



Hamilton Animal Education and Control / SPCA

MOU for intake of animals facilitated by SPCA



Abstract

This document outlines a path for stray animals to be accepted by Animal Education and Control (AEC) on behalf of the Waikato SPCA, in accordance with Section 141, 142 of the animal Welfare Act 1999.

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17/1/17

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17/1/17

SERVICE LEVEL AGREEMENT

**Between the Waikato Branch of the RNZSPCA and Hamilton City Council (HCC).
Relating to Animal welfare response in the within the territorial boundaries of HCC .**

This agreement has been developed as a guideline and shall be implemented to ensure continuity and consistency when dealing with animals related welfare response matters within the HCC Boundaries and the Waikato RNZSPCA. This agreement formulates actions and service we agree to take to mitigate suffering of animals within the region.

Primary objective: To minimise and mitigate any harm or suffering of animals within the region. Acceptance into centre via managed entry procedures.

Cat means - any kitten, adult male or female cat, stray or owned.

Stock means—

- (a) Any live horse, cattle, sheep, swine, alpaca, llama, bison, donkey, mule, or water buffalo that is not in a wild state:
- (b) Any deer, goat, rabbit, possum, or other animal that is kept within a fence or enclosure for domestic or farming purposes:

Name of Service	Responsibility	Provision of the Legislation	Action by Territorial authority
Ill treatment	SPCA	<ul style="list-style-type: none"> • In accordance with Section 127 of the Animal Welfare Act 1999. 	<ul style="list-style-type: none"> • SPCA may investigate, seize, transport or mitigate suffering of dog(s) in accordance with the Animal Welfare Act 1999. • Where an Animal Education and Control Officer (AECO) suspects there may be animal welfare offences that officer shall contact the SPCA for advice.
Non vulnerable stray	Territorial	<ul style="list-style-type: none"> • For Cats - In accordance with 	Customer contacts Council



<p>animals and cats</p>	<p>Authority</p>	<p>Section 141 of the Animal Welfare Act 1999.</p>	<ul style="list-style-type: none"> ● Investigates situation of animal to determine animal's stray status. <ul style="list-style-type: none"> ○ Healthy strays follow protocol 1.3.1, may be admitted to AEC dependent on space at this facility. ○ Admitted via SPCA under Section 141 of Animal Welfare Act. May be returned to finding place with paper collar, as protocol 1.3.1.4. ○ Felines held for 7 days in accordance with Section 141, while advertising see protocol 1.3.1.5. ● All stray animals admitted under Section 141 must be entered into SPCA Shelter Buddy database.
<p>Vulnerable / Injured Stray Cats.</p>	<p>SPCA</p>	<ul style="list-style-type: none"> ● In accordance with Section 141 of the Animal Welfare Act 1999. 	<p>Customer contacts Council</p> <ul style="list-style-type: none"> ● Investigates situation of animal to determine animals injures or vulnerability <ul style="list-style-type: none"> ○ Feline vulnerability is assessed on the following criteria, see protocol 2.1 <ul style="list-style-type: none"> ▪ Very young < 8-12 weeks ▪ Injured / Sick ▪ Geriatric >12 years ▪ Mum and Kittens or Heavily pregnant ▪ Perceived welfare risk ○ If an animal falls into these categories the SPCA will always accept the animal under Section 141 with generation of Shelter Buddy records. ● AEC, if space allows will accept vulnerable stray animals that are perceived as having no health risk. This could include young kittens, Geriatric cats or mum and kittens. <ul style="list-style-type: none"> ○ Initially limited to 10 – 20 animals.

			<ul style="list-style-type: none"> All sick and injured cats presented to AEC should be redirected to the SPCA for assessment, by appointment. <ul style="list-style-type: none"> If the cat is in so much pain that it is not acceptable under Section 138 of the Animal Welfare act to be kept alive then AEC should, with the advice of an SPCA inspector or Auxiliary Officer or vet, comply with the Act and mitigate suffering. All cat admitted to the SPCA will enter under Managed Entry Protocols 3.0. Vulnerable healthy stray cats presented to the SPCA may be redirected to AEC if agreed in advance and space allows.
Surrendered animals	Territorial Authority		<p>Customer contacts Council</p> <ul style="list-style-type: none"> Surrendered animals presented to AEC, should be assessed for fitness. It is the decision of AEC to accept or refuse any surrendered animal. The SPCA, at present, do not accept surrendered animals.
Abandoned animals (Where there is no possibility for pursuing an offence under the animal welfare act for desertion. For example - in dwelling where Landlord gains access to dwelling)	SPCA	* Section 141 of the Animal Welfare Act 1999	<p>Option 1 : Landlord contacts SPCA</p> <ul style="list-style-type: none"> SPCA advises the landlord the cat/animal is not the SPCAs responsibility; the landlord can dispose of the cat/animal at own cost as with other property left behind. The landlord will have the cat/animal owner's details, car registration etc. Or, contact the Council refer to option 1 above <p>Option 2 : Landlord brings the cat/animal to the SPCA shelter</p>



			<ul style="list-style-type: none"> • Landlord must provide evidence of the cat/animal's owner's details prior to acceptance, e.g. forwarding address, car registration etc. • SPCA may accept the cat (if it wishes) as abandoned and deal with it in accordance with Section 141 of the Animal Welfare Act.
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All animals entering via Section 141 of the Animal Welfare Act 1999 accepted by AEC:

- Be admitted via SPCA protocols so compliance with the law is fulfilled.
 - All animals accepted will be temporarily **fostered** to AEC via SPCA database.
 - Animals advertised appropriately.
 - Animal details recorded on SPCA database. This can be done by SPCA staff.
 - 8 day stray hold observed.
 - On the 8th day ownership of animals accepted will be transferred (disposed) to AEC via SPCA database.
 - All vet cost during the 7day period and beyond will be the responsibility of AEC.
- After transfer to AEC can dispose of the animal in the way they feel best.

Protocol for SPCA Acceptance of Animals

1. Lost and Found Animals

If the SPCA is contacted about a lost or found animal, due to the requirements of Sections 141 and 142 of the Animal Welfare Act (1999), the SPCA is in a strong position to help reunite people with their animals. Using internal records available, the SPCA can determine and match a report on a lost animal with the animals that the SPCA has become involved with that currently have no known owner.

1.1. Sources of Lost and Found Animals

Animals involved in Lost and Found are those that have no known owners rather than those determined to have an owner. Animals excluded in this process therefore are those where there is a clear transfer of ownership, or knowledge of ownership.

They are categorised as follows:

- Stray: Animals accepted into SPCA care under the Animal Welfare Act (1999), Section 141
- Lost: Direct these enquiries to www.petsonthenet.co.nz
- Found: Generally managed or facilitated in the community and have not been accepted into SPCA care under the Animal Welfare Act (1999), Section 141

1.2. Lost Animals

The purpose of the lost animal process is to try and reunite people and their animals. This may be through advice, or passing their details (with their permission) to other suitable parties who may be able to assist them further. The default response from the SPCA is to request that the owner lists their lost animal(s) with www.petsonthenet.co.nz, which is the most popular, well known and well used pet reunification service in the country.

1.3. Found Animals

When a member of the public finds* an animal that they consider lost, they often contact the SPCA with a view to bringing the animal into our care. As part of managing the entry of animals it needs to be decided what is in the best interest of reuniting the animal – to leave it in situ in the community or to accept it into the centre.

Animals that are found in the community are often vulnerable and thus need to be accepted into SPCA care immediately when possible. However, non-vulnerable, unowned animals are sometimes better off left in situ in the community to find their own way home. This

prevents the potential rehoming of an animal that could be reunited without coming into the centre. With cats for example, the success of the use of paper collars has increased the success rate of this process in the community.

**Under the Shelter Buddy personal categories, a found animal is not received into the centre as it remains in situ in the community. However, the decision on this will remain with the centre to choose the allocation based on the best outcome for the animal.*

1.3.1. Cats

In order to establish if the finder has tried all possible options to reunite the cat in the local area, some good prompts to ask finders are:

1.3.1.1. Vet/ SPCA Microchip Check

“Can you catch the cat to scan it for a microchip?”

- Only a low percentage of cats are microchipped but it is important to check
- This should be able to be done free at the local vet clinic but the person will need to call and check this
- An inspector or Field Officer could be sent to check if necessary

1.3.1.2. Feeding

“Please do not feed the cat”

- If the cat is fed it may not go back to its home
- If it is hungry, it is more likely to go back to its home where it knows it can get food

1.3.1.3. Asking Neighbours

“Have you asked 10 neighbours?”

- By asking for an actual number of people, a set event has been targeted
- Remind the caller that (from a cat’s perspective), neighbours are 360 degrees around their territory and not just next door
- Cats often have more than one food source and while someone may think that a particular individual is the owner of a cat, this may not be true
- If someone states “but I know that _____” please ask them to check again as unless they talk to all their neighbours (in all directions), then there is no way of knowing who owns which cat

1.3.1.4. Paper Collar

"We can issue you with a paper collar"

- The paper collar holds the finders details
- The paper collar can be emailed, posted or collected by the finder
- It is paper so it will rip straight away if the cat becomes tangled by the collar
- Sometimes more than one collar will be needed
- Paper collars have proved to be a very effective way of reuniting cats with their owners

1.3.1.5. Advertising

"Have you sent a flyer round the neighbourhood?"

- Flyers are a physical form of checking with neighbours
- These can be simple (written) or complex (including photos etc.)

1.3.1.6. Internet

"Have you listed the cat on www.petsonthenet.co.nz as found?"

- The website www.petsonthenet.co.nz has grown to be the central point in New Zealand for lost and found animals
- As people who have lost their animals are also directed to this website then a central point is created with all information

1.3.3. Dogs

Stray dogs should be reported to Animal Control where possible as they work under the Dog Control Act (1996) and have a legal responsibility to respond to such enquiries. If there is an animal welfare concern however, then an action request needs to be created for the Inspectorate to respond to.

1.3.4. Other Domestic Animals

Enquiries regarding found domestic animals (rabbits, birds, small animals etc.) should be dealt with under managed entry in a similar way to cats and non-native wildlife.

1.3.5. Native Wildlife

Department of Conservation (DOC) permitted external agencies are in the best position to respond to found native wildlife. Injured wildlife may prompt an ANR via the Inspectorate

for collection and transportation to a DOC permitted external agency or local vet practice for treatment. On occasion, vet practices may treat birds for free too.

1.3.6. Non-Native Wildlife

Enquiries regarding found non-native wildlife should be dealt with under managed entry where possible, or passed to external agencies to respond to if the centre is not equipped to assist. Injured wildlife may prompt an ANR via the Inspectorate for collection and transportation to a DOC permitted external agency or local vet practice for treatment. On occasion, vet practices may treat birds for free too.

2. Animal-Related Need Request (ANR)

This is an enquiry that will require a direct response from the SPCA, by either dispatching the Inspectorate to collect, rescue or investigate, or by the SPCA centre managing the entry of the animal.

2.1. Vulnerable/Non-Vulnerable Animals

The first thing to consider when dealing with an ANR is the vulnerability status of the animal, i.e. is it vulnerable/in a vulnerable situation, or is it non-vulnerable?

Decisions of vulnerability will differ from case to case but will include, although are not limited to, the following:

- **Very young < 8 weeks**
- **Injured**
- **Sick**
- **Geriatric >12 years**
- **Mum and Kittens or heavily pregnant**
- **Perceived welfare risk**

If an animal is classed as vulnerable*, it is deemed to have an immediate need for a resolution to the current situation it is in. For the Inspectorate this is usually dispatch to attend the animal and under managed entry the immediate need for a resolution is generally admission.

**Some variations may occur due to ownership, e.g. if an owner is present, then leaving the animal in situ and supporting the owner to resolve the situation is usually a better solution.*

3. Managed Entry

Also known as Balanced Intake and Managed Admissions, managing the entry of the animals into an SPCA centre does not mean turning animals away or even taking less animals.

At this stage it can mean a variety of actions including:

1. Immediate acceptance of all vulnerable animals
2. “Closed Door” policies due to capacity, disease outbreaks, staffing issues etc.
3. “Open Door” policies in relation to overall capacity, amnesty campaigns, particular age, breed or type of animal etc.
4. Limiting intake to certain ages, breeds, species, size etc.
5. Supporting owners to manage their animal situation in situ in the community

The benefit of Managed Entry is that it allows the SPCA centre the ability to schedule appointments when possible, manage overall capacity and reduce overcrowding or length of stay, which all can lead to stress in the animals, which is predisposed to disease and behavioural issues. A ‘management plan’ will be in place for every animal accepted into the care from the time it is received. This ‘plan’ is a living document and must be updated as the assessment progresses.

3.1. Responsible Pet Ownership

One of the general goals of pet ownership is to have every companion animal meeting the requirements deemed acceptable under those regarded as responsible pet ownership.

One of the ways to achieve this is treating the surrender of an animal as a last resort. However, by working with the owner there may be the ability to meet these goals without having the animal removed from its home.

3.2. Surrender of Owned Animals

When an owner feels that they can no longer responsibly care for an animal, and that they have exhausted all other options, surrendering (also known as signing over) their animal to the SPCA is seen as their last resort.

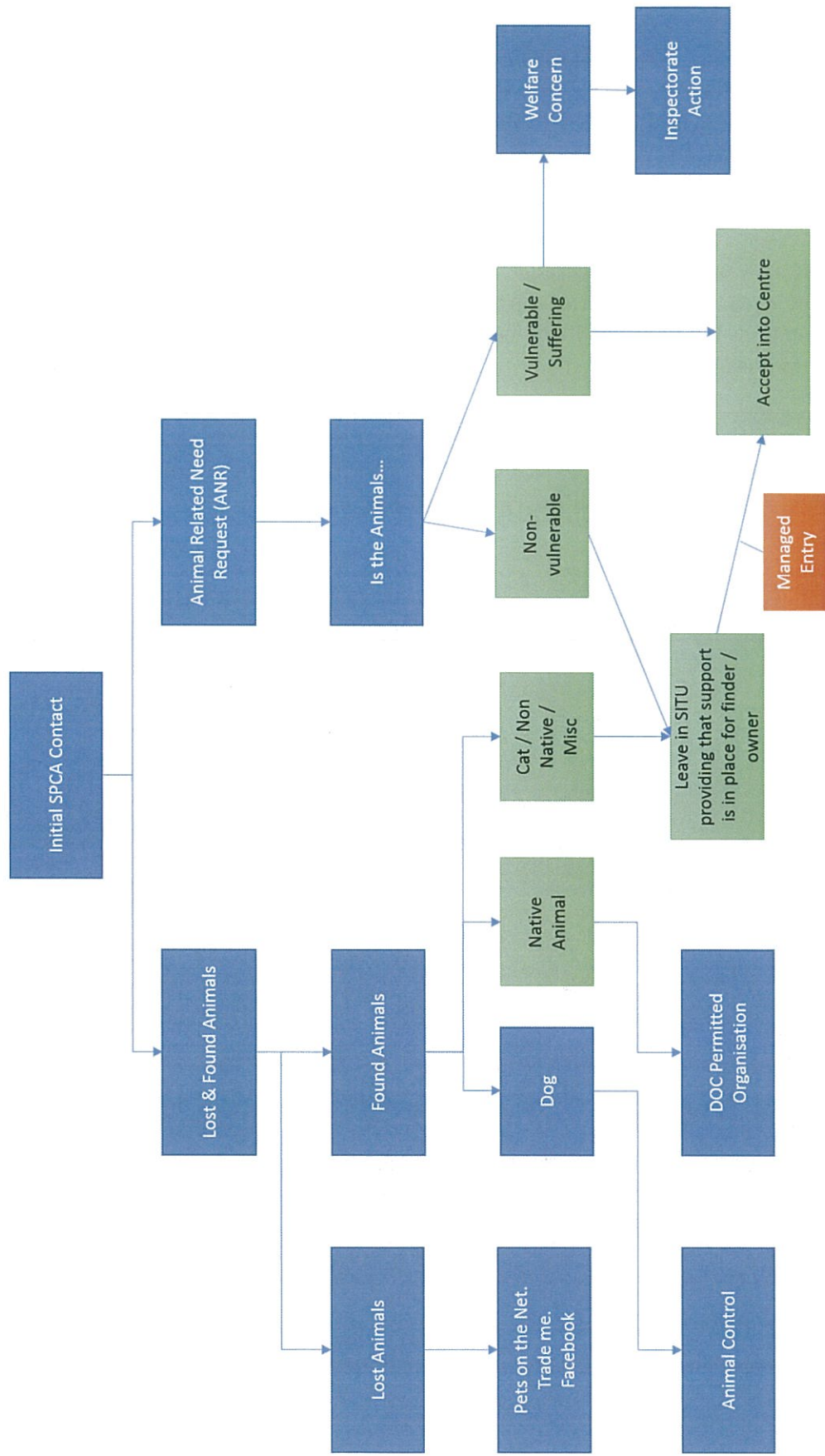
Until the animal is accepted by the SPCA, the owner is still responsible under the law*, so if euthanasia is the only viable decision, it must be with the full consent of the owner.

As this can be a very emotive subject, it is considered best practice to allow for a “cooling off” period of 24 hours following acceptance of the animal in case an owner should change their mind. This allows the centre the ability to return the animal to the owner if requested

and it is deemed appropriate. **under the Animal Welfare Act (1999), Section 10, the owner of an animal must ensure that the needs of their animal are met.*

3.3. Stray Animals

If a stray animal is presented to the centre for admittance, under Managed Entry the usual course of action is to admit the animal into care if it is vulnerable. If the animal is deemed non-vulnerable and is unable to be managed in the community (e.g. paper collar) or by other organisations (e.g. animal control) then it will usually need to be accepted into the care of the SPCA under the Animal Welfare Act (1999), Section 141.



Incoming flow of animals into the SPCA.

Found a lost cat?

80% of cats are lost and not stray.

The aim is to reunite these cats with their owners

Helpful hints and tips to reunite lost/found cats with their owners

What to do when you've found a cat

- 1) Is the cat sick or injured? Common signs of illness or injury include gunky discharge from the eyes, patches of missing fur, underweight, dribbling from the mouth, limping and visible wounds. If the cat is sick or injured, please bring it in to our care as soon as possible.
- 2) Have you enquired with neighbours? We recommend approaching at least 10 houses in every direction (this includes houses behind and across the road). If door knocking is a concern, a flier drop is another great alternative.



GPS images of how a cat might travel. It's further than you might think. This is why an extensive search for an owner is essential!

- 3) Have you had the cat scanned for a microchip? This can be done at any vet clinic, or at the SPCA Waikato centre (11am-4pm Tuesday to Sunday) and doesn't cost anything to have done. A micro-chipped cat can usually be reunited with its owner within hours.

- 4) Have you checked the lost ads on Trademe and Pets on the Net? www.trademe.co.nz and www.petsonthenet.co.nz both have lost and found sections which are free to list on. Have a look through these, and if you don't see any cats matching the description of your found cat, place a found ad. We also recommend popping on to some of the Facebook pet related pages and putting a post on these. Some commonly used Facebook pages in the Waikato are:

- New Zealand Lost Pet Register
- Hamilton/Waikato A Pets Place
- Hamilton/Waikato Pets
- Pets in the Waikato
- Pets Hamilton & Waikato NZ
- Hamilton & Waikato Pets – Lost/Found/Wanted/For Sale

We also recommend putting up posters at local vet clinics, pet stores, dairies, laundromats and supermarkets.

- 5) Attach a paper collar. This should be done a minimum of 3 consecutive days. If it comes off before then, simply reattach a new one. Paper collars can be found on our website under resources, or you can grab a couple from our centre.

