



Shetland Islands Council

RIDING ESTABLISHMENTS ACTS 1964 & 1970

**APPLICATION FOR LICENCE FOR GRANT/RENEAL OF A
LICENCE TO KEEP A RIDING ESTABLISHMENT**

FEE PAID	£
RECEIPT NO.	
DATE RECEIVED	
RECEIVED BY	

In addition to the application fee there will also be a Vet fee which you will be liable for once the Vet has done his/her inspection.

PLEASE COMPLETE IN BLOCK CAPITALS

Section 1: Licence Details

Type of application?

- New
 Renewal

Section 2: Your Details

First name(s):

Surname:

Maiden name (*if applicable*):

Phone number:

Home address (*inc. postcode*):

Date of birth:

Place of birth:

Email:

Section 3: Establishment Details

Name of Riding Establishment

Premises Address (*inc. postcode*):

Premises phone number:

Premises email:

Is the establishment operative throughout the year?

- Yes No

If No, state period when normally operating

Section 4: Person who will have direct control or management of the Establishment (if different from section 2)

First name(s):

Surname:

Maiden name (*if applicable*):

Phone number:

Home address (*inc. postcode*):

Date of birth:

Place of birth:

Email:

Section 5: Experience and Qualifications – for person who will have direct control or management

If that person is the holder of any of the certificates shown opposite, please tick each of those held and enclose the certificate(s) with this application

Assistant Instructor's Certificate of the British Horse Society

Instructor's Certificate of the British Horse Society

Fellowship of the British Horse Society

Fellowship of the Institute of the Horse

Provide copies with the application

If the person named in Section 4 does not hold any of the certificates at Section 5, give details of his/her experience in the management of horses

Section 6: Emergency Arrangements

Is a responsible person living on the establishment?

Yes No

If no, what arrangements are there in case of an emergency?

Section 7: Persons under 16 years of age

Will the carrying on of the business of the Establishment be left at any time in the charge of a person under 16 years of age? (*see note 1*)

Yes

No

Will supervision by a responsible person of the age of 16 years or over be provided at all times while horses from the Establishment are used for providing instruction in riding or are let out on hire for riding (except in the case of a horse let out for hire for riding when the hirer is competent to ride without supervision)?

Yes

No

Section 8: Insurance (enclose a copy with this application)

Are you the holder of a current insurance policy which:

a) insures you against liability for any injury sustained by those who hire a horse from you for riding and those who use a horse in the course of receiving from you, in return for payment, instruction in riding;

Yes No

b) insures you against liability arising out of such hire or use of a horse; and

Yes No

c) insures such hirers or users in respect of any liability which may be incurred by them in respect of injury to any person caused by, or derived from, such hire or use

Yes No

If NO, state below what steps you are taking to obtain such insurance:

Section 9: Horse Details

How many horses are kept under the terms of the Act at the present time?

How many horses do you intended to keep under the terms of the Act during the year?

What accommodation is available for:

- Stalls
 Boxes
 Covered Yard

Number:
 Number:
 Dimensions:

Forage & Bedding

Equipment & Saddlery

Is the land available for:

Grazing

 Yes No

Instruction or demonstrating riding?

Name and address of your Vet (inc. postcode):

Vet phone number:

Section 10: Previous licence refusals and offences To be completed by all applicants

Has anyone named in this application ever been disqualified under the Animal Health and Welfare (Scotland) Act 2006 from:

- owning or keeping animals (or both)
- dealing in animals
- transporting animals
- working with or using animals
- providing any service relating to animals (including, in particular, for their care) which involves taking possession of animals
- taking possession of animals for the purpose of an activity in respect of which a disqualification mentioned above is imposed
- taking charge of animals for any, or any other, purpose

- No
 Yes – Please provide details

Section 11: Declarations To be completed by all applicants.

I am aware of the provisions of the Riding Establishments Acts 1964 and 1970 and apply for a GRANT/RENEWAL of a LICENCE to keep a riding establishment at the premises as detailed on this application
I/We declare that the particulars given on this form are correct to the best of my knowledge and belief.

Please note that the licensing authority publish a register of licences for each licensable activity in relation to which it has granted a licence.

Applicant Signature:		Date:	
Print Name			
If signing on behalf of a body corporate, state appointment held:			

N.B. Any person who in or in connection with the making of this application makes any statement which he knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine.

NOTES

1. A licence may be granted to an individual over the age of 18 years or a body corporate. It will be a condition of any licence granted that the carrying on of a business of a riding establishment shall at no time be left in the charge of a person under 16 years of age.
2. It will be a condition of any licence granted that no horse will be let out on hire for riding or used for providing instruction in riding without supervision by a responsible person of the age of 16 years or over unless (in the case of a horse let out for hire for riding) the holder of the licence is satisfied that the hirer of the horse is competent to ride without supervision.
3. "Horse" includes any mare, gelding, pony, foal, colt, filly or stallion, and also any ass, mule or jennet.

The Act regulates riding establishments which let out horses on hire or use them for the purpose of providing, in return for payment, instruction in riding or for the purpose of demonstrating riding.

Data Protection:

Shetland Islands Council will use the information about you on this form to process your licensing application. In processing your application, the information you have provided may be shared between Council departments and with other agencies where necessary. By signing this form you consent to the Council sharing your information in this way. The Council has a duty to process your information fairly and in accordance with the provisions of the Data Protection Act 1998. We will ensure that the information we hold is accurate, up to date, is kept as long as necessary and is otherwise shared only where we are legally obliged to do so. You can request access to the personal information held about you by the Council by writing to the Head of Governance and Law, Legal Department, 8 North Ness Business Park, Lerwick, Shetland.

This form is to be lodged with **Environmental Health, The Gutters' Hut, 7 North Ness, Lerwick, ZE1 0LZ**. Please note the fee is an application fee; it will not be refunded in the event of the licence application being either withdrawn or refused.