



*Responsible*  
**DOG  
OWNER  
MANUAL**



**NAPIER**  
CITY COUNCIL  
*Te Kaunihera o Ahuriri*

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## How to become a Responsible Dog Owner

1. Read the manual, complete the self-testing section and return to NCC Customer Services.
2. On receipt of your self-test the Animal Control Team will process your application checking your dog owners record and any certification provided.
3. The owner must own a Napier registered dog for a year prior to applying to become a licensed owner. If the owner or dog has been transferred out they must have had a Napier registered dog within the past four years and a complaint-free record relating to that dog.
4. The 30% reduction applies only to pet dogs owned by the applicant dog owner.
5. A permit must be obtained if registering more than two dogs on a property at the reduced rate.
6. Disqualification as a Responsible Dog Owner may occur:
  - Where a dog is consistently a control problem;
  - For conviction of any offence under the Dog Control Act 1996 or the NCC dog bylaw and has been ordered to pay a fine and/or costs, by the District Court;
  - If the dog owner has committed an infringeable offence.
  - If the dog owner's dog is impounded on more than one occasion in any registration year;
  - For late payment of fees or failure to update personal or dog information.
7. Re-instatement if you have been disqualified as a Responsible Dog Owner will only be granted after two years of proven responsibility and after a further property inspection and discussion of the self-test questions.

### Abbreviations

- NCC Napier City Council  
ACO Animal Control Officer

## Dog Ownership

1. The owner of a dog means anyone who owns the dog or has had the dog in their possession for up to 72 hours other than for the purpose of preventing the dog from causing injury, damage or distress or for the sole purpose of restoring a lost dog to its owner.
2. The legal owner of a dog, in the possession of a person under 16 years of age, is the parent or guardian that person.

## Restricted Breeds

The following breeds and types of dogs are banned from being imported into NZ, any existing dogs already in the country must be de-sexed and must always be muzzled whenever they are in any public place:

- Brazilian Fila
- Dogo Argentino
- Japanese Tosa
- Perro de Presa Canario
- American Pitbull Terrier

## Registration Requirements

1. All dogs must be registered annually from 1st July. Registration is compulsory throughout New Zealand.
2. All unregistered dogs acquired during the year must be registered **immediately**.
3. All puppies must be registered by the age of **three** months.
4. The burden of proof that a dog is under three months of age or is registered lies with the dog owner.
5. A dog is deemed to be unregistered unless it is either wearing a registration tag – or the owner can prove that it is in fact registered. Registration tags must be worn at all times.
6. Where a dog owner changes their address, they must within 14 days advise NCC in writing.
7. Where a dog is temporarily transferred to an address outside Napier and remains there for one or more months the dog owner must, within six weeks, advise the transfer to both the NCC and the new local authority.
8. Where a dog changes ownership the previous and the new owners must both give written details (within 14 days) to NCC, and if the dog is leaving the district, to the new local authority.
9. Where a dog owner acquires a dog currently registered with another local authority NCC will exchange tags free of charge.
10. It is an offence to keep an unregistered dog. A dog owner may on summary conviction be fined up to \$3,000 or NCC may issue an infringement offence notice for a fine of \$300 in addition to the registration fee.
11. Registration fees paid after 1<sup>st</sup> August will incur a penalty fee.
12. If a dog dies the owner must advise NCC in writing. A refund of the registration fee for the remaining year will be processed.
13. No refund will be made for dogs that are lost or have changed ownership.
14. Working dog owners must sign a declaration to qualify for the reduced working dog fee.

## Dog Control

1. The owner of any dog must keep the dog under control at all times either physically on a lead or by voice control.
2. All dog owners must ensure that when their dogs are on their property they are either:
  - (a) under the direct control of a person over 16 years of age; or
  - (b) confined so that they can't freely leave the property.
3. If a dog is found wandering at large it may be impounded whether or not, it is wearing a registration tag.
4. A dog may also be impounded if, it is followed in fresh pursuit by an ACO back to a property and there is no one there over the age of 16 years to keep it under control.
5. Dog owners must immediately remove their dogs' faeces from any public place and dispose of it in a hygienic manner.
6. Bitches must be confined when in season.
7. Dogs must not be permitted to bark or howl so as to cause annoyance or nuisance.
8. No more than two dogs may be kept on any premises without the written permission of NCC.
9. All dogs should be exercised daily, owners must always carry a lead, even in designated exercise areas.
10. Menacing dogs have to be muzzled when in public and dangerous dogs must also be muzzled and be controlled on a lead..

### **Dogs Roam for Various Reasons such as:**

- i) an urge to roam (inherited from its ancestor, the wolf);
- ii) in search of food;
- iii) in search of a sexual partner;
- iv) to seek out company.

Allowing a dog to wander is irresponsible:

- Public health risk
- Worrying stock, chasing moving objects
- Contributes to unwanted pregnancies by unplanned mating
- Ripping open rubbish bags and fouling people's lawns and public places
- Dog fights and enhanced aggression
- Dogs may be stolen
- Dogs may be impounded
- Traffic accidents
- Dog attacks on people and rushing offences
- Adds to the costs of dog ownership

## Microchipping Requirements

- All dangerous dogs.
- All menacing dogs.
- All dogs registered for the first time since 1 July 2006.
- All dogs impounded.

# Menacing and Dangerous Dogs

## Menacing Dogs

- Belongs to one of the 5 restricted breeds or types (see page 2)
- or
- NCC considers it poses a threat because of reported behaviour or characteristics of the breed or type.
  - Must be muzzled when off the owner's property.
  - Must be de-sexed.
  - The Classification is Nationwide.

## Dangerous Dogs

- Owner has been convicted by the court of an offence against the Dog Control Act 1996.
- or
- NCC has sworn evidence attesting to the dog's aggressive behaviour.
- or
- Owner admits in writing that their dog is a threat.
  - Classification is nationwide.
  - Registration fee is 150% of the full fee.
  - Must be muzzled and on a leash when off the owner's property.
  - The owner must provide dog free access to one door of the dwelling.
  - The dog cannot be re-homed or relocated without NCC's permission.
  - Must be de-sexed.



## Barking Dogs

Barking is a perfectly natural characteristic of dogs but concern arises when the barking becomes excessive and is loud and persistent, creating a nuisance.

Reasons for barking could be:

- Environmental
- Territorial defence
- Attention seeking
- A learned behaviour
- Excitement
- Breed
- Boredom
- Self-stimulation
- Separation anxiety
- Contact seeking
- Fear or physical discomfort.

By observing the dog's behaviour you may be able to identify the underlying problems and then can consider the best course of action to take.

Always discourage barking at inappropriate times.

### How does Napier City Council deal with a barking dog problem?

- When a barking complaint is received by NCC an advisory letter is sent to the dog owner.
- A further complaint will result in a second letter being sent to the dog owner advising them of their legal responsibilities and the dog owner will also receive a visit from the ACO to determine the cause and suggest remedies to stop the nuisance barking.
- Further complaints will result in a survey letter being sent out to the residents of all affected properties. The original complainant will also be sent out a barking diary to be completed over a period of a week.
- If the majority of the surveys confirm that there is a barking problem at the dog owner's property, and the completed barking diary confirms the problem exists, the NCC may:
  - (i) order the owner to remove the dog from the property, or
  - (ii) seize and impound the dog.
- The dog owner may appeal to the Hearings Committee at which NCC Councillors will question the dog owner (and their witnesses), the complainants and the attending ACOs. The Hearings Committee will either confirm, modify or cancel the order to remove. Their decision is final.

## Obligations of Dog Owner

- Ensure that the dog receives proper care and attention.
- Ensure that it is supplied with proper and sufficient food, water and shelter.
- Ensure that the dog receives adequate exercise.
- Ensure the dog does not cause a nuisance to any person, whether by persistent and loud barking or howling or by any other means.
- Ensure the dog does not injure, endanger, intimidate or otherwise cause distress to any person or any stock or protected wild life.
- Ensure the dog does not damage or endanger any property belonging to any other person.

Highly infectious diseases such as parvovirus can cause much suffering leading to death of the dog. All dogs and puppies should be vaccinated for canine distemper, parvovirus, hepatitis and possibly kennel cough.

Worming for roundworms, hookworms, whipworms and tapeworms should also be done on a regular basis. People, especially children, can become infected from ingesting roundworm eggs. Blindness may result – and even more rarely – death.

If a dog is not supplied with a basket or special sleeping area inside the house it must have a warm, dry and draught-proof kennel which:

- Has a raised wooden floor.
- Is sitting on a concrete or wooden pad.
- Is large enough for the dog to lie full length and sit up in without banging its head on the roof.
- Ideally has a removable roof or door to make cleaning easier.
- Is scrubbed out regularly.

Fresh clean water must always be available and faeces removed daily.

A nutritionally balanced diet should be fed keeping in mind that puppies, young dogs and giant breeds need specialised feeding. Veterinarians recommend that a dog's diet consist of at least 75% commercially prepared food (which is labelled "complete and balanced").

Flea collars do not kill all life stages of the fleas.

Bitches come into “season” or “heat” at approximately 6-7 months of age. They must be confined when in season. Statistics have shown that de-sexed dogs are less susceptible to disease, live longer and fit into our society a lot better. It is a myth that bitches need one litter before de-sexing – nor do they need to have one season before de-sexing.

NCC offers a \$30 de-sexing subsidy for bitches and \$20 for dogs currently registered in Napier.

## Exercise

All dogs should be exercised daily, faeces must be picked up and owners must always carry a lead, even in designated exercise areas. Menacing and dangerous dogs must also be muzzled.

### Prohibited Areas (No dogs allowed)

- Napier Civic Building, public libraries, public swimming pools, paddling pools, Kennedy Park Motor Camp.
- Children's playing areas under the control of NCC.
- Within the boundaries of all playing areas under the control of NCC set aside for organised games or sports and all other areas zoned as sports parks including McLean Park, Nelson Park, Whitmore Park, Marewa Park, Taradale Park, Bledisloe Park, Maraenui Park, Park Island, Onekawa Park, Petane Domain, Tareha Recreation Reserve.
- All places where any notice prohibiting dogs is displayed.

### Controlled Areas (Dogs must be on a lead)

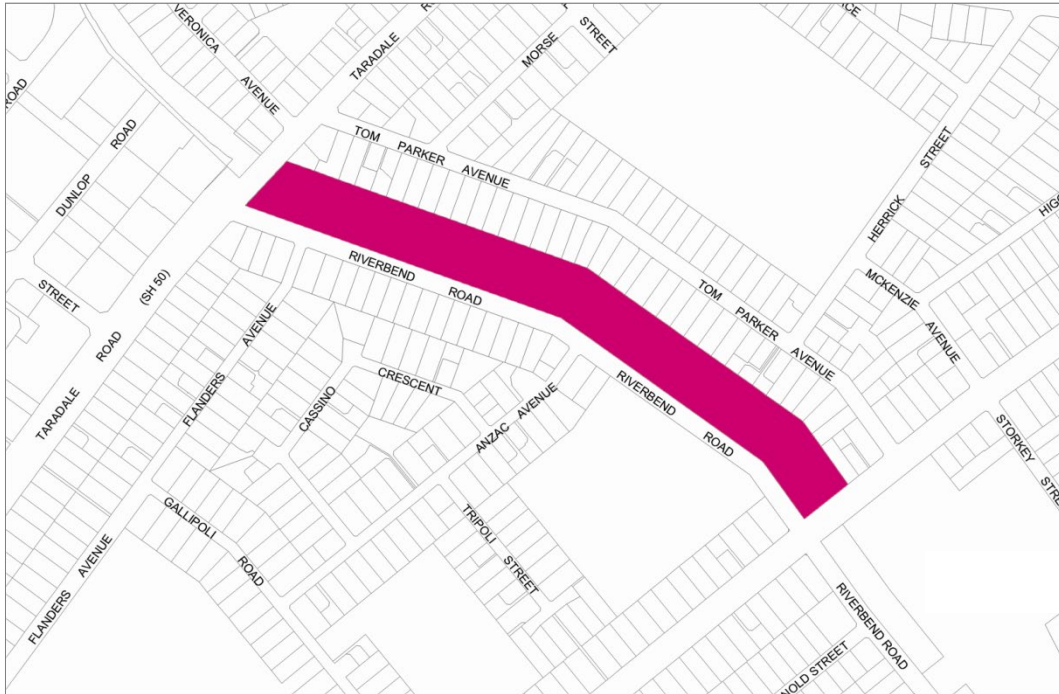
- (a) All retail shopping areas within Napier and all public places within these areas.
- (b) All public parks, carparks, cemeteries (including the hill areas and walking tracks of Park Island), reserves and beach reserves (excluding those mentioned in the prohibited and designated dog exercise areas) owned or under the control of NCC.
- (c) The streets fronting all schools 50 metres either side of the school entrance during school days.
- (d) All that part of the south-eastern area of Pandora Pond and the Wildlife Reserve bounded by Pandora Road, Humber Street and the high water mark.
- (e) All that part of the Ahuriri Estuary Wildlife Refuge and Department of Conservation land area, from the boundary of the mowed grass area to the MHWA (Mean High Water Springs) mark and all of the boardwalk and formed tracks within, and, all of the Humber Street City Council reserve and associated beach area to the MHWS.
- (f) All that area of beach, foreshore and walkway between the Aquarium in the south to the toilet block and car park on The Esplanade in Westshore in the north. (See map below)

## Dog Exercise Areas Maps

(A lead and faeces bags must be carried by the owner.)

### **MAP A:**

#### **Reserve between Taradale Road and Kennedy Road**



### **MAP B:**

#### **Te Awa Park and Nash Street Reserve**





**MAP D cont:**

**Drainage Reserve on Westminster Avenue cont**



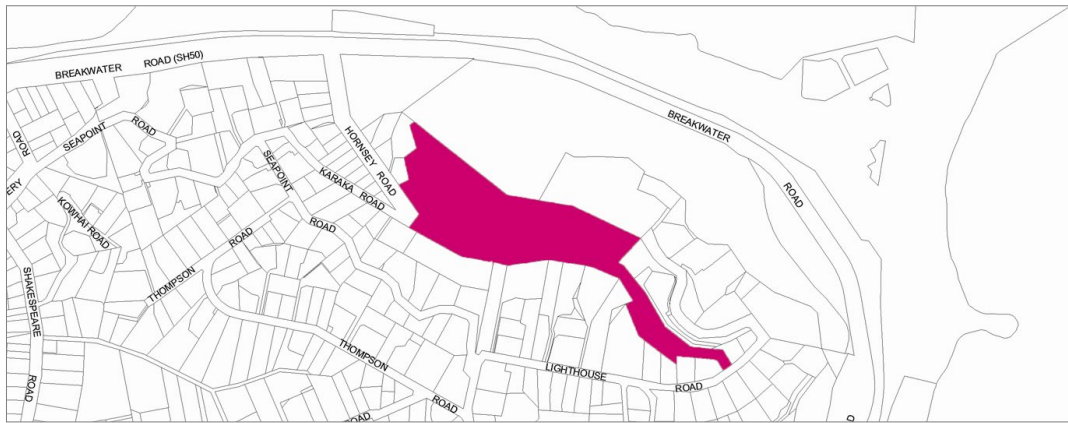
**MAP E:**

**Riverside Park**

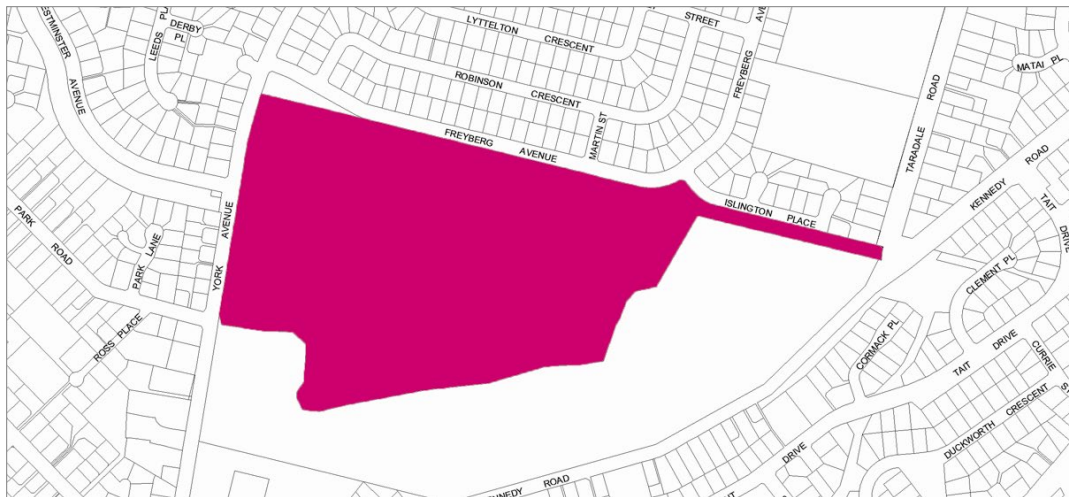


**MAP F:**

## Sturms Gully Reserve



## MAP G: Anderson Park



## MAP H: Alexander Park





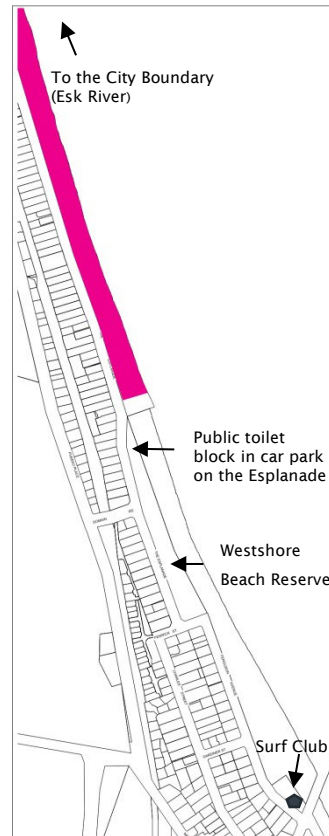
**MAP H cont:**  
**Alexander Park**



### MAP I: Beach Domain



### MAP J: Beach Reserve



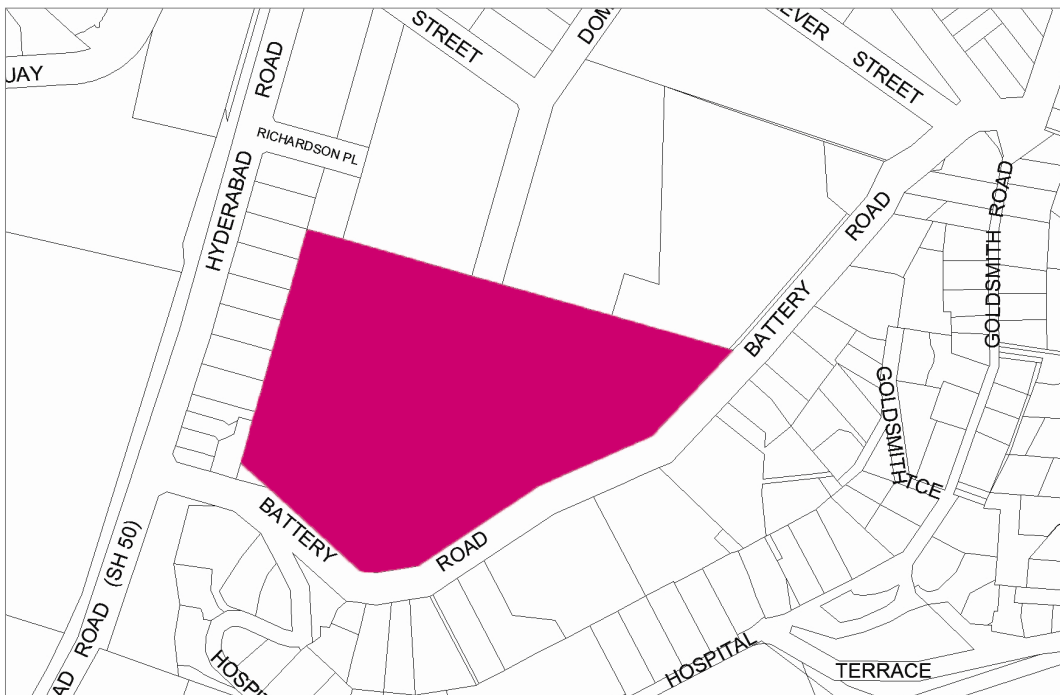
### MAP K: Park Island Park



**MAP L:**  
**Greenmeadows East**

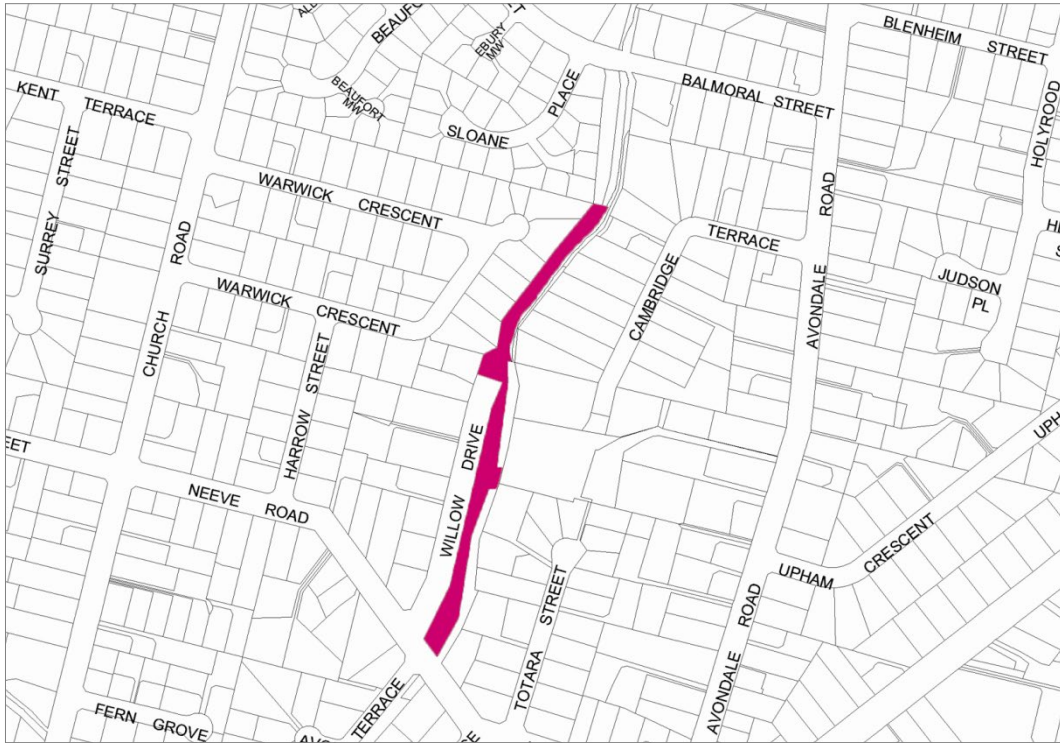


**MAP M:**  
**Ahuriri Reserve**



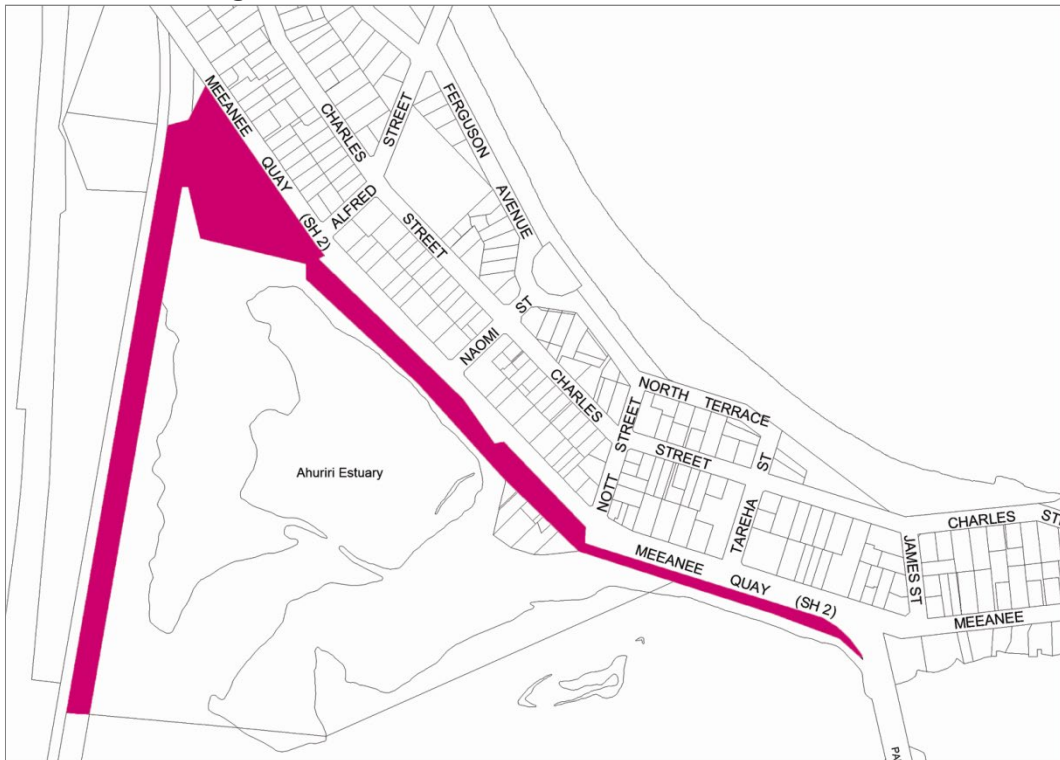
**MAP N:**

**Willow Drive Walkway**



**MAP O:**

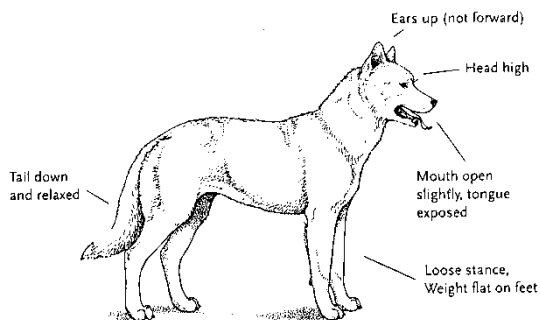
**Ahuriri Wildlife Refuge**



# BODY LANGUAGE

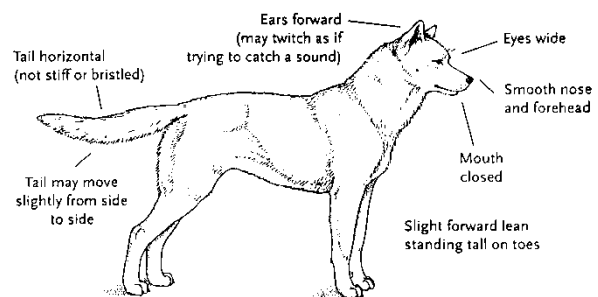
Specific body language often accompanies the various moods of a dog and through observing a dog's body language an understanding of the dog's actions can be obtained. A dog's overall behaviour is usually the result of the owner's approach to training and management.

## Relaxed



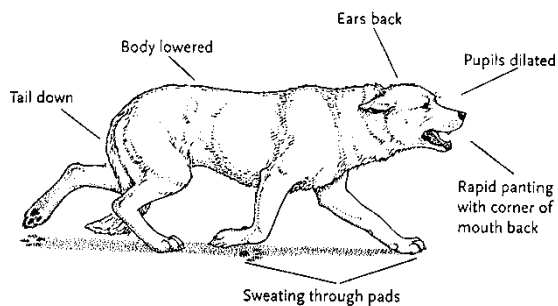
- This array of signals communicates a relaxed, reasonably content dog who is unconcerned and unthreatened by any activities going on in his immediate environment.

## Alert and Attentive



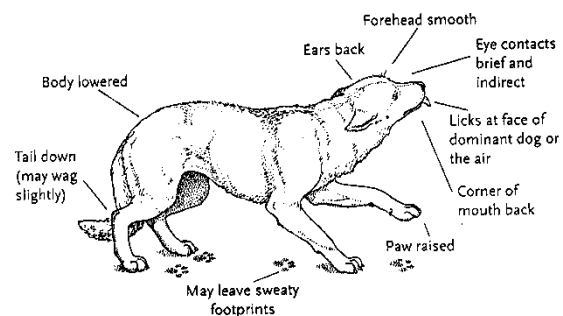
When something of interest is encountered or enters the environment, these signals communicate that attention is now being paid to them and the dog has entered a state of alertness.

## Stress and Anxiety



*This is the pattern of signals, which communicate that a dog is under stress. The source of the stress may be social or environmental, and the signals are not being specifically addressed to any other individual.*

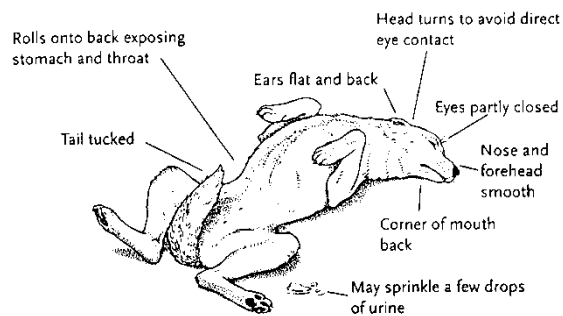
## Fear/Submission (Active submission)



This pattern of signals communicates that the dog is somewhat fearful and is offering signs of submission. Most of these signals are designed to pacify the individual who is of higher social status in order to avoid any further challenges or threats.

### **Extreme Fear/Total submission**

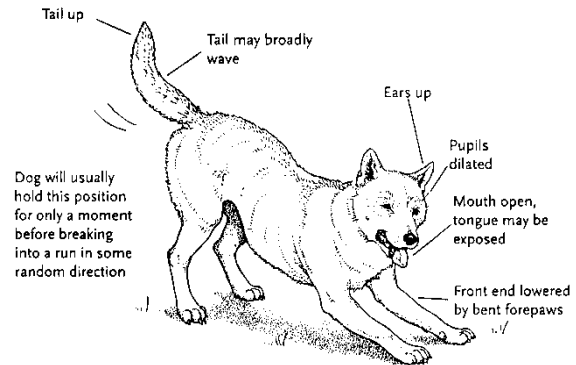
#### **(Passive submission)**



*This pattern of signals indicates total surrender and submission. The dog indicates his lower status and grovels before the higher-ranking animal to pacify it and avoid confrontation.*

### **Playfulness**

#### **(Play Bow)**



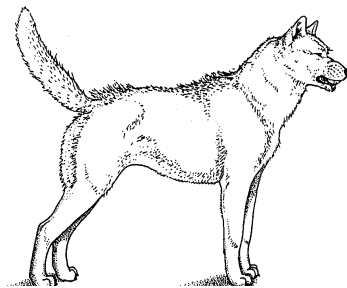
*This is the basic invitation to play. It may be accompanied by excited barking or playful attacks and retreats, and may be used as a “punctuation mark” to indicate that any previous rough behaviour was not meant as a threat.*

## **HOW TO AVOID BEING THE VICTIM OF A DOG ATTACK**

Many people are bitten because they trigger the bite. Dogs go through a series of displays and postures when they feel threatened. These displays are an early warning signal so that a confrontation is not required. If you recognise those early “aggression signals” you may minimise the chance of a very unpleasant encounter.

### **Dominant Aggression**

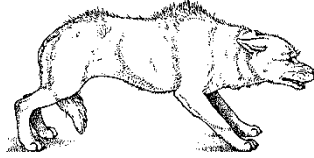
- **Eyes** directly staring at you
- **Ears** erect and forward
- **Lips** curled
- **Snarling**, growling and exposing the teeth and gums
- **Head** rigid and held high
- **Hair** raised on its neck and back
- **Tail** raised (sometimes wagging)



- **Standing** its ground
- **Barking**
- **Scratching** the ground
- **Stiffened** body (walking as if on tiptoes)
- **Leaning** forward (often with one paw raised)
- **Very** confident

## Fear Aggression

- **Eye** contact avoided
- **Ears** back
- **Lips** slightly curled or mouth tightly closed
- **Snarling** and growling
- **Head** lowered
- **Hair** raised on its neck and back



- **Tail** tucked between its legs
- **Alarm** barking
- **Constantly** moving and appearing stressed
- **Hiding** or trying to appear smaller by crouching
- **Peeing** uncontrollably
- **Very** stressed and agitated

Two reasons why a dog may react at this stage are:

- (i) The distance between the dog and the intruder (always allow the dog plenty of room to escape); and
- (ii) The speed at which the dog is approached.

If a dog indicates that it is uncomfortable with your presence you should stop and stand still. Ensure that the dog stays to the side of you. If the dog tries to go behind you, slowly circle with it. Keep an eye on the dog but never stare at its eyes. You should do nothing else until the dog displays friendly behaviour. Slowly back away, being careful not to trip over or make any sudden movements.

Evaluate the aggression signals and the dog's body language. If you miss or ignore the signals, the dog may feel the need to reinforce them by biting you. Most dogs try and bite you from behind.

- Always allow the dog room to escape.
- Stay calm. Don't run.
- Don't scream or squeal. High pitched sounds may startle the dog and cause it to respond.
- Don't make any sudden movements. Dogs have an instinctive reflex to chase moving objects.

- Try to ignore the dog.
- Avoid eye contact but don't lose sight of the dog. Keep an eye on it.
- Use anything in your hand as a shield, not as a weapon.
- If you are on a bicycle get off it and hold the bicycle between you and the dog.
- Don't yell at the dog or act dominantly.
- Don't act submissively. This may be a signal to the dog to act dominantly.
- Act confidently. Fear or anxiety may increase the probability of you being bitten.
- Don't push your friendship on the dog. Some dogs take offence at being touched.
- Don't be fooled by a wagging tail.
- Be cautious when the owner appears. When your attention has been distracted this is a prime time to bite you.
- Be cautious of a bitch with puppies.
- Never approach a dog that is eating.

Never pat a strange dog on its head, neck or shoulder area. Only pat a dog if the owner is present and the owner gives you permission. Never lean over a dog. Make a fist and bring your hand up slowly towards the dog's chin or chest and then open up your hand to pat or tickle it.



## SELF TEST

1. By what age does a dog have to be registered?
  - 3 months
  - 6 months
  - One year
  
2. If you acquire an unregistered dog, when does it have to be registered?
  - 1st July
  - Immediately
  - In the next registration year
  
3. The burden of proof that a dog is registered lies with whom?
  - The dog owner
  - The Council
  
4. What needs to be done if your dog changes ownership?
  - Telephone the Council
  - Email to the Council advising the full name and address (and date of birth of the new owner if known)
  
5. When does a registration tag need to be worn by a dog?
  - Daytime
  - Night-time
  - At all times
  - When on a walk
  
6. When does a dog have to be kept under control?
  - At night-time
  - Daytime
  - When on a walk
  - At all times

7. Give 3 reasons why it is irresponsible to allow a dog to roam.

(i)

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(ii)

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(iii)

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8. How many dogs are you permitted to have on a property without a permit?

- One
- Two
- None

9. Can an unregistered dog be removed and impounded from its property by an Animal Control Officer?

- Yes
- No

10. What dogs have to be muzzled in public?

- Menacing dogs
- Dangerous dogs
- Hunting dogs
- Unregistered dogs

11. An American Pit Bull Terrier is automatically classified as which?

- A menacing dog
- A dangerous dog

12. Is a dangerous dog allowed in a public place?

- Yes
- No

13. How many advisory letters does a barking dog owner receive before the barking dog surveys are sent out?

- One
- Two
- Three
- None

14. When can a barking dog be seized?

- When a complaint is received
- When two complaints are received
- When an order to abate the nuisance is ignored

15. Name 2 areas prohibited to dogs in Napier:

(i)

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(ii)

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16. Name 2 designated dog exercise areas in Napier:

(i)

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(ii)

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17. Are dogs allowed in cemeteries?

- Yes-on lead only
- No

**18.** Name 2 things that you need to carry with you when you take your dog for a walk:

(i)

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(ii)

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**19.** Are dogs allowed in Emerson Street?

- Yes
- No

**20.** Is the Sound shell prohibited to dogs?

- No
- Yes

**21.** Where on Marine Parade must dogs be on a leash?

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**22.** Where can dogs be exercised off a leash at Westshore beach?

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**23.** What is a dog's overall behaviour usually the result of?

- The breed of the dog
- Whether or not it has been de-sexed
- The owner's approach to training and management
- All of the above

**24** Can dogs be taken on-lead onto sports fields to watch games being played.

- No
- Yes