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## RESPONSIBLE OWNER LICENSING SCHEME

### 2011 APPLICATION PACK



**APPLICATIONS CLOSE 15 JULY 2011**



## INTRODUCTION

The Hauraki District Council has a Responsible Owner Licensing Scheme (ROL). The main purpose of the scheme is to promote responsible dog ownership.

The Scheme is designed to:

- a) Measure compliance with a set of basic dog owner criteria.
- b) Reward persons who meet the criteria with a reduced dog registration fee.

***NOTE: Owners of Classified Dogs (Menacing or Dangerous) or owners that are Classified Probationary or Disqualified are not eligible to apply for the Responsible Owner Licensing Scheme.***

## REDUCED FEE

Although a non-refundable application fee of \$32 will need to be paid, the holder of a ROL will receive a substantial discount on the General Dog Owner fee.

The General Owner fee is \$75.00, with a ROL, the fee is reduced to \$45.00, a saving of \$30.00.

If a de-sexing rebate (\$15.00) is claimed, a vet's certificate will be required as proof, but this will reduce the ROL fee to \$30.00



All three criteria (History, Physical, Knowledge) must be met to obtain Responsible Owner License.

Failure at any time to comply with the criteria will mean loss of Responsible Owner Status for the next registration period.

Applicants may appeal against an Assessment of the Physical Criteria. Appeals must be lodged within seven (7) days of the assessment and should be addressed to the Manager Planning and Environmental Services who will consider the appeal.

Applicants will also need to undertake to abide by the Scheme Criteria at all times.

***Note – If a change of physical address happens during the year, dog owners are required to notify Council, so that a re-inspection can take place.***



## **QUALIFYING CRITERIA**

The criteria for qualification for ROL status falls into three groups. The standard criteria are:

- **Dog Owner History**
- **Physical / Containment of Dog**
- **Dog Owner Knowledge**

The Responsible Owner License can be cancelled by the Council if at any time a holder fails to meet the criteria.

### **Criteria # 1 - Dog Owner's History**

- a) Applicants need to have a satisfactory Registration History which shows a minimum of 12 months of registered dog ownership within the Hauraki District, or alternatively if new to the District, can give proof of previous 12 months 'Special Owner Status' at a previous Authority.
- b) Dog Owner has made application for registration (including fee payment) by the due date, i.e. 31 July.
- c) No justifiable complaints or infringements in respect to dogs owned by the applicant have been received in the preceding 12 months.
- d) No dogs owned by the applicant have been impounded or been the subject of a Dog Control Notice in the preceding 12 months.

### **Criteria # 2 - Physical / Containment of Dog**

The object of this part of the programme is to ensure that the history and knowledge described previously are put into effect. To this end the objectives to be met are designed to ensure that appropriate means of containing dogs exist.

Dog Control Staff will visit the site where dogs are kept to:

- a) Assess compliance with Council's Bylaws as to suitable housing of dogs.
- b) Ensure that appropriate means of confining the applicants dog(s) is available and so designed as to ensure legitimate access **(that is access to one door of the dwelling without coming into contact with the dog)** to the property is possible. *(Tethering and chaining of dog only is NOT considered appropriate. Depending on the nature of the dog(s) secure fencing will normally be required. In some cases a suitable compound is acceptable.*
- c) Ensure that the numbers of dogs kept on the property are in accordance with Council's Bylaws, i.e. only 2 dogs on an urban property.

### **Criteria #3 – Dog Owner Knowledge**

The intent of the programme is to encourage responsible ownership. Owner knowledge is seen as a key element in meeting these aims.

To qualify for ROL status an owner must demonstrate an acceptable level of knowledge in respect to dog care and legal obligations. A 75% score in the standard Council written test is required.

## **OBTAINING A RESPONSIBLE OWNER LICENCE**

To obtain the ROL the dog owner will need to:

1. Meet Criteria # 1, and be fully aware of the fencing criteria.
2. Complete the prescribed application form (located on the last page).
3. Pay the Application fee of \$32.00.
4. Be present at a visit by Dog Control Staff to inspect the property for appropriate fencing.
5. Sit the ROL test with a minimum pass rate of 75%

Provided all the criteria are met the dog owner will then receive the Responsible Owner License and be eligible for the lower registration fee.

Applications for the ROL will need to be made by 15 July 2011 to qualify for the reduced fee for the 2011/12 registration year (or subsequent years).

The ROL Test will be held at the various Council offices at dates and times to be advised.

Applicants will be sent an appointment for a particular date and time. When you make your application you will receive a booklet on Responsible Dog Ownership.

The ROL scheme is voluntary and to participate dog owners need to show a commitment towards responsible dog ownership by making the formal application. The application fee is non-refundable.