

		PETS POLICY	
Written by:	Housing Services Manager	Version:	3
Approved by:	Management Committee	Date:	24.09.14
Next Review Date:	2019	Pages:	2

1. Introduction

- 1.1 The aim of this Policy is to ensure that domestic pets do not cause a nuisance to other residents and visitors to their home and do not cause the physical environment within our estates to deteriorate.
- 1.2 The Association's Scottish Secure Tenancy Agreement (SST) clearly set out the tenants' responsibilities in respect of their pets in Section 2.5. This Policy relaxes the condition that tenants must apply for written permission to keep a cat or dog.
- 1.3 This Policy does not cover sharing owners and owners' as the conditions under which they may keep animals is covered in the Exclusive Occupancy Agreement and/or the Deed of Conditions relating to their property.

2. General Consent

- 2.1 Tenants are permitted to keep up to **2 domestic pets** without requiring the prior permission of the Association. Anyone wanting to keep more pets than this must seek the prior permission of the Association before acquiring the animal.
- 2.2 For the purposes of this Policy, we consider that a **domestic pet** is defined as a:-
 - Dog
 - Cat
 - Parrot or smaller bird
 - Hamster/Mouse/Gerbil/Rabbit
 - Terrapin/Tortoise
- 2.3 Assistance dogs - such as guide dogs for the blind, hearing dogs for the deaf or dogs for the disabled will always be permitted.

3. Conditions for Keeping a Domestic Pet

- 3.1 Permission to keep a domestic pet is only granted, provided the following conditions are met:-
 - You must supervise and keep any pets under control.
 - You must see that pets do not foul or cause damage to the property, neighbouring properties, anything belonging to the Association or anything the Association is responsible for, such as common parts.
 - You are responsible for cleaning up after your pet.

4. Additonal/Specific Consent

- 4.1 If you wish to keep more than 2 domestic pets (see 2.2 above) you must apply in writing seeking our permission.
- 4.2 If you wish to keep a large or exotic pet you must provide us with information on how you propose to comply with any legal requirements.
- 4.3 Under no circumstances will permission be granted to keep any of the following:-
- Poultry, ducks, pigeons, bees or other livestock, or
 - Any other animal which is a nuisance to neighbours, or
 - A pet which is prohibited by the Dangerous Dogs Act 1991, or by any other law.
- 4.3 We will not refuse a request to keep a pet without good reason but if we do, we will tell you what the reason is.
- 4.4 We will give our decision in writing within 28 days of receiving your written request. Any permission given may be subject to additional, specified conditions. If we do not reply within that period, permission is automatically granted.
- 4.5 If you object to our decision, you can appeal using our Complaints Handling Procedure.

5. Breach of Conditions

- 5.1 Where there is any breach of the conditions outlined in this Policy this will be treated as anti social behaviour. We will, where required, liase with other agencies eg OIC's Environmental Health Services, Police Scotland.
- 5.2 Where there is a breach in this Policy, we will issue a formal warning which will specify the action required to remedy the situation..
- 5.3 Where the matter is not resolved satisfactorily, we will withdraw permission for you to keep the pet. Where necessary, we will initiate legal action to have the pet removed.
- 5.4 The cost of remedying/repairs to any damage caused by your pet will be recharged to you.

6. Monitoring & Review

- 6.1 We will monitor breaches to this Policy through our anti social behaviour procedures.
- 6.2 This Policy will be reviewed every 5 years or sooner if there are changes to legislation and/or policy guidance.

Application Form

I hereby apply for permission to keep the pets detailed below at:

Address:- _____

Tick boxes and complete details where appropriate. For pets kept in groups, such as tropical fish, insert the number of pets in the box.

Pet 1:

Species:

Dog	Cat	Small Mammal	Reptile	Bird	Fish

Breed: Sex: Female Male Neutered

Colour: Name:

Age: Approximate body weight: Kgs

Microchip number:

Pet 2:

Species:

Dog	Cat	Small Mammal	Reptile	Bird	Fish

Breed: Sex: Female Male Neutered

Colour: Name:

Age: Approximate body weight: Kgs

Microchip number:
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I have read Orkney Housing Association Ltd’s Pets Policy and will:

- comply with with all rules relating to pets and
- will ensure that all persons living with me and any visitors also do so.

I understand that having a pet is a privilege and not a right and that if I infringe the rules it may affect my tenancy.

Name (block capitals)

Signature:

Date: