.uk](http://www.petcare.org.uk)

**People's Dispensary for Sick Animals (PDSA)**  
**Head Office, Whitechapel Way,**  
**Priorslee, Telford, Shropshire TF2 9PQ**  
**Telephone: 01952 290999**  
[www.pdsa.org.uk](http://www.pdsa.org.uk)

**Royal Society for the Prevention of Cruelty to Animals**

**RSPCA Enquiries Service, Wilberforce Way,**

**Southwater, Horsham, West Sussex RH13 9RS**

**Telephone: 0300 1234 555**

**[www.rspca.org.uk](http://www.rspca.org.uk)**

**Wood Green Animal Shelters**

**Kings Bush Farm, London Road,**

**Godmanchester, Cambs PE29 2NH**

**Telephone: 0844 248 8181**

**Email: [info@woodgreen.org.uk](mailto:info@woodgreen.org.uk)**

**[www.woodgreen.org.uk](http://www.woodgreen.org.uk)**

**Cats**

**International Cat Care**

**Taeselbury, High Street, Tisbury,**

**Wiltshire SP3 6LD**

**Telephone: 01747 871872**

**Email: [info@icatcare.org](mailto:info@icatcare.org).**

**[www.icatcare.org](http://www.icatcare.org)**

**Governing Council of the Cat Fancy**

**5 King's Castle Business Park,**

**The Drove, Bridgwater, Somerset TA6 4AG**

**Telephone: 01278 427575**

**Email: [info@gccfcats.org](mailto:info@gccfcats.org)**

**[www.gccfcats.org](http://www.gccfcats.org)**

## **Dogs**

### **Dogs Trust**

**17 Wakley Street, London EC1V 7RQ**

**Telephone: 0207 833 7685**

**Email: [info@dogstrust.org.uk](mailto:info@dogstrust.org.uk)**

**[www.dogstrust.org.uk](http://www.dogstrust.org.uk)**

### **The Kennel Club**

**1-5 Clarges Street, Piccadilly, London W1J 8AB**

**Telephone: 08444 633 980**

**Email: [info@thekennelclub.org.uk](mailto:info@thekennelclub.org.uk)**

**[www.thekennelclub.org.uk](http://www.thekennelclub.org.uk)**

## **Rabbits and small mammals,**

### **British Rabbit Council**

**Purefoy House,**

**7 Kirkgate,**

**Newark, Notts NG24 1AD**

**Telephone: 01636 676042**

**[www.thebrc.org](http://www.thebrc.org)**



**Rabbit Welfare Association and Fund**

**PO Box 603, Horsham,**

**West Sussex RH13 5WL**

**Telephone: 0844 324 6090**

**Email: [hq@rabbitwelfare.co.uk](mailto:hq@rabbitwelfare.co.uk) [www.rabbitwelfare.co.uk](http://www.rabbitwelfare.co.uk)**

**Fish**

**Ornamental Aquatic Trade Association**

**1st Floor Office Suite, Wessex House,**

**40 Station Road, Westbury,**

**Wiltshire BA13 3JN**

**Tel: 01373 301353**

**[www.ornamentalfish.org](http://www.ornamentalfish.org)**

**Reptiles**

**REPTA (Reptile & Exotic Pet Trade Association)**

**Telephone: 02380 440999**

**Email: [info@repta.org](mailto:info@repta.org)**

**[www.repta.org](http://www.repta.org)**

## **Qualifications and Training**

**Contact your trade association, local technical or agricultural college for information on current training and qualifications**

### **Animal Medicines Training Regulatory Authority**

**Unit 1c, Woolpit Business Park,**

**Windmill Avenue, Woolpit,**

**Bury St. Edmunds IP30 9UP**

**Telephone: 01359 245801**

**Email: [info@amtra.org.uk](mailto:info@amtra.org.uk)**

**[www.amtra.org.uk](http://www.amtra.org.uk)**

### **City & Guilds**

**1 Giltspur Street, London EC1A 9DD**

**Telephone: 0844 543 0000**

**[www.cityandguilds.com](http://www.cityandguilds.com)**

### **LANTRA**

**Lantra House, Stoneleigh Park,**

**Coventry, Warwickshire CV8 2LG**

**Telephone: 0845 707 8007**

**Email: [connect@lantra.co.uk](mailto:connect@lantra.co.uk)**

**[www.lantra.co.uk](http://www.lantra.co.uk)**

**Permanent identification databases**

**Microchipping Advisory Group**

[www.bsava.com/Advice/MicrochipAdvice/tabid/154/Default.aspx](http://www.bsava.com/Advice/MicrochipAdvice/tabid/154/Default.aspx)

**National Dog Tattoo Register**

Telephone: 01255 552455

[www.dog-register.co.uk](http://www.dog-register.co.uk)

**Animalcare**

Telephone: 01904 487 687

Email: [office@animalcare.co.uk](mailto:office@animalcare.co.uk)

[www.animalcare.co.uk](http://www.animalcare.co.uk)

**AVID Plc**

PO Box 190, Lewes, East Sussex BN7 9GD

Telephone: 0800 652 7 977

Email: [pettrac@avidplc.com](mailto:pettrac@avidplc.com)

[www.avidplc.com](http://www.avidplc.com)

**Petlog**

The Kennel Club,

4A Alton House,

Gatehouse Way, Aylesbury, Bucks HP19 8XU

Telephone: 0844 463 3999

Email: [petlogadmin@thekennelclub.org.uk](mailto:petlogadmin@thekennelclub.org.uk) [www.petlog.org.uk](http://www.petlog.org.uk)

**Pet Protect**

**Furness House, 53 Brighton Road,**

**Redhill, Surrey RH1 6RD**

**Telephone: 0800 587 0660**

**[www.petprotect.co.uk](http://www.petprotect.co.uk)**

# Model Licence Conditions for Pet Shops

## ANNEX A

Date: 17<sup>th</sup> September 2015

---

### **Model Conditions for Pet Shops wishing to sell Dogs (puppies) in Swindon**

**NB All Pet Shops in Swindon must abide by the general Model Conditions. It is the default position in the Borough that dogs are not to be sold on a Pet Shop licence but an individual can make an application to the Licensing Committee. This may be granted but the following are additional standards that Pet Shops selling dogs (i.e. puppies) must adhere to.**

No dog shall be kept or sold as part of the business unless it has been obtained directly from the dog breeder. It is not permissible to obtain a dog through any other dealer or via any other intermediary who has acquired the dog or has the dog in their care.

The source breeder shall be the owner and keeper of the female parent of the litter.

No dog shall be sourced from a breeder unless that breeder is either a). Licensed or b) is exempt from the requirement to be licensed but who nevertheless adheres to the Pet Care Trust's Charter for Breeding Dogs.

No dog shall be sourced from a breeder whose dogs are kept at a location more than 45 miles distant from the premises specified in the pet shop licence

Before any dog is sold, the purchaser shall be given the contact details for the dog breeder, including contact name, address of the establishment, telephone contact number and where there is one, an e-mail address.

No contract with a dog breeder for the supply of dogs shall be entered into, unless a condition is placed on the breeder that they shall offer a reasonable level of information, guidance and assistance to the end purchaser of any dog bred by them, for a period of six months following acquisition by the final purchaser.

The dealer shall not sell any dog unless the contract with the breeder includes a requirement that a DNA profile for both of the parents is provided with any puppy supplied. When selling to the final owner, the holder of the pet shop licence shall provide copies of those profiles to the purchaser.

No dog shall be sold unless test results are supplied either for the dog or for both of its parents, demonstrating that it is free from the genetic defects commonly associated with the breed in question.

Further information on the subject of this report can be obtained from Kathryn Ashton, 01793 466113, KAshton@swindon.gov.uk.

# **Model Licence Conditions for Pet Shops**

**Licensing Committee**

**Date: 17<sup>th</sup> September 2015**

---

No puppy shall pass into the keeping of the dealer (holder of the pet shop licence) unless it has remained with the dam and at the place of birth for a minimum period of eight weeks.

No dog shall be sold unless it has been permanently identified by the insertion of a microchip or by some other means.

No dog shall be received or kept by the dealer unless the dog has started a course of standard vaccinations. The original documentation issued in connection with those vaccinations shall be passed to the final purchaser. No such documentation shall be considered valid unless it bears the stamp or details of the veterinary practice, which administered the vaccination(s), together with the signature of the veterinary surgeon that performed the procedure(s).

The dealer shall give each dog kept or supplied a unique identifying number and that shall be recorded in a logbook. All such logbooks kept in the course of the business shall be made available on request at any reasonable time to an authorised enforcement officer.

While in the keeping of the dealer, each dog shall wear a collar with an attached identifying tag or badge, which indicates the breeding establishment from which the dog was obtained, and the unique log number for that dog.

Where a pedigree dog is sold, the pedigree certificate for that dog shall accompany it. The breeder shall have signed the pedigree certificate. The dealer is not authorised to purport independently that the dog is of pedigree stock.

When a dog is sold, the purchaser shall be provided with detailed, written good husbandry advice for the breed in question or be directed to specific sources of expert information on the breed, particularly with regard to diet, training, grooming and exercise.

No dog shall pass into the keeping of the dealer unless it is accompanied by a health care report prepared by a veterinary surgeon, for that dog. The original of the health care certificate shall be given to the final purchaser.