



Policy: *Pets*

Approved by: *Leadership Group*

Date Approved: June 2022

Frequency of review: every 3 years

POLICY STATEMENT:

Broadland Housing recognises that our tenants may wish to keep pets for companionship, and to maintain a healthy and active lifestyle. This policy outlines Broadland Housing's approach to keeping a pet and how permission is granted.

This policy applies to all of our tenants excluding Shared Owners and Leaseholders.

This policy has been developed to ensure Broad Housing complies with current legislation, regulatory expectations and good practice, and will be subject to ongoing review.

Policies apply to all legal entities within Broadland Housing unless stated otherwise.

SCOPE: This policy aims to make it clear on

- What pets you can or cannot keep at your property and
- How we expect them and your home to be looked after; ensuring the well-being of the pet and the community you live in.

Broadland Housing tenants are responsible for making sure their pet's behaviour does not cause a nuisance to others or breach any legislation.

BHA Procedure pets policy procedure gives a detailed account of how this Policy will be implemented.

KEY STAFF RESPONSIBILITIES:

Policy Name: Pets Policy
Latest Revision: November 2022

Revised by: Stephen Codling
Verified by: Leadership Group

Board

The Board is responsible for ensuring the continued development of this policy.

Senior management

The implementation of the Pets Policy will be overseen by Senior Managers in the Local Delivery Directorate. Local Delivery Managers are responsible for ensuring that their staff receive adequate training on the policy and follow the procedures when a request for a pet is made.

Staff

Employees are responsible for ensuring they are fully aware and adhere to the terms set out in the policy. Neighbourhood Officers are responsible for assessing all pet application forms in their area and either approving or declining the request. Local Housing Advisors, Customer Services and Sheltered Scheme Managers are responsible for ensuring they know how to log a request for a pet and what forms need to be sent to tenants.

DEFINITIONS:

Pet – A domestic or tamed animal kept for companionship or pleasure

Assistance Dog: Assistance dogs are trained to support disabled people and people with medical conditions.

BHA – Broadland Housing Association

H&S – Health & Safety

EIA – Equality Impact Assessment

RELVANT KEY LEGISLATION AND RELATED DOCUMENTS: (not limited to)

Legislation	Documents
Animal Welfare Act 2006 Control of Dogs Order 1992 Dangerous Dogs Act 1991 Dangerous Wild Animals Act 1976 The Clean Neighbourhoods and Environment Act 2005 Anti-social Behaviour, Crime and Policing Act 2014 The Microchipping of Dogs (England) Regulations 2015 Wildlife & Countryside Act 1981	Allocations Policy Anti- Social Behaviour Policy Mutual Exchange Policy Complaints Policy Hoarding Policy Re-charge Policy

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EQUALITY IMPACT ASSESSMENT:

This policy has had an Equality Impact Assessment (EIA) that has identified that this policy does not discriminate either directly or indirectly and does not disadvantage any individual or group.

DATA PROTECTION

This policy (and associated procedures) requires a Privacy Impact Assessment (PIA) and one was completed on 08/04/22 and appropriate risk mitigations implemented.

IMPORTANT PRINCIPLES:

- Permission is not required to keep small caged birds, fish in tanks or small caged mammals. Households may not keep any other animal(s) unless they have Broadland's prior written permission.
- All tenants who wish to keep a cat or dog must request written permission from the Association and will be required to sign a Responsible Owners Declaration.
- Licence holders living in temporary accommodation will not be given permission for cats or dogs.
- Tenants living in Housing with Care or Supported Housing will be considered on a case-by-case basis and in partnership with the care or support provider.
- The Association will usually allow permission for up to two dogs or cats in a suitable property. Any tenants who wish to request permission for more than two dogs will be subject to a more in-depth assessment including regular property inspections.
- There are exceptions to these principles, these are for assistance dogs where permission will be granted and emergency decants where the tenant has had to move, in this situation existing pets would be accommodated.
- We will not grant permission for the breeding of cats or dogs or to use the property to home board animals.
- We will not give permission for any dog classified under the Dangerous Dogs Act 1991.
- We will not give permission for any animals that would require a licence under the Dangerous Wild Animals Act 1976.
- Reports of a pet causing nuisance or annoyance will be dealt with in line with BHA's Anti-social Behaviour Policy and Procedure.
- We will consider granting permission for a small number of chickens or domestic fowl. This will be considered on a case-by-case basis.
- We will not usually grant permission for any other farm animals, wild animals or wild birds unless a certificate or licence has been granted to the owner.

- If permission for a pet is refused, tenants will be able to appeal this by accessing our complaints procedure.
- Animals must not be kept in communal areas.
- All tenants must take appropriate care of their pet(s), if we have any concerns for pet welfare, BHA reserve the right to contact the RSPCA and/or any other appropriate organisation.

Broadland Housing will only share personal data in accordance with the requirements of the GDPR/ Data Protection Act 2018. We will abide by the laws and regulations in relation to the right to confidentiality, data sharing and disclosure rules in the Act and in relation to any Civil and/or Criminal disclosure legal requirements. _

Broadland Housing will inform individuals of the identity of other parties to whom we may disclose, or to whom we may be required to provide, personal data; the circumstances in which this may happen, and when any exceptions to this rule may apply.

Please refer to the Data Protection Policy. This will inform you about BHG's approach to securing your data, the appropriate use of data, how long we store and retain your data, and your rights regarding your data.