



Richmond Shire Council

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Office Use Only	
Received by:	
Receipt/ Waybill/NVD Supplied	<input type="checkbox"/>

Agistment Application

Applicant Details			
Name:			
Postal Address:			
Residential Address:			
Phone:		Phone (Work):	
Mobile:		Fax:	
Email:			
Preferred Contact Method:	Mail <input type="checkbox"/>	Phone <input type="checkbox"/>	Email <input type="checkbox"/>
Agistment Details			
Town Common: PIC:QDR0143	<input type="checkbox"/> Total of 100 head per household, Agistment \$3.50 per head per week		
20 Mile Reserve: PIC:QFRD0112	<input type="checkbox"/> Total of 100 per head household, Agistment \$3.50 per head per week		
Cape Horn Reserve: PIC:QBR0115	<input type="checkbox"/> Total of 40 per head household, Agistment \$3.50 per head per week		
Number of Cattle:			
Description of Cattle:			
Brand/s:			
Earmark:			
<ul style="list-style-type: none"> • I certify that all details given and statements made in connection with this application are true and correct; • I have read the Terms & Conditions as per Council's Town Common Agistment Policy and will abide by these rules; • I will ensure that all fees are paid by the due date; and • I have provided the following documentations as requested: 			
<input type="checkbox"/> Receipt/Waybill/NVD <input type="checkbox"/> List of NLIS Tag Numbers <input type="checkbox"/> Proof of Dipping/Spraying			

AGISTMENT APPLICATION

PRIVACY NOTICE: Any personal information you have supplied to or is collected by the Richmond Shire Council will only be stored and processed by the Council for lawful purposes directly related to the functions and activities of the Council. Any personal information supplied will only be disclosed to a third party for the purpose of performing a lawful function or activity and for no other purpose.

Applicants Signature:	Date:		
Witness Signature:	Date:		
Privacy Collection Notice	Richmond Shire Council is collecting your name, residential address and telephone number in accordance with the Local Government Act 2009 in order to process your application. The information will only be accessed by employees and/or Councillors of Richmond Shire Council for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.		
Office Use Only			
Application Received:	Date:		
Receipt/ Waybill/NVD Supplied and copy attached:	Date:		
List of NLIS tag numbers supplied and copy attached:	Date:		
Proof of Dipping/Spraying Supplied and copy attached:	Date:		
Copy of Policy Supplied to Applicant:	Date:		
Application Approved by:	Date:		
Number of RSC Ear Tags issued:	Date:		
Period of Agistment Paid:	From:	To:	= Weeks
Debtor Account Received To:		Receipt Number:	
Debtor Account Received To:	\$	Received By:	
Invoice Number:		Received Date:	

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RICHMOND SHIRE COUNCIL AGISTMENT POLICY

POLICY NUMBER:	003
INFOXPRT REF:	61638
TIME PERIOD OF REVIEW:	3 Years
DATE OF NEXT REVIEW:	June 2026

1. OBJECTIVE

To establish criteria for the number of livestock (cattle) agisted on the Richmond Shire Reserves and Town Commons.

2. SCOPE

This Policy applies to all current agistees on any of the Richmond Shire Reserves and Town Commons.

When applying for any Agistment the applicant must be able to adhere to all of the conditions set out in this Policy. when an Agistee can no longer adhere to the conditions they must notify Council immediately.

3. CONDITIONS

1. All persons wishing to agist stock on commons or reserves under the control of the Richmond Shire Council must satisfy each of the following conditions:
 - (a) Applicant must be a current permanent resident of the Shire and must show proof such as a rates notice, drivers licence or rental agreement.
 - (b) Applicant must NOT have the right to use or occupy any more than 249 hectares of grazing land within or without the Richmond Shire.
 - (c) Applicant must be a bona fide owner of the stock to be agisted.
 - (d) Applicant must hold a registered brand in applicant's name.
 - (e) Applicant must be over eighteen (18) years of age.
 - (f) All cattle must be ear-tagged at owner's cost. Such tags to be individually numbered and carry the endorsement R.S.C. Tags will be supplied by Council at owner's expense. **NLIS for appropriate PICs are available from the Rural Lands Officer/Shire Office.**
 - (g) All cattle must have an NLIS tag in their ear prior to being put on a Council common or reserve. A list of the NLIS tag numbers must be provided to Council with the application to agist.
 - (h) NLIS readings are to be undertaken when stock are added or removed from the commons and at each muster and the information uploaded to the PIC Register and forwarded to the Director of Works
2. The maximum number of cattle to be agisted by any one (1) household (principal place of residence) is 100 head for Town Common, 60 head for Cape Horn, and 120 head for 20 Mile, with aggregate number from all commons and reserves not to exceed 150 head per household.

4. POLICY

The number of cattle agisted must not exceed the maximum stocking rate per reserve/common as follows:

TOWN COMMON

Maximum Stocking Rate 500
4,927 Ha (12,170 acres)
100/household

MAXWELTON

Maximum Stocking Rate 50
526 Ha (1,300 acres)

CAPE HORN

Maximum Stocking Rate 200
1035 Ha or 2557 acres
60/household

TWENTY MILE

Maximum Stocking Rate 700
5,271 Ha (13,024 acres)
120/household

- Total head of livestock will be reduced to an acceptable number determined by Council during poor seasons when there is insufficient fodder / water. Number of livestock per household will be reduced proportionately.
- Agistment charges as fixed by Council are payable quarterly in advance. Accounts will be issued prior to the expiry of the previously paid agistment.
- Any person who has paid adjustment fees in accordance with this Policy and who has sold, disposed of or removed any stock, or whose stock have died in respect of which fees have been paid, shall immediately notify Council of such fact.
- Agistment Back Charges will apply if at a muster, cattle which have been credited as missing from a previous muster, appear in a current muster, then a back charge applies from muster date to muster date, up to a maximum of 12 months.
- No fees shall be charged for pasturing the progeny of any cattle in respect of which a permit has been granted if such progeny be under the age of three (3) months.
- Agistment fees and regulations are subject to review from time to time.
- Failure to pay agistment fees can result in the impoundment of livestock which Council can auction to recoup outstanding debts.
- Council reserves the right to muster, or arrange the muster, of the whole of the stock running on the common or reserve at any time for any purpose and may put such stock in any yard or yards and draft and otherwise manage such stock as deemed necessary.
- No person shall pasture or cause, permit or allow to be pastured any entire bull on any common or reserve unless with the express permission of the Council.
- The Council may in its discretion grant or refuse any application to pasture stock on any reserve or common.
- All livestock is to be cleared of ticks prior to being put on a reserve or common. Proof of dipping/spraying is required.
- Anyone that places cattle on the commons illegally will incur fines.
- Any person desirous of mustering stock pasturing on any common or reserve must give not less than seven (7) days notice. Such notice shall state the hour and date he/she desires to conduct such muster. Consent of the Chief Executive Officer/other delegate must first be obtained.

- Notice in writing must be given to the Chief Executive Officer/other delegate at least seven (7) days prior to the removal of any livestock. Such notice must state time and number of livestock to be removed. Failure to give notice will result in Agistment being charged up to the date that advice of livestock removal is given.

5. RELATED DOCUMENTS

- Application for Agistment

6. LEGISLATION

- *Land Act 1994*

7. IMPLEMENTATION

This Policy will commence from the Policy reviewed date and will be made available to all corporate staff on Council's intranet site/network, and to all outdoor staff via their supervisor/coordinator. Council reserves the right to vary, replace or terminate this Policy from time to time. This Policy will typically be reviewed when a review has been deemed appropriate by organisational processes (e.g., audit recommendations), or when legislative requirements change.

8. APPROVAL

Date of Adoption: 16 May 2013
Policy Reviewed: General Council Meeting 20 June 2023
Resolution Number: 20230620.5

Policy Authorised: Peter Bennett
Chief Executive Officer

Agistee