

Keeping of Animals / Foster carer Application/Renewal for a Permit



Applicant's Details

Name: _____

Address: _____

Telephone: _____ Email: _____

Pension Number (Health Care Card excluded): _____

I wish to apply for a permit to house additional animals, in accordance with *Moira Shire Council's Community Amenity Local Law 2023, Part 6*.
Please complete Section 1 only.

I wish to apply for a permit to be a foster carer in accordance with Section 68H of the *Domestic Animals Act 1994*. **Please complete Section's 1 and 2.**

SECTION 1

Number of animals kept at property (excluding fostered animals):

Dogs _____ Cats _____ Other (Type) _____ Total _____

Are all owned dogs/cats currently registered? Yes No

Are all owned animals de-sexed? Yes No

How will the animals be housed? _____

Are you the owner of the property? Yes No If No - list owner's details below

Name: _____

Address: _____

Telephone: _____ Email: _____

A copy of the relevant section from the Moira Shire Council's Community Amenity Local Law 2023, Part 6 is enclosed. Please read it thoroughly and ensure you comply with all requirements. Keeping of Animal permits are to be renewed annually.

Please attach the following:

- Written consent must be obtained from all adjoining neighbours. A consent form for your neighbour's to sign is provided with this application form.
- If you are not the registered owner of the property, then written consent must be provided by the current registered owner and submitted with this application.
- Application fee – Please see the fee schedule set out below.

Fee Schedule (Fees are subject to change 1 July each year)				
Office Use	Title of fee	Amount	Explanation	Total
208 Standard 254 Pensioner (New application – Includes both application fee and permit fee)	Application Fee	\$68.00	Only applies for a new application. Does not apply to applications for renewal.	
209 (Renewal)	Permit Fee	\$116.00	Permit Fee. Applies to new applications and renewals.	
255 (Renewal Pension)	Permit Fee	\$58.00		

Fees may be waived for applicants that are fostering animals for Moira Shire Council pound

PAYMENT METHODS

IN PERSON at Council Offices in Cobram and Yarrawonga. EFTPOS facilities available.

PHONE council during business hours. Monday to Friday 9am to 4.30pm. Please have your credit card ready and a copy of this form.

MAIL cheque or money orders, made payable to 'Moirra Shire Council' to PO Box 578 Cobram VIC 3643.

Signature: _____ **Date:** _____

Note: This form must be completed in full and submitted with all the requirements prior to the permit being processed/issued. Incomplete applications will be denied.

Collection Statement: Moira Shire Council is collecting information on this form for the administration of your request. The information is required pursuant to the provisions of the Domestic Animals Act 1994 and associated Council Local Law. The information collected will be used for the purpose it was collected and/or a directly related purpose. The information may be disclosed to other organisations if required by legislation. If you do not provide the information required, we will not be able to process your application. You can find out more about how we use and protect your information by viewing our Privacy Statement on our website www.moirra.vic.gov.au

SECTION 2 - TO BE COMPLETED BY FOSTER CARER APPLICANTS ONLY

1. Do you foster dogs and/or cats over three months of age?

- Yes No

2. Are you aware of your local council's limits on the number of dogs and cats you are permitted to house at any one time?

- Yes No

Please enquire with your local council if you are uncertain about the number of animals you can house.

3. Do you hold an excess animal permit (if required)?

- Yes No

Please enquire with your local council if you are unfamiliar with this requirement.

4. Do you understand that, if approved as a registered foster carer, you cannot house more than five foster animals at any given time (even if your local council permits you to house more)?

- Yes No

Please note: This requirement also applies to foster carers that are not registered in the foster carer scheme. If you have more than five foster animals, you are required to register as an animal shelter.

5. Have you been found guilty of:

- **An offence against the *Prevention of Cruelty to Animals Act 1986* or regulations made under that Act?**
 Yes. If yes, offence: _____ Date: _____
 No
- **An offence against the *Domestic Animals Act 1994* or the *Domestic Animals Regulations 2015*?**
 Yes. If yes, offence: _____ Date: _____
 No
- **An offence against a law of another State or a Territory of the Commonwealth that corresponds with a law referred to in any legislation mentioned above?**
 Yes. If yes, offence: _____ Date: _____
 No

6. Is the premises where you house your foster animals registered as a domestic animal business?

- Yes No (go to question 8)

7. What type of domestic animal business is the premises registered as?

- Boarding Shelter
 Breeding Training
 Pet shop

8. Are you the proprietor of a domestic animal business at a location other than the premises where you house your foster animals?

- Yes No

Please note: If you answered yes to any of questions 5 – 8, you may be ineligible to register as a foster carer.

9. Are you affiliated with a shelter or pound?

- Yes No

If yes, please complete the following information about the shelter or pound.

Name:

Email:

Phone number:

Address:

10. Do you have a Section 84Y agreement with any Victorian council to rehouse cats and dogs?

- Yes No (go to question 12)

11. Which council/s do you have a Section 84Y agreement with?

Please note: Under the Domestic Animals Act 1994, Section 84Y enables council to enter into written agreements with individuals or bodies to sell or dispose of dogs and cats seized or surrendered to council. Enquire with your local council if you wish to learn more about this agreement.

12. Are you affiliated with a Community Foster Care Network (CFCN)?

- Yes No

If yes, please complete the following information about the shelter or pound.

Name:

Email:

Phone number:

Address:

13. Number of animals that you intend to foster care (maximum of 5 animals):

_____ Dogs _____ Cats

14. Describe how the animals will be housed.

15. List your Pet Exchange source number _____

Council has the right to refuse foster carer applications.

Council has the right to suspend, cancel or not renew a foster carer registration.

I understand that all foster care animals over the age of three months must be registered with Council.

An Authorised Officer will arrange a time to inspect your property for suitability.

I will abide by the Code of Practice for the private keeping of dogs/cats.

I declare the information contained on this form is true and correct.

Signature: _____ **Date:** _____

PART 6 – KEEPING OF ANIMALS

6.1 Animals, birds and poultry

- a) A person must not, without a permit, keep any livestock, birds (including pigeons), poultry, fowl hen or song bird on any property in a residential area.
- b) A person must not allow to remain on property any noisy animal, bird (including pigeons), or poultry which in the opinion of an authorised officer may cause or creates a nuisance to any person residing in the neighbourhood.
- c) A person must not keep pigeons on land other than in a pigeon loft constructed to Council's requirements.
- d) Except on land in a rural area, an owner or occupier of land shall not keep:
 - (i) a rooster;
 - (ii) a goose or gander;
 - (iii) a turkey; or
 - (iv) a peacock or peahen.

6.2 Dogs

- a) A person must not, without a permit, keep more than two dogs on a property in a residential area or commercial area, or on a property in a rural area which is less than five hectares.
- b) No dog shall be housed or confined in an enclosure or tethered at a lesser distance than 5 metres from any dwelling on an adjoining property, and such enclosure shall comprise an area of not less than ten square metres in respect of each dog being confined.

6.3 Cats

- a) A person must not, without a permit, keep more than two cats on a property in a residential area or commercial area, or on a property in rural area which is less than five hectares.
- b) No person shall keep or allow to be kept a cat which in the opinion of an authorised officer causes a nuisance or damage to any person, a property or the environment.

6.4 Poultry

- a) A person must not keep on a property in a residential area or commercial area a number of fowl hens greater than ten mature birds.
- b) An owner or occupier of land where poultry is kept, must keep that poultry in a poultry house which is:
 - (i) at least 20metres from the property frontage;
 - (ii) at least 3metres from any other street or road; and
 - (iii) at least 12metres from any dwelling whether on the same or adjoining property, and an enclosed run attached to a poultry house must also comply with this requirement.

- c) A poultry house shall consist of a minimum floor area of five square metres to house ten fowls.
- d) An owner or occupier of land on which a poultry house is located must ensure that it has:
 - (i) a location on ground which is well drained;
 - (ii) weatherproof walls of approved materials, provided that wire netting may be used in a portion of one wall;
 - (iii) a weatherproof roof of approved materials; and
 - (iv) a wall height of not more than 2.1 metres.

NOTE: The provisions of this Part referring to poultry do not apply to any commercial poultry farm.

6.5 Vermin control

- a) The owner or occupier of a property shall keep the area of land within two metres of a poultry house, pigeon loft, bird cage or enclosure free from all dry grass, weeds, waste and other materials capable of harbouring vermin.
- b) A person must not keep on any property where poultry or birds are kept, any food for their consumption unless such food is kept in vermin-proof receptacles or buildings.

6.6 Cleanliness

- a) The owner or occupier of a property shall cause every poultry house, pigeon loft, bird cage or enclosure, to be thoroughly cleansed as often as may be necessary and shall keep the same in a clean and sanitary condition at all times.
- b) An owner or occupier of land where animals, birds or poultry are kept, must remove droppings and waste from any such animal, bird or poultry from time to time or as frequently as may be directed by an authorised officer so as not to cause a nuisance or offensive conditions.

6.7 Horses

- a) A person must not, without a permit, keep any horse on a property in a residential area or commercial area.
- b) A permit to keep a horse on any property in a residential area or commercial area shall not be considered unless the property concerned:
 - (i) is of an area of not less than 500 square metres;
 - (ii) has an adequate water supply; and
 - (iii) is securely fenced on all sides.
- c) A permit for the keeping of a horse on any property in a residential area or commercial area will be assessed taking into consideration:
 - (i) the zoning of the land;
 - (ii) the proximity of adjoining properties;
 - (iii) the amenity of the area;
 - (iv) the likely effects on adjoining owners;
 - (v) the adequacy of shedding and fencing; and
 - (vi) any other matters relevant to the circumstances associated with the application.

- d) Prior to the assessment of an application for a permit under this clause, the applicant must advise all adjoining owners and occupiers of the application in writing and of the fact that they may make written comments on the application to Council within 14 days of the advice of the application and provide evidence to Council of such notification.
- e) In assessing an application for a permit as required by sub-clause 6.7(a), Council must take into consideration the views expressed in writing by any adjoining landowners or occupiers.

6.8 Control of disease

The owner or occupier of a property on which there is kept any animal, bird, or poultry, where the animal, bird or poultry develops any contagious or infectious disease which is or is likely to be injurious to any human being or other animal, that person shall obtain treatment from a qualified Veterinarian or destroy the animal, bird or poultry and properly dispose of the matter to the satisfaction of an authorised officer.

6.9 Animal excrement

- a) A person in charge of an animal must not allow any part of the animal's excrement to remain on a road or on Council land.

A person in charge of an animal must carry a suitable receptacle for the removal of that animal's excrement from a road or Council land.

Voluntary Foster Carer Registration Information

Under current Victorian law, foster carers must register all foster animals (over three months of age) housed at their premises with their local council, even if the animal is in their care for a short period of time.

What is foster care?

Under Section 3 of the *Domestic Animals Act 1994*, foster care means the care of a stray, abandoned or unwanted dog or cat (whether or not as part of a community foster care network) that is temporary or for the purpose of finding a new home for the dog or cat and that takes place on premises on which the care is being provided to no more than:

- (a) five dogs or animal adult equivalent dogs; or
- (b) five cats or animal equivalent cats; or
- (c) a combination of five dogs and cats or animal adult equivalent dogs and cats.

What is the voluntary foster care scheme?

Individual foster carers may apply to their local council to be a registered foster carer as part of a voluntary scheme, with registration valid for one year. In accordance with section 68H of the *Domestic Animals Act 1994*, Council may charge a fee to register foster carers in the scheme. Voluntarily registered foster carers will receive:

- a reduced registration rate of no more than \$8 for each dog they foster during the first 12 months the dog is in their care (rate valid from 10 April 2022 to 9 April 2023)
- a reduced registration rate of no more than \$8 for each cat they foster during the first 12 months the cat is in their care (rate valid from 10 April 2022 to 9 April 2013)
- the ability to supply dogs six months of age or older, and cats eight weeks of age or older to pet shops as of 1 July 2018 to enhance foster animal exposure and sale opportunities.

If approval is granted to join the scheme, your local council will issue you with a certificate that you will need to show pet shops to demonstrate that you are an approved source and are eligible to supply cats and dogs.

Are there other requirements for foster carers?

Maybe, some local councils set limitations on the number of animals you can house at your premises. You may need to apply with council for an excess/multiple animal permit and/or planning permit. In addition, if you have more than five foster animals you will need to apply to be an animal shelter, regardless of how many animals your council permits.

For further information, please see the State Government's [Guide for Victorian dog and cat community foster care networks and rescue groups](#) or visit <http://agriculture.vic.gov.au/pets/puppy-farm-legislation> for fact sheets about the voluntary scheme.

ADJOINING NEIGHBOUR CONSENT FORM

I/We (neighbour's name): _____

Of (neighbour's address): _____

Have no objection to (applicant's name): _____

Permanently housing: Total Number of Dogs ____ Total Number of Cats ____

Other Animal & number of animals _____

At their property at: _____

Signed: _____ Dated: _____

I/We (neighbour's name): _____

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