

Appendix D

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

Example fees calculation for Boarding Establishments combined dogs and cats:

1. Application fee and renewal fee

Includes receipt and processing of application and one inspection. Fee also covers general enforcement/admin and training costs.

1 hour receipt of application and processing

4 hours officers time to travel to site, inspect and prepare report notes

5 hours @ £57.00 per hour = **£285.00**

2. Grant fee

Includes writing up inspection report notes, determination of rating using scoring matrix (shown below), issuing of licence, unannounced visit and associated administration, ongoing liaisons with vet as required.

0.5 hour issue of licence

2.5 hours officers time to prepare inspection report and determine star rating

4 unannounced visit during terms of licence issued (1 unannounced visit per licence term granted)

7 hours @ £57.00 per hour = **£399.00**

Total Payable: £285.00 + £399.00 = **£684.00**

Comparison of proposed fee with current annually charged fee in West Berkshire

Current fee payable £448.00 annually.

- If premises meet the minimum standards and are issued with a 2 year licence a saving of £212.00 is gained from the current fee charged.

Current Fee: 2 x £448.00 = £896.00

Proposed Fee: £285.00 + £399.00 = £684.00

Total Saving: £896.00 - £684.00 = **£212.00**

- If premises meet the higher standard and a 3 year licence is granted then a saving of £531.00 is made.

Current Fee: 3 x £448.00 (annual fee) = £1344

Total Saving: £1344 - £684 = **£660.00**

Scoring Matrix		Welfare Standards		
		Minor Failings (existing business that are failing to meet minimum standards)	Minimum Standards (as laid down in the schedules and guidance)	Higher Standards (as laid down in the guidance)
Risk	Low Risk	1 Star 1yr licence Min 1 unannounced visit within 12 month period	3 Star 2yr licence Min 1 unannounced visit within 24 month period	5 Star 3yr licence Min 1 unannounced visit within 36 month period
	Higher Risk	1 Star 1yr licence Min 1 unannounced visit within 12 month period	2 Star 1yr licence Min 1 unannounced visit within 12 month period	4 Star 2yr licence Min 1 unannounced visit within 24 month period

The tables below detail the comparison of the current fee payable with proposed fee calculation for 3 different star ratings and 3 different types of licence. The same fee is payable in year for a 1 yr or 2yr or 3 yr licence.

Licence type	2019/20 current fee	1 yr licence	2 yr licence	3 yr licence	Saving
Boarding establishment combined dogs and cats	Yr 1: 448.00	285.00+ 399.00 = 684	0	0	No saving
Boarding establishment combined dogs and cats	Yr 2: 448.00 x2 = 896.00	684.00	0	N/A	896.00- 684.00 = 212.00
Boarding establishment	3 yr 448.00 x 3	684.00	N/A	N/A	1344.00- 684.00 =

combined dogs and cats	= 1344.00				660.00
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Licence type	2019/20 current fee	1 yr licence	2 yr licence	3 yr licence	Saving
Boarding establishment single species	Yr 1 : 448.00	228.00 + 342.00 = 570.00	0	0	No saving
Boarding establishment single species	Yr 2: 448 x 2 = 896.00	570.00	0	N/A	896.00 – 570.00 = 326.00
Boarding establishment single species	Yr 3: 448 x 3 = 1344.00	570.00	N/A	N/A	1344.00 – 570.00 = 774.00

Licence type	2019/20 current fee	1 yr licence	2 yr licence	3 yr licence	Saving
Home boarder	Yr 1 : 282.00	228.00 + 342.00 = 570.00	0	0	No saving
Home boarder	Yr 2: 282.00 + 197.00 = 479.00	570.00	0	N/A	No saving
Home boarder	Yr 3: 282.00 +197.00 + 197.00= 676.00	570.00	N/A	N/A	676.00 – 570.00 = 106.00