

16/12/2020

[REDACTED]
[REDACTED]

Dear [REDACTED]

Request for Information – Local Government Official Information and Meetings Act 1987

We refer to your official information request dated 23 November 2020 for information regarding documents relating to the dog control activity.

The information you have requested is enclosed.

1. A copy of, and the date and place of publication of the notice for the:
 - a. Dog control and poundage fees for the financial years 2019-2020 and 2020-2021.
 - Please find the information here
<http://www.huttcity.govt.nz/Services/Animals/Fees-and-charges/>
 - b. Dog Control Policy and Practises Report for the financial years 2018-2019 and 2019-2020, and links to the Reports.
 - Please find the 2017/18 information here
http://infocouncil.huttcity.govt.nz/Open/2018/11/PRC_26112018_AGN_2508_AT.htm
 - Please find the 2019-20 information here
<http://www.huttcity.govt.nz/Services/Animals/dog-control-reports/>
2. In relation to the dog registration process, a copy of:
 - a. The application form (and any other information or documents) provided to a person seeking to apply to register a dog.
 - The form can be found here
<http://www.huttcity.govt.nz/Services/Animals/owning-a-dog/registering-your-new-dog/register-a-new-dog/>
 - b. The documentation provided to a person from whom an application to register a dog has been received.

- Please see attached Example Dog Invoice.PDF

3. The documents dealing with the:

- a. Setting of dog registration and poundage fees for the financial years 2019-2020 and 2020-2021.

- Setting of the fees 2018/19;

No fee changes for that year or the previous two years

Setting of the fees in 2019/20; explained in the financial statement below. Increase due to the dog registration fee not covering 70% of the cost of the service.

Fees for 2021/22 have not been set but likely to be inflation adjusted.

- b. Confirmation of the Dog Control Policy and Practises Report for the financial years 2018-2019 and 2019-2020.

- Please find that information here

http://infocouncil.huttcity.govt.nz/Open/2018/11/PRC_26112018_AGN_25_08_AT.htm

- <http://www.huttcity.govt.nz/Services/Animals/dog-control-reports/>

4. The financial statements for the “dog account” for the financial years 2018-2019 and 2019-2020.

- Financial statements

	2018-19	2019-20
Actual Revenue	973,171	1,147,844
Actual Costs	1,461,856	1,545,251

In 2018/19 66.5% was user pays funded, this was below the funding ratio required by Council of 70%-80% cost recoverable and fees were increased.

In 2019/20 74% was user pays funded. This is within the funding ratio.

Note: the shortfall is funded by ratepayers and this includes all other animal management

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Yours sincerely

Hutt City Council

Encl:

Example Dog Invoice.PDF

Application to register a dog

for period 1 July 2019 to 30 June 2020



Hutt City Council, 531 High Street, Private Bag 31912, Lower Hutt 5040.
T 04 570 6666 F 04 569 4290 W www.huttcity.govt.nz/dogs E animals@huttcity.govt.nz

Date: 03/12/2019

TAX INVOICE

GST No. 52-097-053



Payment is to be made within 30 days of receipt of this notice.

Physical location of dog



Owner's change of address (if any)

(Please check we have your correct details.)

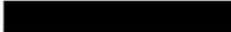
Work Phone



Home Phone

Mobile Phone

Email Address



Owner ID



Owner Date of Birth

Property ID

Animal ID

Class

Name

Age

Breed

Colour

Chip No

Gender

Desexed

(Certificate must be provided)



DECLARATION I certify that the information contained on this form is true and correct.

.....
(Owner's signature)

The Dog Control Act 1996 requires the Council to record the dog owner's date of birth. If not provided, this application will not be processed and you may be fined \$300 for failing to register your dog.

Amount Due Incl GST	\$ 107.00
Doggone Opt out Amount Due Incl GST	\$ 79.00

[Click here to pay online with a credit card](#)

(Office use only)

or see over page for payment options

Tag no.



Dog registration receipt

TAX INVOICE: GST No. 52-097-053

DO NOT DETACH – PLEASE RETURN COMPLETE FORM

You risk a \$300 fine if you fail to register your dog.

Work Phone



Home Phone

Mobile Phone

Owner ID



Owner Date of Birth

Property ID



Animal ID

Animal Name

(Office use only)



Tag no.

Amount Due Incl GST	\$ 107.00
Doggone Opt out Amount Due Incl GST	\$ 79.00



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PAYMENT OPTIONS

You can pay your dog registration by any of the following methods:

Online	Through Council's e-payment website only, Visa, Mastercard. POLi (online payments) To renew your dog registration online you will need your Dog ID and Person ID which you will find on the front of the invoice you received from us. You will receive your tag in the mail within 5-7 days. Please do not use internet banking. Use Council's e-payment website
In person	Cash, cheque, eftpos, Visa or Mastercard at the Hutt City Council's Administration Building, 30 Laings Road , Lower Hutt – Monday to Friday between the hours of 8am and 5pm. Animal Service Centre, 21 Meachen Street, Seaview. Monday to Friday 8-9am, 12-1pm, 4-5pm. Saturdays 12-1pm.
By cheque	Together with the completed application form using the prepaid addressed envelope.
Doggone	Doggone is an innovative dog tag and app developed to quickly and safely reunite lost dogs with their owners. For more information go to http://huttcity.govt.nz/doggone .

UNREGISTERED DOGS

Owners are advised that dogs are legally required to be registered by the age of 3 months. Registration is due by 1 July of each year. Ownership of an unregistered dog renders the owner liable for an infringement notice for \$300.

Section 42(2) of the Dog Control Act 1996 states that

"If a territorial authority has reasonable grounds to believe that a person has failed to comply with subsection (1), a dog control officer or dog ranger may:

- (a) seize and impound the dog: and
- (b) for the purposes of paragraph (a), enter, at any reasonable time, any land or premises (except a dwellinghouse) occupied by the owner of the dog."

CHANGE OF ADDRESS/OWNERSHIP

Both the previous owner and new owner of a dog are required to notify the Council, in writing, within 14 days of a change of ownership and new address. Failure to do so may render the dog owner liable for an infringement notice for \$100.

RESPONSIBLE DOG OWNER STATUS

Responsible Dog Owner (RDO) status is granted only to those owners who meet the requirements described in the Hutt City Council Dog Control Policy.

To retain RDO status owners must register their dog on time each year. Owners who pay registration fees after 31 July will lose their RDO status and will not be eligible to reapply for a minimum of one registration year.

PRIVACY STATEMENT

The Council may hold, use and disclose personal information you have provided:

- to communicate with you about dog registration;
- to enable us to maintain our records; and
- to carry out our regulatory functions.

You have the right under the Privacy Act 1993 to access, and have corrected, information held by the Council, which is at **30 Laings Road**, Lower Hutt 5010 (telephone **570 6666**).

The Dog Control Act 1996 requires the Council to record the dog owner's date of birth.

DOG OWNER RESPONSIBILITIES

The obligations of dog owners are contained in Section 5 of the Dog Control Act 1996. These are:

- (1)
 - (a) To ensure that the dog is registered in accordance with this Act, and that all relevant territorial authorities are promptly notified of any change of address or ownership of the dog:
 - (b) To ensure that the dog is kept under control at all times:
 - (c) To ensure that the dog receives proper care and attention and is supplied with proper and sufficient food, water and shelter:
 - (d) To ensure that the dog receives adequate exercise:
 - (e) To take all reasonable steps to ensure that the dog does not cause a nuisance to any other person, whether by persistent and loud barking or howling or by any other means:
 - (f) To take all reasonable steps to ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person:
 - (g) To take all reasonable steps to ensure that the dog does not injure, endanger, or cause distress to any stock, poultry, domestic animal, or protected wildlife:
 - (h) To take all reasonable steps to ensure that the dog does not damage or endanger any property belonging to any other person:
 - (i) To comply with the requirements of this Act and of all regulations and bylaws made under this Act.
- (2) Nothing in this Act limits the obligations of any owner of a dog to comply with the requirements of any other Act or of any regulations or bylaws regulating the control, keeping, and treatment of dogs.

HUTT CITY COUNCIL BYLAW 2015 AND HUTT CITY DOG POLICY

Owners are reminded of the provisions of the Hutt City Council Bylaw 2015 – <http://www.huttcity.govt.nz/services/animals/owning-a-dog> which among other things requires dogs to be leashed while in public places, owners must remove faeces where their dog defecates in a public place or on land other than that occupied by the owner, a licence is required for more than two dogs on the same premises, exercise areas are designated and entry to some public places prohibited. There is seasonal prohibition of dogs from some of the beaches. These beaches are signposted.