

Application for the Keeping of Animals

ID _____ Box _____

Use this form to apply for a permit to keep animals (except cats/dogs) in which an animal permit is required. This form is in keeping with Local Government Act 2009, Council's Local Law No. 1 (Administration) 2011, Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law 1.5 (Keeping of Animals) 2011.

Privacy Notice: Council collects personal information where it is directly related to a function or activity of Council and where the collection of such information may be reasonably consideration as necessary for that purpose. Council will only use personal information for that purpose and will not disclose it, except as permitted under the Information Privacy Act 2009.

Applicant Details

The Applicant does not need to be the owner of the land. In signing and lodging this application, the applicant is responsible for ensuring the information provided is true and correct.

Applicant 1 Surname	Given Name
Applicant 2 Surname	Given Name
Business Trading Name (if applicable)	
Postal Address	
Residential Address	
Email Address	
Daytime Contact Number	Mobile Phone Number

Description of Land

Refer to Local Law for minimum allotment size.

All parcels of land listed below must be owned by the same owner. If they are not, a separate application is required.

Are you the owner of this land? ☐ Yes ☐ No If No, Owners Consent is required.

Street Address	
Lot and Plan Number	Size
Lot and Plan Number	Size
PIC No of where the animal is being kept	
Total Size	

Consent of the Registered Land Owner

This is required if the Applicant is not the registered land owner or person authorised to sign as the owner. Owner's consent must be completed each time an application is lodged with Council.

I, _____ (full name) Owner of
 _____ (property address)

Consent to this application for approval to keep animals on my property as named in the above application.

Postal Address	
Email Address	
Daytime Contact Number	Mobile Phone Number
Signature	Date

Application Type

Keeping more than the maximum animal ratio per allotment determined in Council's Local Law is not permitted.

Application for:

☐ New Application

☐ Renewal of existing application

☐ Keeping a Horse	(4000 m ²)	No. to be kept	_____
☐ Keeping of one or more weaner heifer or steer aged over 6 months	(4000 m ²)	No. to be kept	_____
☐ Keeping of one or more Sheep or Goat	(2000 m ²)	No. to be kept	_____
☐ Keeping of one or more Alpaca or Llama	(2000 m ²)	No. to be kept	_____
☐ Keeping of one or more Deer (including weaners)	(4000 m ²)	No. to be kept	_____
☐ Keeping of one or Ostrich or Emu	(4000 m ²)	No. to be kept	_____
☐ Keeping of one or more Beehive	(4000 m ²)	No. to be kept	_____

Facilities

Please provide a clear site plan containing details and dimensions of the enclosures/pens, exercise yards, shelter, including what equipment, materials, fixtures and fittings are used; provide details of distances from boundaries, residences and neighbouring properties. Describe the facilities used to ensure that the animals are effectively contained on the property at all times.

Declaration

- I/We hereby apply for permission to keep the animal or animals as contained in this application.
- I/We hereby declare that the information I have provided is true, correct and subject to compliance to Council's Local Laws & Policies and any other Legislation or Act for which animals are required to adhere to.
- I/We understand that Council reserves the right to withdraw this permission for any breaches including any conditions imposed or any reason deemed by it to be sufficient and that penalties will apply.
- I/We agree to the Terms & Conditions of the Permit and understand that the permit is issued to the person and property named in this application and it is NOT transferrable.
- I/We understand a Property Identification Code (PIC number) is required, as per Biosecurity Legislation
- I/We understand that if any complaints are made from neighbouring landholders regarding odour, flies, nuisance, etc. or breaches of the permit, the permit will be revoked

Signature of Applicant 1	Date
Signature of Applicant 2	Date

Application Fees 2026 / 2027 Financial Year

Animal Permit \$40.00 (GL 01480.0200)

Lodgement of your application

MAIL	Post to 'PO Box 191, Barcaldine QLD 4725' Email: council@barc.qld.gov.au		
IN PERSON	Visit any BRC Administration Office from 8.00am to 4.30pm Monday to Friday with cash, cheque or EFTPOS	Alpha Aramac Barcaldine	43 Dryden Street 35 Gordon Street 71 Ash Street
PAYMENT	☐ Cheques or Money Order to be made payable to "Barcaldine Regional Council" ☐ Credit Card – Council will contact you to request your Credit Card details ☐ Cash or Eftpos (in person only)		

OFFICE USE ONLY

BRC Officer _____ Receipt Number _____ Fees Paid \$ _____

LOCAL LAWS OFFICER USE ONLY

Full Name _____ Job Title _____

Date of Inspection _____ ☐ Approved ☐ Not approved Permit Number _____

Comments _____

Letter/Permit issued ☐ Yes ☐ No

Application for the Keeping of Animals – Terms & Conditions

Owners and others responsible for the animal or animals and must ensure that ALL the following terms and conditions are met.

Keeping of Animals - Subordinate Local Law No. 1.5 (Keeping of Animals) 2011

Information listed provides the criteria that will be used to assess an application.

1. Whether the premises on which the animal or animals are to be kept is appropriately sized so that the animal or animals can be effectively and comfortably kept on the premises
2. Whether a residence exists on the premises
3. Whether a proper enclosure is maintained on the premises in accordance with the requirements of *Local Law No. 2 (Animal Management) 2011*
4. Whether the applicant for the approval or some other suitable person to supervise the animal or animals will be resident on the premises on which the animal or animals are to be kept
5. Whether the animal or animals will be properly supervised
6. If section 14 of the Animal Management Act applies to the applicant for the approval – whether the applicant has complied with the requirements of the section
7. Whether the applicant is a suitable person to hold the approval
8. Whether the grant of the approval for the prescribed activity on the premises is like to:
 - a) cause nuisance, inconvenience or annoyance to occupiers of adjoining land; or
 - b) affect the amenity of the surrounding area; or
 - c) have deleterious effect on the local environment or cause pollution or other environmental damage
9. If the application relates to the keeping of an animal or animals on multi-residential premises-
 - a) whether the applicant is entitled to make use of a common area; and
 - b) whether the applicant has exclusive possession and control of the whole or part of the common area for the purpose of keeping the animal or animals; and
 - c) whether the applicant has the written permission of the person or body which manages or controls the common area to use the common area, or part of the common area, for the purpose of keeping the animal or animals
10. Where the animal or animals to be kept on premises other than multi-residential premises and the applicant is not the owner of the premises – whether the applicant has the written permission of the owner of the premises to keep the animal or the animals on the premises
11. Whether the applicant has been refused a similar type of approval by the local government or another local government

Other conditions:

1. Approvals are valid for one year, however any complaints, nuisances or breaches, the Permit will be revoked
2. Authorised Council Officers will inspect the property as part of the approval (Not by appointment) process
3. Approvals are non-transferrable

Minimum standards for keeping animals generally

Subordinate Local Law No. 2 (Animal Management) 2011 – Refer to Schedule 4

A person who keeps an animal on premises must –

- a) Ensure that the animal is adequately identified so that the owner's name, address and telephone number are readily ascertainable; and
- b) Ensure that waste waters from enclosures are drained in a nuisance free manner and that run-off is kept off adjoining premises or as otherwise directed by an authorised person; and
- c) Ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected at least daily and, if not immediately removed from the premises, is kept in a waste container of a kind approved by an authorised person; and
- d) Ensure that any enclosure in which the animal is kept is properly maintained in-

- i. a clean and sanitary condition; and
 - ii. an aesthetically acceptable condition; and
- e) Take all reasonable steps to prevent the animal from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of-
- i. adjoining premises; or
 - ii. premises in the vicinity of the land on which the animal is ordinarily kept; and
- f) Ensure that the area available to the animal kept on the premises is appropriately sized so that the animal can be effectively and comfortably kept

Property Identification Code (PIC)

Queensland livestock owners need property identification codes (PICs) to:

- purchase [National Livestock Identification System \(NLIS\) devices](#)
- access other national systems such as [national vendor declarations or waybills](#)
- report movements to the NLIS database.

The PIC system operates nationally to allow animals to be traced throughout Australia if an animal disease outbreak or contamination incident occurs. PICs are a critical part of Australia's animal biosecurity.

How to get a PIC

When you register as a [biosecurity entity](#) you will be allocated the PIC that is associated with the land where you keep your animal(s).

Who has to register as a biosecurity entity? ***You must register if you own or keep:***

- 1 or more:
 - cattle, sheep, goats, pigs, bison, buffalo, deer
 - or
 - alpacas, llamas, or other animals from the *Camelidae* family
 - or
 - horses, ponies, donkeys, mules, zebras, or other animals from the *Equidae* family.
- 100 or more birds that:
 - are raised for human consumption (e.g. poultry)
 - or
 - are raised for the production of eggs for human consumption (e.g. poultry)
 - or
 - have been released into free flight since they started being kept in captivity (e.g. pigeons)
- 1 or more beehives.

You might already be registered

If you had a PIC before 1 July 2016, you automatically became a registered biosecurity entity from that date. Your PIC number would have stayed the same. Check your registration at –

<https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/livestock/biosecurity-entity-registration/check>

What if you need a PIC but don't own the property?

PICs are not owned by the landowner. They are allocated to the land where you keep your animal(s). Biosecurity Queensland will allocate you the appropriate PIC once you are registered as a biosecurity entity. More than one biosecurity entity can be registered to a property.

If you don't own the property on which your animals are kept, you still need to register as a biosecurity entity. You don't need the landowner's permission to register as a biosecurity entity. However, to access industry systems such as NLIS and National Vendor Declarations, you will need the landowner's permission. To grant permission, the property owner will need to

complete the [landowner authorisation form \(PDF, 581KB\)](#) -

https://www.daf.qld.gov.au/data/assets/pdf_file/0020/1440227/landowner-request-access-removal-industry-systems.pdf

Helpful links:

- <https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/pic>
- <https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/livestock/biosecurity-entity-registration/who>

General Conditions:

1. The subject land is within the Designated Animal Control area for the Town of Alpha / Aramac / Barcaldine / Jericho / Muttaborra (refer to the maps in Barcaldine Regional Council Local Laws)
2. The animal or animals shall NOT be changed or replaced unless prior written approval is obtained from Council
3. If any of the listed animals is given away; sold or dies, please notify Council in writing (email or letter)
4. The animal/s are to be effectively contained to the property listed in this application and kept in accordance with Council's Local Laws at all times and any other conditions imposed
5. Having an animal enclosure does **NOT** constitute approval to keep the animal/s
6. Lodgement of the application form does **NOT** constitute approval of the application
7. Provide separate enclosures for animals which are kept from places used for human habitation or the preparation of food, or from watercourses or water catchment areas
8. Provision of adequate food, water and space for the animals
9. Regular cleaning of enclosures and the disposal of waste
10. Hoses/taps are not left running in drinking troughs
11. The land is not irrigated for the purpose of growing fodder for these animal or animals; and that run-off is kept off adjoining premises, nature strips or streets or as otherwise directed by an authorised person
12. Land must not become overgrown with vegetation as to be unsightly or attract vermin
13. If the application is not approved, the animal/s for which this application is must be removed from the property within fourteen (14) days.
14. Approved permits have a 12 month expiration date and if the applicant wishes to continue to keep the animal/s after that date, another application form will need to be completed (including owner's consent – if applicable) and submitted to Council for consideration. Application fees do apply and please allow 4 weeks for a Decision.
15. In the event that complaints are received from neighbouring landholders regarding odour, flies, nuisance, etc. the permit will be revoked
16. Applicant / owner must also comply with any Bio-Security and Property Identification Code (PIC) Legislation

Lodgement of Application

1. Complete the application form
2. Owners Consent – the application form must be signed by the registered land owner or they can provide a separate letter of consent (note all the details of the application). This must be done each time an application is lodged with Council
3. Submit plans (scale 1:200 or 1:500), which provides a clear site plan containing details and dimensions of the enclosures/pens, exercise yards, shelter, including what equipment, materials, fixtures and fittings are used; and provide details of distances from boundaries, residences and neighbouring properties; including how the animal or animals will be effectively contained on the property at all times
4. Evidence of town planning / building approval (if applicable)
5. Evidence of any consent or approval that may be required under State or Federal legislation (if applicable)
6. Any additional information or documentation can be attached to your application
7. Application for keeping a horse – include photo/s of the horse and the Brand
8. Property Identification Code (PIC) must be listed on the application, otherwise the application will not be considered.