

## Animal Boarding Establishments Act 1963

### Licence Conditions (Cats)

Unless otherwise stated, these conditions shall apply to all buildings and areas to which cats have access and/or which are used in association with the boarding of cats. The term “unit” relates to the individual unit of accommodation for each cat, including bedding and exercise area.

1. The maximum number of cats to be kept at any one time is **280**. This relates to the number and size of the units. Each cat must be provided with a separate unit except cats from the same household who may share a unit with the written consent of the cats’ owners subject to the unit size being adequate.
2. No animals other than cats are to be boarded within the licensed facilities without the written approval of the local authority. Any animals kept for other purposes must be completely separate from the cats being boarded.
3. All units must be of substantial construction and provide damp proof protection for the weather.
4. All exterior wood must be properly treated against wood rot. No product to be used that contains any substance toxic to cats.
5. All internal surfaces used in the construction of walls, floors, partitions, doors and doorframes to be durable and impervious. There must be no projections liable to cause injury.
6. It must be nose and paw/claw proof and safe for the animals within.
7. Sleeping areas of units must be so insulated as to prevent extremes of temperature.
8. The construction must be such that the security of the cat is ensured.
9. All areas to which cats have free access must be roofed with impermeable material.
10. Where the gap between units is less than 2 feet, sneeze and hygiene screens must be provided to a minimum height of 1.0m (3’3”). The same protection must be provided to adjoined raised shelving etc.
11. Drainage must not pass towards sides or partitions, so that contamination does not pass between units. Litter trays must be adequate in positions to avoid cross-contamination.
12. Doors must be strong enough to resist impact and scratching and must be close fitting and capable of being effectively secured.
13. Where plastic doors with metal edging are used, the strip metal edges must be adequately shaped and smoothed to prevent injury to the cat.
14. All windows must be escape proof at all times. Such windows must be protected by weld mesh, or be made of reinforced glass, polycarbonate or other impact resistant material.
15. Each unit must be provided with a sleeping area of, at least, 0.85 sq. (9sq. ft) for a single cat, or 1.5 sq (16 sq. ft) for up to a maximum of three cats from the same household. Suitable bedding equipment, which allows the cat to be comfortable and which is capable of being easily and adequately cleaned and sterilised must be provided. Such

equipment must be sited out of draughts. Bedding material must be maintained in a clean, parasite free and dry condition. This applies when owners provide their own bedding material.

16. The sleeping area must have a minimum height of 0.9m (3ft).
17. Each unit must be provided with an exercise area of, at least, 1.7 sq m (18sq. ft) for a single cat, or 3.0 sq m from the bedding area and exclusive to that pen. There must be free and easy access for the cat between the bedding and exercise area at all times, except when bedded down for the night. This entire area must be roofed.
18. Units must have a minimum height of 1.8 m (4 sq. ft), although 6ft is recommended.
19. Where a group exercise policy is followed, the owners of the cats must be informed and an agreement obtained in writing.
20. Where a group exercise policy is followed, a maximum number of 10 cats are to be exercised together at any one time. This exercise period is to be closely supervised to prevent fighting/injuries.
21. Units must be open onto secure corridors or other secure areas so that cats are not able to escape from the premises.
22. Exercise areas must not be used as bedding areas.
23. The establishment must be connected to mains drainage or an approved, localised sewage disposal system.
24. The bedding area of the unit must be maintained at a temperature of between 10 C (50F) and 26C (79 F).
25. In isolation units there must be a means of maintaining the temperature at a level suitable for the condition of the cat, and dependant on veterinary advice. However, the temperature in the isolation unit must not be allowed to rise above 26C (79F) or fall below 13C (60F).
26. A “minimum-maximum” thermometer must be provided in each unit block and isolation unit.
27. Permanent ventilation must be provided to the animal quarters without the creation of excessive draughts.
28. Adequate artificial lighting must be provided to all areas of the establishment, so positioned as to constitute no danger to the cats.
29. All parts of the establishment must be kept clean and free from accumulations of dirt and dust and must be kept in such a manner as to be conducive to maintenance of disease control and cat comfort.
30. Litter trays containing approved material, which are easy to clean and impermeable must be provided. These must be emptied and cleaned in the morning and changed if necessary at anytime during the day if found to be unduly soiled.
31. All bedding areas must be kept clean and dry.
32. Each unit must be thoroughly cleansed and disinfected upon vacation or every seven days whichever is the shorter. All fittings and bedding must also be thoroughly cleansed and disinfected prior to re-use.
33. Facilities must be provided for the proper reception, storage and disposal of all waste in accordance with legal requirements. Particular care should be taken to segregate clinical waste arising from the

treatment and handling of cats with infectious diseases and the final disposal route for all such waste must be incineration.

34. All vehicles used by the establishment for the transportation of cats must be kept clean and disinfected. Cats must be transported in cages/baskets or boxes of adequate size and construction (including sneeze barriers to control the spread of infectious diseases), and be provided with adequate ventilation. All vehicles must be secure. Legal requirements concerning transport of animals must be complied with.
35. All boarded cats must be adequately supplied with suitable food. Wholesome water must be available at all times and changed as needed, at least daily. Eating and drinking vessels must be secured to prevent spillage and be capable of being easily cleaned and sterilised and must be maintained in a clean condition.
36. Eating vessels must be cleaned after each meal.
37. Drinking vessels must be cleaned at least once daily.
38. Facilities must be provided for the storage and preparation of food for the cats.
39. Food storage and preparation areas must be hygienically constructed and be kept clean.
40. Where fresh and cooked meats are stored, refrigeration facilities must be provided and contamination must be avoided.
41. A sink with hot and cold water must be provided for the washing of food equipment and eating vessels. A wash hand basin with hot and cold water must also be provided for staff.
42. Containers must be provided for the storage of food and shall be so constructed and kept in such good order, repair and condition as to be proof against insects and other pests.
43. Eating and drinking vessels must be provided; these must be of a material which is capable of being easily cleansed and sterilised.
44. Adequate precautions must be taken to prevent and control the spread of infectious and contagious disease and parasite among cats, staff, and visitors.
45. Cats boarded or resident must be accompanied by an up to date record of vaccinations against infectious feline enteritis, feline respiratory disease and other relevant diseases. Vaccination must have been completed at least 4 weeks before the first date of boarding. This record of vaccination must be kept on site throughout the period that the cat is boarded. A shorter period of time is acceptable if suitable veterinary evidence is provided based on manufacturers instructions.
46. Adequate isolation facilities must be provided.
47. These isolation facilities must be in compliance with the other boarding requirements but must be separate and physically isolated from the main units. Isolation facilities must be used where the presence of the infectious or contagious disease is suspected.
48. Adequate facilities and procedures to prevent the spread of infectious disease between the isolation unit and other units must be provided.
49. Measures must be taken to keep establishments free of rodents, insects, and other pests and cats free from external parasites.

50. The establishment's veterinary surgeon must be called in case of signs of disease, injury or illness. Where any cat is sick or injured, any instruments for its treatment which have been given by a veterinary surgeon must be strictly followed.
51. Any deaths of cats on the premises must be referred immediately to the establishment's veterinary surgeon and the local authority inspector.
52. A well stocked first aid kit suitable for use on cats must be available and accessible on site.
53. A register must be kept of all cats boarded. The information kept must include the following:-
  - Date of arrival and unit number
  - Name of cat, and any identification marks
  - Description, breed, age and sex of cat
  - Name, address, telephone number of contact person whilst boarded.
  - Name, address and telephone number of cat's veterinary surgeon
  - Anticipated date and actual date of departure
  - Health, welfare and nutritional requirements
54. Records must be kept available for a minimum of 24 months and kept in such a manner as to enable an authorised officer to easily access such information. Where records are computerised, a hard copy must be kept. The register must also be available to members of staff of the establishment at all times.
55. Each unit must be clearly and permanently numbered, and must carry a notice giving the name of the owner, the name and description of the cat, its date of arrival and date of departure.
56. A fit and proper person aged 18 or over must always be available to exercise supervision and deal with emergencies whenever cats are boarded at the premises. Cats must be visited at regular intervals, at least 3 times daily, as necessary for their health, safety and welfare. No person under 18 must have control or supervision of the premises or cats.
57. Appropriate steps must be taken for the protection of the cats in case of fire or other emergencies. The name, address and telephone number of the licensee must be permanently displayed on the premises and must also be logged with the police and fire authorities. Fire protection advice must be sought from the Fire Prevention Officer and implemented.
58. A proper emergency evacuation plan and fire warning procedure must be drawn up and posted on the premises. This must include an instruction as to where the cats are to be evacuated to in the event of a fire or other emergency.
59. Fire fighting equipment must be provided in accordance with any advice given by the Fire Prevention Officer.
60. All electrical installations and appliances must be maintained and in a safe conditions.

61. Heating appliances must not be sited in a location or manner where they may present a risk of fire or a risk to cats.
62. Precautions must be taken to prevent any accumulation, which may present a risk of fire.
63. There must be adequate means of raising an alarm in the event of fire or other emergency.
64. A written training policy must be provided. Systematic training of staff must be demonstrated to have been carried out; including Animal Welfare, Cleanliness and hygiene, Feeding and food preparation, Disease control, First Aid, Health and Safety, and emergency procedures.
65. A copy of the license and its conditions must be suitably displayed to the public in a prominent position in, on or about the boarding establishment.