

**NORTH KESTEVEN DISTRICT COUNCIL**

**ZOO LICENSING ACT 1981**



**APPLICATION FOR RENEWAL OF AN EXISTING LICENCE**

[Note - (1) This is a suggested application form for renewal of a licence to operate a zoo  
(2) Section 6(1) of the Zoo Licensing Act 1981 requires that an application for renewal of a zoo licence must be sent to the local authority not later than 6 months before the due expiry date of the licence. Since a re-inspection of the zoo is also required by that date (except where a direction has been issued by the Secretary of State under section 14 of the Act) the application should preferably be made at least 8 months before the expiry date in order to allow sufficient time for re-inspection to be arranged and carried out.]

1. In accordance with Section 6(1) of the Zoo Licensing Act 1981

I/We .....  
..... [insert name and address of licence holder/s]  
being the holder/s of a licence to operate.....  
..... [insert name of zoo] hereby apply to the North  
Kesteven District Council for renewal of the licence which is due to expire on.....

2. I/We confirm that I/We possess a copy of the current edition of the Secretary of State's standards of modern zoo practice (dated May 1988) and that the zoo is being operated in accordance with the terms of the licence issued to me/us on ..... [insert date of issue].

3. [Please set out any additional matters which you would like to bring to the attention of the local authority.]

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Signed ..... Date .....

FORM A

**NORTH KESTEVEN DISTRICT COUNCIL**

**ZOO LICENSING ACT 1981**



**FORM FOR NOTICE OF INTENTION TO APPLY FOR A ZOO LICENCE  
(NEW ZOOS AND EXISTING ZOOS SUBJECT TO A DIRECTION UNDER  
SECTION 6(1)(b) OF THE ACT)**

[Note - This is a suggested form for the notice which applicants seeking a licence for a new zoo (or applicants subject to a direction under section 6(1)(b) of the Act) are required to publish in one local and one national newspaper and to exhibit at the site of the proposed zoo, in accordance with section 2(1) of the Act.]

1. I/We .....  
.....  
..... [insert name and address of intended applicant/s]

hereby give notice that in not less than two months after publication of this notice I/We intend to make application to the North Kesteven District Council for a licence to operate a proposed zoo at  
.....  
.....  
..... [insert situation of zoo]

2. A written notice of the intention to make an application for a zoo licence, giving details about the proposed zoo, has been sent to the said Council. This may be inspected, free of charge, at the following times and locations:-

North Kesteven District Council                      Mon - Thurs    8.30am - 4.45pm  
Kesteven Street    Fri                 8.30am - 4.30pm  
Sleaford  
Lincolnshire

or

North Kesteven Infolink Centre                      Mon - Thurs    9.00am - 5.00pm  
Newark Road    Fri                 9.00am - 6.30pm  
North Hykeham     Sat                 9.00am - 2.00pm  
Lincoln

Signed .....

FORM B



# NORTH KESTEVEN DISTRICT COUNCIL

## ZOO LICENSING ACT 1981

### FORM FOR NOTICE TO LOCAL AUTHORITY OF INTENTION TO APPLY FOR A ZOO LICENCE (NEW ZOOS AND EXISTING ZOOS SUBJECT TO A DIRECTION UNDER SECTION 6(1)(b) OF THE ACT)

[Note - This is a suggested form for the notice which applicants seeking a licence for a new zoo (or applicants subject to a direction under 6(1)(b) of the Act) are required to give to the local authority in accordance with section 2(1) of the Act.]

#### ZOO LICENSING ACT 1981 - SECTION 2

1. I/We .....  
..... [insert name of intended applicant/s]  
hereby give notice that in not less than 2 months after publication in one local newspaper and one national newspaper of a notice of intention to make an application for a licence to operate a proposed zoo at .....  
..... [insert situation of zoo].  
I/We intend to make an application for such a licence to the North Kesteven District Council.

2. The particulars with regard to the proposed zoo and its operation, as required by section 2(2) of the Act, are as follows:-

a) Section 2(2)(a) - Animals

Taxonomic category or Order and approximate number in each group

.....  
.....  
.....  
.....  
.....

[Note - As an alternative to listing on this form a proposed stock list may be attached.]

Give brief details of the animal accommodation to be provided (ie. the number, type, approximate size and security of enclosure, including confined quarters during the night and winter, and the grouping of animals).

[Note - if preferred, this information may be submitted in the form of annotated drawings or plans. In any event, a plan showing the proposed layout of the zoo should be submitted.]

.....  
.....  
.....

Maintenance and well-being

Give brief details of arrangements to be made for the animals' maintenance and well being, including information about the provision, storage and preparation of food and arrangements for veterinary care, including preventative measures.

(b) Section 2(2)(b) - Staff  
Staff numbers and categories

Give details of the numbers and categories of staff to be employed in the zoo

- (i) Senior administrative staff under director/manager .....
  - (ii) Other administrative staff .....
  - (iii) Keeper staff .....
  - (iv) Maintenance staff .....
  - (v) Others (please specify) .....
- .....
- .....

(c) Section 2(2)(c) - Visitors and Motor Vehicles

- (i) Approximate number of visitors who are to be accommodated per day .....
  - (ii) Type and size of car-parking facilities (if any) .....
- .....
- (iii) Safari Parks - approximate number of vehicles which are to be accommodated per day .....
- .....

(d) Section 2(2)(d) - Access

Give details of the approximate number and position of the means of access to be provided to the premises. [Note - If preferred this information may be submitted in the form of an annotated drawing or plan.]

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Signed ..... (Intended Zoo Operator)      Date .....



# NORTH KESTEVEN DISTRICT COUNCIL

## ZOO LICENSING ACT 1981

### APPLICATION FORM FOR A ZOO LICENCE (NEW ZOOS AND ZOOS SUBJECT TO A DIRECTION UNDER SECTION 6(1)(b) OF THE ACT)

[Note - (1) This is a suggested form for a licence to operate a new zoo under section 2 (or a zoo subject to a direction under section 6(1)(b) of the Zoo Licensing Act 1981).

(2) In accordance with section 2, this form may not be submitted to the local authority until at least 2 months after submission of the required notice of intention to make application for a zoo licence to the local authority; of publication of that intention in one local and one national newspaper; and of exhibition of a copy of the press notice at the site of the proposed zoo.]

1. I/We .....  
.....  
..... [insert name and address of intended applicant/s]

in accordance with and following publication of, the notice of intention on .....  
..... in .....  
..... and .....

[insert the date of publication of the notice of intention and the names of one local and one national newspaper in which the notice appeared] hereby apply to the North Kesteven District Council for a licence to operate the zoo referred to in that notice.

2. Any significant changes in the information supplied in paragraph 2 of the notice to the local authority of intention to apply for a licence for the proposed zoo to be set out below.

.....  
.....  
.....  
.....

3. Additional matters - set out below any other matters (if any) which you would now like to bring to the attention of the local authority.

.....  
.....  
.....  
.....

Signed ..... (Intended Zoo Operator) Date .....

## **STANDARD LICENCE CONDITIONS**

### **INSURANCE**

1. Within one month of the date of the licence and one month of the date of renewal of the policy, where applicable, a copy of the zoo's current public liability insurance policy and of subsequent renewals thereof, to be sent to the licensing authority.

### **STOCK LIST**

2. A copy of the zoo's annual stock list, as defined in the Secretary of State's standards of modern zoo practice, to be forwarded to the licensing authority by 1st April of the year following that to which it relates.

### **DANGEROUS ANIMALS**

3. The licensing authority to be notified in writing at least one month in advance of the proposed addition of any animal listed in the current schedule of the Dangerous Wild Animals Act 1976, as currently amended, which is from a taxonomic order not previously kept in the zoo.

### **TEMPORARY REMOVAL OF ANIMALS FROM THE ZOO**

4. The licensee/s to notify the licensing authority before the temporary removal from the zoo (other than for veterinary attention or inter-zoo movements) of any animal listed in the schedule to the Dangerous Wild Animals Act 1976, as currently amended. Such notification to be given as early as possible and, in any case, no later than 12 hours before the removal, unless the zoo operator and licensing authority mutually agree a shorter period. When giving notification, details of the destination and method of transportation of the animal and of the arrangements for its well-being, as well as for the safety of the public whilst it is away from the zoo, to be provided.

### **ESCAPES**

5. Within one month of the date of the licence a copy of the written procedures in respect of animal escapes to be sent to the licensing authority. Any subsequent amendments made to such procedures to be sent to the local authority within one month of being made.
6. In the event of any non-domestic animal escaping from the confines of the zoo, notification shall be made to the licensing authority as soon as possible and, in any case, not later than 24 hours following the escape.

### **Note 1**

1. These conditions are attached to the licence without prejudice to the application where relevant, of the Secretary of State's standards of modern zoo practice specified in accordance with the powers conferred under section 9 of the Zoo Licensing Act 1982.

### **Note 2**

2. The grant of this licence does not imply that the requirements of any other legislation have been met.