

**EAST LINDSEY DISTRICT COUNCIL**  
**DANGEROUS WILD ANIMAL (DWA) LICENSING POLICY**  
**2018**

## **Contents**

1. Introduction
2. Application Process
3. Appointment of Veterinary Surgeon
4. Advertising of the Licence Application
5. Determination of the Licence Application
6. Refusal of a Licence Application
7. Scheme of Delegation
8. Licence Fees
9. Policy - Monitoring and Reviewing Progress
10. Offences
11. Power of Entry

### **1. Introduction**

- 1.1 The primary aim of the Dangerous Wild Animals Act 1976 and the Council's Licensing Policy is to protect the safety of the public. However, the welfare of the animal(s) following the implementation of the Animal Welfare Act 2006 is also a consideration for the Authority.
- 1.2 Licences are required for the keeping of any animal that is listed on the Dangerous Wild Animal Schedule List. The list is maintained under the terms of the Dangerous Wild Animals Act 1976 and the current list can be found on the website:  
[www.legislation.gov.uk](http://www.legislation.gov.uk)
- 1.3 This Authority will carefully balance the needs of those individuals wishing to carry out their hobby (or their rescue/sanctuary/educational purposes) against the need to:
  - ensure the safety of the residents in the area of the proposed DWA, and,
  - ensure the well being of the animal(s) to be kept.

The protection of the public will always be the main consideration in any decision made.

- 1.4 There is no right to the grant of a DWA licence; it is a discretionary grant by the Council. Licences shall only be granted when the Local Authority is satisfied that:
  - a) it would not be contrary to public interest, on the grounds of public safety or nuisance or otherwise (each ground will be considered separately), and is equally important.
  - b) the animal's accommodation is adequate and secure.
  - c) the individual is suitably qualified and/or experienced to keep the species subject of the application.
  - d) the individual will not place themselves at risk particularly if working alone with the dangerous wild animal(s).
  - e) a qualified vet has been instructed, an inspection has been carried out and a report made available for the consideration of the Local Authority.

1.5 If the Authority is satisfied that a DWA licence should be granted then the Council will impose conditions on the licence covering issues such as:

- a requirement that the animal be kept only by a person or persons named on the licence;
- restrictions on the movement of the animal from the premises as specified on the licence;
- a requirement that the licence holder has a current and adequate insurance policy which ensures both the licence holder(s) and others against any liability caused by the animal (and in some cases this Authority may require that the insurance policy covers any private health medical costs, such as where the cost of such treatment is unusual and provided at significant cost to the health service);
- ensuring arrangements for emergency response are satisfactory;
- specific conditions relating to each species type;
- no sale of the animal/s without prior notification to the Licensing Authority – in order to ensure that the buyer holds a Dangerous Wild Animals licence.

Where appropriate a condition may also be attached to the licence stating that there must be no breeding of the dangerous wild animal at any time (unless specifically authorised in writing by the Licensing Authority).

- 1.6 This Authority' model licence conditions can be found at **Appendix A** of this Policy Document. Specific and tailored conditions, in addition to those drawn from the model pool, will be attached to the grant of individual licences, where appropriate.
- 1.7 The DWA licensing legislation, and this Policy Document also applies to commercial / business enterprises such as a wild boar or ostrich farms. However, the Act does not apply to dangerous wild animals kept in zoos, circuses, pet shops (see paragraph 1.9 below) or designated establishments within the meaning of the Animals (Scientific Procedures) Act 1986, as these are covered by separate legislation.
- 1.8 The legislation and this Policy Document applies to all individuals that wish to keep a DWA at home, for example, the keeping of a venomous snake or dangerous spider as well as to the keeping of hybrid or cross-bred animals who may need a licence, depending on how far removed the animal is from its wild ancestor.
- 1.9 Where the keeper of a DWA is seeking the exemption provision, contained in the licensing provisions for pet shops, then this Authority will expect the premises to be a bona fide pet shop and may require documentary evidence of pet shop activity.

## **2. Application Process - Applications for a DWA Licence**

- 2.1 To make an application with this Authority the applicant must be the person who proposes to own or possess the animal (unless there are exceptional circumstances which would need agreement with the Licensing Authority).
- 2.2 Advice should be sought in advance of making an application by those seeking to apply for a licence - as the cost of providing accommodation for a DWA can be high. There is also the vet's inspection fee to be considered, which often can be very high for the keeping of animals included on the DWA Schedule List.
- 2.3 An application for a licence should normally be made to the Council in writing on the prescribed application form no later than two months before the applicant wishes to take control of the DWA. This Authority strongly encourages prospective applicants to make contact with this Authority well in advance of the two month date – this will enable this Authority and the inspecting vet to work with them to identify and negate any risks in relation to the proposed DWA. Similarly, a DWA licence renewal application

should be submitted to the Council at least two months prior to the expiry of the existing licence.

2.4. Applicants will be expected to demonstrate to the satisfaction of the Licensing Authority that they are a suitable person to hold a licence by evidencing some or all of the following:

- Relevant qualifications and training relating to the species that they are wishing to keep.
- Relevant experience of working with or previously keeping the species concerned.
- Criminal Record Check\* at a basic standard level to ensure that the applicant has no relevant convictions which may disqualify them from holding a licence.
- Where appropriate - Criminal Record Check on any person identified as a second carer/keeper for the species in the licence holder's absence; who must also be fully qualified, fully trained and experienced in the species concerned.

\* Basic Criminal Record Disclosure - Applicants must produce a Basic DBS Disclosure. The Disclosure will reveal the existence and content of any criminal record (not spent under the terms of the Rehabilitation of Offenders Act) held in the name of the applicant. When submitted with the DWA licence application the DBS Disclosure must not be more than one month old.

\*Statement of Policy about Relevant Convictions – In relation to the Criminal Record Check applicants should note the Statement of Policy about Relevant Convictions shown at **Appendix B** of this Policy Document.

2.5. An applicant will not normally be granted a DWA licence if the individual has been convicted of an offence under the Dangerous Wild Animals Act 1976 or of any offences under the following Acts:

- Protection of Animals Act 1911-1964
- Protection of Animals Scotland Act 1912-1964
- Pet Animals Act 1951
- Animal Boarding Establishments Act 1963
- Riding Establishment Act 1964-1970
- Breeding of Dogs Act 1973
- Animal Welfare Act 2006

Where appropriate the Licensing Authority reserves the right to refer to other convictions (outside the above list) if the conviction(s) is considered appropriate to the licence application at hand.

2.6 The DWA licence application must:

- a) specify the species (whether one or more) of animal, sexes, and the number of animals of each species, proposed to be kept under the authority of the licence;
- b) specify the premises where any animal concerned will normally be held;
- c) be made to the Local Authority in whose area those premises are situated;
- d) be made by a person who is neither under the age of 18 nor disqualified under the 1976 Act from keeping any dangerous wild animal; and
- e) be accompanied by a fee determined by the Authority as sufficient to meet the direct and indirect costs which it may incur as a result of the licence application, and
- f) be accompanied by scaled site plan of the premises where the animals will be kept and, in addition, a location plan showing neighbouring properties must be provided identifying any key buildings nearby – e.g. hospitals, schools, nurseries, community premises, etc.

- 2.7. The 1976 Act does not make any specific provision for, or lay down any process, for the variation of a DWA licence once granted. With this in mind licence holders are reminded that any changes to a DWA licence, once it is granted, will normally require a new DWA licence application to be made.
- 2.8. Similarly, there is no specific licence transfer procedure set down in the 1976 Act. With this in mind licence holders should apply for a new licence if they wish to change the address at which the animal is to be kept. Also, there will need to be a new licence application if there is a wish to transfer the animal to a new keeper.

### **3. Appointment of Veterinary Surgeon**

- 3.1 Before granting any licence the Licensing Authority must satisfy itself on the suitability of an applicant and the accommodation by appointing a veterinary surgeon or veterinary practitioner who will carry out an inspection on its behalf. The vet will normally be accompanied on the inspection by an Officer of the Licensing Authority who will also consider matters relating to the proposed application and the wider considerations under the DWA Act.
- 3.2 The vet must be suitably qualified with relevant knowledge and experience of the dangerous species to be licensed and knowledge of the Dangerous Wild Animals Act legislation.
- 3.3 Where appropriate the Licensing Authority may require an inspection to be carried out by a relevant vet listed on the Secretary of States List for Inspections under the Zoo Licensing Act 1981.
- 3.4 The nominated vet will be instructed to look at issues around the suitability of the accommodation for the proposed animals and the suitability of the applicant in terms of assessing their handling experience and commenting on their view of any qualifications relating to the species, subject of the application. The vet will also be asked to comment on the ability of the animal to express natural behaviour and the knowledge of the owner of the species to promote the aims of the Animal Welfare Act 2006.
- 3.5 An inspection report will be completed and submitted to the Licensing Authority for its consideration before any decision is made on the application. The veterinary surgeon will make a recommendation to the Licensing Authority in relation to the matters they have witnessed during the inspection. However, the final decision in relation to grant of a DWA licence rests solely with the Licensing Authority who must be fully satisfied with all aspects of the licence application, the DWA Act and the Authority's responsibility for the duty of care to the public.
- 3.6 The Licensing Authority may ask for additional information from the veterinary surgeon if there are any issues which the Authority feels needs further consideration or they are not fully satisfied on any part of the inspection carried out.
- 3.7 The veterinary report is for the specific use of the Licensing Authority to assist with determination of the licence application. A copy may be made available to the applicant on request. If issues have been raised as recommendations or conditions in the vet's report then these must be addressed by the applicant before the application is processed further.
- 3.8 The responsibility for payment of the veterinary inspection report lies with the applicant and this payment must be made and a vet's inspection submitted to the Authority before an application is considered to be complete.
- 3.9 If the vet recommends refusal of the application as the applicant's experience, and/or the accommodation is not considered suitable for the species, then the applicant will be advised that the Licensing Authority is minded to refuse the licence application - as a

positive veterinary report is necessary to consider the grant of a licence. An application can be refused without a vet's inspection being carried out if there are sufficient grounds and concerns to do so. The vet report is only required for the grant of a licence. Where a veterinary report has resulted in the refusal of a licence application there will still be an expectation by this Authority that the licence applicant will cover the cost of the inspection.

#### **4. Advertising of the DWA Licence Application**

- 4.1 Following receipt of the report of the veterinary surgeon and a positive recommendation, the Council will seek to satisfy itself that all the aims of the Act are met before finally determining the application.
- 4.2 In order to satisfy itself on the application being in the interest of the public and on the suitability of the applicant to hold a licence, the application will be publically advertised (to include the name of the licence applicant and the address of the proposed site) on the Council's website for a period of 28 days. Comments will be invited by letter or email from those individuals or businesses/public services living or working in the immediate vicinity of the premises which will accommodate the dangerous wild animal. The extent of any wider consultation will be determined on a case by case basis. This Authority recognises that those in the immediate vicinity of the premises where the animal will be kept, may have information which is relevant to the application or relating to the suitability of the applicant, such as being aware of previous issues with animals, any concerns over the characteristics of the proposed premises or the well being of the individual.
- 4.3 Views may also be sought, where appropriate, from relevant bodies including Lincolnshire Fire and Rescue, Lincolnshire Police and the RSPCA. However, the final decision rests with the Licensing Authority to be satisfied in relation to the licence application made. Where the licence applicant is in rented accommodation then this Authority may seek the view of the relevant Housing Association.

#### **5. Determination of the Licence Application**

- 5.1 When determining an application the Licensing Authority will consider the following matters as set out in the legislation:
  - That it is not contrary to the public interest to grant the application, on the grounds of safety, nuisance or otherwise.
  - The applicant is a suitable person to hold a licence to keep the animals listed on the application.
  - The animal(s) will be kept in accommodation that prevents escape and is suitable in respect of construction, size, temperature, drainage and cleanliness.
  - That the animal(s) will be supplied with adequate and suitable food drink and bedding material and be visited at suitable intervals.
  - Appropriate steps will be taken to ensure the protection of the animal(s) and also the licence holder - particularly in case of fire or other emergency if working alone with the dangerous wild animal.
  - All reasonable precautions are taken to prevent the spread of infectious diseases.
  - The animal(s) accommodation is such that it can take adequate exercise, and fully meet its welfare needs.

- 5.2 To assist with determination of the above the Authority will consider the following:

- The nominated vet's inspection report and its conclusion (where required).
- The application made and associated supporting documents provided by the licence applicant.

- The relevance of qualifications provided and relevant experience of the applicant (which can be demonstrated to the satisfaction of the Licensing Authority).
- The Basic Criminal Record Check information.
- The location and suitability of the premises and its immediate surroundings.
- The proposed emergency arrangements and accessibility of these arrangements.
- The interests of the public in relation to safety and nuisance issues or otherwise.
- Comments received in relation to the application which are relevant to safety, nuisance or otherwise or on the suitability of the applicant or any other person who will be involved with the care of the animals/s.
- The welfare of the animals and whether their needs can be fully met in the environment they will be kept. Also, having regard to the requirements of the Animal Welfare Act 2006 and meeting the 5 welfare needs (see Paragraph 5.6 below).

This list is not exclusive and other factors may also be considered by the Licensing Authority, where appropriate.

- 5.3 Due to the significant and unique nature of these applications, in relation to the potential impact on the safety of the public, the DWA application may sometimes need to be determined by the Council's Licensing Committee (consisting of Councillors) rather than being determined by Officers acting under delegated powers. This will ensure that the aims of the legislation, and/or this Licensing Policy, are fully considered and any concerns shared as raised by those consulted as to the impact on their safety or likely nuisance.
- 5.4 A Decision Notice will be sent to the applicant once the matter has been formally determined with reasons for that decision.
- 5.5 Where a licence is granted it will be valid for a period of two years.
- 5.6 For the purposes of the Animal Welfare Act 2006 an animal's needs shall be taken to include:

- its need for a suitable environment,
- its need for a suitable diet,
- its need to be able to exhibit normal behaviour patterns,
- any need it has to be housed with, or apart from, other animals, and
- its need to be protected from pain, suffering, injury and disease.

## **6. Refusal of a Licence Application**

- 6.1 If the decision is made to refuse an application by the Licensing Authority, or conditions are added to a licence, any person unhappy with the refusal of the licence or by any conditions to which the licence is subject, may appeal to the Magistrates Court within 21 days of the decision being notified to the applicant.

## **7. Scheme of Delegation**

- 7.1 The Council has delegated to its Officers the authority to consider and determine applications for licences, subject to the criteria set out in this policy document. The Council's scheme of delegation operates in such a way that if there is any doubt, in an Officer's mind as to whether a licence should be granted, then that licence application should be forwarded to the Council's Licensing Committee (consisting of Councillors) for determination.

The delegation will be as follows:

MATTER TO BE DEALT WITH	DELEGATION
SETTING OR AMENDING LICENSING POLICY	GENERAL LICENSING COMMITTEE
GRANT OR RENEWAL OF A LICENCE	OFFICERS / GENERAL LICENSING COMMITTEE
CONDITIONS ATTACHED TO THE GRANT OF A LICENCE	OFFICERS / GENERAL LICENSING COMMITTEE
REFUSAL OF A LICENCE	GENERAL LICENSING COMMITTEE

Please note that Officers can refer an application to the General Licensing Committee at any time for determination.

## **8. Licence Fees**

- 8.1 This Authority will look to set fees at a level which ensures the recovery of the cost of the DWA licensing service provided, both administration and compliance check wise.
- 8.2. Licence applicants will be responsible for the cost of the veterinary inspection.

## **9. Policy - Monitoring and Reviewing Progress**

- 9.1 This Licensing Policy comes into effect on **23 April 2018** and will be actively monitored in its first two years of introduction to determine its impact and will be reviewed during that period if deemed necessary. The policy will be subject of a formal review in 2021, unless of course revisions are deemed as being necessary prior to that date. The Licensing Policy is a working document and the Licensing Authority reserves the right to alter and amend the policy at any time to address urgent legislative changes, correct minor errors and inconsistencies in the document.
- 9.2 Any significant changes to the Policy will, however, only be implemented after a formal consultation process.
- 9.3 Any significant amendment to the Policy is defined by this Authority as one that:
  - Is likely to have a significant financial effect on licence holders, or
  - Is likely to have a significant procedural effect on licence holders, or
  - Is likely to have a significant effect on the community

## **10. Offences**

- 10.1 It is an offence to keep an animal covered by the Dangerous Wild Animals Act 1976 without a licence to do so.
- 10.2 It is an offence to obstruct or delay an Inspector or Authorised Veterinary Practitioner or Veterinary Surgeon.

## **11. Power of Entry**

- 11.1 Where a person is found to be keeping an animal without a licence, or where a person fails to comply with a licence condition, officers from the Council may seize the animal and may either retain it or have it destroyed or disposed of (to a zoo or elsewhere) without compensation to the owner.

- 11.2 Where the Council incurs any expense in seizing, retaining or disposing of the animal it is entitled to recover the amount of the expenditure as a civil debt from any person who was at the time of the seizure a keeper of the animal concerned.

**EAST LINDSEY DISTRICT COUNCIL**  
**DANGEROUS WILD ANIMAL (DWA) LICENSING POLICY 2018**

**LICENCE CONDITIONS - DANGEROUS WILD ANIMALS**

**Mandatory Licence Conditions:**

All licences granted for a DWA will be subject to the following mandatory licence conditions (as stipulated within the Dangerous Wild Animals Act 1976):

1. While any animal is being kept under the authority of the licence:
  - i. the animal shall not be kept by any person other than the person or persons specified on the licence.
  - ii. the animal shall normally only be kept at such premises as are specified in the licence.
  - iii. the animal shall not be moved from the premises except in the following circumstances, namely, where that movement is subject to a specific 'movement consent' of this licence granted by the Council or where the movement is required in order for the animal to be transported to a veterinary surgery for emergency treatment.
  - iv. the person to whom the licence is granted shall hold a current public liability insurance policy which insures him and any other person authorised to keep the relevant animals under the terms of the licence and shall produce the relevant policy document to the authority for inspection at the time of licence application or renewal.
  - v. the insurance policy at iv) will only be accepted by the Council if in their opinion the terms of it are deemed to be satisfactory.
2. The species and number of animals of each species which may be kept under the authority of the licence shall be restricted to those specified in the licence.
3. The person to whom the licence is granted shall at all reasonable times make available a copy of the licence to any person entitled to keep any animal under the authority of the licence.

**Standard Licence Conditions:**

All licences granted by this Council for a DWA will be subject to this Authority's standard licence conditions, namely:

4. Any consent of the licence for the movement of animals from the premises must be sought by notifying the Council's Licensing Team as soon as possible and at least 72 working hours before the movement is to take place. The application for movement must contain the following information:
  - a) the destination.
  - b) the Local Authority in whose area the animals will be staying.
  - c) the duration of the stay.
  - d) the species and number of animals concerned.
  - e) the transport and vehicle registration number.

Where the emergency movement of an animal has been required in order for the animal to be transported to a veterinary surgery for emergency treatment, then on the same day (or the next working day if it is a weekend) the following information must be notified to the Council's Licensing Team:

- a) the destination.
- b) the duration of the stay.
- c) the species and number of animals concerned.
- d) the transport used and vehicle registration number.

Where an animal is being transported to a veterinary surgery for emergency treatment, then the most direct route must be taken unless there are specific and reasonable reasons for not doing so

5. The person to whom the licence is granted shall ensure that, by virtue of keeping the animals specified in the licence, all reasonable precautions are taken:

- to protect the safety of the public; and
- to ensure that no nuisance is caused to the public.

6. The licence holder will comply with the requirements of the Animal Welfare Act 2006, and in respect of issues including, but not limited to, the need for relevant animals to:

- be kept in a suitable environment.
- be provided with a suitable diet.
- exhibit normal behaviour patterns.
- be housed with, or apart from, other animals.
- be protected from pain, injury, suffering and disease.

7. Any animal which is being kept under the authority of the Licence shall be:

- held in accommodation which secures that the animal will not escape, which is suitable as regards its construction, size, temperature, lighting, ventilation, drainage and cleanliness, and which is suitable for the number of animals proposed to be held in the accommodation; and
- supplied with adequate and suitable food, drink and bedding material and be visited at regular daily intervals by a competent person.

8. Adequate proposals shall be made for the protection of animals in case of fire or other emergency. Such proposals will be submitted in writing for approval at the time of the initial licence application and again with each renewal application.

9. All reasonable precautions shall be taken to prevent and control the spread of infectious diseases. The licence holder shall be guided by any specific recommendations made by a veterinary surgeon or veterinary practitioner. For the avoidance of doubt, the advice of veterinary surgeon or veterinary practitioner shall immediately be sought in the event of an outbreak of any infectious diseases.

10. Adequate provision shall be put in place to secure that animals kept at the premises can take adequate exercise within the confines of the accommodation they occupy.

11. Where pursuant to conditions 1(iii) and 4, transportation of animals from the premises to another location is necessary, all vehicles and cages used as part of that process must be suitable for the number and species of animals transported and all reasonable steps shall be taken to avoid unnecessary suffering of the animals whilst in transit. Where appropriate the vehicle shall be fitted with double security doors and windows to prevent any part of the animal protruding.
12. Whilst in transit and other times when necessary, the animal(s) shall be in the charge of a suitable experienced person capable of controlling them. That person shall not be less than 18 years of age.
13. The holder of a licence shall be deemed to be the keeper of an animal and all references within these conditions to the term "the person to whom the licence is granted" shall be construed accordingly.
14. A person is deemed to be the keeper of the animal if he has the animal in his possession and the presumption of possession continues even if the animal escapes or it is being transported whether under the keeper's authority or not.
15. Where an animal is transported outside of the Council's administrative area, the person to whom the licence is granted shall comply with any reasonable instructions in respect of the animal given by an authorised officer of the Council or the Council in whose area the animal is for the time being present within, and shall provide a copy of this licence for the information of the said authorised officer(s).
16. If an animal covered by this DWA Licence escapes then the licence holder (or his/her nominated representative) shall inform the Council's Licensing Team and Lincolnshire Police immediately. This condition applies even if the animal is recaptured. Immediate neighbours and relevant public buildings nearby must also be made immediately aware of this escape.
17. The licensee shall make a copy of the licence and its contents available to any other person (if any) listed on the licence as being able to look after the animal.
18. Unless specifically authorised in writing by the Council there shall be no breeding of any of the animals listed on the licence at any time.
19. Notification should be given to the Licensing Team of the Council within 72 working hours if one of the animals on the licence dies.
20. A person authorised by the Council may, upon production of his authority for inspection by the keeper, enter a premises that are either licensed under the 1976 Act or specified in an application for a licence, at all reasonable times, for the purpose of inspecting the premises whether to assess its suitability for the issue of a licence or to assess its compliance with the terms of a licence, whichever may be applicable.

**NOTES:**

The person to whom the licence is granted must be 18 years of age or over and shall not be disqualified from holding a licence under the Dangerous Wild Animals Act 1976. Where a person has been convicted of an offence under the 1976 Act, or under any other animal welfare or animal licensing legislation, a licence will not normally be issued.

If a dangerous wild animal is kept in contravention of a licence condition, the Council may seize the animal and retain it, destroy it or otherwise dispose of it. The Council shall not in consequence of exercising the powers under the provision be liable to pay compensation, and

may recover its costs incurred in exercising those powers from the keeper of the animal at the time of this seizure.

### **Additional Licence Conditions**

The Council may attach any other supplemental conditions as it thinks fit to a DWA licence having regard to the specific type of animal to be kept. Any supplemental conditions will be based on the recommendations of a veterinary surgeon or veterinary practitioner, which will be sought prior to the issue of a licence, and which will vary depending on the species of animal to be kept and the proposed accommodation. Any supplemental conditions will also be based on the recommendations of the Council's Inspecting Officer.

For the avoidance of doubt different conditions may apply to different species of animal held at the same premises under the terms of the licence granted.

### **Additional Licence Conditions - Primates**

The model condition below will be deemed relevant by this Authority to the keeping of primates:

- The licence holder will comply with the requirements of the code of practice for the welfare of privately kept non-human primates.

### **Additional Licence Conditions - Venomous Snakes, Spiders, Reptiles and Scorpions**

The conditions below reflect model conditions relevant to the keeping of venomous animals - including venomous snakes, spiders, reptiles and scorpions:

- The animals must be kept in appropriately sized accommodation inside a locked vivarium/unit located in a sealed and locked room.
- Notices must be displayed on the entrance to the building and on each individual cage identifying each species and that it is venomous.
- Envenomation protocols for each species must be displayed in the room in which the animals are accommodated. Telephone numbers of poison control and two doctors who can respond to bites from the animals should be displayed.
- At least \*\*\* snake hooks must be available for use. (snakes only)
- Feeding forceps must be available for use.
- Protective mask must be available for use and worn at all times particularly where the snake is of the spitting species. (snakes only).

**EAST LINDSEY DISTRICT COUNCIL**

**DRAFT DANGEROUS WILD ANIMAL (DWA) LICENSING POLICY**

**2018**

**Statement of Policy about Relevant Convictions**

When submitting an application for a Dangerous Wild Animal licence you are requested to declare any convictions or cautions you may have unless they are regarded as "spent" under the Rehabilitation of Offenders Act, 1974.

The information you give will be treated in confidence and will only be taken into account in relation to your licence application. The disclosure of a criminal record or other information will not debar you from gaining a licence unless the Authority considers that the conviction or caution renders you unsuitable.

In making this decision the Authority will consider the nature of the offence, how long ago and what age you were when it was committed and any other factors, which may be relevant.

Any applicant refused a Dangerous Wild Animal licence has a right of appeal to a Magistrates' Court. Further information on rights of appeal is available by contacting the Council's Licensing Team.

If you would like to confidentially discuss what effect a conviction or caution might have on an application for the grant of a licence you may contact the Council's Licensing Team.