



ORE VALLEY HOUSING ASSOCIATION

PET POLICY

Issue No	1
First Approved	APRIL 2011
Committee Approval	
Date of Next Review	APRIL 2016
Review Requirement	5 Years

ORE VALLEY HOUSING ASSOCIATION LTD

PET POLICY

AIM OF POLICY

The aim of the Pet Policy is to promote responsible pet ownership and to ensure that tenants are complying with the terms and conditions of the tenancy agreement. ¹

POLICY STATEMENT

Ore Valley Housing Association agrees that keeping pets can offer significant benefits to their owners and we aim to encourage and promote responsible pet ownership.

Tenants are responsible for the health and welfare of their pets. In accordance with the Animal Welfare (Scotland) Act 2006, all tenants have a duty of care to provide their pets with a suitable place to live, a suitable diet, proper exercise and adequate health care.

If Ore Valley Housing Association has reason to believe that a pet kept in one of our properties has been neglected or abandoned, we will report the case to an appropriate animal welfare organisation.

This policy is intended to outline the conditions under which tenants may keep animals in accommodation managed by Ore Valley Housing Association.

POLICY CONDITIONS

The conditions under which tenant may keep pets in our properties are outlined as follows:

1. All tenants are permitted to keep one domestic pet without the need for prior written permission. The only exception to this is the flats at 9 – 14 Cook Square, 75 – 79 Main Street, 227 – 237 South Street and 22 – 44 Erskine Street, Lochgelly where the tenants are not permitted to keep a dog or cat without our prior written consent.
2. If a tenant wants to keep more than one domestic pet they must get our prior written permission.
3. Any tenant who is keeping more than one domestic pet without permission will be required to complete a Pet Information Form for their pets, including details of their veterinary practice and a nominated person who will care for their pets in case of an emergency.²
4. All pets must be vaccinated and regularly treated for fleas and worms (if appropriate). Tenants may be required to provide evidence of this from their veterinary practice.

¹ Scottish Secure Tenancy Agreement, Section 2.5, Keeping of Pets

² Pet Information Form, www.letswithpets.org.uk

5. Tenants must ensure that their pets do not cause nuisance to neighbours or visitors. This includes excessive noise and damage to other people's property.
6. Tenants must agree to make good any damage caused to the property by their pets. Most damage caused by pets is due to lack of supervision or control of the pet and therefore tenants must act responsibly to prevent this.
7. Tenants must take reasonable care to ensure that their pets do not foul inside the property, except for caged pets and pets trained to use a litter tray. Any pet faeces must be removed immediately from the garden or any other outside areas, and disposed of safely and hygienically.
8. Tenants are responsible for keeping all areas of the property clean and free from parasites, such as fleas.
9. Dogs must be kept under control or be on a lead in all public places, communal areas or walkways.
10. Dogs listed under the Dangerous Dogs Act 1991 and any animal listed in the schedule of the Dangerous Wild Animals Act 1976 may not be kept in the property.
11. Tenants must not breed any animal kept in the property or offer any animal for sale from the property.
12. Tenants must receive written permission from the Association for any outside accommodation for a pet, other than a hutch or exercise pen for small mammals. An application for permission must include plans of the proposed construction and details of the species to be kept.
13. If a tenant fails to meet any of the above conditions, Ore Valley Housing Association, can refuse or withdraw permission for a tenant to keep a pet.
14. If permission is refused or withdrawn, we will be entitled to require removal of the pet. In such circumstances, the tenant will be instructed to remove the pet from the house on a permanent basis within fourteen days of permission being refused or withdrawn.

EQUALITIES AND HUMAN RIGHTS

In dealing with a complaint about an animal's welfare; or a complaint about a pet causing nuisance or annoyance to neighbours, the Association will ensure that we are complying with all relevant equalities legislation and guidance:

In particular:

Where a tenant is vulnerable or at risk, we will endeavour to identify this at an early stage so that we can provide appropriate advice and support.

Where the complaints or concerns about the pet are attributable, either directly or indirectly, to problems of alcohol or substance misuse, mental health problems or other support needs, we will work with other agencies to facilitate intervention to support the tenant and protect the welfare of the animal.

We will also be mindful of the Disability Discrimination Act 1995, taking account of behaviour that may be related to a disability and making sure that any enforcement action is appropriate and proportionate to the individual circumstances.

APPEALS & COMPLAINTS

All tenants who request permission to keep a pet have the right to appeal against any decision made concerning their application. . The appeal must be made in writing and should be addressed to the Housing Manager, who will investigate the situation and respond in writing within 28 days.

If the applicant is not satisfied with the decision of the Housing Manager they then have the right to appeal in writing to the Director. The Director will review the decision and advise the applicant accordingly.

If the applicant is still not satisfied they can use the Association's Complaints Procedure.

POLICY AVAILABILITY

Copies of this Policy are available on request and free of charge from the Association. A copy of the policy can be made available in a number of other languages, in large print or on audiotape.

MONITORING AND REVIEW

The Policy will be reviewed after a period of five years, unless monitoring reveals a particular problem, which necessitates an earlier review.

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