CYNGOR GWYNEDD

POLLUTION CONTROL & LICENSING SERVICE

ANIMAL BOARDING ESTABLISHMENTS ACT 1963

LICENSING CONDITIONS AND GUIDANCE FOR BOARDING CATTERIES

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1. General Conditions

Licence Condition	Guidance
1.1 Licence Display **a.** A copy of the licence and its conditions must be suitably displayed to the public in a prominent position at the boarding establishment.	
1.2 Authority Approval **a.** No animals other than cats are to be boarded within the licensed facilities without the written approval of the local authority.	

2. Accommodation & Environment

Cats must be kept in accommodation that is appropriate for construction, size of quarters, bedding, exercising facilities, temperature and heating, lighting, ventilation, cleanliness, and waste disposal.

Licence Condition	Guidance
2.1 Construction	The approved plan is the “layout” diagram included with your

a. You must not use any accommodations other than those detailed on the approved plan that is attached to your licence. **b.** Any new accommodation must not be used until approved by the licensing authority. **c.** The establishment must, at all times be laid out and operated in accordance with an approved plan. **d.** Before carrying out any alterations, plans must be submitted to and approved by the local authority. **e.** All units must be built on a concrete base with a damp proof membrane to Building Regulation standards. **f.** All exterior wood must be properly treated against wood rot, e.g. tanalised. No product is to be used that contains any substance toxic to cats. **g.** All internal surfaces used in the construction of walls, floors, partitions, doors and door frames are to be durable, smooth and impervious. There must be no projections liable to cause injury. **h.** Where galvanised weld mesh is used the wire diameter must not be less than 1.60mm (16 gauge weld mesh) excluding any covering and mesh size must not exceed 2.5cm (1"). **i.** Where existing mesh size is up to 5cm (2") it must only be used to house adult cats and when changed should be 2.5cm mesh. **j.** Floors of all buildings and units must be of a smooth, impervious material and be capable of being easily cleansed. **k.** The interior floor of every newly constructed unit must have sufficient fall away from the sleeping area to a covered drainage channel. **l.** Drainage must not pass towards the sides or partitions,	annual licence. All new premises are strongly advised to seek guidance as to any possible planning permissions that may be required in respect to 'change of use' of existing buildings or the construction of new buildings. The issue of a licence does not grant any type of planning consent. The design of the units should ensure that every cat is provided with continual access to a comfortable, dry, draught-free, clean and quiet place to rest. Design should consider geographical orientation e.g. north-facing may be more difficult to heat. Correct orientation of the units will allow maximum use of natural light. To ensure windows are escape proof they should be protected by weld mesh, or be made of reinforced glass, polycarbonate or other impact resistant material.

so that contamination does not pass between units. **m.** Where plastic doors with metal edging are used, the strip metal edges must be adequately chamfered to prevent injury to cats. **n.** Door openings must be constructed such that the passage of water/waste is not impeded, nor allowed to gather due to inaccessibility. **o.** Full height sneeze and hygiene screens between units must be provided. **p.** If there is a gap between units of at least 0.65m (2') then a sneeze and hygiene screen must be provided to a minimum height of 1.0m (3'3"). The same protection must be provided to adjoining raised accommodation. **q.** The construction must be such that security of the cat is ensured. **r.** All windows which pose a security risk must be escape proof at all times. **s.** Units must open onto secure corridors or other secure areas so that cats are not able to escape from the premises. All areas to which cats have free access must be roofed with suitable mesh or impervious material.	
2.2 Size of Quarters **a.** Each unit must be provided with a sleeping area of at least 0.85 sq.m for a single cat, or 1.2sq.m for up to a maximum of three cats from the same household, with the sleeping area having a minimum height of 1m. **b.** Each unit must be provided with an exercise area of at least 1.7sq.m for a single cat, or 3 sq.m for up to a maximum of 3 cats, which is separate from the bedding area and exclusive to that pen.	

c. Units must have a maximum height of 1.8m. **d.** Existing units that do not currently meet the minimum sizes must be suitable for the comfort of the cat/cats accommodated and their future upgrade can be phased in over a number of years after consultation with the cattery owner. **e.** The sleeping accommodation must be roofed with an impervious material which protects the cat from adverse weather.	
2.3 Bedding **a.** Suitable bedding equipment which allows the cat to be comfortable and which is capable of being easily and adequately cleaned and sterilised must be provided. **b.** Such equipment must be sited out of draughts. **c.** Bedding material must be maintained in a clean, parasite-free and dry condition.	In practice the owner may provide the cats' own bed/bedding. Suitable bedding to be provided by the boarding establishment could be a 'vet bed' or equivalent material. This type of bedding is easily washed and dried.
2.4 Temperature & Heating **a.** The bedding areas of the units must be insulated so as to prevent extremes of temperature. **b.** The bedding area of the cattery must be maintained at a temperature of between 10 C and 26 C. **c.** In isolation units there must be a means of maintaining the temperature at a level suitable for the condition of the cat, and dependant upon veterinary advice. However, the temperature in the isolation unit must not be allowed to rise above 26 C or fall below 13 C. **d.** A 'minimum - maximum' thermometer must be provided in each unit block and isolation unit.	Outdoor areas provided for cats to exercise cannot have strict temperature regulation. Cats should not be restricted to such areas under climatic conditions which may cause them distress. The materials used on the cattery exterior should offer adequate protection against temperature variations throughout the year. Where temperatures fall below the recommended level, the use of individual heat sources for cats may prove adequate. In some circumstances additional background heating will also be required.

2.5 Lighting **a.** During daylight hours light must be provided to exercise and sleeping areas so that all parts are clearly visible. Where practicable this should be natural light. **b.** Artificial lighting must be provided to areas that are in use after daylight hours. **c.** All artificial lighting must be fitted with clear plastic covers to eliminate possible injuries to cats from broken glass.	Cats need to be in an environment which allows adequate light during daylight hours; any artificial light should be turned off at night to allow natural sleep patterns. Artificial light needs to be available to enable thorough checking of the cats outside any daylight hours.
2.6 Ventilation **a.** Permanent ventilation must be provided to the sleeping and exercise areas without the creation of excessive, localised draughts in the bedding area.	Ventilation in the indoor accommodation of all cats should provide sufficient fresh air of an appropriate quality to keep down the levels and spread of odours, noxious gases, dust and infectious agents of any kind, and to provide for the removal of excess heat and humidity. The ventilation system should be so designed as to avoid harmful draughts and noise.
2.7 Cleanliness **a.** All units, corridors, common areas, kitchens etc must be kept clean and free from accumulations of dirt and dust and must be kept in such a manner as to be conducive to maintenance or diseases control and cat comfort. **b.** Litter trays containing approved material, which are easy to clean and impermeable must be provided.	A list if disinfectants can be found at: **http://disinfectants.defra.gov.uk/**

c. These must be emptied and cleaned in the morning and changed if necessary at any time during the day if found to be unduly soiled. **d.** All bedding areas must be clean and dry. **e.** Each unit must be thoroughly cleansed and disinfected upon becoming vacant or every seven days whichever is the shorter. **f.** All fittings and bedding must also be thoroughly cleansed and disinfected prior to re-use.	
2.8 Pest Control **a.** Measures must be taken to keep establishments free of rodents, insects and other pests; and cats free of external parasites.	The manufacturer's guidance should be followed when using control products in order to minimise risk to cats.
2.9 Drainage & Waste Disposal **a.** The establishment must be connected to mains drainage or an approved localised sewage disposal system. **b.** The interior floor of every new unit must be constructed so as to provide a proper fall to a covered drainage channel sited to take floor washings from each unit and discharging to a trapped gully which connects to the foul drainage system. Alternatively, the cattery floor must be constructed of a smooth impermeable material capable of being easily and effectively cleaned. **c.** Facilities must be provided for the proper reception, storage and disposal of waste. **d.** Particular care must be taken to segregate waste arising	The owner of the cattery should check with the Environment Agency for up to date guidance on the appropriate means of disposal. This could be tiled floors, using a mop & bucket, minimum water used so to avoid run off and to dry quickly.

from the treatment and handling of cats with infectious diseases. **e.** Disposal facilities for animal waste must be agreed with the Licensing Authority.	

3. Diet & Nutrition

All boarded cats must be adequately supplied with suitable food and drink. Wholesome water must be available at all times and changed daily. Adequate food preparation facilities must be available.

Licence Condition	Guidance
3.1 Food & Drink **a.** All boarded cats must be adequately supplied with suitable food as directed by the client. **b.** Wholesome water must be available at all times and changed daily. **c.** Eating and drinking vessels must be of a design that prevents spillage as far as is practicable. **d.** Vessels must be capable of being easily cleansed, sterilised and must be maintained in a clean condition.	This may be provided by the owner to avoid any sudden change in the cat's diet which can cause digestive problems.
3.2 Food Preparation & Storage Facilities **a.** Suitable facilities, hygienically constructed and maintained, must be provided for the storage and preparation of food for the cats. **b.** Where fresh and cooked meats are stored, refrigeration facilities must be provided. Food contamination must be avoided. **c.** A sink with hot and cold running water must be available for washing kitchen utensils and eating and drinking	This can be either a separate room or designated area, exclusive to the boarders. Surfaces should be able to be cleaned down and disinfected as required with ease and be able to dry quickly. All feed needs to be stored appropriately to ensure is kept fresh, dry and have no risk of contamination from vermin.

vessels. **d.** Containers must be provided for the storage of foods and must be constructed and maintained in good condition so as to be insect and pest proof.	

4. Normal Behaviour

Cats must be able to exhibit normal behaviour patterns at all times. They must have the opportunity to enjoy exercise and be adequately supervised.

Licence Condition	**Guidance**
4.1 Exercise Facilities **a.** There must be free and easy access for the cat between the bedding and exercise area at all times, except when bedded down for the night. **b.** The entire exercise area must be roofed. **c.** Exercise areas must not be used as bedding areas.	Cats naturally like to jump and climb and enjoy an elevated view, with this in mind a 3D, multi tiered environment with raised shelves and walkways would be examples of how to offer an interesting environment for the cats.
4.2 Supervision **a.** Where the Licensee is absent for some time then supervision of the premises must be by a suitable and competent person of least 16 years of age. **b.** Those that supervise must have a thorough and detailed knowledge of the licensing conditions and comply with them at all times. **c.** Cats must be visited at regular intervals, as necessary for their health, safety and welfare.	Anyone supervising the cats, need to have sufficient knowledge and experience to be able to handle the cats correctly and safely. They must also be able recognise if a cats behaviour suggests there is a problem and act accordingly. Staff should have access to and be familiar with the Code of Practice for the Welfare of Cats (Welsh Government) and all other relevant legislation. Any non-compliance with licensing conditions could reflect adversely on the supervisory staffs' level of competence.

	There are accredited training providers that offer relevant courses which licensees may consider worthwhile for their staff. Regular intervals should be a minimum of three times a day.
4.3 Maximum number of Cats Boarded & Staff **a.** The maximum number of cats kept at any one time is stated on the licence and must not be exceeded. **b.** Under no circumstances will the total number of cats on the licence exceed 40 for every FULL time attendant and 20 for every PART-time attendant working at the establishment. **c.** The number of cats allowed to board will be reduced if there is a failure to comply with other licence requirements. **d.** Each cat must be provided with a separate unit except that cats from the same household may share a unit with the verbal consent of the cats' owner, provided its size is adequate for their comfort.	The number of staff should be sufficient to ensure that whilst boarded each cat is given adequate individual attention to ensure its health & welfare needs. Considerations will be made by the licensing authority to the establishment as a whole; to include available accommodation, exercise facilities, that health & welfare requirements are met and level of continued licence compliance. Where the licensing authorities are not content with the ability of the proposed licence holder or existing licence holder, they should reduce the number of cats an attendant can look after. This may be evidenced by failure to meet license conditions e.g. poor cleanliness.

5. Health & Welfare

Reasonable precautions must be taken to prevent and control the spread of infectious or contagious diseases. Any sick or injured animal must receive appropriate care and treatment without delay. Isolation facilities, first aid equipment and fire protection are necessary.

Licence Condition	**Guidance**
5.1 Registration with a Veterinary Surgeon	

a. All boarding establishments must be registered with a veterinary practice and ensure full details are made available to the Licensing Authority. **b.** The establishment's veterinary surgeon must be called where there are signs of disease, injury or illness. **c.** Where any cat is sick or injured any instructions for its treatment which have been given by a veterinary surgeon must be strictly followed.	Addresses of veterinary surgeries can be accessed from the Royal College of Veterinary Surgeons: **http://www.rcvs.org.uk/FindAVet**
5.2 Disease Control & Vaccinations **a.** Adequate precautions must be taken to prevent and control the spread of infectious, contagious diseases and parasites amongst cats, staff and visitors. **b.** Cats boarded or resident at the establishment must be accompanied by an up to date record of a veterinary approved protection against infectious feline enteritis, feline respiratory disease, FeLV and other relevant diseases **c.** The Licensing Authority must be informed of any animal death on the premises. The Licensee must make arrangements for the body to be stored at a veterinary surgeon's premises until the owners return.	Adequate precautions may include annual booster vaccinations and any other preventative measures at the discretion of the licensee. In all cases, this should be in consultation with a veterinary surgeon.
5.3 Isolation Facilities **a.** Isolation facilities must be available and must be in compliance with the other licence conditions but must also be physically isolated. **b.** These isolation facilities must be a minimum of 5 metres away from other cattery units (See also 2.4 Temperature	In the first instance, isolation facilities should be used if cattery staff has any concerns with regard to a cat's health prior to seeking Veterinary attention. Isolated cats should be dealt with by a designated person who

& Heating). **c.** Isolation facilities must be used where the presence of infectious disease is suspected. **d.** Adequate facilities to prevent the spread of infectious disease between the isolation unit and other units must be provided. These must include a disinfectant foot dip and the provision of protective personal equipment for use only in the isolation facility. **e.** Hands must be washed after leaving the isolation facilities before visiting the other units.	can ensure that they take responsibility to ensure they minimise the risk of spreading any disease to any other cats on the premises. This should involve basic bio-security measures to include hand washing, disinfecting boots and change clothing (especially if disease is confirmed) on entry and exit of the facility. An approved list if disinfectants can be found at: **http://disinfectants.defra.gov.uk/**
5.4 Miscellaneous Requirements **a.** A well stocked first aid kit suitable for use on cats must be available and accessible on site. **b.** In the event of a cat escaping or being lost from a licensed cattery, licensees must notify the Licensing Authority as soon as is practical and without undue delay. Full details of date, time, location and circumstances of the incident, the description of the cat, the owner's full details, and any recovery actions already taken by the licensee must be given to the licensing authority.	Most Authorities operate an "out of hours" emergency line. Escapes can be reported to this facility in the first instance if you are unable to contact your licensing department.
5.5 Transport of Cats **a.** Licensees who offer collection and delivery services must ensure vehicles used comply with current Welfare of Animals in Transport regulations. **b.** All vehicles used by the establishment for the transportation of cats must be kept clean. **c.** Cats must be transported in cages\baskets or boxes of	The legislation defines the requirements to ensure the 'Welfare of Animals in Transport'. You can ask your licensing inspector for details of the current regulations. Examples include; Securely fitted cage(s) and suitable ventilation. As well as the requirement to hold a Transporters authorisation

adequate size and construction (including sneeze barriers to control the spread of infectious diseases), and be provided with adequate ventilation. **d.** All vehicles must be secure.	
5.6 Protection from Fire **a.** There must be an emergency fire and evacuation plan in place, which staff must be informed of. **b.** This must be posted where staff can see it. **c.** There must be adequate means of raising an alarm in the event of a fire or other emergency. **d.** This procedure should include instructions dealing with where cats are to be evacuated. **e.** Fire fighting equipment and detectors must be properly maintained and fire extinguishers need to be serviced or replaced as required. **f.** All electrical installations and appliances must be maintained in a safe condition. **g.** There should be a residual current circuit breaker system on each block of units. **h.** Heating appliances must not be sited in a location or manner where they may present a risk of fire, or risk to cats. **i.** Precautions must be taken to prevent any accumulation of material which may present a risk of fire.	In the case of fire precautions there also needs to be consideration for: Access for Fire Fighting and Water Supplies, Means of Escape, No Smoking Signs, Electrical Installations, Fire fighting equipment and notices. For full details please refer to Schedule B attached.
5.7 Safety of Electrical Equipment **a.** You must ensure that all electrical systems are adequately constructed and maintained, so as to prevent danger, so far as is reasonably practical, in accordance with the Electricity at Work Regulations 1989.	To aid with the compliance of the regulations please see attached Schedule C.

6. Record Keeping

Records must be kept as required by the legislation detailing all pertinent information for each cat boarded and referenced against the cat's individual unit number, to ensure staff are fully aware of each cat's individual requirements.

Licence Condition	Guidance
6.1 Register **a.** A register must be kept of all cats boarded. The information kept must include the following: • date of arrival and unit number • name of cat, and any identification marks • description, breed, age and gender of cat • name, addressee and telephone number of owner or keeper • name, address and telephone number of contact person whilst boarded • name, address and telephone number of cat's veterinary surgeon • anticipated and actual date of departure • health, welfare and nutrition requirements **b.** Records must be kept available for a minimum of 24 months and kept in such a manner as to enable an authorised officer easy access to such information. **c.** Where records are computerised, a hard copy must be kept. **d.** The register must also be available to members of staff of	The register must be in a format that is clear and easy to understand by any staff and the licensing inspector.

the establishment at all times.	
6.2 Identification of Units **a.** Each unit must be clearly numbered. **b.** The name and description of the cat currently in residence, must either be displayed on each unit or alternatively, on a white/black board in each unit block with the unit number and cat details clearly written on it.	This can simply be the use of a postcard sized card containing the cats name and colour/breed (as a minimum), attached as appropriate to the front of each cattery. A white/black board with each unit number on and details of the current occupant(s) i.e. name, colour/breed, dietary or special requirements can provide 'at a glance' information of all cats accommodated within the unit block itself.

7. Animal Welfare Act 2006

Section 9 of the above Act places a duty of care on a person who is responsible for an animal. The Act states that a person commits a criminal offence if they do not take reasonable steps to ensure for the needs of that animal. In order that you comply with these duties the Council has detailed certain requirements and guidance that you must follow.

Where there is a potential breach of a Duty of Care under the Animal Welfare Act 2006, the council may, at its discretion, issue an Improvement Notice to remedy the problem.

Licensing Conditions	**Guidance**
7.1 Routine Medication **a.** Any cat whilst boarded that requires routine/daily	It is good practice for the licensee to have written evidence

medication or treatments must have them administered by a suitably competent person. **b.** The quantity and frequency of administration must be fully discussed and logged prior to the cats stay.	regarding any medication requirements to both safeguard the health & welfare of the cat and protect themselves in the event of any future issues.
7.2 Socialisation **a.** All cats must be given the opportunity for daily interaction and stimulation.	Appropriate exercise, play, and other human contact should be carried out to ensure that cats get sufficient human contact. In so far as is practicable, safe and in proportion to the length of stay at the cattery.
7.3 Visual Stimulation & Accessories **a.** For new build or when adding to or refurbishing an existing cattery, buildings should be so constructed that they offer visual stimulation and distraction to the cats being housed where applicable. **b.** The addition of accessories that a cat can physically engage with such as; scratch posts and activity toys must be made available to enhance the environment and reduce boredom.	In the design of a new cattery building, a 'view' from each unit will be a means of visual stimulation. Activity toys can include; puzzle feeders and lightweight rolling toys or any suitable, safe toy that encourages the cat's natural behavioural traits such as hunting/catching prey.

Recommendation	**Guidance**
Insurance Policy It is strongly recommended that every boarding establishment has comprehensive and adequate insurance cover.	The cover should cater for a wide range of feline misfortunes, such as emergency veterinary care, loss, third party liability and employer's liability where applicable.

OTHER MATTERS RELATING TO THE OPERATION OF A LICENSED ESTABLISHMENT.

A. APPEALS PROCEDURE

Pet Animals Act 1951 - Section 1 (4)

Any person aggrieved by the refusal of a local authority to grant such a licence, or by any condition subject to which such a licence is proposed to be granted, may appeal to a magistrates' court; and the court may on such an appeal give such directions with respect to the issue of a licence or, as the case may be, with respect to the conditions subject to which a licence is to be granted as it thinks proper.

B. FIRE PRECAUTIONS GUIDANCE

The following information is supplied to licensees, in order to aid compliance with the fire precaution requirements detailed in the Council's licence conditions that require appropriate steps to be taken for the protection of animals in case of fire or any other emergency.

The guidance is aimed at ensuring that the means of escape and associated fire precautions are adequate for human occupants. It should be borne in mind that the fire safety requirements for people maybe covered by other legislation.

The following matters must be considered:

1. Access for Fire Fighting and Water Supplies - There should be good access for firefighting appliances (minimum width of 3.7m) to all hydrants and other water sources and hard standings should be provided. The name board of the premises should be clearly displayed beside the nearest road access.

2. Means of Escape - Escape routes for animals should be designed to provide a straight run out of buildings, with the minimum of human assistance. Pen doors should be so arranged that animals can be evacuated quickly and acute turns, obstructions and ramps in the escape routes should be avoided as far as possible.
    a) All premises should be provided with exits of sufficient width and height to allow easy access to the animals at all times.
    b) The exits should be easily opened from the inside without the use of a key.
    c) If necessary provision should be made for the ready summoning of a key holder.

In buildings exceeding 18 metres in length or where considerable numbers of animals are housed, at least two exits should be provided and situated as far apart as possible. The distance of travel should be limited to 45 metres.

3. No Smoking Signs - No smoking notices should be displayed in the vicinity of all hay and straw and where practicable precautions should be taken against unauthorised entry especially by children.

4. Electrical Installations - Electrical installations including lamps should be cleaned regularly to avoid the build-up of dust. Electrical equipment, heaters etc should be positioned and secured so that they are kept at a safe distance from any likely accumulation of flammable bedding material.

5. Fire Fighting Equipment

a. Portable Fire Extinguishers -The following are recommended as a minimum:

- Buildings not exceeding 200sqm in area require at least 2x9 litre water extinguishers for buildings over 200sqm an additional fire extinguisher must be provided for every additional 200sqm or part thereof.
- Portable fire extinguishers must meet the requirements of BS EN 3 and be installed and maintained according to the recommendations given in BS 5306.
- Depending on the outcome of your fire risk assessment, it may be possible to reduce this to one extinguisher in very small premises with a floor space of less than $90m^2$.
- Fire extinguishers that when operated produce a loud noise, e.g. CO2, or large clouds of dry powder, **should not** be used in close proximity to animals.

b. Hose Reels - Hose reels can be provided as an alternative to portable fire extinguishers. There should be a minimum of one hose for each 800sqm in area or part thereof. It should confirm to BS 5306: Part 1. Wash down hoses may be acceptable provided there is a constant flow of water that is able to produce water jet with a minimum throw of 5 metres. Hose reels must not exceed 45m in length and should be sited so that the nozzle can be taken to within 6m of each part of the protected premises.

6. Fire Notices - All staff at the establishment should be familiar with what action must be taken in the event of a fire. A clearly written and conspicuous notice should be provided indicating the action to be taken in case of fire and the location of the nearest telephone. This notice may include the following:

"On discovering a fire, ensure the building involved is evacuated.

Call the Fire Brigade {the nearest telephone is sited at ……}.
Attack the fire using the firefighting equipment provided, if safe to do so
etc”

7. *O/S Map Reference - An Ordnance Survey map reference number should be made available for the premises and displayed with the Fire Notice provided.*

The Regulatory Reform (Fire Safety) Order 2005 requires that necessary fire precautions are put in place to protect relevant persons in case of fire in, and in the vicinity of all premises to which the legislation applies.

Responsibility for complying with the order rests with the ‘responsible person’. In a workplace, this is the employer and any other person who may have control of any part of the premises, e.g. the occupier or owner. In all other premises the person(s) in control of the premises will be responsible.

The responsible person must:

Carry out a Fire Risk Assessment, the significant findings of which must be recorded if five or more persons are employed, if the premises are licensed or if an alterations notice is in force.

To further assist you, the Fire Safety Guide to Animal Premises and Stables (ISBN: 978 1 85112 884 6) is available from the stationary office or via the Department for Communities and Local Government website (www.communities.gov.uk).

C. HEALTH AND SAFETY

Health and safety law applies to all businesses, no matter how small. As an employer or a self employed person, you are responsible for health and safety in your business. You need to take the right precautions to reduce the risks of workplace dangers and provide a safe working environment.

There is a guide called “Health and Safety made simple”. This guide makes life easier for you by providing the basic information on what you need to do in one place. It will help you get started in managing health and safety in your business.

For some work activities there may be extra things you need to do to make sure you are complying with the law. Further guidance on specific topics, such as managing asbestos, preventing ill health from animal contact etc, and model risk assessments are available online at www.hse.gov.uk . You can also contact the health and safety team of Gwynedd County Council on 01766 771000 and ask for the duty officer or email us at BwydaIechyd&Diogelwch@gwynedd.gov.uk.

The “Health and Safety made simple” leaflet can be downloaded by following this link:
http://www.hse.gov.uk/pubns/indg449.pdf