

Application for a licence to breed dogs

Privacy statement



We speak your language

Polish
Mówimy Twoim językiem

French
Nous parlons votre langue

Spanish
Hablamos su idioma

Slovak
Rozprávame Vaším jazykom

Chinese
我们会说你的语言

If you require this publication in large print or another format please call Bolsover District Council on 01246 242424 or North East Derbyshire District Council on 01246 231111

Environmental Health and Licensing process personal data to carry out its functions and services. This privacy statement explains some important information about how we use your personal information. The Council also has a general privacy statement. Found at: www.bolsover.gov.uk/www.ne-derbyshire.gov.uk

Using your personal information

What information do we collect?

We collect personal information when needed from individuals (and businesses) to provide our services and carry out our statutory functions. These include the processing of animal licence applications, including inspections and associated enforcement activities

Your personal information will be processed by Environmental Health and Licensing for the purpose it was given. Some of your personal information may also be shared with other council departments/service teams who need the information to provide a service that you have requested.

The Council is required by legislation to keep public registers. This means that the information provided will be made available to the public.

The Council is under a duty to protect public funds, and to this end we may use the information that you provide to us for the prevention and detection of fraud. To meet these obligations we take part in data matching exercises such as the National Fraud Initiative. For further information see www.bolsover.gov.uk/www.ne-derbyshire.gov.uk

We may also share information for data matching purposes with other bodies responsible for auditing or administering public funds such as the Police, HM Revenues and Customs, Department for Work and Pensions and other Local Authorities. For more information on how we use personal information please go to our privacy statement on our website www.bolsover.gov.uk / www.ne-derbyshire.gov.uk or use the contact details on the accompanying letter.

Application for a licence to breed dogs

Equality Policy Statement

Bolsover and North East Derbyshire District Councils are committed to equalities as employers and in delivering the services they provide to all sections of the community. We believe that no person should be treated unfairly and are committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Application for a licence to breed dogs



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

Applicant profile section 1

1	Reference number	
1.1	System reference Number (if known)	
1.2	Your reference (if known)	

Please complete all the questions in the form.

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

2a	Agent				
2.1	Are you an agent acting on behalf of the applicant	Yes		No	If no, go to 3.1
2b	Further information about the Agent				
2.2	Name				
2.3	Address				
2.4	Email				
2.5	Main telephone number				
2.6	Other telephone number				

3	Applicant details				
3.1	Name				
3.2	Address				
3.3	Email				
3.4	Main telephone number				
3.5	Other telephone number				
3.6	Are you applying as a business or organisation, including a sole trader	Yes		No	
3.7	Are you applying as an individual	Yes		No	

4a	Applicant Business				
4.1	Is your company registered with companies house	Yes		No	If no, go to 4.3
4.2	Registration Number				

Application for a licence to breed dogs

4a	Applicant Business	
4.3	Is your business registered outside the UK	
4.4	VAT Number	
4.5	Legal status of the business	
4.6	Your position in the business	
4.7	The country where your head office is located.	
4b	Business Address – This should be your official address – The address required of you by law to receive all communication	
4.8	Building name or number	
4.9	Street	
4.10	District	
4.11	City or Town	
4.12	County or administrative area	
4.13	Post Code	
4.14	Country	

Application for a licence to breed dogs

Please complete all the questions in the form.
If you have nothing to record, please state "Not applicable" or "None"

1a Type of Application						
1.1	Type of Application	New		Renewal		
1.2	Existing licence number					
1b Animals to be accommodated						
1.3	Domestic Breeder		Commercial Breeder		Combination of domestic breeder with commercial outbuildings	
1.4	Breeds of dogs concerned					
1.5	Number of bitches kept					
1.6	Owned by the applicant		Co owned by the applicant		On breeding terms	
1.7	Provide details of the ages of bitches kept.		(please complete the tables provided at 7 and 8)			
1.8	Number of studs kept					
1.9	Owned by the applicant		Co owned by the applicant		On breeding terms	
1.10	Provide details of the ages of the studs kept		(please complete the table provided at 8)			
1c Further information about the applicant						
1.11	Date of birth					

2 Premises to be licensed	
2.1	Name of premises/trading name
2.2	Address of premises
2.3	Telephone number of premises
2.4	Email address
2.5	Do you have planning permission for this business use.
Yes/No	

3 Accommodation and facilities	
3.1	Details of the quarters used to accommodate animals, including number, size and type of construction

Application for a licence to breed dogs

3 Accommodation and facilities	
3.2.	Exercise facilities and arrangements
3.3	Heating arrangements:
3.4	Method of ventilation of premises
3.5	Lighting arrangements (natural & artificial)
3.6	Water supply
3.7	Facilities for food storage & preparation
3.8	Arrangements for disposal of excreta, bedding and other waste material
3.9	Isolation facilities for the control of infectious diseases
3.10	Fire precautions/equipment and arrangements in the case of fire
3.11	Do you keep and maintain a register of animals?
	Yes/No
3.12	How do you propose to minimise disturbance from noise?

4 Veterinary surgeon	
4.1	Name of usual veterinary surgeon
4.2	Company name
4.3	Address
4.4	Telephone number
4.5	Email address

5a Emergency key holder			
5.1	Do you have an emergency key holder?	Yes/No	If no, go to 6.1
5.2	Name		
5.3	Position/job title		
5.4	Address		

Application for a licence to breed dogs

5.5	Daytime telephone number		
5.6	Evening/other telephone number		
5.7	Email address		
5.8	Add another person?	Yes/No	If no, go to 6.1

5b	Emergency key holder 2		
5.9	Do you have an emergency key holder?	Yes/No	If no, go to 6.1
5.10	Name		
5.11	Position/job title		
5.12	Address		
5.13	Daytime telephone number		
5.14	Evening/other telephone number		
5.15	Email address		

6	Public liability insurance		
6.1	Do you have public liability insurance?	Yes/No	If no, go to 6.6
6.2	Please provide details of the policy		
6.2	Insurance company		
6.3	Policy number		
6.4	Period of cover		
6.5	Amount of cover (£)		
6.6	Please state what steps you are taking to obtain such insurance		

Application for a licence to breed dogs

Table 8. Register of Breeding Dogs

Name	Sex	Microchip number	Date of Birth	Postal Address	Breed	Description	Date of Mating	Details of its Mother and Father	Details of any vet treatments it has received	Date and Cause of death from any in last 12months

Application for a licence to breed dogs

<i>Name</i>	<i>Sex</i>	<i>Microchip number</i>	<i>Date of Birth</i>	<i>Postal Address</i>	<i>Breed</i>	<i>Description</i>	<i>Date of Mating</i>	<i>Details of its Mother and Father</i>	<i>Details of any vet treatments it has received</i>	<i>Date and Cause of death from any in last 12months</i>

Application for a licence to breed dogs

<i>Name</i>	<i>Sex</i>	<i>Microchip number</i>	<i>Date of Birth</i>	<i>Postal Address</i>	<i>Breed</i>	<i>Description</i>	<i>Date of Mating</i>	<i>Details of its Mother and Father</i>	<i>Details of any vet treatments it has received</i>	<i>Date and Cause of death from any in last 12months</i>

Application for a licence to breed dogs

Table 9. Register of puppies						
Name	Date and Time of Birth	Sex, Colour and Weight	Placentae passed	Number of Puppies in Litter	Any other significant event	Mother and Father

Application for a licence to breed dogs

Name	Date and Time of Birth	Sex, Colour and Weight	Placentae passed	Number of Puppies in Litter	Any other significant event	Mother and Father

Application for a licence to breed dogs

Name	Date and Time of Birth	Sex, Colour and Weight	Placentae passed	Number of Puppies in Litter	Any other significant event	Mother and Father

Application for a licence to breed dogs

7 Disqualifications and convictions		
	Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:	
7.1	Keeping a pet shop?	Yes/No
7.2	Keeping a dog?	Yes/No
7.3	Keeping an animal boarding establishment?	Yes/No
7.4	Keeping a riding establishment?	Yes/No
7.5	Having custody of animals?	Yes/No
7.6	Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences under the Animal Welfare Act 2006?	Yes/No
7.7	Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled?	Yes/No
7.8	If yes to any of these questions, please provide details,	

8 Additional details		
	Please check local guidance notes and conditions for any additional information which may be required	
8.1	Additional information which is required or may be relevant to the application	

Declaration Section

9 Model Licence Conditions & Guidance		
	All applicants to tick that they have read the applicable model licence conditions & guidance	
1.1	Pet Vending	
1.2	Animal Boarding	
1.3	Performing Animals	
1.4	Riding Establishments	
1.5	The Breeding and Sale of Dogs	

10 Additional Information		
	Please attach the following Information	
2.1	A plan of the premises	

Application for a licence to breed dogs

10	Additional Information	
2.2	Insurance policy	
2.3	Operating procedures	
2.4	Risk Assessments (including Fire)	
2.5	Infection control procedure	
2.6	Qualifications	
2.7	Training records	

11	Declaration	
3.1	This section must be completed by the applicant. If you are an agent please ensure this section is completed by the applicant.	
3.2	I am aware of the provisions of the relevant Act and model licence conditions. The details contained in the application form and any attached documentation are correct to the best of my knowledge and belief.	
3.3	Signing this box indicates you have read and understood the above declaration	
3.4	Full Name	
3.5	Capacity	
3.6	Date	

I/we enclose the sum of £ Part A fee being the amount of fee payable for applying for the licence. A subsequent fee will be payable at the determination of the application prior to the issue the licence.

Please note that until payment has been received, your application is not valid.

This form should be completed and returned with the fee (cheques to be made payable to NEDDC) Joint Environmental Health Service, Bolsover District Council and North East Derbyshire District Council, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG. Payment can be made by calling our Technical Support team on 01246 217873 and quoting your debit card details

NB. The Council will wish to be satisfied that the conditions and requirements in the regulations are complied with before the licence is issued.

SHOULD THE COUNCIL DEEM IT NECESSARY TO CONSULT A VETERINARY SURGEON THE CHARGES INCURRED WILL BE RECOVERED FROM THE APPLICANT IN ADDITION TO THE LICENCE FEE