



Community and Enterprise Resources
Executive Director **Kevin Carr**
Planning and Regulatory Services

The Animal Welfare (Licensing of Activities involving Animals) (Scotland) Regulations 2021

You can complete this application for a licence to operate a Dog Breeding Establishment form in Adobe Acrobat and print it out, or print it and complete by hand, using block capital letters. This form requires to be signed so please print out, sign and return the form to South Lanarkshire Council, Planning and Regulatory Services, First Floor, Brandon Gate, 1 Leechlee Road, Hamilton, ML3 6AU.

For more information or if you want this information in a different format or language, please phone 0303 123 1015 or email slc_environmental_services@southlanarkshire.gov.uk.

Using your personal information

We, South Lanarkshire Council, will use the information that you have provided to us in connection with the statutory function of processing of your application. This includes checking the validity of the information provided and checking your suitability to be given and to hold a licence by sharing it with other public bodies.

If your application is successful, we will use the information in order to fulfil our management and regulation role as a licensing authority. We will place certain information from your application onto a public register as required by law. The register is publicly available to view.

We will share your information with South Lanarkshire Council's Planning and Regulatory Services in order to check the accuracy of information provided on your application. Your information will only be processed when it is lawful to do so.

Your rights

You have the right to ask us to

- confirm that we are using personal information about you, detail what that information, to whom we have disclosed your information and a copy of the information that we have about you (The right of access)
- correct any incorrect or misleading personal information that we have about you (The right to rectification)
- stop using any or all of your personal information (The right to object)
- to delete or destroy your personal information (The right to erasure) and
- stop using your personal information until we can look into correcting your personal information or our justification for using your personal information or to stop us deleting your personal data where you need it in connection with any legal claims (the Right of Restriction)

For more information on your rights and how to exercise them or for information about how we manage your personal information, you can get a copy of our full privacy notice on the council's website at www.southlanarkshire.gov.uk/privacy or you can ask for a paper copy from the Data Protection Officer (details are below).

If you have any queries or are unhappy about the way that we use your personal information or have responded to you in relation to any of your rights, you can contact



The Council's Data Protection Officer
The Data Protection Officer, Administrative and Legal Services,
Finance and Corporate Resources, Floor 11, Council Offices,
Almada Street, Hamilton ML3 0AA

Phone: 0303 123 1015 or by email to dp@southlanarkshire.gov.uk



The Information Commissioner

You also have the right to complain to the Information Commissioner about the way we have handled your rights, to enquire about any exercise of those rights or to complain about the way that the Council has dealt with your rights (or any other aspect of data protection law) The Commissioner's Contact Details are:

Information Commissioner's Office, Wycliffe House, Water Lane
Wilmslow, Cheshire SK9 5AF

Phone: 0303 123 1113 (local rate) or 01625 545 745 (if you prefer to use a national rate number). Alternatively fax to: 01625 524 510 or go online at:

<https://ico.org.uk/concerns/handling/>

1 Applicant Details

Name

Address

Telephone

Email

2. Type of application

New **Renewal**

Existing licence number

Animals to be accommodated

Dogs **Yes** **No**

Breeds and maximum numbers

3. Premises to be licenced

Name of premises/trading name

Address of premises

Telephone number of premises

Email address

4

Accommodation and facilities

Details of the quarters used to accommodate animals, including number, size and type of construction

Exercise facilities and arrangements

Heating arrangements

Method of ventilation of premises

Lighting arrangements (natural and artificial)

Water supply

Facilities for food storage and preparation

Arrangements for disposal of excreta, bedding and other waste material

Isolation facilities for the control of infectious diseases

Fire precautions/equipment and arrangements in the case of fire

Do you keep and maintain a register of animals?

How do you propose to minimise disturbance from noise?

**5. Veterinary Surgeon
Name of usual veterinary surgeon**

Company name

Address

Telephone Number

Email Address

**6. Emergency key holder
Do you have an emergency key holder? If no, go to 7**

Name

Position/job title

Address

Daytime telephone number

Evening/other telephone number

Email address

7. Disqualifications and convictions

Has the applicant, or any person who will have control or management of the establishment, ever been disqualified from:

Keeping a Pet Shop?

Yes No

Keeping a Dog?

Yes No

Keeping an animal boarding establishment?

Yes No

Keeping a riding establishment?

Yes No

Having custody of animals?

Yes No

If yes to any of the above, please provide full details, including dates and circumstances

Has the applicant, or any person who will have control or management of the establishment, been convicted of any offences under the Animal Welfare Act 2006?

Yes No

If yes, please provide full details, including dates and circumstances

Has the applicant, or any person who will have control or management of the establishment, ever had a licence refused, revoked or cancelled?

Yes **No**

If yes, please provide details, including the local authority applied to, dates and circumstances

8. Additional details

Please check local guidance notes and conditions for any additional information which may be required

Additional information which is required or may be relevant to the application

9. Standard declaration and signature section

I am aware of the provisions of the Breeding of Dogs Act 1973 and I apply for a Licence for a Boarding Establishment. I understand that new applications will require a veterinary inspection rechargeable to the applicant.

Signature

Date