

# ANIMAL MANAGEMENT – DESEXING VOUCHER POLICY

## COMMUNITY POLICY



### 1 Scope

This policy applies to eligible persons within the Rockhampton Region who are seeking a voucher for desexing a cat or dog.

### 2 Purpose

The purpose of this policy is to detail eligibility criteria and establish guidelines to assess requests for desexing vouchers to assist eligible persons with the ongoing costs of responsible pet ownership.

### 3 Related Documents

#### 3.1 Primary

Nil

#### 3.2 Secondary

*Animal Management (Cats and Dogs) Act 2008*

Animal Desexing Voucher Application Form

Desexing Voucher Work Instruction

### 4 Definitions

To assist in interpretation, the following definitions apply:

Council	Rockhampton Regional Council
Eligible Person	A resident of the Region who is the owner of a non-desexed cat or dog who holds one of the following concessions: (a) Queensland Pension Concession Card Holder – issued by Centrelink; (b) Queensland Repatriation Health Card – For All Conditions (Gold Card) – issued by the Department of Veterans' Affairs; or (c) Widow/ers Allowance – issued by the Department of Veterans Affairs or Centrelink.
Desexing Voucher	A voucher to the amount of \$50.00 awarded by Council to eligible persons to assist in reducing the overall cost of de-sexing a dog or cat.
Participating Veterinary Surgery	A veterinary surgery who accepts Council's de-sexing vouchers.
Region	Rockhampton Regional Area defined by the Local Government Areas of Queensland.

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## 5 Policy Statement

Council is committed to reducing the number of unwanted cats and dogs within the Region by providing eligible persons access to desexing services through the distribution of desexing vouchers.

### 5.1 Eligibility

Desexing vouchers are available to eligible persons. An Animal Desexing Voucher Application Form must be accompanied by evidence of current concession holder status. Applications for dogs are only considered if the dog is over 12 weeks of age and are registered with Council.

### 5.2 Value of Voucher

The value of the desexing voucher is to the amount of \$50.00.

### 5.3 Application for a Desexing Voucher

Applications for desexing vouchers must be submitted to Council by the eligible person on the Animal Desexing Voucher Application Form and accompanied by the mandatory supporting documentation. Supporting documentation includes proof of current concession holder status.

If an application is approved a desexing voucher is sent to the applicant.

If the application is refused, a letter is sent to the applicant within five business days of the decision being made.

### 5.4 Presentation of De-sexing Voucher to Participating Veterinary Surgeon

At the time the animal is admitted for desexing, the owner must present the desexing voucher to the veterinary surgery. The owner must pay the required fee directly to the veterinary surgeon.

### 5.5 Participating Veterinary Surgeon Invoice

The participating veterinary surgery accepts the desexing voucher from the owner at the time of admission, signs the desexing voucher based on acceptance of it and forwards an invoice to Council for the desexing voucher amount once the desexing has been undertaken.

### 5.6 Conditions

The following conditions apply to the distribution and usage of a de-sexing voucher:

- (a) A maximum of two desexing vouchers in two years (for two dogs, two cats or one dog and one cat) are be issued per household;
- (b) De-sexing vouchers carry an expiry date of 30 days from the date of issue by Council; and
- (c) Only de-sexing vouchers issued by Council can be used.

## 6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by the Council.

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## 7 Document Management

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Policy Owner	Manager Planning and Regulatory Services
Policy Quality Control	Legal and Governance



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