

PETS POLICY

CONTENTS

- 1. REVISION/REVIEW SHEET**
- 2. PURPOSE**
- 3. SCOPE**
- 4. RESPONSIBILITIES**
- 5. POLICY DETAIL**
- 6. RISK FACTOR**
- 7. EQUALITY AND DIVERSITY**
- 8. DEFINITIONS AND ACRONYMS**
- 9. REFERENCES**
- 10. RECORDS**
- 11. REVIEW**

1. REVISION/REVIEW SHEET

| Issue | Brief Description of Reason for Change | Document Owner | Date Issued |
|-------|--|----------------|-------------|
| | Review of current policy dated 18 th March 2010 | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

2. PURPOSE

- 2.1 The purpose of this policy is to set out how Cartrefi Cymunedol Gwynedd (CCG) manages domestic pets and animals in our tenants homes.
- 2.2 CCG acknowledges that keeping pets can be beneficial for tenants and supports responsible pet ownership. However, this policy and relevant procedures are in place to prevent the irresponsible ownership of pets which could cause nuisance or annoyance to other residents and /or breach the tenancy conditions.

3. SCOPE

- 3.1 This policy applies to all tenants and prospective tenants of properties owned by CCG.
- 3.2 This policy is relevant to all domestic pets, animals and birds.

4. RESPONSIBILITIES

- 4.1 It is the responsibility of the Director of Customer and Communities to ensure that this policy is applied effectively and that staff are trained appropriately in the procedures associated with this policy.

5. POLICY DETAIL

- 5.1 CCG requires its tenants to be responsible pet owners
- 5.2 CCG advice that tenants consider the questions noted in Appendix 1 before deciding to keep a pet.
- 5.3 Prospective tenants are required to state on the housing application form details of any pets/animals they own. This would not normally effect the application as long as the applicant demonstrates responsible pet ownership. The matter will be discussed and assessed during the allocation process.
- 5.4 CCG acknowledges that some tenants need assistance or guide dogs to assist them in independent living.
- 5.5 CCG may retract any consent previously given if the animal/pet causes nuisance or annoyance, if too many animals are kept at one time or if tenants are not responsible animal /pet owners.
- 5.6 It is a breach of tenancy conditions for CCG tenants to allow pets to damage CCG property or to cause nuisance or annoyance to other persons in the neighbourhood.
- 5.7 All pets/animals must be under the control of the occupant of the property at all times.
- 5.8 If an animal/pet fouls on any property or communal area CCG expects the owners to behave responsibly by clearing up immediately, disposing of any mess appropriately and washing or sanitizing the area if required.

-
- 5.9 No animal/pets should be allowed to cause nuisance or annoyance to other residents, CCG staff, contractors or visitors.
- 5.10 No animal housing may be erected, either internally or externally without prior written permission of CCG in accordance with CCG's Tenants Improvements & Alterations Policy.
- 5.11 CCG tenants are not allowed to use their home to run a business from their home involving breeding or keeping animals or birds or running boarding kennels.
- 5.12 Tenants must meet the care and welfare needs of their pet. In the case of dogs and cats this includes worming and regular flea treatment in accordance with veterinary guidelines. From time to time may ask for proof that these treatments have been carried out.
- 5.13 Tenants are encouraged to have their dogs and cats permanently identified by microchip.
- 5.14 All cats need a litter tray (at least one per cat) and should be encouraged to use it to minimize the problems of cat fouling in other residents gardens.
- 5.15 Animal waste/cat litter trays must not be left in communal walkways and cats should not roam around communal areas
- 5.16 Caged birds should be able to outstretch their wings in all direction and with adequate perching space.
- 5.17 The following animals are not allowed:
- Farm animals for example sheep, lambs, goats, pigs, cattle, horses, ponies, chickens, poultry and ducks. (In some exceptional circumstances however, consent may be given for keeping chickens and ducks provided that the property is suitable and that they do not cause nuisance, annoyance or damage to the property which includes the garden)
 - Animals registered under the Dangerous Wild Animals Act 1976 including for example specific types of poisonous snakes, specific types of spiders and reptiles including alligators & crocodiles
 - Any dog specified under the Dangerous Dogs Act 1991 including Pit Bull Terrier, Japanese Tosa, Dogo Argentina, Fila Brazeliero.
 - Endangered species, such as certain birds of prey
 - Up to date information on both the Dangerous Wild Animal Act 1976 & Dangerous Dog Act 1991 can be obtained fro the Department for Environment, Food and Rural Affairs (DEFRA) at www.gov.uk/defra
- 5.18 Examples of nuisance or annoyance caused by animals/pets include :
- roaming and unattended animals
 - animals fouling communal areas and/or gardens and owners failing to clear the mess in a satisfactory manner

-
- irresponsible storage of animal feed (e.g. untidy/ unsuitable storage and/or attracting vermin)
 - animals causing noise nuisance
 - irresponsible owners failing to clear up the mess immediately
 - animals/pets preventing CCG staff or contractors in carrying out their duties
 - threatening or dangerous behaviour
 - over-population of animals within a household
 - unpleasant odours from pets
 - aggressive animals
 - tenants acting irresponsibly in feeding and attracting wild birds and/or vermin (e.g. by feeding seagulls from flats)

5.19 CCG will work with other relevant agencies to deal with cases of animal cruelty or animal abuse in any of our properties.

- If any CCG staff or representative witnesses or suspects a case of cruelty or animal abuse they will report the incident to the RSPCA or RSPB.
- Should CCG receive any information from RSPCA / RSPB relating to a caution or conviction for cruelty or animal abuse we may take further action.
- CCG's tenants must comply with The Animal Welfare Act 2006 which introduced a duty of care on any person keeping an animal to ensure that they look after it properly. This includes:
 - A proper diet (food and water)
 - Protection from pain, suffering, injury or disease
 - The ability to exhibit normal behaviour patterns
 - A suitable environment to live with, or apart, from other animals.

6. RISK FACTOR

- 6.1 The risk of CCG not having a clear policy on animals/pets that is compliant with legislation and best practice leading to loss of reputation and potentially expensive legal challenges.
- 6.2 The risk that CCG does not provide clear guidance on responsible animal/pet owners within their properties.

7. EQUALITY AND DIVERSITY

- 7.1 CCG recognises the needs of a diverse population and always acts within the scope of its own Equality and Diversity Policy.
- 7.2 CCG will ensure that staff consider the individual needs of our tenants regardless of age, gender, race, class, culture, sexuality or disability when assessing applications for pets or responding to any complaints.

8. DEFINITIONS AND ACRONYMS

9. REFERENCES

- 9.1 Dangerous Wild Animals Act 1976
- 9.2 Dangerous Dogs Act 1991
- 9.3 Animal Welfare Act 2006
- 9.4 CCG Pets Policy
- 9.5 CCG Tenants Improvements and Alterations Policy
- 9.6 Housing Act 1985 & 1988
- 9.7 Tenancy Agreement

10. RECORDS

11. REVIEW

- 11.1 This procedure will be reviewed every 3 years, or in response to changes in legislation, regulatory guidance, good practice or changes in other relevant CCG Policy.

APPENDIX 1

CCG's Pets Policy acknowledges that keeping pets can be beneficial for tenants and supports responsible pet ownership. However, irresponsible pet ownership can cause suffering to animals and nuisance and annoyance to other residents.

Being a responsible animal/pet owner

The more thought you give before owning a pet, the better. It is very difficult to re-house a pet once you have become emotionally attached to it.

Before deciding to keep a pet CCG asks that you please consider the following questions:

1. Does the pet fit your lifestyle and the family circumstances?

Are you out a lot of the time, do you have young children in the household?

2. Is your accommodation suitable?

Do you have easy access to garden areas, do you live near a busy road, is a flat suitable for the type of pet you are proposing to keep?

3. How much is it going to cost?

Some items you can budget for, for example the initial cost of the pet, equipment and on going costs such as food and bedding. What about unexpected costs such as vet bills?

4. Health issues - is there a local vet who can care for your pet?

This is particularly important if you have a more unusual or exotic pet. Are regular vaccinations required?

5. Are you going to insure, and/or microchip your pet?

CCG actively encourage this but both have cost implications.

6. What will happen to the pet if you are away from your home, for example on holiday or due to unexpected ill health?

Do you have friends or family who are willing and able to care for your pet if you are not at home

7. Population control

If you are planning to keep a cat we will ask that it is neutered and we would recommend this for dogs and other pets as well. CCG regards over-population of animals within a household as a nuisance or annoyance.

8. Is your choice of pet likely to cause nuisance or annoyance to your neighbours?

Most of us want to live harmoniously with our neighbours – it may be worth having a chat with them before you make the final decision on keeping a pet / animal at your home?

9. How committed are you to looking after your pet?

For example:

- have you got a plan on how you will care for the pet and control it?
- dogs need to be walked on a lead daily – do you have the time and commitment to do this?
- dogs should not left to bark in the house or garden all day causing a nuisance- think how you will deal with any problems or complaints if they occur
- pets and animals need to be looked after properly and this takes time, effort and has financial implications

CCG advice to you is to give serious thought to the above before deciding to keep a pet or animal at your home.