

Agenda Item 10.

EXECUTIVE – 15 JULY 2021

ANIMAL WELFARE POLICY

Executive Summary

Animal welfare has been identified as an important topic for the authority and this report has been prepared to commence the development of an animal welfare policy for Woking Borough Council and partners.

The Council administers the functions of the Animal Welfare (Licensing of Activities involving Animals) (England) Regulations 2018. These regulations were introduced as secondary legislation under the Animal Welfare Act 2006 and update the registration and licensing systems for activities involving animals to bring them in line with modern animal welfare practices and standards.

The Council is fully committed to promoting and protecting the welfare of animals in line with this and other legislation and related guidance and Codes of Practice. In addition there is aspiration for the Council to formally further commit to the promotion of animal welfare and protection from harm, with a commitment to the public that we are doing all we can to promote excellent standards of welfare in our Borough.

A draft comprehensive guide has been produced for residents, which will signpost to the organisations responsible for each aspect of animal welfare and licensing. This is attached as Appendix 1.

It is proposed to make more of our sites available for licensed grazing where appropriate.

It is proposed to consult with partners and residents upon the document attached at Appendix 1 before receiving a further report in order to adopt a formal Council policy for Animal Welfare. Consultation and engagement with key stakeholders will inform the policy.

Recommendations

The Executive is requested to:

RESOLVE That

public consultation be undertaken as proposed in the report and engagement be carried out to inform a draft Animal Welfare Policy.

Reasons for Decision

Reason: To promote animal welfare, publish a draft guide and development of Council policy.

The Executive has the authority to determine the recommendation(s) set out above.

Animal Welfare Policy

Background Papers: None.

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Date Published: 12 July 2021

1.0 Introduction

- 1.1 The welfare of animals is an important matter for the Council which alongside its regulatory role has additional responsibilities in relation to the use of its land and property and to the activities it undertakes in carrying out its wider range of duties.
- 1.2 There are a wide range of existing activities and involvement relating to animal welfare within the Council spread across a number of different service departments.
- 1.3 **Environmental Health** – the team deal with animal licensing, including dangerous wild animals, horse riding establishments, animal (cat and dog) boarding establishments, dog breeders, exhibited animals and pet shops. This includes regular inspections and licensing with fees payable. Staff carrying out inspections are required to have certain qualifications and as a result the Council offer this service to its colleagues in Surrey Heath Borough Council for a fee, and the Council is pursuing a similar arrangement with Rushmoor Borough Council.
- 1.4 The team also manage an external contract to collect stray dogs 24 / 7 and 365 days a year. The Council are legally required to provide this service.
- 1.5 The team also deal with dog barking and dog fouling complaints (delegated powers to enforce under statutory nuisance and with fixed penalty notices respectively) and dog on dog attacks.
- 1.6 The team also provide advice and take details of lost dogs.
- 1.7 **Asset Management** – colleagues deal with Horse Grazing on Council owned land. The Council has a number of sites where horses are permitted to graze with a licence and fees payable annually. As section 2 below it is proposed to increase the sites available in the future.
- 1.8 **Neighbourhood Team** – Neighbourhood officers deal with stray horses, fly grazing (typically horses left on land without owner's permission) and tethered horses where there are specific welfare or public safety concerns.
- 1.9 **Green Infrastructure Team** – dealing with animal conservation and protection, for example, officers work with Surrey Heathland Partnership to provide Council owned heathland for pony grazing / conservation grazing.
- 1.10 Officers also signpost to other organisations for injured bats, swifts, peregrines, badgers and hedgehogs as enquiries are received.
- 1.11 **External Agencies** – a number of external organisations also deal with animal welfare, for example; the Police deal with dangerous dogs / banned breeds. RSPCA deal with animal cruelty / severe cases of neglect and welfare issues. With Surrey County Council Trading Standards and Defra dealing with the movement of animals, livestock and farm animals.
- 1.12 The attached document (Appendix 1) seeks to set out current responsibilities creating a guide for residents and stakeholders.
- 1.13 Notwithstanding the legislation and related guidance and Codes of Practice, and the information in Appendix 1, it is proposed that consultation and engagement with key stakeholders takes place, not only on the content of the Appendix but on how the Council can more robustly commit to the promotion of animal welfare and protection from harm, with a commitment to the public that we are doing all we can to promote excellent standards of welfare in our Borough.
- 1.14 Various legislative Acts and Codes of Practice are already in place but there is a need to consider what further actions can be taken at a local level to set out our approach to:
 - the welfare of animals across the Borough;

- the welfare of animals on Council property and our duty to act against cruelty in relation to council activities, land holdings such as farms;
- animals in the work place; and
- animal ethics in Council Business.

1.15 It is envisaged that engagement with stakeholders, such as the RSPCA, on these aspirations will secure a local Animal Welfare policy which, accepting the defined role of the Council, can be presented for approval at a future meeting of the Executive and Council for formal adoption.

2.0 Horse Grazing on Council Owned Land

- 2.1 The Council owns a number of sites currently used for horse grazing.
- 2.2 Sites are currently in use at Parvis Road adjacent to the M25 at Byfleet, land at Hunts Farm, Rectory Lane, and at the rear of Fullerton Road. Historically, land at Saunders Lane (Mayford) has also been used for grazing. In addition there is separate conservation grazing at four heathland sites – Brookwood Heath, Prey Heath, Smarts Heath and Sheets Heath.
- 2.3 At Prey Heath and Sheets Heath we pay Surrey Wildlife Trust for use of their cattle for conservation grazing. Conservation grazing on public land needs to be managed very carefully, and we do not currently have the in house expertise to manage such operations. With the exception of our heathland, our other public green spaces are unlikely to be suitable, whether due to size, existing use, or designation e.g. Suitable Alternative Natural Greenspace (SANG).
- 2.4 The approach to date has been to ensure that where the Council has land available which is suitable to be grazed the Council let it under licence, which avoids the Council picking up the costs for maintenance and security.
- 2.5 There are locations such as Havering Farm where the Council has no permitted grazing at present but where the Council is spending monies on stock fencing and installation of a water supply to enable grazing to take place. Part of this new grazing is to be offered to Surrey Wildlife Trust and the remainder will be kept to provide future grazing need.
- 2.6 Other locations such as Saunders Lane will need some further expenditure to improve/replace the stock fencing once the current illegal occupation is resolved, this will free up a further site.
- 2.7 There is a standard licence which includes clauses relating to animal welfare. The licence does need to be strengthened in respect of animal welfare.
- 2.8 The annual fee is usually £100 per annum. The licensee takes on the full maintenance responsibility for maintaining fencing, provision of water and shelter for the horses. This includes maintenance of the land including eradication of any invasive species such as ragwort.

3.0 Public consultation

- 3.1 With the agreement of the Executive it is proposed to consult using the draft document at Appendix 1 of this report and to engage on the wider aspirations to further our commitment to the promotion of animal welfare and protection from harm.
- 3.2 Feedback will be reported to a future Executive meeting when the Council will be asked to formally approve a local Animal Welfare Policy.

4.0 Corporate Strategy

- 4.1 An updated Animal Welfare policy will help to achieve the corporate objectives through joint working with partners, protecting the environment and promoting health and wellbeing for all.

5.0 Implications

Finance and Risk

- 5.1 An additional Animal Welfare resource is indicated to support the Council's responsibilities. Further information on costs will be presented following the completion of the proposed consultation and in light of the expectations set out in the local Animal Welfare Policy.

Equalities and Human Resources

- 5.2 It is anticipated that the work required to prepare the Animal Welfare Policy will be accommodated within existing resources. The Council will consider securing a dedicated Animal Welfare post, potentially as a shared resource with other local councils. The additional and dedicated resource would assist delivery of further sites, support animal welfare and assist in dealing promptly with any future occurrences of licence breaches.

Legal

- 5.3 There are no specific legal implications or risks identified within the report.

6.0 Engagement and Consultation

- 6.1 It is proposed to consult widely through the Council's new community engagement channels before reporting back to a future Executive.

REPORT ENDS



Animal Welfare

Who is Responsible?



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Buckinghamshire & Surrey
trading standards





Responsibilities under the Animal Welfare Act 2006

This publication is intended to act as a single signposting document setting out who is responsible for the different areas of Animal Welfare to help members of the public quickly access the help that they need.

Anyone who owns, keeps, works with or has any responsibility for an animal is legally obliged to ensure the animal's welfare needs are met by providing for these five basic needs:

- suitable environment, suitable diet, ability to exhibit normal behaviour patterns, to be housed with, or apart, from other animals and to protected from pain, suffering, injury and disease.

Failure to do so may mean an offence has been committed under section 9 of the Animal Welfare Act. For advice on looking after domestic animals visit the RSPCA website or the DEFRA codes of practice. For farmed livestock contact your local Trading Standards Animal Health team.





Key

 First point of contact

References to a “Council” refers to the Woking Borough Council. “County Council” refers to Surrey County Council

ANIMAL WELFARE ACT 2006

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Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Unnecessary Suffering (Section 4) – an offence to cause unnecessary suffering to an animal by an action or failure to act.	Not to cause unnecessary suffering to an animal.	Councils have the power to appoint inspectors under The Animal Welfare Act 2006. Trading Standards may investigate instances involving farmed animals.	Do not generally deal with this but may get involved in some cases.	RSPCA will generally take the lead in investigations relating to domestic animals/puppy farms. From 1st January 2021 all on farm referrals requiring further investigation will be referred to The Animal and Plant Health Agency (APHA) - duty vet



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Poisoning Section 7) – it is an offence to administer, or permit to be administered, poisonous or injurious drugs to an animal.	Take care in what is given to your pets as different things can be injurious to different species. If you suspect that your pet has been poisoned, consult a vet immediately.	The Council do not generally deal with this but may get involved in some cases.	Do not generally deal with this.	The RSPCA will generally take the lead in investigations, but you can also contact the Veterinary Medicines Directorate where you can report veterinary product misuse.
Tail Docking Section 6) – it is an offence to remove or cause to remove all or any part of a dog's tail (except on a vet-certified working dog). The dog is required to be of a type specified in Schedule 1 of the Docking of Working Dogs' Tails (England) Regs 2007. Docking must only be carried out by a vet, before the pup is 5 days old.	If considering docking, check with a vet to see if docking is allowed. Be aware that if the docking is done by anyone other than a vet, then a prosecution could still take place.	The Council do not generally deal with this but may get involved in some cases. i.e. in licensed premises	Do not generally deal with this.	The RSPCA will generally take the lead in investigations. NB Vets can also be prosecuted for illegal tail docking.



Type of incident	Owner/Keeper's Responsibility	Council*	Police	RSPCA
Dog/Animal fighting (Section 8) – organising, attending, allowing or participating in any animal fighting is an offence.	Have a duty not to organise, attend, allow or participate in any animal fighting.	The Council do not generally deal with this but may get involved in some cases.	The Police have unique powers under the Act and will be involved in these investigations.	RSPCA will generally take the lead in investigations.
Duty of care (Section 9) – it is an offence to fail to take reasonable steps in all the circumstances to meet the welfare needs of an animal, including abandonment.	Duty of care to the animal to ensure, that as far as possible, its welfare needs are met.	Councils have the power to appoint inspectors under the Animal Welfare Act 2006. County Council Trading Standards may investigate incidents involving farmed animals.	Do not generally deal with this but may get involved in some cases.	RSPCA will generally take the lead in investigating
Emergencies in which an animal is suffering or is likely to suffer if the circumstances don't change (Section 18 and 19).	As above.	The Council's Appointed Inspectors have specific powers of entry to licensed premises. Where animals are in distress and a s.10 Improvement Notice is unlikely to resolve it, s.18 enables an officer to take animals into possession or arrange for it to be euthanised.	Constables have specific powers of entry into any premises for the purpose of searching for, seizing, or if required, humanely destroying a protected animal, for welfare reasons	RSPCA will usually be involved in incidents relating to wildlife and roadside accidents. They do not have the powers of entry into premises but may accompany Police or Council who have the legal powers of entry.



Type of incident	Owner/Keeper's Responsibility	Council*	Police	RSPCA
DOGS				
Dogs (or other animals) abandoned in or on private property.	Anyone who abandons an animal without taking reasonable steps to ensure that its needs are met may be guilty of an offence under s.9 of the Animal Welfare Act. If the animal actually suffers as a result of its abandonment, there may also be an offence committed under s.4 (unnecessary suffering).	The Council does not have any legal duty to act in such cases (unless the offence occurs at a licensed premises).	The Police may assist the RSPCA in gaining access.	RSPCA will generally take the lead in investigations. They will monitor the situation and if the dog is not fed or left with water for a period of time they will act to gain access and seize the dog.
Unwanted dogs (or other animals)	Giving up an unwanted pet should always be a last resort. There is an overpopulation of most companion animals and every effort should be made by the owner/keeper to responsibly rehome their pet. The owner/keeper should contact responsible pet rescue centres who may be able to rehome the animal.	The Council can not accept unwanted pets and would only normally deal with stray dogs - under the provisions of the Environmental Protection Act 1990.	None	No legal duties, but may accept unwanted animals and then rehome them.
Prisoners' dogs - where the Police take a person into custody who owns a dog (or other animal).	To make the Police aware if they have a dog (or other animal) that was not with them when they were arrested. Owners that are likely to be given a custodial sentence should make appropriate provisions for their pet's care	None.	The Police have primary responsibility for the safe keeping of a prisoner's property.	None.



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Pet Owner in Care - If a dog or other animal's owner is incapacitated, for instance is taken to hospital or is under Local Authority care.	Where possible, arrange for a relative or other suitable responsible person to look after your pet. Alternatively, make the Local Authority or hospital aware as soon as possible.	The County Council are responsible for covering any kennelling costs under section 48 of the National Assistance Act 1948.	None.	None.
Dogs dangerously out of Control - dog attacks on a person	To keep their dog(s) under control at all times. Any concerns regarding training or behavioural issues should be addressed by seeking advice from a suitably qualified animal behaviourist or vet.	Although not a Council responsibility, some overlap occurs if the dog is seized as a stray. The Council may also assist Police, i.e. with CPWs/CPNs.	The Police have primary responsibility and will investigate certain serious incidents involving dogs which behave aggressively and where there is reasonable apprehension that it might injure a person, whether or not it actually does so.	None.
Dogs dangerously out of Control – attacks on a dog or another animal and livestock.	As above.	The Council will investigate dog on dog (or other animal) attacks, where the complainant is able to provide an accurate detailed description of the dog / owner and an address.	None.	None.



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Banned Breeds - Suspicion that the dog may be a banned type.	It is an offence to own certain types of dog. These are the Pit Bull Terrier, Japanese Tosa, Dogo Argentino and Fila Braziliero. It is also an offence to sell, abandon, give away or breed from a banned dog. Exemption from the ban may be given by a Magistrates court in certain circumstances.	If the owner is not known and the dog is seized as a stray the Council will seek assistance from the Police.	If the owner is known, the Police will deal with the matter, either by prosecution or by application to the Magistrates Court.	None.
Dangerous Dog Register - Under the Dangerous Dogs Act 1991, DEFRA maintains a register of all exempted dogs which are kept in the UK. Dogs can only be added to the register by a Magistrates Court, the public cannot apply directly to DEFRA.	Once placed on the index of exempted dogs, the owner must meet various requirements including; 1) Maintaining 3rd Party Insurance 2) Having the dog Tattooed and microchipped 3) Ensuring the dog is muzzled and placed on a lead in any public place (NB this includes in a vehicle) 4) Ensuring that the dog is in the control of a person 16 years or older whilst in a public place.	Councils do not usually conduct audits or checks on these dogs unless circumstances develop that bring a dog to their attention.	Although not a duty, the Police may audit the register for dogs in their area and periodically check these dogs.	None.



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Stray Dogs – Found dogs	Dog owners have a legal responsibility to ensure that their dog is wearing a collar and tag bearing their contact details and to ensure that it is microchipped. They should also take all reasonable steps to prevent their dog from straying. If their dog does escape, they should contact the Council as soon as possible. The owner of a stray which has been collected is required to pay a statutory fee plus any other costs incurred, e.g. kennelling.	If a finder cannot return the dog to its owner then the Council should be informed. The dog can be contained within the finder's home with prior agreement by the Council and upon service of a s.150 Notice. The Council will only arrange to collect a dog that has been contained and will arrange for the dog to be kept in their kennels for up to 7 days. After this time, if the dog remains unclaimed it may be rehomed.	None.	None.
Stray Dogs – Lost Dogs	As above.	If the owner has lost their dog and is unable to find them, they can call the Council's Environmental Health service to leave a contact number and provide a description the lost dog. The service is often notified of found dogs and may be able to reunite dog and owner.	None.	None.



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Stray Dogs - Straying on highways with restricted public access i.e. Motorways.	As above.	The Council will normally attend with the assistance of the Police or Highways Agency. Once a dog is seized the Local Authority will take responsibility for it as a stray if no owner is known/can be contacted. The Highways Agency are responsible for the motorway network.	The Police are responsible for animals that have escaped onto a road and are posing a danger to motorists.	None.
Dog barking	To ensure that their dog(s) do not bark for prolonged periods or at times of the day which causes a nuisance to people nearby. Your vet can check for any problems/refer you to an animal behaviourist.	The Council will investigate complaints about excessive dog barking and have powers to Investigate under statutory nuisance legislation.	None.	The RSPCA may get involved if there are welfare concerns about the dog.
Dog Fouling – on designated land which is open to the air and accessible to members of the public.	To ensure that if their dog fouls on designated land that they clean up after it immediately. Failure to do so is an offence.	The Council will investigate complaints of dog fouling. If a person in control of a dog is witnessed allowing their dog to foul, a Fixed Penalty Notice may be served. If an offence is reported, informal action may still be taken by the Council, who may contact the alleged offender or all residents in the vicinity to issue	None.	None.



Type of incident	Owner/Keeper's responsibility	warnings/advice.	Council*	Police	RSPCA
IMPORTED ANIMALS					
Imported Pets	If you have purchased an animal which is suspected to have been brought into the Country in breach of the legislation it may be taken into quarantine at your expense.	The County Council (SCC) enforces the Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974. Non Commercial Movement of Pet Animals Order 2011 S.15 powers for Local Authority to inspect premises/documentation. The Trade in Animals and Related Products Regulations 2011 (TARP) is where DEFRA/APHA will be involved in the notification of commercial imports/exports.	Assistance of arrest if required. Article 16 is the offence of bringing an animal into the country, of an animal which is non-compliant, and provides powers of arrest to the Police	RSPCA to liaise with the County Council or other agencies in respect of reports or collections of pets suspected to have been incorrectly imported.	
FARM ANIMALS					
Farm Animals (Livestock).	You must ensure their needs are met under the Animal Welfare Act 2006 and any Regulations made under it and they are not suffering unnecessarily. You must comply with all disease control requirements such as records and movement documents.	County Council Trading Standards enforce disease control requirements and may enforce welfare legislation.	Police will assist with farm animals escaped onto a public highway and will provide assistance in the event of a disease outbreak.	RSPCA to liaise with County Council Trading Standards in respect of farm animal welfare.	



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
INJURED / SICK WILD ANIMALS				
Sick or injured wild animals.	<p>It is an offence to kill, take, or offer for sale wild birds and some animals.</p> <p>If a wild animal is found injured, take it to a vet if possible, without putting yourself at risk.</p>	None.	<p>Will assist the RSPCA to carry out stop, search and seizures and traffic control on roads.</p> <p>The Woking Borough has a specialist dedicated officer to deal with wildlife crime.</p>	<p>Vets will accept injured animals for free, If it's not possible to take an injured animal to the vet. report the incident to the RSPCA . Any sick or injured wild animal, that cannot be taken to a vet should use the RSPCA emergency line 0300 1234 999.</p>
<p>If you have found an injured or abandoned wild animal, before you touch the animal, please check the online specialist advice for that particular species, which has been included at the end of this document.</p> <p>You may not need to intervene at all. You can also visit the 'What to do in an Emergency 'FAQs on Wildlife Aid's website at www.wildlifeaid.org.uk/wildlife-faqs</p> <p>Listings of animal welfare organisations in the South East region are also given on this website www.animalguide.info/branch-animal-welfare-organisations</p>				



HORSES

Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Welfare of horses – Including stray, fly grazing and tethered horses.	<p>You must ensure compliance with the Animal Welfare Act 2006. All equines must be microchipped and identified by a Horse Passport and registered in current owner's name.</p> <p>You must ensure compliance with the conditions set out in Schedule 1 of the licence, which includes ensuring that all livestock grazed on the land are registered with an authorised vet and provided with an ample supply of food pro rata on a daily basis and fresh water.</p> <p>Land owners may be able to arrange the removal of fly grazed horses under the Control of Horses Act 2015.</p>	<p>The Borough Council's Asset Management team are responsible for licensing horse grazing and will set out the licence conditions that the licensee must comply with in order to be granted a licence.</p> <p>Councils will investigate instances of horses illegally grazing on Council owned land. The Council has the authority to remove unlicensed horses and all associated costs can be recovered from the owner through the sale of the horse, if necessary.</p> <p>County Council Trading Standards enforce the Horse Passport Regulations</p>	Will become involved with stray horses which present a public safety issue.	May be involved where there are specific welfare concerns.



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
HEDGEHOGS				
Sighting of a hedgehog anywhere in Surrey – dead or alive	<p>– visit the trust's "Hedgehog Hotspots" web page and enter the details at www.surreywildlifetrust.org/record</p> <p>Hedgehog 'angels' can be recorded here https://www.gracethehedgehog.co.uk/the-great-british-hedgehog-survey-2/</p> <p>for dead wildlife like hedgehogs found in gardens, see: https://www.hedgehogstreet.org/garden-wildlife-health-gwh/</p>	None.	None.	None.
DEAD ANIMALS				
Dead Animals - farm livestock or horses.	Must comply with the Animal By-products Regulations regarding the proper disposal of fallen livestock.	Buckinghamshire and Surrey Trading Standards can be contacted for advice, as they enforce the Animal By-Products Regulations which deal with disposal routes for carcasses. Pet crematoriums with appropriate facilities can be used for private cremation of pet horses	None.	None.
Dead animals on motorways or major trunk roads.	If you hit a dog, equine or farm animal you must report it to Surrey Police.	Highways Authority will remove (Surrey County Council).	Will assist with directing traffic.	None.



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Dead animals on other public roads.	As above.	The Council will remove these and may scan for a microchip (cats and dogs).	None.	None.
Dead animals on private property.	If you have a dead animal in your garden, you are responsible as the landowner to have it removed. The animal can either be double bagged and placed in your black bin, or you can arrange for a waste removal service to come and have it removed at your own cost.	None.	None.	None.

Some organisations welcome reporting of dead animals, for example on roads.

The following pages may be of use:

<https://www.wilfletrusts.org/wildlife-advice/found-dead-animal>

ANIMAL LICENSING

Animal Boarding Establishments	Duty to hold a licence and secure the welfare of the animals kept at the establishment.	Enforcement of regulations and licensing of home dog boarding and commercial dog and cat boarding premises. Inspection of premises to ensure compliance with required licensing conditions under the Licensing of Activities Involving Animals (England) Regulations 2018	None.	May investigate animal welfare concerns.
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Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Breeding Dogs	<p>Duty to hold a licence and secure the welfare of the animals kept at the establishment.</p> <p>Duty to uphold conditions of the licence. Contravening or failing to comply with any of the conditions of the licence or obstructing or delaying any person in the exercise of his powers of entry or inspection constitutes an offence.</p>	Enforcement of the regulations and licensing of breeders who are in scope and investigation of unlicensed breeders.	Investigate allegations of breeding banned breeds.	May investigate animal welfare concerns.
Selling Animals as Pets	<p>Duty for an individual to hold a licence and secure the welfare of the animals kept at the establishment</p> <p>Ensure animal handlers have the necessary knowledge and facilities to be able to provide animals with the appropriate specialist environment and care.</p> <p>Duty to seek specialist advice if selling exotic animals.</p>	<p>Enforcement of regulations and licensing of individuals selling animals</p> <p>Inspection of the premises and assessment of the Licensee</p> <p>Investigation into unlicensed individuals selling animals.</p>	None.	May investigate animal welfare concerns



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Keeping or training animals for exhibition	Duty to hold a licence to keep or train animal(s) for in scope activities, e.g. pony parties and public performances, for example for television, theatre or in a film.	The Council is responsible for the enforcement of The Licensing of Activities Involving Animals (England) Regulations 2018	None.	RSPCA may take the lead on incidents relating to cruelty and liaise with the Local Authority.
Hiring out horse for riding or instruction	Duty to hold a licence and secure the welfare of the animals kept at the establishment	The Council is responsible for the enforcement of Regulations and licensing of premises And investigation into unlicensed hiring out of horses for riding or instruction.	None.	May investigate horses found to be suffering at riding establishments.
Dangerous Wild Animals	Duty to hold a licence and secure the welfare of the animals kept at the establishment and to prevent any means of escape.	The Council is responsible for the enforcement of regulations and licensing of keepers of Dangerous Wild Animals (as defined under the schedule to the Dangerous Wild Animals Act 1976) Investigation into unlicensed keepers of Dangerous Wild Animals.	None.	May investigate concerns around Dangerous Wild Animals found to be suffering.



Type of incident	Owner/Keeper's responsibility	Council*	Police	RSPCA
Zoos - licensed Zoos and similar animal premises (i.e. sanctuaries or those zoos subject to exemption or dispensation).	Duty to hold a licence and secure the welfare of the animals kept at the establishment.	There are no zoos currently in the Borough of Woking, but if there were, the LA would be responsible for the enforcement of Regulations and licensing of Zoos under the Zoo Licensing Act 1981.	None, except where an animal has escaped.	May investigate concerns around animal welfare.
Circuses	Duty to secure the welfare of the animals in circuses.	The Council are responsible for the inspection of circuses in relation to the enforcement of the Health and Safety at Work Act 1974, in respect of animal handling and public safety.	Jointly responsible with the RSPCA for cruelty or mistreatment of Circus Animals.	Jointly responsible with Surrey Police for cruelty or mistreatment of Circus Animals. From January 2020 in England, the use of wild animals in circuses is banned under the Wild Animals in Circuses Act 2019.
Control of international trade of endangered species		The Environmental Health service and / or Council Officer will pass on intelligence of international trade of endangered species to the relevant agencies. DEFRA and APHA.	None.	None.
Importation of Farm Animals	To comply with the conditions set out at a national level by the Department for the Environment, Food and Rural Affairs	The Council does not have powers over the regulation and inspection	None.	None.



	(DEFRA), who regulate farms.	of farms or for animal transportation. Local movement licences are issued by Buckinghamshire and Surrey Trading Standards.		
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USEFUL CONTACTS

Organisation	Responsible for	Contact	Website
Woking Borough Council - Environmental Health	Animal Licensing	01483 743840 environmental.health@woking.gov.uk	www.woking.gov.uk
Woking Borough Council - Asset Management	Horse Grazing Licences	propertyservices@woking.gov.uk	www.woking.gov.uk
Surrey Wildlife Trust	Cattle on Sheets Heath and Prey Heath East., For, the	emergency number 07817 769672	www.surreywildlifetrust.org/
Kristina	Ponies that graze both on Brookwood Heath and Smarts Heath	emergency site contact number is 07733 327807.	
Buckinghamshire & Surrey Trading Standards	Animal Health and Welfare	0300 123 2329	https://www.surreycc.gov.uk/business-and-consumers/trading-standards/business-advice/animal-health
Surrey Police	Dangerous Dogs	101 or 999 in an emergency	https://www.surrey.police.uk
RSPCA (National)	Animal Welfare	24-hour cruelty line on 0300 1234 999	https://www.rspca.org.uk/home
RSPCA (Local Branch)	Animal Welfare	07553284028	www.rspca.org.uk/reportcruelty
Hydestile Wildlife Hospital	Charitable advice	01483 860313	www.hydestileresidentanimals.co.uk/



	line / Newsletters		
Millbrook Animal Centre (RSPCA)	Animal Centre	0300 123 0740	https://www.rspca-millbrook.org.uk
Wildlife Aid	Injured Wildlife	09061800132 (calls cost 50p per minute)	https://www.wildlifeaid.org.uk/faqs/find-injured-orphaned-animal/
Swan Sanctuary	Swans	01932 240790	http://www.theswansanctuary.org.uk
National Equine Welfare Council (NEWC)	Protection of horses, ponies, donkeys and mules,	01962 848350	www.newc.co.uk
Surrey County Council Highways	Major obstructions on the Highways	0300 200 1003	https://www.surreycc.gov.uk/roads

USEFUL SPECIES GUIDANCE (INJURED ANIMALS)

Dormouse	Surrey Dormouse Group	www.surreydormousegroup.org.uk/
Injured amphibians or reptiles	Surrey Amphibian and Reptile Group (SARG)	https://surrey-arg.org.uk/
Injured or grounded bats	Surrey Bat Group guidance and contacts:	www.surreybats.org.uk/problems.html
Hedgehog out during the day	If a hedgehog is out during the day it means that something is wrong and the hedgehog most likely needs help.	www.surreywildlifetrust.org/act-wildlifehelping-wildlife-home/helping-hedgehogs
Honey	Local bee-keepers are often able to help if you come	https://surreybees.co.uk/swarms/



bees swarms	across a swarm of honey bees. Please do double check first that you have correctly identified that they are honey bees, as other kinds of insects can also swarm.	https://www.bbka.org.uk/swarm
Injured badger	West Surrey Badger Group's website provides useful contacts.	www.wsbg.co.uk/contact.html
Injured or grounded peregrine falcon	Call an expert rescuer, do not try to capture it yourself.	Wildlife Aid Foundation https://www.wildlifeaid.org.uk/contact-us/ <u>After first contacting the above, please also make the Woking Peregrine Project volunteers aware:</u> www.wokingperegrines.com/contact/
Injured or grounded swifts	Swift Conservation advice and contacts	www.swift-conservation.org/SwiftFirstAid.htm After first contacting the above, please also make the Swifts in Woking volunteers aware: https://surreybirdclub.org.uk/conservation/swifts/
Horses or cattle strayed from heathland / common land	<p><u>The Council has four heathland sites, on which grazing is managed as follows:</u></p> <p><u>Grazed by ponies of local graziers, overseen by the Surrey Heathland Partnership:</u></p> <ul style="list-style-type: none">• <u>Brookwood Heath</u>• <u>Smarts Heath.</u> <p><u>Conservation grazing by cattle, managed by Surrey Wildlife Trust:</u></p> <ul style="list-style-type: none">• <u>Prey Heath</u>• <u>Sheets Heath.</u>	If you find ponies or cattle which you believe have strayed from one of the sites mentioned (see right), please contact the relevant managing organisation: <u>Surrey Heathland Partnership</u> www.surreycc.gov.uk/land-planning-and-development/countryside/partnerships/heathland <u>Surrey Wildlife Trust</u> <u>Contact the emergency grazing team number shown on this webpage</u> www.surreywildlifetrust.org/walking-near-livestock



		<p>For Surrey Wildlife Trust cattle on Sheets Heath and Prey Heath East, the emergency number is 07817 769672.</p> <p>For ponies that graze both on Brookwood Heath and Smarts Heath, the emergency site contact is Kristina 07733 327807.</p>
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USEFUL GUIDANCE

Animal Licensing Guidance for Local Authorities

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

Procedural Guidance for Local Authorities

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/957617/animal-welfare-licensing-procedural-guidance.pdf

Dog Boarding Licensing

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936827/animal-welfare-licensing-providing-boarding-for-dogs-guidance.pdf

Home Boarding for Dogs

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936828/animal-welfare-licensing-home-boarding-for-dogs-guidance.pdf

Dog Day Care

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936829/animal-welfare-licensing-providing-day-care-for-dogs-guidance.pdf



Cat Boarding

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936829/animal-welfare-licensing-providing-day-care-for-dogs-guidance.pdf

Dog Breeding

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936830/dog-breeding-guidance.pdf

Selling Animals as Pets

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936832/selling-animals-as-pets.pdf

Keeping of Training Animals for Exhibition

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936834/animal-welfare-licensing-keeping-training-animals-for-exhibition.pdf

Hiring out Horses

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936833/animal-welfare-licensing-hiring-out-horses.pdf

LEGISLATION

Animal Welfare Act 2006

<https://www.legislation.gov.uk/ukpga/2006/45/contents>

Dangerous Dogs Act 1991

<https://www.legislation.gov.uk/ukpga/1991/65/contents>

Control of Horses Act 2015



<https://www.legislation.gov.uk/ukpga/2015/23/contents/enacted>

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

<https://www.legislation.gov.uk/ukdsi/2018/9780111165485>

Dangerous Wild Animals Act 1976

<https://www.legislation.gov.uk/ukpga/1976/38>

The Wildlife and Country Act 1981 (as amended)

www.legislation.gov.uk/ukpga/1981/69/contents

The Natural Environment and Rural Communities Act 2006

www.legislation.gov.uk/ukpga/2006/16/contents

Countryside and Rights of Way (CRoW) Act 2000

www.legislation.gov.uk/ukpga/2000/37/contents