

Record of Officer Decision

Title: Animal Licence Fees 1 October 2018 to 31 March 2019

Decision Taker and Date Decision Taken:

Martin Phillips, Head of Finance on 14 June 2019, in consultation with the Chief Executive, Leader of the Council and Cabinet Lead Member for Finance (under officer scheme of delegation 7.1).

Summary of Matter or Issue Requiring Decision:

To approve the fees for Animal Licences for the period 1st October 2018 to 31st March 2019. The Cabinet Lead Members for Finance was consulted on 7 June 2019 and the Chief Executive and Leader of the Council was consulted on 10 June 2019.

Decision Taken:

That the following fees are approved:

<u>All Animal Licences (except Zoo and DWA) Post 1st October 2018 (see Footnote)</u>	<u>£</u>
Home Boarding **	389.00
Kennels inc Catteries **	399.00
Pet Shops **	428.00
Dog Breeding **	428.00
Day Care **	389.00
Horses (Riding Establishments) **	505.00
Performing Animals **	389.00

*** Plus costs of vets fees as required*

Footnote:

In all cases where there is more than one activity per licence. The fee will be:

Highest Cost Activity - Full Fee, plus;

Second (or second Highest) Cost Activity - 30% of fee

Any third or subsequent activity add 10% of fee

Summary of Reason(s) for Decision Taken:

To ensure that over a three year cycle Animal Licence fees are set to recover the Council's costs in providing the service. The service aims to be cost neutral and the calculation considers both expenditure and income levels.

Summary of Alternatives or Options considered and rejected and Background Papers:

Council could retrospectively reduce fees for the period and provide refunds, however this would not enable the service to be cost neutral.

Details of any conflict of interest and dispensation granted to the Officer taking the decision or by any Member of the Council in delegating responsibility for any specific express delegation:

None.

Implementation:

Already actioned as this is a re approval for the period 1 October 2018 to 31 March 2019. For 2019/20 fees approved by Council in February 2019 as part of budget setting, so no action needed.

A copy of this decision and any supporting documentation considered by the Officer taking this decision may also be available for inspection by the public at the Council's offices or posted upon payment of any copying and postage charges. Any member of the public wishing to take up either of these options is asked to please ring (01803) 207087 or email governance.support@torbay.gov.uk

Signed: _____ Date: _____

Martin Phillips

Head of Finance