

**City Administration Centre:** Bridge Road, Nowra, NSW, Australia, 2541

**Address all correspondence to:** The General Manager, PO Box 42, Nowra, NSW, 2541

council@shoalhaven.nsw.gov.au | www.shoalhaven.nsw.gov.au | Phone: (02) 4429 3111 | Fax: (02) 4422 1816

## 1. IMPORTANT INFORMATION TO ASSIST YOU WITH YOUR APPLICATION

How is land defined as Farmland? The following information is taken from the NSW Local Government Act 1993. Councils comply with Chapter 15 of the Act, which deals with how Councils are financed, and specifically under Sections 515 thru 529, how a Council should administer applications for Farmland Rates.

Categorisation as Farmland – Section 515 of the Local Government Act

- (1) Land is to be categorised as “farmland” if it is a parcel of rateable land valued as one assessment and its dominant use is for farming (that is, the business or industry of grazing, animal feedlots, dairying, pig-farming, poultry farming, viticulture, orcharding, bee-keeping, horticulture, vegetable growing, the growing of crops of any kind, forestry or aquaculture within the meaning of the Fisheries Management Act 1994, or any combination of those businesses or industries) which:
  - (a) has a significant and substantial commercial purpose or character, and
  - (b) is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made).
- (2) Land is not to be categorised as farmland if it is rural residential land.
- (3) The regulations may prescribe circumstances in which land is or is not to be categorised as farmland.

The following application form is divided into six (6) parts, these being:

- Owner/Property Details
- Financial/Business Details
- Activity Information
- Details of Specific Farming Activities
- Supporting Documentation
- Declarations

To assist Council in determining eligibility, applicants are advised that ALL parts of the application form MUST BE COMPLETED IN FULL. Incomplete application forms will be returned to the applicant. It should be noted that all information contained in the application will be dealt with in the strictest confidence.

Should you have any further enquiries please do not hesitate to contact Council's Rates Staff. Several of Council's staff have been appointed as a “Justice of the Peace” and will be able to witness applications if required.

Please return completed application to:

The General Manager  
Shoalhaven City Council  
PO Box 42  
NOWRA NSW 2541

*Privacy Notification - The information on this form is being collected by Council for administrative purposes. It will be used by Council staff for purposes relating to your application. The supply of this information to Council is voluntary however without it, Council may be unable to process your application. Persons identified on this form may at any time, apply to Council for access to or amendment of the information.*

**This form may be published on Council's website in accordance with Government Information ( Public Access) Act 2009**

### OFFICE USE ONLY

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Is the land (or a portion of) under a lease agreement?  Yes  No

If yes, please provide details and a copy of the lease agreement: .....

How long has the activity/activities been conducted on the land? .....

Is the activity/activities carried out as:

- Hobby / Interest
- Farm Business / Main Income Earner

## 5. FINANCIAL / BUSINESS DETAILS

Do you keep business records or financial statements for the activity/activities?  Yes  No

Do you have an:

- ABN .....
- PIC Number .....  
*record number and attach copies of documents*

Do you receive income from another source? (e.g. employment) If yes, provide details .....

Do you:

Have tax returns assessed on the basis of being a primary producer?  Yes  No

Complete returns to the Department of Primary Industry?  Yes  No

Complete returns to the Local Land Services?  Yes  No

Complete returns to a statutory marketing authority?  Yes  No

Make any other returns? If yes, provide details  Yes  No

Is there a residence on the property?  Yes, how many .....  No

The residence is occupied by:  Owners  Tenants

What approximate percentage of the land is used for:

Residential purposes	_____	%
Farmland activities	_____	%
Unused land	_____	%
Natural bushland	_____	%
Other	_____	%

Explain 'other' .....

Is the property divided into paddocks?  Yes, how many .....

List details of buildings on the property: (e.g. stables, hay sheds, machinery sheds) .....

List details of agricultural equipment and machinery held on the property which is used to carry out farming activities: .....

Does the property contain any of the following improvements:

- |  |   |
|--|---|
| <input type="radio"/> Boundary fence                             | <input type="radio"/> Internal fencing to create paddocks |
| <input type="radio"/> Stock water to all paddocks                | <input type="radio"/> Stock yards                         |
| <input type="radio"/> Rural shed (hay for supplementary feeding) | <input type="radio"/> Rural shed (machinery)              |
| <input type="radio"/> Pasture improvement                        | <input type="radio"/> Weed control                        |
| <input type="radio"/> Loading Ramp                               |   |

Notes: .....

.....

Please provide details of improvements made to the property?

- |                     |  |
|---------------------|--|
| Pasture improvement | <input type="radio"/> Area improved .....          |
| Fencing             | <input type="radio"/> Length of fencing .....      |
| Clearing            | <input type="radio"/> Area cleared .....           |
| Stock Yards         | <input type="radio"/> No. of yards & purpose ..... |
| Dams                | <input type="radio"/> No. of dams .....            |
| Other               | <input type="radio"/> Description .....            |

Overall did the business make a profit during the previous financial year?  Yes  No

If no, when do you anticipate the business will make a profit and how much do you expect it will be? .....

.....

.....

Are there any special circumstances relating to the profitability or non-profitability? Please specify: .....

.....

.....

## 6. ACTIVITY INFORMATION

In accordance with the definition of Farmland you are required to substantiate that the dominant use of the property is for farming which had (a) significant commercial purpose or character, and (b) is engaged in for the purpose of profit on a continuous or repetitive basis – whether or not a profit is actually made.

Copies of documentation are required for certain activities, please refer to section 8 for copies to be provided with your application

The dominant use of the property is for the farming business or industry of:

- |                                       |  |
|---------------------------------------|--|
| <input type="radio"/> Grazing         | <input type="radio"/> Dairying         |
| <input type="radio"/> Cereal Cropping | <input type="radio"/> Pig-Farming      |
| <input type="radio"/> Poultry Farming | <input type="radio"/> Bee-Keeping      |
| <input type="radio"/> Animal Feedlots | <input type="radio"/> Viticulture      |
| <input type="radio"/> Aquaculture     | <input type="radio"/> Orchardring      |
| <input type="radio"/> Horticulture    | <input type="radio"/> Market Gardening |
| <input type="radio"/> Forestry        | <input type="radio"/> .....            |

Approximate area of the total land used for the above activity / activities is: .....

In the summary below provide details of the number of livestock grazed on the property in the past year:

Type of Livestock	Stock on Hand	Stock purchased in last 12 months	Stock sold in last 12 months	Average Sale price per head	Natural increases
Dairy Cattle	Cows				
	Bulls				
	Calves				

Beef Cattle	Cows				
	Bulls				
	Calves				
	Steers				
Sheep					
Alpaca					
Horses					
Goats					
Pigs					
Poultry					

Produce	Yield	Sales
Wool / Fleece		
Milk		
Eggs		
Other .....		

## 7. DETAILS OF SPECIFIC FARMING ACTIVITIES

### GRAZING / DAIRYING / PIG-FARMING / POULTRY FARMING / ANIMAL FEEDLOTS

#### CATTLE

Breed/s	
Estimated carrying capacity of property, as per Local Land Services Rates Notice? <i>(Stock Units/Hectare)</i>	
What is the current number of stock currently held on the property?	
Is the property currently registered with the Local Land Services? (previously known as Livestock Health & Pest Authority)	a) Stud for cattle breeding? <input type="radio"/> Yes <input type="radio"/> No b) Dairy farm with a milk quota? <input type="radio"/> Yes <input type="radio"/> No c) Other (provide details) .....
Do you conduct a breeding program to improve the quality of stock?	<input type="radio"/> Yes <input type="radio"/> No
What was the number of head sold at the sale yards for the previous financial year?	
What was the average price per head received at the sale yard during this period?	

#### DAIRY COWS *(property must be registered & you must provide a current copy of your NSW Food Authority license)*

Breed/s	
How many litres of milk were sold in the year?	
What was the average price per litre?	

#### SHEEP

Breed/s	
Estimated carrying capacity of property, as per Local Land Services Rates Notice? <i>(Stock Units/Hectare)</i>	
What is the current number of stock currently held on the property?	
How many bales of wool were produced for the previous financial year?	
List the average price per bale at which the wool/fleece was sold for the same period?	
What was the number of head sold at the sale yards for the previous financial year?	
What was the average price per head received at the sale yard during this period?	

**ALPACA**

Breed/s	
What is the current number of stock currently held on the property?	
How many kilos of fleece were produced in the previous financial year?	
List the average price per kilo the fleece sold for the same period?	
Are the animals bred for commercial human consumption?	
What was the number of head sold at the sale yards for the previous financial year?	
What was the average price per head received at the sale yard during this period?	

**POULTRY**

Breed/s	
What is the current number of stock currently held on the property?	
What is the purpose of the activity?	<input type="radio"/> Commercial human consumption <input type="radio"/> Showing <input type="radio"/> Egg production <input type="radio"/> Other ..... <input type="radio"/> Free range <input type="radio"/> Caged
Is the Property registered with the NSW Food Authority? License number .....	<input type="radio"/> Yes <input type="radio"/> No
List the average price per kilo at which a dozen eggs was sold for the previous financial year?	
List the average price per weight at which each bird was sold for the previous financial year?	

**PIGS**

Breed/s	
What is the current number of stock currently held on the property?	
What is the purpose of the activity?	<input type="radio"/> Commercial human consumption <input type="radio"/> Other .....
Is the Property registered with the NSW Food Authority? License number .....	<input type="radio"/> Yes <input type="radio"/> No
What was the number of head sold at the sale yards for the previous financial year?	
What was the average price per head received at the sale yard during this period?	

**GOATS**

Breed/s	
What is the current number of stock currently held on the property?	
How many kilos of fleece were produced in the previous financial year?	
List the average price per kilo the fleece sold for the same period?	
If the goats are used for milk production how many litres of milk were sold in the past 12 month period?	
What was the average price per litre?	
Are the animals bred for commercial human consumption?	
What was the number of head sold at the sale yards for the previous financial year?	
What was the average price per head received at the sale yard during this period?	

**HORSES**

Breed/s	
What is the current number of stock currently held on the property?	
Is the property registered as a stud for horse breeding?	<input type="radio"/> Yes <input type="radio"/> No
For what purpose are the horses used?	<input type="radio"/> Showing <input type="radio"/> Recreation use <input type="radio"/> Trotting or pacing <input type="radio"/> Thoroughbred racing <input type="radio"/> Other .....
Do you have a stallion servicing mares brought to the property?	<input type="radio"/> Yes <input type="radio"/> No

**STOCK**

Are stock agisted on the property?	<input type="radio"/> Yes <input type="radio"/> No
Who tends for and controls the agisted stock	
Have stock returns been filed with the Local Land Services?(previously known as Livestock Health & Pest Authority)	<input type="radio"/> Yes <input type="radio"/> No

**CROPPING / MARKET GARDENING / HORTICULTURE**

List details of the types of crops/produce grown on the property: .....

.....

.....

Indicate below the number of hectares under crop/market gardening and the average annual yield:

Crop / Produce	Area under Crop	Yield	Sales

**ORCHARDING / VITICULTURE / FORESTRY**

Indicate below the types of trees/vines grown and the average annual yield for the last 12 month period:

Type of Trees/Vines	No. of Trees/Vines	Yield	Sales
What is the total area under cultivation?			
What is the major market to which the Produce is sold?			
Other details			

**BEE-KEEPING**

Is honey extracted on the property?	<input type="radio"/> Yes <input type="radio"/> No
Are the beehives registered with the Department of Primary Industries in accordance with the relevant provisions?	<input type="radio"/> Yes <input type="radio"/> No
Are any beehives transferred to other properties during the year?	<input type="radio"/> Yes <input type="radio"/> No
If so, for what periods?	
What is the total number of hives held during the previous financial year?	
What is the total quantity of honey extracted over the same period?	
What is the total sales for the same 12 month period?	

**HARDWOOD**

Provide details of the area covered by existing stands of timber and quantities harvested during the past 12 month period. Also provide details of the management plan for the remaining hardwood stands: .....

**PLANTATIONS**

Provide details of the area covered by the pine plantation, number of trees planted and when trees were planted. Also provide information regarding the culling plan for this plantation, including details of the thinning program, fire precautions and provision made for removal of weeds and watering young trees: .....

**FISH / OYSTER OR OTHER TYPE OF FARMING**

Provide details .....

Are there any additional reasons to support your claim for Farmland rating and/or as an example – do you have membership of a primary industry association, licenses held in relation to your farming activity or relevant certificates from courses studied? *If more space is required please attach a separate sheet if necessary*

**8. SUPPORTING DOCUMENTATION REQUIRED**

Copies of documentation **must** be provided with application for the relevant industries

All Types	Copy of Local Land Services Rates Notice Copy of most recent Local Land Services Annual Return of Stock and Land as at 30 June
Dairying	Copy of license for Dairy Farming with NSW Food Authority
Agistment/Lease	Copy of lease agreement / contract
Viticulture	Proof of registration with Wine Producers Assoc. or other appropriate body
Horticulture	Copy of agreement between grower & trader or statutory declaration indicating this agreement exists
Wholesale Nursery	Copy of documentation stating registered nursery
Bee-keeping	Copy of registration with Department of Primary Industries
Forestry	Copy of private forestry approval from Department of Primary Industries
Fish /Oyster Farming	Copy of aquaculture permit from Department of Primary Industries



**9. DECLARATIONS**

**SITE VISIT DECLARATION**

I hereby consent to Council, or any person(s) authorised by Council, to enter onto the above property for the purpose of carrying out and recording the inspection in connection with this application.

Do you wish to be present during the inspection?           Yes                       No

.....  
Owner/s Signature

.....  
Owner/s Name

.....  
Date

*(please note that Council will not attend your property without contacting you to arrange a suitable time and date)*

**STATUTORY DECLARATION**  
OATHS ACT 1900, NSW, EIGHTH SCHEDULE

I, .....,  
[name of declarant]

do solemnly and sincerely declare that .....

.....  
and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the Provisions of the Oaths Act 1900.

Declared at: ..... on .....  
[place] [date]

.....  
[signature of declarant]

in the presence of an authorised witness, who states:

I, ..... , a .....  
[name of authorised witness] [qualification of authorised witness  
– JP number if applicable]

certify the following matters concerning the making of this statutory declaration by the person who made it:  
(\* *please cross out any text that does not apply*)

- 1 \*I saw the face of the person OR \*I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering, and
- 2 \*I have known the person for at least 12 months OR \*I have not known the person for at least 12 months, but I have confirmed the person's identity using an identification document and the document I relied on was

.....  
[describe identification document relied on]

.....  
[signature of authorised witness]

.....  
[date]

**Please ensure that all supporting documentation has been attached prior to submitting this application.**