

Telford & Wrekin Standard Conditions
Animal Boarding Establishment Licences
Dog Boarding Establishments (Kennels)

Section A – Animal Welfare

A.1.0 Need for a Suitable Diet

- A.1.1 Animals must have access to fresh water at all times
- A.1.2 All animals must be provided with a diet to maintain full health and vigour

A.2.0 Need for a Suitable Environment

- A.2.1 All animals must be provided with an appropriate environment including shelter and a comfortable resting area.

A.3.0 Need to be Free from Pain, Injury or Disease

- A.3.1 Any sick or injured animal must receive appropriate care and treatment without delay. Veterinary advice should be sought whenever necessary.
- A.3.2 All animal housing and exercise areas should be in a good state of repair to prevent injuries as far as reasonably possible.

A.4.0 Need to Express Normal Behaviour Patterns

- A.4.1 All animals must be provided with sufficient space to allow for normal behaviour.
- A.4.2 All animals must be given the opportunity for daily interaction and stimulation.
- A.4.3 All establishments must develop and implement an appropriate enrichment plan to ensure the dog is not deprived of sensory stimulation.
- A.4.4 Animals housed in indoor accommodation must be let out of their accommodation at suitable and regular intervals.

A.5.0 Need to be free from Fear and Distress

- A.5.1 All establishments must provide conditions and care for animals which avoid fear and distress.

Section B – Operational Management

B.1.0 Hygiene

- B.1.1 All animal accommodation, including corridors, common areas, kitchens etc must be kept clean, dry and free from accumulations of dirt and dust and must be kept in such a manner as to be conducive to maintenance of disease control and dog comfort.
- B.1.2 All occupied accommodation must be cleaned at least once daily.
- B.1.3 All bedding must be kept clean and dry as far as reasonably possible.
- B.1.4 Upon vacation a dog unit including all fittings and bedding must be thoroughly cleaned, disinfected and dried, before another dog is placed in the unit.
- B.1.5 Facilities must be provided for the proper, storage and disposal of all waste.
- B.1.6 Measures must be taken to minimize the risks from rodents and other pests within the establishment.
- B.1.7 All excreta and soiled material must be removed from all areas used by the dogs as necessary and disposed of by an approved waste management company.
- B.1.8 Foul waste water must be disposed of by discharge to the appropriate or an approved drainage system. Those wishing to operate an incinerator must seek advice from the Environment Agency and/or the local authority.

B.2.0 Kitchen Facilities

- B.2.1 There should be a suitable “fit for purpose” area that is used exclusively for the storage and preparation of boarder’s meals.
- B.2.2 All animal feeds must be stored appropriately.
- B.2.3 All eating and drinking bowls must be capable of being easily cleaned and disinfected to prevent cross-contamination. They must be maintained in a clean condition.
- B.2.4 All feeding bowls must be cleaned after each meal. Drinking bowls must be cleaned at least once a day.

B.3.0 Temperature in Kennels

- B.3.1 An adequate procedure should be in place to protect dogs from extremes of temperature.

B.3.2 Heating facilities must be available in the sleeping area of the dog unit and used according to the requirements of the individual dog.

B.3.3 Heating appliances must not be sited in a location or manner where they may present a risk of fire, or risk to dogs.

B.4.0 Disease Control and Vaccination

B.4.1 Adequate precautions must be taken to prevent and control the spread of disease and parasites amongst the dogs.

B.4.2 Before admittance to the kennels verification of current vaccination or acceptable titer levels must be obtained.

B.4.3 A first-aid kit suitable for use on dogs must be available and accessible on site.

B.4.4 A suitable range of muzzles of varying sizes and a suitable dog catching device, must be kept on site.

B.5.0 Supervision of Animals

B.5.1 A competent person must be present at all reasonable times whenever dogs are boarded at the premises.

B.5.2 Dogs must be visited at regular intervals as necessary for their health, safety and welfare.

Section C – Kennel Administration and Management

C.1.0 Display of Licence

C.1.1 A copy of the licence must be displayed to the public in a prominent position in, on or about the boarding establishment and a copy of the conditions available.

C.2.0 Staff Training

C.2.1 A written training policy must be provided. Systematic training of staff must be demonstrated to have been carried out.

C.3.0 Register

C.3.1 A register must be kept of all dogs boarded. The information kept must include the following:

- Date of arrival
- Name of dog
- Description, breed, age and gender of dog.
- Name, address & telephone number of owner or keeper.
- Name and telephone number of local contact person whilst boarded.
- Name and address and telephone number of the dog's veterinary surgeon.
- Anticipated and actual date of departure
- Nutrition requirements.
- Proof of current vaccinations, medical history and requirements.

C.3.2 Information from the register required to verify accuracy of the records must be kept available for a minimum of 24 months and kept in such a manner as to allow an authorised officer easy access to such information.

C.4.0 Identification of Kennels

C.4.1 Each kennel must be clearly marked (e.g. numbered).

C.4.2 A system must be in place to ensure that relevant information about the dog in that kennel is readily available.

C.5.0 Emergency Procedures

C.5.1 There must be a written emergency plan which must be on display and known to staff.

Section D – Construction

D.1.0 General

D.1.1 For new build. The establishment must be constructed in accordance with planning permission and building regulations

D.2.0 Layout

D.2.1 For new build. Buildings should be so constructed that they offer visual stimulation and distraction to the dogs being housed where applicable.

D.2.2 The premises, buildings, grounds and perimeters must offer a safe and secure environment for boarders.

D.3.0 Walls and Partitions

D.3.1 Walls should be of smooth impervious materials, capable of being easily cleansed.

D.3.2 Junctions between vertical and horizontal sections must be sealed.

D.3.3 Internal partition walls must be of solid construction.

D.4.0 Floors

D.4.1 Floors of all buildings, individual exercise areas and kennels, must be of smooth, impervious materials, capable of being easily cleaned.

D.5.0 Ceilings

D.5.1 Ceilings must be capable of being easily cleaned.

D.5.2 For new kennels. Buildings should meet building regulations or have a minimum height of 2.30m. New kennel units within these buildings should have a minimum height of 1.83m to facilitate adequate access by kennel staff.

D.6.0 Doors

D.6.1 Kennel doors must be secure and fit for purpose.

D.7.0 Windows

D.7.1 All windows must be escape proof at all times.

D.7.2 Windows should be of suitable size and placement.

D.8.0 Drainage

D.8.1 The establishment must be connected to mains drainage or an approved, localised sewage disposal system.

D.9.0 Lighting

D.9.1 During day light hours light must be provided to exercise and sleeping areas so that all parts are clearly visible. Where practicable this must be natural light.

D.9.2 Adequate supplementary lighting must be provided throughout the establishment.

D.10.0 Ventilation

D.10.1 Ventilation must be provided to all interior areas without the creation of excessive, localised draughts in the bedding area.

D.11.0 Maintenance

D.11.1 Maintenance and repair of the whole establishment must be carried out as required to maintain a safe clean environment.

Section E – Number of Animals

E.1.0 Number of Dogs Boarded

E.1.1 The maximum number of dogs to be kept at any one time is as specified on the licence issued.

E.1.2 Each dog must be provided with a separate kennel except dogs from the same household / family may share a kennel of adequate size with the written consent of the dogs' owners.

E.1.3 Holding kennels may be provided for temporarily kennelling a dog for not more than 24 hours.

E.1.4 No animals other than dogs are to be boarded within the licenced facilities.

E.1.5 Where stray dogs are accepted by the kennels they must be kept in a separate area away from boarded dogs.

E.2.0 Kennel Sizes

E.2.1 All kennels must offer adequate floor area to allow the dog sufficient room to move

without hindrance.

- E.2.2 For new build kennels each kennel must be provided with a covered run.
- E.2.3 Kennels and run areas must open onto secure corridors or other secure areas so that dogs are not able to escape from the premises.
- E.2.4 Exercise areas must not be used as sleeping areas.

E.3.0 Exercise Facilities / Play Areas

- E.3.1 In new build. Kennels must offer out of kennel exercise/play areas where appropriate in addition to the run.
- E.3.2 In new build. Exercise areas must be of sufficient size to allow dogs to run free and must be a minimum of 100m² with a shortest length of 10m.
- E.3.3 An effective hygiene and cleaning procedure should be established to minimise the risk of infection.
- E.3.4 In establishments without exercise/play areas a dog walking system must be implemented.

Kennel Sizes – (For New Builds and Refurbishments)

		Sleeping	Exercise	Total
Kennel and run sizes	Dogs under 40- 55cm at the shoulder	2.5m ²	2.5m ²	5.0m ²
	Dogs over 55cm at the shoulder	3.0m ²	3.5m ²	6.5m ²

Notes on kennels sizes:

Recommended minimum widths of 1.2m

When more than one dog is boarded in the same kennel the minimum size for the kennel must be increased. It is recommended that this be by an additional 20% per dog.

When dogs of different sizes are boarded together the shoulder height of the larger dog should be used.