

Committee(s): Port Health & Environmental Services Committee	Dated: 07/05/2024
Subject: Animal Health Team – Adjustment to fees	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	Providing Excellent Services
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	n/a
What is the source of Funding?	n/a
Has this Funding Source been agreed with the Chamberlain’s Department?	n/a
Report of: Bob Roberts, Interim Executive Director – Environment	For Decision
Report author: Susie Pritchard – Assistant Director – Animal Health & Welfare Gavin Stedman – Director Port Health & Public Protection	

Summary

The Animal Health Team enforce animal health and welfare across Greater London and carry out inspections of activities involving animals under contract for 42 Local Authorities. The fees for this service were approved by Port Health and Environmental Service Committee on 9th January 2024. This report details an adjustment that is required due to an unexpected increase in charges for veterinary inspections contracted to a third party.

Recommendation(s)

Members are asked to:

Approve the adjusted Animal Health Team fees described in section 5 of this report and listed in Appendix 1.

Main Report

Background

1. The City’s Animal Health Team consists of highly experienced officers, with responsibility for the enforcement of certain animal health and welfare legislation across Greater London. The majority of their work is focussed on the licensing of activities involving animals (pet shops, dog and cat boarding, dog breeding, hiring of horses and animal exhibits). The City offers an Animal Health contract

service to other Local Authorities who do not have their own function-specific teams, or sufficient skills and knowledge to discharge their statutory duties. The team currently delivers services for 42 Local Authorities across Greater London and the Home Counties.

2. A new Veterinary Officer was recruited in July 2023 to fill a vacant position. However, it was not possible to recruit a veterinarian who is also approved by the Royal College of Veterinary Surgeons to inspect horseriding establishments. At present, inspections of horseriding establishments are carried out by a contracted third party.
3. In late 2023, the Animal Health Team inspection fees were reviewed to better reflect the hours taken per inspection type and therefore give a more transparent and accurate reflection of cost to contracted authorities. An increase of between 4% and 35% across the inspection types was approved by this Committee in January 2024.
4. The fees charged by the third-party veterinarians contracted for horseriding establishments and some Dangerous Wild Animal inspections, have increased above what was anticipated, and above the level that could be absorbed by the approved 2024/25 fees charged to Local Authorities.

Proposals

5. The following fee increases are required to cover this cost:

Veterinary Officer Inspection type	Current approved fee (exc.VAT) 2024/25	Proposed adjusted fee (exc.VAT) 2024/25
Hiring of horses – renewal license	£288	£300
Hiring of horses – annual horse check	£144	£216
Hiring of horses - interim	£156	£216
Hiring of horses – price per horses (over 51)	£9	£10
DWA – new license (domestic)	£288**	£300
DWA – renewal (commercial/non domestic)	£288**	£300
DWA – renewal (domestic)	£216**	£300

**plus mileage over 100 miles @ 50p per mile

Corporate & Strategic Implications

6. Strategic implications – This proposal contributes towards the Corporate Plan aim of Providing Excellent Services.
7. Financial Implications - The increase in the specific fees described will ensure that the cost for veterinary services charged to the City by a third party is fully recovered.
8. Resource implications – The proposal has been designed to contribute towards cost recovery for the Animal Health and Welfare Service which includes the Animal Health Team and HARC.

9. Legal implications – The charges for Animal Activities Licensing services delivered under contract to other Local Authorities are not subject to HARC Byelaws which require Court of Common Council approval, and can therefore be approved by this Committee.
10. Risk implications – Increasing Animal Health Team fees may result in a loss of contracts with Local Authorities. This risk is perceived to be minimal as the fee is passed on to the business operator as part of cost recovery.
11. Equalities implications – None
12. Climate implications – None
13. Security implications – None

Conclusion

14. This proposal will ensure that the Animal Health Team is fully recovering the cost of sub-contracted veterinary services.

Appendices

Appendix 1; Animal Health Inspection fees in full, with adjusted veterinary fees.

Background Papers

Annual Review of Charges – Animal Health. 9th January 2024

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Appendix 1

LEVEL OF CHARGES 1st April 2024 - 31st March 2025 - all fees are subject to VAT at the current rate		Cost 2024-2025 (exc. VAT)
Contract Charge	Charged quarterly on all contracts	£1350-1900
Animal Boarding Est (Kennel / Cattery)	New Licence application or 1st inspection by C of L - combined (dogs & cats)	364
	Renewal Licence application Inspection - combined (dogs & cats)	312
	New Licence application or 1st inspection by C of L - single species (dogs or cats)	312
	Renewal Licence Inspection - single species (dogs or cats)	260
	Unannounced mid licence visit	156
	reassessment of star rating visit	156
	Complaint Visit 1st hour including travel and report writing	156
	Complaint / visit additional charge per hour	52
Home boarder	New Licence application or 1st inspection by C of L	208
	Renewal Licence Inspection	156
	Unannounced mid licence visit	156
	Complaint Visit 1st hour including travel and report writing	156
	Complaint visit additional charge per hour	52
	reassessment of star rating visit	156
Franchisee arrangers licence	Assessment of an existing arranger / Franchisee	156
	Assessment of a new application or 1st inspection by C of L of an arranger / Franchisee	208
	Assessment of a hobby host as part of a arranger / franchisee licence	156
	Unannounced mid licence visit	156
	Complaint Visit 1st hour including travel and report writing	156
	Complaint visit additional charge per hour	52
	reassessment of star rating visit	156
Dog Day Care	Renewal Licence Inspection	208
	New Licence application or 1st inspection by C of L - less than 10 dogs	260
	New Licence application or 1st inspection by C of L - more than 10 dogs	364
	Unannounced mid licence visit	156
	Complaint Visit 1st hour including travel and report writing	156
	Complaint visit additional charge per hour	52
	reassessment of star rating visit	156
Dog Breeding Establishment	New applicant vet inspection with kennel units	432
	Renewal applicant inspection with kennel units	312
	New applicant vet inspection domestic dwelling	288
	Renewal applicant inspection breeding in a domestic dwelling	208
	Unannounced mid licence visit	156
	Complaint Visit 1st hour including travel and report writing	156
	Complaint visit additional charge per hour	52
	reassessment of star rating visit	156
*Riding Establishment	Existing licence inspection veterinary fee + fee per horse	300
	New premises licence inspection veterinary fee + fee per horse	432
	Annual vet. inspection veterinary fee + fee per horse	216
Example of charge per horse in a yard with 60 horses	Fee per horse for the first 10 horses	17
	Fee per horse for next 11-50 horses	11
	Fee per horse 51 horses & over	10
1st 10 horses @ £17 = £170	Complaint Visit 1st hour including travel and report writing	156
horses 11-50 @ £11 = £440	Complaint visit additional charge per hour	52
horses 51-60 horses @ £10 = £90	Unannounced mid licence visit (on top of annual vet inspection)	216
	reassessment of star rating visit	156
Pet Vending / Sale of pets	New Licence or new premises to City of London application Inspection - up to 2 species	364
	New Licence or new premises to City of London application Inspection - more than 2 species	416
	Renewal Licence application Inspection -	312
	Unannounced mid licence visit	156
	reassessment of star rating visit	156
	Complaint Visit 1st hour including travel and report writing	156
	Complaint visit additional charge per hour	52
Dangerous Wild Animals	100 miles @ 50p per mile	432
	Renewal applicant vet inspection commercial / outside premises (plus mileage over 100 miles @ 50p per mile)	300
	New applicant or new premises to City of London vet inspection domestic dwelling (plus mileage over 100 miles @ 50p per mile)	300
	Renewal applicant vet inspection domestic dwelling (plus mileage over 100 miles @ 50p per mile)	300
	DWA on Location - 1st hour including travel and report writing	144
	DWA on location visit additional charge per hour	72
	Complaint Visit 1st hour including travel and report writing	144
	Complaint visit additional charge per hour	72
Illegal Imports outside of CofL jurisdiction	Collection and Detention	52
	Mileage at 65p per mile	
Zoos	Periodical / Informal / Special (Full Day)(Vet) without travel time (hourly rate to be added)	800
	Periodical / Informal / Special (Full Day)(AHI)	416
	Periodical / Informal / Special (Half Day)(Vet) without travel time (hourly rate to be added)	450
	Periodical / Informal / Special (Half Day)(AHI)	208
	Veterinary 14.1a exemption inspection	576
Circus / Animal for Exhibit on location	DWA on Location (Exhibit) - 1st hour including travel and report writing	156
	DWA on location visit additional charge per hour	52
Animal for Exhibition	New Licence or 1st Inspection by City of London application Inspection - Single species	364
	New Licence or 1st Inspection by City of London application Inspection - Multi species	416
	Renewal Licence application Inspection -	260
	Complaint Visit 1st hour including travel and report writing	156
	Complaint visit additional charge per hour	52
Shows-Exhibitions-AGO- Markets	Inspection (Full day per officer)	416
	Inspection (Half day per officer)	208
Animal Keepers Farm stock (Hobby / Domestic Address)	Inspection Visit	208
Animal Keepers / non Domestic address (Half Day)	Inspection Visit	260
Animal Keepers / non domestic address (full day)		416
Daily Rate	1 x veterinary officer £72 per hour	576
Daily Rate	1 x Animal Health Inspector £52 per hour	416
* RCVS Veterinary Surgeon.		
AHI = Animal Health Inspector		
Unless stated all inspections include travelling costs and report writing		2024/25
		1350
		1650
		1750
		1900