

15 January 2021

Canine Research NZ

Request for Official Information responded to under the Local Government and Official Information and Meetings Act 1987 (LGOIMA) – reference: 7835494 (OIR: 2021-143)

I refer to your information request we received on 9 December 2020 for the following:

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.**

The fees and charges are managed through our Annual Plan and Long Term Plan process. All of our fees and charges are published on our webpage.

[Long-term Plan - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](http://kapiticoast.govt.nz)

[Annual Plan - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](http://kapiticoast.govt.nz)

[Animal management fees - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](http://kapiticoast.govt.nz)

- b) Dog Control Policy and Practises Report for the financial years 2018-2019 and 2019-2020, and links to the Reports.**

[Annual dog control reports - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](http://kapiticoast.govt.nz)

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.**

[Dog and animal management - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](http://kapiticoast.govt.nz)

- b) The documentation provided to a person from whom an application to register a dog has been received.**

We have a number of dog owners who register online so they receive electronic confirmation of registration. The documentation received depends on how they register. Postal confirmation is also used. This is in the form of a generic letter which often includes the new dog tags.

3. The documents dealing with the:

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

[Long-term Plan - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](https://www.kapiticoast.govt.nz/long-term-plan)

[Annual Plan - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](https://www.kapiticoast.govt.nz/annual-plan)

[Animal management fees - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](https://www.kapiticoast.govt.nz/animal-management-fees)

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

This link to the Annual Dog provided in Section 1. (b) response also includes the Dog Control Policy.

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

We do not specifically produce an individualised “financial statement” for the dog control account. Financial information for dog control is incorporated within our Regulatory Services Activity and financial statements are included in our Annual Report.

The team responsible for managing dogs across Kapiti Coast is also responsible for managing public spaces including parking monitoring and ‘other animal’ related issues and complaints.

We have provided details of revenue and expenses for the 2018/19 and 2019/20 financial years. The information provided below is as accurate as it can be based on financial analysis of revenue and expenditure.

	30 June 2020	30 June 2019
Expenses	873,112	759,344
Revenue	689,664	688,235

I trust this is of assistance. If you have any further questions, please contact Jacquie Muir, Environmental Standards Manager, on 04 650 9617.

Nga mihi



James Jefferson

Group Manager Regulatory Services

Te Kaihautū Ratonga Whakaritenga