

LOCAL LAWS SHIRE OF SANDSTONE

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SHIRE OF SANDSTONE

ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING AMENDMENT LOCAL LAW 2015

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Sandstone resolved on 18 December 2015 to make the following local law.

1. Citation

This local law may be cited as the *Shire of Sandstone Activities in Thoroughfares and Public Places and Trading Amendment Local Law 2015*.

2. Commencement

This local law will come into operation 14 days after publication in the *Government Gazette*.

3. Principal Local Law

In this local law, the *Shire of Sandstone Activities in Thoroughfares and Public Places and Trading Local Law* published in the *Government Gazette* on 23 March 2004, is referred to as the principal local law. The principal local law is amended.

4. Clause 1.2 amended

In clause 1.2 –

(a) Delete the following definitions –

“liquor”;

“lot”;

“permit”;

“town planning scheme”.

(b) Insert in alphabetical order –

“**liquor**” has the meaning given to it in section 3 of the *Liquor Control Act 1988*;

“**local planning scheme**” means a town-planning scheme of the local government made under the *Planning and Development Act 2005*;

“**lot**” has the meaning given to it in the *Planning and Development Act 2005*;

“**nuisance**” means –

(a) any activity, thing, condition, circumstance, or state of affairs caused or contributed to by a person which is injurious or dangerous to the health of another person of normal susceptibility, or which has a disturbing effect on the state of reasonable physical, mental or social well-being of another person.

(b) anything a person does or permits or causes to be done which interferes with or is likely to interfere with the enjoyment or safe use by another person of any public place; or

(c) anything a person does on public or private land which unreasonably detracts from or interferes with the enjoyment or value of land owned by another person, provided that anything done in accordance with the law or a legal right or which is consistent with the standard of behaviour in the relevant locality shall not be unreasonable for the purpose of this local law;

“**permit**” means a permit or approval whatever form, issued under this local law;

5. Clause 2.3 amended

In clause 2.3 delete the subclause (1)(a) and insert –

(a) that is permitted under the *Liquor Control Act 1988* or under another written law; or

6. Clause 2.4 amended

In clause 2.4 delete the definition of “acceptable material” and insert –

“**acceptable material**” means any material which will create a hard surface, and includes –

(a) compacted gravel;

- (b) concrete;
- (c) brick paving;
- (d) bitumen seal or asphalt; or
- (e) other treatment approved by the local government.

7. Clause 3.2 amended

In clause 3.2 –

- (a) Delete the word "direction" from the title.
- (b) Delete subclause 3.2(2) and insert –
 - (2) Notwithstanding subclause (1), a permit is not required for a portable sign which complies with clause 3.4.

8. Clause 3.4 amended

Delete clause 3.4 and insert –

A portable sign shall –

- (i) not exceed an area of 1 square metre ;
- (ii) not exceed 750mm horizontally;
- (iii) relate only to the business activity;
- (iv) is in place only during the hours of the activity or the event being advertised;
- (v) contain letters not less than 200mm in height;
- (vi) be secured in position in accordance with any requirements of the local government;
- (vii) be placed so as not to impede or obstruct either vehicle or pedestrian traffic, or access to a place by any person;
- (viii) be placed so as not to obstruct lines of sight for vehicle traffic;
- (ix) be maintained in good condition; and
- (x) be in compliance with any limitation of the number of signs notified in writing by the local government.

9. Part 5 deleted

Delete Part 5.

10. Clause 6.2 amended

In clause 6.2 delete subclause (2)(f) and insert –

- (f) be accompanied by a description of the proposed stall.

11. Clause 6.7 amended

In clause 6.7 delete from the title the words "or to obtain a permit".

12. Clause 6.8 amended

In clause 6.8 –

- (a) Delete subclause (1)(c) and insert –
 - (c) when selling goods by weight carry and use for that purpose, scales tested and certified in accordance with the provisions of the *National Measurements Act 1960 (Commonwealth)*.
- (b) Delete subclause (2) and insert –
 - (2) A stallholder or trader shall not—
 - (a) deposit or store any box or basket containing goods on any part of a thoroughfare so as to obstruct the movement of pedestrians or vehicles;
 - (b) act in an offensive manner;
 - (c) use or cause to be used any apparatus or device including any flap or shelf, whereby the dimensions of a stall, vehicle or structure are increased beyond those specified in the permit; or
 - (d) in the case of a trader, carry on trading from a public place, unless there is adequate parking for customers' vehicles reasonably close to the place of trading.

13. Clause 7.1 amended

Delete subclause 7.1(2) and insert –

- (2) An application for a permit under this local law shall –
 - (a) be in writing, whether a prepared form, email or letter;
 - (b) be signed by or otherwise confirmed as being from the applicant;
 - (c) provide all information necessary in order to determine the application; and
 - (d) be forwarded to the CEO together with any fee imposed and determined by the local government

under and in accordance with sections 6.16 to 6.19 of the Act.

14. Clause 7.2 amended

Delete subclause 7.2(2) and insert –

- (2) If the local government approves an application for a permit, it is to issue to the applicant written approval.

15. Clause 7.3 amended

Delete subclause 7.3(a) and insert –

- (a) the payment of a fee determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act;

16. Clause 7.7 amended

In sub-clause 7.7(2)(b) delete the words "mutatis mutandis".

Dated this 23rd day of December 2015

The Common Seal of the Shire of Sandstone was affixed by authority of a resolution of Council in the presence of –



B. Walton
M.N. Dohnt

B.L. WALTON, President.

M.N. DOHNT, Chief Executive Officer.

BUSH FIRES ACT 1954

SHIRE OF SANDSTONE

BUSH FIRE BRIGADES LOCAL LAW 2015

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BUSH FIRES ACT 1954

SHIRE OF SANDSTONE

BUSH FIRE BRIGADES LOCAL LAW 2015

Under the powers conferred by the *Bush Fires Act 1954* and under all other powers enabling it, the Council of the Shire of Sandstone resolved on 18th December 2015 to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Sandstone Bush Fire Brigades Local Law 2015*.

1.2 Commencement

This local law will come into operation 14 days after its publication in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Repeal

The *Shire of Sandstone Bush Fire Brigades Local Law* published in the *Government Gazette* on 23 March 2004 is repealed.

1.5 Interpretations

In this local law unless the context otherwise requires –

Act means the *Bush Fires Act 1954*;

brigade area is defined in clause 2.2(b);

brigade member means a volunteer fire fighter of a bush fire brigade;

brigade officer means a person holding a position referred to in clause 5.5 (1)(a), irrespective of method of appointment to the position;

bush fire brigade is defined in section 7 of the Act;

bush fire control officer means a person appointed to that office by the local government;

Bush Fire Operating Procedures means the Bush Fire Operating Procedures as may be adopted by the local government and amended from time to time;

Captain means the person holding or acting in that position in a bush fire brigade;

CBFCO means the Chief Bush Fire Control Officer;

CEO means the chief executive officer of the local government;

Council means the Council of the local government;

DFES means the Department of Fire and Emergency Services;

district means the district of the local government;

fire fighting activities means all normal brigade activities relating to a live bush fire which is active in the district, and includes burning off, creating fire breaks and other methods for the control of bush fires;

Lieutenant means the person holding that position in a bush fire brigade;

local government means the Shire of Sandstone;

normal brigade activities is defined in section 35A of the Act;

president means president of the Council;

Regulations means Regulations made under the Act; and

volunteer fire fighter is defined in section 35A of the Act.

PART 2 - ESTABLISHMENT OF BUSH FIRE BRIGADES

2.1 Establishment of a bush fire brigade

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

2.2 Name and area of bush fire brigade

On establishing a bush fire brigade under clause 2.1(1) the local government is to –

- (a) give a name to the bush fire brigade;
- (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities .

2.3 Objects of bush fire brigades

The objects of the bush fire brigade are to carry out—

- (a) The normal brigade activities; and
- (b) The functions of the bush fire brigade which are specified in the Act, the Regulations and the local law.

2.4 Chain of command during fire fighting activities

- (1) Subject to the Act, the chain of command to apply during fire fighting activities is –
 - (a) Bush fire control officers in order of seniority;
 - (b) Brigade officers in order of seniority;
 - (c) all other volunteer fire fighters.
- (2) The person in command has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by the firefighters, and may exercise all the powers and duties provided for by the Act.

2.5 Existing bush fire brigades

A bush fire brigade established prior to the day on which this local law comes into operation—

- (a) is to be taken to be a bush fire brigade established under and in accordance with this local law;
- (b) the provisions of this local law apply to the bush fire brigade save for clause 2.1; and
- (c) any rules governing the operation of the bush fire brigade are repealed and substituted with the provisions of this local law.

2.6 Dissolution of bush fire brigade

In accordance with section 41(3) of the Act, the local government may cancel the registration of a bush fire brigade if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, or is not achieving the objectives for which it was established.

2.7 New arrangement after dissolution

If a local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made in respect of the brigade area.

PART 3 - ORGANISATION OF BUSH FIRE BRIGADES

3.1 Local government responsible for structure

The local government is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

3.2 Appointment of bush fire control officers

- (1) The local government may appoint bushfire control officers in their absolute discretion, and apply conditions as considered appropriate.
- (2) Where only one person is appointed as a bush fire control officer, that person is a Chief Bush Fire Control Officer for the purposes of this local law.
- (3) Where more than one person is appointed as a fire control officer, the local government shall

determine seniority as Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, and further seniority as is considered appropriate.

- (4) When considering the appointment of a person as a bush fire control officer, the local government is to have regard to the qualifications and experience which may be advisable to fill the position.

3.3 Training of officers

- (1) The local government is to supply each bush fire control officer and brigade officer with a copy of the Act, the Regulations, any Bush Fire Operating Procedures adopted, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments made from time to time.
- (2) Bush fire control officers are to complete a Bush Fire Control Officers course conducted by DFES within 12 months of appointment, unless a course has been completed within the 4 years prior to appointment as a bush fire control officer.
- (3) Bush fire control officers are required to complete a Fire Control Officers course at least once every five years.

3.4 Managerial role of Chief Bush Fire Control Officer

Subject to any directions by the local government the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

3.5 Duties of Chief Bush Fire Control Officer and Captain

The duties of the Chief Bush Fire Control Officer and Captain include –

- (a) to provide leadership to volunteer bush fire brigades;
- (b) to monitor bush fire brigades' resourcing, equipment and training levels;
- (c) to liaise with the local government concerning fire prevention/suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn) bush fire brigades or brigade officers;
- (d) to ensure that lists of brigade members are maintained;
- (e) to report to the local government not later than 31 March each year, for consideration and appropriate provision being made in the next local government budget, the status of a bush fire brigade's–
 - (i) training and readiness;
 - (ii) protective clothing;
 - (iii) equipment; and
 - (iv) vehicles and appliances.

3.6 Chief Bush Fire Control Officer to act as Captain

In the absence of a person elected as the Captain of a bush fire brigade, or in order of seniority, willing to act in that position until a meeting of the bush fire brigade is held, the Chief Bush Fire Control Officer is to act as Captain until a meeting of the bush fire brigade is held and a person is elected to the position.

PART 4 - MEMBERSHIP

4.1 Types of membership of bush fire brigade

- (1) The membership of a bush fire brigade consists of volunteer fire fighters.
- (2) Registration as a volunteer fire fighter does not commit the person to participating in all normal brigade activities.

4.2 Membership applications

- (1) An application for membership of a bush fire brigade as a volunteer fire fighter is to be made in writing in the form determined by DFES.
- (2) The decision on an application for admission of member, with or without conditions or restrictions, may be made by –
 - (a) either the Captain or CBFCO; jointly with
 - (b) either the CEO or local government president.
- (3) DFES is to be notified of acceptance of an application, and provided with a copy of the application.

4.3 Membership – review, refusal, suspension or termination

- (1) No later than 31 March in each year, the Captain is to review the membership and report to the CEO the name and contact details of each brigade member.
- (2) If circumstances warrant, membership of the bush fire brigade may be refused or suspended at any time for a period considered appropriate in the opinion of –
 - (i) either the Captain or CBFCO; jointly with
 - (ii) either the CEO or president.
- (3) Membership of the bush fire brigade terminates if the member –
 - (a) dies;
 - (b) gives written notice of resignation to the Captain or CEO;
 - (c) is permanently incapacitated by mental or physical ill-health in the opinion of –
 - (i) either the Captain or CBFCO; jointly with
 - (ii) either the CEO or president;
 - (d) has been removed from the membership list as being no longer resident, or for other sufficient reason in the opinion of –
 - (i) either the Captain or CBFCO; jointly with
 - (ii) either the CEO or president.
- (4) Where a decision under subclause (2), (3)(c) or (3)(d) is unable to be agreed, the matter is to be referred to Council, whose decision shall be final.
- (5) Members are eligible to reapply where membership has ceased for any reason.
- (6) DFES is to be notified of the outcome of review of membership.

4.4 Member has right to review

A brigade member may appeal to the Council, whose decision shall be final, any –

- (a) Refusal of membership;
- (b) Suspension of membership; or
- (c) Termination of membership.

4.5 Existing liabilities to continue

The resignation, suspension or termination of a member under clause 4.3 does not affect any liability of the brigade member arising prior to the date of resignation, suspension or termination of membership.

4.6 Disagreements

- (1) Any disagreement between brigade members regarding normal brigade activities may be referred to the Captain.
- (2) Where a disagreement in sub-clause (1) is considered by the Captain to be of importance to the interests of the bush fire brigade, then the Captain is to refer the disagreement to the CEO.
- (3) The local government is the final authority on matters affecting the bush fire brigade, and may resolve any disagreement which is not resolved under sub-clause (1) or (2).

PART 5 - MEETINGS

5.1 Holding of meetings

- (1) A bush fire brigade is to hold a meeting at least annually between 1 April and 30 June.
- (2) The person presiding at bush fire brigade meetings shall be the senior most brigade officer in attendance, or if of equal seniority, selected by the members then present.
- (3) Notice of all meetings of a brigade is to be given to the local government and to DFES.

5.2 Calling of meetings

- (1) Meetings may be called at any time by giving at least 7 days notice to all brigade members, by –
 - (a) the Captain;
 - (b) the CEO; or
 - (c) sufficient number of members to constitute a quorum of a meeting.
- (2) Business may be conducted at an ordinary meeting of the bush fire brigade notwithstanding that it was

not specified in a notice given under sub-clause (1) in relation to that meeting.

5.3 Quorum at meetings

- (1) The quorum for a meeting of a fire brigade is –
 - (a) Where membership is 3 or less – 100% of members;
 - (b) Where membership is 4 or more, but less than 8 – 3 members;
 - (c) Where membership is 8 or more, but less than 12 – 4 members;
 - (d) Where membership is 12 or more, but less than 20 – 5 members; or
 - (e) Where membership is 20 or more – 25% of members.
- (2) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person.
- (3) Should a quorum not be present, all matters requiring urgent decision are to be referred to the CEO for decision.
- (4) If a meeting ceases to have a quorum at any time, the presiding member is to immediately –
 - (a) close the meeting; or
 - (b) adjourn the meeting for not more than 30 minutes, after which the meeting is to be closed if a quorum is not achieved within that time.

5.4 Voting at meetings

- (1) Each brigade member is to have one vote.
- (2) In the event of an equality of votes, the person presiding may exercise a casting vote.
- (3) All decisions of the meeting are to be made by majority of the members then present at the meeting.
- (4) Proxy voting is not permitted.

5.5 Business of meetings

- (1) The business of bush fire brigade meetings is –
 - (a) At the first brigade meeting held in accordance with clause 5.1 (1), elect –
 - (i) a Captain;
 - (ii) First Lieutenant;
 - (iii) Second Lieutenant;
 - (iv) Any additional officers as necessary for the effective management of normal brigade activities;
 - (b) where a vacancy has occurred in a position elected under subclause (1)(a), elect persons to the positions necessary;
 - (c) to consider the nomination of persons to the local government for appointment as bush fire control officers by the local government;
 - (d) to arrange for normal brigade activities as authorised by the Act or by the local government;
 - (e) to discuss any matter considered appropriate; and
 - (f) to make recommendations to the local government for endorsement prior to implementation.
- (2) When considering the appointment of persons to the positions of Captain, Lieutenant or other position, the brigade members are to have regard to the qualifications and experience which may be advisable to fill each position.

5.6 Minutes of meetings

Within 10 business days of a meeting of a bush fire brigade, the Captain is to ensure that minutes of each meeting of the brigade are –

- (a) available on request to brigade members, and
- (b) sent to the local government and to DFES.

PART 6 - GENERAL

6.1 Administration

All administrative matters of a bush fire brigade are to be managed by the local government.

6.2 Finances

All financial matters of a bush fire brigade are to be managed by the local government.

6.3 Equipment

All equipment purchased by the local government is the property of, and shall be insured by, the local government.


6.4 Consideration in the local government budget


In addition to funding made available through emergency services grants, the local government may provide further funding depending upon the assessment of budget priorities for the year in question.

Dated this 23rd day of December 2015

The Common Seal of the Shire of Sandstone was affixed by authority of a resolution of Council in the presence of –




B.L. WALTON, President.


M.N. DOHNT, Chief Executive Officer.

LOCAL GOVERNMENT ACT 1995

SHIRE OF SANDSTONE

EXTRACTIVE INDUSTRIES AMENDMENT LOCAL LAW 2015

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Sandstone resolved on 18th December 2015 to make the following local law.

1. Citation

This local law may be cited as the *Shire of Sandstone Extractive Industries Amendment Local Law 2015*.

2. Commencement

This local law will come into operation 14 days after publication in the *Government Gazette*.

3. Principal Local Law

In this local law, the *Shire of Sandstone Extractive Industries Local Law* published in the *Government Gazette* on 23 March 2004, is referred to as the principal local law. The principal local law is amended.

4. Clause 1.1 amended

In clause 1.1, insert in alphabetical order –

“**land**”, unless the context otherwise requires, means the land on which the applicant proposes carrying on the extractive industry to which the applications relates;

“**occupier**” has the meaning given to it in the Act;

“**owner**” has the meaning given to it in the Act;

5. Clause 2.1 amended

Delete the penalty statement at the end of clause 2.1.

6. Clause 2.3 amended

In clause 2.3–

(a) In subclause 1 after “of the land” insert “and any occupier of the land”;

(b) delete subclause (1)(e) and insert –

(e) a certificate from a licensed surveyor certifying the correctness of –

(i) the extent of any existing excavation on the proposed excavation site;

(ii) the plan referred to in paragraph (a); and

(iii) the datum peg and related point referred to in paragraph (d);

(c) delete subclause (1)(k)

(d) renumber subclauses (1)(l) and (m) as subclauses (1)(k) and (l)

7. Clause 3.2 amended

Renumber clause 3.2 as clause 3.3.

8. Clause 3.2 inserted

After clause 3.1 insert –

3.2 Transport of materials

(1) The local government may, from time to time, prescribe by giving written notice to the licensee –

(a) that if the proposed routes are not suitable for the proposed haulage, the local government may determine alternative routes to be taken by the licensee for the transport of materials from the site through the roads within the district;

(b) the tonnage limits to be transported along a particular route; and

(c) the times during which materials from the site may be transported through the roads within the district.

(2) The licensee must pay to the local government, as and when required by the local government,

the costs or estimated costs, as determined by the local government, of repairs and maintenance to any road that are required as a result of the transport of materials from the site.

- (3) If a road on a route prescribed under subclause (1) is inadequate for the transport of materials from the site, the local government may require the licensee to pay all or part of the costs or estimated costs, as determined by the local government, of upgrading the road to the standard required by the local government for these purposes.
- (4) The local government shall refund to the licensee any payment made in excess of the costs incurred repairing or maintaining the road or making the road suitable for the proposed haulage.
- (5) Each licence is to be taken to be subject to a condition requiring the licensee to comply with this clause.

9. Clause 5.1 amended

After clause 5.1 (2) insert –

- (3) Subject to clause 5.2, any interest accrued in respect of the bond paid into the fund under subclause (2) is to be returned to the licensee at the completion of the restoration and reinstatement works required by the licence conditions or otherwise under this local law.

10. Clause 5.2 amended

After clause 5.2 (3) insert –

- (4) To avoid doubt, the local government's powers under this clause 5.2 are in addition to its other enforcement powers under this local law.

11. Clause 6.1 amended

In clause 6.1 –

- (a) Delete paragraphs (c) and (d) and insert –
 - (c) 40 metres of any thoroughfare;
 - (d) 40 metres of any watercourse; or
 - (e) the minimum clearance to the estimated water table stipulated by the Department of Water or otherwise as required by the local government.
- (b) Delete the penalty statement at the end of the clause.

12. Clause 6.2 amended

Delete the penalty statement at the end of clause 6.2.

13. Clause 6.3 amended

Delete the penalty statement at the end of clause 6.3.

14. Clause 6.4 amended

Delete the penalty statements at the end of subclause 6.4 (1) and subclause 6.4 (2).

15. Clause 7.1 amended

In subclause 7.1(1) delete "\$10,000,000" and insert "\$20,000,000".

16. Clause 7.3 amended

(a) Renumber subclauses 7.3(2) and 7.3(3) as subclauses 7.3(3) and 7.3(4).

(b) Delete subclause 7.3(1) and insert –

(1) Where a licensee intends to cease carrying on an extractive industry—

- (a) temporarily for a period in excess of 12 months; or
- (b) permanently,

the licensee shall, as well as complying with clause 7.4, give the local government written notice of the cessation not later than 1 week after those operations have ceased, and details of the period of intended cessation

(2) In the case of a temporary cessation, the licensee shall provide details of –

- (a) the period of the intended cessation; and
- (b) caretaker arrangements.

17. Clause 7.4 amended

Delete the penalty statement at the end of clause 7.4.

18. Clause 8.1 amended

(a) Insert as title to the clause 8.1 "Objections and review".

(b) In clause 8.1 delete "regulations 33 and 34" and insert "regulation 33".

19. Part 9 amended

Delete "Modified" from the title of Part 9.

20. Clause 9.1 amended

Delete clause 9.1 and insert –

9.1 Offences and penalties

(1) A person who breaches a provision of this local law commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000 and, if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence had continued.

21. Clause 9.2 amended

Delete clause 9.2 and insert –

9.2 Modified penalties

(1) An offence against a clause specified in the Schedule is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in the Schedule.

22. Schedule amended

Delete the Schedule and insert –

Schedule
PRESCRIBED OFFENCES

Clause	Description	Modified Penalty \$
2.1	Carry on extractive Industry without licence or in breach of terms and conditions	500
6.1	Excavate near boundary	500
6.2(a)	Gateways not kept locked where required	500
6.2(b)	Warning signs not erected or maintained as required	500
6.2(c)	Excavation not drained as required	300
6.3(a)	Remove trees or shrubs near boundary without approval	300
6.3(b)	Store without required approval explosives or explosive devices	500
6.3(c)	Fill or excavate in breach of licence	500
6.4(1)(a)	Blasting without approval of the local government	300
6.4(1)(b)	Blasting outside times authorised	300
6.4(1)(d)	Blasting in breach of conditions imposed by the local government	300
6.4(2)	Blasting without approval on Saturday, Sunday or public holiday	300
9.1(1)	All other offences not specified	200

Dated this 23rd day of December 2015

The Common Seal of the Shire of Sandstone was affixed by authority of a resolution of Council in the presence of –



B.L. Walton B.L. WALTON, President.

M.N. Dohnt M.N. DOHNT, Chief Executive Officer.

**DOG ACT 1976
LOCAL GOVERNMENT ACT 1995**

SHIRE OF SANDSTONE

DOGS LOCAL LAW 2016

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SCHEDULE 1 – MODIFIED PENALTIES

**DOG ACT 1976
LOCAL GOVERNMENT ACT 1995**

SHIRE OF SANDSTONE

DOGS LOCAL LAW 2016

Under the powers conferred by the *Dog Act 1976*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Sandstone resolved on 28 July 2016 to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Sandstone Dogs Local Law 2016*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Repeal

The *Shire of Sandstone Dogs Local Law* published in the *Government Gazette* on 23 March 2004, is repealed.

1.5 Interpretation

In this local law unless the context otherwise requires—

Act means the *Dog Act 1976*;

authorised person means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under this local law;

CEO means the chief executive officer of the local government;

dangerous dog has the meaning given to it in section 3(1) of the Act;

district means the district of the Shire of Sandstone;

dog management facility has the meaning given to it in section 3(1) of the Act;

infringement notice means the notice referred to in clause 5.4;

local government means the Shire of Sandstone;

notice of withdrawal means the notice referred to in clause 5.7(1);

owner in relation to a dog, has the same meaning as in section 3(1) and (2) of the Act;

person liable for the control of the dog has the same meaning as in section 3(1) of the Act;

public place has the meaning given to it in section 3(1) of the Act;

Regulations means the *Dog Regulations 2013*;

Schedule means the Schedule to this local law;

thoroughfare has the meaning given to it in section 1.4 of the *Local Government Act 1995*; and

townsite has the meaning given to it in section 3(1) of the Act.

PART 2 - IMPOUNDING OF DOGS

2.1 Charges and costs

The following are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995* –

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

2.2 Attendance of authorised person at dog management facility

An authorised person is to be in attendance at the dog management facility for the release of dogs at the times and on the days of the week as determined by the CEO.

2.3 Release of impounded dog

- (1) A claim for the release of a dog seized and impounded is to be made to an authorised person or if absent, to the CEO.
- (2) An authorised person is not to release a dog seized and impounded to any person unless that person has produced, satisfactory evidence –
 - (a) of her or his ownership of the dog or of her or his authority to take delivery of it; or
 - (b) that he or she is the person identified as the owner on a microchip implanted in the dog.

PART 3 - KEEPING OF DOGS

3.1 Dogs to be confined

- (1) An occupier of premises on which a dog is kept must –
 - (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
 - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures the dog remains confined) and is fitted with a proper latch or other means of fastening it;
 - (d) maintain the fence and all gates and doors in the fence in good order and condition; and
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) Where an occupier fails to comply with subclause (1), he or she commits an offence.
- (3) Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations.

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act—
 - (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
 - (b) 6 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.

PART 4 - MISCELLANEOUS

4.1 Offence to excrete

- (1) A dog must not excrete on—
 - (a) any thoroughfare or other public place; or
 - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.
- (3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

PART 5 - ENFORCEMENT

5.1 Offences

A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

5.2 General penalty

A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of the day during which the offence has continued.

5.3 Modified penalties

- (1) The offences contained in Schedule 1 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the fourth column of Schedule 1 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is not a dangerous dog.
- (3) The amount appearing in the fifth column of Schedule 1 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog.

5.4 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form prescribed by regulation 26 of the *Local Government (Functions and General) Regulations 1996*.

5.5 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

5.6 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

5.7 Withdrawal of infringement notice

- (1) Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form prescribed by regulation 27 of the *Local Government (Functions and General) Regulations 1996*.
- (2) A person authorised to issue an infringement notice under clause 5.4 cannot sign or send a notice of withdrawal.

5.8 Service of notices

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

Schedule 1 – Modified Penalties [clause 5.3]

Item	Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$

1	3.1	Failing to provide means for effectively confining a dog	300	
2	4.1(2)	Dog excreting in prohibited place	100	100

Dated 19 AUGUST 2016

The Common Seal of the Shire of Sandstone was affixed by authority of a resolution of Council in the presence of –

B.L. WALTON, President.

S.K. FLETCHER, Acting Chief Executive Officer.

S.K. Fletcher



B.L. Walton

LOCAL GOVERNMENT ACT 1995
SHIRE OF SANDSTONE
MEETING PROCEDURES LOCAL LAW 2015

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LOCAL GOVERNMENT ACT 1995

SHIRE OF SANDSTONE

MEETING PROCEDURES LOCAL LAW 2015

Under the powers conferred by the *Local Government Act 1995* and under all other relevant powers, the Council of the Shire of Sandstone resolved on 18th December 2015 to adopt the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Sandstone Meeting Procedures Local Law 2015*.

1.2 Commencement

The local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application

This local law provides rules and guidelines which apply to the conduct of meetings of the Council and its committees and to meetings of electors.

1.4 Interpretation

- (1) In this local law unless the context otherwise requires—
 - 75% majority** has the meaning given to it in the Act;
 - absolute majority** has the meaning given to it in the Act;
 - Act** means the *Local Government Act 1995*;
 - CEO** means the Chief Executive Officer of the local government;
 - committee** means a committee of the Council established under section 5.8 of the Act;
 - committee meeting** means a meeting of a committee;
 - Council** means the Council of the local government;
 - local government** means the Shire of Sandstone;
 - meeting** means a meeting of the Council or a committee, as the context requires;
 - Member** has the meaning given to it in the Act;
 - Minister** means the Minister for Local Government;
 - Officer** means an Officer of the local government;
 - President** means the President of the local government or other Presiding Member at a Council meeting under section 5.6 of the Act;
 - Presiding Member** means—
 - (a) in respect of the Council, the person presiding under section 5.6 of the Act; and
 - (b) in respect of a committee, the person presiding under sections 5.12, 5.13, and 5.14 of the Act;
 - Regulations** means the *Local Government (Administration) Regulations 1996*;
 - simple majority** means more than 50% of the members present and voting; and
 - substantive motion** means an original motion or an original motion as amended, but does not include an amendment or a procedural motion;
- (2) Unless otherwise defined in this local law, the terms and expressions used in this local law are to have the meaning given to them in the Act and Regulations.

1.5 Repeal

The *Shire of Sandstone Standing Orders Local Law 2003* published in the *Government Gazette* on 23 March 2004 is repealed.

PART 2 - ESTABLISHMENT AND MEMBERSHIP OF COMMITTEES

2.1 Establishment of committees

- (1) The establishment of committees is dealt with in the Act.
- (2) A Council resolution to establish a committee under section 5.8 of the Act is to include —
 - (a) the terms of reference of the committee;
 - (b) the number of Council Members, Officers and other persons to be appointed to the committee;
 - (c) the names or titles of the Council Members and Officers to be appointed to the committee;
 - (d) the names of other persons to be appointed to the committee or an explanation of the procedure to be followed to determine the appointments; and

- (e) details of the delegation of any powers or duties to the committee under section 5.16 of the Act.

2.2 Types of committees

The types of committees are dealt with in the Act.

2.3 Delegation of some powers and duties to certain committees

The delegation of some powers and duties to certain committees is dealt with in the Act.

2.4 Limits on delegation of powers and duties to certain committees

The limits on the delegation of powers and duties to certain committees are dealt with in the Act.

2.5 Appointment of committee members

The appointment of committee members is dealt with in the Act.

2.6 Tenure of committee membership

Tenure of committee membership is dealt with in the Act.

2.7 Resignation of committee members

The resignation of committee members is dealt with in the Regulations.

2.8 Register of delegations to committees

The register of delegations to committees is dealt with in the Act.

2.9 Committees to report

A committee –

- (a) is answerable to the Council; and
- (b) is to report on its activities when, and to the extent, required by the Council.

PART 3 - CALLING AND CONVENING MEETINGS

3.1 Ordinary and special Council meetings

- (1) Ordinary and special Council meetings are dealt with in the Act.
- (2) An ordinary meeting of the Council, held on a monthly basis or otherwise as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.
- (3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

3.2 Calling Council meetings

The calling of Council meetings is dealt with in the Act.

3.3 Convening Council meetings

- (1) The convening of a Council meeting is dealt with in the Act.
- (2) Subject to subclause (3), the CEO is to give at least 72 hours notice convening a special meeting of the Council.
- (3) Where, in the opinion of the President or at least one-third of the Members, there is a need to meet urgently, the CEO may give a lesser period of notice of a special Council meeting.

3.4 Calling committee meetings

The CEO is to call a meeting of any committee when requested by the President, the Presiding Member of a committee or any two members of that committee.

3.5 Public notice of meetings

Public notice of meetings is dealt with in the Regulations.

PART 4 - PRESIDING MEMBER AND QUORUM

4.1 Who presides

Who presides at a Council meeting is dealt with in the Act.

4.2 When the Deputy President can act

When the Deputy President can act is dealt with in the Act.

4.3 Who acts if no President

Who acts if there is no President is dealt with in the Act.

4.4 Election of Presiding Members of committees

The election of Presiding Members of committees and their deputies is dealt with in the Act.

4.5 Election of Deputy Presiding Members of committees

The election of Deputy Presiding Members of committees is dealt with in the Act.

4.6 Functions of Deputy Presiding Members

The functions of Deputy Presiding Members are dealt with in the Act.

4.7 Who acts if no Presiding Member

Who acts if no Presiding Member is dealt with in the Act.

4.8 Quorum for meetings

The quorum for meetings is dealt with in the Act.

4.9 Reduction of quorum for Council meetings

The power of the Minister to reduce the number for a quorum and certain majorities is dealt with in the Act.

4.10 Reduction of quorum for committee meetings

The reduction of a quorum for committee meetings is dealt with in the Act.

4.11 Procedure where no quorum to begin a meeting

The procedure where there is no quorum to begin a meeting is dealt with in the Regulations.

4.12 Procedure where quorum not present during a meeting

If at any time during a meeting a quorum is not present, the Presiding Member is –

- (a) immediately to suspend the proceedings of the meeting for a period of up to 1 hour; and
- (b) if a quorum is not present at the expiry of that period, the Presiding Member is to adjourn the meeting to some future time or date.

4.13 Names to be recorded

At any meeting –

- (a) at which there is not a quorum present; or
- (b) which is adjourned for want of a quorum,

the names of the Members then present are to be recorded in the minutes.

PART 5 - BUSINESS OF A MEETING

5.1 Business to be specified

- (1) No business is to be transacted at any ordinary meeting of the Council other than that specified in the agenda, without the approval of the Presiding Member or the Council.
- (2) No business is to be transacted at a special meeting of the Council other than that given in the notice as the purpose of the meeting.
- (3) Subject to subclause (4), no business is to be transacted at an adjourned meeting of the Council other than that –
 - (a) specified in the notice of the meeting which had been adjourned; and
 - (b) which remains unresolved.
- (4) Where a meeting is adjourned to the next ordinary meeting of the Council then, unless the Council resolves otherwise, the business unresolved at the adjourned meeting is to be dealt with before considering Reports at that ordinary meeting.

5.2 Order of business

- (1) The order of business of an ordinary meeting of the Council shall be determined by the local government from time to time, and shall include –
 1. Declaration of Opening/Announcement of Visitors
 2. Announcements from the Presiding Member
 3. Attendance
 - 3.1 Present
 - 3.2 Staff attending

- 3.3 Apologies
 - 3.4 Approved leave of absence
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 - 10. Motions of which previous notice has been given
 - 11. Questions from Members without notice
 - 12. New business of an urgent nature introduced by decision of the meeting
 - 13. Meeting closed to public
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 - 14.2 Public reading of resolutions that may be made public
 - 14. Closure
- (2) Unless otherwise decided by the Council, the order of business at any special meeting of the Council is to be the order in which that business stands in the agenda of the meeting.
- (3) In determining the order of business for any meeting of the Council, the provisions of the Act and Regulations relating to the time at which public question time is to be held are to be observed.

5.3 Motions of which previous notice has been given

- (1) Unless the Act, Regulations or this local law otherwise provide, a Member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.
- (2) A notice of motion under subclause (1) is to be given at least 7 clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good governance of the district.
- (4) The CEO –
 - (a) may, with the concurrence of the President, exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of any of this local law or any other written law;
 - (b) will inform Members on each occasion that a notice has been excluded and the reasons for that exclusion;
 - (c) may, after consultation with the Member where this is practicable, make such amendments to the form but not the substance as will bring the notice of motion into due form; and
 - (d) may provide to the Council relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless –
 - (a) the Member who gave notice of it, or some other Member authorised by the originating Member in writing, moves the motion when called on; or
 - (b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (6) If a notice of motion is given and lapses under subclause (5), notice of a motion in the same terms or to the same effect is not to be given again for at least 3 months from the date of such lapse.

5.4 New business of an urgent nature

- (1) In cases of urgency or other special circumstances, matters may, on a motion by the Presiding Member that is carried by the meeting, be raised without notice and decided by the meeting.
- (2) In subclause (1), "cases of extreme urgency or other special circumstances" means matters that have arisen after the preparation of the agenda that are considered by the Presiding Member to be of such importance and urgency that they are unable to be dealt with administratively by the local government and must be considered and dealt with by the Council before the next meeting.

5.5 Adoption by exception resolution

- (1) In this clause "adoption by exception resolution" means a resolution of the Council that has the effect of adopting, for a number of specifically identified reports, the Officer recommendation as the Council resolution.
- (2) Subject to subclause (3), the local government may pass an adoption by exception resolution.
- (3) An adoption by exception resolution may not be used for a matter—
 - (a) that requires a 75% majority or a special majority;
 - (b) in which an interest has been disclosed;
 - (c) that has been the subject of a petition or deputation;
 - (d) that is a matter on which a Member wishes to make a statement; or
 - (e) that is a matter on which a Member wishes to move a motion that is different to the recommendation.

PART 6 - PUBLIC PARTICIPATION

6.1 Meetings generally open to the public

Meetings being generally open to the public is dealt with in the Act.

6.2 Meetings not open to the public

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public.
- (2) The Council or a committee, in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried –
 - (a) the Presiding Member is to direct everyone to leave the meeting except –
 - (i) the Members; and
 - (ii) any Officer specified by the Presiding Member; and
 - (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the Council or the committee, by resolution, decides otherwise.
- (4) A person who fails to comply with a direction under subclause (3)(a) may, by order of the Presiding Member, be removed from the meeting.
- (5) While the resolution under subclause (2) remains in force, the operation of clause 8.8 is to be suspended until the Council or the committee, by resolution, decides otherwise.
- (6) A resolution under this clause may be made without notice.
- (7) Unless the Council resolves otherwise, once the meeting is reopened to members of the public, the Presiding Member is to ensure that any resolution of the Council made while the meeting was closed is to be read out including a vote of a Member to be included in the minutes.

6.3 Question time for the public

Question time for the public is dealt with in the Act.

6.4 Question time for the public at certain meetings

Question time for the public at certain meetings is dealt with in the Regulations.

6.5 Minimum question time for the public

Minimum question time for the public is dealt with in the Regulations.

6.6 Procedures for question time for the public

Procedures for question time for the public are dealt with in the Regulations.

6.7 Other procedures for question time for the public

- (1) A member of the public who raises a question during question time, is to state his or her name and address.
- (2) A question may be taken on notice by the Council for later response.
- (3) When a question is taken on notice the CEO is to ensure that –
 - (a) a response is given to the member of the public in writing; and
 - (b) a summary of the response is included in the agenda of the next meeting of the Council.
- (4) Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to –
 - (a) declare that he or she has an interest in the matter; and
 - (b) allow another person to respond to the question.
- (5) Each member of the public with a question is entitled to ask up to 2 questions before other members of the public will be invited to ask their questions.

- (6) Where a member of the public provides written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence.
- (7) The Presiding Member may decide that a public question shall not be responded to where –
 - (a) the same or similar question was asked at a previous meeting, a response was provided and the member of the public is directed to the minutes of the meeting at which the response was provided;
 - (b) the member of the public uses public question time to make a statement, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the statement as a question; or
 - (c) the member of the public asks a question that is offensive or defamatory in nature, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory.
- (8) A member of the public shall have two minutes to submit a question, unless the Presiding Member, or Council by Resolution, agree to extend the time permitted.
- (9) The Presiding Member, or Council by resolution, may agree to extend public question time.
- (10) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes.

6.8 Distinguished visitors

If a distinguished visitor is present at a meeting of the Council, the Presiding Member may acknowledge the presence of the distinguished visitor at an appropriate time during the meeting, and the presence of that visitor shall be recorded in the minutes.

6.9 Deputations

- (1) Any person or group wishing to be received as a deputation by the Council is to either –
 - (a) apply, before the meeting, to the CEO for approval; or
 - (b) with the approval of the Presiding Member, at the meeting, address the Council.
- (2) The CEO may either –
 - (a) approve the request and invite the deputation to attend a meeting of the Council; or
 - (b) refer the request to the Council to decide by simple majority whether or not to receive the deputation.
- (3) A deputation attending a Council meeting is not to exceed three persons, and additional people as determined by the Presiding Member or Council, and members of the delegation may address the Council for ten minutes or longer as permitted by the Presiding Member;
- (4) A person addressing the Council is to cease that address immediately after being directed to do so by the Presiding Member in order to preserve order, the time permitted has expired or the presentation has diverged from the purpose of the deputation.
- (5) A person who fails to comply with a direction of the Presiding Member under subclause (4) may, by order of the Presiding Member, be removed from the meeting.
- (6) Any matter which is the subject of a deputation to the Council is not to be decided by the Council until the deputation has completed its presentation.

6.10 Petitions

- (1) A petition to the local government is to—
 - (a) be addressed to the President;
 - (b) be made by electors of the district;
 - (c) state the request on each page of the petition;
 - (d) contain the name, address and signature of each elector making the request, and the date each elector signed;
 - (e) contain a summary of the reasons for the request; and
 - (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.
- (2) Upon receiving a petition, the local government is to submit the petition to the relevant Officer to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subclause (3).
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
 - (a) the matter is the subject of a report included in the agenda; and
 - (b) the Council has considered the issues raised in the petition.

6.11 Presentations

- (1) In this clause, a "presentation" means the acceptance of a gift or an award by the Council on behalf of the local government or the community.

- (2) A presentation may be made to the Council at a meeting only with the prior approval of the President.

6.12 Participation at committee meetings

- (1) In this clause a reference to a person is to a person who –
 - (a) is entitled to attend a committee meeting;
 - (b) attends a committee meeting; and
 - (c) is not a member of that committee.
- (2) Without the consent of the Presiding Member, no person is to address a committee meeting.
- (3) The Presiding Member of a committee may allow a person to make an oral submission to the committee.
- (4) A person addressing the committee with the consent of the Presiding Member is to cease that address immediately after being directed to do so by the Presiding Member.
- (5) A person who fails to comply with a direction of the Presiding Member under subclause (4) may, by order of the Presiding Member, be removed from the meeting.
- (6) The Council may make a policy dealing with the circumstances in which a person may be given consent to address a committee meeting.

6.13 Public inspection of agenda materials

The right of the public to inspect the documents referred to, and in accordance with, regulation 14 of the Regulations may be exercised at the office of the local government, any library operated by the local government and on the local government's website.

6.14 Confidentiality of information withheld

- (1) Information withheld by the CEO from the public under regulation 14(2) of the Regulations is to be—
 - (a) identified in the agenda of a Council meeting under the item "Matters for which meeting may be closed";
 - (b) marked "*Confidential*" in the agenda; and
 - (c) kept confidential by Officers and Members until the Council resolves otherwise.
- (2) A Member or an Officer in receipt of confidential information under subclause (1) or information that is provided or disclosed during a meeting or part of a meeting that is closed to the public is not to disclose any of that information to any person other than another Member or an Officer to the extent necessary for the purpose of carrying out his or her duties.
- (3) Subclause (2) does not apply where a Member or Officer discloses the information to his or her lawyer or government officer for the purpose of seeking advice in order to lawfully fulfil his or her role and responsibilities.

6.15 Recording of proceedings

- (1) A person is not to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council without the permission of the Presiding Member.
- (2) If the Presiding Member gives permission under subclause (1), the Presiding Member is to advise the meeting, immediately before the recording is commenced, that such permission has been given and the nature and extent of that permission.

6.16 Prevention of disturbance

- (1) A reference in this clause to a person is to a person other than a Member.
- (2) A person addressing the Council shall extend due courtesy and respect to the Council and the processes under which it operates and shall comply with any direction by the Presiding Member.
- (3) A person observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.
- (4) A person shall ensure that his or her mobile telephone or audible pager is not switched on or used during any meeting of the Council.
- (5) A person shall not behave in a manner that is contrary to section 75 of the *Criminal Code*.

PART 7 - QUESTIONS BY MEMBERS

7.1 Members' questions

- (1) Members may ask questions relating to an item on the notice paper or on matters related to the good government of persons in the district.
- (2) A Member requesting general information from an Officer at a Council meeting may ask a question without notice and with the consent of the Presiding Member, may ask one or more further questions of that Officer or another Officer present at the meeting.

- (3) Where possible the Officer shall endeavour to answer the question to the best of his or her knowledge and ability, however, if the information is unavailable or the answer requires research or investigation, the Officer may ask that—
 - (i) the question be placed on notice for the next meeting of Council; and
 - (ii) the answer to the question be given to the Member who asked it within 14 days.
- (4) Every question and answer—
 - (i) is to be brief and concise; and
 - (ii) is not to be accompanied by argument, expression of opinion or statement of facts, except to the extent necessary to explain the question or answer.
- (5) In answering any question, an Officer may qualify his or her answer and may at a later time in the meeting or at a subsequent meeting alter, correct, add to or otherwise amend the original answer.

PART 8 - CONDUCT OF MEMBERS

8.1 Members to be in their proper places

- (1) At the first meeting held after each election day, Council will, by consensus, determine a position at the Council table for each Member.
- (2) Each Member, when present at meetings of the Council is to occupy his or her position allotted under subclause (1) until –
 - (a) the next ordinary election day; or
 - (b) the Council decides on a re-allocation of positions.

8.2 Official titles to be used

A speaker, when referring to the President, Deputy President or Presiding Member, or a Member or Officer, is to use the title of that person's office.

8.3 Entering or leaving a meeting

During the course of a meeting of the Council, a Member is not to enter or leave the meeting without first advising the Presiding Member, in order to facilitate the recording in the minutes of the time of entry or departure.

8.4 Members to indicate their intention to speak

A Member of the Council who wishes to speak is to indicate his or her intention to speak by raising his or her hand or by another method agreed by the Council.

8.5 Priority of speaking

- (1) Where two or more Members indicate, at the same time, their intention to speak, the Presiding Member is to decide which Member is entitled to be heard first.
- (2) A decision of the Presiding Member under subclause (1) is not open to discussion or dissent.
- (3) A Member is to cease speaking immediately after being asked to do so by the Presiding Member.

8.6 Presiding Member may take part in debates

The Presiding Member may take part in a discussion of any matter before the Council, subject to compliance with this local law.

8.7 Relevance

- (1) A Member is to restrict his or her remarks to the motion or amendment under discussion, or to a personal explanation or point of order.
- (2) The Presiding Member, at any time, may –
 - (a) call the attention of the meeting to –
 - (i) any irrelevant, repetitious, offensive or insulting language by a Member; or
 - (ii) any breach of order by a Member; and
 - (b) direct that Member, if speaking, to discontinue his or her speech.
- (3) A Member is to comply with the direction of the Presiding Member under subclause (2) by immediately ceasing to speak.

8.8 Speaking twice

Without the consent of the Presiding Member, a Member is not to address the Council more than once on any motion or amendment except –

- (a) as the mover of a substantive motion, to exercise a right of reply;
- (b) to raise a point of order; or
- (c) to make a personal explanation.

8.9 Duration of speeches

A Member is not to speak on any matter for more than 5 minutes without the consent of the Council which, if given, is to be given without debate.

8.10 No speaking after conclusion of debate

A Member is not to speak on any motion or amendment –

- (a) after the mover has replied; or
- (b) after the motion has been put.

8.11 No interruption

A Member is not to interrupt another Member who is speaking unless—

- (a) to raise a point of order;
- (b) to call attention to the absence of a quorum;
- (c) to make a personal explanation under clause 8.12; or
- (d) to move a procedural motion that the Member be no longer heard.

8.12 Personal explanations

- (1) A Member who wishes to make a personal explanation relating to a matter referred to by another Member who is then speaking is to indicate to the Presiding Member his or her intention to make a personal explanation.
- (2) The Presiding Member is to determine whether the personal explanation is to be heard immediately or at the conclusion of the speech by the other Member.
- (3) A Member making a personal explanation is to confine his or her observations to a succinct statement relating to a specific part of the speech at which he or she may have been misunderstood.

8.13 No reopening of discussion

A Member is not to reopen discussion on any Council decision, except to move that the decision be revoked or changed.

8.14 Adverse reflection

- (1) A Member is not to reflect adversely on a decision of the Council except on a motion that the decision be revoked or changed.
- (2) A Member is not –
 - (a) to reflect adversely on the character or actions of another Member or Officer; or
 - (b) to impute any motive to a Member or Officer,unless the meeting resolves, without debate, that the motion then before the meeting cannot otherwise be adequately considered.
- (3) A Member is not to use offensive or objectionable expressions in reference to any Member, Officer or other person.
- (4) If a Member specifically requests, immediately after their use, that any particular words used by a Member be recorded in the minutes –
 - (a) the Presiding Member is to cause the words used to be taken down and read to the meeting for verification; and
 - (b) the Council may, by resolution, decide to record those words in the minutes.

8.15 Withdrawal of offensive language

- (1) A Member who, in the opinion of the Presiding Member, uses an expression which –
 - (a) in the absence of a resolution under subclause 8.14(2) –
 - (i) reflects adversely on the character or actions of another Member or Officer; or
 - (ii) imputes any motive to a Member or Officer; or
 - (b) is offensive or insulting,must, when directed by the Presiding Member, withdraw the expression and make a satisfactory apology.
- (2) If a Member fails to comply with a direction of the Presiding Member under subclause (1), the Presiding Member may refuse to hear the Member further on the matter then under discussion and call on the next speaker.

PART 9 - PRESERVING ORDER

9.1 Presiding Member to preserve order

- (1) The Presiding Member is to preserve order, and, whenever considered necessary, may call any Member to order.

- (2) When the Presiding Member speaks during a debate, any Member then speaking, or indicating that he or she wishes to speak, and every Member present is to preserve strict silence so that the Presiding Member may be heard without interruption.
- (3) Subclause (2) is not to be used by the Presiding Member to exercise the right provided in clause 8.6, but to preserve order.

9.2 Point of order

- (1) A Member may object, by way of a point of order, only to a breach of –
 - (a) any of this local law; or
 - (b) any other written law.
- (2) Despite anything in this local law to the contrary, a point of order –
 - (a) takes precedence over any discussion; and
 - (b) until determined, suspends the consideration or discussion of any other matter.

9.3 Procedures on a point of order

- (1) A Member who is addressing the Presiding Member is not to be interrupted except on a point of order.
- (2) A Member interrupted on a point of order is to cease talking until –
 - (a) the Member raising the point of order has been heard; and
 - (b) the Presiding Member has ruled on the point of order,
 and, if permitted, the Member who has been interrupted may then proceed.

9.4 Calling attention to breach

A Member may, at any time, draw the attention of the Presiding Member to any breach of this local law.

9.5 Ruling by the Presiding Member

- (1) The Presiding Member is to rule on any point of order which is raised by either upholding or rejecting the point of order.
- (2) A ruling by the Presiding Member on a point of order –
 - (a) is not to be the subject of debate or comment; and
 - (b) is to be final unless the absolute majority of Members then present and voting, on a motion moved immediately after the ruling, dissent from the ruling.
- (3) Subject to a motion of dissent being carried under subclause (2), if the Presiding Member rules that –
 - (a) any motion, amendment or other matter before the meeting is out of order, it is not to be considered further; and
 - (b) a statement made or act done by a Member is out of order, the Presiding Member may require the Member to make an explanation, retraction or apology.

9.6 Continued breach of order

If a Member –

- (a) persists in any conduct that the Presiding Member had ruled is out of order; or
- (b) refuses to make an explanation, retraction or apology required by the Presiding Member under clause 9.5(3),

the Presiding Member may direct the Member to refrain from taking any further part in the debate of that item, other than by voting, and the Member is to comply with that direction.

9.7 Right of Presiding Member to adjourn

- (1) For the purpose of preserving or regaining order, the Presiding Member may adjourn the meeting for a period, and shall state the time of resumption.
- (2) On resumption, the debate is to continue at the point at which the meeting was adjourned.
- (3) If, at any one meeting, the Presiding Member adjourns the meeting more than once for the purpose of preserving or regaining order, the second or subsequent adjournment may be to a later time on the same day or to another day.

PART 10 - DEBATE OF SUBSTANTIVE MOTIONS

10.1 Motions to be stated and in writing

Any Member who wishes to move a substantive motion or an amendment to a substantive motion –

- (a) is to state the substance of the motion before speaking to it; and
- (b) if required by the Presiding Member, is to put the motion or amendment in writing.

10.2 Motions to be supported

- (1) A substantive motion or an amendment to a substantive motion is not open to debate until it has been seconded.
- (2) A motion to revoke or change a decision made at a Council meeting is not open to debate unless the motion has the support required under regulation 10 of the Regulations.

10.3 Unopposed business

- (1) Immediately after a substantive motion has been moved and seconded, the Presiding Member may ask the meeting if any Member opposes it.
- (2) If no Member opposes the motion, the Presiding Member may declare it carried without debate and without taking a vote.
- (3) A motion declared carried under this clause is to be recorded in the minutes as a unanimous decision of the Council.
- (4) If a Member opposes a motion, the motion is to be dealt with under this Part.
- (5) This clause does not apply to a motion to revoke or change a decision which has been made at a Council meeting.

10.4 Only one substantive motion at a time

When a substantive motion is under debate at a meeting of the Council, no further substantive motion is to be accepted. The Council is not to consider more than one substantive motion at any time.

10.5 Complex motions

The Presiding Member may require that a complex substantive motion, or a complex amendment to a substantive motion, is to be broken down and put in the form of more than one motion, each of which is to be put in sequence.

10.6 Order of call in debate

- (a) The Presiding Member is to manage debate in any manner considered appropriate to fully consider and determine the business before Council, and
- (b) may call speakers to a substantive motion or amendment in the following order –
 - (i) the mover to state the motion;
 - (ii) a seconder to the motion;
 - (iii) the mover to speak to the motion;
 - (iv) the seconder to speak to the motion;
 - (v) a speaker against the motion;
 - (vi) a speaker for the motion;
 - (vii) other speakers against and for the motion, alternating where possible; and
 - (viii) mover takes right of reply which closes debate.

10.7 Limit of debate

The Presiding Member may offer the right of reply and put a substantive motion to the vote if he or she believes that sufficient discussion has taken place even though all Members may not have spoken.

10.8 Member may require motion to be read

A Member may require the motion under discussion to be read at any time during a debate, but not so as to interrupt any other Member who is speaking.

10.9 Consent of seconder required for alteration

The mover of a substantive motion may not alter the wording of the motion without the consent of the seconder.

10.10 Order of amendments

Any number of amendments may be proposed to a substantive motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first amendment has been withdrawn, carried or lost.

10.11 Form of an amendment

An amendment must add, delete, or substitute words to the substantive motion.

10.12 Amendment must not negate original motion

An amendment to a substantive motion cannot negate the original motion or the intent of the original motion.

10.13 Relevance of amendments

Each amendment is to be relevant to the motion in respect of which it is moved.

10.14 Mover of motion may speak on amendment

Any Member may speak during debate on an amendment.

10.15 Effect of an amendment

If an amendment to a substantive motion is carried, the motion as amended then becomes the substantive motion, on which any Member may speak and any further amendment may be moved.

10.16 Withdrawal of motion or amendment

- (1) Subject to subclause (2), the Council may, without debate, grant leave to withdraw a motion or amendment on the request of the mover of the motion or amendment and with the approval of the seconder.
- (2) Where an amendment has been proposed to a substantive motion, the substantive motion is not to be withdrawn, except by consent of the majority of Members present, until the amendment proposed has been withdrawn or lost.

10.17 Right of reply

- (1) The mover of a substantive motion has the right of reply.
- (2) The mover of any amendment to a substantive motion has a right of reply.
- (3) The right of the reply may only be exercised –
 - (a) where no amendment is moved to the substantive motion – at the conclusion of the discussion on the motion; or
 - (b) where one or more amendments have been moved to the substantive motion – at the conclusion of the discussion on the substantive motion and any amendments.
- (4) After the mover of the substantive motion has commenced the reply –
 - (a) no other Member is to speak on the motion;
 - (b) there is to be no further discussion on, or any further amendment to, the motion.
- (5) The right of the reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.
- (6) At the conclusion of the right of reply, the substantive motion, or the substantive motion as amended, is immediately to be put to the vote.

PART 11 - PROCEDURAL MOTIONS

11.1 Permissible procedural motions

In addition to the right to move an amendment to a substantive motion a Member may move the following procedural motions –

- (a) that the meeting proceed to the next item of business;
- (b) that the debate be adjourned;
- (c) that the meeting now adjourn;
- (d) that the question be now put;
- (e) that the Member be no longer heard;
- (f) that the ruling of the Presiding Member be disagreed with; or
- (g) that the meeting be closed to the public.

11.2 No debate

- (1) The mover of a motion specified in paragraph (a), (b), (c), (f) or (g) of clause 11.1 may speak to the motion briefly, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.
- (2) The mover of a motion specified in paragraph (d) or (e) of clause 11.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

11.3 Right of reply on substantive motion

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment does not deny the right of reply to the mover of the substantive motion.

11.4 Meeting to proceed to the next business

The motion "that the meeting proceed to the next business", if carried, has the effect that –

- (a) the debate on the substantive motion or amendment ceases immediately;
- (b) no decision is made on the substantive motion;

- (c) the Council moves to the next item of business; and
- (d) there is no requirement for the matter to be raised again for consideration.

11.5 Debate to be adjourned

A motion "that the debate be adjourned"—

- (a) is to state the time and date or circumstances to which the debate is to be adjourned; and
- (b) if carried, has the effect that all debate on the substantive motion or amendment ceases immediately, but continues at the time stated in the motion.

11.6 Meeting now adjourn

- (1) A Member is not to move or second more than one motion of adjournment during the same sitting of the Council.
- (2) Before putting the motion for the adjournment of the Council, the Presiding Member may seek leave of the Council to deal first with matters that may be the subject of an adoption by exception resolution.
- (3) A motion "that the meeting now adjourn"—
 - (a) is to state the time and date or circumstances to which the meeting is to be adjourned; and
 - (b) if carried, has the effect that the meeting is adjourned to the time and date specified in the motion.
- (4) A meeting adjourned under subclause (3) is to continue from the point at which it was adjourned, unless the Presiding Member or the Council determines otherwise.

11.7 Motion to be put

- (1) If the motion "that the motion be now put", is carried during debate on a substantive motion without amendment, the Presiding Member is to offer the right of reply and then put the motion to the vote without further debate.
- (2) If the motion "that the motion be now put" is carried during discussion of an amendment, the Presiding Member is to put the amendment to the vote without further debate.
- (3) This motion, if lost, causes debate to continue.

11.8 Member to be no longer heard

If the motion "that the member be no longer heard", is carried, the speaker against whom the motion has been moved cannot speak further on the current substantive motion, or any amendment relating to it, except to exercise the right of reply if he or she is the mover of the substantive motion.

11.9 Ruling of the Presiding Member to be disagreed with

If the motion "that the ruling of the Presiding Member be disagreed with", is carried, that ruling is to have no effect and the meeting is to proceed accordingly.

PART 12 - DISCLOSURE OF INTERESTS

12.1 Disclosure of interests

Disclosure of interests is dealt with in the Act.

PART 13 - VOTING

13.1 Motion – when put

- (1) Immediately after the debate on any motion is concluded and the right of reply has been exercised, the Presiding Member –
 - (a) is to put the motion to the Council; and
 - (b) if requested by any Member, is to again state the terms of the motion.
- (2) A Member is not to leave the meeting when the Presiding Member is putting any motion.

13.2 Voting

Voting is dealt with in the Act and the Regulations.

13.3 Majorities required for decisions

The majorities required for decisions of the Council and committees are dealt with in the Act.

13.4 Method of taking vote

- (1) In taking the vote on any motion or amendment the Presiding Member –
 - (a) is to put the motion, first in the affirmative, and then in the negative;

- (b) may put the motion in this way as often as may be necessary to enable determination whether the affirmative or the negative has the majority of votes;
 - (c) may accept a vote on the voices or may require a show of hands; and,
 - (d) is subject to this clause, to declare the result.
- (2) If a Member calls for a show of hands, the result of the vote is to be determined on the count of raised hands.
- (3) If a member of council or a committee specifically requests that there be recorded –
- (a) his or her vote; or,
 - (b) the vote of all members present, on a matter voted on at a meeting of the council or committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.

13.5 Recording of votes

Recording of votes is dealt with in the Act.

PART 14 - MINUTES OF MEETINGS

14.1 Keeping of minutes

The keeping and confirmation of minutes are dealt with in the Act.

14.2 Content of minutes

- (1) The content of minutes is dealt with in the Regulations.
- (2) In addition to the matters required by regulation 11 of the Regulations, the minutes of a Council meeting is to include, where an application for approval is refused or the authorisation of a licence, permit or certificate is withheld or cancelled, the reasons for the decision.

14.3 Public inspection of unconfirmed minutes

The public inspection of unconfirmed minutes is dealt with in the Regulations.

14.4 Confirmation of minutes

- (1) When minutes of an ordinary meeting of the Council are distributed for consideration prior to their confirmation at the next meeting, if a Member is dissatisfied with the accuracy of the minutes, the Member may provide the local government with a written copy of the alternative wording to amend the minutes no later than 7 clear working days before the next ordinary meeting of the Council.
- (2) At the next ordinary meeting of the Council, the Member who provided the alternative wording shall, at the time for confirmation of minutes—
 - (a) state the item or items with which he or she is dissatisfied; and
 - (b) propose a motion clearly outlining the alternative wording to amend the minutes.
- (3) Members must not discuss items of business contained in the minutes, other than discussion as to their accuracy as a record of the proceedings.

PART 15 - ADJOURNMENT OF MEETING

15.1 Meeting may be adjourned

The Council may adjourn any meeting –

- (a) to a later time on the same day; or
- (b) to any other time on any other day, including a time which coincides with the conclusion of another meeting or event.

15.2 Effect of adjournment

Where any matter, motion, debate or meeting is adjourned under this local law –

- (a) debate is to be resumed at the next meeting at the point where it was interrupted; and
- (b) the provisions of clause 8.8 apply when the debate is resumed.

PART 16 - REVOKING OR CHANGING DECISIONS

16.1 Requirements to revoke or change decisions

The requirements to revoke or change a decision made at a meeting are dealt with in regulation 10 of the Regulations.

16.2 Limitations on powers to revoke or change decisions

- (1) Subject to subclause (2), the Council or a committee is not to consider a motion to revoke or change a decision –

- (a) where, at the time the motion is moved or notice is given, any action has been taken under clause 16.3 to implement the decision; or
 - (b) where the decision is procedural in its form or effect.
- (2) The Council or a committee may consider a motion to revoke or change a decision of the kind described in subclause (1)(a) if the motion is accompanied by a written statement of the legal and financial consequences of carrying the motion.

16.3 Implementing a decision

- (1) In this clause –
- authorisation** means a licence, permit, approval or other means of authorising a person to do anything;
 - implement**, in relation to a decision, includes –
 - (i) communicate notice of the decision to a person affected by, or with an interest in, the decision; and
 - (ii) take any other action to give effect to the decision; and
 - valid notice of revocation motion** means a notice of motion to revoke or change a decision that complies with the requirements of the Act, Regulations and the Local Laws and may be considered, but has not yet been considered, by the Council or a committee as the case may be.
- (2) Subject to subclause (4), and unless a resolution is made under subclause (3), a decision made at a meeting is not to be implemented by the CEO or any other person until the afternoon of the first business day after the commencement of the meeting at which the decision was made.
- (3) The Council or a committee may, by resolution carried at the same meeting at which a decision was made, direct the CEO or another person to take immediate action to implement the decision.
- (4) A decision made at a meeting is not to be implemented by the CEO or any other person –
- (a) if, before commencing any implementation action, the CEO or that person is given a valid notice of revocation motion; and
 - (d) unless and until the valid notice of revocation motion has been determined by the Council or the committee as the case may be.
- (5) The CEO is to ensure that members of the public attending the meeting are informed by an appropriate notice at the commencement of both agenda and minutes of the meeting, that a decision to grant an authorisation –
- (a) is to take effect only in accordance with this clause; and
 - (b) cannot be acted upon by the person who has been granted the authorisation unless and until the decision has been implemented in accordance with this clause.

PART 17 - SUSPENSION OF LOCAL LAW

17.1 Suspension of local law

- (1) A Member may at any time move that the operation of one or more of the provisions of this local law be suspended.
- (2) A Member moving a motion under subclause (1) is to state the reasons for the motion but no other discussion is to take place.
- (3) A motion under subclause (1) which is –
- (a) seconded; and
 - (b) carried by an absolute majority,
- is to suspend the operation of the clause or clauses to which the motion relates for the duration of the meeting, unless the meeting earlier resolves otherwise.

17.2 Where local law does not apply

- (1) In situations where –
- (a) one or more provisions of this local law have been suspended; or
 - (b) a matter is not regulated by the Act, the Regulations or these Meeting Procedures,
- the Presiding Member is to decide questions relating to the conduct of the meeting.
- (2) The decision of the Presiding Member under subclause (1) is final, except where a motion is moved and carried under clause 11.9.

17.3 Cases not provided for in local law

- (1) The Presiding Member is to decide questions of order, procedure, debate, or otherwise in cases where this local law, the Act or the Regulations are silent.
- (2) The decision of the Presiding Member in these cases is final, except where a motion is moved and carried under clause 11.9.

PART 18 - MEETINGS OF ELECTORS

18.1 Electors' general meetings

Electors' general meetings are dealt with in the Act.

18.2 Matters for discussion at electors' general meetings

The matters to be discussed at electors' general meetings are dealt with in the Regulations.

18.3 Electors' special meetings

Electors' special meetings are dealt with in the Act.

18.4 Requests for electors' special meetings

Requests for electors' special meetings are dealt with in the Regulations.

18.5 Convening electors' meetings

Convening electors' meetings is dealt with in the Act.

18.6 Who presides at electors' meetings

Who presides at electors' meetings is dealt with in the Act.

18.7 Procedure for electors' meetings

- (1) The procedure for electors' meetings is dealt with in the Act and the Regulations.
- (2) In exercising his or her discretion to determine the procedure to be followed at an electors' meeting, the Presiding Member is to have regard to this local law.

18.8 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.

18.9 Voting at electors' meetings

Voting at electors' meetings is dealt with in the Regulations.

18.10 Minutes of electors' meetings

Minutes of electors' meetings are dealt with in the Act.

18.11 Decisions made at electors' meetings

Decisions made at electors' meetings are dealt with in the Act.

PART 19 - ENFORCEMENT

19.1 Penalty for breach

A person who breaches a provision of this local law commits an offence.

Penalty: \$1,000.00 and a daily penalty of \$100.00.

19.2 Who can prosecute

Who can prosecute is dealt with in the Act.

Dated this 23rd day of December 2015.

The Common Seal of the Shire of Sandstone was affixed by authority of a resolution of Council in the presence of –



B.L. Walton
M.N. Dohnt

B.L. WALTON, President

M.N. DOHNT, Chief Executive Officer.

