

ATTACHMENTS

Ordinary Council Meeting

25 June 2019

Part 3 of 3

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Ordinary Council - 25 June 2019

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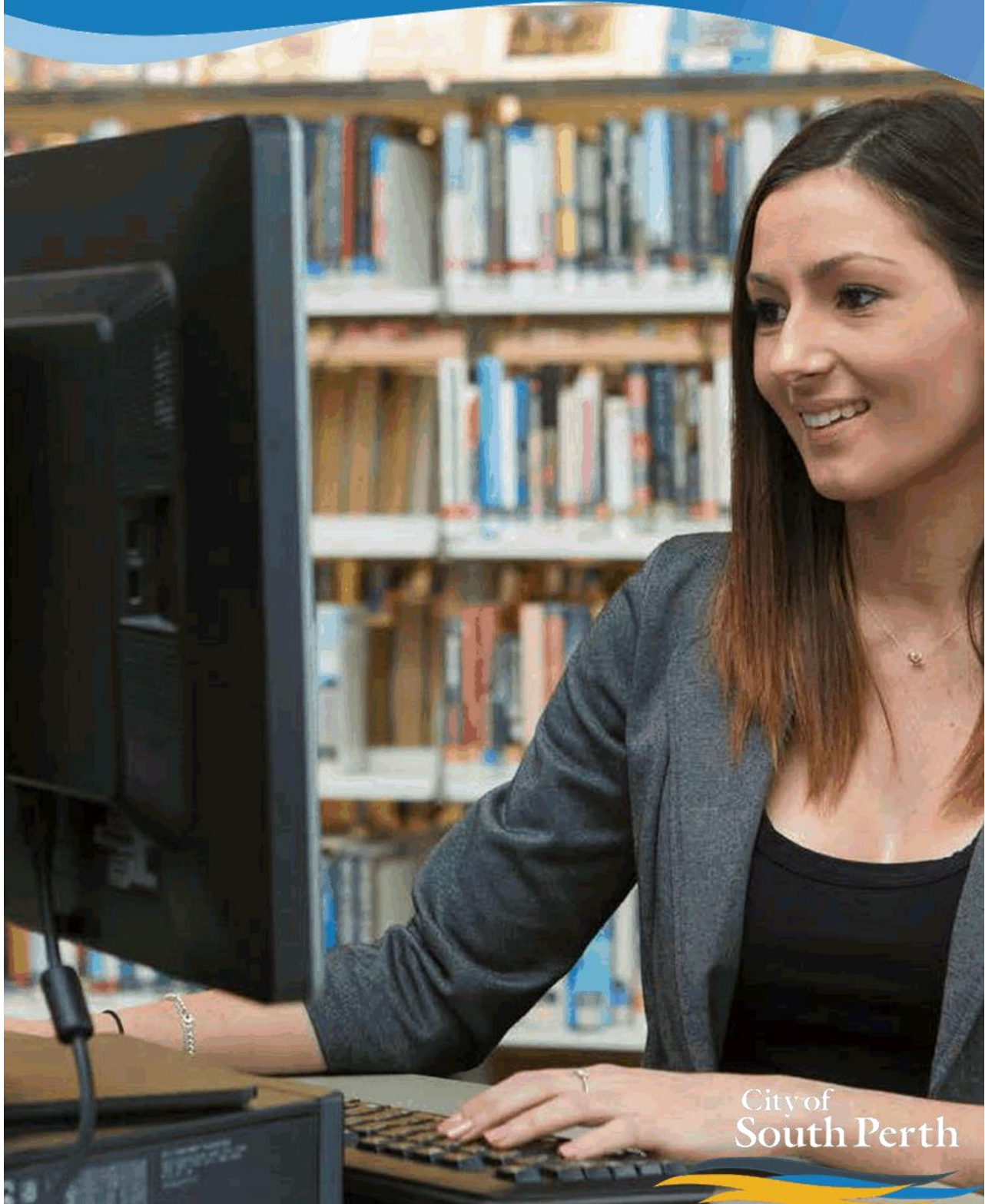
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CITY OF SOUTH PERTH CODE OF CONDUCT.

WORKING TOGETHER TO CREATE A CITY FOR EVERYONE

May 2019



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Message from the Mayor and Chief Executive Officer >

The City of South Perth is one of Perth's inner City Local Governments covering nearly 20 square kilometres and located just 2 kilometres from the Perth CBD. Widely recognised for its aesthetic appeal, the City is bounded by the Swan and Canning Rivers.

As the third level of government after Federal and State, Local Government is the closest to the people. The general function of a local government organisation is to provide good governance for its community members, involving efficient and effective decision-making, community participation, operational transparency and accountability. The City's employees have an active role in carrying out the functions of council and Council Members in their capacity as the governing body of the City and representatives of the community.

With the City facing significant and sustained growth during the next 20 years, it is vital that all Council Members, Employees, Consultants, Community Advisory Groups and Contractors understand what the City expects from them in relation to personal conduct and behaviours while carrying out their duties.

This Code of Conduct sets out requirements that members of council including members of council committees and the City's employees are to observe in relation to their conduct. The basic requirements are accompanied by notes which contain examples, references and other material designed to guide and support observance of the requirements. It is considered that the application and observance of the code will contribute to achieving exemplary standards of ethical behaviour for all Council Members and Employees in their role serving our community. ■

This publication is available in alternative formats on request. Contact the City on 9474 0777 or visit the City's website.

Introduction to the Code

Each local government council in Western Australia is required to have a code of conduct which is to be observed by members of council and of committees of the council of the City of South Perth (Council Members) and employees of the City of South Perth (Employees).

The code of conduct (Code) in this booklet has been prepared by the City of South Perth pursuant to that obligation. Council Members and Employees are expected to be familiar with the Code and to observe it.

The Code is required by regulations made under the *Local Government Act 1995* to contain certain requirements. Beyond those specified requirements, the Code also includes a number of other requirements in relation to the conduct of Council Members and Employees. They have been formulated on the basis that they express standards of conduct which are appropriate to the context of local government and the roles and functions that Council Members and Employees have and perform, and that compliance

with them will make a significant contribution to the provision of good and sound local government, and to the effective and efficient performance by the City of South Perth of its functions to the betterment of the community it serves.

It is considered that the adoption of the Code:

- operates as evidence of a demonstrable commitment by Council Members and Employees to observe the highest ethical and professional standards in the performance of their duties and functions;
- will assist in bringing about a good and sound understanding of the respective roles and responsibilities of Council Members and Employees, and the maintenance of respect between them; and
- will serve to strengthen the community's confidence in the integrity of those who are responsible for local government in the City of South Perth community. ■

Important Note

Employees are required to observe the Code as a condition of their employment, however, the Code is not a complete statement of the legal obligations that Council Members and Employees must observe. Both are subject to a number of legal obligations set out in the provisions of LG Act itself, in regulations made under that Act and in other legislation. Council Members, for example, must comply with the *Local Government (Rules of Conduct) Regulations 2007* which are enforceable under the provisions of the LG Act. Employees, for example, are subject to the obligations contained in ss.5.70, 5.71 and 5.93 of the LG Act and also to the usual obligations that employees owe to their employer, including the general obligation to serve the City of South Perth in good faith.

Statement of Values

Overall the Code is informed by the City's Values of:



LEADERSHIP

Council Members and Employees accept the responsibility of maintaining these Values by

- Communicating and promoting the City's Vision;
- Creating and sustaining a supportive environment which encourages members and employees to achieve their full potential; and
- Demonstrating commitment to these Values through their personal behaviour.

CODE OF CONDUCT >

Preamble

The substantive requirements contained in this code of conduct are set out in [blue] font and numbered for ease of reference.

In a number of cases the substantive requirement is accompanied by material under the heading 'Notes' which are designed to promote understanding and observance of the Code requirement by way of providing references to source, examples of application and other guidance material.

A number of expressions in the Code have a defined meaning. The definition section of the Code is located at the end of the Code.

1. General Principles of Conduct

1.1. Conduct of Council Members and Employees

Both Council Members and Employees must conduct themselves in a manner which conforms with the following general principles of behaviour (a number of which reflect the general principles to

guide behaviour of Council Members which are set out in the Regulation 3 of the Local Government (Rules of Conduct) Regulations 2007), namely, they must:

- act with reasonable care and diligence;
- act with honesty and integrity;
- act lawfully
- not engage in conduct which constitutes unlawful discrimination, harassment or victimisation and not engage in bullying behaviour;
- avoid damaging the reputation of the City;
- be open and accountable to the public;
- base decisions on relevant and factually correct information;
- treat others with respect and fairness; and
- not be affected by substances which impair their capacity to perform their roles or endanger the health or safety of others.

2. Roles of Council Members and Employees

2.1. Respect for, understanding & observance of different roles

Council Members and Employees should mutually respect the roles that they each play in achieving the goals of the City, implementing its strategies and bringing about the performance of its functions. In that regard, Council Members and Employees have a responsibility to familiarise themselves with the nature of their respective roles and their obligations as described in the *Local Government Act 1995* and regulations made under it, and to act in a way which is consistent with the proper discharge of their respective roles.

Notes

Role of Council Members

The role of Council is to govern the affairs and be responsible for the performance of the City of South Perth. Council members represent community interests; facilitate communication; participate in decision-making processes; determine City policies and guide future direction. The Mayor's role is to provide leadership and guidance to the community, carry out civic and ceremonial duties, speak on behalf of the City, preside at meetings, and liaise with the Chief Executive Officer on the affairs and performance of the City.

References

Local Government Act 1995, ss2.10 and 5.36(1)(b): www.slp.wa.gov.au

Role of CEO and Employees

The role employees is to perform under the direction of management, ultimately the CEO, the work that enables the functions of the City to be performed.

The role of the Chief Executive Officer is to advise the Council in relation to the functions of the Local Government, ensure advice and information is available for informed decision, implement Council decision, manage daily operations, liaise with the Mayor regarding performance and manage City employees.

References

Local Government Act 1995, ss2.10 and 5.36(1)(b): www.slp.wa.gov.au

In view of the above, acting in conformity with this Code requirement involves:

Council Members:

- accepting that they have a leadership role but they are not responsible for the day to day management of the City;
- accepting that they have no capacity to direct individual employees to carry out particular functions;

- refraining from publicly criticising staff in a way that casts aspersions on their professional competence and credibility; and

- not contacting employees on City related business other than in accordance with approved procedures authorised by the CEO.

Employees:

- accepting the leadership role of Council as the governing body of the City;
- accepting that the views and opinions of Council often reflect valid community viewpoints and therefore should be considered in conjunction with professional opinions;
- agreeing to ensure that their work is performed efficiently and effectively; and
- agreeing to give effect to the lawful decisions and policies of Council whether or not they agree with or approve of such decisions or policies.



3. Professional Standards and Behaviour

3.1. Dress Standards

Council Members and Employees are expected to comply with reasonable and responsible dress standards at all times in a manner appropriate to their position as public officers, in particular, when attending meetings or representing the City in an official capacity.

3.2. Communication and Public Relations

As an elected representative of the community, Council Members should respect the values of the City and be responsive to community views, but should also faithfully communicate and promote the policies and decisions of Council. In relation to matters and affairs of the City, Employees should only make public comment including via social media when specifically authorised to do so and should be confined to factual information and avoid the expression of personal opinion. Employees should also ensure that they do not express views which would compromise their capacity to faithfully perform their role for the City.

Notes

This requirement, amongst other things, reflects the principle that the decision-making processes of Council, which are based on the decisions of the majority of members, should be respected.

In action it contemplates that:

- Information relating to decisions of Council should be communicated in an official capacity by a designated employee of the City and should be conveyed professionally and accurately;

- If making statements to the media about a Council decision or policy, Council Members will clearly indicate that they are expressing their personal views and are not speaking on behalf of the City - in such a situation, council members should clearly communicate the decision of Council, the process taken to arrive at the decision and the reasons for it, before they indicate their personal views;
- Council Members should refrain from making disparaging or offensive comments in the public domain including the media, public meetings and all forms of electronic communication about other members or employees, including that members or employees are incompetent or dishonest;
- Employees should not allow themselves to be seen as spokespersons for the City on any particular matters unless they have been directed to perform that role or make public comments that contradict decisions of the council and the City's executive management.

3.3. Register of Interests in Professional and Community Associations
Council Members and Employees are to notify the CEO in writing of any interests which they have by virtue of their membership of a professional association or any association (incorporated or otherwise) which conducts business in or is active in the district of the City of South Perth or a district adjoining the City.

3.4. Compliance with Lawful Orders
Council Members, Committee Members and Employees must comply with

any lawful order given by any person having the authority to make or give such an order.

3.5. Giving effect to Local Laws and Policies

Employees are to give effect to the adopted policies, local laws and decisions of the City. Council Members and Committee Members are to take into account the adopted policies of the City in their decision making responsibilities.

3.6. Interactions between Council Members and Applicants for Development Approval

Council Members should take particular care to avoid any potential meetings which could result in accusations of impropriety. For this purpose, Council Members should act on the basis that it is desirable to avoid meeting unaccompanied with any person who is undertaking or seeking to undertake an activity that cannot be taken without authorisation from the City or commercial dealing with the City. Another council member should accompany them or an appropriate City Employee authorised by the CEO.

Notes

For further information, regarding Council Member's interaction with Developers please refer Department of Local Government and Communities, Local Government Operational Guidelines Number 12 – April 2006, 'Elected Members' Relationship with Developers'.

3.7. Improper Use of Position
Council Members and Employees should not make use of their position to improperly influence other Council Members or Employees in the performance of their duties or functions; to gain directly or indirectly an advantage for themselves or for any other person; or to cause detriment to the City or any other person.

3.8. Improper Use of Information
Council Members and Employees should not make improper use of any information acquired by the person in performance of his or her functions under the *Local Government Act 1995* or any other written law.

3.9. Confidential Information
Council Members and Employees should not disclose any information which is acquired in the performance of their role from a confidential document or a

meeting of Council or committee meeting which is not open to the public. This does not prevent a council member, committee member or employee from disclosing information as required for the proper discharge of their role or as permitted by law.

3.10. Performance of Duties-Employees
While on duty, Employees will attend to the City's business, will ensure that their work is carried out efficiently, economically and effectively, and to a standard in keeping with the requirements of the position they occupy. In the performance of their duties, Employees must comply with applicable management policies, procedures and protocols.

3.11. Use of City Resources
Council Members and Employees are to be honest in their use of the City's resources (including any intellectual property belonging to the City) and not misuse or allow misuse by any other person. They should use the City's resources effectively and economically in the course of their duties; and not use the City's resources for private purposes (other than as part of a contract of employment), unless authorised by the Chief Executive Officer.

3.12. Travelling Expenses
Council Members and Employees must comply with any applicable rules, policies and/or procedures regarding making claims for the payment or reimbursement of expenses including travel related expenses, and ensure that claims they make and payments they receive in that respect are directly related to work.





4. Gifts and Benefits

4.1. Employee requirements as to prohibited and notifiable gifts

4.1.1. An employee must refrain from accepting a prohibited gift from a person who:

- (a) is undertaking or seeking to undertake an activity involving a local government discretion; or
- (b) it is reasonable to believe is intending to undertake an activity involving a local government discretion.

4.1.2. An employee who accepts a notifiable gift from a person who:

- (a) is undertaking or seeking to undertake an activity involving a local government discretion; or
- (b) it is reasonable to believe is intending to undertake an activity involving a local government discretion, must notify the CEO, in accordance paragraph 4.1.3 and within 10 days of accepting the gift, of the acceptance.

4.1.3. A notification of the acceptance of a notifiable gift as referred to in paragraph 4.1.2 must be in writing and include:

- (a) the name of the person who gave the gift; and
- (b) the date on which the gift was accepted; and
- (c) a description, and the estimated value, of the gift; and
- (d) the nature of the relationship between the person who is an employee and the person who gave the gift; and
- (e) if the gift is a notifiable gift under paragraph (b) of the definition of 'notifiable gift' in this code (whether or not it is also a notifiable gift under paragraph (a) of that definition):
 - (i) a description; and
 - (ii) the estimated value; and
 - (iii) the date of acceptance, of each other gift accepted within the 6 month period.

4.1.4 The CEO must maintain a register of notifiable gifts and record in it details of notifications given to comply with the requirements of this clause 4.1.

Notes

The requirements set out in this clause are requirements which pursuant to Reg 34B of the *Local Government (Administration) Regulations 1996* must be included in a code of conduct.

In general, Elected Members, Committee Members and Employees must not seek or accept (either directly or indirectly) any immediate or future gift (including any financial benefit, reward, donation or hospitality) for themselves, or for any other person or body as a result of their role with the City.

Nothing in this Code prevents a gift from being received:

- on behalf of the City, where it is retained by the City
- by a Council Member or Employee under and in accordance with the terms of a sponsorship or other commercial arrangement with the City.

For example, a ticket to attend a VIP event, that is being held on City property which has been hired for the event, that is given to a member or employee will not be a 'gift' (and, therefore, will not be subject to the gift provisions of this Code), if it is given because of a contractual obligation to give it under a sponsorship agreement with the City. However, a ticket that is given voluntarily, over and above any contractual obligation will be a gift (if it otherwise satisfies the definition of 'gift' referred to earlier) and, will be subject to the gift provisions of this Code.

5. Conflicts of Interest

5.1. Disclosure of interests affecting impartiality

In this clause:

interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

5.1.1 An Employee who has an interest in any matter to be discussed at a council or committee meeting attended by them must disclose the nature of the interest:

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

5.1.2 An Employee who has given, or will give, advice in respect of any matter to be discussed at a council or committee meeting not attended by them must disclose the nature of any interest the person has in the matter:

- (a) in a written notice given to the CEO before the meeting; or

(b) at the time the advice is given.

5.1.3 For the purposes of paragraphs 5.1.1 and 5.1.2, an interest does not include an interest as referred to in section 5.60 of the Act.

5.1.4 An Employee is excused from the requirements of paragraphs 5.1.1 and 5.1.2 to disclose the nature of an interest if:

- (a) their failure to disclose occurs because they did not know that they had an interest in the matter; or
- (b) their failure to disclose occurs because they did not know the matter in which they an interest would be discussed at the meeting and they disclose the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.

5.1.5 Where to comply with clauses 5.1.1 and 5.1.2, an Employee makes a disclosure in a written notice given to the CEO before a meeting then:

(a) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and

(b) immediately before a matter to which the disclosure relates is discussed at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present.

5.1.6 If:

- (a) to comply with clause 5.1.2, the nature of an Employee's interest in a matter is disclosed at a meeting; or
- (b) a disclosure is made as described in clause 5.1.4(b) at a meeting; or
- (c) to comply with a requirement made under clause 5.1.5(b), a notice disclosing the nature of a person's interest in a matter is brought to the attention of the persons present at a meeting, the nature of the interest is to be recorded in the minutes of the meeting.



Notes

The requirements set out in this clause of the Code are requirements which pursuant to Reg 34C of the *Local Government (Administration) Regulations 1996* must be included in the code of conduct.

- Council members and employees should ensure that there is no actual or perceived conflict of interest between their personal interests and the impartial fulfilment of their public and professional duties;
- The onus for identifying and disclosing a conflict of interest is on the member or employee;
- Employees will not engage in private work with or for any person or body with an interest in a proposed or current contract with the City, without first making disclosure to the Chief Executive Officer;

- Council members and employees will lodge a written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the City (other than purchasing their principal place of residence);
- Employees will refrain from such partisan political activities which could cast doubt on or be perceived to affect the impartial conduct of their professional duties and obligations. It is not intended by this clause to otherwise affect an employee's civil rights to maintain their political convictions or pursue political activities.



Definitions

Act means *Local Government Act 1995*

Activity involving Local Government Discretion means an activity

- (a) that cannot be undertaken without an authorisation from the City or
- (b) by way of a commercial dealing with the City

Breach means breach of Code

CEO means the Chief Executive Officer

City means City of South Perth

Closed Meeting means a council meeting that is closed to members of the public under section 5.23(2) of the *Local Government Act 1995*.

Code means City of South Perth Code of Conduct

Committee means committee established under section 5.8 of the Act.

Confidential Document means a document either:

- marked by the CEO to clearly show that the information in the document is confidential and is not to be disclosed; or
- provided at a closed meeting.

Conflict of Interest means a situation in which a person's professional decision making ability could be, or could reasonably be seen to be, influenced by their personal interest.

Consideration means anything of value promised to another when making a contract.

Council means the governing body of City of South Perth.

Council Member means a person who holds the office of councilor on council.

Employee means a person employed by the City under section 5.36 of the Act.

Gift means

1. Disposition of property or conferral of any financial benefit
2. Made by one person in favour of another
3. Without consideration
4. Does not include contribution to travel

Interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person have the Interest and includes an interest arising from kinship, friendship or membership or an association.

Members means Council or Committee member

Notifiable Gift means

- (a) a gift worth between \$50 and \$300; or
- (b) a gift that is one of 2 or more gifts given by the same person within a period of 6 months that are in total worth between \$50 and \$300.

Prohibited Gift means a gift worth \$300 or more, or a gift that is one of 2 or more gifts given by the same person within a period of 6 months that have a total value of \$300 or more.

Breaches of Code

Breaches of the Code by employees

Any person who considers that the conduct of an employee breaches a provision of this Code may refer the matter to the Chief Executive Officer or the Manager of Human Resources, who

will consider the matter and deal with it in accordance with the management protocols, procedures or practices of the City.

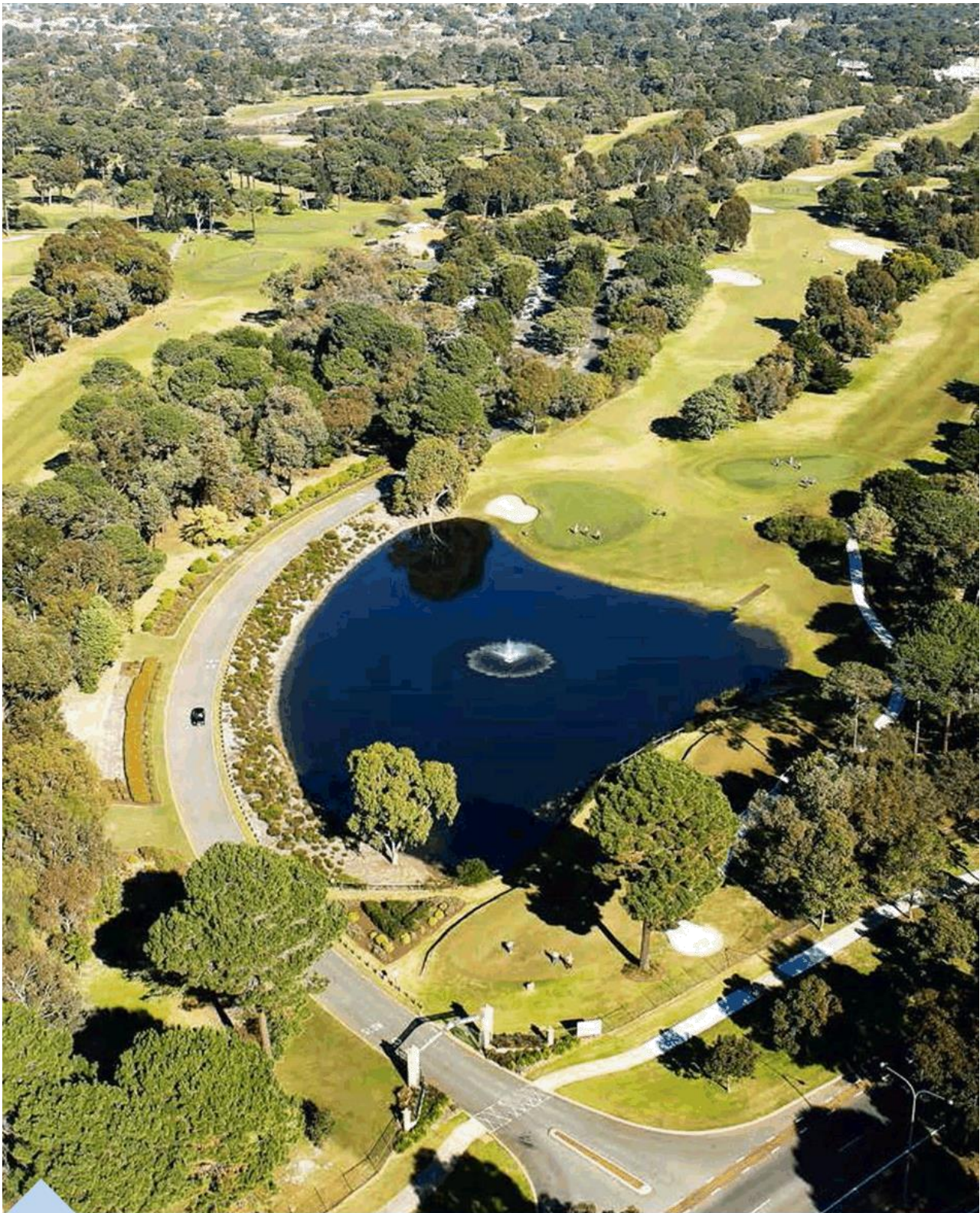
Any person who considers that the conduct of the Chief Executive Officer breaches a provision of the code may refer the matter to the Manager Human Resources who will consider the matter and deal with it in accordance with the management protocols, procedures or practices of the City.

Any person who considers that the conduct of a Council Member breaches a provision of the code may refer the matter to the Chief Executive Officer, who will consider the matter and deal with it as he or she sees fit.

Note on CCC and PSC

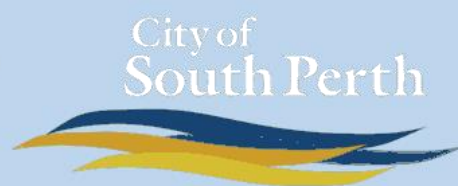
Under the *Crime, Corruption and Misconduct Act 2003*, the Chief Executive Officer of the City has a positive duty to report all matters that he or she suspects on reasonable grounds concerns misconduct that could constitute reasonable grounds for the termination of a person's office or employment to public sector integrity bodies.

The Chief Executive Officer must report all suspected misconduct that is criminal or corrupt to the Crime and Corruption Commission. The Chief Executive Officer must report any suspected misconduct less serious than that, but still sufficiently serious that it could constitute reasonable grounds for termination of the person's office or employment, to the Public Sector Commission.



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www.southperth.wa.gov.au



Strategic Direction *Leadership*

Policy P695 Risk Management

Responsible Business Unit/s	Governance
Responsible Officer	Manager Governance
Affected Business Unit/s	All Business Units

Policy Objectives

This policy provides a strategic approach to risk management to raise awareness across the City ensuring sound risk management practices are integrated across current and future practices, processes and systems. It aims to deliver consistent and effective assessment and management of risks in all corporate planning and decision-making activities and operational processes. The City's risk management approach aims to manage risk activities by anticipating, understanding and deciding whether or not to modify risks.

Policy Scope

This policy is applicable to all employees and Elected Members of the City.

Policy Statement

The City is committed to developing and implementing a Risk Management Strategy in accordance with the principles, framework and process of managing risk as outlined in AS/NZS ISO 31000:2009.

The Risk Management Strategy reflects the principles contained within AS/NZS ISO 31000:2009 for the management of risk throughout the life of any process, activity, asset, operation or project of the City.

The objectives of this policy are to:

- Promote a culture of risk awareness and active management of risks;
- Protect the City by systematically identifying risks and managing them appropriately;
- Ensure Council is provided with reliable information to support decision-making and planning;
- Reduce the potential costs of risk by reducing liability, preventing litigation and improving loss control; and
- Assign responsibilities for managing risks.

Risk Management Responsibilities

Council

Council is responsible for:

- Approving the Risk Management Policy and risk tolerance levels;
- Considering risk management issues in reports to Council; and
- Considering recommendations from the Audit, Risk and Governance Committee in relation to the adequacy of the City's systems and processes for managing risk.

Audit, Risk and Governance Committee

The Audit, Risk and Governance Committee is responsible for:

- Overseeing the strategic risk management process;
- Ensuring the administration has a robust, structured process for identifying and managing organisational risks;
- Receiving reports on risk management initiatives and the City's Register of Internal Controls;
- Critically analysing and following up on any internal or external audit report that raises significant issues relating to risk management and reviews actions taken as a result of the issues raised; and
- Monitoring the risk exposure of the City by reviewing risk management processes and management information systems.

Chief Executive Officer

The Chief Executive Officer is responsible for:

- The implementation of the City's Risk Management Policy;
- Ensuring the development, implementation and review of the City's Risk Management Strategy;
- Communicating to employees the City's commitment to developing, implementing and managing effective risk management;
- Determining the acceptable levels of residual risk;
- Ensuring reports to Council include appropriate information in relation to risk to enable informed decision making; and
- Undertaking reviews of the City's systems and processes for managing risk and reporting the outcome of those reviews to the Audit, Risk and Governance Committee.

Executive Management Team

The Executive Management Team are responsible for:

- The promotion of risk management as an essential business principle;
- Reviewing the appropriateness and effectiveness of the City's risk management systems and processes;
- Analyse and discuss emerging risks, issues and trends; and
- Taking responsibility for the management of high and extreme risks.

All employees and contractors

All employees and contractors are responsible for:

- Identifying and reporting current and emerging risks;
- Being actively involved in managing risks within their area of work;
- Attend risk related training and workshops as required; and
- Driving a risk management culture within the City.

Legislation / Local Law Requirements

Local Government Act 1995

Local Government (Audit) Regulations 1996

Other Relevant Policies / Key Documents

AS/NZS ISO 31000:2009 – Risk Management

City of South Perth Risk Management Strategy

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Policy Number: P695

Council Adoption: 28/03/2017

Reviewed/Modified: 03/18

Relevant Council Delegation: N/A

Relevant Delegation: N/A

Relevant Management Practice: N/A

HEALTH ACT 1911
CITY OF SOUTH PERTH
HEALTH LOCAL LAWS 2002

Made by the Council of the City of South Perth under section 342 of the *Health Act 1911* in accordance with subdivision 2 of Division 2 of part 3 of the *Local Government Act 1995*.

HEALTH ACT 1911

THE CITY OF SOUTH PERTH

HEALTH LOCAL LAWS 2001

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HEALTH ACT 1911

THE CITY OF SOUTH PERTH

HEALTH LOCAL LAWS 2002

Pursuant to the powers under the Health Act 1911, the local government of the City of South Perth makes the following Local Laws.

PART 1 - PRELIMINARY

Citation

1. These Local Laws may be cited as "*The City of South Perth Health Local Laws 2002*".

Repeal

2. (1) The Health Local Laws adopted by the City of South Perth and published in the *Government Gazette* on the 20 July 1928, and amended from time to time, are repealed;
- (2) The Health Local Laws adopted by the City of South Perth and published in the *Government Gazette* on the 6 July 1945, and amended from time to time, are repealed;
- (3) The Health Local Laws adopted by the City of South Perth on the 26 September 1956 and published in the *Government Gazette* on the 25 January 1957, and amended from time to time, are repealed; and
- (4) The Health Local Laws adopted by the City of South Perth on 15 December 1966 and published in the *Government Gazette* on the 15 May 1967, and amended from time to time, are repealed;

Interpretation

3. (1) In these Local Laws, unless the context otherwise requires -
 - "Act" means the *Health (Miscellaneous Provisions) Act 1911*;
 - "adequate supply of water" means a flow of water of not less than 0.076 litres per second;
 - "approved" means approved by the ~~Manager, Environmental Health & Regulatory Services~~City;
 - "AS" means Australian Standard published by the Standards Association of Australia;
 - "AS 1530.2: 1993" means the standard published by the Standards Association of Australia as AS 1530.2: 1993 and called "Methods for fire tests on building materials, components and structures – Tests for flammability of materials";

"AS 1530.3: 1999" means the standard published by the Standards Association of Australia as AS 1530.3: 1999 and called "Methods for fire tests on building materials, components and structures – Simultaneous determination of ignitionability, flame propagation, heat release and smoke release";

"AS 1668.2: 1991" means the standard published by the Standards Association of Australia as AS 1668.2: 1991 and called "The use of mechanical ventilation and air conditioning in buildings – Mechanical ventilation for acceptable indoor-air quality";

"AS 2001.5.4 - 1987" means the standard published by the Standards Association of Australia as AS 2001.5.4 -1987 and called "Methods of test for textiles – Dimensional change – Determination of dimensional change in laundering of textile fabrics and garments – Automatic machine method";

"AS/NZS 3666.2: 1995" means the standard published by the Standards Association of Australia as AS 3666.2: 1995 and called "Air handling and water systems of buildings – Microbial Control – Operational and maintenance";

"Building Code" means the latest edition of the *Building Code of Australia* published from time to time by, or on behalf of the *Australian Building Codes Board*, as amended from time to time, but not including explanatory information published with that Code;

"Chief Executive" means the Chief Executive of the City of South Perth and includes an Acting Chief Executive;

"local government" means the local government of the City of South Perth;

"district" means the district of the City of South Perth and includes any area placed under the jurisdiction of the local government pursuant to section 22 of the Act;

"dwelling house" means a place of residence containing at least one sleeping room and includes a room or outbuilding separate from, but ancillary to, the building in which the sleeping room is located;

"Environmental Health Officer" means an Environmental Health Officer appointed by the local government under the Act and includes an Acting or Assistant Environmental Health Officer;

"habitable room" means a room used for normal domestic activities, and

- (a) includes a bedroom, living room, lounge room, music room, television room, kitchen, dining room, sewing room, study, play-room, family room and sun-room; but
- (b) excludes a bathroom, laundry, water closet, pantry, walk-in wardrobe, corridor, lobby, photographic dark room, clothes-drying room, and other spaces of a specialised nature occupied neither frequently nor for extended periods;

"hot water" means water at a temperature of at least 75 degrees Celsius;

~~"Manager, Environmental Health & Regulatory Services" means an Environmental Health Officer appointed by the local government to the office of Manager, Environmental Health & Regulatory Services and includes an Acting Manager, Environmental Health & Regulatory Services;~~

"Medical Officer" means the Medical Officer appointed by the local government under the Act and includes an Acting Medical Officer so appointed;

"public place" includes every place to which the public ordinarily have access, whether by payment of a fee or not;

"sanitary convenience" includes urinals, water-closets, earth-closets, privies, sinks, baths, wash troughs, apparatus for the treatment of sewage, ash-pits, ash-tubs, or other receptacle for the deposit of ashes, faecal matter, or refuse, and all similar conveniences;

"sewage" means any kind of sewage, night soil, faecal matter or urine, and any waste composed wholly or in part of liquid;

"sewer" includes sewers and drains of every description, except drains to which the word "drain" as defined in the Act applies, also water channels constructed of stone, brick, concrete, or any other material, including the property of local government;

"street" includes any highway, and any public bridge, and any road, lane, footway, square, court, alley or passage, whether a thoroughfare or not;

"toilet" means a water closet, earth closet, privy or urinal and includes a room or cubicle in which one or more of these is located;

"water" means drinking water within the meaning of the Guidelines for Drinking Water Quality In Australia – 1996, as published by the National Health and Medical Research Council and amended and endorsed by the Minister for Health from time to time; and

"window" means a glass panel, roof light, glass brick, glass louver, glazed sash, glazed door, or other device, which transmits natural light directly from outside a building to the room concerned when in the closed position.

- (2) Where in these Local Laws, a duty or liability is imposed on an "owner or occupier", the duty or liability shall be deemed to be imposed jointly and severally on each of the owner or occupier.
- (3) Where under these Local Laws an act is required to be done or forbidden to be done in relation to any premises, the owner or occupier of those premises has, unless the contrary intention appears, the duty of causing to be done the act so required to be done, or of preventing from being done the act so forbidden to be done, as the case may be.

PART 2 - SANITATION

Division 1 - Sanitary Conveniences

Interpretation

4. In this Part, unless the context otherwise requires -

"**festival**" includes a fair, function or event;

"**organiser**" means a person -

- (a) to whom approval has been granted by the local government to conduct the festival; or
- (b) responsible for the conduct of the festival;

"**public sanitary convenience**" means a sanitary convenience to which the public ordinarily have access, whether by payment of a fee or not; and

"**temporary sanitary convenience**" means a sanitary convenience, temporarily placed for use by-

- (a) patrons in conjunction with a festival; or
- (b) employees at construction sites or the like.

Dwelling House

5. (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house unless it has at least one toilet.
- (2) A room in which a toilet is located shall have adequate lighting.

Premises other than a Dwelling House

6. (1) The owner of premises other than a dwelling house shall not use or occupy, or permit to be used or occupied, premises other than a dwelling house unless -
- (a) the premises have sanitary conveniences in accordance with the Building Code and this Part;
 - (b) the toilets required by this clause are situated within a reasonable distance and are easily accessible to the persons for whom they are provided; and
 - (c) the premises have hand wash basins -
 - (i) in accordance with the Building Code;
 - (ii) for the use of persons employed or engaged on the premises;
 - (iii) provided with an adequate supply of water supplied by taps located over each basin;
 - (iv) separate from any trough, sink or basin used in connection with any process carried out on the premises; and
 - (v) situated within a reasonable distance of the sanitary conveniences and easily accessible to the person for whom they are provided.
- (2) The occupier of premises other than a dwelling house shall ensure that -
- (a) clean toilet paper is available at all times in each cubicle;
 - (b) a sanitary napkin disposal facility is provided in each toilet set aside for the use of females; and

- (c) each hand wash basin is provided with -
 - (i) an adequate supply of soap or other hand cleaning substances; and
 - (ii) hand drying facilities, situated adjacent to and visible from the hand basin.

Outdoor Festivals

- ~~7. (1) The organiser of an outdoor festival at which not more than 20,000 people are expected to attend shall provide sanitary conveniences in accordance with the following scale-~~
- ~~(a) for the first 1,000 males -
 - (i) one water closet for each 333;
 - (ii) one urinal stall for each 100; and
 - (iii) one hand wash basin for each 500;~~
 - ~~(b) for additional males -
 - (i) one water closet for each 500;
 - (ii) one urinal stall for each 100; and
 - (iii) one hand wash basin for each 500;~~
 - ~~(c) for the first 1,000 females -
 - (i) one water closet for each 77; and
 - (ii) one wash hand basin for each 500; and~~
 - ~~(d) for additional females -
 - (i) one water closet for each 100; and
 - (ii) one wash hand basin for each 500.~~
- ~~(2) Where, under sub-clause (1), the number of a particular sanitary convenience to be provided is not a whole number that number shall be rounded up to the next higher whole number.~~
- ~~(3) The organiser of an outdoor festival at which more than 20,000 people are expected to attend shall provide sanitary conveniences of a number as directed by the Manager, Environmental Health & Regulatory Services.~~

Toilets

- ~~8. Where more than one toilet is provided on the premises other than a dwelling house, the entrance to each toilet shall bear a suitable sign indicating for which sex its use is intended.~~

Temporary Works

- ~~9.7. A person who undertakes temporary work at any place shall -~~
- ~~(a) provide and maintain for the use of persons engaged, whether as employees or as independent contractors or otherwise, one temporary approved toilet for every 20 such persons; and~~
 - ~~(b) remove the toilet at the conclusion of the work or at an earlier time in accordance with a direction from the [Manager, Environmental Health & Regulatory Services](#) [City](#), and ensure the site is left clean.~~

Maintenance of Sanitary Conveniences and Fittings

- ~~10.8. (1) The occupier of premises shall -~~
- ~~(a) keep clean, in good condition and repair; and~~
 - ~~(b) whenever required by an Environmental Health Officer, effectively disinfect and clean, all sanitary conveniences including sanitary fittings in or on the premises.~~

- (2) The owner of premises shall -
- (a) keep or cause to be kept in good repair; and;
 - (b) maintain an adequate supply of water to, all sanitary conveniences including sanitary fittings in or on the premises.

Ventilation of Toilet

11.9. A toilet in any premises shall be ventilated in accordance with the *Sewerage (Lighting, Ventilation and Construction) Regulations 1971* and the Building Code.

Public Sanitary Conveniences

- 1210** (1) A person shall not -
- (a) foul;
 - (b) damage or vandalise; or
 - (c) write on or otherwise deface,
- a public sanitary convenience or sanitary fixtures or fittings or the premises in or on which the sanitary convenience is located.
- (2) A person shall not live or sleep in or on the premises in which a public sanitary convenience is located or use it for a purpose other than that for which it was intended.

Lighting

1311. The owner and occupier of premises in which a sanitary convenience or a public sanitary convenience is located shall provide and maintain adequate electric lighting for persons using the convenience.

Installation

- 1412** (1) Every sanitary convenience shall be installed in accordance with the requirements of the *Metropolitan Water Supply Sewerage and Drainage Act 1909* and shall have an adequate supply of water.
- (2) Every temporary sanitary convenience shall be installed in accordance with the requirements of the *Health (Temporary Sanitary Conveniences) Regulations 1997*.

Division 2 - Bathroom, Laundries and Kitchens

Bathrooms

- 15, 13.** (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a bathroom that -
- (a) is adequately lined with an impervious material and has an adequate ceiling;
 - (b) complies with the *Health Act (Laundries and Bathrooms) Regulations 1971*; and
 - (c) is equipped with -
 - (i) a wash hand basin; and
 - (ii) either a shower in a shower recess or a bath.
- (2) The floor of the bathroom referred to in sub-clause (1) shall be -
- (a) of concrete or of other impervious material;
 - (b) properly surfaced with an even fall to a floor waste, suitably trapped and discharging to -
 - (i) the sewer of a licensed water service operator; or

- (ii) a proper discharge pipe with flap valve fitted and, where necessary, protected by an approved sump.

- (3) All baths, showers, hand basins and similar fittings shall be provided with an adequate supply of hot and cold water.

Laundries

- | **16.14.** (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a laundry that -
 - (a) is properly enclosed and roofed;
 - (b) is adequately lined with an impervious material;
 - (c) has a floor of concrete or other impervious material;
 - (d) is properly surfaced, with an even fall to a floor waste, suitably trapped and discharging to -
 - (i) the sewer of a licensed water service operator; or
 - (ii) a proper discharge pipe with flap valve fitted and, where necessary, protected by a sump; and
 - (e) is not a room in which food is stored, prepared, served or consumed.
- (2) In the case of a single occupancy dwelling, the laundry referred to in sub-clause (1) shall have -
 - (a) either -
 - (i) two wash troughs; or
 - (ii) a washing machine and either a wash trough or a sink; and
 - (b) a clothes drying facility comprising either an electric clothes dryer or sufficient clothes line erected externally.
- (3) All wash troughs, sinks and washing machines shall be -
 - (a) in a laundry and connected to an adequate supply of hot and cold water;
 - (b) properly supported; and,
 - (c) all wash troughs and sinks shall have a capacity of at least 36 litres.
- (4) Where, in any building, a laundry is situated adjacent to a kitchen or a room where food is stored or consumed, the laundry shall be separated from the kitchen by a wall extending from the floor to the roof or ceiling.
- (5) Where there is an opening between a laundry and a kitchen or other room where food is stored or consumed, the opening shall -
 - (a) not be more than 1220 millimetres wide; and
 - (b) have a door which when closed shall completely fill the opening.

Washing or Keeping of Clothes in Kitchens

- | **17. 15.** A person shall not in any kitchen or other place where food is kept -
 - (a) wash or permit to be washed any clothing or bedding; or
 - (b) keep or permit to be kept any soiled clothing or bedding.

Kitchens

- 18.16.** (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a kitchen equipped with -
 - (a) an electric, gas, wood or other fuel burning stove;

- (b) an oven with a capacity of not less than 0.005 cubic metres per person usually accommodated in the house with a minimum capacity of 0.03 cubic metres; and
 - (c) a sink, which shall
 - (i) be at least 380 millimetres long, 300 millimetres wide and 150 millimetres deep; and
 - (ii) have an adequate supply of hot and cold water.
- (2) The occupier of a dwelling house shall ensure that the stove, oven and sink are kept clean, in good order and repair and fit for use.
- (3) A cooking facility shall -
 - (a) be installed in accordance with the requirements of the Office of Energy; and
 - (b) not be installed or used in any room other than a kitchen.
 - (c) shall be provided with mechanical extraction flumed to the outside air as directly as practicable; and
 - (d) boxed throughout.
- (4) In this clause, a "cooking facility" includes a stove, oven, facility or appliance used for or in connection with the cooking of food.

PART 3 - HOUSING AND GENERAL

Division 1 - Maintenance of Houses and other Structures

Dwelling House and Other Structures Maintenance

- 19.17.** The owner or occupier of a dwelling house and other structures shall maintain the dwelling house and any appurtenant buildings in sound condition and fit for use and, in particular, shall -
- (a) maintain all roofs, guttering and down pipes in sound weatherproof condition;
 - (b) maintain any footings, foundations and walls, either external or internal, in a sound condition;
 - (c) replace any missing, broken, decayed or termite-eaten timber or other deteriorated material in any verandah, roof, walls, steps, handrails, floors or their supports with material of sound quality;
 - (d) comply with the directions of an Environmental Health Officer to treat the premises for the purpose of destroying any termites;
 - (e) maintain any brick, stone, mortar or cement work in a sound condition;
 - (f) maintain, repair or replace any flashings or ant caps, which are missing or defective;
 - (g) maintain all ventilators in good order and repair;
 - (h) maintain all floors even in surface and free from cracks;
 - (i) maintain all ceilings, internal wall finishes, skirtings, architraves and other fixtures and fittings complete and with smooth unbroken surfaces;
 - (j) maintain all doors and windows in good working order and weatherproof condition;

- (k) retain all natural lighting free from any obstruction, which would reduce the natural lighting, below the ratio of 10% of the floor area;
- (l) maintain all pipes, fittings and fixtures connected with water supply, drainage or sewerage so that they comply in all respects with the provisions of the *Metropolitan Water Supply, Sewerage and Drainage Act 1909* and any other legal requirements to which they are subject; and
- (m) maintain all electric wiring, gas services and fittings to comply in all respects with the requirements of the Office of Energy.

Maintenance of Guttering and Down pipes and Disposal of Rainwater

- 20.18.** The owner or occupier of a house shall -
- (a) maintain all guttering, down pipes and drains on the premises in a good state of repair, clean and free from obstruction; and
 - (b) not permit any rainwater from the premises to discharge onto or over a footpath, street or other property.

Division 2 - Ventilation of Houses

Exemption for Short Term Hostels and Recreational Campsites

- 21.19.** This Division shall not apply to short-term hostels and recreational campsites referred to in Division 2 of Part 8.

Overcrowding

- 22.20.** The owner or occupier of a house shall not permit -
- (a) a room in the house that is not a habitable room to be used for sleeping purposes; or
 - (b) a habitable room in the house to be used for sleeping purposes unless -
 - (i) for every person over the age of 10 years using the room there is at least 14 cubic metres of air space per person; and
 - (ii) for every person between the ages of 1 and 10 years there is at least 8 cubic metres of air space per person; or
 - (c) any garage or shed to be used for sleeping purposes.

Calculate Sufficient Space

- 23.21.** For the purpose of clause 23, in calculating the space required for each person -
- (a) each room shall be considered separately and sufficient space shall be allowed in each room for the number of persons present in the room at any one time; and
 - (b) a deduction shall be made for the space occupied by furniture, fittings and projections of the walls into a room.

Ventilation

- 24.22.** (1) A person shall not use or occupy, or permit to be used or occupied, a house unless the house is properly ventilated.

- (2) For the purpose of sub clause (1) a house shall be deemed to be properly ventilated if it complies with the Building Code, including the provision of -
 - (a) natural ventilation; or
 - (b) a mechanical ventilation or air-conditioning system complying with AS1668.2 - ~~1991~~2012.
- (3) The owner of a house provided with a mechanical ventilation or air-conditioning system shall ensure that the system is -
 - (a) maintained in good working condition and in accordance with AS/NZS 3666.2 - ~~1995~~2011; and
 - (b) in use at all times the building is occupied, if it is a building without approved natural ventilation.
- (4) If, in the opinion of ~~the Manager, Environmental Health & Regulatory Services~~ City an Environmental Health Officer, a house is not properly ventilated, the Local government may by notice require the owner of the house to -
 - (a) provide a different, or additional method of ventilation; or
 - (b) cease using the house until it is properly ventilated.
- (5) The owner shall comply with a notice under sub clause (4).

Sub-Floor Ventilation

~~25.23.~~ The owner or occupier of a house shall make provision for sub-floor ventilation by ensuring that air bricks and other openings are kept clear of refuse, vegetation, building materials, dirt and the like.

Division 3 - Water Supply

Water Supply

- ~~2624~~ (1) The owner of a house shall ensure that it is connected with a separate and independent water supply from the mains of a licensed water service operator or a water supply to the satisfaction of the local government.
- (2) The water supply shall at all times deliver an adequate supply of drinking water to each tap in the house or on the site on which the house is located.

Rain Water Tanks

- ~~27.25.~~ The owner or occupier of a house for which part of the water supply is drawn from a rainwater tank shall -
 - (a) maintain in a clean condition -
 - (i) the roof forming the catchment for the tank; and
 - (ii) the guttering and down pipes appurtenant to the roof;
 - (b) ensure that each rainwater tank is fitted with a tight fitting mosquito proof cover, which shall not be removed at any time except for the purpose of cleaning, repairing or maintaining the tank;
 - (c) at least once in each year, thoroughly clean any tank the water from which is used for human consumption;
 - (d) when directed by an Environmental Health Officer, empty, clean and disinfect any tank upon the premises, the water from which is used for human consumption.

Wells and Bores

- 28.26.** The owner or occupier of any premises shall not use or permit for human consumption the use of the water of any bore or well unless the bore or well is -
- (a) at least 30 metres from any soak well or other possible source of pollution, unless otherwise approved by the Executive Director of Public Health; and
 - (b) covered with a tight-fitting cover without openings of any sort other than those essential for the insertion of a pump.

Pollution

- 29.27.** A person shall not deposit on or under any land, any sewage, offensive matter or any other thing which may pollute or render unfit for human consumption, water from a well or other underground source.

Division 4 - Second-hand Furniture, Bedding and Clothing

Prohibition of Sale

- 30.28.** A person shall not offer for sale or sell any second-hand furniture, bedding or clothing, which is filthy or infested with vectors of disease.

Prohibition of Possession

- 31.29.** A dealer in second-hand furniture, bedding or clothing shall not have on any premises used for the operation of the business any second-hand furniture, bedding or clothing which is filthy or infested with vectors of disease.

Division 5 - Morgues

Application and Licensing of Morgues

- 320.**
- (1) All morgues, other than police, public hospital or local government morgues are required to be licensed
 - (2) An application for a licence of a morgue shall be –
 - (a) made by the applicant, in the form as prescribed in Schedule 7; and
 - (b) made to local government with the fee the fee as fixed from time to time by Council under section 344C of the Act.
 - (3) A licence shall -
 - (a) be in the form set out in Schedule 8; and
 - (b) expire on 30 June next after the date of its issue.
 - (4) A licence shall not be granted in respect of any premises unless -
 - (a) provision has been made for the keeping of the bodies of the dead at a temperature not exceeding zero degrees Celsius;
 - (b) the walls are constructed of stone or brickwork or other approved material;
 - (c) the interior surface of all walls is covered with glazed tiles or is rendered impervious so as to be non-absorbent and washable;

- (d) all floors are constructed of some impervious material, having a fall to an outlet discharging over a trapped gully; and
- (e) the premises are adequately ventilated by direct communication with the outside air.

PART 4 WASTE FOOD AND REFUSE

Division 1 - Liquid Refuse

Interpretation

33.31. In this division, unless the context otherwise requires -

"**liquid refuse**" includes swimming pool discharges all washings from windows and vehicles, overflow, bleed off, condensate and drainage from air conditioning equipment including cooling towers and evaporative coolers and other liquid used for cooling purposes;

"**liquid waste**" means bathroom, kitchen, scullery and laundry wastes, all washings from animal and poultry pens and any other domestic or trade wastes that are discharged by means of a drain to a receptacle for drainage; and

"**licenced carrier**" means a transporter licensed under the *Environmental Protection (Liquid Waste) Regulations 1996*.

Deposit of Liquid Refuse

34.32. A person shall not deposit or cause or permit to be deposited liquid refuse or liquid waste -

- (a) on a street;
- (b) in a storm water disposal system; or
- (c) on any land or place other than a place or depot duly authorised for that purpose.

Disposal of Liquid Waste

- 35.33.** (1) The owner or occupier of premises shall -
- (a) provide, by one of the methods prescribed in this clause, for the disposal of all liquid waste produced on the premises; and
 - (b) at all times maintain in good working order and condition any apparatus used for the disposal of liquid waste.
- (2) Liquid waste shall be disposed of by one of the following methods -
- (a) discharging it into the sewerage system of a licensed water service operator in a manner approved by the licensed water service operator;
 - (b) discharging it into an apparatus for the treatment of sewage and disposal of effluent and liquid waste approved by the Executive Director, Public Health or the local government;
 - (c) collection and disposal at an approved liquid waste disposal site in a manner approved by the Executive Director Public Health.

Approval for Septic Tank Pump-outs

36. ~~A person shall not –~~
(a) ~~unless he or she is a licensed carrier;~~
(b) ~~without the written approval of the local government; and~~
(c) ~~except in accordance with any terms and conditions imposed by the local government or the Executive Director, Public Health in connection with the approval under paragraph (b);~~

~~collect, remove or dispose of the contents of a septic tank, the pump outs from holding tanks or an apparatus for the treatment of sewage.~~

Application for Approval

37. (1) ~~A licensed carrier may apply in writing to the local government for approval to collect, remove or dispose of the contents of a septic tank, the pump outs from holding tanks or an apparatus for the treatment of sewage.~~
- (2) ~~The local government may grant or refuse an application under this clause subject to conditions relating to –~~
(a) ~~the time and method of collection, removal or disposal of the contents; or~~
(b) ~~the route to be followed by a vehicle used in collection, removal or disposal of the contents.~~
- (3) ~~Any conditions imposed by the local government under this clause shall be –~~
(a) ~~specified in the written approval of the local government; and~~
(b) ~~in addition to any conditions imposed by the Executive Director Public Health or conditions applying under any other law.~~
- (4) ~~The local government may from time to time vary conditions imposed by it under this clause by giving written notice of the variation to the person to whom approval was given.~~

Notice of Intention

38. ~~A person to whom approval has been given under clause 38 shall, at least 24 hours before collecting, removing or disposing of the contents of a septic tank or an apparatus for the treatment of sewage, notify the Manager, Environmental Health Services of his or her intention to do so.~~

Division 2 - Disposal of Refuse

Interpretation

39. **34.** In this division, unless the context otherwise requires -

“approved position” means an area so determined by the ~~Manager,~~
~~Environmental Health & Regulatory Services~~City;

“building line” has the same meaning given to it and for the purposes of the *Local Government (Miscellaneous Provisions) Act 1960*;

“collection day” means the day of the week on which rubbish and refuse is collected and removed by local government or its contractor;

"collection time", where used in connection with any premises, means the time when rubbish or refuse is collected and removed from the premises by the local government or its contractor;

"commercial waste" means refuse, trade waste and other rubbish generated by or emanating from commercial premises;

"domestic waste" means refuse, household waste and other rubbish generated by or emanating from domestic premises;

"public place" includes a street, way or place, which the public are allowed to use, whether the street, way or place is or is not on private property;

"rubbish or refuse" includes any filth, dirt, ashes, vegetation, garden refuse, waste material, waste food, sludge, offensive matter, cinders, wood or metal shavings and sawdust but does not include liquid waste or liquid refuse;

"refuse disposal site" means a waste treatment facility or depot licenced under part V of the *Environmental Protection Act 1986* to store, treat, reuse or dispose of rubbish or refuse;

"receptacle" means a polyethylene cart fitted with wheels, a handle and a lid and having a capacity of at least 120 litres, 240 litres or 1100 litres supplied by Local government or its Contractor or any other type of receptacle as approved by local government;

"street" includes -

- a highway; and
- a thoroughfare;

which the public are allowed to use and includes every part of the highway or thoroughfare, and other things including bridges and culverts, appurtenant to it; and

"street alignment" means the boundary between the land comprising a street and the land that abuts thereon, but where a new street alignment is prescribed under the *Local Government (Miscellaneous Provisions) Act 1960*, means the new street alignment so prescribed.

Receptacles

40. 35. An owner or occupier of premises shall -

- (a) at all times keep the lid of the receptacle closed except when depositing rubbish or refuse or cleaning the receptacle;
- (b) except for a reasonable period before and after collection time, keep the receptacle on the premises and located -
 - (i) behind the building line and so as not to be visible from a street or public place; or
 - (ii) in such other approved position as determined by the ~~Manager, Environmental Health & Regulatory Services~~City;
- (c) on collection day prior to 6.00 am, place the receptacle between 1 and 4 metres from the street alignment of the premises or any other approved location as determined by the ~~Manager, Environmental Health & Regulatory Services~~City but so that it does not obstruct any footpath, cycle way, right-of-way or carriage way;

- (d) ensure that the receptacle is returned behind the building line of the premises within a reasonable time, once the contents have been removed;
- (e) if the receptacle is lost, stolen, damaged or defective, notify the local government within 7 days after the event; and
- (f) ensure that the premises is provided with an adequate number of receptacles.

Use of Receptacles

41, 36. An owner or occupier of premises shall -

- (a) not deposit or permit to be deposited in a receptacle -
 - (i) more than 40 kilograms (120 litre receptacle), 70 kilograms (240 litre receptacle) or 400 kilograms (110 litre receptacle) of rubbish or refuse;
 - (ii) hot or burning ash;
 - (iii) oil motor, spirit or other flammable liquid;
 - (iv) liquid, liquid paint or other solvent;
 - (v) bricks, concrete, building rubble, earth or other like substances;
 - (vi) drugs, dressings, bandages, swabs or blood samples unless placed in a sealed impervious and leak-proof container;
 - (vii) hospital, medical, veterinary, laboratory or pathological substances containing blood unless placed in a sealed impervious and leak proof container;
 - (viii) syringes, needles, surgical hardware, broken glass, sharps or other sharp objects unless placed in a sealed impervious leak-proof and impenetrable container;
 - (ix) cytotoxics, radioactive substances and dangerous chemicals;
 - (x) sewage, manure, night soil, faeces or urine;
 - (xi) any object which is greater in length, width, or breadth than the corresponding dimension of the receptacle or which will not allow the lid of the receptacle to be tightly closed; or
 - (xii) rubbish or refuse which is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious container;
- (b) unless authorised by the ~~Manager, Environmental Health Service~~City, not mark or disfigure the receptacle in any manner other than by the placement of a street number or other identifying mark;
- (c) at all times keep the receptacle in a clean condition;
- (d) whenever directed to do so by an Environmental Health Officer, thoroughly clean, disinfect, deodorise and apply a residual insecticide to the receptacle;
- (e) take all reasonable steps to prevent -
 - (i) fly breeding and keep the receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease; and
 - (ii) the emission of offensive and noxious odours from the receptacle; and

- (f) ensure that the receptacle does not cause a nuisance to the occupiers of adjoining premises.
- (g) not use the receptacle for any purpose other than the collection of refuse and rubbish.

Damage to Receptacles

42, 37. A person, other than the local government or its contractor, shall not -

- (a) damage, destroy or interfere with a receptacle; or
- (b) except as permitted by these Local Laws or as authorised by an Environmental Health Officer, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

Use of Other Containers

- 4338.** (1) In the case of premises consisting of more than 4 dwellings, any premises used for commercial or industrial purposes or as a food premises, the ~~Manager, Environmental Health & Regulatory Services~~City may authorise rubbish or refuse to be deposited in a container other than a receptacle.
- (2) The owner or occupier of premises who is authorised under this sub clause to deposit rubbish or refuse in a container shall -
- ~~(a)~~ subject to subclause (4), unless approved by the ~~Manager, Environmental Health & Regulatory Services~~City, not deposit or permit to be deposited in the container anything specified in clause 41(a)(ii) - (xii);
 - (a) ~~Environmental Health & Regulatory Services~~City, not deposit or permit to be deposited in the container anything specified in clause 41(a)(ii) - (xii);
 - (b) take all reasonable steps to prevent fly breeding in, and the emission of offensive or noxious odours from, the container;
 - (c) whenever directed by an Environmental Health Officer to do so, thoroughly clean, disinfect, deodorise and apply a residual insecticide to the container;
 - (d) cause the container to be located on the premises in an enclosure constructed and located as approved by the ~~Manager, Environmental Health & Regulatory Services~~City;
 - (e) ensure that the container is not visible from the street but is readily accessible for the purposes of collection; and
 - (f) ensure that the container does not cause a nuisance to an occupier of adjoining premises.
- (3) An owner or occupier shall -
- (a) ensure that there are sufficient number of containers provided to contain all rubbish and refuse which accumulates or may accumulate in or from the premises;
 - (b) ensure that each container on the premises -
 - (i) has a close fitting lid;
 - (ii) is constructed of non-absorbent and non-corrosive material; and

- (iii) is clearly marked, for the use of, and is used only for, the temporary deposit of rubbish or refuse;
 - (c) keep or cause to be kept each container thoroughly clean and in good condition and repair;
 - (d) place any rubbish or refuse in, and only in, a container marked for that purpose;
 - (e) keep the cover on each container except when it is necessary to place something in, or remove something from, it; and
 - (f) ensure that the containers are emptied at least weekly or as directed by an Environmental Health Officer.
- (4) In the case of premises used for multi-residential, commercial or industrial purposes where it is considered that a 240 litre receptacle is not practical, the [Manager, Environmental Health & Regulatory ServicesCity](#) may exercise discretion as to the number and type of receptacles to be provided and to the number of collections required each week, to provide not less than 240 litres of rubbish or refuse disposal capacity per identifiable tenement;

Suitable Enclosure

- ~~44.~~ 39. (1) An owner or occupier of premises -
- (a) consisting of more than 4 dwellings that have not been provided with individual receptacles; or
 - ~~(b)~~ — used for commercial, industrial purposes or as a food premises, shall if required by the [Manager, Environmental Health & Regulatory ServicesCity](#) provide a suitable enclosure for the storage and cleaning of receptacles on the premises;
- (2) An owner or occupier of premises required to provide a suitable enclosure under this clause shall keep the enclosure thoroughly clean and disinfected.
- (3) For the purposes of this clause, a "suitable enclosure" means an enclosure -
- (a) of sufficient size to accommodate all receptacles used on the premises but in any event having a floor area not less than a size approved by the [Manager, Environmental Health & Regulatory ServicesCity](#);
 - (b) constructed of brick, concrete, corrugated compressed fibre cement sheet or other material of suitable thickness approved by the [Manager, Environmental Health & Regulatory ServicesCity](#);
 - (c) having walls not less than 1.5 metres in height and having an access way of not less than 1 metre in width and fitted with a self closing gate;
 - (d) containing a smooth and impervious floor -
 - (i) of not less than 75 millimetres in thickness; and
 - (ii) which is evenly graded to an approved liquid refuse disposal system;
 - (e) which is easily accessible to allow for the removal of the

- (f) receptacles, without negotiating steps or uneven surfaces; and provided with a tap connected to an adequate water supply.

Removal of Rubbish from Premises or Receptacle

- ~~45.~~ 40. (1) A person shall not remove any rubbish or refuse from any premises or street verge, unless that person is -
- (a) the owner or occupier of the premises;
 - (b) authorised in writing to do so by the ~~local~~ government
- (2) A person shall not remove any rubbish or refuse from the receptacle or other container provided for the use of the general public in a public place unless authorised to do so in writing by the local government;
- (3) Where the local government provides:-
- (a) a collection service for recyclable material, the occupier of premises shall comply with and observe the directions of the Local government in relation to that collection; and
 - (b) a collection of bulk material, the occupier of premises shall comply with and observe the directions given by the local government in relation to that collection.

Burning Rubbish or Refuse

- ~~46.~~ 41. (1) A person shall not -
- (a) without the written approval of the ~~Manager, Environmental Health & Regulatory Services~~ City; and
 - (b) except in accordance with the terms and conditions to which the approval is subject, set fire to, or cause to be set on fire, any rubbish or refuse either -
 - in any incinerator; or
 - on the ground.
- (2) Subject to sub clause (3), an approval of the ~~Manager, Environmental Health & Regulatory Services~~ City is issued subject to the following conditions
- - (a) the material to be burnt -
 - (i) does not include any plastic, rubber, food scraps, green garden cuttings or other material offensive when burnt; and
 - (ii) is of such quantity, or of such a nature, as not to be suitable for removal by the local government's refuse collection service;
 - (b) there is no other appropriate means of disposal;
 - (c) burning shall not take place -
 - (i) during any period for which an air dispersion alert has been issued by the Bureau of Meteorology; or
 - (ii) where there is no current dispersion alert, outside the hours of 10.00 am to 3.00 pm; and
 - (d) an incinerator unit used for fire must be located -
 - (i) at least 2 metres from a fence or building; and
 - (ii) in such a position so as not to create a nuisance or be offensive to other persons.
- ~~(3) Subject to the local fire rules, the Manager, Environmental Health & Regulatory Services may grant approval to clear, by burning, fire breaks or vacant blocks of grass, straw, hay, undergrowth, herbage and other similar vegetation whether alive or dead and standing or not standing.~~

~~Division 3 - Transport of Butchers' Waste~~

Interpretation

47. In this Division, unless the context otherwise requires -

"butchers' waste" includes animal skeletons and rib cages from a boning room and the inedible products of an abattoir.

Restriction of Vehicles

48. A person shall not use, for the transport of butchers' waste -

(a) a vehicle used for the transport of food or drugs; or

(b) anything intended to be used for the packing or handling of food or drugs.

Transport of Butchers' Waste

49. (1) A person shall not transport butchers' waste otherwise than in -

(a) a compartment complying with the following specifications -

(i) the floor and 4 walls to be made of impervious material and the walls to be not less than 910 millimetres high;

(ii) all joints to be made watertight;

(iii) the loading doors, if any, to be water-tight and kept closed at all times except when loading; and

(iv) the top to be completely covered by impervious sheet material approved by the Manager, Environmental Health & Regulatory Services, carried over, and secured to the outside of the walls so as to keep the load out of sight of the public; or

(b) a watertight durable and impervious container fitted with a lid, which can be tightly closed.

(2) A person shall not transport any butchers' waste in a vehicle unless the vehicle and its fittings, including the compartment or container referred to in this clause, are -

(a) maintained in good order and condition; and

(b) thoroughly cleaned at the conclusion of each day's work.

(3) A person shall not load, transport, or unload butchers' waste in a manner that is or may be offensive due to -

(a) the sight of animal skeletons, bones, offal or waste matter;

(b) the odour of putrefaction, offal or waste matter; or

(c) the presence of blood and particles of flesh or fat dropping onto the surface of the street pavement or ground.

PART 5 - NUISANCES AND GENERAL

Division 1 - Nuisances

Interpretation

50. ~~42.~~ In this Division, unless the context otherwise requires -

"fertiliser" includes manure.

Footpaths etc, to be kept clean

- ~~51.~~ **43.** An owner or occupier of premises shall maintain any footpath, pavement, area or right of way immediately adjacent to the premises, clear of any rubbish, matter or things coming from or belonging to the premises.

Escape of Smoke etc.

- ~~52.~~ **44** (1) ~~Subject to sub-clause (2), an~~ An owner or occupier of premises shall not cause or permit the escape of smoke, dust, fumes, offensive or foul odours, liquid waste or liquid refuse from the premises in such quantity or of such a nature as to cause or to be a nuisance.
- (2) ~~Sub-clause (1) does not apply to smoke from the chimney of a private dwellinghouse.~~

Public Vehicles to be kept clean

- ~~53.~~ The owner or person in control of a public vehicle shall -
- (a) ~~maintain the vehicle at all times -~~
- (i) ~~in a clean condition; and~~
- (ii) ~~free from vectors of disease; and~~
- (b) ~~whenever directed to do so by an Environmental Health Officer, thoroughly clean and disinfect the vehicle as directed.~~

Prohibition against Spitting

- ~~54.~~ A person shall not spit -
- (a) ~~on a footpath, street or public place; or~~
- (b) ~~in a train, bus or other public transport.~~

Transportation, Use and Storage of Offal or Blood

- ~~55.~~ A person shall not transport or store offal or blood, for the purpose of being used as manure, unless it has been sterilised by steam and properly dried.

Use or Storage of Fertiliser

- ~~56.~~ **45.** An owner or occupier of premises shall not use or keep for the purpose of use, as fertiliser any -
- (a) pig manure;
- (b) human faeces; or
- (c) urine.

Storage and Despatch of Artificial Fertiliser

- ~~57.~~ **46.** An owner or occupier of premises where artificial fertiliser is stored in bulk for sale shall -
- (a) keep all artificial fertiliser in a building -
- (i) of which the walls, floors and ceilings or undersides of the roof are constructed of durable and non-absorbent materials finished internally with a smooth surface; and
- (ii) free from damp and properly ventilated;
- (b) take proper precautions to prevent the emission of dust or offensive effluvia from the building; and

- (c) ensure that all artificial fertiliser despatched from the premises is packed in such a manner as to prevent any nuisance arising during transit.

Storage of Fertiliser in a House

58.47. The owner or occupier of a house where fertiliser or compost is stored or used shall

- (a) prevent the escape of odours, dust or particles of fertiliser or compost;
- (b) treat the fertiliser or compost in such a manner as to effectively prevent it attracting or being a breeding place for flies or other vectors of disease; and
- (c) store only such amounts of fertiliser or compost -
 - (i) as can be readily used within a reasonable period; or
 - (ii) as may be directed by the ~~Manager, Environmental Health & Regulatory Services~~ City.

Division 2 - Keeping of Animals

Cleanliness

59.48. An owner or occupier of premises in or on which a dog, cat or other animal or bird is kept shall -

- (a) keep the premises free from excrement, filth, food waste and all other matter, which is or is likely to become offensive or injurious to health or to attract rats or other vectors of disease;
- (b) when so directed by an Environmental Health Officer, clean and disinfect the premises; and
- (c) keep the premises, so far as possible, free from flies or other vectors of disease by spraying with a residual insecticide or other effective means.

Animal Enclosures

60.49. (1) A person shall not keep or cause or permit to be kept any animals or birds on premises, which are not effectively drained.

- (2) The owner or occupier of premises where animals or birds are kept shall, when directed by the ~~Manager, Environmental Health & Regulatory Services~~ City, pave, grade and drain the floors of all structures and the surface of the ground of all enclosures used for the keeping of animals or birds.

Cats

61. (1) ~~No person shall keep more than 2 cats over the ages of 3 months on premises on any lot within the district.~~

- (2) ~~In this clause "lot" has the same meaning as given in the Town Planning Development Act 1928, as amended.~~

Slaughter of Animals

62.50. (1) Subject to sub clause (2), a person shall not slaughter any animal within the district.

- (2) Sub clause (1) does not apply to euthanasia of animals by veterinarians or other duly authorised persons.

Disposal of Dead Animals

- 63.5 1.** (1) An owner or occupier of premises on which there is a dead animal shall immediately remove the carcass and arrange for its disposal at an approved disposal site.
- (2) An owner, or a person having the care of any animal that dies or is killed in a public or private place shall immediately remove the carcass and arrange for its disposal at an approved disposal site.

Division 3 - Keeping of Large Animals

Interpretation

- 64. 52.** In this Division, unless the context otherwise requires -
- "cow" includes an ox, calf or bull;
- "horse" includes an ass, mule, donkey or pony; and
- "large animal" includes a pig, sheep, deer, goat, and camel, including miniature species of the same or any animal, as determined by the [Manager, Environmental Health & Regulatory Services](#) City.

Keeping of Large Animals

- 65. 53.** The occupier of any premises shall not keep or allow to be kept on those premises any cow, horse or large animal.

Division 4 - Keeping of Poultry and Pigeons

Interpretation

- 66. 54.** In this Division, unless the context otherwise requires –
- "pigeon" includes doves; and
- "poultry" includes domestic fowls.
- "lot" has the same meaning as is given to it in the *Town Planning Development Act 1928*, as amended.
- "Affiliated Person" means a person who is a member of a properly constituted Pigeon Club.
- "Code of Practice" means the "*Code of Practice, Pigeon Keeping and Pigeon Racing*" published in 1994 by the Pigeon racing Federation of Western Australia (Incorporated) and the Racing Pigeon Federation (Incorporated).

Limitations on Numbers of Pigeons and Poultry

- 67. 55.** (1) A person shall not keep a combined total of more than 12 poultry on any lot within the district.

- (2) A person shall not keep or suffer to remain in a residential area a rooster, turkey, duck, geese, peacock or peahen.
- (3) A person shall who is an Affiliated Person, shall not keep a total of more than 50 pigeons on any one lot within the district, or any other number greater than 50, as approved by the [Manager, Environmental Health & Regulatory ServicesCity](#).

Conditions of Keeping Poultry

- 68. 56.** A person who keeps poultry or permits poultry to be kept shall ensure that -
- (a) all poultry are kept in a securely fastened enclosure whose area is equal to at least one square metre for each bird kept therein, and which is located at least one metre from any boundary;
 - (b) there is a roofed structure within that enclosure of sufficient area to enable all poultry to obtain shade and shelter, and that there is a floor beneath the structure constructed of smooth, impervious material with a gradient of at least 1 in 50 to the front of the structure;
 - (c) no poultry or poultry enclosure and structure is able to approach within 9 metres of a dwelling, public building or food premises, in which case local government may approve a lesser distance;
 - (d) no poultry is able to approach within 25 metres of a street other than a pedestrian access way except where the land is at the junction of two or more streets, in which case local government may approve a lesser distance; and
 - (e) the enclosure and roofed structure are kept in clean condition and good repair at all times, with effective measures taken to control flies, rodents and prevent offensive odours.

Conditions of Keeping Pigeons

- 69. 57.** A person who keeps pigeons or permits pigeons to be kept shall ensure that -
- (a) no pigeon or pigeon enclosure or structure is able to approach within 9 metres of a dwelling, public building or food premises, in which case local government may approve a lesser distance; and
 - (b) no pigeon is able to approach within 25 metres of a street other than a pedestrian access way except where the land is at the junction of two or more streets, in which case local government may approve a lesser distance; and
 - (c) the pigeons are housed in a structure built, in accordance with the "*Code of Practice*"

Removal of Pigeons and Poultry

- 7058.** (1) A person who keeps or allows to be kept any pigeons or poultry on any lot within the district, contrary to these Local Laws may be directed by the [Manager, Environmental Health & Regulatory ServicesCity](#) to remove within a time specified;

- (2) An owner or occupier shall comply with a direction from the ~~Manager, Environmental Health & Regulatory Services~~City under this clause.

Removal of Non-Conforming Structure or Enclosure

- ~~71~~59 (1) If a structure or enclosure is used for the keeping of poultry or of pigeons contrary to the provisions of these Local Laws, the ~~Manager, Environmental Health & Regulatory Services~~City may direct the owner or occupier to remove it.

- (2) An owner or occupier shall comply with a direction from the ~~Manager, Environmental Health & Regulatory Services~~City under this clause.

Restrictions on Pigeon Nesting or Perching

- ~~72~~60 (1) The local government may order an owner or occupier of a premises in or on which pigeons are, or are in the habit of, nesting or perching to take adequate steps to prevent them continuing to do so.
- (2) An owner or occupier shall comply with a local government order made under this clause.

Division 5 - Car Parks

Interpretation

- ~~73~~ 61. In this Division, unless the context otherwise requires -

"attendant's booth" means a booth, which is positioned inside a car park for the containment of a parking attendant;

"car park" means premises, or any part of premises, set aside for parking of 3 or more motor vehicles; and

"occupier" means a person having the charge, management or control of a car park.

Ventilation

- ~~74~~ 62. (1) A person shall not use or occupy, or permit to be used or occupied, a car park unless it is ventilated by either -
- (a) natural ventilation; or
 - (b) mechanical means, in accordance with AS1668.2 - ~~1991~~2012.
- (2) If, in the opinion of the ~~Manager, Environmental Health & Regulatory Services~~City, a car park is not properly ventilated, the local government may by notice require the occupier within a specified time to -
- (a) provide a different or additional method of ventilation; and
 - (b) cease using the car park until it is properly ventilated.
- (3) An occupier shall comply with a notice under sub clause (2).

Exhaust Air Discharge Points and Exhaust Registers

- ~~75~~ 63. An owner or occupier shall ensure that -
- (a) all exhaust air that is discharged from a car park shall be discharged -
 - (i) at discharge points in accordance with AS1668.2 - ~~1991~~2012; and

- (ii) located so that the hourly average exhaust flow rate is not reduced below the minimum requirement of AS1668.2 - [1991:2012](#);
 - (iii) at a velocity and in a direction so as not to be a danger to health or a nuisance;
- (b) exhaust registers are located -
 - (i) as far as possible from the source of supply air; and
 - (ii) so as to draw effluent away from staff working in the attendant's booth;
- (c) in the case of a car park having a floor level below that of the external ground level, at least 50% of the required exhaust air is drawn into exhaust registers having their bottom edge located within 100 millimetres of the floor level; and
- (d) any mechanical ventilation system is -
 - (i) maintained in good working condition; and
 - (ii) in operation at all times when the car park is in use.

Car Park Attendant Booths

76. (1) ~~An owner or occupier shall ensure that an attendant's booth -~~
- ~~(a) is provided with a fresh air supply ventilation system -~~
 - ~~(i) with air flow rates that give a minimum of 40 air changes per hour; and~~
 - ~~(ii) which is in operation whenever the booth is occupied;~~
 - ~~(b) has intakes for fresh air located and arranged so that under all conditions of normal operation adjacent sources of pollution do not reduce the quality of fresh air;~~
 - ~~(c) has a capacity of not less than 5 cubic metres;~~
 - ~~(d) has all windows and doors, except at the toll taking area opening, closed at all times when an attendant is in the booth; and~~
 - ~~(e) has a toll taking opening that is of a minimum size that is practicably required to carry out the operation of toll paying.~~
- ~~(2) If, in the opinion of the Manager, Environmental Health & Regulatory Services, an attendant's booth is not properly ventilated in accordance with sub clause (1), the local government may by notice require the occupier to cease using the booth until it is properly ventilated.~~
- ~~(3) An occupier shall comply with a notice under sub clause (2).~~

PART 6 - PEST CONTROL

Division 1 - Flies

Interpretation

- ~~77.~~ **64.** In this Division, unless the context otherwise requires -

"flies" means any of the two-winged insects constituting the order *Diptera* commonly known as flies.

Fly breeding matter not to be left on Premises unless Covered or Treated

- ~~78.~~ **65.** An owner or occupier of premises shall not place, throw or leave, or permit or cause to be placed, thrown or left, in on or about the premises any matter or thing which is

liable to attract or be a breeding place for flies, unless that matter or thing is covered, protected, treated or dealt with in such a manner as to effectively prevent it from attracting or being a breeding place for flies.

Measures to be taken by an Occupier

- ~~79.~~ **66.** An owner or occupier of premises shall ensure that -
- (a) rubbish receptacles are kept clean and tightly sealed at all times except when refuse is being deposited or emptied;
 - (b) food scraps and uneaten pet food are wrapped tightly and deposited in a rubbish receptacle without delay;
 - (c) lawn clippings used on gardens as mulch are raked out thinly;
 - (d) fertilizers are dug well into the soil;
 - (e) compost heaps are kept well covered;
 - (f) barbecues are kept clean and free from food scraps;
 - (g) anything that is buried and may attract or be a breeding place for flies is covered with at least 100 millimetres of soil; and
 - (h) excrement from pets is collected and properly disposed of without delay.

Officer may give Notice directing measures to be Taken

- ~~80.~~ **67.** Where in the opinion of an Environmental Health Officer flies are prevalent or are breeding on any premises, the Officer may give to the owner or occupier of the premises notice in writing directing him or her to take, within the time specified in the notice, such measures as in the opinion of the Officer are necessary to -
- (a) control the prevalence;
 - (b) effect the eradication; or
 - (c) effectively prevent the breeding of flies.

Local government may Execute Work and Recover Costs

- ~~81~~**68** (1) Where -
- (a) a person is required under this Division or directed by a notice given under clause 81, to execute any work; and
 - (b) that person fails or neglects to comply with the requirement, the local government may execute the work and may recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under these Local Laws.
- (2) The costs and expenses incurred by the local government in the execution of a power under sub clause (1) may be recovered in a court of competent jurisdiction from the person referred to in sub clause (1).
- (3) The local government shall not be liable to pay compensation or damages of any kind to the person referred to in sub clause (1) in relation to any action taken by the local government under this clause.

Division 2 - Mosquitoes

Interpretation

82. 69. In this Division, unless the context otherwise requires -

"mosquitoes" means any of the two-winged insects constituting the family *Diptera Culicidae* commonly known as mosquitoes.

Premises to be kept free of Mosquito Breeding Matter

83. 70. An owner or occupier of a premises shall keep the premises free of -

- (a) ~~refuse; and~~
(b) (a) water located so as to be,
liable to become the breeding place of mosquitoes.

Measures to be taken by an Owner or Occupier

84. 71. An owner or occupier of premises -

- (a) where there is a fountain, pool, pond or excavation of any kind which contains water suitable for the breeding of mosquitoes, shall keep the water -
(i) stocked with mosquito destroying fish; or
(ii) covered with a film of petroleum oil or other larvicide's; and
(b) where there is a water tank, well, cistern, vat or barrel, shall -
(i) keep it protected with a mosquito-proof cover; and
(ii) screen all openings, other than the delivery exit, with wire mesh having openings no larger than 1.2 millimetres.

Measures to be taken by Occupier

85. 72. An occupier of premises where water is kept in a horse trough, animal drinking vessel or other receptacle shall -

- (a) frequently change the water; and
(b) keep the water clean and free from vegetable matter and slime.

Removal of Undergrowth or Vegetation

- 8673** (1) Where it appears to the ~~Manager, Environmental Health & Regulatory Services~~City that there is, on any premises, undergrowth or vegetation likely to harbour mosquitoes, he or she may direct, orally or in writing, the owner or occupier of the premises to cut down and remove within a specified time the undergrowth or vegetation.
(2) An owner or occupier of premises shall comply with a direction from, and within the time allowed by, the ~~Manager, Environmental Health & Regulatory Services~~City under this clause.

Filling in Excavations etc.

87. 74. Unless written permission to the contrary is obtained from the local government, a person who cuts turf or removes soil or other material from any land shall forthwith ensure that each excavation is filled in with clean sound material and made level with the surrounding surface.

Drains, Channels and Septic Tanks

88. ~~An owner or occupier of land shall -~~

- (a) ~~cause all drains and channels in or on the land to be kept in good order and free from obstruction; and~~

- (b) ~~where a septic tank is installed on the land -~~
- (i) ~~apply approved larvicide's according to the directions on the container, into the septic tank system, whenever directed by an environmental health officer; and~~
- (ii) ~~provide, and keep in sound condition at all times, wire mesh having openings no larger than 1.2 millimetres covering any inlet vent to the tank.~~

Drainage of Land

- 89. 75.** An owner or occupier of land upon which there is water liable to become a breeding place for mosquitoes shall, when required by the local government, effectively drain the land and, for that purpose, shall -
- (a) make or provide drains on the land;
 - (b) remove all irregularities in the surface of the land;
 - (c) if necessary, adjust the surface of the land or raise the level of the surface in such a manner that -
 - (i) the water on the land may flow into the drains without obstruction; and
 - (ii) no water shall remain on any portion of the land other than the drains; and
 - (d) keep all drains in good order and free from obstruction.

Officer may give Notice directing measures to be Taken

- 90. 76.** Where in the opinion of an Environmental Health Officer mosquitoes are breeding on any premises, the Officer may give to the owner or occupier of the premises notice in writing directing him or her to take, within the time specified in the notice, such measures as in the opinion of the Officer are necessary to -
- (a) control the prevalence;
 - (b) effect the eradication; or
 - (c) effectively prevent the breeding of mosquitoes.

Local Government may Execute Work and Recover Costs

- 91. 77.** (1) Where -
- (a) a person is required under this Division or directed by a notice given under clause 91, to execute any work; and
 - (b) that person fails or neglects to comply with the requirement, the local government may execute the work and may recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under these Local Laws.
- (2) The costs and expenses incurred by the local government in the execution of a power under sub clause (1) may be recovered in a court of competent jurisdiction from the person referred to in sub clause (1).
- (3) The local government shall not be liable to pay compensation or damages of any kind to the person referred to in sub clause (1) in relation to any action taken by the local government under this clause.

Division 3 - Rodents

Interpretation

- 92. 78.** In this Division, unless the context otherwise requires -

"rodents" means those animals belonging to the order *Rodentia* and includes rats and mice but does not include animals ~~(other than rats)~~ kept as pets in an enclosure designed for the purpose of keeping as pets animals of that kind.

Measures to be taken to eradicate Rodents

- 9379** (1) An owner or occupier of premises shall at all times take effective measures to eradicate any rodents in or on the premises.
- (2) Without limiting the generality of sub clause (1), an owner or occupier of premises, whenever there are indications of the presence of rodents in, on or about the premises, and while such indications continue, shall -
- (a) take effective measures to keep the premises free from rodents including -
- (i) protecting foodstuffs;
- (ii) using a rodenticide bait or a properly baited trap; and
- (iii) preventing rodents having access to water on the premises;
- (b) inspect daily each rodenticide bait or trap used and, whenever a rodent is found, shall -
- (i) if it is not already dead, kill it immediately; and
- (ii) dispose of the carcass in such a manner as will not create a nuisance; and
- (c) take whatever measures for the eradication of rodents as an Environmental Health Officer may from time to time direct.

Waste food etc. to be kept in rodent proof Receptacles

- 94. 80.** A person shall not place or caused to be placed in or on any premises, and an owner or occupier of premises shall not permit to remain in or on the premises -
- (a) any waste food, refuse, or other waste matter which might attract rodents to the premises or which might afford harbourage for rodents; or
- (b) any food intended for birds or other animals, unless it is contained in a rodent proof receptacle or a compartment, which is kept effectively, protected against access by rodents.

Restrictions on materials affording harbourage for Rodents

- 95. 81.** (1) An owner or occupier of premises shall cause -
- (a) any part of the premises; or
- (b) any material, sewer, pipe or other thing in or on the premises, that might afford access or harbourage to rodents to be altered, repaired, protected, removed or otherwise dealt with so as to prevent it being used as access for, or harbourage of, rodents.
- (2) An Environmental Health Officer may direct, orally or in writing, an owner or occupier of premises to take whatever action that, in the opinion of the Officer, is necessary or desirable to prevent or deter the presence of rodents in or on the premises.
- (3) An owner or occupier shall within the time specified comply with any direction given by an Environmental Health Officer under this clause.

~~Food Premises etc. to be cleaned after Use~~

- ~~96. — An owner or occupier of an eating house, theatre or place of entertainment, whether indoor or outdoor, shall cause the premises to be cleaned immediately after the last~~

~~occasion on which the premises have been used on that day or, if the use extends after midnight, then immediately after that use.~~

Restrictions on the ~~Sale or~~ Keeping of Rats

- ~~97.~~ **82.** (1) Subject to sub clause (2) ~~an~~ owner or occupier of premises is only permitted to keep a domestic breed of rats as pets provided they are kept in safe and secure enclosures which prevents them from escaping. shall not, on or from those premises -
- (a) ~~keep or permit to be kept a rat; or~~
(b) ~~sell or offer for sale or permit to be sold or offered for sale a rat.~~
- (2) ~~Sub clause(1) shall not prevent the keeping of rats for the purpose of scientific or medical research on premises owned or occupied by -~~
- (a) ~~a university or school;~~
(b) ~~a person approved by the local government; or~~
(c) ~~a public hospital or a private hospital within the meaning of those expressions in the Hospital and Health Services Act 1927.~~
- (3) ~~A person or body specified in sub clause (2) which keeps rats for the purpose of scientific or medical research shall -~~
- (a) ~~at all times ensure that all live rats are kept in the effective control of a person or in locked cages; and~~
(b) ~~if a rat escapes, forthwith comply with the requirements of clause 94 and ensure that all reasonable steps are taken to destroy the rat.~~

Division 4 - Cockroaches

Interpretation

- 98. 83.** In this Division, unless the context otherwise requires -

"cockroach" means any of the various orthopterous insects commonly known as cockroaches.

Measures to be taken to eradicate Cockroaches

- ~~99~~**84** (1) An owner or occupier of premises shall take effective measures to eradicate any cockroaches in or on the premises.
- (2) Without limiting the generality of sub clause (1), an owner or occupier of premises, whenever there are any indications of the presence of cockroaches in, on or about the premises, and while such indications continue, shall take effective measures to keep the premises free from cockroaches including -
- (a) washing and storing, immediately after use, cooking and eating utensils;
(b) wrapping and depositing in a rubbish receptacle without delay all food scraps, uneaten pet food and garbage;
(c) properly treating the premises with an insecticide, taking care not to harm the safety of humans and pets or to contaminate food or cooking or eating utensils; and
(d) whenever required by an Environmental Health Officer, treating any area with baits or other methods to eradicate cockroaches.

Division 5 - Argentine Ants

Interpretation

100. 85. In this Division, unless the context otherwise requires -

"Argentine Ant" means an ant belonging to the species *Iridomyrmex humilis*.

Measures to be taken to keep premises free from Argentine Ants

101. 86. An owner or occupier of premises shall ensure that the premises are kept free from Argentine Ant colonies and shall -

- (a) immediately notify the local government of any ant nest located on the premises suspected to be an Argentine Ant nest;
- (b) take all steps to locate any nests if Argentine Ants are noticed in, on or about the premises;
- (c) properly treat all nests of Argentine Ants with an approved residual based insecticide; and
- (d) whenever required by an Environmental Health Officer -
 - (i) treat any area or infestation with an insecticide referred to in sub-clause (c); and
 - (ii) remove any objects, including timber, firewood, compost or pot plants in accordance with a direction from an Environmental Health Officer.

Division 6 - European Wasps

Interpretation

102. 87. In this Division, unless the context otherwise requires -

"European Wasp" means a wasp *Vespula germanica*.

Measures to be taken to keep premises free from European Wasp Nest

103. 88. An owner or occupier of premises shall ensure that the premises are kept free from European Wasp nests and shall -

- (a) immediately notify the local government of any wasp nest in, on or about the premises that is suspected to be a European Wasp nest;
- (b) follow any direction of an Environmental Health Officer for the purpose of destroying the wasps and their nest; and
- (c) assist an Environmental Health Officer, or his or her representative, to trace any nest that may be present in, on or about the premises.

Division 7 - Bee Keeping

Interpretation

104. 89. In this Division, unless the context otherwise requires -

"bees" means an insect belonging to any of the various hymenopterous insects of the super family *Apoidea* and commonly known as a bee;

"district" means the district of the City of South Perth;

"footpath" includes a path used by, or set aside or intended for use by, pedestrians, cyclists or both pedestrians and cyclists;

"hive" means a moveable or fixed structure, container or object in which a colony of bees is kept;

"lot" has the meaning given to it in the *Town Planning and Development Act 1928*; and

"private street" has the meaning given to it by the *Local government (Miscellaneous Provision) Act 1960*.

Limitation on numbers of Hives

105. 90. A person shall not keep or permit the keeping of bees in any more than 2 bee hives on any lot within the district.

Restrictions on keeping of Bees in Hives

106. 91. A person shall not keep or permit the keeping of bees in a hive on a lot unless, at all times -

- (a) an adequate and permanent supply of water is provided on the lot within 10 metres of the hives;
- (b) the hives are kept -
 - (i) outside, and at least 10 metres from, any building other than a fence;
 - (ii) at least 10 metres from any footpath, street, private street or public place; and
 - (iii) at least 5 metres from the boundary of the lot; and
- (c) the hive is screened in a manner, which affords protection to neighbouring residents and passers-by.

Bees, which cause a nuisance not to be kept

1079 2.

- (1) A person shall not keep or permit the keeping of bees or transport bees or bee hives in such a manner which may cause a nuisance to any other person.
- (2) A person shall and when directed, remove any bees or beehives, which in the opinion of an Environmental Health Officer are causing a nuisance to any other person.
- (3) An owner or occupier shall within the time specified comply with any direction given by an Environmental Health Officer under this clause.
- (4) A person shall comply with a direction within the time specified.

Division 8 – Arthropod Vectors of Disease

Interpretation

108. 93. In this Division, unless the context otherwise requires -

"arthropod vectors of disease" includes -

- (a) fleas (*Siphonaptera*);
- (b) bedbugs (*Cimex lectularius*);
- (c) crab lice (*Phthirus pubis*);
- (d) body lice (*Pediculus humanus var. corporis*); and
- (e) head lice (*Pediculus humanus var. capitis*);

Responsibility of the Owner or Occupier

- 109, 94.** The owner or occupier of premises shall -
- (a) keep the premises and any person residing in or on the premises free from any arthropod vectors of disease; and
 - (b) comply with the direction of an Environmental Health Officer to treat the premises, or anything on the premises, for the purpose of destroying any arthropod vectors of disease.

PART 7 - INFECTIOUS DISEASES

Division 1 - General Provisions

Environmental Health Officer may visit, inspect and report

- 110, 95.** An Environmental Health Officer -
- (a) may visit and inspect any house, its occupants, fixtures and fittings; and
 - (b) who has reason to believe that there has been a breach of the Act, any regulation made under the Act or these Local Laws relating to infectious diseases, shall, as soon as possible, submit a written report on the matter to the local government.

Requirements on owner or occupier to clean, disinfect and disinfest

- 111, 9** (1) The ~~local government or the Manager, Environmental Health & Regulatory Services City~~ may, by notice in writing, direct an owner or occupier of premises, within the time and in the manner specified in the notice, to clean, disinfect and disinfest -
- (a) the premises; or
 - (b) such things in or on the premises as are specified in the notice, or both, to the satisfaction of an Environmental Health Officer.
- (2) An owner or occupier shall comply with a notice given under sub-clause (1).

Environmental Health Officer may disinfect or disinfest premises

- 112, 7.** (1) Where the local government or the Medical Officer is satisfied that any case of infectious disease has occurred on any premises, the Local government or the Medical Officer may direct an Environmental Health Officer, other local government officer or other person to disinfect and disinfest the premises or any part of the premises and anything in or on the premises.
- (2) An owner or occupier of premises shall permit, and provide access to enable, an Environmental Health Officer, other local government officer or other person to carry out the direction given under sub-clause (1).
 - (3) The local government may recover, in a court of competent jurisdiction, the cost of carrying out the work under this clause from the owner or occupier of the premises in or on which the work was carried out.
 - (4) The local government shall not be liable to pay compensation or damages of any kind to the owner or occupier of premises in relation to any action

taken by the local government or any of its staff or employees under this clause.

Insanitary houses, premises and things

- 113.9** (1) An owner or occupier of any house or premises shall maintain the house or premises free from any insanitary condition or thing.
- 8.**
- (2) Where the local government considers that a house is insanitary, it may, by notice in writing, direct an owner of the house, within the time and in the manner specified in the notice, to destroy or amend the house.
- (3) Where an Environmental Health Officer considers that -
- (a) a house or premises is not being maintained in a sanitary condition; or
 - (b) any thing is insanitary, the officer may, by notice in writing, direct, as the case may be -
 - (i) the owner or occupier of the house or premises to amend any insanitary condition; or
 - (ii) the owner or occupier of the thing to destroy or amend it, within the time and in the manner specified in the notice.
- (4) A person to whom a notice has been given under sub-clauses (2) or (3) shall comply with the terms of the notice.

Medical Officer may authorise disinfecting

- 114.9** (1) Where the Medical Officer believes that a person is or may be infected by an infectious disease, the Officer may direct the person to have his or her body, clothing and effects disinfected at a place and in a manner directed by the Medical Officer.
- 9.**
- (2) A person shall comply with any direction of the Medical Officer under this clause.

Persons in contact with an infectious disease sufferer

- 115. 100.** If a person in any house is, or is suspected of, suffering from an infectious disease, any occupant of the house or any person who enters or leaves the house -
- (a) shall obey such instructions or directions as the local government or the Medical Officer may issue;
 - (b) may be removed, at the direction of the local government or the Medical Officer to isolation in an appropriate place to prevent or minimise the risk of the infection spreading; and
 - (c) if so removed, shall remain in that place until the Medical Officer otherwise directs.

Declaration of infected house or premises

- 116.1** (1) To prevent or check the spread of infectious disease, the local government or the Medical Officer may from time to time declare any house or premises to be infected.
- 01.**
- (2) A person shall not enter or leave any house or premises declared to be infected without the written consent of the Medical Officer or the [Manager of Environmental Health & Regulatory Services City](#).

Destruction of infected animals

- 117.1** (1) The ~~Manager, Environmental Health & Regulatory Services~~City, upon being satisfied that an animal is or may be infected or is liable to be to convey infection may, by notice in writing, direct that the animal be examined by a registered veterinary officer and all steps taken to enable the condition to be controlled or eradicated or the animal destroyed and disposed of -
- (a) in the manner and within the time specified in the notice; and
 - (b) by the person in whose possession, or upon whose premises, the animal is located.
- (2) A person who has in his or her possession or upon premises occupied by him or her, an animal, which is the subject of a notice under sub-clause (1), shall comply with the terms of the notice.

Disposal of a body

- 118.1** (1) An occupier of premises in or on which is located the body of a person who has died of an infectious disease shall, subject to sub-clause (2), cause the body to be buried or disposed of in such manner, within such time and with such precautions as may be directed by the Medical Officer.
- (2) A body shall not be removed from premises where death occurred except to a cemetery or morgue.

Local government may carry out work and recover costs

- 1191** (1) Where -
- 04..** (a) a person is required under this Division or by a notice given under this Division, to carry out any work; and
 - (b) that person fails or neglects to comply with the requirement, that person commits an offence and the local government may carry out the work or arrange for the work to be carried out by another.
- (2) The costs and expenses incurred by the local government in the execution of a power under this clause may be recovered in a court of competent jurisdiction from the person referred to in sub-clause (1)(a).
- (3) The local government shall not be liable to pay compensation or damages of any kind to the person referred to in sub-clause (1)(a) in relation to any action taken by the local government under this clause.

Division 2 - Disposal of used condoms and needles

Disposal of used condoms

- 120, 105.** (1) An occupier of premises on or from which used condoms are produced shall ensure that the condoms are -
- (a) placed in a sealed impervious container and disposed of in a sanitary manner; or
 - (b) disposed of in such a manner as may be directed by the ~~Manager, Environmental Health & Regulatory Services~~City.
- (2) A person shall not dispose of a used condom in a public place except in accordance with sub-clause (1).

Disposal of used needles

- 121, 106.** A person shall not dispose of a used hypodermic syringe or needle in a public place unless it is placed in an approved impenetrable, leak-proof container and deposited in a refuse receptacle.

PART 8 – LODGING HOUSES

Division 1 - Registration

Interpretation

1221 (1) In this Part, unless the context otherwise requires -

07.

"**bed**" means a single sleeping berth only. A double bed provided for the use of couples, shall have the same floor space requirements as two single beds;

"**bunk**" means a sleeping berth comprising one of two arranged vertically;

"**dormitory**" means a building or room utilised for sleeping purposes at a short-term hostel or recreational campsite;

"**keeper**" means a person whose name appears on the register of keepers, in respect of a lodging house, as the keeper of that lodging house;

"**laundry unit**" means a group of facilities consisting of-

- (a) a washing machine with a capacity of not less than 4 kilograms of dry clothing;
- (b) one wash trough of not less than 36 litres capacity, connected to both hot and cold water;
- (c) a hot water system is provided that-
 - is capable of delivering 136 litres of water per hour at a temperature of at least 75 C for each washing machine provided with the communal facilities;
- (d) has a delivery rate of not less than 18 litres per minute to each washing machine; and
- (e) either an electric drying cabinet or not less than 30 metres of clothesline.

"**lodger**" means a person who obtains, for hire or reward, board or lodging in a lodging house;

"**lodging house**" includes a recreational campsite, a serviced apartment and a short-term hostel;

"**manager**" means a person duly appointed by the keeper in accordance with this Division to reside in, and have the care and management of, a lodging house;

"**recreational campsite**" means a lodging house-

- (a) situated on a campsite principally used for-
 - (i) recreational, sporting, religious, ethnic or educational pursuits; or
 - (ii) conferences or conventions; and
- (b) where the period of occupancy of any lodger is not more than 14 consecutive days, and includes youth camps, youth education camps, church camps and riding schools;

"**register of lodgers**" means the register kept in accordance with Section 157 of the Act and this Part;

"**resident**" means a person, other than a lodger, who resides in a lodging house;

"**serviced apartment**" means a lodging house in which each sleeping apartment, or group of sleeping apartments in common occupancy, is provided with its own sanitary conveniences and may have its own cooking facilities;

"**short term hostel**" means a lodging house where the period of occupancy of any lodger is not more than 14 consecutive days and shall include youth hostels and backpacker hostels; and

"**vector of disease**" means an arthropod or rodent that transmits, by biological or mechanical means, an infectious agent from a source or reservoir to a person, and includes fleas, bedbugs, crab lice, body lice and head lice.

- (2) Where in this Part an act is required to be done or forbidden to be done in relation to any lodging house, the keeper of the lodging house has, unless the contrary intention appears, the duty of causing to be done the act so required to be done, or of preventing from being done the act so forbidden to be done, as the case may be.

Lodging House not to be kept unless registered

123, 108. A person shall not keep or cause, suffer or permit to be kept a lodging house unless

- (a) the lodging house is constructed in accordance with the requirements of this Part;
- (b) the lodging house is registered by the local government under clause 125;
- (c) the name of the person keeping or proposing to keep the lodging house is entered in the register of keepers; and
- (d) either -
 - (i) the keeper; or
 - (ii) a manager who, with the written approval of the ~~Manager, Environmental Health & Regulatory Services~~City, has been appointed by the keeper to have the care and management of the lodging house,

resides or intends to reside continuously in the lodging house, whenever there are one or more lodgers in the lodging house.

Application for registration

124, 109. An application for registration of a lodging house shall be -

- (a) in the form prescribed in Schedule 1;
- (b) duly completed and signed by the proposed keeper; and
- (c) accompanied by -
 - (i) the fee as fixed from time to time by Council under section 344C of the Act; and
 - (ii) detailed plans and specifications of the lodging house.

Approval of application

- 125. 110.** The local government may approve, with or without conditions, an application under clause 126 by issuing to the applicant a certificate in the form of Schedule 2.

Renewal of registration

- 126. 111.** A person who keeps a lodging house, which is registered under this Part, shall -
- (a) during the month of June in each year apply to the local government for the renewal of the registration of the lodging house; and
 - (b) pay the fee prescribed in Schedule 12 at the time of making each application for renewal.

Notification upon sale or transfer

- 127. 112.** If the owner of a lodging house sells or transfers or agrees to sell or transfer the lodging house to another person, he or she shall, within 14 days of the date of sale, transfer or agreement, give to the Chief Executive, in the form of Schedule 3 written notice of the full name, address and occupation of the person to whom the lodging house has been, or is to be, sold or transferred.

Revocation of registration

- 1281 13.**
- (1) Subject to sub-clause (3), the local government may, at any time, revoke the registration of a lodging house for any reason which, in the opinion of the local government, justifies the revocation.
 - (2) Without limiting the generality of sub-clause (1), the local government may revoke a registration upon any one or more of the following grounds -
 - (a) that the lodging house has not, to the satisfaction of local government, been kept free from vectors of disease or in a clean, wholesome and sanitary condition;
 - (b) that the keeper has -
 - (i) been convicted of an offence against these Local Laws in respect of the lodging house;
 - (ii) not complied with a requirement of this Part; or
 - (iii) not complied with a condition of registration.
 - (c) that the local government, having regard to a report from the Police Service, is satisfied that the keeper or manager is not a fit and proper person; and
 - (d) that, by reason of alterations or additions or neglect to repair and renovate, the condition of the lodging house is such as to render it, in the opinion of the ~~Manager, Environmental Health & Regulatory Services~~City, unfit to remain registered.
 - (3) Before revoking the registration of a lodging house under this clause, the local government shall give notice to the keeper requiring him or her, within a time specified in the notice, to show cause why the registration should not be revoked.
 - (4) Whenever the local government revokes the registration of a lodging house, it shall give the keeper notice of the revocation and the registration shall be revoked as from the date on which the notice is served on the keeper.

Division 2 - Construction and Use Requirements

General Construction Requirements

~~129, 114.~~ The general construction requirements of a lodging house shall comply with the Building Code.

Sanitary conveniences

- ~~130, 115.~~** (1) A keeper shall maintain in good working order and condition and in convenient positions on the premises -
- (a) toilets; and
 - (b) bathrooms, each fitted with a wash hand basin and either a shower or a bath.
- (2) A bathroom or toilet, which is used as a private bathroom or toilet to the exclusion of other lodgers or residents, shall not be counted for the purposes of sub-clause (1).
- (3) Each bath, shower and hand washbasin shall be provided with an adequate supply of hot and cold water.
- (4) The walls of each shower and bath shall be of an impervious material to a minimum height of 1.8 metres above the floor level.
- (5) Each toilet and bathroom shall -
- (a) be so situated, separated and screened as to ensure privacy;
 - (b) be apportioned to each sex;
 - (c) have a distinct sign displayed in a prominent position denoting the sex for which the toilet or bathroom is provided; and
 - (d) be provided with adequate electric lighting.
- (6) Paragraph (b) and (c) of sub-clause (5) do not apply to a serviced apartment.

Laundry

- ~~130, 116.~~** (1) A keeper shall -
- (a) subject to sub-clause (2)-
 - (i) in the case of a recreational campsite, provide on the premises a laundry consisting of at least one 45 litre stainless steel trough; and
 - (ii) in any other case, provide on the premises a laundry unit for each 15 lodgers;
 - (b) at all times maintain each laundry in a proper sanitary condition and in good repair;
 - (c) provide an adequate supply of hot and cold water to each wash trough, sink, copper and washing machine; and
 - (d) ensure that the floor area of each laundry is properly surfaced with an evenfall to a floor waste.
- (2) The ~~Manager, Environmental Health & Regulatory Services~~ City may approve the provision of a reduced number of laundry units if suitable equipment of a commercial type is installed.

Kitchen

- ~~132, 117.~~** The keeper of a lodging house shall provide in that lodging house a kitchen which -
- (a) has a minimum floor area of-

- (i) 0.65 square metres per person, where lodgers prepare their own meals;
 - (ii) 0.35 square metres per person where meals are provided by the keeper or manager; or
 - (iii) 1 square metre per person, where a kitchen and dining room are combined but in any case not less than 16 square metres;
- (b) has adequate -
- (i) food storage facilities and cupboards to prevent contamination of food, or cooking or eating utensils, by dirt, dust, flies or other vectors of disease of any kind; and
 - (ii) refrigerator space for storage of perishable goods;
- ~~(e) —~~ complies with the requirements of the *Health (Food Hygiene) Regulations 1993* *Food Act 2008*; and
- (d) has a wash hand basin and a double bowl sink, each provided with an adequate supply of hot and cold water.

Cooking Facilities

- 1331** (1) The keeper of a lodging house where lodgers prepare their own meals shall provide a kitchen with electrical, gas or other stoves and ovens approved by the *Manager, Environmental Health & Regulatory City* in accordance with the following table -

No of Lodgers	Ovens	4 Burner Stoves
1 – 15	1	1
16 – 30	1	2
31 – 45	2	3
46 – 60	2	4
61 and Over	2	4 + 1 for each additional 15 Lodgers (or part thereof) over 61

- (2) The keeper of a lodging house where meals are provided by the keeper or manager shall provide a kitchen with cooking appliances of a number and type approved by the *Manager, Environmental Health & Regulatory Services City*.

Dining Room

- 134. 119.** The keeper of a lodging house shall provide in that lodging house a dining room -
- (a) located in close proximity to, or combined with the kitchen;
 - (b) the floor area of which shall be 0.5 square metres per person or 10 square metres whichever is the greater; and
 - (c) which shall be -
 - (i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and
 - (ii) provided with a suitable floor covering.

Lounge Room

- 135. 120.** The keeper of a lodging house shall provide in that lodging house a lounge room -
- (a) with a floor area of -
 - (i) where the lounge is not combined with the dining room - not less than 0.6 square metres per person; or
 - (ii) where the lounge room is combined with a dining room - not less than 1.2 square metres per person;but in either case having a minimum of 13 square metres; and
 - (b) which shall be -
 - (i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and
 - (ii) provided with a suitable floor covering.

Fire prevention and control

- 136. 121.** (1) A keeper shall -
- (a) in each passage in the lodging house provide an emergency light -
 - (i) in such a position and of such a pattern, as approved by the ~~Manager, Environmental Health & Regulatory Services~~City; and
 - (ii) which shall be kept separate from the general lighting system and kept illuminated during the hours of darkness;
 - (b) provide an approved fire blanket positioned within 2 metres of the cooking area in each kitchen;
 - (c) ensure that each exit sign and fire-fighting appliance is clearly visible, accessible and maintained in good working order at all times.
- (2) A keeper shall ensure that all buildings comprising the lodging house are fitted with fire protection equipment as required by the Building Code and approved by local government.

Obstruction of passages and stairways

- 137. 122.** A keeper shall not cause, suffer or permit furniture, fittings or other things to be placed either temporarily or permanently in or on -
- (a) a stairway, stair landing, fire-escape, window or common passageway; or
 - (b) part of the lodging house in common use or intended or adapted for common use,
- in such a manner as to form an obstruction to the free passage of lodgers, residents or persons in or occupying the lodging house.

Fitting of locks

- 138. 123.** A person shall not fit, or cause or permit to be fitted, to an exit door a lock or other device which prevents the door being opened from within a lodging house.

Restriction on use of rooms for sleeping

- 139. 124.** (1) Subject to sub-clause (3) and clause 161, a keeper shall not use or permit to be used as a sleeping apartment a room in a lodging house -
- (a) which contains food;
 - (b) which contains or is fitted with a cooking appliance or kitchen sink;

- (c) which is used as a kitchen, scullery, storeroom, dining room, general sitting room or lounge room or for the preparation or storage of food;
 - (d) which is not reasonably accessible without passing through a sleeping or other room in the private occupation of another person;
 - (e) which, except in the case of a short term hostel or a recreational campsite, contains less than 5.5 square metres of clear space for each lodger occupying the room;
 - (f) which is naturally illuminated by windows having a ratio of less than 0.1 square metre of unobstructed glass to every 1.0 square metre of floor area;
 - (g) which is ventilated at a ratio of less than 0.5 square metre of unobstructed ventilating area to every 10 square metres of floor area;
 - (h) in which the lighting or ventilation referred to in paragraphs (f) and (g) is obstructed or is not in good and efficient order;
 - (i) which is not free from internal dampness;
 - (j) of which any part of the floor is below the level of the adjoining ground; or
 - (k) the floor of which is not fitted with an approved carpet or vinyl floor covering or other floor treatment approved by the [Manager, Environmental Health & Regulatory Services](#) [City](#).
- (2) For the purposes of this clause, two children under the age of 10 years shall be counted as one lodger.
- (3) Paragraphs (a), (b) and (c) of sub-clause (1) shall not apply to a serviced apartment.

Sleeping Accommodation - Short Term Hostel and Recreational Campsite

- 140. 125.** (1) A keeper of a short term hostel or recreational campsite shall provide a clear floor space of not less than-
- (i) 4 square metres per person in each dormitory utilising beds;
 - (ii) 2.5 square metres per person in dormitories utilising bunks.
- (2) The calculation of floor space in sub-clause (1), shall exclude the area occupied by any large items of furniture, such as wardrobes, but may include the area occupied by beds.
- (3) The minimum height of any ceiling in a short term hostel or recreational campsite shall be 2.4 metres in any dormitory utilising beds and 2.7 metres in any dormitory utilising bunks.
- (4) The minimum floor area requirements in sub-clause (1), will only apply if there is ventilation, separation distances, fire egress and other safety requirements in accordance with the Building Code.
- (5) The keeper of any short-term hostel or recreational campsite shall provide-
- (i) fixed outlet ventilation at a ratio of 0.15 square metres to each 10 square metres of floor area of the dormitories. Dormitories shall be provided with direct ventilation to the open air from a point within 230 millimetres of the ceiling level through a fixed open window or vents, carried as direct to the open air as is practicable; or
 - (ii) mechanical ventilation in lieu of fixed ventilation, subject to local government's approval.

- (6) The keeper of any short-term hostel or recreational campsite shall provide beds with a minimum size of:
 - (i) in short term hostels - 800 millimetres x 1.9 metres;
 - (ii) in recreational campsites – 750 millimetres 1.85 metres.
- (7) The keeper of any short-term hostel or recreational campsite shall-
 - (i) ensure that at all times a distance of 750 millimetres between beds and a minimum distance of 900 millimetres between bunks is maintained;
 - (ii) ensure that where bed or bunk heads are placed against the wall on either side of a dormitory, ensure there is a passageway of at least 1.35 metres between each row of beds and a passageway of at least 2 metres between each row of bunks. The passageway shall be kept clear of obstruction at all times; and
 - (iii) ensure all doors, windows and ventilators are kept free of obstruction.
- (8) The keeper of a short-term hostel or recreational campsite shall ensure that-
 - (a) materials used in dormitory areas must comply with AS 1530.2 - 1993 and AS 1530.3 – 1999 as follows:-
 - (i) drapes, curtains, blinds and bed covers - a maximum Flammability Index of 6;
 - (ii) upholstery & bedding - a maximum Spread of Flame Index of 6;
- a maximum Smoke Developed Index of 5;
 - (iii) floor coverings - a maximum Spread of Flame Index of 7.
- a maximum Smoke Developed Index of 5;
 - (b) Fire retardant coatings used to make a material comply with these indices is -
 - (i) certified by the manufacturer as approved for use with the fabric to achieve the required indices;
 - (ii) certified by the manufacturer to retain its fire reparative effect after a minimum of 5 commercial dry cleaning or laundering operations carried out in accordance with AS 2001.1 -1995, Procedure 7A, using ECE reference detergent; and
 - (iii) certified by the applicator as having been carried out in accordance with the manufacturer's specification,
 - (c) emergency lighting is provided in accordance with the Building Code;
 - (d) a lodger or person does not smoke in any dormitory, kitchen, dining room or other enclosed place, within a short term hostel or recreational campsite;
 - (e) shall ensure all mattresses are fitted with a mattress protector.

Furnishing etc. of sleeping apartments

- 141. 126.** (1) A keeper shall -
- (a) furnish each sleeping apartment with clean sufficient number of beds and sufficient bedding of good quality;
 - (b) ensure that each bed -
 - (i) has a bed head, impervious mattress and pillow; and
 - (ii) is provided with a pillow case, two sheets, a blanket or rug and, from the 1st day of May to the 30th day of September, not less than one additional blanket or rug; and
 - (c) furnish each bedroom so that there are adequate storage facilities for belongings within the room.

- (2) A keeper shall not cause, suffer or permit any tiered beds or bunks to be used in a sleeping apartment other than in a lodging house used exclusively as a short term hostel or recreational campsite.
- (3) The sheets and blankets required to be provided by subclause (1)(b)(ii), shall be deemed to have been provided by the keeper, where the keeper offers them for hire to the lodgers. In such circumstances, each lodger must either provide his own clean sheets or hire them from the keeper.
- (4) In short term hostel or recreational campsite, the storage facilities required by subclause (1)(c) may be located in a separate secure storage room or locker room.

Ventilation

- | **142, 127** (1) If, in the opinion of an Environmental Health Officer, a kitchen, bathroom, toilet, laundry or habitable room is not adequately or properly ventilated, he or she may direct the keeper to provide a different or additional method of ventilation.
- (2) The keeper shall comply with any direction given under sub-clause (1) within such time as directed.

Numbers to be placed on Doors

- | **143, 128** (1) A keeper shall place or cause to be placed on the outside of the doors of all rooms available to lodgers in the lodging house, serial numbers so that -
 - (a) the number "1" is placed on the outside of the door of the room nearest to the front or main entry door of the lodging house; and
 - (b) the numbers continue in sequence throughout each floor (if there is more than one) of the lodging house.
- (2) The numbers to be placed on the doors under sub-clause (1) shall be -
 - (a) not less than 40 millimetres in height;
 - (b) 1.5 metres from the floor; and
 - (c) permanently fixed either by being painted on the doors or shown by other legible means.

Division 3 - Management and Care

Keeper or manager to reside in the lodging house

- | **144, 129.** No keeper of a lodging-house shall absent himself from such house, unless he leaves some reputable person in charge thereof.

Register of lodgers

- | **145, 130.** (1) A keeper shall keep a register of lodgers in the form of Schedule 4.
- (2) The register of lodgers shall be -
 - (a) kept in the lodging house; and
 - (b) open to inspection at any time on demand by any member of the Police Service or by an Environmental Health Officer.

Keeper report

- 146, 131.** A keeper shall, whenever required by the local government, report to the local government, in the form of Schedule 5, the name of each lodger who lodged in the lodging house during the preceding day or night.

Certificate in respect of sleeping accommodation

- 1471 32.** (1) An Environmental Health Officer may issue to a keeper a certificate, in respect of each room, which shall be in the form of Schedule 6.
- (2) The certificate issued under sub-clause (1) shall specify the maximum number of persons who shall be permitted to occupy each room as a sleeping apartment at any one time.
- (3) When required by the ~~Manager, Environmental Health & Regulatory Services~~City, a keeper shall exhibit the certificate issued under this clause in a conspicuous place.
- (4) A person shall not cause, suffer or permit a greater number of persons than is specified on a certificate issued under this clause to occupy the room to which it refers.

Duplicate keys and inspection

- 148, 133.** Each keeper and manager of a lodging house shall -
- (a) retain possession of a duplicate key to the door of each room; and
- (b) when required by an Environmental Health Officer, open the door of any room for the purposes of inspection by the Officer.

Room occupancy

- 149, 134.** (1) ~~A keeper shall not -~~
- (a) cause, suffer or permit more than the maximum number of persons permitted by the Certificate of Registration of the lodging house to be lodged at any one time in the lodging house;
- (b) cause, suffer or permit to be placed or kept in any sleeping apartments -
- (i) a larger number of beds; or
- (ii) a larger quantity of bedding,
- than is required to accommodate and provide for the maximum number of persons permitted to occupy the sleeping apartment at any one time; and
- (c) use or cause, suffer or permit to be used for sleeping purposes a room that -
- (i) has not been certified for that purpose; and
- (ii) the Local government or the Medical Officer has forbidden to be used as a sleeping apartment.
- (2) For the purpose of this clause, two children under 10 years of age shall be counted as one lodger.

Maintenance of a room by a lodger or resident

- 1501 35.** (1) A keeper may permit, or contract with, a lodger or resident to service, clean or maintain the room or rooms occupied by the lodger or resident.
- (2) Where permission is given or a contract entered into under sub-clause (1), the keeper shall -

- (a) inspect each room the subject of the permission or agreement at least once a week; and
 - (b) ensure that each room is being maintained in a clean condition.
- (3) A lodger or resident who contracts with a keeper to service, clean or maintain a room occupied by him or her, shall maintain the room in a clean condition.

Cleaning and maintenance requirements

- 151, 136.** (1) In this clause -
"bed linen" includes sheets and pillowcases and in the case of short-term hostel or a recreational campsite, mattress protectors.
- (2) A keeper of a lodging house shall -
- (a) maintain in a clean, sound and undamaged condition -
 - (i) the floor, walls, ceilings, woodwork and painted surfaces;
 - (ii) the floor coverings and window treatments; and
 - (iii) the toilet seats;
 - (b) maintain in a clean condition and in good working order -
 - (i) all fixtures and fittings; and
 - (ii) windows, doors and door furniture;
 - (c) ensure that the internal walls of each bathroom and toilet are painted so as to maintain a smooth impervious washable surface;
 - (d) whenever there are one or more lodgers in a lodging house, ensure that the laundry floor is cleaned daily;
 - (e) ensure that -
 - (i) all bed linen, towels and house linen in use are washed at least once a week;
 - (ii) within a reasonable time of a bed having been vacated by a lodger or resident, the bed linen is removed and washed;
 - (iii) a person does not occupy a bed, which has been used by another person unless the bed has been provided with clean bed linen;
 - (iv) all beds, bedsteads, blankets, rugs, covers, bed linen, towels and house linen are kept clean, in good repair and free from vectors of disease;
 - (v) when any vectors of disease are found in a bed, furniture, room or sleeping apartment, immediate effective action is taken to eradicate the vectors of disease; and
 - (vi) a room, which is not free from vectors of disease, is not used as a sleeping apartment;
 - (f) when so directed by the ~~Manager, Environmental Health & Regulatory Services~~City, ensure that -
 - (i) a room, together with its contents, and any other part of the lodging house, is cleaned and disinfected; and
 - (ii) a bed or other article of furniture is removed from the lodging house and properly disposed of;
 - (g) ensure that the yard is kept clean at all times;
 - (h) provide all bedrooms, passages, common areas, toilets, bathrooms and laundries with adequate lighting; and
 - (i) comply with any direction, whether orally or in writing, given by the ~~Manager, Environmental Health & Regulatory Services~~ or an Environmental Health Officer.

Responsibilities of lodgers and residents

- 152. 137.** A lodger or resident shall not -
- (a) use any room available to lodgers -
 - (i) as a shop, store or factory; or
 - (ii) for manufacturing or trading services;
 - (b) keep or store in or on the lodging house any goods or materials which are inflammable or offensive;
 - (c) use a bath or wash hand basin other than for ablutionary purposes;
 - (d) use a bathroom facility or fitting for laundry purposes;
 - (e) use a sink installed in a kitchen or scullery for any purpose other than the washing and cleaning of cooking and eating utensils, other kitchenware and culinary purposes;
 - (f) deposit rubbish or waste food other than into a proper rubbish receptacle;
 - (g) in a kitchen or other place where food is kept -
 - (i) wash or permit the washing of clothing or bedding; or
 - (ii) keep or permit to be kept any soiled clothing or bedding;
 - (h) subject to clause 155 -
 - (i) keep, store, prepare or cook food in any sleeping apartment; or
 - (ii) unless sick or invalid and unable to leave a sleeping apartment for that reason, use a sleeping apartment for dining purposes;
 - (i) place or keep, in any part of a lodging house, any luggage, clothing, bedding or furniture that is infested with vectors of disease;
 - (j) store or keep such a quantity of furniture, material or goods within the lodging house -
 - (i) in any kitchen, living or sleeping apartment so as to prevent the cleaning of the floors, walls, fittings or fixtures; or
 - (ii) in a sleeping apartment so as to decrease the air space to less than the minimum required by this Part;
 - (k) obstruct or prevent the keeper or manager from inspecting or examining the room or rooms occupied by the lodger or resident; and
 - (l) fix any fastener or change any lock to a door or room without the written approval of the keeper.

Approval for storage of food

- 153. 138.** (1) — The ~~Manager, Environmental Health & Regulatory Services~~ City may -
- (a) upon written application from a keeper, approve the storage of food within a refrigerator or sealed container in a sleeping apartment; and
 - (b) withdraw the approval if a nuisance or vector of disease infestation is found to exist in the lodging house.
- (2) The keeper of a serviced apartment may permit the storage and consumption of food within that apartment if suitable storage and dining facilities are provided.

PART 9 - OFFENSIVE TRADES

Division 1 - General

Interpretation

- 154. 139.** In this Part, unless the context otherwise requires -
- "occupier" in relation to premises includes the person registered as the occupier of the premises in the Schedule 11 Certificate of Registration;

"offensive trade" means any one or more of the trades, businesses or occupations usually carried on, in or connected with, the following works or establishments -

- (a) fish curing premises and fish, shellfish and crustacean processing premises;
- (b) laundries, dry cleaning premises and dye works; and
- (c) any trade as defined by section 186 of the Act;

"premises" includes houses.

Consent to Establish an Offensive Trade

- 155. 140.** (1) A person seeking the consent of the local government under section 187 of the Act to establish an offensive trade shall -
 - (a) advertise notice of his intention to apply for consent in accordance with clause 158; and
 - (b) lodge with the Chief Executive an application in the form of Schedule 10.
- (2) A person who makes a false statement in an application under this clause shall be guilty of an offence.

Notice of Application

- 156. 141.** A notice required under sub-clause 157(1)(a) shall -
 - (a) contain the name and address of the person who intends to make the application;
 - (b) contain a description of the nature of the offensive trade;
 - (c) contain details of the premises in or upon which it is proposed to carry on the proposed trade; and
 - (d) appear in a local newspaper at least two weeks but not more than one month before the application under clause 157(1)(b) is lodged with the Chief Executive.

Registration of Premises

- 157. 142.** An application for the registration of premises pursuant to section 191 of the Act shall be -
 - (a) in the form of Schedule 10;
 - (b) accompanied by the fee prescribed in the *Offensive Trade (Fees) Regulations 1976*; and
 - (c) lodged with the Chief Executive.

Certificate of Registration

- 158. 143.** Upon the registration of premises for the carrying on of an offensive trade, the local government shall issue to the applicant a certificate in the form of Schedule 11.

Change of Occupier

- 159. 144.** Where there is a change of occupier of the premises registered pursuant to this Division, the new occupier shall forthwith notify the Chief Executive in writing of such change.

Alterations to Premises

160. 145. While any premises remain registered under this Division, a person shall not, without the written permission of the local government, make or permit any change or alteration whatever to the premises.

Division 2 - General Duties of an Occupier

Interpretation

162. 146. In this Division, unless the context otherwise requires -

"occupier" means the occupier, or where there is more than one occupier, each of the occupiers of the premises in or upon which an offensive trade is carried on; and

"the premises" means those premises in or upon which an offensive trade is carried on.

Cleanliness

163. 147. The occupier shall -

- (a) keep or cause to be kept in a clean and sanitary condition and in a state of good repair the floors, walls and ceilings and all other portions of the premises;
- (b) keep or cause to be kept in a clean and sanitary condition and in a state of good repair all fittings, fixtures, appliances, machinery, implements, shelves, counters, tables, benches, bins, cabinets, sinks, drain boards, drains, grease traps, tubs, vessels and other things used on or in connection with the premises;
- (c) keep the premises free from any unwholesome or offensive odour arising from the premises;
- (d) maintain in a clean and tidy condition all yards, footpaths, passage ways, paved areas, stores or outbuildings used in connection with the premises; and
- (e) clean daily and at all times keep and maintain all sanitary conveniences and all sanitary fittings and grease traps on the premises in a clean and sanitary condition.

Rats and other Vectors of Disease

164. 148. The occupier shall -

- (a) ensure that the premises are kept free from rodents, cockroaches, flies and other vectors of disease; and
- (b) provide in and on the premises all effective means and methods for the eradication and prevention of rodents, cockroaches, flies and other vectors of disease.

Sanitary Conveniences and Wash Basins

165. 149. The occupier shall provide on the premises in an approved position sufficient sanitary conveniences and wash hand basins, each with an adequate supply of hot and cold water for use by employees and by all other persons lawfully upon the premises.

Painting of Walls etc.

- 166, 150.** The occupier shall cause the internal surface of every wall, the underside of every ceiling or roof and all fittings as may be directed in and on the premises to be cleaned and painted when instructed by an Environmental Health Officer.

Effluvia, Vapours or Gases

- 167, 151.** The occupier shall provide, use and maintain in a state of good repair and working order, appliances capable of effectively destroying or of rendering harmless all offensive effluvia, vapours or gases arising in any process of his business or from any material, residue or other substance which may be kept or stored upon the premises.

Offensive Material

- 168, 152.** The occupier shall -
- (a) provide on the premises impervious receptacles of sufficient capacity to receive all offensive material and trade refuse produced upon the premises in any one day;
 - (b) keep the covers on airtight receptacles, except when it is necessary to place something in or remove something from them;
 - (c) cause all offensive material and trade refuse to be placed immediately in the receptacles;
 - (d) cause the contents of the receptacles to be removed from the premises at least once in every working day or at such other intervals as may be approved or directed by the [Manager, Environmental Health & Regulatory Services](#) or whenever so directed by an Environmental Health Officer; and
 - (e) cause all receptacles after being emptied to be cleaned with an efficient disinfectant.

Storage of Materials

- 169, 153.** The occupier shall cause all material on the premises to be stored so as not to be offensive or injurious to health whether by smell or otherwise and so as to prevent the creation of a nuisance.

Specified Offensive Trades

- 170, 154.** (1) For the purposes of this clause, "specified offensive trade" means one or more of the offensive trades carried on, in or connected with the following works or premises -
- (i) fish processing premises (not including retail fish shops), fish canning premises, shellfish and crustacean processing premises (not including retail fish shops), and fish curing premises; and
 - (ii) laundries, dry cleaning premises and dye works.
- (2) Where premises are used for or in relation to a specified offensive trade, the occupier shall-
- (a) cause the floor of the premises to -
 - (i) be properly paved and drained with impervious materials;
 - (ii) have a smooth surface; and
 - (iii) have a fall to a bucket trap or spoon drain in such a way that all liquids falling on the floor shall be conducted by the trap or drain to a drain inlet situated inside the building where the floor is situated; and

- (b) cause the angles formed by the walls with any other wall, and by the wall with the floor, to be coved to a radius of not less than 9.5 millimetres.
- (c) cause all liquid refuse to be -
 - (i) cooled to a temperature not exceeding 26 degrees Celsius and in accordance with the *Metropolitan Water Supply and Drainage By-Laws 1981* before being discharged into any drain outlet from any part of the premises; and
 - (ii) directed through such screening or purifying treatment as the ~~Manager, Environmental Health & Regulatory Services~~City may from time to time direct.

Directions

- ~~171.1~~ 55. (1) The ~~Manager, Environmental Health & Regulatory Services~~City may give to the occupier directions to prevent or diminish the offensiveness of a trade or to safeguard the public health.
- (2) The occupier shall comply with any directions given under this clause.

Other Duties of Occupier

- ~~172.~~ 156. In addition to the requirements of this Division, the occupier shall comply with all other requirements of this Part that apply to the particular offensive trade or trades carried on by him.

Division 3 – Fish Premises

Interpretation

- ~~173.~~ 157. In this Division, unless the context otherwise requires -

"**appliance**" includes a utensil, an instrument, a cover, a container or apparatus;

"**fish**" means fresh fish, frozen fish, chilled fish and cooked fish, whether cleaned, uncleaned or part cleaned and includes crustaceans and molluscs, but does not include -

- (a) fish which has been cured, preserved, hermetically canned or treated to prevent putrefaction; or
- (b) cleaned fish supplied in cartons or packets by a packer and sold in such cartons or packets if they are at all times kept in a deep freeze refrigeration unit at a temperature not exceeding minus 15 Celsius;

"**fish curing**" means the process where fish may be part cleaned, scaled or cut up for preservation by salting, drying, smoking or other means;

"**fish premises**" may include a fish processing establishment, fish canning premises, fish curing establishment and a shellfish and crustacean processing establishment, but not a retail shop;

"**fish processing**" means a process whereby fish are cleaned, part cleaned, scaled or cut up;

"**fish transport vehicle**" includes -

- (a) an appliance attached to, carried in or used in connection with a vehicle; and
- (b) a trailer and a portable box,

used or designed to be used for the transport or storage of fish; and

"portable box" means a box for the transport or storage of fish and includes a fish transport vehicle.

Cleaning facilities

- 174. 158.** The occupier of a fish premises shall provide, in or easily accessible from each fish preparation room, cleaning facilities consisting of a double bowl stainless steel wash trough of adequate size to accommodate the equipment and utensils used on the premises, connected to a piped supply of hot and cold water.

Fish Preparation Room

- 175. 159.** (1) — The occupier of a fish premises shall provide a fish preparation room that shall comply with the requirements of the *Health (Food Hygiene) Regulations 1993*; and-
- (a) the minimum floor area shall be 9 square metres;
 - (b) the room shall be fly-proofed and provided with ample light and ventilation; and
 - (c) the room shall have a self-closing door.
- (2) The occupier shall ensure that all fish are prepared in the fish preparation room and that room is to be used solely for that purpose.

Bench

- 176. 160.** The occupier of a fish premises shall provide and maintain on the premises a separate impervious bench for the handling of fish.

Disposal of Waste

- 177. 161.** The occupier of a fish premises shall cause all offal and wastes, all rejected and unsaleable fish and any rubbish or refuse which is likely to be offensive or a nuisance to be -
- (a) placed in the receptacles referred to in clause 170 and disposed of in accordance with that clause; or
 - (b) kept in a frozen state in an approved enclosure before its removal from the premises.

Fish Containers

- 178. 162.** The occupier of a fish premises shall not allow any box, basket or other container used for the transport of fish to -
- (a) remain on the premises longer than is necessary for it to be emptied; or
 - (b) be kept so as to cause a nuisance or to attract flies.

Cooking of Fish

- 179. 163.** Where cooking of fish is carried out in a fish premises, the occupier shall provide and maintain an exhaust ventilation system as set out in the ~~*Health (Food Hygiene) Regulations 1993*~~ *Food Act 2008*, which shall be of an approved design and construction and so situated as to capture and remove all effluvia, odours and smoke from the process of cooking and shall discharge in such manner and in such a position that no nuisance is created.

Use of an Approved Portable Box

- 180. 164.** The ~~Manager, Environmental Health & Regulatory Services~~ City may permit an approved portable box to be used for the transport or storage of fish.

Fish Transport Vehicle

- 181. 165.** A person shall not use a fish transport vehicle for the transport or storage of fish unless it is so constructed, equipped and maintained that -
- (a) the frame is made of wood or metal;
 - (b) all internal surfaces -
 - (i) are made of metal or approved impervious plastic substance, which may include stainless steel, aluminium, galvanised iron, zinc anneal, fibre glass, or other material of similar strength and impermeable qualities;
 - (ii) are smoothly finished;
 - (iii) are rigidly secured with a solid backing; and
 - (iv) have floor and vertical angles coved with not less than a 25 millimetre radius,but, if all necessary floor joints are effectively sealed, the surface of the floor, or part of it, may be of an approved tread type track material;
 - (c) internal horizontal joints made between metal sheeting are lapped from top to bottom and either -
 - (i) continuously welded; or
 - (ii) lapped with a minimum of 40 millimetres cover secured with blind rivets and sealed with a durable, non-absorbent sealing material;
 - (d) the vehicle is effectively insulated with a stable insulating material;
 - (e) the vehicle has, at the rear or side, doors that are made in the manner provided by paragraphs (a),(b),(c) and (d) of this clause, are close fitting, and have a suitable locking device fitted;
 - (f) the vehicle is fitted with shelves and grids, made of impervious material, in such a manner that the shelves and grids may be easily removed;
 - (g) any containers used in the vehicle for fish are made of stainless steel, fibre glass or approved impervious plastic; and
 - (h) the vehicle is in good repair and condition and is thoroughly clean.

Division 4 - Laundries, Dry Cleaning Establishments And Dye Works

Interpretation

- 182. 166.** In this Division, unless the context otherwise requires -

"dry cleaning establishment" -

- (i) means premises where clothes or other articles are cleaned by use of solvents without using water; but
- (ii) does not include premises in which perchlorethylene or arklone is used as dry cleaning fluid in a machine operating on a full cycle and fully enclosed basis;

"dye works" means a place where articles are commercially dyed, but does not include dye works, which have approval from a licensed water service operator, for the discharge of all liquid waste there from, into the sewer of the licensed water service operator;

"exempt laundromat" means a premises in which -

- (a) laundering is carried out by members of the public using, on payment of a fee, machines or equipment provided by the owners or occupiers of those establishments;

- (b) laundering is not carried out by those owners or occupiers for or on behalf of other persons; and
- (c) provision is made for the discharge of all liquid waste there from into a public sewer.

"**laundromat**" means a public place with coin operated washing machines, spin dryers or dry cleaning machines; and

"**laundry**" means any place where articles are laundered by commercial grade machinery but does not include a laundromat.

Receiving Depot

- 183, 167.** An owner or occupier of premises shall not use or permit the premises to be used as a receiving depot for a laundry, dry cleaning establishment or dye works except with the written permission of the ~~Manager, Environmental Health & Regulatory Services~~[City](#) who may at any time by written notice withdraw such permission.

Reception Room

- 184, 168.** (1) The occupier of a laundry, dry cleaning establishment or dye works shall -
- (a) provided a reception room in which all articles brought to the premises for treatment shall be received and shall not receive or permit to be received any such articles except in that room; and
 - (b) cause such articles as may be directed by an Environmental Health Officer to be thoroughly disinfected to the satisfaction of the officer.
- (2) A person shall not bring or permit food to be brought into the reception room referred to in this clause.

Walls and Floors

- 185, 169.** The occupier of a laundry, dry cleaning establishment or dye works shall cause -
- (a) the internal surfaces of all walls to be rendered with a cement plaster with steel float finish or other approved material to a height of 2 metres and to be devoid of holes, cracks and crevices;
 - (b) the floor to be impervious, constructed of concrete and finished to a smooth surface, with an even fall to a floor waste, suitably trapped and discharging to -
 - (i) the sewer of a licensed water service operator; or
 - (ii) a proper discharge pipe with flap valve fitted and, where necessary, protected by a sump; and
 - (c) every floor and wall of any building on the premises to be kept at all times in good order and repair, so as to prevent the absorption of any liquid which may be splashed or spilled or may fall or be deposited on it.

Escape of Dust

- 186, 170.** The occupier of a dry cleaning establishment shall provide effective means to prevent the escape into the open air of all dust or other material from the premises.

Precautions Against Combustion

- 187, 171.** The occupier of a dry cleaning establishment where volatile liquids are used shall take all proper precautions against combustion and shall comply with all directions given by an Environmental Health Officer for that purpose.

Trolleys

- 188. 172.** The occupier of a dry cleaning establishment shall -
- (a) provide trolleys for the use of transporting dirty and clean linen; and
 - (b) ensure that each trolley is -
 - (i) clearly designated to indicate the use for which it is intended;
 - (ii) lined internally with a smooth impervious non-absorbent material that is easily cleaned; and
 - (iii) thoroughly cleaned and disinfected on a regular basis.

Sleeping on Premises

- 189. 173.** A person shall not use or permit any room in a laundry, dry cleaning establishment or dye works to be used for sleeping purposes.

PART 10 - PENALTIES

Penalties other than Part 8

- 1901** (1) A person who contravenes a provision of these Local Laws commits an offence.
- (2) A person who commits an offence under sub-clause (1) is liable to -
- ~~(a)~~(c) a penalty which is not more than \$1,000 and not less than -
 - (i) in the case of a first such offence, \$100;
 - (ii) in the case of a second such offence, \$200; and
 - (iii) in the case of a third or subsequent such offence, \$500; and
 - ~~(b)~~(d) if the offence is a continuing offence, a daily penalty which is not more than \$100 and not less than \$50.

Schedule 1

City of South Perth

**HEALTH (Miscellaneous
Provisions) ACT 1911**

APPLICATION FOR REGISTRATION OF A LODGING HOUSE

To: Chief Executive
City of South Perth

I/We,

(Full name of Applicant/s)

of

(Residential Address of Applicant/s)

apply for the registration of premises situated (or to be situated) at

as a lodging house to be classified as specified below;-

- ☐ - a lodging house;
- ☐ - a short term hostel;
- ☐ - a recreational campsite; or
- ☐ - serviced apartments

and for my name to be entered in the Register as the keeper of the lodging house.

DESCRIPTION OF LODGING HOUSE

Number of storeys _____

Rooms for private use

Type of Room	Number	Area
Laundries/toilets/bathrooms		
Bedrooms		
Dining Rooms		
Kitchens		
Sitting Rooms		
Other (Specify)		

Rooms for lodgers

Type of Room	Number	Area
Bedrooms		
Dining Rooms		
Kitchens		
Sitting Rooms		
Other (Specify)		

Sanitary Conveniences for male lodgers

Type of Facilities	Number
Toilets	
Urinals	
Baths	
Showers	
Wash hand basins	

Sanitary Conveniences for female lodgers

Type of Facilities	Number
Toilets	
Baths	
Showers	
Wash hand basins	

Laundry Facilities

Type of Fixture	Number
Wash troughs	
Washing machines	
Drying cabinets or clothes lines (metres)	

Additional Details

- (a) Lodgers' meals will be provided by the manager/keeper/lodgers.
- (b) The keeper will/will not reside continuously on the premises.
- (c) Name and occupation of proposed manager if keeper resides elsewhere -

- _____
- (d) There will be _____ family members residing on the premises with the keeper/manager

Application fee of \$ _____ is attached.

(Signature of Applicant/s)

(Date)

Schedule 2

City of South Perth

HEALTH
(Miscellaneous
Provisions) **ACT 1911**

CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

THIS is to certify that the premises situated
at _____

are registered as a Lodging House and classified as:

- ☐ a lodging house
☐ a short term hostel
☐ serviced apartments
☐ a recreational campsite

until 30 June 20____, on the following conditions:

1. that _____, whose name is entered on the register of keepers of the City of South Perth, continues to be the keeper of the lodging house;
2. that _____, appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;
3. that the Certificate of Registration is not sooner cancelled or revoked;
4. that the maximum number of rooms to be used as sleeping apartments for lodgers is - _____; and
5. that the maximum number of lodgers accommodated on the premises shall not exceed _____

This Certificate of Registration is issued subject to the Health Act and Health Local Laws of the City of South Perth and is not transferable.

Dated _____

Manager, Environmental Health & Regulatory Services
City of South Perth

Fee received: \$ _____

Schedule 3

City of South Perth

HEALTH
(Miscellaneous
Provisions) **ACT 1911**

NOTICE OF CHANGE OF OWNER OF A LODGING HOUSE

To: Chief Executive
City of South Perth

I/We,

(Full Name of Applicant/s)

of

(Residential Address of Applicant/s)

am/are the new owner/s of premises situated at

which are registered in the name of

for the carrying on of the lodging house business.

(Signature of Applicant/s)

(Date)

Schedule 4

City of South Perth

HEALTH ([Miscellaneous](#)

[Provisions](#)) **ACT 1911**

REGISTER OF LODGERS

Location of Lodging House:

Date of Arrival	Name	Previous Address	Signature	Room Number	Date of Departure

Schedule 5

City of South Perth

HEALTH

(Miscellaneous

Provisions) **ACT 1911**

LIST OF LODGERS

The Chief Executive
City of South Perth

The following is the name of every person who resided in the lodging house at

on the _____ day of _____, 20____.

(Signed - Keeper) (Dated) _____

Schedule 6

City of South Perth

HEALTH
(Miscellaneous
Provisions) **ACT 1911**

CERTIFICATE OF SLEEPING ACCOMMODATION FOR A LODGING HOUSE

To: _____

(Name of Keeper)

of

(Address of Keeper)

For the registered lodging house situated at:

The rooms listed in the following table are not to exceed the number of lodgers or residents indicated below;

Room Number	Maximum Occupancy

Date _____

Manager, Environmental Health & Regulatory Services City of South Perth

Schedule 7

City of South Perth

HEALTH [\(Miscellaneous Provisions\)](#)

**ACT 1911 APPLICATION FOR LICENCE OF A
MORGUE**

To: Chief Executive
City of South Perth

I

(full name in block letters)

of

(full residential address)

apply to licence the premises listed below as a Morgue

Address of

premises: _____

Name of premises:

Dated this _____ day of _____ 20____

(Signature of Applicant)

Schedule 8

City of South Perth

HEALTH ([Miscellaneous Provisions](#))

**ACT 1911 CERTIFICATE OF LICENCE OF A
MORGUE**

This is to certify the following premises is licensed as a Morgue from the
_____ day of _____ 20____ until the 30th day of June
20____.

Address of premises:

Name of
premises; _____

Dated this _____ day of _____ 20____.

[Manager, Environmental Health & Regulatory Services](#)
City of South Perth

Schedule 9

City of South Perth

HEALTH
(Miscellaneous
Provisions) **ACT 1911**

APPLICATION FOR CONSENT TO ESTABLISH AN OFFENSIVE TRADE

To: Chief Executive
City of South Perth

I/We,

(Full Name of Applicant/s)

of

(Residential Address of Applicant/s)

apply for consent to establish an offensive trade being

(Description of Offensive Trade)

in or upon

(Location of the House or Premises)

Notice of my/our intention to make this application was advertised in

(Name of Newspaper)

on _____
(Date of Advertisement)

Plans and specifications of the buildings proposed to be used or erected in connection with the proposed offensive trade are attached.

(Signature of Applicants/s)

(Date)

Schedule 10

City of South Perth

HEALTH

(Miscellaneous

Provisions) ACT 1911

APPLICATION FOR REGISTRATION OF PREMISES FOR OFFENSIVE TRADE

To: Chief Executive
City of South Perth

I/We,

(Full Name of Applicant/s)

of

(Residential Address of Applicant/s)

apply for registration, for the year ended _____ of

(Location of Premises)

being premises in or upon which there is (or is to be) carried on an offensive trade, namely;

under the business name of

The prescribed registration fee of \$ _____ is attached.

(Signature of Applicant/s)
(Date)

Schedule 11

City of South Perth

HEALTH

(Miscellaneous

Provisions) ACT 1911

CERTIFICATE OF REGISTRATION OF PREMISES FOR OFFENSIVE TRADE

This is to certify that the premises situated at

of which _____ is the
occupier,

are registered for the carrying on of the trade of

Trade
Name _____

This registration expires on the _____ day of _____ 20 ____.

Manager, Environmental Health & Regulatory Services
(Date)
City of South Perth

Passed at a meeting of the local government of the City of South Perth held on
_____. (Date)

The Common Seal of the City of South Perth was hereunto affixed in the presence of:-

Mr Julian Donaldson (Date)
CHAIRMAN OF COMMISSIONERS

Mr Cliff Frewing (Date)
ACTING CHIEF EXECUTIVE

CONFIRMED - Executive Director Public Health (Date)
This local law was made at the meeting of the Council of the City of South Perth held on

The Common Seal of the _____)
City of South Perth was affixed in _____)
the presence of _____)

.....
Mayor

.....
Chief Executive Officer

on