#### **Euan Kyle**

From: Sheena Perry

Sent: Monday, 9 March 2020 1:06 PM

To:

**Subject:** Response to LGOIMA request - 4 March 2020 - Rehome dog policy

Attachments: RSA-WI-241 - Ci - Property checks for re-homing.pdf; - rehome dog

policy - OIR response 9 March 2020.pdf; RSA-FORM-025F - HCC Application to

rehome dog.pdf; RSA-FORM-107F - Adoption agreement.pdf



Please find attached the HCC response to your recent request for information in regard to a rehoming dog policy. Also attached are three documents referred to in our response.

Regards

#### **Sheena Perry**

**Executive Assistant** 

Hutt City Council, 30 Laings Road, Private Bag 31912, Lower Hutt 5040, New Zealand T 04 570 6924, Www.huttcity.govt.nz





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#### **Euan Kyle**

From: Euan Kyle

Sent: Thursday, 5 March 2020 9:53 AM

To:

Subject: RE: LGOIMA request

Dear

### REQUEST FOR INFORMATION - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987: ACKNOWLEDGEMENT OF REQUEST

I am writing to acknowledge receipt of your official information request dated 5th March 2020 for information regarding our dog rehoming policy.

We received your request on Thursday 5th March 2020. We will endeavour to respond to your request as soon as possible and in any event no later than 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

Your request is being coordinated by Euan Kyle. If you have any queries, please feel free to contact him on 04 570 6702 or <a href="mailto:euan.kyle@huttcity.govt.nz">euan.kyle@huttcity.govt.nz</a>. If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Yours sincerely

#### **Euan Kyle**

Senior Advisor, Official Information and Privacy

Hutt City Council, 30 Laings Road, Private Bag 31912, Lower Hutt 5040, New Zealand T 04 570 6702 W www.huttcity.govt.nz





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From: Contact < Contact@huttcity.govt.nz > Sent: Wednesday, 4 March 2020 4:57 PM

To: Corporate Records < Corporate. Records@huttcity.govt.nz >

Subject: FW: LGOIMA request

----Original Message----

From:

To: Subject: LGOIMA request
Kia ora,
I work for the New Zealand Anti-Vivisection Society and I am currently in the process of contacting all city councils in NZ to find out what the different policies are on the rehoming of dogs. Specifically, on the rehoming of dogs to be used for research, testing or teaching (RTT) methods.
This issue was brought to my attention recently when we found out that dogs had been rehomed from a pound in Christchurch and used in a secondary poisoning experiment (more info <a href="here">here</a> ). There was quite a log of <a href="mailto:nationwide media">nationwide media</a> attention on this so you may have already heard about this!
The Christchurch City Council couldn't confirm what pound the dogs were rehomed from as they said that didn't have that information. However, the Christchurch City Council now has a policy in place that should prevent this from happening again in the future.
Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) I would like to request a copy of your dog rehoming policy or any other policies that cover the rehoming of dogs to be used for RTT methods.
If you do not have a current policy on this but you are looking at creating one, we suggest using the following wording:
"No animal will be released from an animal pound or shelter into the ownership of any person or organisation for use in a scientific procedure or manipulation for research, testing or teaching purposes as defined by the <u>Animal Welfare Act 1999</u> ."
I look forward to hearing from you,
Ngā mihi mahana,

Sent: Wednesday, March 4, 2020 4:56 PM

#### **Executive Director**

The New Zealand Anti-Vivisection Society

PO Box 9387, Tower Junction, Christchurch 8149

027 816 1926 • <u>www.nzavs.org.nz</u>





Executive Director
The NZ Anti-Vivisection Society

Regulatory Services
Tel: 04 5706666
jane.schuitema@huttcity.govt.nz
Our reference: DIV/20/3103

Jane Schuitema

By email:

Dear

## REQUEST FOR INFORMATION - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

We refer to your email dated 4 March 2020. In your letter you request information in regard to any dog rehoming policies held by the Hutt City Council

Your request has been processed according to the provisions of the Local Government Official Information and Meetings Act 1987.

Pursuant to the Local Government Official Information and Meetings Act 1987 we advise that your request for information has been granted, accordingly we enclose the following:

- We don't have a current adoption policy
- We do, however, run a very successful adoption programme and have dedicated staff that follow through on our strict processes to ensure our dogs go to responsible and loving homes
- We post our available dogs on our facebook page Animal Services Wellington & Hutt Valley and we are well known throughout the country for our successful programme and also work closely with SPCA and HUHA
- We currently use three documents as follows (attached):
  - o RSA-FORM-025F HCC Application to rehome dog
  - o RSA-FORM-107F Adoption agreement
  - o RSA-WI-241 Property checks for re-homing

HCC/WCC Animal Services would not allow or condone any of our adoption dogs to be passed on to any organisation for research purposes.

There is no charge for the provision of this information.

Yours sincerely

Jane Schuitema

**Team Leader HCC Animal Services** 

## APPLICATION TO RE-HOME DOG

Date application received			
Month	Year		



Adobe Acrobat V11 is required to fill this form online Download for free <a href="http://get.adobe.com/reader/">http://get.adobe.com/reader/</a>

CLICK HERE TO EMAIL THIS APPLICATION TO: adoptions@huttcity.govt.nz

This application will assist both you and us in determining what you are looking for and to assist us in finding the right dog for you.

We like to ensure as close to a "perfect match" as possible so adoptions are not done in the order received.

Adoptions are based on the suitability of the family adopting and the dog available for rehoming.

Please ensure that you complete the form in full and include all relevant information. Failure to do so will result in a delayed or rejected application.

Full name of dog owner				
Address (include street number)				
Suburb	City	Postcode		
Council who operate in your area	How	many dogs does your council allo	w you to own?	
Home telephone no	Business telephone no	Mobile no		
Email address				
Property is  owned rented (writted access to property) Is there free access to your front door?  yes no  Number of people living at the premises			or without encountering the	
2. Ages if under 16 years				
3. Why do you want to adopt a dog? (eg companion for yourself/other pet/for chidren/watchdog?)				
4. Some dogs require training I am a first time dog owner I need a dog that is already trained I have obedience trained before I have lots of experience and could hand	yes yes yes yes yes	no may need some as may need some as no may need some as		
	° П 7			

5.	5. How do you plan to socialise and train the dog?									
6.		e any pets? (please give								
Nan	ne	Breed	Sex	Age		neutered	Current va			stered
					∐ yes	∐ no	∐ yes	∐ no	∐ yes	∐ no
					yes	∐ no	∐ yes	∐ no	<u></u> yes	∐ no
7.	Whore will your now	dog sloop? Whore do ye	our current no	ote cloop?	yes	no	yes yes	no	yes yes	no
	7. Where will your new dog sleep? Where do your current pets sleep? (please be specific, eg kennel, verandah, laundry. If inside, which room?)									
8.	8. Which areas of the house/yard will the dog have access to (eg backyard only, backyard and laundry/kitchen/non-carpeted/other areas?)									
9.	How do you plan to h	nelp the dog adjust to its	new home?							
10.	Have you had any do	ogs in the past? <i>(please l</i>	list breeds yo	u have ow	ned in the p	past)				
11.	11. Is your yard securely fenced? (describe type of fencing (wooden, wire etc) and height at the lowest point. If you have a swimming pool is it separately fenced?)									
12.	12. If no one is at home, where will the dog stay? (inside or outside? If the dog is outside, what type of shelter will the dog have?)									
13.	13. How many hours will the dog be without human company for each day?									
14.	14. What activities would you like to do with your dog?									
15.	15. How often will you have time to walk the dog? How long for? On lead or off lead?									
16.	16. What do you feed your current dogs? What will you feed your new dog? (please name brands)									
17.	17. What do you plan to do with the dog if you move house?									

18. Age, size, breed and	sex of dog preferred?				
3-6 months	6-12 months	1-2 years	2-5 years	5-7 years	
7+ years	no age preference				
small	medium	arge	giant		
male male	female				
Preferred breed/s – if any	?				
Name of dog/dogs you ar	re interest in				
19. Please tell us about be able to determine su		r your interest in adop	iting a dog? (the more informati	on you provide, the better we will	
☐ I agree that I	my property shall be insp	pected by an Anima	I Control Officer to ensure	that the property where the	
	kept complies with Cour	· · · · · · · · · · · · · · · · · · ·			
	are of my responsibilitie				
			formation I have provided i	s correct	
	as been completed, we	will agree on a trial	period.		
TRIAL PERIOD  If approved for a dog there is a two week trial period (longer by mutual agreement).					
		`			
<ol> <li>If, during the trial period, I feel the dog is unsuitable for any reason, I will contact Animal Services and arrange a mutually convenient time to return him/her and all relevant paperwork to Animal Services.</li> <li>The dog will, at all times, wear a collar with an identification tag attached during the trial period. The dog will not be allowed off my property or allowed in any unsecured area without a collar and lead.</li> </ol>					
At the end of this term and if an adoption is to go ahead, the appropriate fees are to be paid and an adoption agreement will be completed and registration and microchip information will be changed into your name.					
Thank you for taking the time to complete this form.					
Signed (applicant)		Date			
Signed (Dog Control Office	r)	Date			
Hutt City Council reserves	s the right to refuse any app	olicant and will not ent	er into any further correspond	lence on our decision.	

'Saving one dog will not change the world, but surely for that one dog, the world will change forever.'

### **ADOPTION AGREEMENT**



Adobe Acrobat V11 is required to fill this form online Download for free http://get.adobe.com/reader/

		CLICK HERE TO EMAIL THIS APPLICATION TO: adoptions@huttcity.govt.nz			
Name					
Address					
Work pho	one Home phone	Mobile phone			
Email ad	dress				
DETA	ILS OF DOG				
Name		Breed			
Colour		Sex			
Age		Registration			
Microchi	p number	Dog ID			
Adoptin	g a dog is for the dog's life. A dog can live up to 15	vears			
		p and agree to accept full responsibility for its welfare and to			
	I will seek veterinary attention as needed, supply sufficient food, water and shelter and give regular exercise (applicable to breed)				
	I will keep the dog registered and comply with NZ legislation and local bylaws				
	I agree to have the dog de sexed within six months of the adoption. I grant HCC the right to verify that the d has been de-sexed in accordance with this agreement				
	If the dog has not been de-sexed HCC has the right to arrange for the de-sexing and then return the dog to the owner at the owner's cost				
	I confirm that all family members have agreed to	the adoption of this dog and that all family members will			
	abide by the terms of this agreement	and language able to keep the dog. I have a to return the dog to the			
	If, after time, circumstances are such that I am no longer able to keep the dog, I agree to return the dog (with				

all paperwork ie vaccination book) to the shelter where the dog was adopted from

The dog/puppy was vet checked prior to adoption and no health issues were detected, (unless noted in disclaimer).

While this dog has been in our care, it has been given the correct nutrition and worm treatment. Every care has been taken to assess the suitability of this dog before being place for adoption.

At the time of the adoption there were no behavioural or medical detected (unless noted in disclaimer).

HCC are not responsible for any behavioural or medical conditions that may arise after the adoption.

Please give your dog time to settle in, some take longer than others.

Please read through the adoption/ behavioural information provided.

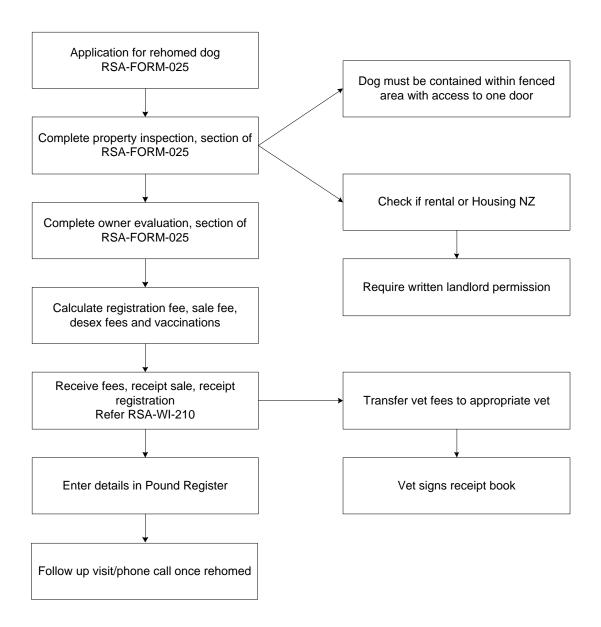
We are here to support you and your new family member anyway that we can.

Please phone Jane 568 0342 or email jane.schuitema@huttcity.govt.nz if you have any questions.

DISCLAIMER				
Signed (adopter)	Date			
Signed (HCC/WCC witness)	Date			

# PROPERTY CHECKS FOR RE-HOMING





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