

**From:** [LGOIMA](#)  
**To:** Section 7(2)(b) - Protection of Privacy  
**Subject:** RE: LGOIMA request - Documents Relating to the Dog Control Activity - Reference: 2518 Tuesday, 17  
**Date:** December 2024 9:44:31 am  
**Attachments:** [Financial Breakdown Dog Control 2021-2024.pdf](#)  
[Dog Registration What You Need To Know Flyer.pdf](#)

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Kia ora Section 7(2)(b),

We refer to your official information request dated 21 November 2024. Our response is below:

**1. A copy of, and the date and place of publication of the notice for the:**

- a. **Dog control and poundage fees for financial years 2023-24 & 2024-25.**

Dog control and poundage fees for 2024-2025 is publicly available on our website - [Fees and charges | Tasman District Council](#)

The dog control and poundage fees for 2023-24 were as follows:

| <b>Dog Control fees 2023-2024</b>                      |                |
|--|----------------|
| <b>Registration Fees</b>                               |                |
| Urban Dogs   | \$53.00        |
| Rural  | \$32.00        |
| Disability Assist Dogs                                 | No charge      |
| Search and Rescue Dogs                                 | No charge      |
| Late payment fee – if registration paid after 1 August | Additional 50% |
| <b>Impounding Fees</b>                                 |                |
| 1st impounding   | \$70.00        |
| 2nd impounding   | \$100.00       |
| 3rd impounding   | \$150.00       |
| Sustenance   | \$15.00/day    |
| Drop Off Fee (where dogs are not impounded)            | \$40.00        |
| <b>Micro-chipping</b>                                  |                |
| Micro-chipping impounded dogs if required              | \$25.00        |
| Micro-chipping on request (when available)             | \$15.00        |
| Micro-chipping first registered dogs under 6 months    | No charge      |
| Fee for the euthanizing of impounded dogs              | Actual cost    |

|  |          |
|--|----------|
| Kennel Licence: Initial Application (plus any additional costs associated with staff time, hearings and inspections) | \$100.00 |
| Replacement registration tag or disk   | \$5.00   |
| <b>Note: a 50% surcharge is made for dangerous dogs</b>  |          |

b. **Dog Control Policy and Practises Report for the financial years 2022-23 & 2023-24.**

The Dog Control Policy and Activity Reports are publicly available on our website via the following link - [Dog control policy | Tasman District Council](#).

We do not hold practice reports but note that the activity reports mentioned above are carried out annual under section 10A of the Dog Control Act (DCA).

**2. In relation to the dog registration process:**

- a. **The application form and all other information or documents provided to a person seeking to apply to register a dog for or during registration years 2023-24 & 2024-25.**
- b. **All documents and information provided to a person from whom an application to register a dog has been received for or during registration years 2023-24 & 2024-25.**

In response to part 2 a-b. The application form is publicly available on our website via the following link - [Dog control and ownership | Tasman District Council](#).

The above application form is provided to persons seeking to apply to register their dog alongside the “what you need to know” brochure which is **attached** – “Dog Registration What You Need To Know Flyer.pdf”

**3. Links to the Council documents dealing with:**

- a. **Setting dog registration and poundage fees and charges for registration years 2023-24 & 2024-25, and a link to where those fees and charges are located on the Council website.**

The [Dog Control Act](#) 1996 (DCA) gives Council the power to set fees and charges. Dog registration fees are set under s37 and impounding fees set under s68.

Dog control and poundage fees for 2024/2025 is publicly available on

our website - [Fees and charges | Tasman District Council](#).

Dog control and poundage fees for 2023/2024 is noted above in response to part 1 of the request.

- b. **The Dog Control Policy and Practises Report for the financial years 2022-23 & 2023-24, and a link to where those reports are located on the Council website.**

As per our response to part 1b. A copy of the Dog Control Policy and Activity Reports are publicly available on our website via the following link - [Dog control policy | Tasman District Council](#).

We do not hold practice reports but note that the activity reports mentioned above are carried out annual under section 10A of the Dog Control Act (DCA).

4. **The financial statements for the “dog account” or dog control activity for the financial years 2022-23 & 2023-24, including details of operating expenses, and income from infringement fees and fines.**

Please find **attached** a financial breakdown for 2020/2021, 2021/2022, 2022/2023, and 2023/2024, and aggregated the financial info:  
- *“Financial Breakdown Dog Control 2021-2024.pdf”*

5. **If the dog control activity, or any part, has not been performed by the Tasman District Council during the last five calendar years, for example because it has been *contracted out*, performed pursuant to a *Memorandum of Understanding* or some other arrangement:**

- a. **The name of the party performing the work, the nature of the work being performed, and the period the work was performed by them.**

Council, engaged a contractor (Control Services (Tasman) Limited) to assist us in the management of dog control related activities over the previous 5 calendar years.

- b. **The documentation relating to that arrangement, preferably by linking to the documents on the Council website.**

Council has a copy of an expired contract with regards to the management of dog related activities by Control Services (Tasman) Limited. This contract has not been published on our website and includes material would be commercially sensitive.

A summary of the above noted contract is below:

The contract covered a term of three years commencing on the 1 July 2021.

The Council appointed Control Services (Tasman) Limited to undertake certain functions on behalf of Council including the functions of Dog Control, Animal Control, (other than dogs), Removal of Abandoned Vehicles, Parking Control, Noise Control in Golden Bay and Freedom Camping Enforcement (Primarily during summer months).

The contract services involve a range of both general and specific tasks. Including the receipt, review and response to all general and specific enquiries, and requests for information, or services from both written and verbal sources relating to the functions.

The responsibilities of the contract include, but were not limited to:

- i. Dog Registration - inspections, household visits, advice and raising awareness for dog owners regarding non-registration.
- ii. Dog Complaints and Patrols – Responding to complaints, investigating complaints, Enforcing and carrying out routine patrols of public places.
- iii. Dog Pound – Caring for dogs in the pound, maintaining the pound register, arranging invoices and the release of dogs.
- iv. Dog Control Infringements and Prosecutions
- v. Property Inspections (Dog Control)
- vi. Public Educations, Advice and Liaison (Dog Control)
- vii. Stock Control

In summary, the contractor was responsible for the day-to-day management of the dog pound, and dog control activities within the Tasman District region.

- c. **The most recent copy of the *section 17A Report* and related documents reviewing the arrangement, or the documents dealing with the determination no such review was required.**

The Local Government Official Information and Meetings Act (LGOIMA) enables people to request official information from local government agencies, including the Tasman District Council. However, the LGOIMA only applies to information already held by the Council. The Council is not obligated to create information to respond to a request.

The information you are seeking in this case is not held by the Council but would need to be created to respond to your request as we do not hold a section 17A report .

We are therefore refusing your request under section 17(g) of the LGOIMA because the Council does not hold any official information.

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If you are unsatisfied with the Council's response, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Yours sincerely,  
Legal Services Officer

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**Dogs and Animal Control Financial Breakdown**

|  | <b>2023/24</b>          | <b>2022/23</b>         | <b>2021/22</b>         |
|--|-------------------------|------------------------|------------------------|
| Dog Registration Fees                      | 456,979                 | 469,922                | 426,266                |
| Council Staff & Contractors                | 643,344                 | 455,011                | 404,349                |
| Pound Costs                                | 10,998                  | 7,927                  | 7,716                  |
| Dog Control Signage                        | 4,706                   | 3,135                  | 1,014                  |
| Database                                   | 6,324                   | 4,680                  | 6,258                  |
| Printing & Stationery                      | 3,986                   | 5,306                  | 9,168                  |
|  | <u>669,357</u>          | <u>476,059</u>         | <u>428,507</u>         |
| <b>Deficit on Dog Related Costs</b>        | <b>- 212,378</b>        | <b>- 6,137</b>         | <b>- 2,241</b>         |
| Other Costs & Enforcement costs            | 62,158                  | 58,528                 | 64,972                 |
| Overheads                                  | 19,498                  | 50,215                 | 26,451                 |
| Deficit Before Other Income                | <u>- 294,034</u>        | <u>- 114,880</u>       | <u>- 93,663</u>        |
| <b>Other Income</b>                        |                         |                        |                        |
| Rates Subsidy                              | 25,686                  | 25,186                 | 24,725                 |
| Investment Subsidy                         | 15,521                  | 15,027                 | 14,727                 |
| Other                                      | 77,523                  | 49,530                 | 41,672                 |
| <b>Total Other Income</b>                  | <u><b>118,729</b></u>   | <u><b>89,742</b></u>   | <u><b>81,125</b></u>   |
| <b>Deficit for Dogs and Animal Control</b> | <u><b>- 175,305</b></u> | <u><b>- 25,137</b></u> | <u><b>- 12,538</b></u> |

# Dog registration: What you need to know

## Information and forms

Information regarding legislation, Dog Control Bylaws, fees, payment options and owner obligations is available along with dog associated forms at; the Council Offices in Richmond, Motueka, Golden Bay and Murchison; the Council's website: [tasman.govt.nz](http://tasman.govt.nz) or by emailing [dog.control@tasman.govt.nz](mailto:dog.control@tasman.govt.nz)

## Registration fees

Registration forms are mailed to registered dog owners in June of each year.

Annual Registration Fees are due for payment on 1 July each year and are increased by 50% if not paid on or before 31 July. This penalty fee is set in accordance with the Dog Control Act 1996.

Tasman's dog registration fees are calculated based on the size of the property where the dog is kept and are reviewed annually.

The "Urban" fee is applied to properties that are under one hectare.

The "Rural" fee is applied to properties that are one hectare and over in size.

**Dogs classified as Dangerous are charged 50% extra, on top of the standard registration fee.**

## Database information

Registration forms sent to dog owners show the information currently held regarding owners and their dogs. **Please check these details and alter or update them if necessary.**

Please note if you own farm working dogs, you will need to verify this by checking that "W" is displayed in the "Class" column.

**It is a legal requirement for the registration form to be signed by the dog owner. Unsigned registration forms will be returned to the dog owner.**

## Refund of fees

If your dog dies during the registration year; by submitting a Refund Application Form you will receive a refund based on the number of complete months remaining in the registration year at the time of application.

Refunds are not available for the transfer of ownership of dogs.

Registration tags are not transferable between dogs, and it is an offence to do so.

## Dogs fouling in public places

Owners whose dogs foul in a public place or on property other than their own are required to clean up after their dog(s). Owners who fail to do so are liable for a fine of \$300.00.

Doggie Doo Bags are freely available at all Council offices and in dispensers around the district. They should be suitably sealed (tied) after use and then discarded in a public bin or Doggy Doo receptacle.

## Dog shelter

The Council operates shelter facilities where dogs that have been found are housed until claimed by their owners or re-homed. If you lose your dog, or if you find a dog, please call the Council immediately, on 03 543 8400 (24 hours). Please provide a good description including registration and microchip numbers if available. A dog that has been microchipped and is wearing a current registration tag has the greatest chance of being reunited with its owner.

## Impounding fees

When a dog is impounded a fee must be paid to the Council in order for that dog to be returned to its owner.

Fees are based on the number of times the dog has been impounded in that registration year.

A charge is also made for sustenance for any dog kept overnight in the shelter.

Unregistered dogs must be registered (and microchipped if required) before they can be released from impoundment by the Council.

## Restriction on number of dogs on a property

### Residential Zone – Resource Consent Required

The Council has provided protection for people living in residential areas within close proximity to dog owners with three or more dogs. Dog owners who wish to keep three or more dogs on a Residential Zoned property are required to apply to the Council for a Resource Consent. Appropriate Resource Consent fees apply.

### Outside Residential Zone – Kennel Licence Required

The Council's Dog Control Bylaw determines the maximum number of non-working dogs allowed to be kept on a property outside a residential zone

For properties up to and including one hectare, the maximum number is two. For properties over one hectare, the maximum number is five.

Owners wishing to keep more than the allowed maximum number of non-working dogs for their property size must apply for a Kennel Licence. A one off application fee applies.

## Toxic algae

Toxic algae is a health risk to humans and animals. Dogs are particularly susceptible to poisoning from toxic algae as they love to scavenge and play near water. While there has not been a toxic algae related dog death reported in the Tasman District since 2010, some dogs have been severely affected.

Toxic algae is natural, growth occurs following warm dry weather and low river flows. If you discover any substance you suspect maybe toxic algae email a few good quality photos to Council for identification and if required a site inspection.

For further information check Council website [www.tasman.govt.nz/toxic-algae](http://www.tasman.govt.nz/toxic-algae)



## Microchipping

The Dog Control Act 1996 requires all dogs classified as dangerous or menacing, and, from 01 July 2006, all new puppies and dogs being registered for the first time in New Zealand, to be microchipped. For puppies the requirement is for microchipping to be carried out within two months of registration.

Working dogs used solely or principally for herding and driving stock are the only dogs exempt from microchipping.

Providing dog owner details are up to date and a microchip number has been provided to the relevant council; a microchip greatly enhances the probability of reuniting an owner with their lost or stolen dog.

Microchipping services are provided by Tasman District Council, Nelson SPCA and local veterinarians. Dog owners are responsible for ensuring the Council is advised of the microchip number.

## Owner's responsibilities

One of the key points contained in the Council's Dog Control Policy and Bylaw relates to owners' responsibility for controlling their dogs in public places.

The owner of any dog shall keep that dog under control at all times.

The owner of any dog shall use or carry a leash when in a public place.

When in a public place a dog shall be kept under continuous leash control; when required under any Bylaw; or on any occasion that the dog is likely to; cause a nuisance or distress to; or cause injury or endangerment to any: person, stock, poultry, domestic animal or protected wildlife.

When exercising a dog on any foreshore in the presence of nesting or roosting birds dog owners should confine their dogs to the tidal "Wet Sand" area.

Under the Dog Control Act 1996 owners must ensure that their dogs are confined on their property so that the dog cannot leave of its own free will, for example through an open gate or over a low wall.

Animal Control Officers may seize dogs which:

- are unregistered
- are wandering at large
- have attacked persons, stock or domestic animals
- cause a continual nuisance by barking or howling
- are not receiving adequate food, water or shelter
- are not able to be adequately contained on a property.

## Dog related fees 2024/2025

|                                      |         |
|--------------------------------------|---------|
| Dog Registration Urban Dog           | \$65.00 |
| Dog Registration Rural Dog           | \$45.00 |
| Replacement Registration Tag or Disc | \$5.00  |

|   |           |
|---|-----------|
| Microchipping Dogs Aged Under 6 months  | No charge |
| Microchipping Dogs Aged Over 6 Months   | \$20.00   |
| Microchipping Impounded Dogs  | \$35.00   |
| Kennel Licence (permit for more than the allowed number of dogs in an area which is not zoned as residential) | \$200.00  |

### Impounding:

|   |             |
|---|-------------|
| First Impounding                            | \$70.00     |
| Second Impounding                           | \$100.00    |
| Third and Subsequent Impounding             | \$150.00    |
| Drop off fee (where dogs are not impounded) | \$50.00     |
| Sustenance (per day)                        | \$20.00     |
| Euthanizing impounded dogs                  | Actual cost |

## Infringement offences and fines

### Offences and Fines under the Dog Control Act 1996

|  |          |
|--|----------|
| Wilful obstruction of officer  | \$750.00 |
| Failure/refusal to supply information                                      | \$750.00 |
| Failure/refusal to supply correct information                              | \$750.00 |
| Failure to comply with bylaw   | \$300.00 |
| Failure to advise person of muzzle/leash requirements                      | \$100.00 |
| Failure to implant microchip transponder in dog                            | \$300.00 |
| False statement relating to dog registration                               | \$750.00 |
| Falsely notifying death of dog   | \$750.00 |
| Failing to register dog  | \$300.00 |
| Failure to advise change of ownership                                      | \$100.00 |
| Failure to advise change of address  | \$100.00 |
| Removal/swapping/counterfeiting of labels/disks                            | \$500.00 |
| Failure to keep dog controlled or confined                                 | \$200.00 |
| Failure to keep dog under control  | \$200.00 |
| Failure to carry a leash in public   | \$100.00 |
| Allowing a dog known to be dangerous to be at large unmuzzled or unleashed | \$300.00 |

## Other services

Dog Control Officers are happy to arrange educational presentations for any interested community groups and schools in Tasman District Council's area.

The following items are available for sale at all Council offices:

- Dog collars and leads
- Worming tablets:
  - "Droncit" for dogs and cats. Treats; Hydatid tapeworm, Taenia ovis (sheep measles), Dipylidium caninum (flea tapeworm) and Taenia taeniaeformis (cat tapeworm).
  - "Drontal", a broad spectrum wormer for dogs.

Feel free to contact us:



Tasman District Council  
Email [info@tasman.govt.nz](mailto:info@tasman.govt.nz)  
Website [www.tasman.govt.nz](http://www.tasman.govt.nz)  
24 hour assistance

Richmond  
189 Queen Street  
Private Bag 4  
Richmond 7050  
New Zealand  
Phone 03 543 8400

Murchison  
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New Zealand  
Phone 03 523 1013

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