

## KEPT ANIMALS 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
0	Review of current policy dated 18 <sup>th</sup> March 2010		
1	<b>Review of current version Issue 0 dated 09/2013</b>	<b>Geraint Jones</b>	<b>02.11.2018</b>

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## 2. PURPOSE

- 2.1 The purpose of this policy is to set out how Cartrefi Cymunedol Gwynedd (CCG) manages kept animals in our tenants homes. This policy is relevant to animals kept by Tenants, including mammals, birds, reptiles, amphibians, fish, insects and other invertebrates, hereafter referred to as 'kept animals'.
- 2.2 CCG acknowledges that keeping animals can be beneficial for tenants and supports responsible pet ownership, ensuring that the welfare of the animal is met / provided for. However, this policy and relevant procedures are in place to prevent irresponsible pet ownership, which can cause suffering to animals and nuisance to neighbours.
- 2.3 Breaches of Tenancy causing nuisance or annoyance will be dealt with in accordance to CCG's Anti Social Behaviour Policy (NSpol01)

## 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 kept animals including mammals, birds, reptiles, amphibians, fish, insects and other invertebrates hereafter referred to as 'kept animals'

## 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 as outlined in the Animal Welfare Act 2006, which came into force in 2007, and introduced the concept of Duty of Care for pet owners. This means that pet owners are legally obliged to ensure they meet the five welfare needs of their pets, including:
  - somewhere suitable to live
  - a proper diet including fresh water
  - the ability to express normal behaviour
  - for any need to be housing with, or apart from other animals
  - protection from and treatment of illness and injury
- 5.2 CCG advise that tenants consider the questions noted in Appendix 1 before deciding to keep a pet.

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- 5.3 CCG will provide tenants with an Animal Ownership Fact Sheet (NSI01) or Thinking of keeping an Animal? Fact Sheet (NSI02) when dealing with enquiries on keeping an animal in CCG homes.
  - 5.4 Prospective tenants are required to state on the housing application form details of any kept animals they own.
  - 5.5 CCG acknowledges that some tenants need assistance or guide dogs to assist them in independent living, under the guidance of the Disability Discrimination Act 2005, guide dogs for blind people, hearing dogs for deaf people or dogs for disabled people are permitted. CCG will consult or inform the RSPCA with regards to any welfare concerns.
  - 5.6 CCG may retract any consent previously given if the animal/pet causes nuisance or annoyance, eg: if too many animals are kept at one time.
  - 5.7 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.
  - 5.8 If a kept animal fouls on any property or communal area CCG expects the owners to behave responsibly by clearing up regularly. The kept animal's Housing and surrounding environment should be maintained in a hygienic manner and cleaned and disinfected daily.
  - 5.9 No kept animal should be encouraged to cause nuisance or annoyance to other residents, CCG staff, contractors or visitors.
  - 5.10 No kept animal housing may be erected, either internally or externally without prior written permission of CCG in accordance with CCG's Tenants Improvements & Alterations Policy (LFpol03).
  - 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 establishments.
  - 5.12 Tenants must meet the care and welfare needs of their pet. In the case of dogs and cats this includes vaccinating, 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 Owners must have dogs over 8 weeks old legally microchipped, and should consult a Vet in relation to the microchipping process. Owners should ensure that kept birds are ringed for identification.
  - 5.14 All cats need a litter tray (at least one per cat) and should be provided to minimize the problems of cat fouling in other residents gardens.
  - 5.15 Animal waste/cat litter trays must not be left in internal communal walkways and cats should not roam around internal 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 venomous 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.

Consideration may be given to awarding permission for some prohibited animals or endangered species who have been allowed entry on the Index of Exempted Dogs. In order for dogs to be allowed on the index, a Court must be satisfied that the dog poses no threat to public safety.

- 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 from the Department for Environment, Food and Rural Affairs (DEFRA) at [www.gov.uk/defra](http://www.gov.uk/defra)

5.18 Examples of nuisance or annoyance caused by kept animals 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
- 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. We will refer cases of animal cruelty to the RSPCA.

- 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 as noted in 5.1

## **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 Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018
- 9.5 CCG Kept Animals Policy
- 9.6 CCG Tenants Improvements and Alterations Policy
- 9.7 NSpol01- Anti Social Behaviour Policy

9.8 Housing Act 1985 & 1988

9.9 CCG Tenancy Agreement

9.10 NSI01 – Animal Ownership Fact Sheet

9.11 NSI02 – Thinking of keeping an Animal? Fact Sheet

## **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.



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## **APPENDIX 1**

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

### **Being a responsible animal owner**

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

Before deciding to keep an animal CCG asks that you please consider the following questions:

**1. Does the animal 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 animal 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 animal, equipment and ongoing 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 animal?**

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

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

CCG actively encourage this but both have cost implications. It is a legal requirement to microchip dogs over 8 weeks old.

**6. What will happen to the animal 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 animal 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 animals as well. CCG regards over-population of animals within a household as a nuisance or annoyance.

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**8. Is your choice of animal 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 an animal at your home?

**9. How committed are you to looking after your animal?**

For example:

- have you got a plan on how you will care for the pet and control it?
- dogs need to be walked daily – do you have the time and commitment to do this?
- dogs should not be 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
- consider that some animals may live a long time e.g some parrot and reptile species – and may outlive an owner
- have you considered making provisions for the animal should you no longer be able to care for it

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