

**Postal address**  
PO Box 159  
Caboolture QLD 4510

**Customer Response Department**  
Ph: 07 3205 0555

**Internet**  
[www.moretonbay.qld.gov.au](http://www.moretonbay.qld.gov.au)  
[council@moretonbay.qld.gov.au](mailto:council@moretonbay.qld.gov.au)

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## Read first:

Have you reviewed Council's website regarding Barking Dog information?  
Have you spoken with the animal owner about the issue or placed a notification letter (can be downloaded from Council's website) into the animal owners letter box?

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If you decide to lodge a complaint with Council, for Council to assess if your complaint will be further investigated under the *Animal Management Local Law 2023*, we require an animal noise nuisance diary to be completed.

**Your complaint cannot be progressed unless you have supplied a 7-day diary.**

You must record at least **7 days of information**. The 7 days must not include days you are not at home. The diary must be completed within 4 weeks of your complaint. Failure to provide a 7-day noise nuisance diary will result in your complaint being withdrawn.

Upon completion of this document, an Authorised Officer will assess the information you have provided and establish whether a pattern of behaviour exists to substantiate an offence under the Local Law. If Council is unable to substantiate an offence, you will be informed of the decision and the matter will be closed, unless substantial new evidence that affects the decision or outcome is provided.

**Send completed diary to:** [animal.management@moretonbay.qld.gov.au](mailto:animal.management@moretonbay.qld.gov.au) or City of Moreton Bay, PO Box 159, Caboolture QLD 4510.

### First/Initial Complaint – can be approximately up to 20 days



### Second and subsequent substantiated complaint within 12 months



# Animal Noise Nuisance Diary

## Example diary

Add the date for each day and note the approximate duration of the barking that occurs during each hour. If more than one animal is causing noise, indicate the number of animals making noise at the time of your entry.

	Duration of barking	Duration of barking	Duration of barking	Duration of barking	Duration of barking	Duration of barking	Duration of barking
Date	1/01/24	2/01/24	3/01/24	4/01/24	5/01/24	6/01/24	7/01/24
12:00:00 AM	2min		44min - 2 dogs	10min	22min	2min	15min
1:00:00 AM	4min - 2 dogs	3min	21min			4min	2min
2:00:00 AM				1min	5min		29min
3:00:00 AM		7min	6min	20min	1min		42min
4:00:00 AM	7min		7min		2min	7min	15min
5:00:00 AM	30min	9min	9min		8min	30min	
6:00:00 AM	25min	1hr	15min	5min		25min	8min
7:00:00 AM		16min	18min	13min			
8:00:00 AM	16min				9min	16min	14min
9:00:00 AM	46min	2min		6min	20min	46min	15min
10:00:00 AM	12min		3min		54min	12min	2min
11:00:00 AM	1hr			5min		1hr	29min
12:00:00 PM	10min	44min		2min	37min		22min
1:00:00 PM		21min	3min	4min	43min		
2:00:00 PM	1min				23min		5min
3:00:00 PM	20min	6min	7min		15min	15min	1min
4:00:00 PM		7min		7min	7min	2min	2min
5:00:00 PM		9min	9min	30min		29min	8min
6:00:00 PM	5min	15min	1hr	25min	16min	42min	
7:00:00 PM	13min	18min	16min		5min	15min	
8:00:00 PM				16min			9min
9:00:00 PM	6min		2min	46min		8min	20min
10:00:00 PM		3min		12min	14min		54min
11:00:00 PM	5min			1hr		14min	

# Animal Noise Nuisance Diary

Send completed diary to: [animal.management@moretonbay.qld.gov.au](mailto:animal.management@moretonbay.qld.gov.au) or City of Moreton Bay, PO Box 159, Caboolture QLD 4510.

## Your details

Your name:

Your address:

Preferred contact number:  Preferred email address:

## Complaint information

Complaint number:

Address where the noise is coming from:

If the animal causing noise is not a dog, complete as much of this form as possible.

Animal type:  Breed (if known)

Primary colour:  Secondary colour:

Description of animal:

## Requirements for completing noise nuisance diary entries

- I was home at the time the noise nuisance diary was completed.
- I can clearly identify the animal(s) and the address where they are kept. I have seen and can describe the animals.
- My activity/activities at the time of the noise were not provoking the dog/s or animal.

## Declaration

- The information I have provided in this document is true and accurate.
- I am aware it is an offence under the *Local Government Act 2009* to provide false or misleading information.
- I am a willing participant in the complaint process, and I am prepared to testify in Court if required. I understand that, if Council substantiates that an investigation is required, it will be necessary for Council to share part of the information I supplied in my noise diary (dates and times), with the animal keeper.
- I understand that Council may not be able to progress my complaint.

Signature:  Date:

### Privacy Collection Statement

Moreton Bay City Council is collecting your personal information for the purpose of Animal Management. Your personal information may be accessed by authorised persons in order to perform Council functions and services. Council will use your personal information to update Council's customer information records and to contact you about other functions and services of Council. Your personal information is dealt with in accordance with Council's Information Privacy Plan.

# Animal Noise Nuisance Diary

## Animal noise nuisance diary entries

Add the date for each day and note the approximate duration of the barking that occurs during each hour. If more than one animal is causing noise, indicate the number of animals making noise at the time of your entry.

	Duration of barking	Duration of barking	Duration of barking	Duration of barking	Duration of barking	Duration of barking	Duration of barking
<b>Date</b>							
12:00:00 AM							
1:00:00 AM							
2:00:00 AM							
3:00:00 AM							
4:00:00 AM							
5:00:00 AM							
6:00:00 AM							
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9:00:00 PM							
10:00:00 PM							
11:00:00 PM							

I declare that the above animal noise nuisance diary is true and accurate to the best of my knowledge at the time of recording.

Signature:  Date: