

Runnymede Borough Council  
ENVIRONMENT AND SUSTAINABILITY COMMITTEE  
27 September 2018 at 7.30pm

Members of the Committee present: Councillors Mrs G Warner (Chairman) D A Cotty (Vice-Chairman)  
R J Edis, T J F E Gracey, Mrs M T Harnden, D J Knight,  
Miss J K Sohi and N Wase Rogers

Members of the Committee absent: Councillors M T Kusneraitis and M L Willingale

266. FIRE PRECAUTIONS

The Chairman read out the Fire Precautions.

267. MINUTES

The Minutes of the meeting of the Committee held on 21 June 2018 were confirmed and signed as a correct record.

268. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Kusneraitis and Willingale

269. ANIMAL WELFARE AND LICENSING

The Committee was advised that on 2 August 2018 the Department for Environment, Food and Rural Affairs (Defra) had issued nine new guidance documents with respect to the coming into force on the 1 October 2018 of the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018.

As reported to the Committee in June the regulations required persons in England involved in selling animals as pets, providing or arranging for the provision of boarding of cats or dogs, hiring out horses, breeding dogs and keeping or training animals for exhibition to be licensed for those purposes.

Members of the Committee reviewed the proposed fees and charges payable for licences from 1 October 2018. The fees and charges had been determined in light of the new guidance to ensure full but reasonable costs of administrating the new animal licensing system including the 'star rating' appeals and requests for re-inspection. Members of the Committee were supportive of the proposed fees and charges.

The new regulations would increase the workload of the department and Officers would be required to undertake more complex training. The present staff resource would need to be increased to at least 0.27 FTE and it was proposed that the additional hours would be used in combination with an existing part-time post to enable recruitment of a generalist to support this and other work in the Business Centre. Provision of an additional 0.15 FTE (approx. 5.5 hours) at MMA (maximum) including costs and associated costs would be in the region of £8,200 per year. Members noted that it's meeting on 20 September 2018, the Corporate Management Committee had approved a supplementary revenue estimate of £8,200 to cover the increased staffing responsibilities.

**RESOLVED that –**

- i. Members note the requirements of the new legislation as detailed in the guidance issued by Defra on 2 August 2018; and**
- ii. the fees and charges set out at Appendix B of the agenda be implemented from 1 October 2018; and**
- iii. Members note that Corporate Management Committee considered and approved a supplementary estimate of £8,200 to cover the increased staffing responsibilities**

270. STANDING ORDER 42 – URGENT ACTION

The following action taken after consultation with the Chairman of the Committee under Standing Order 42 was noted. The amendment to the lower figure for low income thresholds was noted.

<u>Officer</u>	<u>Action</u>	<u>Central Index No</u>
Corporate Director of Planning and Environmental Services	To approve minor amendments to the Statement of Intent for the Local Authority Flexible Eligibility requirements in respect of the Energy Company Obligation (ECO2), to ensure maximum grant funding	916

Chairman

(The meeting ended at 7:39pm)