
Kennel or Cattery Information Sheet

Typical Criteria and Conditions

The following matters are considered when an application is received by Council.

- Means of ventilation, drainage, windows doors, entrances etc, position of cages, fixtures, fittings and chattels as well as building materials;
- Means of internal drainage;
- Arrangement of enclosures, pens and exercise yards;
- Flooring, ceilings, internal wall surfaces, fixtures, fittings and appliances;
- The permit holder and the owner of the Kennel or Cattery complying with all State legislation, Federal legislation and Local laws;
- Land must be appropriately zoned under the Town Planning Scheme;
- Written consent from the land owner or Managing Agent;
- Potential of noise, and environmental nuisance;
- The number of animals to be kept;
- The position of any fixture fitting or chattel to be used, relationship and distance from any boundary;
- Methods to be used to keep the Kennel or Cattery clean to prohibit the spread of disease and vermin; and
- The written consent of the owner/manager of the premises, or the keeper of the animals for the Council to inspect the premises at any time during the term of the permit.

If the application for a permit relates to the premises which:-

- (a) have not previously been used for the operation of a kennel; or
- (b) have previously been operated as a kennel but have been modified, updated, altered or otherwise changed since the date of the permit then in any such case the Council shall, before issuing a permit or renewal of permit, require the applicant to attend to and satisfy the Council in respect of the following:-
 - (i) all enclosures, pens or kennels are structurally sound, have impervious flooring, are well lit and ventilated and otherwise comply with all legislative requirements;
 - (ii) the provisions of an exercise yard not less than fourteen (14) square metres in which every kennelled animal, other than an animal requiring treatment, can be exercised;
 - (iii) the provision of a feed room, wash area, isolation kennels and maternity section;
 - (iv) are constructed of materials approved by Council;
 - (v) that the internal surfaces of the walls are where possible smooth, free from cracks, crevices and other defects;
 - (vi) that fixtures, fittings and appliances are capable of being easily cleaned, resistant to corrosion and constructed to prevent the harbourage of vermin; and
 - (vii) the provision of adequate washing basins and running hot and cold water are available.

The Conditions that **must** be imposed in respect of a permit are as follows: -

- (a) not to keep more than the number of animals specified in the permit on the premises;
- (b) to accurately keep an entry book recording the following:
 - (i) (a) date of admission;
 - (b) date of departure;
 - (ii) the breed, age, colour and sex of the animal; and
 - (iii) the name and residential address of the keeper;
- (c) that an authorised person may at any time during the term (without the need for notice):-
 - (i) may inspect the premises to which the application relates;
 - (ii) inspect any records held by the applicant and/or the owner of the premises and/or the owner kennel in respect of the operation on the premises; and
 - (iii) if a breach of the permit occurs, to seize and impound any animal;
- (c) that the permit will be revoked without notice if there is any breach of any one or more of the terms and conditions of the permit;
- (d) that the permit holder and/or the owner of the kennel will at all times comply with all State legislation, Federal legislation and all Local laws;
- (e) comply with any term or condition imposed by the Council on the granting of the permit;
- (f) comply with any particular, representation or statement contained in the original application for permit;
- (g) that the permit relates to specific premises, operators of kennels and permit holders, and is not transferable on the sale of the premises or the sale of the kennel;
- (h) that the premises will at all times be maintained in good order and in a clean and sanitary condition. For the purposes of this sub clause the expression "good order and in a clean and sanitary condition" shall include:-
 - (i) enclosures being thoroughly cleaned each day and disinfected at least once a week to minimise disease;
 - (ii) no sick or ailing animal being kept on to the premises;
 - (iii) that the minimum standards specified in this Local Law Policy for the keeping of animal/s being complied with; or
 - (iv) where the provisions of Sub Section 13/1/4 apply, that the premises are maintained in the condition prescribed in that sub-section during the term of the Permit; and
- (j) any other matter which in the opinion of the Council, is deemed necessary for the health and well being of any animal or person or adjoining premises or the amenity of the area (or any part thereof).

The Conditions that **may** be imposed in respect of a permit are as follows:-

- (a) any matter or thing in connection with the granting of the permit, which may be deemed necessary or appropriate by the Council to satisfy its criteria;
- (b) that the Council will be notified within fourteen (14) days of any material change relating to the permit.