

POLICY



Date adopted: 30/05/2017
File no: 128903-2
Minute number: 148/2017

Policy title: **ANIMAL MANAGEMENT - SURRENDERED AND UNCLAIMED ANIMALS - SALE, AUCTION, REHOMING, TRANSFER TO WELFARE AGENCIES OR OTHER DISPOSAL**

Directorate: COMMUNITY SERVICES

Branch: CITY STANDARDS & ANIMAL CARE

Policy objective: To establish guidelines for the sale, auction, re-homing, transfer to welfare agencies, or other disposal of surrendered and unclaimed impounded animals.

Policy scope:

This policy applies to surrendered and impounded animals which have not been claimed within the statutory holding periods.

Definitions:

Not applicable.

Policy statement:

The following procedures are to be undertaken in accordance with this policy:

Selection of surrendered (after twenty four (24) hours holding period) or unclaimed impounded animals for sale and re-homing:

1. Cats and dogs

- (a) All surrendered and unclaimed impounded cats and dogs will be checked to determine their suitability for sale and re-homing having regard to:
 - (i) breed
 - (ii) size
 - (iii) age
 - (iv) health status: all animals selected for the sales and re-homing program will be examined by the Council's appointed Veterinary Surgeon. Provided a cat or dog can be re-homed by either party, the University of Queensland (UQ) Gatton Campus will consider receiving animals in need of minor surgery such as dental work
 - (v) behavioural assessment and temperament testing
 - (vi) likelihood of sale
 - (vii) likelihood of surviving surgery to desex
 - (viii) any other factors as applicable to a specific animal or breed.

- (b) In the case of a litter of kittens or pups, every attempt will be made to place the animals with an approved foster carer to improve their potential for the sale and re-homing program or to avoid an unnecessary length of time impounded in the Animal Management Centre.
 - (c) Animals passing their behavioural, temperament and health checks will be sold or rehomed under the following conditions:
 - (i) sale prices of cats and dogs to the public will be in accordance with Council's annual schedule of Fees and Charges
 - (ii) members of the public may purchase sale animals from the Council's Animal Management Centre during advertised hours nominated by the Director of Community Services
 - (iii) prior to taking possession of an animal for sale at the Council's Animal Management Centre, the purchaser must:
 - a. make payment in full for the sale
 - b. ensure the keeping of the animal will comply with the local law, in particular, enclosure requirements.
 - (iv) if within 14 days of sale the purchaser finds the animal is unsuitable:
 - a. a full refund will be provided to the purchaser provided the animal is in the same condition as at the original point of transfer; or
 - b. the purchaser may exchange the animal for another more suitable animal, provided the animal is in the same condition as at the original point of transfer.
 - (d) All cats and dogs purchased from Council's Animal Management Centre will be:
 - (i) micro-chipped
 - (ii) desexed
 - (iii) given free registration to 30 June in the financial year of purchase.
 - (e) Employees of Logan City Council may purchase sale animals (cats and dogs) with the permission of both the Animal Care Program Leader and the Animal Services Team Leader.
- 2. Senior pets for senior people program**
- (a) A senior pet is a cat and/or dog aged five years or over.
 - (b) Is of any age that will add significant quality of life to the senior recipient who has provided a written request which is considered by the City Standards & Animal Care Manager and the Animal Care Program Leader.
 - (c) A senior person is a suitable retired or senior citizen who is the recipient of a current Queensland Senior's (not Senior's Business Discount Card) or Centrelink Pensioner Concession Card and/or a Department of Veterans' Affairs Gold Card or Pensioner Concession Card.
 - (d) The senior recipient must undertake to care for the cat and dog in accordance with Local Law No. 4 (Animal Management) 2002 and Subordinate Local Law 4.1 (Animal Management) 2002.
 - (e) The senior recipient must maintain correct registration details of their address and contact numbers and ensure the cat or dog remains in their name and in their possession.

- (f) Ownership of a cat or dog provided under the Senior Pets for Senior People Program is not transferable without the consent of the City Standards & Animal Care Manager.
 - (g) Registration fee is free of charge for the term of the cat or dog's natural life.
 - (h) Third party or proxy registrations are not acceptable.
- While preference will be given to senior residents in Logan, if the re-homing of the senior pet can be achieved through expressions of interest from residents external to Logan, the City Standards & Animal Care Manager may approve such a re-homing in the interests of minimising euthanasia rates.
3. **Surrendered and impounded animals selected for sale or donation to another organisation shall be deemed suitable having regards to:**
- (a) breed
 - (b) size
 - (c) age
 - (d) health status
 - (e) the animal being unsuitable for re-homing in residential areas but suitable for re-homing through working dogs or breed specific agencies
 - (f) the animals being humanely treated by the recipient organisation
 - (g) the needs of the recipient organisation
 - (h) other applicable factors such as the recipient organisation sharing Council's values and accepting decisions made by Council officers in the course of their duties without question or interference and having regard to the local laws and legislation under which the Animal Management Centre operates
 - (i) in the case of an entire male or female dog identified as suitable for a local agency for training or security purposes, a purchase price can be negotiated in consultation with the City Standards & Animal Care Manager that is greater than the scheduled fee for a sale dog
 - (j) where a cat or dog will be on-sold by the receiving agency, the full sale price per cat or dog including desexing and microchipping will be paid as detailed in the specific memorandum of understanding (MOU) with that agency and in accordance with the annual Logan City Council Schedule of Fees and Charges.
4. **Approved recipients**
- (a) breed specific organisations who have entered into a formal memorandum of understanding with Logan City Council's Animal Management Centre
 - (b) RSPCA Qld
 - (c) University of Queensland School of Veterinary Science Gatton Campus (subject to the animal being suitable for re-homing)
 - (d) a government organisation (eg police, army, navy, air - in such instances an entire dog may be provided)
 - (e) returned services personnel under the Dogs for Diggers program or similar
 - (f) an approved Animal Health Research Organisation
 - (g) the Animal Welfare League (entire cats or dogs may be supplied as all animals will be desexed by the Animal Welfare League at point of transfer)

- (h) an organisation specifically devoted to supporting the community e.g. a dog with potential tracking capabilities to a member of the State Emergency Service (in such instances an entire dog may be provided)
- (i) schools in Logan which undertake animal husbandry teaching such as Loganlea State High School in particular, Beenleigh and Rochedale in general and other Logan schools at the discretion of the City Standards & Animal Care Manager
- (j) retirement and nursing homes in Logan where the presence of a single suitable animal can be shown to add value to the daily communal lives of residents.

5. Poultry and small animals

Sale of poultry and small animals (as defined in the annual Logan City Council Schedule of Fees and Charges). Members of the public may purchase poultry and small animals from the Council's Animal Management Centre when available.

- (a) prior to taking possession of an animal at Council's Animal Management Centre, the purchaser must:
 - (i) make payment in full of the agreed sale amount
 - (ii) ensure the keeping of the animal will comply with Local Law No. 4 (Animal Management) 2002.
- (b) employees of Logan City Council may purchase sale animals (poultry and small animals) with the permission of both the Animal Services Team Leader and Animal Care Program Leader.

6. Livestock

Auction of livestock to the public will be in the form of a public auction by a registered auctioneer with reserve prices set as per the annual Logan City Council Schedule of Fees and Charges.

Employees of Logan City Council may purchase livestock with the permission of both the Animal Services Team Leader and Animal Care Program Leader.

7. Approvals

Applications in writing will be accepted for memorandum of understanding consideration and must include:

- (a) the name, address and telephone number of the organisation and the primary contact member
- (b) a copy of the aims and objectives of the organisation
 - (i) a copy of the organisation's Certificate of Incorporation and registration as a charity
 - (ii) the name and business address of the veterinarian surgeon to provide health care services to animals sold or donated by the Council
 - (iii) any other information considered relevant.
- (c) Withdrawal of an approval:

The Director of Community Services or the City Standards & Animal Care Manager may withdraw the approval of an approved recipient by giving five (5) business days notice of the intended withdrawal in writing.

8. Euthanasia

- (a) Unclaimed impounded animals unable to be re-homed or donated to another organisation will be humanely euthanised.
- (b) Animals that are surrendered for the purposes of euthanasia will be accepted on the payment of the prescribed fee contained in the annual Logan City Council Schedule of Fees and Charges.
- (c) The registrations of surrendered and euthanised animals will be cancelled on the day of euthanasia.

Related policies/legislation/other documents:

DOC ID	DOCUMENT TYPE	DOCUMENT NAME
-	Legislation	Local Law No. 4 (Animal Management) 2002